

**TOWN OF WINDSOR
BOARD OF ETHICS
Town Hall – Dr. Primus Room
January 8, 2019
Regular Meeting**

UNAPPROVED MINUTES

1. CALL TO ORDER

The meeting was called to order at 7:01 p.m.

Present: Patrick Ring, Sandy Ghanesh-Thompson, Sonia Worrell-Asare

Absent: George Morganthaler

Staff: Peter Souza, Town Manager

2. PUBLIC COMMENT - None

3. OLD BUSINESS - None

4. NEW BUSINESS

a) Approve 2019 Meeting Schedule

The Board reviewed the proposed meeting schedule for 2019. It was noted the meetings are slated to start at 7:00 p.m. There were no suggested changes.

MOVED by Ms. Worrell-Asare, seconded by Ms. Ghanesh-Thompson to approve the following dates meeting for 2019:

Tuesday, April 9, 2019

Tuesday, July 9, 2019

Tuesday, October 8, 2019

Motion Passed 3-0-0

b) Review of Annual Report

The draft 2018 annual report was reviewed. There were no suggested changes and the committee approved the report by consensus. Town Manager Souza stated this report has historically been used by the chairperson when they provide the annual briefing to the Town Council. Staff will provide the chairperson the date of when the annual report is scheduled to be presented to the Town Council.

c) Code of Ethics Form

All of the board members present completed the Code of Ethics Acknowledgement Form in accord with section 2-25 of the Code of Ethics. The forms will be placed on file with the Town Clerk's Office.

5. MINUTES OF PRECEDING MEETING

a) July 10, 2018

MOVED by Ms. Worrell-Asare, seconded by Ms. Ghanesh-Thompson, to approve the July 10, 2018 meeting minutes as presented.

Motion Passed 3-0-0

6. ADJOURNMENT

MOVED by Ms. Worrell-Asare, seconded by Ms. Ghanesh-Thompson, to adjourn the meeting at 7:04 p.m.

Motion Passed 3-0-0

Respectfully Submitted,

Peter Souza
Town Manager