

**Atkinson  
Conflict of Interest Committee  
PO Box 450  
Atkinson, NH  
03811-0224**

**Minutes of the Dec 7, 2012 Meeting**

The meeting was called to order by Joyce LaFrance at 7:05 PM  
Present were Joyce LaFrance, Gary Brownfield, Ray Fournier, Jean Foley.

**1. Approval of Minutes**

Gary Brownfield motioned to approve Oct 12, 2012 minutes. Ray Fournier seconded. Yes -3, No – 0, Abstain -1.

**2. Correspondence**

None.

**3. Old Business**

None.

**4. New Business**

None.

- 5. Discussion** to review the Ordinance and the Policies and Procedures. Motion to add to Family Definition Member of household by blood, marriage or adoption by Gary Brownfield second Ray Fournier, Yes – 4, No – 0. Motion to add Section IX by Gary Brownfield second Ray Fournier, Yes -4, No -0.
- A. Department heads, committee chairpersons and Selectmen as leaders are responsible to enforce section V of this ordinance.
  - B. Any member of town government as defined in this ordinance shall disclose any real or perceived conflict as defined in section V to the Town clerk in writing within 7 days of election, appointment or employment. Existing members of Town government shall disclose as above after adoption of this ordinance within 7 days.
  - C. All members of town government shall be given a copy of this ordinance on an annual basis within 7 days of the second town meeting (election day) and shall sign as received.
- Motion to submit the updated Ordinance to the Selectmen for inclusion in the town warrant articles by Gary Brownfield, second by Ray Fournier, yes -4, No -0.

No next meeting was set.

Motion to adjourn was made at 8:40 PM by Joyce LaFrance, seconded by Jean Foley. Yes – 4, No - 0.

Members:  
Joyce LaFrance - Chairperson  
Gary Brownfield– Vice Chairperson  
Raymond Fournier – Secretary  
Bruce Cambriello – Member  
Jean Foley - Member