

TOWN OF GREENWICH

BOARD OF ETHICS

Minutes of the Regular Meeting of February 10, 2009

Mazza Conference Room, Town Hall

Board Members Present: Chairman Paul de Bary, Jane Finn, Louis P. Pittocco, Secretary Heather Parkinson-Webb, Robert Grele

Others Present: Aamina Ahmad, Frank Farricker, Chris von Keiserling

The meeting was called to order by Chairman de Bary at 5:35 pm in the Mazza Conference Room in the Greenwich Town Hall.

The following items were discussed and/or actions taken:

1. The Chairman reported to the members on the CCM ethics training being given the next week.
2. The town attorney, Aamina Ahmad, reported on proposed language changes to be included in future Town bidding documents. In light of the concerns raised by the Board, the Town Attorney has proposed to certain changes in the documents required to be signed by bidders as part of the proposal process. These changes were being submitted to some of the individuals who had participated in drafting the forms that are currently being used. In addition, the Town Attorney had received the Board's suggested comments to the Town's procurement manual and agreed that modifications were appropriate. Ms. Ahmad had been asked to research what the State's procedures in this regard were by checking with the State procurement and ethics officials. She promised to report back to the Board on the results of this review and the further actions taken in this regard. The Board thanked Ms. Ahmad for her efforts in this regard and her time in briefing the Board on the matter.
3. The Board reviewed a request for an advisory opinion filed by a Town Officer who is a member of the Planning & Zoning Commission. Mr. Grele noted his role as counsel to the Greenwich Board of Realtors and indicated that, if matters related to the Board of Realtors were to arise in the discussion, he would recuse himself. The Board requested additional information concerning the circumstances involved in the request and discussed a number of issues that the members felt were pertinent to the request, including the kinds of financial interests that members of the Planning and Zoning Commission might have in matters coming before the Commission, the previous practices of the Commission, additional details about the interests of the individual involved in the request and the nature of the guidance that would be most useful for members of the Commission and other Town Officers in similar situations. After extensive discussion, Ms. Parkinson-Webb and Mr. Pittocco were assigned the role of presenting a draft for the Board discussion in April.
4. On Motion made by Mr. Pittocco and seconded by Ms. Finn, the minutes of the previous meeting, December 9, 2008 was unanimously approved in the form attached.
5. The board discussed possible confusion created by the Greenwich Times article on 2/1/09 regarding teachers vs. town employee gift allowances and the town ethics code. The members decided it would be appropriate to research the gift policies of different departments and the awareness of different departments on the relationship between their internal policies and the Code of Ethics.
6. The election of board officers was completed. The term will begin in April and will conclude at the end of the 2010 fiscal year. On motion made by Mr. Pittocco and seconded by Mr. Grele, the Board unanimously voted to reelect Chairman Paul de Bary to a second term in that role and Ms. Finn was voted in as Secretary.

7. Chairman de Bary briefed the Board on the progress of the reporting project and indicated that the draft report on prior advisory opinions and other official actions of the Board, which had been distributed to the members of the Board in connection with the meeting, will be distributed to past Board of Ethics members to solicit their input.

The meeting was adjourned at 7:25 pm.

The schedule of meetings for the rest of this fiscal year will be at 5:30 pm at the Town Hall on April 21 and June 23, 2009.

Notes respectfully submitted by Heather Parkinson-Webb, Secretary

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

DATE: February 10, 2009

MOTION/RESOLUTION:

The Board approved the December 9, 2008 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: February 10, 2009

MOTION/RESOLUTION:

The Board approved the revised slate of officers with Mr. de Bary reelected as Chairman and Ms. Finn as Secretary.

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

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Board Members Present: Chairman Paul de Bary, Jane Finn, Louis P. Pittocco, Secretary Heather Parkinson-Webb, Robert Grele

The meeting was called to order by Chairman de Bary at 5:35 pm in the Mazza Conference Room in the Greenwich Town Hall.

1. The following items were discussed and/or actions taken:
On Motion made by Mr. Pittocco and seconded by Ms. Finn, the minutes of the previous meeting, October 7, 2008 was unanimously approved in the form attached.
2. The Chairman summarized the status of his dialogue with the First Selectman Peter Tesei about a budgeting request. It will be followed up on with the budgeting office.
3. The Reporting Project by the interns under the guidance and leadership of Chairman deBary was reviewed along with an historical review of past board decision-making. This Project will be voted on in our February meeting.
4. The Board reviewed the draft advisory opinion filed by a Town Officer whose spouse is a teacher. Following discussion, it was agreed that language about the town's budgeting would be excluded. On motion made by Ms. Parkinson-Webb and seconded by Mr. Pittocco the amended Advisory Opinion was adopted.
5. The election of board officers was discussed. It was decided that elections would be held in February. The term would begin in April and conclude in the end of the following fiscal year.
6. Discussion was had as to whether or not instructions should be included for the Disclosure Form and will be followed up in our next meeting.

The meeting was adjourned at 7:05 pm.

Our next meeting will be on February 10, 2009 in the Town Hall. The schedule of meetings for the rest of this fiscal year will be at 5:30 pm at the Town Hall on April 21 and June 23, 2009.

Notes respectfully submitted by Heather Parkinson-Webb, Secretary