

TOWN OF BARRE  
Conflict of Interest Policy Committee  
Meeting Minutes  
August 1, 2018

The Barre Town Conflict of Interest Policy Committee (COIP) held its first meeting on August 1, 2018 starting at 6:00 pm. The meeting was held in the municipal building. Committee members present were: Mike Gilbar, Alan Garceau, Chauncey Liese, Norma Malone, Jon Valsangiacomo, Cedric Sanborn and Lee Walther. Also present was town manager Carl Rogers.

On a motion by Mike Gilbar and seconded by Cedric Sanborn, the Committee voted unanimously to accept the agenda as presented.

The Committee members introduced themselves, also stating the board or commission they represent.

Town manager Carl Rogers reviewed the history of the issue and the requirement for the town to adopt a conflict of interest policy by July 1, 2019. Norma Malone discussed the suggested timeline. Gilbar suggested the town's conflict of interest policy dovetail with the Development Review Board's (DRB) policy.

Lee Walther asked if the COIP should have a chairperson. Consensus was yes. Walther made a motion to elect Malone chairperson. Sanborn seconded the motion, which the Committee approved by a 7 – 0 vote.

The Committee discussed how to address in its proposed policy the fact that the DRB is required to have its own conflict of interest policy. It was mentioned the town -wide policy could state individual boards and commissions could adopt higher standards in their own conflict of interest policies. It also was mentioned that quasi-judicial boards (BCA, DRB and Selectboard) be excluded from this town-wide policy, but these boards would be required to adopt their own conflict of interest policy that complies requirements in state law. An opinion was expressed that as much as possible all boards and commissions should have the same policy, and those boards shouldn't have to repeat the work done by this committee.

Jon Valsangiacomo pointed out language in Article 6 of the VLCT model policy could be a problem for some board and commission members. The Article 6 statement requiring members to explain why they have a conflict when recusing themselves could break professional confidentiality requirements.

After some discussion of the VLCT model policy, the Committee focused on Articles 6, 7 and 8. Gilbar moved to edit Article 6 by placing a period after the words, "under consideration" and delete the remainder of the sentence. Chauncey Liese seconded the motion

which the Committee approved without dissent. Malone observed that there is a 3-step process for disclosure and recusal.

Walther moved the Committee accept Articles 1,2 and 3 of the VLCT model policy as written. Sanborn seconded the motion and the Committee voted unanimously to approve it.

Malone stated Articles 4 and 5 of the model policy are the heart of the policy. She asked the members to think about those articles for discussion at the next meeting.

By consensus the Committee decided to use a scenario basis for organizing Articles 6, 7 and 8 instead of the procedural basis in the model policy. Article 6 will have sections 6a and 6b. Article 8 would have more sections and Article 7 may be blended into Article 8 requiring re-numbering. Gilbar offered to produce a draft of the revised 6, 7 and 8 as the Committee discussed.

The Committee scheduled meetings on August 21 and September 5.

At 8:04, on a motion by Sanborn, seconded by Liese, the Committee voted to adjourn.

#### Conflict of Interest Policy Committee

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