

City Council Rules Committee MEETING MINUTES January 31, 2011 City Council Chambers 12:00 p.m.

Present: Councilor St. Hilaire - Committee Chair, Councilors Stetson, Bennett, Blanchard, and Janice Bonenfant, City Clerk were present. Councilor Grady was absent.

Councilor St. Hilaire called the meeting to order at 12:05 p.m. Councilor Stetson moved approval of the May 17, 2010 meeting minutes. The motion was duly seconded and passed with no dissenting votes.

In follow-up to a committee request at the May 17th meeting, City Clerk Bonenfant advised committee members that two departments, Police and Fire, have ethics codes specifically applicable to their own departments. Ms. Bonenfant further stated that she has been advised by the Personnel Department that a Stewards of the Public Trust correspondence which covers all municipal employees is also in place.

Committee members continued to review their draft ethics ordinance beginning with section IV. d) of the May 2010 draft. After completing their review they asked City Clerk Bonenfant to amend based on changes made, send out a new version to all and invite City Manager Aspell to the next meeting to discuss with committee members prior to legal review.

During review of the May 2010 draft, committee members noted that during legal review of the draft ordinance they would like the following questions answered:

- 1. Within section V. Board of Ethics notation is made that the proposed board would have subpoena powers as may be available to them under sate law. What if any RSA would apply here?
- 2. What appeal process would accused have should determination be made by the board that an offense has taken place. What options would accused have to appeal findings?

Councilor St. Hilaire reiterated that, although the committee was not moving forward with an ordinance that included employees, the committee should discuss with the City Manager what he thinks about drafting something that applies to all municipal employees when they meet with him, hopefully in March.

Committee members asked Clerk Bonenfant to check with the Police and Fire Departments to obtain updated ethics policies that they may have in place. Ms. Bonenfant will also obtain a copy of the Stewards of Public Trust document referenced above.

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The time being 12:40 p.m., Councilor Stetson moved to adjourn, meeting again on March 28, 2011 at noon. Mr. Aspell will be invited to attend. The motion was duly seconded and passed with no dissenting votes.

A true copy; I attest:

Janice Bonenfant City Clerk