

David VanLuven
Town Supervisor

Michael Hutter, Jr.
Chair

TOWN OF BETHLEHEM

Ethics Board



8 July 2023

Hon. David VanLuven, Supervisor
Town of Bethlehem
445 Delaware Avenue
Delmar, New York 12054

RE: 2022 Annual Report

Dear Supervisor VanLuven:

Please accept this as the Annual Report from the Town of Bethlehem Ethics Board for 2022. Our Board entered 2022 with two members; the terms of Lisa M. Allomorph, Timothy C. Hannigan and Teresa A. Newcomb expired at the conclusion of 2021. Mmes. Allomorph and Newcomb and Mr. Hannigan represent the very best in terms of quality of character and ethical behavior, and we are pleased that the Town Board re-appointed them to new terms at its organizational meeting. We note that Ms. Newcomb, serving as Chair for 2022, presided over four Ethics Board meetings held on January 25, May 17 and September 13.

As you know, the Bethlehem Code of Ethics (“Code”) authorizes the Ethics Board to render advisory opinions to officers and employees of the Town, receive complaints, conduct investigations, and make recommendations to the Town Board regarding such complaints. In 2022, we received one complaint. That complaint, dated March 30, 2022, was received on May 27, 2022 and dismissed upon our initial review due to the lack of a signature and other requisite information required by the Code and/or Complaint Procedure. Furthermore, pursuant to Section 16-10(a) of the Code, the complaint exceeded our jurisdiction as it alleged conduct occurring more than one year prior to its filing.

On October 27, 2022, the Governor mandated ethics training for all New York State employees. Understanding ethics law is key to avoiding conflicts of interest when performing governmental duties, in February 2022, we recommended that all elected Town officials and all executive staff, including department heads, receive ethics training upon hiring/election, and retraining thereafter. We stand ready to provide Town officials and executive staff with ethics training as recommended, advise officers and employees of the Town and otherwise perform our duties under the Code of Ethics.

Respectfully submitted,

Teresa A. Newcomb, Chair (2022)

Lisa M. Allendorph

Timothy C. Hannigan

Michael J. Hutter, Jr.

Theresa Schillaci