

East Greenbush Board of Ethics – Workshop

February 16, 2016

Meeting minutes

Board members present - Judy Ehrlich, Jessica Lansing, Kathleen Luria, Guy Warner

The Board was glad to have in attendance Jack Conway and Joe Slater.

Judy Ehrlich presented her research regarding the definition of “relative”.

After discussion the Board made several modifications.

Copies of the final draft definition will be distributed at the next Ethics Board Meeting.

Guy Warner presented his current draft to the financial disclosure portion of the document. The currently worded section and the proposed changes are as follows:

**Current wording:**

**Section 4 - Financial Disclosure**

- (a) Financial disclosure statements as developed by the board of ethics are required to be completed by all elected officials and other certain officers and employees of the town, including:
  - (1) assessor;
  - (2) deputy assessor;
  - (3) building inspector;
  - (4) director of planning;
  - (5) deputy town clerk;
  - (6) comptroller;
  - (7) commissioner of public works;
  - (8) deputy commissioner of public works;
  - (9) director of finance;
  - (10) chief of police;
  - (11) assistant chief of police;
  - (12) director of youth and community services;
  - (13) purchasing agent;
  - (14) deputy supervisor;
  - (15) town attorney;
  - (16) deputy town attorney; and
  - (17) town engineer.
  
- (b) Financial disclosure statements shall be submitted on or before the fifteenth day of April with respect to the preceding calendar year, except that:
  - (1) a person who is subject to the reporting requirements of this subdivision who is appointed, elected or hired after the fifteenth day of April shall file disclosure within 30 days of said appointment.
  
- (c) Financial disclosure statements shall contain the following information:
  - (1) household relatives;
  - (2) list of positions currently held with town;
  - (3) other positions currently held with public entities;
  - (4) real property ownership (interest greater than 5%) within the town;
  - (5) leased property (interest greater than 5%) within the town;
  - (6) businesses with current ownership interest (interest greater than 5%);
  - (7) current/past employers (past 12 months);
  - (8) directorships/officer positions;

- (9) payments from the town for goods and services; and
- (10) appearances before a town department or board.

**Proposed wording (deletions by lineout; additions in red):**

**Section 4 - Financial Disclosure**

- (a) Financial disclosure statements as developed by the board of ethics are required to be completed by all elected officials and other certain officers and employees of the town, including:
  - (1) assessor;
  - (2) deputy assessor;
  - (3) building inspector;
  - (4) director of planning;
  - (5) deputy town clerk;
  - (6) comptroller;
  - (7) commissioner of public works;
  - (8) deputy commissioner of public works;
  - (9) director of finance;
  - (10) chief of police;
  - (11) assistant chief of police;
  - (12) director of youth and community services;
  - (13) purchasing agent;
  - (14) deputy supervisor;
  - (15) town attorney;
  - (16) deputy town attorney; ~~and~~
  - (17) town engineer; ~~and~~
  - (18) members of the town board of ethics.
- (b) Financial disclosure statements shall be submitted ~~to the clerk of the town~~ on or before the fifteenth day of April with respect to the preceding calendar year, except that:
  - (1) a person who is subject to the reporting requirements of this subdivision who is appointed, elected or hired after the fifteenth day of April shall file disclosure within 30 days of said appointment.
- (c) ~~For a person who is subject to the reporting requirements of this subdivision,~~ Financial disclosure statements shall contain the following information:
  - (1) the individual's home address;
  - (2) the home address of the spouse of the individual;
  - (3) list of household relatives;
  - (4) list of positions ~~the individual currently held~~ holds with town;
  - (5) list of positions ~~the spouse currently holds with the town;~~
  - (6) list of other positions ~~the individual currently held~~ holds with public entities;
  - (7) list of other positions ~~the spouse of the individual currently holds with public entities;~~
  - (8) list of real property ownership of the individual (interest greater than 5%) within the town;
  - (9) list of real property ownership of the spouse of the individual (interest greater than 5%) within the town;
  - (10) list of leased property of the individual (interest greater than 5%) within the town;
  - (11) list of leased property of the spouse of the individual (interest greater than 5%) within the town;
  - (12) list of businesses where the individual has a ~~with~~ current ownership interest (interest greater than 5%);
  - (13) list of businesses where the spouse of the individual has a current ownership interest (interest greater than 5%);
  - (14) list of current/past employers (past 12 months) of the individual;
  - (15) list of current/past employers (past 12 months) of the spouse of the individual;
  - (16) list of directorships/officer positions of the individual;
  - (17) list of directorships/officer positions of the spouse of the individual;
  - (18) the name of any corporation, partnership, unincorporated association, or other unincorporated business of which the individual or spouse of the individual is an officer, employee, partner, or has a proprietary interest, and if the partnership, association or business has engaged within the past 12 months or which is anticipated to have any business dealings with the town within the next 12 months;
  - (19) list of the ~~source~~ of any income the individual and their spouse has derived during the previous calendar year ~~payments~~ from the town for goods and services; and
  - (20) list of the appearances of the individual or spouse of the individual before a town department or board ~~in the previous calendar year.~~
- (d) A person who fails to provide the information required in this section or knowingly ~~violates/falsely reports any information required in this section shall be guilty of a violation and is subject to Section 22 of this code.~~

After discussion it was determined that the spousal filing requirement should be limited to those individuals listed in Section 4(a). Guy to modify the document and have it available at our next meeting.

The next workshop was scheduled for Wednesday , March 2, 2016 at 7:00 at Town Hall to review Section 4 - Financial Disclosure. The public is encouraged to attend and participate.

Respectfully submitted,

Guy Warner  
February 27, 2016