

**Ethics Committee Regular Meeting  
January 24, 2018 at 7 PM  
Meeting Room One Town Offices  
DRAFT MINUTES**

**Committee Member Attendees:** Lee Suskin Chair, Tom Little, Vice Chair, Mike Ashooh, Bill Deming, Pete Gadue Alternate, Gwen Webster, Diana Vachon Clerk

**Public Attendees:** Linda Reill, Doris Sage, and Joe Colangelo (via telephone)

Call to order at 7:07 PM. All members are present tonight including the alternate. Mr Gadue will participate in discussion.

**Accept the Agenda:** Vice Chair Little pointed out the date of the agenda should say 1/24/18. Motion by Mr. Deming to accept the agenda with the typo corrected. Seconded by Ms. Webster. Motion Passed unanimously.

**Approve Minutes from and December 5, 2017, December 19, 2017, and January 17, 2018:** Vice Chair Little moves to accept the minutes as is from Ethics Committee special meeting on 12/5/17 and special meeting on 1/17/18. Mr. Deming seconds the motion. Motion passed 5-0-1. Mr. Gadue abstained and Chair Suskin abstains from the second half of the 1/17/18 minutes. Mr. Gadue moves to accept the minutes as is from Ethics Committee regular meeting on 12/19/17. Mr. Deming seconds the motion. Motion passed 5-0-1. Vice Chair Little abstained.

**Opportunity to Disclose Conflicts of Interest:** Hearing none, moving on to the next agenda item.

**Public Comments:** No comments for items not on the agenda at this time.

**Discussion of Possible Reconsideration of the Budget Request to the Selectboard – Joe Colangelo**

The budget for FY 2018-2019 has been warned at the Selectboard meeting last night. The Ethics Committee does not have a line item in the budget. Mr. Colangelo stated that if another complaint is filed, he will authorize up to 3 hours of independent council if needed to determine probable cause. And that the Ethics Committee may still be able to access funds similar to how the Design Review Board (DRB) does. Mr. Colangelo wants to work with the Ethics Committee to be proactive to ensure ethical behavior and focus more on the front end before a complaint is filed. He would like the kinks worked out before the new fiscal year starts (7/1/18). The group discussed a couple of occasions when the DRB retained council that was not the Town Attorneys. Public comments pressed for more checks and balances in our local government.

**MOTION:** Vice Chair Little made a motion to authorize Chair Suskin to meet with the Town Manager to continue discussions consistent with tonight's conversation to pursue a protocol for funding possible future needs of the Committee. And further determine all the possible circumstances they can think of where the Town Manager conflict of interest would not enable him or her to authorize funds; and report back to the Committee at the next meeting. Mr. Deming seconded the motion. Motion passes 5-0.

**Consider request from the Town Manager to remove Ouimet/Parker Agreement from the Website –**

**Joe Colangelo:** Discussion around how long to leave documents up on the website. The current protocol

for minutes and agendas is three years. The site can only hold so much information. Documents other than Ordinances and Rules, etc., should rotate more frequently to keep the website fresh. The Committee would like the document to stay up longer and had questions around how to access the document after it has been taken off the website. The documents are still in a digital archival format and stored in the town vault. They are available, if requested. Some members of the Committee feel the documents should stay up for historical references.

**MOTION:** Chair Suskin made a motion that the Ordinance should make clear how long documents stay online and to add this to list of possible changes. Mr. Deming seconded the motion. Motion passed unanimously.

### **Discussion of Revisions to the Ethics Ordinance and Rules of Procedure for Recommendations to the Selectboard**

- a. **Discussion of City Ethics Model Code and Key Provisions and**
- b. **Discussion ethics ordinances in 5 Chittenden County Towns**
- c. **Discussion of Vermont Leagues of Cities and Towns Model Code**

There is a lot to do here and the Committee will work diligently and focus on revisions to the Ordinance and Rules. The Committee agreed to invite the Ethics Pro Tempore Committee (established in 2017 to hear a Complaint) to the Ethics Committee regularly scheduled meeting on 2/28/18 to discuss potential revisions. The Committee agreed to invite the Selectboard to the Ethics Committee regularly scheduled meeting in March on 03/28/18. And then focus on getting the revisions done by the end of June 2018.

The Committee reviewed the list of suggestions submitted so far. The Committee identified potential problems with the Shelburne Ethics Ordinance made a comprehensive list. The Clerk will compile the list for the next regular meeting in February.

The Committee discussed local, state and national ethics models, such as CityEthics.org , the VLCT model ethics code, the 5 Chittenden Town ethics models, and the Vermont State Ethics Commission. The Committee also discussed the past, present and future vision of the Shelburne Ethics Ordinance.

### **Discussion of Public Outreach AND Update on the Vermont Legislative Research Service (VLRS) Project**

– **Mike Ashooh** Mr. Ashooh is working on an article for the media to include the Committee's perspective on the Ordinance and solicit feedback from the community. The Committee discussed adding to the article the process that the Committee will follow to recommend changes to the Ordinance, including identifying problems, conducting research such as CityEthics.org and the VLCT, and identifying solutions

Mr. Ashooh has not heard back from the VLRS. They were going to look at the Committee's request in January.

The Committee would like to create a survey and put it on the Shelburne website. The Committee added this item to the February agenda.

### **Other Business:**

**Public Comments:** Requested more notice of special meetings if possible. Chair Suskin apologized regarding 1/17/18 meeting was not able to be posted sooner than the required 24 hour notice due Monday being a holiday and the Committee will do it's best to offer as much notice as possible in the future.

The Committee welcomes input from other CBC's and the residents of Shelburne and looks forward to working in a collaborative fashion. Feel free to submit suggestions and comments to the Committee via the Committee's Clerk, Diana Vachon at [dvachon@shelburnevt.org](mailto:dvachon@shelburnevt.org) or 985-5116.

**MOTION:** Vice Chair Little made a motion to adjourn at 9:17 PM. Seconded by Mr. Ashooh. Motion passed unanimously.

Respectfully submitted by Diana Vachon, Clerk