

Instructions for requesting an Advisory Opinion or filing an Violation of Ethics Complaint with the Canton Board of Ethics

Advisory Opinions

Any current Town of Canton employee, officer, official or consultant for the town may request an advisory opinion from the Board on whether the conduct of that person or entity would violate the Code of Ethics. Any current town official may request an advisory opinion concerning the activities of any department over which he or she has jurisdiction or board or commission on which he or she serves.

Individuals initiating a request for an advisory opinion or filing an ethics complaint must do so by completing a form available through the Canton Town Clerk's office or through the town's website:

[www.townofcantonct.org/board of ethics](http://www.townofcantonct.org/board_of_ethics)

The Advisory Request form must contain a statement clearly stating the advice requested and all the relevant facts known to the individual making the request so the Board can reasonably understand the nature of the request. The individual making the request must sign it, including the date of the request.

Ethics Violation Complaints

Only residents of the Town of Canton may make Ethics Violation Complaints to the Board. An individual filing an Ethics Violations Complaint must do so in writing on the appropriate form listing the specific acts alleged in violation of the Canton Code of Ethics (Ordinance #230) including dates and the sections of the Code under which the complaint is made. The form must be signed with the understanding that all statements and information given are true and done so under penalty of perjury.

Requests for Advisory Opinions and Ethics Violation Complaints must be addressed to the Chairman of the Board of Ethics, c/o the Canton Town Clerk, 4 Market Street, Collinsville, CT 06019. The town clerk will forward the request or complaint to the Chairman of the Board who will then bring it to the attention of the Board of Ethics at a meeting scheduled after all information is received.