

WINDHAM ETHICS COMMITTEE

PURPOSE

The purpose of the Committee is to draft a Code of Ethics to govern the Town's elected and appointed municipal officials.

MEMBERSHIP

The Committee shall consist of three (3) members appointed by the Town Council for their interest in and concern for the Town of Windham, especially in regard to the need for and importance of developing ethical guidelines for public officials.

The members shall elect a chairperson from within their membership. A member of the Town Council will serve in a non-voting capacity to provide liaison between the Council and the Committee.

CHARGE

It shall be the responsibility of the Committee to prepare a draft Code of Ethics for consideration by the Town Council. The following issues should be addressed in development of the Code:

- a. Ethical standards of conduct.
- b. Disclosure of financial or special interest in regard to contract, purchase and employment issues within the Town.
- c. Non-disclosure of confidential information.
- d. Acceptance of gifts and favors.
- e. Use of Town property.
- f. Representing third party interest before Town bodies.
- g. What constitutes a conflict of interest, procedure to disclose, and procedure to determine if said conflict constitutes grounds to be excused from participating in a deliberation or vote.
- h. Financial disclosure statements.
- i. Political activities.
- j. Establishment of a Board of Ethics and its duties, procedures, and penalties.

The draft Code of Ethics shall be presented to the Town Council for review at the March 5, 1991 workshop.

(Approved 12/11/90)