

**Town of Corning Ethics Board
Meeting Minutes
April 11, 2016**

Members In Attendance: Beth Prentice, Chairperson, David Shafer, David Boyd, Hope Johnson

Members Absent: Donald Karns

Motion by Dave Shafer to call the Ethics Board meeting to order at 6:42pm, seconded by Dave Boyd, and carried.

Pledge of Allegiance

This being the Ethics Board's first meeting, there were no minutes from prior meetings to review and approve.

Motion by Dave Shafer to enter into discussion regarding the Ethics Board reviewing the town's current Code of Ethics law and making recommended changes to the Town Board, seconded by Hope Johnson, and carried. Motion made by Dave Shafer to ask the Town Council at its meeting on April 19th for permission to review the Code of Ethics for the Town of Corning and recommend amendments on an as needed basis. Seconded by Dave Boyd and carried.

Motion by Hope Johnson to enter into a discussion regarding ethics disclosure forms to be used for town employees and appointed officials, seconded by Dave Shafer, and carried. It was noted that a new disclosure form has been developed for town officers and employees to complete on an annual basis and submit to the Town Supervisor. Notification and training on the use of the new form will be arranged by the Town Supervisor for affected officers and employees.

Motion by Dave Boyd to enter into a discussion regarding meeting procedures, seconded by Hope Johnson, and carried. Motion made by Dave Shafer that referrals to the Ethics Board for review of questions and/or concerns about compliance with the town's Code of Ethics should be made in writing to the Chairperson of the Ethics Board. Motion seconded and carried. It was agreed that the scope of such reviews is limited to officer and employee actions and/or activities specifically addressed in the Code of Ethics adopted by the Town of Corning. It was also agreed that the Ethics Board should meet at least semi-annually and more frequently if deemed necessary.

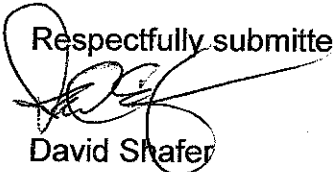
Motion by Dave Shafer to enter into general discussion regarding ethics issues, seconded by Dave Boyd, and carried. Dave Shafer noted that Attorney Ferratella has determined that it does not present a conflict of interest for Mr. Shafer to discuss matters referred to the Town Council by the Ethics Board (of which he is a member), or vote on those matters as a Town Councilman, if the matter(s) at hand does not afford him any direct or indirect financial or material benefit (as stated in the town's current Code of Ethics). Hope

Johnson noted that paragraph 7 of the Model Code of Ethics published by the Office of the State Controller (regarding real estate exemption) is not in the town's current Code of Ethics. However it is included in the new disclosure form. This inconsistency needs to be corrected.

There were no visitors to the meeting and, therefore, no comments or complaints.

Motion by Dave Shafer to adjourn the meeting at 7:20pm, seconded by Hope Johnson, and carried.

Respectfully submitted by,

A handwritten signature in black ink, appearing to read 'David Shafer', is written over the text 'Respectfully submitted by,'.

David Shafer
Ethics Board Member