



TOWN OF HAMDEN

Board of Ethics

Minutes: The Board of Ethics, Town of Hamden held a special meeting at 7:00 p.m. on Tuesday February 11, 2020 in the Town Attorney Conference Room, Lower Lever, Government center, 2750 Dixwell Ave, Hamden CT the following issues were discussed:

Attending: Philip G. Kent, Jean Larson, Ann Pari, Ellen Rosenthal, and Edward Simon. Absent: Walter Rochow. Also in attendance: Messrs. AJ Kent and Ueram Kent, and Patrice LeMoine, clerk for the Board.

1. Call to order: Mr. Kent called the meeting to order at 6:00 p.m.
2. Approval of minutes of the regular meeting of December 3, 2019. Chairman Kent entertained a motion to approve the minutes of the December meeting. Ms. Pari motioned to approve the minutes as corrected. Ms. Rosenthal seconded the motion and the motion passed unanimously.
3. Recognition of Service / Moment of Silence for Catherine Gempka – Chairman Kent requested a moment of silence in recognition of the loss of Catherine E. Gempka, former Clerk of the Town of Hamden.
4. Correspondence: nothing to present.
5. New Business:
 - a. Board membership – Ms. Kent met with Mayor Leng and he requested new appointments to the Board. The Mayor makes the appointments; however, please forward any recommendations to Mr. Kent and he will present to the mayor.
 - b. Report on status of code revisions – Susan Gruen, Town Attorney, approved a final document and it was forwarded to the mayor's office. The Board looks forward to receiving his approval very soon.

- c. Report on informal inquiries re advisory opinions – No formal advisory opinion has been received.

A past inquiry was reviewed regarding eligibility of someone sitting on a regional board, a dual appointment. Mr. Kent researched the town charter and there is no specific ruling, but it looks like the party is not permitted to sit on more than one commission or board.

Second inquiry – Question regarding accepting a gift presented to a person who serves on the board. Chairman Kent presented the question and the board reviewed the rules and regulations.

6. Old Business:

- a. Continued discussion on updating Procedures and Requirements – The final changes were applied to the procedures and requirements.
- b. Draft of Remote Attendance document – Ms. Pari presented a draft of the document. A few requirements should be considered. Notice should be given prior to the day of the meeting, the board member can participate remotely (conferencing in) up to two times per year. The purpose would be due to an illness, being out of town and there would be the need of holding a quorum. Mr. Simon is offering his telephone conference service, for when the board should hold a telephonic meeting. Chairman Kent requested a **motion**. Mr. Simon motioned to approve the remote attendance policy as amended. Ms. Pari seconded the motion and all were in favor.
- c. Continued discussion regarding list of possible Investigators – follow-up on letter and list for letters to be sent to. Ms. Larson presented the information form for the Board of Ethics. She made a few changes and updates. The board will confirm and search a number of areas so the information form can be updated on the town's website.
- d. Review and discussion of Complaint form – There were some changes and updates made to the language of the document and the board made updates so that the document can be available electronically via the town's website.

7. Adjournment: Chairman Kent requested a motion to adjourn the meeting. At 6:53 p.m. Ms. Larson motioned to adjourn and was seconded by Mr. Simon. All were in favor.

Submitted by:

s/ Patrice A. LeMoine

Clerk for the Board of Ethics