

TOWN OF BETHLEHEM

Albany County - New York

ETHICS BOARD

445 Delaware Avenue
Delmar, New York 12054
(518) 439-4955

David VanLuven
Town Supervisor



Meeting Minutes

Tuesday, September 12, 2023

Bethlehem Town Hall - Room 101

Present: Theresa Schillaci (Chair), Lisa Allendorph, Michael Hutter, Jr., Teresa Newcomb

- I. Chair Schillaci called the meeting to order at 8:04A.
- II. The Chair asked that the minutes from May 9, 2023 be approved. Mr. Hutter moved that the minutes be approved. Ms. Newcomb seconded the motion. All in favor.
- III. Old business: revisions to a proposed Ethics Complaint Form were discussed and made, and discussions will continue at the next meeting including but not limited to additional revisions, a potential fillable form, ethics e-blasts and tri-folds.
- IV. New business: Mr. Hutter updated the Board regarding the use of a government employer's laptop for personal reasons, including personal communications with an attorney, as well as recommended "Municipal Ethics in New York."
- V. A motion to adjourn the meeting was made by Ms. Newcomb and seconded by Ms. Allendorph. All in favor. The meeting concluded at 8:38A.

The next meeting of the Board will be held on January 16, 2024 at 8:00A at the Bethlehem Town Hall.

Respectfully submitted,

Teresa A. Newcomb, Secretary

Dated 10/28/23