WEST SENECA COMMUNITY CENTER 1300 Union Road West Seneca, NY 14224

ETHICS BOARD PROCEEDINGS Meeting Minutes December 13, 2023

Chairperson Teager called the meeting to order at 6:04 P.M.

ROLL CALL:

Members Present - Michael Teager, Chairperson

Teresa Funk, Vice-Chairperson

Anna Garvev

Lawrence Kavanaugh, Jr.

Kayla Leonard

Absent

Jon Minear, Deputy Town Attorney

MINUTES TO BE APPROVED

Motion by Chairperson Teager, seconded by Mr. Kavanaugh, to approve Minutes of the October 11, 2023, board meeting.

Ayes: All

Noes: None

Motion Carried

Motion by Chairperson Teager, seconded by Ms. Garvey, to approve Minutes of the November 8, 2023, work session.

Ayes: All

Noes: None

Motion Carried

COMMUNICATIONS

Chairperson Teager stated in addition to the suggested revision to the Board Composition language, attached, he has prepared a proposal for updating the board member terms to reflect the language, attached, and asked the members if there were any comments or questions. Mr. Kavanaugh referred to the sentence stating a member may be removed for cause and stated the placement of the sentence seems odd. Chairperson Teager stated he did not change the location of the sentence in the paragraph and could consult with Deputy Town Attorney Minear. Ms. Leonard stated this type of statement is included for appointments and is generally left ambiguous for a reason. Chairperson Teager questioned if the cause should be elaborated upon. Ms. Leonard stated it should be left as it is; whoever proposes such a removal would need to show a reason and the Town Board can then vote on the removal. Ms. Garvey stated the location of the sentence is continuous, one is appointed and may be removed for cause.

Ms. Garvey questioned if the term ending in 2023 would end before the Town Board votes on the changes to the Ethics Code. Chairperson Teager stated Mr. Kavanaugh is willing to stay on until a replacement is appointed with that term ending in 2028.

Ms. Funk questioned what cause means. Chairperson Teager stated cause would be a reason given for removing an Fthics Board member.

Motion by Chairperson Teager, seconded by Mr. Kavanaugh, to approve the attached updated board composition language and the attached proposed updated terms.

Ayes: All

Noes: None

Motion Carried

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PUBLIC COMMENTS

No public comments were received.

Chairperson Teager thanked Mr. Minear for his service to the Ethics Board.

EXECUTIVE SESSION

Motion by Chairperson Teager, seconded by Ms. Garvey, to enter into executive session to review disclosure forms, as they pertain to past employment history, future employment plans, employment history of a corporation or limited liability company, and/or matters that may lead to the employment, demotion, discipline, suspension, dismissal, or removal of a particular person or business entity.

Ayes: All

Noes: None

Motion Carried

Motion by Chairperson Teager, seconded by Ms. Funk, to move out of executive session at 6:34 P.M.

Ayes: All

Noes: None

Motion Carried

ADJOURNMENT

Motion by Chairperson Teager, seconded by Ms. Leonard, to adjourn the meeting at 6:35 P.M.

Ayes: All

Noes: None

Motion Carried

Margaret A. Martin

Deputy Town Clerk/Secretary to the Ethics Board

margaret a martin

BOARD COMPOSITION: Suggested Revision

§13-7 A. (revised language)

"A Board of Ethics is hereby established pursuant to Article 18, Section 808, Subdivision 3 of the General Municipal Law. The members of the Board of Ethics shall be appointed by a majority vote of the Town Board and shall receive no salary or compensation for their services as members of such Board. A member of the Board of Ethics may be removed for cause. The term of each member shall be five years, with terms staggered annually so that each year shall be the start of a different member's term, with no two seats having concurrent terms. A member of the Town Board shall not appoint himself or herself or any other current Town Board member. The members of the Board of Ethics shall be residents of the Town of West Seneca and no member shall be a current Town official, officer or employee. The secretary of the Ethics Board shall be a member of the Town Clerk's office, excluding the Town Clerk."

Composition: Current Terms

Theresa Funk -- through 12/31/2025 Lawrence Kavanaugh, Jr. -- through 12/31/2025 Michael Teager -- through 12/31/2025 Anna Garvey -- through 12/31/2026 Kayla Leonard -- through 12/31/2026

Composition: Proposed Updated Terms (if updated composition is passed)

Lawrence Kavanaugh, Jr. -- through 12/31/2023 ('28; to remain seated until replacement is appointed)

Theresa Funk -- through 12/31/2024 Michael Teager -- through 12/31/2025 Anna Garvey -- through 12/31/2026 Kayla Leonard -- through 12/31/2027