

Town of Colchester  
Ethics Commission  
Regular Meeting June 1, 2021 at 6:00 p.m.  
Town Hall Meeting Room One  
MEETING MINUTES

RECEIVED  
COLCHESTER, CT  
2021 JUN -2 PM 12:55  
*Gayle Furman*  
GAYLE FURMAN  
TOWN CLERK

Members attending: Ursula Tschinkel, Dean Dest, John Malsbenden and Betty Wagner  
Member absent: Teresa Pineau.

1. Call to Order. The meeting was called to order at 6:02 p.m. by Chairman Ursula Tschinkel.
2. Additions to the Agenda. None.
3. Approval of the April 6, 2021 minutes. Motion to accept as presented by Mr. Malsbenden, second by Mr. Dest. Vote: Unanimous approval.
4. Citizens comments. None.
5. Review: Final version of revised Ethics Ordinance. The Commission approved the final version to be submitted for legal opinion.
6. Review: Commission referral to the Office of the First Selectman. Motion to forward the letter and revised version to the First Selectman by Mr. Malsbenden. Second by Mr. Dest. Vote: Unanimous approval. Mrs. Wagner will hand deliver tomorrow.
7. Begin Web Page review. The Commission reviewed the description of the Commission on the town website and will recommend changes as noted in Appendix A of the minutes. The Commission then reviewed page 2 of the Town of Colchester Ethics Commission Citizen's Guide to the Ethics Complaint Process. Recommended changes are noted in Appendix B of the minutes. The Commission also reviewed the Colchester Ethics Commission By-Laws and the changes being recommended are noted in Appendix C of the minutes.
8. Citizens' comments. None.
9. Adjourn. Motion to adjourn by Mr. Dest, second by Mr. Malsbenden. The meeting was adjourned at 7:15 p.m. the next meeting will be on August 3, 2021 at 6:00 p.m.

Respectfully submitted,

Betty Wagner, Member

**Appendix A to 6/1/21 minutes.**

**Ethics Commission description on town website. Changes are italicized.**

### **Ethics Commission**

The Colchester Ethics Commission is charged with administering the Town's Code of Ethics. The Commission receives complaints about *alleged* violations of the Ethics Code, *holds hearings to gather facts*, and issues opinions about whether the Code has been violated. The Commission has bi-monthly meetings and meets as needed to address pending complaints and requests for advisory opinions. The five-member board is appointed by the Board of Selectmen. *To qualify to serve on the Commission the applicant must be a town resident and registered voter, and have a strong commitment to uphold the Code.* If you are interested in serving, please contact the First Selectman's office *and consult the Code of Ethics section 53-3.*

**Appendix B of Ethics Commission minutes of 6/1/21.  
Changes are italicized.**

**Page 2 of Citizens Guide to Ethics Complaint Process**

**Contact Us**

Contact: *Ethics Commission*

Commission Address: 127 Norwich Avenue, Colchester, CT 06415

Telephone: 860-537-7220

Website: [www.colchesterct.gov/ethics-commission](http://www.colchesterct.gov/ethics-commission)

Meeting dates: 1<sup>st</sup> Tuesday of every even numbered month. Check with Town Clerk's office for additional details.

**Who We Are and What We Do**

The Colchester Ethics Commission is charged with administering the Town's Code of Ethics. The Commission receives complaints about *alleged* violations of the Ethics Code, *holds hearings to gather facts* and issues advisory opinions and final decisions about whether the Code has, or would be violated. The Commission has bi-monthly meetings and meets as needed to address pending complaints and requests for advisory opinions.

The five-member Commission is made up of *town residents who are registered voters and have a strong commitment to uphold the Code*. If you are interested in being a member of the Ethics Commission, please contact *the office of* the First Selectman and consult *the* Code of Ethics section 53-3.

**Appendix C of June 1, 2021 Ethics Commission Meeting.**  
**Recommended changes are italicized.**

**Colchester Ethics Commission**  
**By-Laws**

The Commission and its members shall conduct the business of the Commission fairly and equitably, and shall serve as a model for the Town in *upholding and administering the Code of Ethics*.

The Commission *meets as scheduled and* as necessary in response to a filed complaint, a request for an advisory opinion or to conduct any pertinent business. *(Reserved meeting time is no longer correct and deleted.) Please check with the Town Clerk or the town website for meeting dates and times.*

The Commission shall make decision by consensus whenever possible and will follow Robert's Rules of Order, as required by *State* statute and *Town* ordinance.

The Chair, in consultation with members and staff, shall provide necessary budget information to the *First Selectman*.

The Commission may add to, delete from or amend these by-laws as deemed necessary.

Respectfully submitted,

*Ursula Tschinkel*  
Chairman