

Conflict of Interest Committee (COI)

Meeting Minutes

March 1, 2021

Members Present:

Leon Artus - Chair
Christine Duerr – Vice Chair
David Pancoast – Secretary
Carl Anderson - Member

Others Present:

Laura Flieder

1. **The meeting was called to order by Leon Artus at 9:02 AM**

2. **The secretary called the roll**

3. **Review of agenda**

Leon distributed and reviewed the revised agenda for this morning's meeting.

4. **Review and approval of minutes from previous meeting**

The minutes from the February 25, 2021 meeting were reviewed and approved 4/0.

5. **Appointment of a fifth member**

David moved to appoint Laura Flieder as the fifth member of the Conflict of Interest Committee. Carl seconded. The chair asked for a roll call vote. The motion carried 4/0. Laura was then sworn in by the Town Clerk.

6. **Revision of COI documents**

Laura's name will be added to the COI tri-fold. Also, the committee contact list will be updated to include Laura. In addition, it was discussed and decided to add email addresses and mailing addresses to the contact list. The contact list is for internal committee use.

7. **Recusal**

Because of a personal relationship with one of the parties to the complaint currently before the committee and to avoid even the appearance of impropriety, Leon recused himself from participating in the discussion of the complaint.

8. **Nonpublic session**

Carl moved that the committee enter a nonpublic session. The motion was seconded by David and carried 4/0. The committee entered a nonpublic session at approx. 9:15 AM. The committee recessed to a remote location.

9. **Specific statutory reason cited as foundation for the nonpublic session**

RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board...

10. **Return to public session**

Laura made a motion to return to public session and vote on the disposition of the petition. David seconded. The motion carried 4/0. The committee returned to public session at 11:37 AM.

11. **Disposition of the petition**

Having reviewed the evidence related to the complaint dated February 18, 2021, Case # 2021/01, acting Chair Christine Duerr called for a vote to either: (a) accept the petition and proceed with a hearing or (b) to reject the petition for lack of merit. The Secretary called the roll and the petition was rejected 4/0.

12. New business

There are two new petitions before the committee. One dated February 23, 2021 is assigned Case # 2021/02 and one dated February 26, 2021 assigned Case # 2021/03.

13. Next meeting

March 8, 2021 at 3:00 PM

14. Adjournment

Laura moved to adjourn. David seconded. The motion was carried 4/0 and the meeting was adjourned at 11:45 AM.

Respectfully submitted by David Pancoast