

TWO RIVERS - OTTAUQUECHEE REGIONAL COMMISSION
POLICY REGARDING CODE OF CONDUCT

A. Code of Conduct

(a) - A member of the Regional Commission has an affirmative obligation to conduct the affairs of his or her office, whether as a member of the full Commission or as a member of a Committee or Sub-Committee, in such a manner as to instill public trust and confidence. Thus, a member of the Commission shall take all reasonable steps to avoid any action or circumstance, whether or not specifically prohibited by this policy which might result in, or create the appearance of:

- (I) Undermining his or her independence or impartiality of action;
- (II) Taking official action on the basis of unfair considerations, unrelated to the merits of the matter;
- (III) Giving preferential treatment to any private interest, or interest of any affected state agency on the basis of unfair considerations, unrelated to the merits of the matter;
- (IV) Using the office of member of the Commission for the advancement of personal interest;
- (V) Using the office of member of the Commission to secure special privileges or exemptions; or
- (VI) Affecting adversely the confidence of the public in the integrity of the Commission.

(b) A member of the Commission shall not take any official action in any particular matter in which he or she has a conflict of interest or in which there is an appearance of a conflict of interest that, in the member's view, will undermine public confidence.

(c) A member of the Commission shall not take any official action that advances the interest of a private entity with which he or she is actively seeking employment or a significant financial relationship.

(d) A member of the Commission shall not disclose to any private entity any confidential or privileged information for the purpose of advancing his or her, or anyone else's, pecuniary interest.

(e) A member of the Commission shall not solicit or receive any payment, a gift, or favor based on any understanding that it would influence any official action.

(f) A member of the Commission shall not use or permit the use of Commission property unless reasonably related to his or her official responsibilities.

(g) The Commission may, by majority vote, determine that a Commission member is ineligible to participate in a matter before the Commission because of a violation of this Policy.

B. Resolving Conflicting Interests

A staff member or a Commission member who has an outside interest which would appear to be or have a potential conflict of interest with his or her responsibilities at the Two Rivers Ottauquechee Regional

Commission will disclose such an interest to the Chairperson and will abstain from Commission activity in connection therewith.

In the event a staff member or Commission member is uncertain whether he or she or any other staff or Commission member has a conflict of interest in any matter, he or she may request the Commission to determine whether a conflict of interest exists and the Commission shall resolve the question by majority vote. If the Commission concludes that the staff or Commission member has a conflict, the Commission shall have the right to exclude that person from voting or taking action on the subject matter. Prior to action being taken by the Commission any staff or Commission member may request that the Commission go into executive session to determine whether a conflict of interest exists as to another Commissioner or him/herself.

"Conflict of Interest" means a pecuniary interest of a member of the Regional Commission, or such an interest, known to the Commissioner, of a Commissioner of his or her immediate family or household or of a business associate, in the outcome of any particular matter pending before the Commission. "Conflict of Interest" does not arise where the interest is no greater than that of other persons generally affected by the outcome of the matter.

Adopted at the Regular Meeting of the Commission September 27, 1989.