

Ethics Committee Meeting Minutes - *Approved*

Date: May 15, 2013

The meeting began at 7:30 pm in the Town Hall Conference Room.

Members attending: Aviah Pierson, Albert Durante, Joan Landzberg, Laurie Noonan and Rich Rubenstein.
Non-voting member/Ethics Board Counsel attending: Jeannette Koster

1. Regular Business:

- a. Attendance was noted.
- b. Minutes of the March meeting were reviewed and approved.
- c. Note: No meeting was held in April due to lack of a quorum.

2. President's Comments:

Rich called the Open meeting to order.

3. New Business:

- a. Rich reported that he had received a new complaint alleging an ethics violation.
 - i. An initial review of details of the complaint was conducted in closed session.
 - ii. All members present agreed that the complaint had substance and that they should proceed with a Request for Additional Information, as per the established procedures of the Ethics Board.
- b. An updated list of the outstanding 2011 Disclosure Statements, (that were due on May 15, 2012), was reviewed.
 - i. Since the March meeting, Laurie met with Alice Roker, who has been contacting those officials/ board members who still have not completed the 2011 forms.
 - ii. Additional forms have been received through Alice's efforts. These have now been provided to the Ethics Board for review.
 - iii. A review of the outstanding forms will be conducted in closed session at the next meeting.
- c. A list of those officials and board members whose 2011 Disclosure Statement is still outstanding at this time, will be provided to the Town Board. The Ethics Board members unanimously agreed that a recommendation to suspend those who have not completed the 2011 Statement will be submitted to the Town Board at the next meeting scheduled for June 4, 2013.
- d. A Complainant, who had submitted letters to the Town Board in 2011 regarding an alleged Ethics Violation, submitted a recent, follow-up letter requesting the status of the Ethics Board's review of the complaint.
 - i. The Ethics Board's findings following the review of this ethics complaint had been submitted to the Town Board in July 2011. Evidently, the Complainant had never been contacted in 2011.
 - ii. Therefore, the Ethics Board members agreed that a letter should be drafted to the Complainant to provide her with the results of their review. The letter will be given to the Town Board for their approval prior to sending it to the Complainant.
- e. The next Board of Ethics Closed Session meeting was scheduled for June 17, 2013.
 - i. At this meeting, an interview with the subject of the recent Complaint will be conducted to obtain additional information.
 - ii. Following the interview, the Ethics Board will determine if it will proceed with a Formal Complaint Review.
 - iii. The recently submitted 2011 Disclosure Statements will be unsealed and reviewed by all members.

Next Steps:

The next Closed Session meeting is scheduled for June 17, 2013 at 7pm.

The meeting adjourned at 8:30 pm.

Minutes submitted by Laurie Noonan