

**DURHAM ETHICS COMMISSION
MEETING MINUTES
October 25, 2016**

1. Call to Order. The meeting was called to order at 7:00 P.M. by Brenda Cowett and roll was called. Present were Brenda Cowett, Marvin Ide, Judy Bahr and Noel Higgins. Claudia White, Deb Proctor and Peter Donecker were absent.

2. Seating of Alternates. No alternates were present.

3. Approval of Agenda. On a motion by Brenda Cowett, seconded by Noel Higgins, the agenda was approved unanimously.

4. Approval of Ethics Commission Minutes of September 27, 2016. On a motion by Marvin Ide, seconded by Brenda Cowett, the minutes from September 27, 2016 were approved unanimously.

5. Discussion of Ethics Commission matters.

a- The Durham Ethics Commission P.O. Box was checked and as of Monday, October 24, 2016, there was no new mail.

b- On October 24, 2016 Claudia White sent an email to the members of the Durham Ethics Commission notifying them of her resignation from the commission. Judy Bahr, DEC Secretary, will notify the Durham Town Hall on her behalf.

c- There are currently two openings for alternates on the DEC.

6. Old Business.

a- Judy Bahr completed the revisions to the list of Ethics Commission members. The group reviewed the DEC charter which defined the member composition.

b- Based on previous years, DEC needs to submit a budget by mid-January. Discussion on the budget was tabled until the November meeting.

7. New Business.

a- The committee reviewed the dates of the 2017 DEC meetings. Judy Bahr will send the meeting schedule to Cyndi Shirshac of the Durham Library and Beth Moncata, Executive Assistant Office of the First Selectman, Town of Durham.

8. Public Comment. There were no members of the public present.

9. Next Meeting Date. The next DEC meeting will be November 29, 2016 at 7:00 PM in the Activity Room of the Library.

10. Adjourn. On a motion by Judy Bahr, seconded by Brenda Cowett, the meeting was adjourned unanimously at 7:31 P.M.

Respectfully submitted,
Judy Bahr, Secretary