

# TOWN OF BETHLEHEM

*Albany County - New York*

## **ETHICS BOARD**

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



*David VanLuven*  
*Town Supervisor*

7 February 2025

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

RE: 2024 Annual Report

Dear Supervisor VanLuven:

Please accept this as the Annual Report from the Town of Bethlehem Ethics Board for 2024. Our Board entered 2024 with three members: Lisa O. Allendorph, Theresa Schillaci and Teresa A. Newcomb. We welcomed Craig Miller and Lianne Pinchuk who were appointed by the Town Board on February 28, 2024 to fill vacancies. Ms. Newcomb, serving as Chair for 2024, presided over six Ethics Board meetings held on January 16, March 26, May 14, June 10, July 9 and September 10. The terms of Mmes. Newcomb and Pinchuk expired at the conclusion of 2024, and we are pleased that the Town Board re-appointed them to new terms at its January 8, 2025 organizational meeting as Mmes. Newcomb and Pinchuk represent the very best in terms of quality of character and ethical behavior.

Lisa O. Allendorph, whose term also expired at the end of 2024, chose not to renew her term with our Board. We note that Ms. Allendorph was appointed by the Town Board to serve on the Ethics Advisory Group created through resolution passed at its February 8, 2012 meeting. This Group was created to craft options for the Town Board to consider in improving and updating the Bethlehem Code of Ethics ("Code") and Board, using the State Comptroller's Model Ethics Policy as a starting point, but adapting to fit Bethlehem's needs. Pursuant to Town of Bethlehem Local Law 2 of 2012, Ms. Allendorph was appointed by the Town Board to the first Ethics Board under the new Code on September 12, 2012, and we thank her for her 12 years of invaluable service and dedication.

As you know, the 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 2024, we received one request for an advisory opinion dated and received May 31, 2024. On June 16, 2024, we responded to that request. Pursuant to Section 16-8(B) of the Code, the request, opinion and any appeal are confidential, except as required by law.

Also, as you also know, by motion of Town Councilmember Tom Schnurr, the Town Board approved amendment of the Code banning Town officers and employees from soliciting, accepting or otherwise receiving gratuities. The amendment is codified in Town of Bethlehem Local Law 4 of 2024. Last year's recommendation that all elected Town officials and all executive staff, including department heads, receive ethics training was placed in abeyance while our Board reviews the Code for the necessity of additional amendments.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'T. Newcomb', written in a cursive style.

Teresa A. Newcomb, Chair (2024)

Lisa O. Allendorph

Craig Miller

Lianne Pinchuk

Theresa Schillaci