

Town of Clarence
Ethics Board Minutes
January 11, 2023

Chairwoman Powers called the meeting to order at 8:15 AM.

Board Members present: Aaron Aisen, Robert Altieri, Debra Fine, Dan Hamlin, Bob Olczak, Sue Powers, Bill Weisbeck.

Ethics Board Members absent: none

Approval of November 9, 2022 minutes.

Minutes were approved electronically.

Election of officers;

Chairperson – appointment of Aaron Aisen. Nominated by Bob Olczak and seconded by Debra Fine.

Vice Chairperson – Debra Fine. Nominated by Bill Weisbeck and seconded by Aaron Aisen.

Secretary – Robert Altieri. Nominated by Sue Powers and seconded by Bill Weisbeck.

Committee Assignments;

Complaint Review Committee – Bill Weisbeck, Dan Hamlin and Bob Olczak

Disclosure Review Committee – All Ethics Board Members will be included.

Karen Hawes entered meeting and provided the following information;

- Described the existing process for the distribution and the return of all annual Disclosure forms by all town employees and town committee members. Her department is responsible for following up on all disclosures received and not received.
- Moving forward, all new full and part time hires are responsible for completing Disclosure forms.
- Provided the committee with the up-to-date list of all Town Committee members and Town Employee names.
- Karen Hawes is responsible for housing all Transactional and all Disclosure forms.

Aaron Aisen made the following suggestions;

(a) Ethics Board to provide education to Town Board, Department Heads regarding Disclosures in 2023.

(b) Disclosure Review Committee to follow-up with Karen Hawes to ensure monthly meeting minutes have been posted to the web.

Executive Session

Motion by Sue Powers to enter into Executive Session pursuant to New York State Open Meetings Law 105 (1) (f) (consideration of) ... matters leading to the appointment, employment, promotion, discipline, suspension, dismissal of a particular person or corporation.

Ayes: Aisen, Altieri, Fine, Hamlin, Olczak, Powers, Weisbeck Nays: none, motion passed

Executive Session actions;

Two Transactional disclosures were reviewed.

Motion to exit Executive Session: Sue Powers Second: Aaron Aisen

Ayes: Aisen, Altieri, Fine, Hamlin, Olczak, Powers, Weisbeck Nays: none, motion passed

Ethics Board Website:

Bill Weisbeck volunteered to review Technology Component.

Disclosure Review Committee will monitor the Disclosure process to see if improvements can be made.

Questions / Comments / Concerns

There were no additional questions, comments or concerns.

Next Meeting;

Our next scheduled meeting is February 8, 2023 at 8:00 AM in the Hallock Conference Room, Town Hall.

There being no further business, Chairwoman Powers adjourned the meeting at 9:55 AM.

Respectively Submitted by Robert Altieri January 12, 2023

