

**DURHAM ETHICS COMMISSION  
MEETING MINUTES  
May 31, 2016**

**1. Call to Order.** The meeting was called to order at 7:02 P.M. by Brenda Cowett and roll was called. Present were Brenda Cowett, Noel Higgins, Marvin Ide, Peter Donecker, and Linda Maffei. Judy Bahr, Deb Proctor, and Claudia White were absent.

Brenda Cowett welcomed new members Marvin Ide, who is replacing Clark Kearney, and Peter Donecker, who is replacing Chet Raczka, onto the Durham Ethics Commission.

**2. Seating of Alternates.** Peter Donecker was seated for Deb Proctor.

**3. Approval of Agenda.** On a motion by Noel Higgins, seconded by Linda Maffei, the Agenda was approved unanimously.

**4. Approval of Ethics Commission Minutes of March 29, 2016.** On a motion by Noel Higgins, seconded by Linda Maffei, the minutes from March 29, 2016 were approved. Abstaining were Marvin Ide and Peter Donecker, who had not attended that meeting.

**5. Election of Officers.** Brenda Cowett asked if anyone wished to fill an officer position. She indicated that she would be willing to serve as Chair again. Marvin Ide said he would be willing to serve as Vice Chair. Brenda Cowett indicated that with three returning members not attending this meeting, it would be difficult to properly elect officers, and so made a motion to postpone the election of officers until the next meeting on June 28, 2016. The motion was seconded by Noel Higgins, and approved unanimously. The slate for Chair and Vice Chair will stand as a tentative slate until discussion with a fuller complement of members, and voting for same, can be had in June.

**6. Discussion of Ethics Commission matters.** None.

**7. Old Business.** Brenda Cowett stated that she mailed an official response by US Certified mail to the Complainant of Complaint 2016.1. The Complaint, along with a copy of the letter, will be sealed and given to the Town Clerk.

Brenda Cowett also said that she has emailed the First Selectman to let her know that we have another opening, and that Judy Bahr has expressed a willingness to serve another term, since her official term ends May 31, 2016.

**8. New Business.** Linda Maffei passed her notebook of Agendas and Minutes to Brenda Cowett to hold for the next secretary, along with the additional key to the post office box.

**9. Public Comment.** There were no members of the public present.

**10. Next Meeting Date.** The next DEC meeting will be June 28, 2016 at 7:00 PM in the Activity Room of the Library. Brenda Cowett asked when we need to reserve space at the library for meetings. Linda Maffei responded that the library has Ethics on an automatic renewal for every last Tuesday of the month, but it should be confirmed, and the schedule should be submitted to the Town Clerk's office by the Secretary either in November or early December for the following year.

**10. Adjourn.** On a motion by Peter Donecker, seconded by Marvin Ide, the meeting was adjourned unanimously at 7:36 P.M.

Respectfully submitted, Linda Maffei, Secretary