



Board of Ethics
Draft Meeting Minutes
June 5, 2024
City Council Chambers
3:00 PM

1. Call to Order

Deputy City Clerk Elisabeth Harrington called the meeting to order at 3:00 PM.

2. Roll Call

Present: Tenley Callaghan, James. D Rosenberg, Stephen J. Shurtleff, John Sullivan, City Solicitor Danielle Pacik, and Deputy City Clerk Elisabeth Harrington

Late: Marcia Moran

3. Nomination of Board of Ethics Chairperson

Ms. Callaghan moved to nominate John Sullivan as Chairperson of the Board of Ethics. The motion was duly seconded by Mr. Shurtleff.

4. Election of Board of Ethics Chairperson

Ms. Callaghan's motion to nominate John Sullivan as Chairperson of the Board of Ethics passed with no dissenting votes. Ms. Moran was not present for the vote.

5. Approval of the July 11, 2012 Meeting Minutes

Mr. Shurtleff moved approval of the July 11, 2012 Meeting Minutes. The motion was duly seconded by Ms. Callaghan and passed with no dissenting votes. Ms. Moran was not present for the vote.

6. Review of Board of Ethics Rules

Ms. Moran arrived at 3:05 PM.

Chairperson John Sullivan reviewed the timing described in the Board of Ethics Rules which outlines the time in which an accused individual has to respond to an accusation which is 20 days from receipt of notification. City Solicitor Pacik confirmed this timing and also

confirmed that per City Ordinance number 3085, the Board of Ethics shall review complaints and determine, within 45 days, if a public hearing should be scheduled if warranted.

General discussion followed regarding preliminary determinations.

City Solicitor Pacik reviewed Article 30-3-29 and discussed section 3 which outlines sending items to City Council.

7. Setting of Future Meeting Dates

Ms. Moran moved to allow for remote participation. The motion was duly seconded by Mr. Rosenberg and passed with no dissenting votes.

City Solicitor Pacik reminded the Board of Ethics that per RSA 91-A, a majority must meet in person in order to be considered a quorum.

The Board of Ethics determined the next meeting to be held on Monday, June 24, 2024 at 9:30 AM with the allowance for remote participation. Instructions for remote participation will be provided.

8. Adjournment

At 3:21 PM, and there being no additional business, Mr. Shurtleff moved to adjourn the meeting. The motion was duly seconded by Ms. Callaghan and passed with no dissenting votes.

A true copy; I attest:

*Elisabeth Harrington
Deputy City Clerk*