



Town of Hinesburg
Code of Ethics
April 20, 2022

The Hinesburg Selectboard agrees to employ the following Code of Ethics in all interactions:

- **The Selectboard will represent the needs and interests of ALL residents in Hinesburg.**
- **The Selectboard will create policies and assure accountability. The Manager will manage the town.** Selectboard members will focus on their work as a board and not interfere with the day-to-day operations of the town, which are the responsibility of the manager.
- **The Selectboard will lead by example.** Selectboard members will voice opinions respectfully and speak and act with positive intent toward other Selectboard members, employees and members of the public; they encourage debate and differing points of view with care and respect.
- **The Selectboard will hear each opinion, but ultimately act as one.** Board members will speak candidly and courteously to each other and listen to dissenting or different viewpoints with an open mind. They will help each other to depersonalize disagreements. Once we reach a decision or compromise as a board, they will each support the will of the board in word and deed even if voted with a minority opinion.
- **The Chair (or designee) will speak as the official voice of the Selectboard.** A single Selectboard member will not represent the board without the consent of the Selectboard, and Selectboard members making personal statements (in any format, including speeches, articles, and social media posts) should clearly state that these statements are their opinion and not the position of the Selectboard.
- **The Selectboard will maintain open communication with each other, the Manager, and the community-at-large.** Information shared with one selectboard member will be shared with all members. If considerable work or time is required to generate data, the full Selectboard must endorse the request, ensuring that the request falls within the responsibilities and authority of the selectboard.
- **All Selectboard members shall uphold the highest ethical standards.** Selectboard members shall not receive anything of value, by contract or otherwise, from the town. Selectboard members shall not solicit or receive directly or indirectly any gift or compensation in return for making a recommendation or casting a vote. Selectboard members shall agree to recuse and remove themselves from Selectboard deliberation and votes when necessary to avoid the appearance of conflict of interest.
- **The Selectboard acts within the scope of their official roles.** Selectboard members act only as a member of the Selectboard and do not assume any individual authority when the Selectboard is not in session unless otherwise directed by the Selectboard. Selectboard members avoid making commitments that may compromise the decision-making ability of the Selectboard or the Town Manager.
- **All Selectboard members will respect their peers, their constituents and confidentiality.** Selectboard members maintain confidentiality of information and discussion conducted in executive session and uphold applicable laws with respect to the confidentiality of employee information.