

Town of Clarence  
Ethics Board Minutes  
18 October 2023

Chairman Aisen called the meeting to order at 8:01 AM.

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

No members were absent.

**Approval of 19 September 2023 meeting minutes**

Chairman Aisen called for motion to approve minutes. Bill Weisbeck made motion, seconded by Debra Fine.

Ayes: Altieri, Hamlin, Powers, Fine, Weisbeck, Olczak, Aisen

Nays: none, motion passed

**Discussion Items reviewed;**

- Aaron provided the committee with our new email address; [ethicscommittee@clarence.ny.us](mailto:ethicscommittee@clarence.ny.us)  
The committee agreed that Chairman Aisen will be responsible for the receipt of each complaint, then he will forward the complaint to our Complaint Committee for review and response.
- Debra Fine suggested that a Ethics Committee guide be placed into the Clarence Bee providing the following; Who we are, how we are made up of all political affiliations, how to send in the complaint thru the proper channels, how to apply for a position on the Ethics Committee, and include frequently asked questions. The committee agreed that first a complaint form will be generated (Debra and Bill agreed to head up this effort), then Debra will generate a list of frequently asked questions. Both will be reviewed at our November meeting.
- Review of ANNUAL STATEMENT OF DISCLOSURE form. After discussion relating to the possible addition of Domestic Partner and Immediate or Extended Family Member to the Spouse section of this form, Aaron agreed to draft new wording to this section for review at our November meeting.

After discussion relating to making a single change to the code, Councilman DiCostanzo suggested that the entire code be first reviewed so all required changes can be made at one time. Chairman Aisen then made motion to review and update the code. A review sub committee will be put in place. It was agreed that Sue Powers and Bill Weisbeck will be on the Code Review Subcommittee. Target completion date is mid 2024. Sue Powers made motion, seconded by Bill Weisbeck.

Ayes: Altieri, Hamlin, Powers, Fine, Weisbeck, Olczak, Aisen

Nays: none, motion passed

## **Executive Session**

Councilman Peter DiCostanzo left the meeting.

Chairman Aisen called for motion at 8:51 am, Bill Weisbeck made motion and seconded by Bob Olczak to enter Executive Session pursuant to New York State Open Meetings Law 105 (1) (f) {consideration of} ...matters to the appointment, employment, promotion, discipline, suspension, dismissal of a particular person or corporation.

Ayes: Altieri, Hamlin, Powers, Fine, Weisbeck, Olczak, Aisen  
passed

Nays: none, motion

## **Executive Session actions;**

1. Reviewed new Annual Disclosure Forms received.

## **Charman Aisen called Motion to exit Executive Session**

Motion made by Debra Fine

Seconded by Bill Weisbeck

Ayes: Altieri, Hamlin, Powers, Weisbeck, Fine, Olczak, Aisen  
passed

Nays: none, motion

Board exited Executive Session at 8:59 AM

## **Next Meeting;**

Our next scheduled meeting is November 15, 2023 at 8:00 AM in the Hallock Conference Room, Town Hall.

There being no further business, Chairman Aisen adjourned the meeting at 9:06 AM.

Motion made by Bob Olczak

Seconded by Dan Hamlin

Ayes: Altieri, Hamlin, Powers, Weisbeck, Fine, Olczak, Aisen  
passed

Nays: none, motion

*Respectively Submitted by Robert Altieri 19 October, 2023*