



# TOWN OF HAMDEN

*Final/Unapproved 06 08 2020*

## *Board of Ethics*

**Minutes: The Board of Ethics, Town of Hamden held a regular meeting at 7:00 p.m. on Tuesday June 2, 2020 via virtual Zoom; the following issues were discussed:**

Attending: Philip G. Kent, Jean Larson, Ann Pari, Ellen Rosenthal, and Edward Simon. Absent: Walter Rochow. Also in attendance: Patrice LeMoine, Clerk for the Board.

1. Call to order: Mr. Kent called the meeting to order at 7:04 p.m.
2. Approval of minutes of the special meeting of February 11, 2020. Chairman Kent entertained a motion to approve the minutes of the February meeting. Ms. Larson motioned to approve the minutes as corrected. Ms. Rosenthal seconded the motion and the motion passed unanimously.
3. Correspondence: There was one item where the clerk for the Board received an email from someone looking for a form to complete regarding an inquiry for a possible conflict of interest. Mr. Kent provided his contact information and Ms. LeMoine will share the documents via email, and to-date the Board has not received any inquiry.
4. New Business:
  - a. Board membership – Ms. Kent will follow-up with his request to the Mayor's office regarding a request for new appointments to the Board.
  - b. Report on status of code revisions – Susan Gruen, Town Attorney, approved a final document and it was forwarded to the mayor's office.
  - c. Report on informal inquiries re advisory opinions – As said before, there was one person who would like to present an inquiry; however, the person has not filed a formal complaint or inquiry.

The Board discussed the status of the link and forms being uploaded on the town's website and the Board of Ethics section of the website. At the meeting in February, the Board made corrections and final changes to the documents. Mr. Kent will contact Patrick Donnelly, Deputy Chief of Staff, to arrange for the documents to be uploaded.

The Board reviewed a few previous inquiries and any or all of the informal or formal inquiries were addressed. There is outstanding or pending.

5. Old Business:

- a. Continued discussion on updating Procedures and Requirements – The final changes were applied to the procedures and requirements. The rules and regulations were supposed to be presented to the Legislative Council for approval and Mr. Kent will look for confirmation. It may have been tabled due to the recent pandemic.

(Discussion re Remote Attendance document – Ms. Larson recalls the Board presented a draft of the document. The Board approved the remote attendance policy at the February 11, 2020 meeting. With the current executive order due to the pandemic, Mr. Kent would like to confirm the town’s policy and procedures for conformity. There is the concern or an issue when the Board may require to address a complaint or inquiry, and would want to avoid any conflicts or violation.

At this time, Mr. Kent requested the Board table the following agenda items. With no one opposed, the items (5.b. and 5c.) were tabled until the next meeting.

- b. Continued discussion regarding list of possible Investigations – follow-up on letter and list for letters to be sent to.
- c. Review and discussion of Complaint form.

6. Adjournment: Chairman Kent requested a motion to adjourn the meeting. At 7:35 p.m. Ms. Larson moved to adjourn, which was seconded by Ms. Rosenthal. All were in favor.

Submitted by:

s/ Patrice A. LeMoine

Clerk for the Board of Ethics