

TOWN OF BRISTOL
SPECIAL TOWN COUNCIL MEETING – TRAINING SESSION
MEETING MINUTES
January 30, 2025

A Special Meeting of the Bristol Town Council was held on January 30, 2025, in the Town Hall Council Chambers for the purpose of providing training to various Town boards and commissions. The meeting was called to order by Council Chairman Calouro at 6:30 PM.

Agenda Items:

1. Presentation by the Rhode Island Ethics Commission

Lynne Radiches, a representative from the **Rhode Island Ethics Commission**, provided an overview of the Commission's role in upholding ethical standards in government. The presentation, titled "*An Introduction to the Rhode Island Ethics Commission and the Rhode Island Code of Ethics*," covered key topics including but not limited to:

- The jurisdiction of the Ethics Commission
- Conflict of Interest laws
- Financial disclosure requirements for public officials
- Advisory opinions and complaint procedures

Attendees were given the opportunity to ask questions regarding ethics regulations and how they apply to their roles within the Town government.

2. Training Session by the Town Solicitor's Office

Town Assistant Solicitor Andrew Teitz, led Part II of the training session, which focused on:

- Due Process – Ensuring fairness in board and commission proceedings, particularly in quasi-judicial matters.
- Open Meetings Act (OMA) – Compliance with Rhode Island's OMA, including requirements for meeting notices, agendas, minutes, and public participation.
- Robert's Rules of Order – Overview of parliamentary procedures to ensure orderly and efficient meetings, including motions, voting procedures, and maintaining decorum.

Board and commission members engaged in discussions on best practices for conducting meetings in compliance with legal requirements.

Adjournment

There being no further discussion, the meeting adjourned at 8:49 PM.

Melissa Cordeiro, Town Clerk
Council Clerk

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