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|  | TOWN OF OLD SAYBROOK **Ethics Commission** |
| 302 Main Street • Old Saybrook, Connecticut 06475-1741  Telephone (860) 395-3123 • FAX (860) 395-3125 |

**REGULAR MEETING MINUTES**

THURSDAY JULY 19, 2018

The Ethics Commission met on Thursday, July 19, 2018 at 7:00 pm at the Acton Library

1. **Call to Order:** Chair E. M. Cassella called the meeting to order at 7:06 pm.   
   Members present: D. E. Hunt, K. E. Knobelsdorff, P. A. Ladd, M. J. Lewandowski.
2. **Approval of Minutes**
3. Regular Meeting Minutes, April 19, 2018:

**Motion** (Lewandowski/Hunt): **Approved.** (Abstained: Cassella, Ladd)

1. **Comments from the Public:**  None
2. **New Business:**

a. Election of officers: After discussion, formalize existing roles of chair and secretary.

**Motion** (Cassella/Lewandowski): **Approved.**

b. Payment of bills: Outstanding payment due Murtha Cullina LLP for Atty. Kari Olsen review of pending updates and changes to Code and Procedures.

**Motion** (Knobelsdorff/Lewandowski): Submit $909.00 bill to Finance Director for payment: **Approved.**

1. **Old Business:**

a. Continued review and discussion of feedback and comments received from consulting and Town attorneys on proposed revisions to Code of Ethics and “Procedures for complaints and advisory opinions.”

1) Completed discussion on Code. Secretary to complete consensus-based text modifications once electronic copy with previous, tracked changes is available.

2) Renewed discussion of “Procedures for complaints and advisory opinions,” focusing on time-frame and phasing of procedures.

b. Vote on proposed revisions to Code of Ethics and “Procedures for complaints and advisory opinions:” Tabled to first meeting once commission receives finalized, proposed changes.

**6. Adjournment: Motion** (Lewandowski/Knobelsdorff): **Approved**. Adjourned at 8:02 pm.

**Next scheduled Regular Meeting:** ThursdayOctober 18, 2018, 7:00 pm. Acton Library

Submitted: M. J. Lewandowski