

***TOWN OF ORWELL***  
***- CODE OF ETHICS -***

Whereas, proper administration of the government of the Town of Orwell requires that officials be independent and impartial, that public offices shall not be held for personal gain and that the public have confidence in its Town government; and

Whereas, whenever there is an actual or potential conflict between the private interests of the Town official and his duties as such official, the proper administration of the Town is impaired;

Therefore, the public interest requires that this Code of Ethics be adopted as a standard of conduct for the officials and employees of the Town of Orwell.

1. Conflicts of Interest

No elected official, officer or employee of the Town of Orwell shall engage in any business transaction, professional activity, financial or other private interest, direct or indirect, which is in substantial conflict with the proper discharge of his official duties, unless full disclosure is made as to such interest in writing to the Board.

2. Employment or Investments

No elected official, officer or employee of the town of Orwell shall accept other employment or engage in any business transaction or make any investment which will impair his independence of judgment in the exercise of his official duties or interfere in any manner whatsoever with the discharge of his official duties.

3. Representing Private Interests Before Agencies or Before the Town Police Court

No elected official, officer or employee of the Town of Orwell shall represent any private interests before any Town agency, or in any litigation in which the Town is a party or complainant.

4. Disclosure of Interest in Legislation

In the event that any elected official, the Town Clerk, Treasurer, Town Attorney, Town Engineer or Town Auditor has a direct or indirect financial or other private interest in any proposed legislation, he shall publicly disclose on the official records of the Town the nature and extent of such interest.

5. Gifts and Favors

No elected official, officer or employee shall accept any gift or gratuity, whether in the form of service, loan or promise or in any other form, from any person, firm or corporation, which to his knowledge is interested directly or indirectly in any manner whatsoever in business dealings with the town, and over which business dealings he has power to take or influence official action.

6. Disclosure of Confidential Information

No elected official, officer or other employee of the Town shall disclose, without proper authorization, any confidential information concerning the affairs of the Town of Orwell.

7. Board of Ethics

A Board of Ethics may be created and shall consist of three members; one member of the governing board appointed by said Board, the Town Attorney, and a person who is not an officer or employee of the Town, all of whom shall serve without compensation. The Board Members shall serve for a term of two (2) years. The members shall elect a chairman. The Board of Ethics shall render advisory opinions with respect to any question arising under this Code of Ethics. Such opinions shall be rendered upon written request of the Town Board or by the officer or employee concerned.

8. Town Employees

Compliance with this Code of Ethics and advisory opinions rendered by the Board of Ethics shall be deemed a condition of employment for all Town employees.