

Town of Guilford
Board of Ethics
Meeting Minutes
September 6, 2018

Members Present: Chairman Deborah Daddio, Paul Chello, Aaron Hershman and Ken Wilson

Excused: Barbara Hemming

Chairman Daddio called the meeting to order at 4:36

Motion by Ken Wilson Seconded by Paul Chello to move number four on the agenda to number 1.

1. Request for Advisory Opinion:

- Meghan Scanlon wants to make sure there is no conflict with being on the Board of Finance now that she works for Women & Family Life Center.

Motion: Upon a motion by Commissioner Ken Wilson and seconded by Commissioner Aaron Hershman, it was unanimously voted to render advisory option as requested.

Motion: Upon a motion by Commissioner Ken Wilson and seconded by Deborah Daddio, the Board voted to go back to number one on the agenda--- Approval of June 7, 2018 minutes.

2. Approval of June 7, 2018 Meeting Minutes:

Motion: Upon a motion by Commissioner Ken Wilson and seconded by Commissioner Aaron Hershman, it was unanimously voted to approve the June 7, 2018 minutes. Commissioner Paul Chello abstained from the vote regarding the June 7th minutes as he was not at the meeting.

3. Old Business:

- Aaron Hershman distributed a copy of proposed language to be added to #8 of the Town of Guilford Purchase Order Contract Terms & Conditions as well as #4 of the bid package (NON-COLLUSIVE/NON_CONFLICT AFFIDAVIT of BIDDERS) regarding the Code of Ethics. After discussion, Ken Wilson moved to approve the proposed language, as amended. Paul Chello seconded the motion and it was unanimously voted to approve the proposed language, as amended, as follows:

#8 Code of Ethics. Seller has read the Guilford Code of Ethics, set forth in Chapter 31 of the Code of the Town, which is available on the Town's website and Seller(s) warrants that they are in compliance with, and will continue to comply with the Guilford Code of Ethics with respect to the Purchase Order.

Motion: Upon a motion by Commissioner Ken Wilson and seconded by Commissioner Paul Chello, it was unanimously voted to approve #8 as amended on the Town purchase order.

4. New Business

- In light of the revised language for the Town purchase order and bid package approved at this meeting, the Chairman asked the Board members to review the June 7, 2018 notes from her meeting with Pam Millman re\$25,000 Bid Policy Town of Guilford to ensure that the Code of Ethics now adequately reaches all vendors/suppliers of the Town. This topic will be discussed at the December meeting.

Motion: Upon a motion by Commissioner Paul Chello & seconded by Deborah Daddio, it was unanimously voted to adjourn the meeting at 5:50pm

Respectfully Submitted,

Paula Wilson

Recording Secretary