

**Town Of Shelburne  
Ethics Committee  
Meeting August 1, 2023  
Town Offices Meeting Room 2 at 1:30 PM**

**Members Present:** Tom Little (Chair), Bill Deming, Pete Gadue, Anne Powell, Gwen Webster

**Administration:** Diana Vachon (Clerk)

**Others Present:** None

**Call to order:**

Chair Tom Little called the meeting to order at 1:35pm.

**Approve the Agenda**

Chair Tom Little amended the agenda to add **Public Comments**.

None.

**Disclosure of Conflicts of Interest**

Each Committee member stated they had no conflicts of interest concerning the Agenda items.

**Minutes**

*December 19, 2019*

Chair Tom Little added three edits to the draft Minutes of the Committee's December 19, 2019 meeting (the last time the Committee met). Under Public Members change to Members of the Public. Under Discussion of Future Education and Training Opportunities for Members of Town Commissions, Boards and Committees change "with" to "will". Under Other Business add "The Charter does not specifically mention service on committees". (Maybe that needs to be reviewed to minimize conflict of interests.)

**Motion by Gwen Webster, Seconded by Anne Powell, to accept the minutes as amended.**

**Voting: unanimous (5-0); motion carried.**

**Ethics Committee Membership**

Discussed the Ethics Committee membership and the term expiration dates. A copy of the terms of office is attached to these Minutes. Chair Tom Little will ask the Selectboard to consider staggering the terms more thoroughly and filling the two Alternate positions.

**Ethics (Conflict of Interest) Ordinance**

The Committee reviewed the Shelburne Ethics (Conflict of Interest) Ordinance

This was last updated 12/18/2018. As no complaints have been filed since then, it has not been tested since this last revision. No changes were suggested to be made to the Ordinance.

**Ethics Committee Rules of Procedure**

The Committee reviewed the Shelburne Ethics Committee Rules of Procedure. The Rules were

last updated 01/30/2019. Likewise, these have not been tested since this last revision. No changes were suggested to be made to the Rules.

### **Elect Officers**

Chair Tom Little proposed to elect officers.

**Motion by Gwen Webster, Seconded by Pete Gadue, to nominate Tom Little to be Chair.**

**Voting: unanimous (5-0); motion carried.**

**Motion by Gwen Webster, Seconded by Pete Gadue, to nominate Bill Deming to be Vice Chair. Voting: unanimous (5-0); motion carried.**

Clerk Diana Vachon agreed to be Clerk for the Committee.

### **Education Training**

The last Committee Boards and Commissions (CBC) ethics training was in the summer of 2016 led by Town Attorney Brian Monaghan. The Town training scheduled for 2020 did not happen due to the COVID 19 outbreak.

Chair of the Selectboard Mike Ashooh and Chair of the Ethics Committee Tom Little have discussed an online training for new CBC members. Chair Tom Little suggested reaching out again to suggest that a training be scheduled. Bill Deming suggested asking CBC Chairs if they would like training due to the number of new members. Chair Tom Little will reach out to the CBC Chairs to ask what ethics/conflict of interest orientation they currently are offering.

### **Other Business**

None.

### **Adjournment**

The meeting adjourned at 2:15pm

Respectfully submitted by Diana Vachon, Clerk.