

1. What is your Board's mission or charge? Would you like to see it changed? If so, how?

Our Mission: To hear and resolve complaints filed pursuant to the Shelburne Ethics and Conflict of Interest Ordinance.

2. Are there qualifications to serve on your board and, if so, what are those qualifications?

Qualifications: Volunteers willing to serve the Town.

3. What has your board worked on/accomplished this past year?

Two complaints were filed with the Committee in the past year.

- 1) The Committee met in February in closed, executive session to determine whether the complaint established probable cause. Because the Committee learned at its session that the complaint had been withdrawn, the Committee considered the complaint closed. In that probable cause was never determined, the file was sealed as required by the Ethics and Conflict of interest Ordinance .
- 2) The Committee met in September in closed, executive session determine whether a complaint filed in late August established probable cause. The Committee decided that the complaint failed to identify sufficient specific facts and circumstances nor identify any provisions of law to enable the Committee to form a reasonable belief that the respondent violated any provisions of the Ordinance or law. In that probable cause was not found, the file was closed and sealed.

The Ethics Committee meets monthly. Over the past year, the Committee:

- has revised its Rules of Procedure; and
- has conducted public outreach.
 - Members of the Committee wrote an article for publication in the Shelburne News to publicize the Ordinance that has been adopted by the Selectboard and that informed the public of Ordinance's expectations for ethical behavior of the Town's public officials and the process that members of the public may use for filing a complaint.
 - The Committee routinely submits information for inclusion in the Town Manager's Weekly Reports.

4. What does your board intend to work on this coming year?

- The Committee is prepared to act on any complaints filed pursuant to the Ordinance.
- The Committee will consider whether any additional revisions to its Rules of Procedure are needed as a result of the Committee's experience with the complaints filed with the Committee over the past year.
- The Committee will consider whether to recommend any revisions to the Ordinance needed.

- The Committee will consider whether to recommend that the Town adopt ethical guidelines, as recently authorized and recommended by the legislature.
- The Committee will consider whether additional training of public officials is needed.
- The Committee will continue to provide outreach to the public.

5. How might the Selectboard help your board?

The Selectboard could continue to set high standards for ethical behavior consistent with the Ordinance and Open Meeting Law and continue to encourage all of the Town's public officials to do the same.

The Committee would like authorization to access up to \$2,500 without approval from the Selectboard or Town Manager solely for the purpose of securing legal counsel when needed to assist the Committee to resolve a complaint involving a member of the Selectboard or the Town Manager. The need for legal counsel can arise on very short notice.

6. How might your Committee help the Selectboard?

The Ethics Committee is willing to assist the Selectboard in its efforts to promote high standards of ethics and open government in the Town.

7. Please tell us what are the most significant challenges for your group.

No significant challenges at this time.

8. Please tell us anything else your board wishes to report

Nothing more to report at this time.