

BOARD OF ETHICS MEETING MINUTES
Monday, June 26, 2023

TOWN OF NORTH CASTLE
15 BEDFORD ROAD
ARMONK, NY

Public Meeting

DATE: June 26, 2023

TIME: 8:30 a.m.

PLACE: Town Hall Meeting Room

PRESENT: Board of Ethics Members

David Simonds, Chair

Kerri Kazak, Secretary

Edward Lobermann

Susan Shimer

Brett Summers

Charity Lunder, Alternate

José Berra, Town Board Liaison

Absent: Arthur Elias, Alternate

1. Call to Order

At 8:34 a.m. the meeting was called to order by the Chair.

2. Revision and Adoption of Agenda

B. Summers moved to adopt the agenda, S. Shimer seconded. 5.2 BOE pamphlet was added to New Business. Vote: 5-yes, 0-no. Motion carried.

3. Comments from the Public - None

4. Old Business

4.1 Educational Initiative

D. Simonds and B. Summers recorded the video. B. Summers will share video with BOE and then Town Board, Town Clerk and Kevin Hays. D. Simonds will contact Kevin Hays about presenting it to department heads. K. Kazak will contact all board and committee heads for dates of upcoming meetings, compile a list of these dates and circulate to BOE. Two BOE members will sign up to attend each meeting.

4.2 Disclosure Forms

B. DiGiacinto has agreed to contact those members of the Zoning Board of Appeals who have not yet signed the disclosure form. D. Simonds will contact her to ask her to do this.

At 8:50 BOE entered executive session to discuss the list of board and committee members who still have not signed the disclosure form. Executive session ended at 9:12.

4.3 Annual Update to Town Board

D. Simonds reported that the Town Board was receptive to the annual update he presented.

5. New Business

5.1 Potential Edits to Ethics Code

5.1.a. Six month cooling off period. For committee and board members who have ended membership in an organization before the Town. S. Shimer to circulate her proposed language.

5.1.b. Five year term for BOE alternates. B. Summers will draft language.

5.1.c. Candidate disclosure forms. B. Summers explained this would be a straight forward form that asks the candidate to certify information they provide regarding employment and education. D. Simonds thinks there should be a work session with the current Town elected officials on this idea before the BOE proposes a code change.

5.1.d. Real Estate Disclosure. B. Summers will draft language that requires the listing of real estate in which the signer, or signer's spouse, parent, sibling, child, household member, or other dependent, has an interest. The proposed language will go in the disclosure form, not the code.

5.2 BOE Pamphlet

D. Simonds requested this stay on agenda as old business as it will need to include any changes that are made to the code. He suggested that part 3 of the pamphlet would be the disclosure form.

6. Chair's Report - Addressed in items above.

10:18 - C. Lunder left meeting.

7. Topics for Future Agendas / Date for Next Meeting - August 14th at 8:30.

8. Communications to the Board of Ethics - None.

9. Approval of Minutes of May 15, 2023 Meeting

B. Summers moved to approve the draft minutes of the May 15, 2023 meeting, S. Shimer seconded. Vote: 5-yes, 0-no.

10. Adjournment

At 10:23 a.m. B. Summers made a motion to adjourn the meeting, and S. Shimer seconded. Vote: 5-yes, 0-no. Motion carried. The public meeting ended at 10:23 a.m.

Respectfully submitted,

Kerri Kazak
Kerri Kazak Secretary

August 14, 2023
Date