



TOWN OF OLD SAYBROOK

Ethics Commission

302 Main Street • Old Saybrook, Connecticut 06475-1741
Telephone (860) 395-3123 • FAX (860) 395-3125

SPECIAL MEETING MINUTES

THURSDAY MARCH 23, 2017

The Ethics Commission met for a Special Meeting on Thursday, March 23, 2017 at 6:00 p.m. at the Old Saybrook Acton Library

- 1. Call to Order:** Acting Chair Knobelsdorff called the meeting to order at 6:10 p.m. Members present: P. A. Ladd, M. J. Lewandowski. D. E. Hunt joined meeting at 6:20 pm.
- 2. Approval of Minutes**
 - a. Regular Meeting Minutes, January 19, 2017; No quorum of members present at previous meeting.
- 3. Comments from the Public:** None
- 4. Old Business**
 - a. Review and discuss all feedback and comments received from consulting attorneys on the proposed revisions to Code of Ethics and "Procedures for complaints and advisory opinions."

With Mr. Cassella not present, consensus was to table this item to next meeting.

- 5. New Business**
 - a. Mr. Lewandowski proposed action on a previous discussion item concerning assignment of town e-mail addresses for use in Ethics Commission notifications and communications. He volunteered to speak with Mr. Hayden.

Motion (Ladd/Knobelsdorff): Mr. Lewandowski to request Town e-mail addresses for Ethics Commission members for Ethics Commission Communications. Approved.

- b. Ms Ladd proposed developing an informative letter to members of Town boards and commissions, and to Town employees giving basic information about the Code of Ethics and procedures for complaints and advisory opinions.

Discussion ensued about the level of detail and specific topics. At a minimum, a letter would notify those governed by the Code of the Town website and links to the Code and the procedures.

Motion: (Knobelsdorff/Ladd): members to provide input for a biennial letter to persons governed by the Code, concerning the Code and the Ethics Commissions procedures.
Approved.

6. Adjournment: Motion for (Knobelsdorff/Ladd): Approved. Meeting adjourned at 6:30 p.m.

Next scheduled Regular Meeting: April 20, 2017 at 6:00 p.m.

Submitted: M. J. Lewandowski