

## Code of Conduct for Elected/Appointed Board/Committee Members

The Select Board enact the following policy:

The Town of Brookfield strives to provide a positive experience for those using and working in Town facilities, by following the "Professional Standards of Conduct Policy." In addition, the Town supports a workplace that is conducive to personal safety and security and is free from disrespectful speech, intimidation, bullying, threats or violent acts. The Town does not tolerate workplace hostility, violence, including the threat of violence by anyone who is elected or appointed to any employee. The Town will not tolerate harassing conduct that affects employment conditions, that interferes unreasonably with an individual's performance or that creates an intimidating, hostile or offensive work environment. Complying with this Code of Conduct is required by all elected and appointed board, committee, or commission members. Violators who do not comply with this policy will be asked to leave the premises.

- *DO NOT CAUSE DISTURBANCES OR DISRUPTIONS TO EMPLOYEES*
- *SHOW RESPECT FOR OTHERS, BUILDING FACILITIES AND PERSONAL PROPERTY OF OTHERS*
- *USE COMMON COURTESY WHEN INTERACTING WITH OTHERS*
- *DO NOT SPEAK DISRESPECTFULLY TO ANY TOWN EMPLOYEE*
- *BULLYING OR THREATENING BEHAVIOR IS STRICTLY PROHIBITED AND WILL NOT BE TOLERATED*
- *DO NOT ENGAGE IN ANY LEWD OR OFFENSIVE BEHAVIOR*
- *ANY FORM OF VIOLENCE IS PROHIBITED*
- *SMOKING, DRINKING ALCOHOL OR APPEARING TO BE UNDER THE INFLUENCE OF ANY ILLEGAL SUBSTANCE IS PROHIBITED*
- ***SHOUTING OR RAISED VOICES DIRECTED AT ANY EMPLOYEE IS STRICTLY PROHIBITED AND REASON FOR REMOVAL***

Repeated violations may result in permanent suspension of unsupervised facility privileges REGARDLESS of elected status.