

TOWN OF MANSFIELD

Ethics Board

Thursday, January 8, 2009

Audrey Beck Municipal Building, Conference Room B

4:30pm

Minutes

Members Present: Mike Sikoski, David Ferrero, Eleanor Plank, Win Smith

Staff Present: Maria Capriola, Assistant to Town Manager

I. APPROVAL OF MINUTES FROM 12/11/08

A motion was made by Mr. Smith and seconded by Mr. Sikoski to adopt the minutes of December 11, 2008 as presented. The minutes were adopted unanimously.

II. PUBLIC COMMENT

Public comment was moved to the end of the meeting, after future agendas and meeting schedule. Mr. Ric Hossack and Ms. Elizabeth Wassmundt spoke during public comment.

III. CHAIRPERSON'S REPORT

Mr. Sikoski expressed an interest in having the Town Manager and Mayor (or another Council member at the Mayor's discretion) attend a future meeting and provide feedback on the Board's recommended revisions.

!

IV. DISCUSSION OF REVISIONS TO CODE

Through consensus, the Board agreed to revise proposed language for (the new recommended) 25-7b pertaining to inquiries to ensure that terminology is consistent with verbiage used within the current code. Additionally, Mr. Smith made a motion to strike the word “consultant” from 25-7b, seconded by Ms. Plank; all voted in favor of striking the word “consultant.”

The Board asked Ms. Capriola to research the specific statute numbers relevant to Section 25-3 for the definition pertaining to confidential information.

V. DISCUSSION OF REVISIONS TO RULES OF PROCEDURE

The Board discussed possible revisions to its rules of procedure, which include the complaint procedure. By consensus, the Board has decided to add a procedure for filing inquiries. Mr. Sikoski made a motion, seconded by Mr. Smith to eliminate the “notice of hearings” section from its rules; the Board unanimously approved the motion. The Board agreed to use the existing template for providing notice of a complaint and to utilize a similar letter for inquiries. The Board asked Ms. Capriola to create a draft document with the potential changes to the rules; the Board asked Ms. Capriola to also cleanup typographical and grammatical errors when possible if such edits do not change the substance of the rules.

VI. FUTURE AGENDAS AND MEETING SCHEDULE

The next meeting will be held January 22, 2009 at 4:30pm. The Board has requested that the Rules of Procedure and revisions to the code be placed on the agenda. The Board has also asked staff to invite the Town Manager and Mayor (or another Town Council representative at her discretion) to the next meeting.

VII. ADJOURNMENT

The meeting adjourned at 7:10pm.

Respectfully Submitted,

Maria E. Capriola, Assistant to Town Manager