

Town of Hebron  
Ethics Study Committee  
Thursday, November 19, 2009

Organizational Meeting

RECEIVED  
2009 NOV 25 A 8:28  
Ann C. Hughes Asst  
HEBRON TOWN CLERK

Call to Order: D. Lanza called the meeting to order at 7:02 PM.

Introduction of Members: Members introduced themselves. Linda Blakely, citizen at large, Stan Marchut, citizen at large, Glenn McGrath, citizen at large, Charles Redfern, citizen at large, Robert Zamojcin, citizen at large, Donna Ferree, elected official, Peter Moon, appointed official, Elaine Griffin, independent employee, Ann Hughes, bargaining unit employee, Donna Lanza from the Town Manager Team.

Election of Chair: D. Lanza opened the nominations for a chairperson for the Ethics Study Committee. A. Hughes nominated Robert Zamojcin as chair. A. Hughes made a motion to close the nominations, seconded by D. Ferree, motion carried. A. Hughes made a motion to elect Robert Zamojcin as chair, seconded by S. Marchut, motion carried.

Election of Vice-Chair: R. Zamojcin opened the nominations for a Vice Chairperson for the Ethics Study Committee. G. McGrath nominated Stan Marchut. D. Ferree made a motion to close the nominations, seconded by E. Griffin, motion carried. G. McGrath made a motion to elect Stan Marchut as vice-chair, seconded by D. Ferree, motion carried.

Establishing Meeting Schedule: It was recommended that Wednesday evening was a good evening to hold meetings. Not many other Town meetings are held that night and the Town Hall would be available. It was the consensus of the members that meetings be held at the Town Hall starting at 7 PM on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of the month unless otherwise noted.

Distribution of Materials:

List of members and contact information  
Town Charter, amended November 17, 2009  
Board of Selectman's meeting minutes from September 17, 2009 establishing an Ethics Study Committee  
Draft of Town of Ellington Code of Ethics  
Board of Selectman's meeting minutes from October 3, 1996 that contain a Proposed Code of Ethics.

Committee Contact Information: The list of members and contact information was passed around for members to update. The corrected list will be distributed to members.

Other Pertinent Discussions: Members were advised to keep their e-mails to distribution of information only and not for committee discussion. Dialogue through e-mail can be considered a meeting and would be in violation of Freedom of Information.

D. Lanza stated that there would be an all-boards meeting in January 2010, with Tom Hennick, from the State discussing ethics. The committee will be invited to attend.

It was clarified that the agendas and minutes will be posted at the Town Hall and on the Town's website. All meetings are open to the public.

Members agreed to have agenda, minutes, and other materials dispersed via e-mail. (D. Lanza left the meeting-7:25 PM)

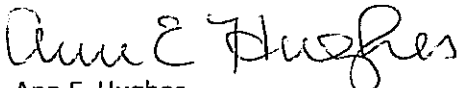
P. Moon passed out a flyer regarding Municipal Codes that can be found on the internet.

R. Zamojcin opened the meeting to general discussion: Some of the members have reviewed the State's model "Code of Ethics". It was understood that if one serves on an ethics board they would not serve on any other Town boards. If in fact the committee recommends an Ethics Committee be established that the Study Committee would not assume that roll.

R. Zamojcin asked members to review all the materials received tonight, especially the 1996 Proposed Code of Ethics. It was thought that the committee examines models from other towns, and the State and work those models to fit Hebron's needs. The committee would like to review the Employee Personnel Policy.

C. Redfern made a motion to adjourn the meeting, seconded by G. McGrath. Meeting adjourned at 7:50 PM.

Respectfully Submitted,

  
Ann E. Hughes