

Ethics Committee Meeting Minutes - *Approved*
Date: December 5, 2012

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

Members attending: Aviah Pierson, Joan Landzberg, Laurie Noonan and Rich Rubenstein.

1. Regular Business:

- a. Attendance was noted.
- b. Minutes of the November meeting were reviewed and approved.

2. President's Comments:

Rich called the Open meeting to order.

3. New Business:

- a. The Board of Ethics members present made a final review of the Internal Guidelines and Operating Procedures for the Ethics Board. The final version will be reviewed with the Town Board for their approval at an upcoming Work Session.
- b. The issue of the outstanding 2012 Disclosure Forms was once again discussed. Rich had spoken with Jeannette Koster, who indicated that the Ethics Board would be placed on the agenda for the upcoming Town Board Work Session on 12/11/12, so that the delinquent Disclosure Forms can be addressed.
- c. Jeannette informed Rich that she would be in contact with her attorney contact to conduct training for the Town staff on the Ethics Law.
- d. The Board will discuss Ethics Law training plans with the Town Board at the Work Session. A proposal to require training for all those Town employees and volunteer board members who are required to fill out the Disclosure Forms, will be presented.

Next Steps:

The next meeting was scheduled for Weds. Jan 30, 2013 at 7:30 pm in the Town Hall Conference Room.

The meeting adjourned at 8:00 pm.

Minutes submitted by Laurie Noonan