

**Board of Ethics Commission
Special Meeting
October 11, 2005
Ludlow Room – Windsor Town Hall
Unapproved Minutes**

Present: Commissioners Jack Wall, George Griffin, James Parker, George Morganthaler

Absent: James Mason

Staff: Peter Souza, Town Manager

1. CALL TO ORDER

The meeting was called to order at 7:02 p.m.

PUBLIC COMMENT

None.

2. OLD BUSINESS

a) Update on Potential Meeting with other towns' Board of Ethics

The consensus of the Board was to delay any further action or discussion related to procedures to receive citizen complaints directly until at least the January meeting or until staff from the State Ethics Commission can attend a board meeting.

The Board also decided to table indefinitely any discussions relate to the March 2003 proposed amendments.

3. New Business

a) Establish Meeting Schedule for Calendar Year 2006

Moved by Jim Parker, seconded by George Griffin to approve the 2006 meeting schedule as presented.

Motion passed 4-0-0

b) Review Annual Report to Town Council

Moved by George Morganthaler, seconded by George Griffin to approve the 2005 annual report to the Town Council as presented.

Motion passed 4-0-0

- c) Advisory opinion relative to Code Section 2-26 (conflict of interest) and Code Section 2-27 (disclosure of interest)

Town Manager Souza presented an overview of the requested advisory opinion. The request is for an advisory opinion from the Board of Ethics relative to a member of the Public Building Commission who also serves as an Administrative Deputy Chief in the Windsor Volunteer Fire Department when matters concerning the Fire Department are before the Public Building Commission.

Mr. Souza stated that Mr. Lee Alford serves on the Public Building Commission and is also an Administrative Deputy Chief with the Windsor Volunteer Department. There is a likelihood that in the coming months both the proposed reconstruction of Hayden Station Fire House and potential renovations/expansions of the Public Safety Complex will be before the Public Building Commission for discussion and action. In speaking with Mr. Alford, he would like to have the Board of Ethics review the situation to assess if there is any conflict of interest or prohibition per the Town's Code of Ethics.

Mr. Griffin suggested that Mr. Alford recuse himself so to protect both Mr. Alford and the overall integrity of the Code of Ethics. His view in no way reflects negatively upon Mr. Alford.

Mr. Parker feels that there is no conflict of interest in this incidence.

Mr. Wall stated that in his view, that although there is not a direct financial benefit to Mr. Alford, he is concerned with the perception of a conflict or undue influence. He also concurred with Mr. Griffin that the integrity of the Code of Ethics needed to be protected along with Mr. Alford himself.

Moved by George Griffin, seconded by George Morgenthaler that the Board recommend that Mr. Alford recuse himself as a Public Building Commission member when matters arise related to the Public Safety Complex and Hayden Station Fire Station.

Discussion ensued among the board members regarding the degree of participation by Mr. Alford in his role as the Administrative Deputy Chief when appearing, if needed, before the Public Building Commission.

After further discussion, the following amended motion was acted upon:

"The Board of Ethics recommends that Mr. Alford should not vote as a Public Building Commission member on matters relative to Hayden Station Fire House and the Public Safety Complex, nor should he participate in discussions as a Public Building Commission member on said projects, however, he may appear before the Public Building Commission in his role as Fire Department Administrative Deputy Chief on the above projects."

Motion Passed 3-1-0 (Jim Parker opposed)

Jim Parker opposed the motion as he felt there is not a conflict of interest per the town's Code of Ethics and Mr. Alford should be able to participate and vote as a full member of the Public Building Commission.

4. STAFF REPORTS

None.

5. MINUTES OF PRECEDING MEETING

Moved by Jim Parker, seconded by George Morgenthaler to accept the July 12, 2005 meeting minutes as presented.

Motion Passed 4-0-0

6. ADJOURNMENT

Moved by Jim Parker, seconded by George Griffin to adjourn the meeting at 7:58 p.m.

Motion Passed 4-0-0

Respectfully submitted,

Peter Souza, Town Manager
Recording Secretary