



# TOWN OF HAMDEN

*Draft/Unapproved 04 15 2021*

## *Board of Ethics*

**Minutes:** The Board of Ethics, Town of Hamden held a special meeting at 7:00 p.m. on Tuesday April 13, 2021 via virtual Zoom; the following issues were discussed:

### Meeting Recording:

[https://zoom.us/rec/share/ZezPDeJtl\\_Oc1fm5nVmGSd2jh4p2M1QJInro6-3Z0qzuPDle-DVD\\_S-stT1e1AJC.NmEUx\\_pmxB9NtmOi](https://zoom.us/rec/share/ZezPDeJtl_Oc1fm5nVmGSd2jh4p2M1QJInro6-3Z0qzuPDle-DVD_S-stT1e1AJC.NmEUx_pmxB9NtmOi)  
Access Passcode: nXPX5m\$Q

**Attending:** Philip G. Kent, chair; Jean Larson, Ann Pari, Ellen Rosenthal, and Edward Simon.  
Also in attendance: Patrice LeMoine, Clerk for the Board.

1. **Call to order:** Mr. Kent called the meeting to order at 7:06 p.m.
2. **Minutes:** Minutes of the February 2021 meeting were reviewed. Mr. Kent requested a motion to approve the minutes of the February 2, 2021 meeting. Ms. Larson motioned to approve the minutes as presented. The motion was seconded by Ms. Rosenthal and passed unanimously.
3. **Correspondence:** One complaint was received from a member of the public. Mr. Kent said the complaint will be reviewed in executive session.

Ms. Pari asked Ms. LeMoine to confirm her reappointment by Mayor Leng. Mr. Simon confirmed that he was reappointed as an alternate on the Board.

Mr. Kent thanked Ms. Lion for doing the final version of the remote attendance document.

4. **New Business:**

The remote attendance was updated and presented for final review. A final version of the document (policy) regarding conducting meetings by remote or in-person.

Mr. Kent requested a motion to approve the document as presented. Ms. Rosenthal motioned to approve the remote attendance policy as corrected as of April 2021. Ms. Simon seconded the motion and the motion unanimously passed.

The Board reviewed the final document of the complaint form and there is the timeline of the complaint process. Ms. Lion prepared the process and timeline for when a member of the public submits a complaint. Ms. Lion outlined the instructions and prepared a step-by-step instruction of the process and timeline (1-7) steps. Mr. Kent added that some rules were not noted and perhaps note or include them on the timeline but the rules are also available on the website. She noted that this is a general list and is used as an aid to a member of the public.

Mr. Simon worked with Patrick Donnelly to upload and post the complaint and inquiry forms and the 2014 rules and regulations and the code of ethics are posted to the town's webpage. As Ms. Larson drafted the informational tool, which is the timeline of the process when someone files a complaint or inquiry.

**Charter Commission:** Mr. Kent noted that he has not received any information or reply from the commission since attended their meeting last February.

**List of Investigators:** Mr. Kent made the request to table this topic.

**Executive Session:** Mr. Kent requested a motion to go into session for the purpose to review and discuss the complaint #2021-01. Ms. Pari motioned at 7:41 p.m. to go into session and Ms. Lion seconded. All were in favor.

**Closing Executive Session:** At 8:12 p.m. Ms. Lion motioned to end executive session. Mr. Simon seconded and the motion passed unanimously. The Board made the decision to review the information presented this evening and will revisit on Tuesday, April 20, 2021 to discuss the matter.

5. **Adjournment:** Mr. Kent requested a motion to adjourn the meeting. At 8:16 p.m. Ms. Larson moved to adjourn, which was seconded by Ms. Rosenthal. All were in favor.

Submitted by:

s/ Patrice A. LeMoine  
Clerk for the Board of Ethics