

**TOWN OF WEST SENECA**  
**1250 Union Road**  
**West Seneca, NY 14224**

**ETHICS BOARD**  
**MEETING MINUTES**  
**October 7, 2020**

Chairperson Carpenter called the meeting to order at 6:00 P.M.

**ROLL CALL:** Members Present – Amy Carpenter, Chairperson  
Rodney Montgomery, Vice Chairperson  
Jon Minear, Deputy Town Attorney  
Michael Teager  
Amy Kobler, Town Clerk  
Theresa Funk  
Lawrence Kavanaugh Jr.

Members Absent -- Tina Hawthorne, Town Attorney

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### **APPROVAL OF MINUTES**

Motion by Chairperson Amy Carpenter, seconded by Ms. Theresa Funk, to approve the Ethics Board Meeting Minutes from September 2, 2020.

Ayes: All

Noes: None

Motion Carried

### **COMMUNICATIONS**

#### **Ethics Code**

Chairperson Carpenter announced that West Seneca Supervisor Gary Dickson asked if there were any changes the Ethics Board wanted to make to the Ethics Code. Supervisor Dickson will be making changes to the process by which the Town Board selects Ethics Board Members. There is a cost involved when changes are made to the Ethics Code.

Ms. Funk thinks there may be some changes needed, but she will review her notes.

#### **Review of Financial Disclosure Forms**

Chairperson Carpenter announced that Supervisor Dickson suggested posting completed Financial Disclosure Forms to the website for public viewing.

Chairperson Carpenter did not feel it was necessary. Town Clerk Amy Kobler agreed. Mr. Lawrence Kavanaugh asked if the forms contained any personal information.



Clerk Kobler suggested an Ethics Training through the Association of Towns for the Ethics Board Members. Clerk Kobler will research when the next online ethics training will be held through the Association of Towns and email Chairperson Carpenter with what she has found.

Ms. Funk further clarified that the Town does not normally hold a training for the Ethics Code, but because there was a major update recently to the code, the Ethics Board would like to hold a training on it for employees.

Mr. Teager explained that he was suggesting a long-term solution for an online module. He mentioned the only challenge would be verification.

Ms. Funk stated Supervisor Dickson suggested the Ethics Board provide a copy of the Ethics Code and PowerPoint Presentation to the West Seneca Police Department. The Police Department already has their own Ethics Code. Chairperson Carpenter will request a copy from the Chief. Ms. Funk said she will share the Ethics Code and Presentation with the Chief and leave it up to him to review with his department.

#### **OPEN DISCUSSION**

None.

#### **GENERAL PUBLIC COMMENTS**

None.


#### **ADJOURNMENT**

Motion by Mr. Kavanaugh, seconded by Vice Chairperson Montgomery to adjourn the meeting at 6:25 p.m.

Ayes: All

Noes: None

Motion Carried



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Amelia S. Greenan  
Secretary to the Ethics Board