

**ETHICS COMMISSION**  
**Workshop**  
*July 6, 2015 ~ 4:30 p.m.*

**ATTENDEES:**

Philip Dorsey, Esq., Chairman  
Christopher Jeys, Member  
Terry Bonnevier, Member

Chairman Dorsey asked the members to review the minutes to be presented for approval at the next meeting.

**DISCUSSION ITEMS**

*Complaint Procedures*

Member Bonnevier stated that she and Ms. Dimsey were compiling some sort of formal procedures in the event documentation is needed for future potential issues.

Chairman Dorsey suggested that Ms. Dimsey contact the State Ethics Commission and request a sample complaint form.

Ms. Dimsey stated that she would take some of the research already compiled, incorporate the State's form and present to the committee at an upcoming meeting.

*By-Laws*

Chairman Dorsey stated that as voted on and approved previously by the members, the Ethics Commission will send forward the By-Laws to the Town Council for their review and acceptance.

*Ethics Disclosure Statement Applications*

Chairman Dorsey stated that Ms. Dimsey disseminated the Ethics Disclosure Statement Applications to the Council Members and Employees as required and were submitted by the April 30 deadline. Today's meeting is to review the applications for any corrections or changes that need to be taken care of before being reviewed for final approval and submittal by the October 1, 2015 to the State Ethics Commission.

Members reviewed and provided signature of review of the Applications with comments on those that needed to be corrected and asked Ms. Dimsey to follow up with the individuals applications that required correction and present at the next business meeting during Executive Session for the committee's review and final approval.

**ADJOURNMENT**

Chairman Dorsey stated that the next meeting date will be Monday, July 27 at 4:30 p.m.