

**Meeting of Town Council Sub-committee on Conflict of Interest Policy
February 1, 2016
Minutes**

Attending: Councilors Anderson, Hemphill and King, Town Attorney Amy Tchao, Town Manager Nathan Poore

Councilor Anderson called the meeting to order at 2:00 pm

Attorney Tchao led a discussion of the policy drafts she had prepared. Attendees discussed all aspects of the policy and the three Councilors ultimately agreed on a policy document to be recommended to the Town Council.

Attorney Tchao agreed to produce the revised policy document in time to be included in the Agenda for the February 8 Town Council meeting. She and Councilor Anderson agreed to review current Council Rules language to determine the appropriate process for adopting an amendment to the Council Rules.

The meeting was adjourned at 3:40 pm