

TOWNSHIP OF MAPLEWOOD



RESOLUTION NO. 63-22

RESOLUTION ADOPTING A CODE OF ETHICS AND CONDUCT FOR MAPLEWOOD TOWNSHIP VOLUNTEERS

WHEREAS, the residents, property owners and business owners of the Township of Maplewood ("Township") are entitled to have fair, ethical and accountable local government; and

WHEREAS, the Maplewood Township Volunteers ("Volunteers") agree to comply with both the letter and spirit of the laws and policies affecting the operation of government; and

WHEREAS, the Volunteers are to be independent, impartial and fair in their judgment and actions; and

WHEREAS, the Volunteers shall use their position for the public good not for personal gain; and

WHEREAS, public deliberations and processes will be conducted openly, unless legally confidential, in an atmosphere of respect and civility.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Maplewood, County of Essex, State of New Jersey that:

1. The recitations set forth above are incorporated herein.
2. **Act in Public** Volunteers will work for the common good of the people of the Township and not for any private or personal interest, and they will assure fair and equal treatment of all persons, claims and transactions coming them.
3. **Comply with Law** Volunteers shall comply with the laws of the United States, the State of New Jersey and the Township of Maplewood in performance of their public duties.
4. **Respect for Process** Volunteers shall perform their public duties in accordance with the processes and rules of order established by the Maplewood Township Committee.

5. **Conduct of Members in Public** Volunteers shall treat other Volunteers, the public and staff with respect; Volunteers shall answer questions and requests of other Volunteers; Volunteers shall use their best efforts to assure that other Volunteers have an understanding of the issues being discussed or deliberated.
6. **Decisions Based on Merit** Volunteers shall base their decisions and recommendations on the merits and substance of the matters at hand.
7. **Conflict of Interest** Volunteers shall make public disclosure of all personal interests they may have regarding any decisions charged to them. Personal interest shall be defined solely to include any actual, potential or apparent benefits or advantages that they or any person related to them by blood, marriage or operation of law, living in their household, might directly or indirectly obtain from a decision.
8. Volunteers shall abstain completely from direct or indirect participation as an advisor or decision maker in any public function respecting any matter in which they have a personal interest and leave any venue in which such a matter is under deliberation.
9. This Resolution shall remain in effect until repealed or modified by the Maplewood Township Committee.

Elizabeth J. Fritzen, Township Clerk of the Township of Maplewood, in the County of Essex and State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Township Committee of the Township of Maplewood, County of Essex, State of New Jersey, at a regular meeting of said Committee held on February 15, 2022.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Township of Maplewood in the County of Essex and State of New Jersey, on this 15th day of February, 2022.

ELIZABETH J. FRITZEN, R.M.C.
Township Clerk