



FORM A
(FOR ALL MUNICIPALITIES)

NAME OF MUNICIPALITY: TOWN OF MARYLAND

ADDRESS: Box 262 Schenevus New York, 12155

TELEPHONE NUMBER: (607) 638 - 9495

Strike out the provisions that do not apply:

~~XXXXXXXX Municipalities Requiring Annual Financial Disclosure~~

~~This municipality has already adopted an annual financial disclosure form, law, or policy. Please complete FORM B for the reverse side of this form and Section III below. XXXXX~~

II. Municipalities Not Requiring Annual Financial Disclosure

NOTE: You need not complete this Section II if you have already notified the Comptroller's Office or this Commission that you are not subject to section 812 of the General Municipal Law. Please complete Section III below.

This municipality has not adopted an annual financial disclosure form, law, or policy. Furthermore, this municipality has a population less than 50,000, is therefore not a "political subdivision" under General Municipal Law section 810(1), and consequently is not subject to the provisions of General Municipal Law section 812 (mandatory financial disclosure). [Please complete Section III below.]

This municipality is presently considering the adoption of an annual financial disclosure form, law, or policy or the establishment of an ethics board with power to enforce this municipality's code of ethics. [If you would you like information on these matters, please indicate: _____]

III. All Municipalities

This municipality has adopted a code of ethics. [PLEASE ENCLOSE A COPY, AS AMENDED TO DATE.]

~~This municipality has set up a board of ethics.~~ [PLEASE ENCLOSE A COPY OF THE CHARTER, CODE, LOCAL LAW, ORDINANCE, OR RESOLUTION SETTING UP THE BOARD.]

Date: Dec. 11, 1990


Signature

RALPH ROLAND
Print Name

SUPERVISOR
Title

This Form should be returned to:
Thomas A. McShane, Esq.
Temporary State Commission
on Local Government Ethics
54 North Central Avenue
Elmsford, New York 12223

CODE OF ETHICS

TOWN OF MARYLAND - OTSEGO COUNTY

A local law establishing standards of conduct for officers and employees of the Town of Maryland.

Be it enacted by the Town Board of the Town of Maryland as follows:

Section 1. Pursuant to the provisions of section eight hundred six of the general municipal law, the Town Board of the Town of Maryland recognizes that there are rules and 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 local law to promulgate these rules of ethical conduct for the officers and employees of the Town of Maryland. These rules shall serve as a guide for official conduct of the officers and employees of the Town of Maryland.

The rules of ethical conduct of this local law as adopted, shall not conflict with, but shall be in addition to any prohibition of article eighteen 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.

2. Definition. (a) "Municipal Officer or Employee" means an officer or employee of the Town of Maryland 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.

(b) "Interest" means a pecuniary or material benefit accruing to a municipal officer or employee unless the context otherwise requires.

3. Standards of Conduct. Every officer or employee of the Town of Maryland 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 twenty-five dollars 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.

(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 paragraph 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 Maryland, 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 Maryland, 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.

4. 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 Maryland, 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.

5. Distribution of Code of Ethics. The ^{Chief Administrative Officer} Town Board of the Town of Maryland shall cause a copy of this code of ethics to be distributed to every officer and employee of the Town of Maryland within _____ days after the effective date of this local law. Each officer and employee elected or appointed thereafter shall be furnished a copy before entering upon the duties of his office or employment.

6. Penalties. 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.

7. Effective date. This local law shall take effect _____ days after it is filed as provided in section twenty-seven of the municipal home rule law.

BOARD OF ETHICS

TOWN OF MARYLAND - OTSEGO COUNTY

A local law establishing a board of ethics.

Be it enacted by the Town Board of the Town of Maryland,
as follows:

Section 1. There is hereby established a board of ethics consisting of three members to be appointed by the Town Board and who 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 Maryland, but shall include at least one member who is an elected or appointed officer or employee of the Town of Maryland.

2. The board of ethics shall have the powers and duties prescribed by article eighteen of the general municipal law and shall render advisory opinions to the officers and employees of the Town of Maryland with respect to article eighteen of the general municipal law and any code of ethics adopted pursuant to such 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 request of the Town Board.

3. This local law shall take effect upon filing as provided in section twenty-seven of the general municipal law.



STATE OF NEW YORK
OFFICE OF THE ATTORNEY GENERAL
THE CAPITOL
ALBANY, NY 12224

ERIC T. SCHNEIDERMAN
ATTORNEY GENERAL

(518) 474-7330

November, 2011

Dear Town Supervisor:

New York State law provides for local conflict of interest issues to be resolved by local governments through local ethics boards. Specifically, General Municipal Law § 806(1)(a) requires that the local governing body for each county, city, town and village adopt a code of ethics setting forth a standard of conduct that is expected of its municipal officers and employees. In addition, pursuant to General Municipal Law §§ 808(1) and 808(3), the governing body of any county, city, town and village is authorized to establish Boards of Ethics.

As part of the Attorney General's effort to serve the citizens of the State of New York, we are gathering data from each county, city, town and village regarding its local ethics laws and Boards of Ethics.

In this regard, we would appreciate if you would advise this Office as to whether your town has adopted a Code of Ethics. If so, please provide this Office with a copy of the Code with your response. Please also advise us as to whether your town has an established Ethics Board, or as the law permits, ethics matters are generally referred to your county Ethics Board. If your town does have an established Ethics Board, please provide us with contact information for the Board. If your town has not established a Code of Ethics, we are available to assist you in such an effort.

Please mail your response to Martin J. Mack, Executive Deputy Attorney General, Division of Regional Offices, Office of the Attorney General, The Capitol, Albany, New York 12224-0341.

Thank you for your cooperation.

Sincerely,


MARTIN J. MACK
Executive Deputy Attorney General
Division of Regional Affairs