

**COLCHESTER ETHICS COMMISSION MEETING MINUTES**

Tuesday, October 7th, 2008

First Selectman's Conference Room - 7:00 p.m.

Members Present: First Selectman Linda Hodge, Chairman Genea Bell, Thomas Cleary, Dan Henderson, Jacqueline Twedt

Members Absent: Robert Esteve

Others Present: None

1. Call to Order : 7:02 p.m.

2. Public Comment: None

3. Chairman indicated need to contact regular secretary for attendance at our regular meetings.

4. Old Business: E-mail addresses-Everyone should now have their own through the town website and should be checking regularly, Genea will send a test e-mail out soon to verify that each of us is able to access our addresses.

Discussion of system for receiving and addressing advisory opinions:

- a) Genea will coalesce the proposals received from Tom and Jacque into one form.
- b) Genea will send the form to Dan who will convert it to a downloadable PDF format that can be placed on the town website. Hard copies will also be available at Town Hall.
- c) Form must be notarized and may be scanned and e-mailed if notary stamp is legible.
- d) Initial receipt will be done at town hall and then forwarded to chairperson for review.

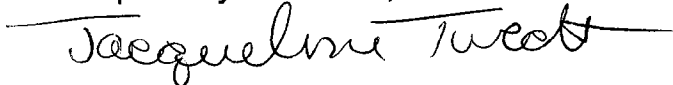
Tom also created form letters to respond to both conforming and non-conforming requests.

5. New Business: Chairman is being sent new procedures from the FOI commission.

Linda Hodge asked if the commission considered the following to be under our purview: A town employee has made a request for a CDBG block grant. Because that person is an employee of the town the grant request must include a legal letter from the town stating there is no conflict of interest with the request. The town attorney suggested this was a matter for the commission. The commission all agreed this was not an appropriate matter for the commission to consider.

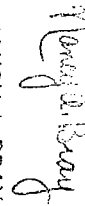
6. Meeting adjourned at 8:20 p.m.

Respectfully Submitted,



Jacqueline Twedt

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NANCY A. BRAY  
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