ETHICS COMMISSION
REGULAR MEETING MINUTES
JANUARY 7, 2025

Members Present:	Betsy Ritter, Chairlady Adam Stone Christopher Nailon Sara Gilman Mallari (alternate) Cathy Patterson Alan Messier
Absent:	Paul Helvig (alternate)
Also Present:	Susan Driscoll, RTM Ron Elkin Hank Podraza Daniel Drainville, The Day

1. Call to Order. The January 7, 2025 Regular Meeting of the Ethics Commission was called to order at 7:00 p.m. by Chairlady Ritter.

2. Pledge of Allegiance. The Pledge of Allegiance was observed.

3. Attendance. Ms. Mallari was asked to be seated. A quorum was established.

4. Public Comment. Mr. Elkin said he has come to an agreement with Mr. Stone.

5. Approval of the Regular Meeting Minutes of October 1, 2024.

   MOTION (1): Ms. Mallari moved to approve the October 1, 2024 Regular Meeting Minutes, as presented. Ms. Patterson and Mr. Messier abstained from voting. (4-0-2) Motion carried.

6. Correspondence Financial Reports were reviewed

7. Report from the Chair
   a. Review of proposed budget request for Fiscal Year 2026. Ms. Ritter distributed the proposed budget request for Fiscal Year 2026 to commission members. Ms. Ritter stated our budget request remains the same as last year.

Mr. Messier asked how is Town Attorney compensated for his time on matters of this Commission? Ms. Ritter informed him Town Attorney receives a retainer and his work for this Commission comes out of this retainer.

MOTION (2): Mr. Messier moved to approve this Commission's budget request for Fiscal Year 2026 in the amount of $900. Seconded by Ms. Patterson. (6-0) Unanimous.

b. Relocation of Ethics Commission files. Ms. Ritter informed the Commission that this Commission's filing cabinet and its key resides in the Police Chief's Office.

c. Update on Request to the RTM for Ordinance Changes. Ms. Driscoll reported that this matter was assigned to the RTM's Legislation and Administration Subcommittee at the December meeting. Ms. Ritter will be invited to the subcommittee discussions in order that RTM members may ask questions.

8. Discussion on the Need and Process for the Compilation of Commission Procedures. Ms. Ritter reported at our last meeting we had discussion on the need and process of procedures. On July 12, 2023 we agreed on an Ethics Timeline. She distributed a draft of the Ethics Timeline for the Commission's review. She asked if commission members felt there is a need for more detail? It has also been given to the Town Clerk. Members agreed it was sufficient to direct future activities but the timeline should not be distributed to the public. Ms. Ritter will advise the Town Clerk.

9. Notification of Expiring Terms for Members: Adam Stone, Elizabeth Ritter and Paul Helvig. Ms. Ritter reported each of these members are willing to serve again. Appointments are scheduled to be made by the RTM's next meeting on the first Monday in February.

10. Old Business. Ms. Ritter reported the changes to the Complaint form we voted on July 22, 2024 have been digitized with the seal of the town on it. Ms. Driscoll and Mr. Messier were thanked for their assistance in having this done. Ms. Driscoll indicated further changes might come from RTM consideration of the ordinance changes requested in Item 3 of the October 1st, 2024 letter from the Commission to the Moderator of the RTM.

11. New Business. There was no discussion of new business.

12. ADJOURNMENT.

MOTION (3): Ms. Mallari moved to adjourn the January 7, 2025 Regular Meeting at 7:35 p.m. Seconded by Mr. Nailon. (6-0) Unanimous.

Respectfully submitted,

Frances Ghersi, Recording Secretary