

NEW DURHAM ETHICS COMMITTEE MEETING MINTUES

COMMITTEE MEMBERS PRESENT: Dot Veisel, Carol Allen, Ellen Phillips, Joan Swenson

COMMITTEE MEMBERS ABSENT: None

DATE: April 10, 2017

CALL TO ORDER: 7:02 p.m.

PUBLIC INPUT: None

Item	Discussion	Results/Next	Responsible Person
1. Election of Officers		Dot Veisel: Chair Ellen Phillips: Vice-Chair Joan Swenson: Secretary	
2. Committee Membership	Members present have indicated to Town Officials their desire to continue on the Ethics committee. The committee membership is for 5 members, thus there is an opening for 1 more committee member.	The open position is already listed on the New Durham Town Webpage. Post on New Durham N.H. News Facebook page that an opening exists on the Ethics Committee	Ellen Phillips

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3. Membership Terms	Terms should be staggered to allow for continuity of knowledge and that all members do not leave at same time	Reviewed previous chart used that outlined the staggered terms. Send chart to Town Administrator to be used in establishing membership terms	Joan Swenson
4. Minutes	Reviewed minutes from August 9, 2016 October 11, 2016	Approved minutes from August 9, 2016 October 11, 2016	
5. Ethics Policy Language	<p>Reviewed proposed language change to Section IV: <i>Formation of the Ethics Committee</i> previously submitted on 4-20-2016 to the BoS.</p> <p>Reviewed language for the timeframe the BoS will respond to an Ethics complaint as outlined in Section VI: Complaints</p>	<p>Proposed to submit language change from <i>one member may be a public servant</i> to read: <i>One member may be a town employee</i>. This change will be presented to the BoS meeting on 4-20-2017</p> <p>Proposed to present the following language change to the BOS: <i>the timeframe for the BoS to respond to an Ethics Complaint align with the timeframe outlined in the New Durham Personnel Manual</i></p>	<p>Dot Veisel</p> <p>Dot Veisel</p>

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6. Ethics Workshops	The group expressed their desire to obtain further ethics training, i.e. how a town Ethics Committee should function, education, responsibilities, etc. Dot Veisel described a recent seminar she attended in which Cream Law Office from Portsmouth, N.H. talked about Ethics Committees.	The committee members to explore possibilities for future Ethics Committee training sessions.	Dot Veisel: Cream Law Offices Ellen Phillips: NHMA Carol Allen: Primex
7. Next Meeting	Several members have conflict for the regularly scheduled timeframe	Voted by consensus to move the next meeting to Monday, May 15, 2017	
8. Meeting Adjourned		Moved by Joan Swenson Second by Carol Allen Meeting adjourned at 8:00 p.m.	