



City of Kingston Board of Ethics  
Meeting  
January 6, 2020

Minutes to the Board of Ethics Meeting

Those present were Allen Nace, Jackie DeCicco and Mike Decker

The meeting was called to order by Allen Nace at 4:45pm on January 6, 2020 in conference room 1 of City Hall.

The meeting minutes were read. Motion was made by Mike Decker to accept the meeting minutes from September 16, 2019. Seconded by Allen Nace.

Old Business:

We are still waiting for four members of Boards and /or Commissions to submit their Financial Disclosure Statements for 2019. The Board discussed reviewing the statements sooner in 2020 so that those who are not in compliance can be notified earlier in the year and given a deadline to submit prior to the Mayor being notified.

The Board discussed the penalty for not being in compliance with the submission of the Financial Disclosure Statements. What penalty would we want to inflict on anyone in violation of not submitting a Financial Disclosure Statement? The suggestion was made to create a form letter for violations including the following language:

“Up to and including a fine and/or removal from board or commission or disciplinary action”.

New Business:

Allen Nace asked about setting limits on an Officers position on the Board of Ethics. He suggested putting a limit on it so that it isn't always the same person as the Chairman. Allen Nace has been the Chairman for the last three years.

A letter was received by an employee upset at the handling of the Financial Statements being placed in mailboxes at City Hall without being placed in sealed envelopes. Effective immediately no Financial Statement will be left in a mailbox without being in a sealed envelope.

To what extent are the Board members responsible for Ethic violations that may be reported to them without a formal complaint being submitted? To what extent is a board member responsible for doing something and what exactly are they responsible for doing? Are the board members only responsible for complaints that are received in writing? These are questions the Board wishes to have answered by Corporation Counsel.

Mike Decker made a motion to reappoint Allen Nace to Chairman for another year. Jackie DeCicco seconded the motion. Allen Nace will serve as Chairman for another year.

Motion was made by Jackie DeCicco to adjourn the meeting. Motion was seconded by Mike Decker.  
The meeting was adjourned at 5:20pm.

Respectfully submitted,

Jackie DeCicco  
Secretary