



City of Kingston Board of Ethics

Allen Nace, *Chair*
Michael Decker
Charlotte Adamis
John Douglas Getman

ETHICS BOARD MINUTES **December 7, 2023** **City Hall Conference Room 2**

The meeting of the City of Kingston Ethics Board was called to order by Chairman Allen Nace at 4:12 p.m.

Roll Call: Present: Allen Nace, Chair, Charlotte Adamis, Michael Decker, John “Doug” Getman
Also present were Corp Counsel Matt Jankowski and Ethics Board Clerk Ameer Peterson.

Minutes: The minutes from the November 9, 2023 meeting were received and reviewed by the board members. Motion to approve the minutes as amended: Charlotte Adamis; seconded by Michael Decker. Minutes were approved unanimously.

Agenda:

Old Business:

Financial Disclosures – list of outstanding individuals – some came in and filed disclosures.

Janet sent out letters to those who failed to comply.

Charlotte explained to Doug that those who serve on boards, commissions, some department heads, and elected officials have to complete a financial disclosure form to ensure there is no conflict of interest that would affect/influence your vote. This should be done by February 15th of each year. Letters are sent to those who are not in compliance to remind them. The goal is compliance, not punitive.

New business:

New complaint sent to the Mayor. Matt will follow up to ensure that it gets sent to the correct party.

Charlotte: Annual letter: summary of the year’s membership, actions: e.g., when they’ve met, what actions were taken, etc. Reviewed annual letter. There is no public disclosure of names of those who are a subject of a complaint unless there is a finding.

Allen asked about the status of financial disclosures.

Matt: There are four (4) who are not in compliance and need to go into Executive Session to discuss.

Allen: Annual letter submitted last year January 15th. Will be sent to the Mayor, Alderman-at-Large, Corporation Counsel. Goal is to send it on January 12, 2024.

Motion to go into Executive Session at **4:39** to discuss an individual that could affect their employment.
Motion Mike; second Charlotte

Executive Session:

Exit Executive Session: 4:57

Public Meeting

Discussion and finding that there are 4 individuals who are in violation of the standard of the ethics code 49-4 and may be subject to civil penalty.

Charlotte reported on the Task Force: Common Council has to review and consider ethics code and financial disclosure forms. Andrea Shaut initiated the task force - Andrea and Carl Frankel are the elected officials who are on the task force. It is still in process and there is no set date of completion. A lot of progress has been made; e.g., ethics training for dept heads, other individuals, and elected officials to be conducted in January. Currently comparing municipal law to local code to what they have now. Made some recommendations such as revising the complaint form and developed a training course. The next meeting will be Dec 19th and should be complete in March/April. We have to do our own internal review, go to Common Council.

Allen: Community needs to understand what is and what is not an ethical violation.

No date set for the next meeting.

Motion to Adjourn Meeting 5:06 made by Charlotte; Seconded by Michael. Motion passed 4 – 0.

Respectfully submitted,

Amee Peterson