

## Ethics Committee Meeting Minutes - *Approved*

Date: January 10, 2011

The meeting began at 7 pm.

Members attending: Ira Forman, Robert Garofalo, Richard Rubenstein, Joan Landzberg, Laurie Noonan

Non-voting member/Ethics Board Counsel attending via conference call: Jeannette Koster

### 1. Regular Business:

- a. The minutes of the December 13, 2010 minutes were reviewed and approved as amended.
- b. Attendance was noted.

### 2. President's Comments:

- a. Richard indicated that Town Board Work Session was postponed from January 11, 2011 to January 25, 2011.
- b. Richard noted that the current Disclosure Form completion requirements are limited to elected and compensated officials, as per the current Town Code. Richard will suggest to Susan Siegel and the Town Board that all heads of all boards and committees be required to complete the Disclosure Form.

### 3. New Business:

- a. A review of the new Model Disclosure Form was conducted. The Committee agreed on the following revisions:
  - i. The actual numerical format to indicate the Filing Year will remain on the form, as opposed to using a document with a blank filing year.
  - ii. The term "registered" will be removed from all references to domestic partner.
  - iii. Additional lines will be added to Section 1. to list family members and business relationships.
  - iv. Section 11. – Applicant Related Disclosure will be removed from the form.
- b. All Committee members unanimously voted to make all the recommended changes to the Disclosure Form.
- c. The revised Disclosure Form will be reviewed at the upcoming Town Board Work Session.
- d. A review of Jeannette Koster's Proposed Amendments to the Town Ethics Code was conducted. Recommendations include:
  - i. Amend gift restriction to \$75 to comply with New York State Law.
  - ii. No change is being recommended regarding the Town Code banning individuals from using government property, services or resources for private business purposes, as the code complies with State legislation.
  - iii. Amend Town Ethics Code to comply with Section 74 of the New York State Code of Ethics (Public Officers Law).
- e. The Committee unanimously voted to propose the recommended changes to the Town Board.
- f. Robert proposed that Section 45-15 of the Town Ethics Code be amended to remove the provision for referral of ethics violations to the Ethics Committee from the Town Board.
- g. The Committee unanimously voted to recommend that this referral provision be eliminated.

- h. It was recommended that a request be submitted to the Town Clerk to have the Ethics Committee meeting dates posted on the Town's website. It was requested that the Secretary contact the Town Clerk to post the notice of the next meeting on the website.
- i. The posting of Ethics Committee Meeting Minutes on the Town website was also discussed. The Committee agreed that the minutes should be available on the website for public viewing.

4. Next Steps:

- a. Richard will present the new Disclosure Form, the recommendations for revision of the Town Ethics Code and the suggestion for the posting of Ethics Committee Meeting Minutes on website at the upcoming Town Board Work Session.
- b. Richard will notify the Committee members of the approximate time that the new Disclosure Form is on the agenda of the Town Board Work Session.
- c. Laurie will contact the Town Clerk to notify her of the next Ethics Committee meeting that is to be held in the Town Hall Conference Room on February 7, 2011 at 7pm and to request that the next meeting date and time be posted on the website.

The meeting adjourned at 8:15 pm.

The next meeting is scheduled for February 7, 2011 at 7pm.

Minutes submitted by Laurie Noonan