



TOWN OF ENFIELD
820 ENFIELD STREET
ENFIELD, CT 06082

ETHICS COMMISSION
MINUTES
REGULAR MEETING

Date: Monday, January 27th, 2020

Time: 7:00pm

Location: Town Hall - Thompsonville Room

1. CALL TO ORDER

A Regular Meeting of the Ethics Commission of the Town of Enfield was held in the Thompsonville Room of Town Hall, located at 820 Enfield Street, Enfield, Connecticut, on Monday, January 27th, 2020. The Meeting was called to order at 7:00pm by Chairman Kober.

2. ROLL CALL

Present were Commissioners; Chairman Philip Kober, Leigh-An Boyer, Carl Swenson, Elizabeth Ellery, Joel E. Cox, Jr., and Jason E. Casey (Alternate). Absent were Commissioner Jennifer A. Bakowski, (Alternate) and Staff Liaison Steven Bielenda.

3. ANNOUNCEMENTS

Chairman Kober made the Safety & Fire evacuation announcement. Chairman Kober recognized the public in attendance and apologized for confined venue. Chairman Kober welcomed the new members of the Commission in attendance.

4. REVIEW PREVIOUS MINUTES

- a. Review minutes from Special Meeting held on November 25th, 2019.
 - i. Chairman Kober presented the Commission with the minutes and opened the floor to any discussion. A motion made by Commissioner Boyer, seconded by Commissioner Swenson, was made to approve the minutes. A voice-vote carried, and the minutes were accepted.

5. ACTION ITEMS

- a. Rules of Procedure Revision
 - i. Chairman Kober presented the Commission with the draft proposal for the revised Rules of Procedure. Chairman Kober stated that these revisions ensure an effective framework is in place for the Commission and aligns with the Code of Ethics and governing regulations. Chairman Kober

opened the floor to any discussion regarding the proposal. Chairman Kober provided the Commission the opportunity to review to each page for any edits and suggestions prior to opening the floor for any motion.

- ii. A motion made by Commissioner Boyer, seconded by Commissioner Casey, was made to approve the proposed Rules of Procedure. A voice-vote carried, 5-0-0, and the new Rules of Procedure was declared adopted.

b. Complaint C-19-01

- i. Chairman Kober reported that the Commission's determination is to conclude its probable cause investigation into this referenced Complaint pending a vote on final action. Chairman Kober opened the floor to any discussion or motion.
- ii. A motion made by Commissioner Swenson, seconded by Commissioner Kober was made to dismiss the Complaint, without a finding of probable cause. Upon a Roll-Call Vote being conducted, Chairman Kober declared the motion to dismiss adopted 4-0-1, with Commissioner Cox Abstaining from the Vote, and Alternate Commissioner Casey also Abstaining.
- iii. Chairman Kober stated that the appropriate notices and a summary of findings will be sent to the Complainant and Respondent via registered mail pursuant to the ordinance.

c. Elect Officers (*Tabled on 11/25/2019*)

- i. A motion by Commissioner Boyer, seconded by Commissioner Ellery was made to remove this item from the table for discussion. A voice-vote carried, and the item was returned to the floor.
- ii. Chairman Kober reported that current two vacancies exist for the positions of "Deputy Chair" and "Secretary." Chairman Kober stated the updated Rules of Procedures clarifies the role of these officers as well as the order of succession should the Chair be unable to preside over any meeting.
- iii. The Commission discussed that the majority of members are now new and not yet familiar with roles and workload. The Commission agreed the need to fill these vacancies for continuity but did not present any nominations.
- iv. A motion by Commissioner Boyer, seconded by Commissioner Cox, was made to re-table this action item. A voice-vote carried and Chairman Kober declared this item as returned to table.

6. GENERAL BUSINESS

a. Propose Form Revisions

- i. Chairman Kober stated the Commission should look to revising the two forms generated by the Commission; 1) Complaint Form, and 2) Request for Advisory Opinion Form. The Commission agreed on the need to update these forms to be more user-friendly and current. The Commission also discussed that the proposed forms may be sent to the Town Attorney for a preliminary review prior to a vote. Chairman Kober stated he will work on proposals and communicate them via email to the Commission.

7. MISCELLEANOUS

- a. Chairman Kober opened the floor to any miscellaneous business items or discussion topics that required the Commission's attention.
 - i. The Commission discussed the routine meeting schedule and requirements. Chairman Kober explained that Regular Meetings are pre-determined and held every other month. Chairman Kober explained these meetings have open agendas- that is the Commission may add or subtract business items as needed. Chairman Kober stated that Special or Emergency Meetings are only conducted as needed and are generally called when a pressing matter needs to be reviewed, or a vote needs to be held. Chairman Kober stated that the Commission may also conduct investigatory, interview, or other confidential sessions when business items such as Complaints or Requests for Opinion need to be worked. Chairman Kober stated that all regular members are expected to attend all meetings and sessions while Alternate members are encouraged to attend.
 - ii. Chairman Kober reported that the next regularly scheduled meeting is Monday, March 23rd.

8. ADJOURNMENT

A motion made by Commissioner Boyer, seconded by Commissioner Casey, was made to adjourn. A voice-vote carried, and the meeting stood adjourned at 7:29pm.