

**Town of Preston
Ethics Commission
Special Meeting
Town Hall Conference Room
Wednesday, Feb. 13, 2019**

1. Call to order - 5:20 pm
2. Roll call - Hank Podraza, Linda Christensen, Nancy Bartlett, and Gale Ennis, alternate member.
3. Review and accept minutes from the Jan. 31, 2018 regular meeting - Chairman Podraza made a motion to accept, seconded by Gale E. Unanimous by voting members.
4. New Business
 - a. Election of Officers - Hank Podraza was nominated as Chairman by Gale E., seconded by Nancy B. Unanimous by voting members. Linda Christensen was nominated as secretary by Hank Podraza, seconded by Gale E. Unanimous by voting members. There were no nominations for vice-chairman.
5. Correspondence
 - a. 2019-2020 commission budget - Chairman Podraza received a budget worksheet and narrative request from Nancy Musa, Executive Administrative Assistant. The following are the agreed upon budget items and amounts that will be submitted for the Ethics Commission budget for 2019-2020: Investigator - \$0, Recorder Fees \$500, Complaint/Costs \$100, Mail/Office Supplies \$50, Printing \$200, Unforeseen Expense \$150, Training/Educ. \$ 0, Member Training \$100 , Legal Fees \$ 0. Chairman Podraza made a motion to accept the budget as discussed, seconded by Linda C. Unanimous by voting members.
 - b. FY 2018 Annual Report- The Board of Finance is requesting an Annual report to cover the purpose/overview of the Ethics Commission. Chairman Podraza suggested using the first three items under the Powers and Duties section of the Preston Code of Ethics from page 7 written as a narrative. A motion was made by Chairman Podraza and seconded by Gale E. to accept the draft as the annual report. Unanimous by voting members.
6. Public Comment – None
7. Adjourn – A motion was made by Linda C to adjourn at 5:42 p.m., seconded by Chairman Podraza. Unanimous by voting members.

Respectfully submitted,

Linda Christensen
Secretary