

TOWN OF GREENWICH

BOARD OF ETHICS

Minutes of the Regular Meeting of June 23, 2009

Gisborne Conference Room, Town Hall

Board Members Present: Chairman Paul de Bary, Robert Grele, Heather Parkinson-Webb, Lou Pittocco, Jane Finn

Others Present: Aamina Ahmad, Sue McCalley, Cheryl Dunson, Naomi Schiff Myers, Sandy Baldwin

The meeting was called to order by Chairman de Bary at 5:40 p.m. in the Gisborne Conference Room in the Greenwich Town Hall.

The following items were discussed and/or actions taken:

1. On Motion made by Mr. Grele and seconded by Ms. Parkinson-Webb, the minutes of the previous meeting were unanimously approved in the form attached.
2. The Chairman updated the Board on the status of the Reporting Project. He introduced Sandy Baldwin who has been checking to insure that all reports were correctly referenced in our index and thanked him for his invaluable contribution to the project. Mr. Baldwin has corrected several errors in the cross-referencing. Victor Coudert, former Chairman of the Ethics Board, had alerted the Chairman that the annual report of the Board of Ethics, which included all Advisory Opinions, were included in the Town's Annual Reports and kept in the Library and so could always be accessed. In reviewing these reports, the Chairman noted that in the 1990's, a reminder was sent to town officers alerting them of the disclosure filing requirement and that, as a result, many more disclosure statements were filed during those years.
3. The Chairman reported that the Board has been allocated \$1500.00 as a budget item. He suggested that the Board use these funds to upgrade the Ethics hotline. He will try to determine the amount of activity of this line and report to the Board.

4. Aamina Ahmad updated the Board on the changes that have been made to the forms used by the Purchasing Department. She reported that with input from the Purchasing Department, the members of the BET, Chairman de Bary, and the First Selectman, a revised non-collusion statement, which requires all bidders to sign that they have not encouraged any town officer to violate the Code of Ethics, is now included with all bids. The new forms have been used for two months and there have been no complaints and all bidders have signed the forms. She also reported that the conflict of interest provision of the purchasing ordinance has also been revised to give clearer guidelines. According to the new provision, anyone who participates in procurement for the town must have no conflict of interest.
5. On motion made by Mr. Pittocco and seconded by Mr. Grele, the Board thanked Ms. Ahmad and all who worked with her for their valuable contributions.
6. The Chairman presented the revised Disclosure Form. He particularly noted that "transaction" covers a series of similar transactions using the same contractual terms. The Board discussed how this form could be distributed to all town officers and possible training in conjunction with the new form.
7. On motion made by Ms. Finn and seconded by Ms. Parkinson-Webb, the new Disclosure Form was unanimously adopted.
8. The Chairman reported on an anonymous letter sent to the Board requesting a hearing for the removal from office of certain members of the Planning and Zoning Commission for their attempts to exert undue influence on members of the RTM. The Board considered whether this letter was a complaint that could be investigated. The letter and supporting documents are attached.
9. On motion by Mr. Pitocco and seconded by Mr. Grele, the Board unanimously determined that this letter was not a complaint according to guidelines of the Code.
10. On motion by Ms. Parkinson-Webb and seconded by Mr. Pittocco, the Board unanimously adopted Statement No. 09-01 as attached summarizing the reasoning of the Board in response to the letter requesting a hearing and determining that the matter was outside the Board's jurisdiction.
11. Representatives from the League of Women Voters, Sue McCalley, Cheryl Dunson, and Naomi Schiff Myer, presented the recommendations of the League of Women Voters on the Code of Ethics. The Board had an informal discussion with the League representatives.

12. Ms. Parkinson-Webb reported that she is leaving Greenwich and so will no longer be eligible to serve as a Board member after this summer. All wished her well and thanked her for her contributions.

13. The meeting was adjourned at 7:55 p.m.

Respectfully submitted by Jane Finn, Secretary

BOARD OF ETHICS OF THE TOWN OF GREENWICH
RECORD OF VOTE BY THE BOARD

DATE: June 23, 2009

MOTION/RESOLUTION:

The Board approved the April 21, 2009 minutes.

	Yea	Nay	Abstain	Absent
Paul de Bary	x			
Jane Finn	x			
Robert F. Grele	x			
Heather Parkinson-Webb	x			
Louis Pittocco	x			

BOARD OF ETHICS OF THE TOWN OF GREENWICH
RECORD OF VOTE BY THE BOARD

DATE: June 23, 2009

MOTION/RESOLUTION:

The Board formally thanked Aamina Ahmad for her work revising purchasing contracts.

	Yea	Nay	Abstain	Absent
Paul de Bary	x			
Jane Finn	x			
Robert F. Grele	x			
Heather Parkinson-Webb	x			
Louis Pittocco	x			

BOARD OF ETHICS OF THE TOWN OF GREENWICH
RECORD OF VOTE BY THE BOARD

DATE: June 23, 2009

MOTION/RESOLUTION:

The Board determined that the anonymous letter was not a complaint.

	Yea	Nay	Abstain	Absent
Paul de Bary	x			
Jane Finn	x			
Robert F. Grele	x			
Heather Parkinson-Webb	x			
Louis Pittocco	x			

BOARD OF ETHICS OF THE TOWN OF GREENWICH
RECORD OF VOTE BY THE BOARD

DATE: June 23, 2009

MOTION/RESOLUTION:

The Board approved Statement No. 09-01.

	Yea	Nay	Abstain	Absent
Paul de Bary	x			
Jane Finn	x			
Robert F. Grele	x			
Heather Parkinson-Webb	x			
Louis Pittocco	x			

BOARD OF ETHICS OF THE TOWN OF GREENWICH
RECORD OF VOTE BY THE BOARD

DATE: June 23, 2009

MOTION/RESOLUTION:

The Board approved the Disclosure Statement,

	Yea	Nay	Abstain	Absent
Paul de Bary	x			
Jane Finn	x			
Robert F. Grele	x			
Heather Parkinson-Webb	x			
Louis Pittocco	x			