

MINUTES OF NORWICH ETHICS COMMISSION MEETING

February 11, 2019

MEMBERS PRESENT

Christopher Dixon  
Kathryn Lord  
Carol Menard  
Robin Lawson

MEMBERS ABSENT

Robert (Mac) Ballard

ALTERNATES PRESENT

Scott Camassar  
Karen Lucas

ALTERNATES ABSENT

None

OTHERS PRESENT

Recording Secretary Melinda Wilson

1. Call to order: Chair Carol Menard called the February 11, 2019 meeting to order at 5:00 PM.
2. Determination of Quorum: It was determined a quorum was present. Karen Lucas was seated as a Regular Member.
3. Approval of Minutes: The minutes of the January 14, 2019 Ethics Commission (EC) meeting were presented. Karen Lucas corrected the spelling of her nickname to Kammie. On a motion by Robin Lawson, seconded by Kathryn Lord, the January 14, 2019 minutes were unanimously approved as amended.
4. Citizen Comment: None
5. New Business: Chair Menard reviewed the procedure for citizen comment at regular meetings.
6. Old Business: Kammie clarified the procedures for handling complaints. Chair Menard explained. The 18-month look-back time period for the ethics commission's review of an ethics concern was reviewed.  
  
Melinda will review Robert's Rules to clarify rules for agendas in regards to the order of items. She will report at the next meeting.
7. Adjournment: On a motion to adjourn by Robin Lawson, seconded by Kathryn Lord, the meeting of the Ethics Commission adjourned at 5:17 PM.