

Conflict of Interest Committee (COI)
Meeting Minutes
20-January, 2020

Members Present:

Leon Artus
Christine Duerr
David Pancoast

Others Present:

Raymond Fournier

1. The meeting was called to order by Leon Artus at 6:35 PM

2. Review of agenda

Leon reviewed the agenda for tonight's meeting.

3. Election of officers

Chairman – Leon Artus	2/0/1
Vice Chairman – Christine Duerr	2/0/1
Secretary – David Pancoast	2/0/1

4. Recruitment of additional members

Leon discussed the need for additional members. The committee currently is one member, and with the pending resignation of William Hovanasian, two members short.

5. Election of those members currently filling appointed positions

Leon discussed that in the upcoming town election there are four positions to fill for the COI committee: two 3-year positions, one 2-year position and one 1-year position. He then confirmed that Christine and David would file with the Town Clerk to get on the ballot for the two 3-year positions. The filing period is 22-January through 31-January, 2020.

6. Explanation of the role of the COI committee and the nature of conflicts of interest

Leon explained the role of the COI committee, the process for addressing a conflict of interest complaint and an example of what would constitute a conflict of interest.

7. Correspondence

There was no correspondence. Leon currently has the keys to the mailbox at the post office. He volunteered to pick up COI committee mail on a weekly basis. In the event Leon is away, Christine offered to pick up the mail in his absence.

8. Budget

Leon discussed the proposed town budget and the upcoming deliberative session. The budget, of lack thereof for the COI committee was also discussed. The possibility of getting a warrant article added to the budget was discussed.

9. Increasing awareness of the existence and role of the COI committee

There was a general discussion of the need to increase the public's awareness of the existence of and the role of the COI committee. No specific actions were taken or assigned.

10. Review and approval of minutes from previous meeting

The 24-October, 2019 meeting was canceled due to the lack of a quorum. There were no minutes to approve.

11. Next meeting

TBD

12. The meeting was adjourned at 7:00 PM

Respectfully submitted by David Pancoast