



TOWN OF ENFIELD
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ENFIELD, CT 06082

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**ETHICS COMMISSION
MINUTES
SPECIAL MEETING**

Date: Tuesday, October 6th, 2020

Time: 5:30pm

Location: Town Green - Gazebo

1. CALL TO ORDER

A Special Meeting of the Ethics Commission of the Town of Enfield was held at the Town Green Gazebo, located at 820 Enfield Street, Enfield, Connecticut, on Tuesday, October 6th, 2020. The meeting was called to order at 5:42pm by Chairman Kober.

2. ROLL CALL

Present were Commissioners; Chairman Philip Kober, Leigh-An Boyer, Elizabeth Ellery, and Joel Cox. Absent were Commissioners; Carl Swenson and (Alternate) Jennifer A. Bakowski. Also absent was Staff Liaison Steven Bielenda.

3. ANNOUCEMENTS

Chairman Kober welcomed the Commissioners in attendance. Chairman Kober reported that the State, and Town, are still under a Declaration of Public Health and Civil Preparedness emergency due to the COVID-19 outbreak and thus are meeting outside to promote social distancing while remaining accessible to the public. Chairman Kober stated his term on the Commission will expire on 31 October 2020 and he will not be eligible to seek reappointment. Chairman Kober stated he is proud of the Commission's accomplishments to date and feels it will continue its success.

4. REVIEW PREVIOUS MINUTES

Chairman Kober presented the Commission with the minutes of the previous Regular Meeting held on July 27th, 2020. Chairman Kober stated a typographical error was identified in paragraph 1 and proposed that the word "January" be corrected to read "July." No other discussion or amendments ensued. A motion by Commissioner Boyer, seconded by Commissioner Ellery, was made to approve the amended minutes. A voice-vote carried, and the amended minutes were declared accepted.

5. ACTION ITEMS

- a. Elect Officers

- i. Chair - Chairman Kober reported that his position as Chair will expire concurrent to his term expiration on the Commission effective 31 October 2020. Chairman Kober opened the floor to any discussion or motion. Following open discussion, a motion by Chairman Kober, seconded by Commissioner Boyer, was made to nominate Joel Cox for the position of Chair. No other nominations were made. Upon a show-of-hands vote, Chairman Kober declared the motion adopted 4-0-0; with Commissioner Cox elected as Chair, effective 1 November 2020, vice Chairman Kober.
- ii. Deputy Chair - Chairman Kober opened the floor to any discussion or motion. Following open discussion, a motion by Commissioner Boyer, seconded by Chairman Kober, was made to nominate Elizabeth Ellery for the position of Deputy Chair. No other nominations were made. Upon a show-of-hands vote, Chairman Kober declared the motion adopted 4-0-0; with Commissioner Ellery being elected as Deputy Chair, effective immediately, vice the original vacancy.
- iii. Secretary - Chairman Kober opened the floor to any discussion or motion. Following open discussion, a motion by Commissioner Cox, seconded by Commissioner Ellery, was made to nominate Leigh-An Boyer for the position of Secretary. No other nominations were made. Upon a show-of-hands vote, Chairman Kober declared the motion adopted 4-0-0; with Commissioner Boyer being elected as Secretary, effective immediately, vice the original vacancy.

6. GENERAL BUSINESS/DISCUSSION ITEMS

- a. Training - Chairman Kober stated that training sessions planned for this year were indefinitely cancelled due to the COVID-19 outbreak. Chairman Kober stated the Commission should retain the contact information for the coordinators at the Office of State Ethics and Freedom of Information Commission to attempt to reschedule for a future date. Chairman Kober reported that the Commission's email is set to receive notifications from the Connecticut Conference of Municipalities (CCM) and members should consider attending any workshops they can.
- b. Revised Forms - Chairman Kober reported that the updated Complaint Form (EC-1) and Request for Advisory Opinion (EC-2) forms are live and publicly accessible on the website. Chairman Kober stated that any future requests should be made on these forms as the previous versions are now obsolete.
- c. Webpage/Email Updates- Chairman Kober reported that he will communicate applicable updates following this meeting and that going forward the Commission's presiding officer will need to communicate with the Staff Liaison, or their designee, to ensure the Commission webpage and email are updated accordingly.
- d. Vacancies/Recruitment - Chairman Kober reported the Commission has an existing vacancy for an Alternate member and is projected to have at least one

vacancy for a regular member come November. Chairman Kober encouraged the Commission to continue recruitment efforts for future members and direct them to apply via the Town's online Application for Boards, Agencies, and Commissions.

- e. Meeting Dates for 2021 - Chairman Kober reported the next scheduled Regular Meeting is Monday, November 16th, 2020, and that the Calendar Year (CY) 2021 Regular Meeting Dates need to be proposed and approved. The Commission discussed the uncertainty of the COVID-19 outbreak and the overall accessibility of Town Hall as a meeting location due to its present closure to the public. The Commission discussed the ability to conduct Special and Emergency Meetings as needed, as well as the option to meet by video or tele-conference in accordance with applicable executive order. Chairman Kober made a motion, seconded by Commissioner Boyer, to cancel the November 2020 Regular Meeting as well as all Regular Meetings planned for CY-2021. A voice-vote carried, and Chairman Kober declared the motion as accepted.

7. ADJOURNMENT

A motion by Commissioner Ellery, seconded by Commissioner Cox, was made to adjourn. A voice-vote carried, and the meeting stood adjourned at 6:09pm.