

East Greenbush Board of Ethics

March 29, 2018 Meeting Minutes

Present:

Board Members: Kathleen Luria (Chairperson), Jessica Lansing, Cheryl Vallee, Roger Johnson, Mary Boisvert

BOE attorney - Joe Slater

Town Board Liaison - Guy Warner

BOE Alternate members – No one was present

Call to Order/Determination of Quorum

Call to order at 7:00 pm and meeting proceeded with the determination of a quorum.

Also present were Attorney Scott Fein and an associate attorney, Mr. Rob Stout.

Pledge of Allegiance

All those present participated in the pledge of allegiance.

Reading of Minutes

Mr. Johnson made a motion to waive the reading of the minutes from the September 26, 2017

Meeting. Ms. Vallee seconded the motion. Motion passed by a vote of 5 – 0.

Old Business:

Board of Ethics Training materials were reviewed from previous Executive meeting with Mr. Fein, for preferences.

Brief discussion about obtaining training materials to be used for trainings – how many needed and who will supply.

Mr. Fein directed the conversation to his meeting with the Supervisor and Department heads that occurred on March 6, 2018.

Hypothetical situations were discussed, such as

- What constitutes a conflict of interest
- How to disseminate the code to all employees
- How often should a periodic review of the law should be done
- Inconsistent Financial Disclosure

Trainings Content to Include:

- Purpose of the Code of Ethics
- Applicability- Public vs. private Employee
- Why does conflict matter
- Fiduciary Obligation is owed to who
- Avoiding Conflict- Discussion/ Recusal
- Private Employment
- Political affiliations
- Confidential Information
- Gifts

What the training Sessions will look like:

- How many meetings will be needed to complete training all employees
- Each training session approximately 2 hours long
- Interactive, use of handouts, power point
- Video Cam. For those who cannot attend
- Have open meetings for public
- Best season for employees to attend trainings.

Ms. Boisvert made a motion to adjourn the meeting at 7:50 pm. **Roger Johnson seconded** the motion.

Motion passed by a vote of 5 – 0.

Next meeting TBD

Minutes respectfully submitted by Mary Boisvert 3/30/18.