

Minutes
Board of Ethics
Special Meeting of October 23, 2017

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Members Present: Donaruma, Nelson, Sterling, Stolzman and Ells

Chairman Ells called the meeting to order at 6:05PM.

1. Chairman Ells reported that he had reviewed all Ethics Filings by Town Officials and Employees filed with the Town Clerk for the years 2015 to date. There were 204 filings during that period. He also reviewed the appointments to Commissions and employment for the same period and said he noted a large number of people who had not filed forms. In the case of reappointments, the individual may have filed at the time of his or her initial appointment but not when reappointed.
2. The Board discussed the procedures being used for ethics reporting by town officials, employees and members of Town Commissions and the changes which could be made so more people are compliant.
3. A motion was made by Nelson, seconded by Sterling to recommend to Tricia Milici of the Selectmen's Office, who sends out the forms and to Lisa Arpin, Town Clerk who files them, to keep track, perhaps by having boxes checked, when a person is sworn in and when he or she returns completed ethics forms. All in favor.
4. A motion was made by Ells, seconded by Stolzman to ask the Town Clerk to ensure those required to file to complete their forms before being sworn in by the Town Clerk. All in favor.
5. The Commission discussed sending out new forms to all who have not returned forms. It was also discussed whether to require people to report when they are reappointed. Certainly when a person's circumstances change at the time he or she is reappointed, they should file a new form.
6. The Board agreed to schedule meetings in 2018 as needed, and to hold at least one meeting during the year.
7. Chairman Ells and Secretary Stolzman were selected to continue in their positions by unanimous consent.
8. A motion was made by Donaruma, seconded by Stolzman to adjourn the meeting at 6:40 p.m. All in favor.

Respectfully submitted, subject to approval,
Peter Stolzman, Secretary

