

**Chapter 29**  
**ETHICS**

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**Code of Ethics**

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**[HISTORY: Adopted by the Town Board of the Town of Milan: Art. I, 9-14-1970; Art. II, 10-12-1970. Amendments noted where applicable.]**

**GENERAL REFERENCES**

**Personnel policies — See Ch. 59.**

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**ARTICLE I**  
**Code of Ethics**  
**[Adopted 9-14-1970]**

**§ 29-1. Purpose.**

Pursuant to the provisions of § 806 of the General Municipal Law, the Town Board of the Town of Milan recognizes that there are rules of ethical conduct for public officers and employees which must be observed if a high degree of moral conduct is to be obtained and if public confidence is to be maintained in our unit of local government. It is the purpose of this Article to promulgate these rules of ethical conduct for the officers and employees of the Town of Milan. These rules shall serve as a guide for official conduct of the officers and employees of the Town of Milan. The rules of ethical conduct of this Article, as adopted, shall not conflict with but shall be in addition to any prohibition of Article 18 of the General Municipal Law or any other general or special law relating to ethical conduct and interest in contracts of municipal officers and employees.

**§ 29-2. Definitions.**

As used in this Article, the following terms shall have the meanings indicated:

**INTEREST** — A direct or indirect pecuniary or material benefit accruing to a municipal officer or employee as the result of a contract with the municipality which such officer or employee serves. For the purposes of this Article, a municipal officer or employee shall be deemed to have an interest in the contract of his spouse, minor children and dependents,

except a contract to employment with the municipality which such officer or employee serves; a firm, partnership or association of which such officer or employee is a member or employee; a corporation of which such officer or employee is an officer, director or employee; and a corporation, any stock of which is owned or controlled directly or indirectly by such officer or employee.<sup>1</sup>

**MUNICIPAL OFFICER or EMPLOYEE** — An officer or employee of the Town of Milan, whether paid or unpaid, including members of any administrative board, commission or other agency thereof. No person shall be deemed to be a municipal officer or employee solely by reason of being a volunteer fireman or civil defense volunteer, except a Chief Engineer or Assistant Chief Engineer.

### **§ 29-3. Standards of conduct.**

Every officer or employee of the Town of Milan shall be subject to and abide by the following standards of conduct:

- A. Gifts. He shall not directly or indirectly, solicit any gift having a value of seventy-five dollars (\$75.) or more, whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promises or any other form, under circumstances in which it could reasonably be inferred that the gift was intended to influence him or could reasonably be expected to influence him in the performance of his official duties or was intended as a reward for any official action on his part.<sup>2</sup>
- B. Confidential information. He shall not disclose confidential information acquired by him in the course of his official duties or use such information to further his personal interest.
- C. Representation before one's own agency. He shall not receive or enter into any agreement, express or implied, for compensation for services to be rendered in relation to any matter before any municipal agency of which he is an officer, member or employee or of any municipal agency over which he has jurisdiction or to which he has the power to appoint any member, officer or employee.
- D. Representation before any agency for a contingent fee. He shall not receive or enter into any agreement, express or implied, for compensation for services to be rendered in relation to any matter before any agency of his municipality, whereby his compensation is to be dependent or contingent upon any action by such agency with respect to such matter, provided that this subsection shall not prohibit the fixing at any time of fees based upon the reasonable value of the services rendered.
- E. Disclosure of interest in legislation. To the extent that he knows thereof, a member of the Town Board and any officer or employee of the Town of Milan, whether paid or unpaid, who participates in the discussion or gives official opinion to the Town Board on any legislation before the Town Board shall publicly disclose on the official record the nature and extent of any direct or indirect financial or other private interest he has in such legislation.

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<sup>1</sup> Editor's Note: Amended at time of adoption of Code; see Ch. 1, General Provisions, Art. I.

<sup>2</sup> Editor's Note: Amended at time of adoption of Code; see Ch. 1, General Provisions, Art. I.

- F. Investments in conflict with official duties. He shall not invest or hold any investment directly or indirectly in any financial, business, commercial or other private transactions which creates a conflict with his official duties.
- G. Private employment. He shall not engage in, solicit, negotiate for or promise to accept private employment or render services for private interests when such employment or service creates a conflict with or impairs the proper discharge of his official duties.
- H. Future employment. He shall not, after the termination of service or employment with such municipality, appear before any board or agency of the Town of Milan in relation to any case, proceeding or application in which he personally participated during the period of his service or employment or which was under his active consideration.

**§ 29-4. Filing of claims by employees.**

Nothing herein shall be deemed to bar or prevent the timely filing by a present or former municipal officer or employee of any claim, account, demand or suit against the Town of Milan or any agency thereof on behalf of himself or any member of his family arising out of any personal injury or property damage or for any lawful benefit authorized or permitted by law.

**§ 29-5. Distribution of Code of Ethics.<sup>3</sup>**

- A. The Clerk of the Town of Milan shall cause a copy of this Article to be distributed to every officer and employee of the Town of Milan within ten (10) days after the effective date of this Article. Each officer and employee elected or appointed thereafter shall be furnished a copy before entering upon the duties of his office or employment.
- B. Failure to distribute any such copy or failure of any officer or employee to receive such copy shall have no effect on the duty of compliance with such code nor the enforcement of the provisions thereof.

**§ 29-6. Penalties for offenses.**

In addition to any penalty contained in any other provision of law, any person who shall knowingly and intentionally violate any of the provisions of this code may be fined, suspended or removed from office or employment, as the case may be, in the manner provided by law.

**ARTICLE II**  
**Board of Ethics**  
**[Adopted 10-12-1970]**

**§ 29-7. Establishment; terms of office.**

- A. There is hereby established a Board of Ethics of the Town of Milan, Dutchess County, New York, consisting of five (5) members to be appointed by the Town Board and who

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<sup>3</sup> Editor's Note: Amended at time of adoption of Code; see Ch. 1, General Provisions, Art. I.

shall serve without compensation and at the pleasure of the Town Board. A majority of such members shall be persons other than officers or employees of the Town of Milan, but shall include at least one (1) member who is an elected or appointed officer or employee of the Town of Milan.

- B. Each member of the Board of Ethics shall be appointed for a term of five (5) years. The terms shall be staggered so that one (1) member is appointed each year.<sup>4</sup>

**§ 29-8. Powers and duties.**

The Board of Ethics shall have the powers and duties prescribed by Article 18 of the General Municipal Law of the State of New York and shall render advisory opinions to the officers and employees of the Town of Milan with respect to said Article 18 of the General Municipal Law and any Code of Ethics adopted pursuant to said Article, under such rules and regulations as the Board may prescribe. In addition, the Board may make recommendations with respect to the drafting and adoption of a Code of Ethics or amendments thereto upon the request of the Town Board.

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<sup>4</sup> Editor's Note: Added at time of adoption of Code; see Ch. 1, General Provisions, Art. I.