

CODE OF ETHICS

FIRST:

Policy Statement - Pursuant to the provisions of section (806) eight hundred six of the General Municipal Law, the Town Board of the Town of Danby 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 resolution to promulgate these rules of ethical conduct for the officers and employees of the Town of Danby. The rules of ethical conduct of this resolution as adopted, shall not conflict with, but shall be in addition to any prohibition of Article (18) 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.

SECOND:

Definitions - For the purpose of the Town of Danby's Code of Ethics, the following terms shall have the meanings indicated:

- **Municipal Officer or Employee** - means an officer of the Town of Danby, 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.
- **Interest** - means a pecuniary or material benefit accruing to a municipal officer or employee unless the context otherwise requires.

THIRD:

Standard of Conduct - Every officer or employee of the Town of Danby shall be subject to and abide to the following standards of conduct.

- **Gifts** - He/She shall not directly or indirectly, solicit any gift; or accept or receive any gift having a value of (\$25.00) 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/her, or could reasonably be expected to influence him/her, in the performance of his/her official duties or was intended as a reward for any official action on his/her part.
- **Confidential information** - He/She shall not disclose confidential information acquired in the course of official duties or use such information to further any personal interest.
- **Representation before one's own agency** - He/She 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/she is an officer, member or employee or of any municipal agency over which jurisdiction or to which he/she has the power to appoint any member, officer or employee
- **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/her municipality, whereby his/her 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.
- **Disclosure of interest in legislation** - To the extent that he/she knows thereof, a member of the Town Board and any officer or employee, 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/she has in such legislation.
- **Investment in conflict with official duties** - He/She 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/her official duties.
- **Private Employment** - He/She 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 official duties.
- **Future employment** - He/She shall not, after the termination of service or employment with such municipality, appear before any board or agency of the Town of Danby in relation to any case, proceeding or application in which he/she personally participated during the period of this service or employment or which was under active consideration.

FOURTH:

Nothing herein shall be deemed to bar or prevent the filing by a present or former municipal officer or employee of any claim, account, demand or suit against the Town of Danby or any agency thereof on behalf of himself/herself or any member of his family

arising out of any personal injury or property damage or for lawful benefit authorized or permitted by law.

FIFTH:

Distribution of Code of Ethics – The Supervisor of the Town of Danby shall cause a copy of this Code of Ethics to be distributed to every officer and employee of the Town of Danby within five (5) days after the effective date of this resolution. Each officer and employee elected or appointed thereafter shall be furnished with a copy before entering upon the duties of his/her office or employment.

SIXTH:

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

SEVENTH:

Effective Date – October 8, 1979