

**FINAL MINUTES**

DURHAM ETHICS COMMISSION

MARCH 31, 2010

- I. **Meeting was called to order** by Ellen Piotrowski at 7:08. Roll was called: Present: Ellen Piotrowski, Jenn Fowler, and Linda Maffei. Bob Fulton arrived after the roll call. Absent: Dave Adams, Bruce Chaplin.
- II. **Approval of the Agenda.** On a motion by Linda Maffei, seconded by Jen Fowler, the agenda as presented was approved unanimously.
- III. **Approval of Ethics Commission meeting minutes of February 24, 2010.** The heading of the February minutes incorrectly states the date as January 24, 2010. Also, Pat Kupcho is no longer a member and was incorrectly listed as absent in the roll call. On a motion by Jenn Fowler, seconded by Linda Maffei, the minutes were accepted unanimously , pending the above changes.
- IV. **Public Comment.** It was noted that there were no members of the public present.
- V. **Discussion of Durham Ethics Commission matters.** The Commission reviewed draft letters, corrected from last month's meeting:

Letter DEC LTR 5A: Durham Ethics Commission is spelled out, and "the" is inserted in the last sentence.

Letter DEC LTR 5B: A space for a specific reason is inserted in the concluding paragraph.

Letter DEC LET 5C: In the fourth paragraph, the word "Commissions" should be "Commission's". In the second paragraph, "you have violated" should be changed to "if a violation of the Code has occurred." In the address paragraph at the conclusion, the PO box number is incorrect.

Letter DEC LTR 6A: In the second paragraph, "case sealed" should change to "case file sealed."

Letter DEC LTR 6B: The second to last paragraph was changed pursuant to our February discussion. The PO box number is incorrect.

Letter DEC LTR 6C: The first paragraph was changed pursuant to our February discussion. The PO box number is incorrect.

Letter DEC LTR 8A: The word “the” needs to be inserted before the word Code in the third paragraph, followed by a removal of the “s” from Commissions.

Letter DEC LTR 8B: No changes.

Letter DEC LTR 9A: In the last paragraph, the word “your” should be removed. “Durham Ethics Commission” should be added to the RE: clause. The PO box number is incorrect.

Letter DEC LTR 9B: Remove the phrase “and we hope...” in the second to last paragraph. Add “Durham Ethics Commission” to the RE: clause, and the PO box is incorrect.

Letter DEC LTR 9C: Add “Durham Ethics Commission” to the RE: clause.

- VI. **Discussion of Advisory Opinion Requests.** A request submitted by the Chairperson of the Senior Board asked if a member of the Board could be hired to teach writing classes for seniors for a fee as part of the Board’s offering of programs. DEC members discussed the relevancy of Section 3, III of the Code to this fact pattern. Bob Fulton will discuss the Commission’s comments with Duncan Forsyth before there is a final vote on this matter.

A second Advisory Opinion was requested by the First Selectman and involved whether there is a conflict of interest when a Director of a Town department, which is a position appointed by the First selectman and currently serves without salary, can also be employed by a contractor who provides services to that same department. Commission members discussed this issue with respect to Sections 1 and 3 of the Code. Bob Fulton will discuss the Commission’s comments and questions with Duncan Forsyth before there is a final vote on this matter.

- VII. **Old Business.** None.

- VIII. **New Business.** None.

- IX. **Adjourn.** Ellen Piotrowski moved, and Jenn Fowler seconded, that the meeting be adjourned. By a unanimous vote, the meeting adjourned at 8:44.

Respectfully submitted,

Linda Maffei, Secretary