

**Conflict of Interest Committee (COI)**  
**Meeting Minutes**  
**July 19, 2021**

**Members Present:**

Christine Duerr –Chair  
Laura Flieder – Vice Chair  
David Pancoast – Secretary

**Others Present:**

**1. The meeting was called to order at 6:00 PM**

**2. Remote attendance**

Mr. Artus phoned in wanting to attend remotely. Since the Governor's emergency order regarding remote attendance had expired, the issue of remote attendance is governed by New Hampshire statute RSA 91-A:2 III which reads as follows:

A public body may, but is not required to, allow one or more members of the body to participate in a meeting by electronic or other means of communication for the benefit of the public and the governing body, subject to the provisions of this paragraph. (a) A member of the public body may participate in a meeting other than by attendance in person at the location of the meeting only when such attendance is not reasonably practical. Any reason that such attendance is not reasonably practical shall be stated in the minutes of the meeting.

Mr. Artus, even after repeated requests by the Chair, would not offer any reason for attending remotely other than that he was a member of the committee. Since his stated reason did not meet the criteria stipulated in RSA 91-A:2 III (a), the committee voted to not allow remote attendance.

**3. The secretary called the roll**

**4. Approval of minutes from June 28, 2021 meeting**

Ms. Flieder moved to approve the minutes from the June 28, 2021 meeting. Mr. Pancoast seconded. The secretary called the roll. The Chair: YES, Ms. Flieder: YES, Mr. Pancoast: YES. The motion carried 3/0.

**5. Filling the fifth seat on the committee**

The Chair announced that the committee had received two applications for the vacant seat prior to the July 16, 2021 close of business deadline. They interested parties are Mr. Jay Davies and Ms. Michele Hooper. The Chair asked if we were prepared to vote. Mr. Pancoast and Ms. Flieder answered yes. A voice vote was taken and Ms. Hooper was appointed to fill the vacant seat 3/0.

The Chair took the action item to inform both interested parties of the result of the vote and to instruct Ms. Hooper to contact the Town Clerk to be sworn in.

**6. Next meeting**

TBD

**7. Adjournment**

The meeting was adjourned at 6:27 PM.

Respectfully submitted by David Pancoast