

Board of Ethics Commission

Regular Meeting

January 5, 2016

Members present: Pam Childs, Michael Barry, John Harris, Jules D'Agostino

Called to Order: 7:00

Roll Call

Approval of Meeting Minutes:

November 2, 2015

**Motion made:** 1st Michael Barry 2<sup>nd</sup> John Harris  
All in Favor

Public:

None

Old Business:

Discussion on re-presenting the Ethics proposed policy to The Board of Selectmen

The policy meets all the criteria recommended by the CCM.

Motion made: to accept the revised policy, to present it to the Board of Selectmen, for the purpose of presentation to a town meeting and be voted on.

1<sup>st</sup> Jules D'Agostino 2<sup>nd</sup> Mike Barry All in Favor

The Commission ask for a cover letter will be attached to the proposed policy, strongly requesting that a Town meeting be help in the issue no later than April 2016.

New Business:

The commission went over the budget for 2016. There was some discussion on the Secretaries wage.

Pam will check with the First Selectman on the protocol for the position's rate.

Discussion on attracting new members to the commission. There are no takers at this time. John Harris may consider giving up his position on the commission. He feels that the work that has been done is not being taken seriously by the selectman and is questioning the existence of the Ethics Commission. Jules

D'Agostino feels the Ethics Commission is important whether it is active or inactive, it lends an air of dignity to the town.

Adjournment:

8:05pm

**Motion made:** 1<sup>st</sup> John Harris 2<sup>nd</sup> Mike Barry  
All in Favor

**Brooklyn Ethics Commission**  
**Administrative Time Frame worksheet**

Situation

Time frame

Date

The attached complaint was received by the Brooklyn Town Clerk on \_\_\_\_\_

Preliminary review of complaint  
response required

**within 30 days**

OR

Regular meeting

Special meeting

No action required

complainant is notified

forthwith

\_\_\_\_\_

Registered mail

\_\_\_\_\_

Certified mail

Comments:

1.

### Further Action is warranted

Action Required

Time Frame

\* Date

Set next meeting date

**within 30 days**

\_\_\_\_\_

Notify BOTH complainant

And respondent

72 hours prior

By certified mail

to meeting date \*

\_\_\_\_\_

Notify after said meeting

no later than

date if dismissed

7 BUSINESS DAYS\*

Dismissed \_\_\_\_\_

Comments

**2.**

## Probable Cause

Situation

Time Frame

Date\*

If probable cause is determined,  
the respondent violated a provision  
of the code, then a hearing will  
be held

within 30 days\*

^ hearing date \_\_\_\_\_

Witness Subpoena

**10 days prior to hearing ^**

\_\_\_\_\_

Name and address required

Conclusion of hearing

The Board shall make its

within 14 days of ^

\_\_\_\_\_

Decision/ summary of finding

**3.**

**The Brooklyn Ethics Commission  
4 Wolf Den Road PO BOX 356  
Brooklyn, Ct 06234**

Date:

To:

The Ethics Commission, after the preliminary review of your complaint, has concluded that the allegations of your complaint do not constitute an Ethics violation.



Sincerely,

Ethics Commission By \_\_\_\_\_

**The Brooklyn Ethics Commission  
4 Wolf Den Road PO BOX 356  
Brooklyn, Ct 06234**

Date:

To:

After the preliminary review of your complaint, the Ethics Commission has concluded that further consideration of the allegations of the complaint is required. Therefore we are scheduling a meeting on \_\_\_\_\_, at \_\_\_\_\_ o'clock At the \_\_\_\_\_.

At this meeting you may submit such additional evidence as the Board shall deem relevant and the Respondent will have the opportunity to reply to the

complaint. You may be accompanied by legal counsel. Cross examination or argument by counsel shall not be permitted at this stage of the procedure.

Sincerely,

Ethics Commission By \_\_\_\_\_

**The Brooklyn Ethics Commission  
4 Wolf Den Road PO BOX 356  
Brooklyn, Ct 06234**

Date:

To:

At the meeting held \_\_\_\_\_, the Ethics Commission, upon further review, has determined that there is no probable cause of a violation. Therefore, this complaint has been dismissed.

You may have the right to appeal this decision in court by consulting an attorney.

Sincerely,

Ethics Commission By \_\_\_\_\_

**The Brooklyn Ethics Commission  
4 Wolf Den Road PO BOX 356  
Brooklyn, Ct 06234**

Date:

To:

At the meeting held \_\_\_\_\_, the Ethics Commission, upon further review, has determined that there is probable cause of a violation. Therefore, a hearing will be held for the purpose of deciding what action by the Board is appropriate.

You may be represented by legal counsel.

Hearing Date: \_\_\_\_\_ at \_\_\_\_\_ o'clock

At the \_\_\_\_\_

Sincerely,

Ethics Commission By \_\_\_\_\_