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CHAPTER 27. ETHICS, CODE OF

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Chapter 27. ETHICS, CODE OF

[HISTORY: Adopted by the Town Board of the Town of Pawling 5-1-1973 as Ch. 10 of the 1973 Code. Amendments noted where applicable.]

§ 27-1. Purpose.

These rules shall serve as a guide for official conduct of the officers and employees of the Town of Pawling. The rules of ethical conduct of this chapter, as adopted, shall not conflict with but shall be in addition to any prohibitions 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.

§ 27-2. Definitions.

For the purpose of this chapter, the terms used herein are defined as follows:

INTEREST

A direct or indirect pecuniary or material benefit accruing to a municipal officer or employee, unless the context otherwise requires. *Editor's Note: Amended at time of adoption of Code; see Ch. 1, General Provisions, Art. 1.*

MUNICIPAL OFFICER OR EMPLOYEE

An officer or employee of the Town of Pawling, 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.

§ 27-3. Standards of conduct.

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

- A. Gifts. He shall not directly or indirectly solicit any gift, or accept or receive any gift, having a value of \$75 or more, whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise 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. *Editor's Note: Amended at time of adoption of Code; see Ch. 1, General Provisions, Art. 1.*

- 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 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 this municipality whereby his compensation is to be dependent or contingent upon any action by such agency with respect to such matters, 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 Pawling, 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.
- 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 transaction 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 Pawling 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.

§ 27-4. Exceptions as to certain claims.

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 Pawling 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.

§ 27-5. Distribution of copies of code.

Editor's Note: Amended at time of adoption of Code; see Ch. 1, General Provisions, Art. 1. The Supervisor of the Town of Pawling shall cause a copy of this code of ethics to be distributed to every officer and employee of the town within 10 days after the effective date of this chapter. Each officer and employee elected or appointed thereafter shall be furnished a copy before entering upon the duties of his office or employment. 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.

§ 27-6. 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.

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Important Numbers

- Supervisor's Office**
(845) 855-4464
- Assessor's Office**
(845) 855-5246
- Building Department**
(845) 855-3244
- Clerk's Office**
(845) 855-5040
- Golf Course**
(845) 855-9845
- Highway Department**
(845) 855-5010
- Justice Court**
(845) 855-3516
- Planning Department**
(845) 855-0959
- Recreation Department**
(845) 855-1131
- Tax Collector**
(845) 855-3350
- Transfer Station**
(845) 855-9380
- Zoning Administration**
(845) 855-3244

Ethics Board

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Contact: Christopher Meagher
845-855-5040

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Board Members

Name	Title	Term Expires
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Town of Pawling Ethics Board

The Ethics Board is available for Town of Pawling employees looking for an advisory opinion as to whether past or contemplated actions are in conflict with Town policy.

It is the Ethics Board's mission to provide responses to any complaints/advisory opinion requests with all due attention and confidentiality. We are interested in reviewing all such complaints/advisory opinion requests to help insure the integrity of the Town. The Board will respect the privacy of person(s) who are the subject of the allegations in the complaint or advisory opinion request.

Procedure for submitting a complaint/opinion to the Ethics Board

1. The written complaint/advisory opinion request must include the complainant's name, address and telephone number. The request must be dated and signed by the complainant.
2. The written complaint/advisory opinion request must include reasonable detail and documentation, if any, of the facts alleged to constitute an ethics problem.
3. It should outline what the complainant feels has been at variance with the Pawling Ethics Code, the person(s) concerned, and enough particulars for the Ethics Board to understand the allegation.
4. If possible, the complainant should site the Sections of the Town of Pawling Ethics Code, (<http://pawlingny.virtualltownhall.net/Pages/index>) available under Town of Pawling website, that are in question.
5. Complaint/advisory opinion requests should be sent to the attention of the Town of Pawling Ethics Board, 160 Charles Colman Blvd., Pawling, NY 12564. The Chair of the Ethics Board will open your letter with strict confidentiality in mind.
6. Only written requests are addressed.
7. Receipt of a complaint will be acknowledged in ten working days.
8. Keep it simple: State: Who, what, where, when, why and/or how.

Please note that we do not accept requests by telephone or in person.

Town of Pawling Ethics Board

The Town Board of Pawling appointed five individuals to the Board of Ethics on February 17, 2010. The nominees for these appointments were presented to the Town Board by an independent selection committee chosen by the Pawling Town Board.

Ethics Board Members and their terms of office are:

Edward Grippe, *Vice Chairman* 5 year term