

Town of Weare Ethics Committee

July 19, 2023

Members Present:

Neal Kurk (NK) Wendy Curry (WC), Eileen Meaney (EM). Luke Drake (LD), Suzanne Couhie (SC).

Call to Order: 6:04 pm

Reviewed agenda for 7/19/23.

Reviewed minutes from the meeting held on 7/5/23- No revisions noted. NK made a motion and LD seconded to accept minutes as written. Minutes accepted by unanimous vote of members present.

NK created several draft documents based on discussion from meeting on 7/5/23.

Reviewed draft form EC-C:1 and made several edits

Reviewed draft Weare Ethics Committee form entitled " Process for Handling Inquiries, Opinions and Complaints".

A thorough review of this form led to lengthy discussion about internal process for managing Inquiry Request for Advice and Counsel and Written Advisory Opinions.

Meeting focused on outlining steps and resulted in action items of:

NK revising these forms

EM working to break out clear steps for these two processes.

Tabled work on ethics complaint process, including hearings for later meetings.

Next meeting:

7/26/23

Respectfully submitted,

Eileen P. Meaney

DRAFT