

A regular meeting of the Town of Denmark Town Board was held on June 20, 2022, at the Town of Denmark Municipal Building.

In attendance were the following officials: Councilman Fred Wadsworth Councilman Frank Fazio Supervisor Scott Doyle Councilman Peter Jones Councilwoman Darlene Rowsam Town Clerk Prudence Greene exits at 7:	Also in attendance: Scott Alexander exits meeting at 6:19pm Larry Pacola exits at 6:35pm. Brian Reape exits at 6:35pm Roger Bates Jerry Flanders Lynn Henry Lucas Goutermout Terry Williams Ron Vogt Mark Souva, Village of Copenhagen Mayor Kim Vogt, Trustee Village of Copenhagen Deputy Supt. James Der
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The meeting was opened by Supervisor Doyle at 6:00pm. Those in attendance recited the Pledge of Allegiance.

Clerk Greene conducted a roll call of the Town Board as follows:

Councilman Wadsworth	Present
Councilman Fazio	Present
Supervisor Doyle	Present
Councilman Jones	Present
Councilwoman Rowsam	Present

Councilman Wadsworth made a motion, seconded by Councilwoman Rowsam to approve the meeting minutes of May 16, 2022, as prepared by Deputy Clerk Susan Kirch-Corey.  
Vote recorded as 5 Ayes and 0 No.

Councilman Fazio made a motion, seconded by Councilman Jones to approve the amended meeting agenda.  
Vote recorded as 5 Ayes and 0 No.

A Public Hearing Notice was posted in the 3 US Post Offices located in the Town, advertised in the Journal & Republican on June 8, 2022, posted on the Town’s website, and posted on the Town Clerk’s bulletin board as follows:  
Notice is hereby given that the Town of Denmark Town Board will hold a Public Hearing for the purpose of hearing comments from the public on a proposed Fire Protection Contract between the Town of Denmark, the Village of Copenhagen, and the Copenhagen Volunteer Fire Department Inc for a six-month term (July 1, 2022 – December 31, 2022).  
The Public Hearing will be held on Monday, June 20, 2022, at 6:00pm during the regular monthly meeting of the Town Board.  
Any written comments must be received by the Town Clerk no later than 12:00pm on Thursday, June 16, 2022. Any persons requiring special accommodations to attend and or participate in the public hearings should contact the Town Clerk no later than 4pm on June 15, 2022.  
By order of the Town of Denmark Town Board  
Dated 05/17/2022  
Prudence L. Greene  
Town of Denmark Town Clerk

At 6:05pm Councilman Wadsworth made a motion, seconded by Councilman Fazio to open the Public Hearing of the Fire Protection Contract between the Town of Denmark and the Village of Copenhagen Fire Department for fire protection for a term of 6 months, July 1, 2022 – December 31, 2022.  
Vote recorded as 5 Ayes and 0 No

**Public Hearing:**  
Scott Alexander asked about the process being used for consideration of the contract. Supervisor Doyle explained that the public hearing will be held and then the regular meeting agenda would follow. At the end of the meeting Supervisor Doyle planned to ask for the Town Board to enter an executive session to discuss public safety concerns. When the Town Board exits the executive session, a vote would be held on a resolution to adopt the contract.

Terry Williams updated the Town Board on the training and certification of the members of the department. The department has met with PESH and no fines are being levied by that agency.

Jerry Flanders spoke about the process being used to log who responds to calls and what they do on scene. Discussion was held about record keeping.

Mr. Alexander exited the meeting at 6:19pm.

Discussion was held about a recent MVA response by the Copenhagen Fire Department.

Councilman Fazio made a motion, seconded by Councilman Jones to close the Public Hearing.  
Vote recorded as 5 Ayes and 0 No.

Public Hearing closed at 6:22pm.

**Public Comment:**

Larry Pacola spoke to the Town Board about the Lewis County plan to utilize the former railroad bed from Lowville to West Carthage as a multi-use trail. The railbed extends through multiple privately owned parcels of land and will create a trail system that will be available to ATV’s, snowmobiles, bikes, horses and pedestrians. Lewis County has expressed that they will pursue Eminent Domain to get control of the corridor and move forward with the trail. Mr. Pacola attended a meeting of the Lewis County Legislators and presented them with a petition signed by 400 residents opposing the trail.

James Der spoke about a similar effort about a decade ago where a similar idea was considered by the County, but ultimately that effort ended with no action taken when landowners reviewed their individual deeds and found language supporting that the land now belonged to them not the railroad and pushed back against the idea.

Brian Reape was also in attendance to discuss his opposition to the trail. He owns a farm, and the trail runs through multiple fields where his dairy cows graze and the trail will create a real nuisance.

Further concerns were raised about maintenance of the trail, and safety on the trail.

Supervisor Doyle asked both Mr. Pacola and Mr. Reape to attend the July 18, 2022, meeting of the Town Board to further discuss their concerns.

Mr. Pacola briefly spoke to the Town Board about another matter dealing with a combat veteran tax exemption. He previously had his exemption applied on a house he owned and resided in on Station Road. Mr. Pacola has now sold that house and is building another on the land he owns of East Road. He would like his tax exemption transferred to his new domicile. Mr. Pacola was asked to return next month to further discuss this matter when the Town Assessor is present to answer questions.

Mr. Reape and Mr. Pacola exit the meeting at 6:35pm.

**General Fund Abstract 656:**

Councilman Wadsworth offered a resolution, seconded for adoption by Councilman Jones, as follows:  
**Resolution 90 Of 2022: The Town of Denmark Town Board approves payments of General Fund Abstract # 656 dated June 20, 2022, paid prior claim # 127 totaling \$2,936.29, new claim #128 - 146 totaling \$10,856.43. Total of all claims \$ 13,792.72.**

Roll Call vote recorded as follows:

Councilman Wadsworth	Aye	
Councilman Fazio	Aye	
Supervisor Doyle	Aye	
Councilman Jones	Aye	
Councilwoman Rowsam	Aye	Resolution 90 of 2022 adopted 06.20.2022

**Water District Abstract 91:**

Councilman Fazio offered a resolution, seconded for adoption by Councilman Jones, as follows:  
**Resolution 91 Of 2022: The Town of Denmark Town Board approves payments of Water District Abstract #81, dated June 20, 2022, claim #9 . Total of all claims \$25.00 .**

Roll Call vote recorded as follows:

Councilman Wadsworth	Aye	
Councilman Fazio	Aye	
Supervisor Doyle	Aye	
Councilman Jones	Aye	
Councilwoman Rowsam	Aye	Resolution 91 of 2022 adopted 06.20.2022

Councilwoman Rowsam offered a resolution, seconded for adoption by Councilman Jones as follows:  
**Resolution 92 Of 2022: The Town of Denmark Town Board hereby rescinds Resolution 78 of 2022 that moved \$500 from the General Fund to A5132.4 for flower garden materials, effective immediately.**

**Roll Call vote recorded as follows:**

<b>Councilman Wadsworth</b>	<b>Aye</b>	
<b>Councilman Fazio</b>	<b>Aye</b>	
<b>Supervisor Doyle</b>	<b>Aye</b>	
<b>Councilman Jones</b>	<b>Aye</b>	
<b>Councilwoman Rowsam</b>	<b>Aye</b>	<b>Resolution 92 of 2022 adopted 06.20.2022</b>

**Reports of Departments:**

**Dog Control Office:**  
DCO Nick Astafan provided a written report of May 2022.

**Zoning & Planning:**  
Planning Board- No meeting held

Dep ZEO Kevin Gaines provided a written May 2022 Zoning Report.

Councilman Fred Wadsworth discussed Atty Burrows response about the proposed IMA with Lewis County to administer the Town of Denmark Zoning Law. Discussion was held about possibly appointing a new individual to the Zoning Officer position. No action taken.

**Town Clerk / Tax Collector:**  
Clerk Greene provided the May 2022 Town Clerks report and the May 2022 Tax Collection report to the Town Board.

- Clerk Greene also presented the following correspondence:
- Letter from Lewis County Board of Elections: Information about primary and election dates.
  - Letter from Village of Copenhagen: Approval for new Breyette connection to Water District 1. Supervisor Doyle has notified the Breyette’s and informed them of the requirements for their connection and informed them that the connection must be inspected by Supt of Special Districts, Pat Mahar.
  - RACOG Report for June 2022 submitted by Mickey Dietrich. Councilman Wadsworth noted that the 6/21/2022 RACOG meeting has been cancelled.
  - Email from Lewis County Youth Bureau funds available.

A discussion was held on the Sam’s Club renewal. Clerk Greene explained that the membership is rarely used, and costs the town \$45.00 annually to renew.

Councilman Jones made a motion, second by Councilman Wadsworth, That the Town of Denmark will not renew the SAM’S Club membership.  
Vote recorded as 5 Ayes and 0 No.

- NYS EFC Invoice for Water District 1, Year 1 loan payment. Documentation for loan payment was reviewed.

Councilman Fazio offered a resolution, seconded for adoption by Councilman Jones, as follows:  
**Resolution 93 Of 2022: The Town of Denmark Town Board hereby authorizes Supervisor Scott M. Doyle to make a wire transfer in the amount of \$9,555.64 to M&T Bank for the year one loan payment, Loan ID: 6115, for Water District 1, Project No.: D0-18020, and further directs that the payment once made, be recorded as a paid prior on the July 2022 Water District 1 Abstract, with funds to be drawn from budget code SW9730.6.**

**Roll Call vote recorded as follows:**

<b>Councilman Wadsworth</b>	<b>Aye</b>	
<b>Councilman Fazio</b>	<b>Aye</b>	
<b>Supervisor Doyle</b>	<b>Aye</b>	
<b>Councilman Jones</b>	<b>Aye</b>	
<b>Councilwoman Rowsam</b>	<b>Aye</b>	<b>Resolution 93 of 2022 adopted 06.20.2022</b>

**Supt. Of Highways Report:**

Supt. Mahar submitted a written report to the Town Board updating them on his department’s activity, a voucher report, and a budget report.

Supervisor Doyle advised the Town Board that there is no cost to the Town for the green waste pile nor is it an income stream. The Town is a designated green energy drop off point.

Councilman Wadsworth offered a resolution, seconded for adoption by Supervisor Doyle, as follows:  
**Resolution 94 Of 2022: The Town of Denmark Town Board approves payments Highway Department, Abstract # 698, dated June 20, 2022, claim #103 - 119, total of all claims \$ 42,678.39.**

**Roll Call vote recorded as follows:**  

Councilman Wadsworth	Aye
Councilman Fazio	Aye
Supervisor Doyle	Aye
Councilman Jones	Aye
Councilwoman Rowsam	Aye

**Resolution 94 of 2022 adopted 06.20.2022**

**Supervisor’s Report:**  
Supervisor Doyle reported that Scott Lawrence will attend the regular monthly Town Board meeting in August.

Supervisor Doyle reported that the NYMIR risk management issues cited in a letter in 2021 has been addressed.

Supervisor Doyle reported that the removal of the tire pile by Geiter Done of WNY Inc. has been completed.

Councilwoman Rowsam offered a resolution, seconded for adoption by Councilman Wadsworth, as follows:  
**Resolution 95 Of 2022: The Town of Denmark Town Board approves transfer of \$2936.26 from Supervisor Salary A1220.1 to Garage Contractual A5132.4 for repayment of “paid prior” invoice #91224, voucher #127 for Geiter Done of WNY Inc. to remove all waste tires from the property.**

**Roll Call vote recorded as follows:**  

Councilman Wadsworth	Aye
Councilman Fazio	Aye
Supervisor Doyle	Aye
Councilman Jones	Aye
Councilwoman Rowsam	Aye

**Resolution 95 of 2022 adopted 06.20.2022**

Supervisor Doyle reported receipt of a NYS DOT Shared Services Agreement. The potential agreement was discussed by the Town Board.

Councilman Wadsworth offered a resolution, seconded for adoption by Councilman Jones, as follows:  
**Resolution 96 Of 2022: The Town of Denmark Town Board hereby authorizes Supervisor Scott M. Doyle to sign a Share Services Agreement between NYSDOT and the Town of Denmark, for a period of 2 years.**

**Roll Call vote recorded as follows:**  

Councilman Wadsworth	Aye
Councilman Fazio	Aye
Supervisor Doyle	Aye
Councilman Jones	Aye
Councilwoman Rowsam	Aye

**Resolution 96 of 2022 adopted 06.20.2022**

**Old Business:**  
Supervisor Doyle provided an update on the exterior door replacement project. It is expected that installation will be done in July 2022. The electrical work needed for the new doors is complete.

Supervisor Doyle provided quote #438664 for B.R. Johnson LLC in the amount of \$4,831.95 for Court Office doors & secondary exit for Court Clerk Office. Discussion was held.

Councilman Fazio offered a resolution, seconded for adoption by Councilman Jones, as follows:  
**Resolution 97 Of 2022: The Town of Denmark Town Board hereby authorizes Supervisor Scott M. Doyle to sign and accept quote #438664 for B.R. Johnson LLC in the amount of \$4,831.95 for replacement of the Court’s office doors and an additional door to be placed between the Town Clerk’s office and the Court Clerk’s office.**

**Roll Call vote recorded as follows:**  

Councilman Wadsworth	Aye
Councilman Fazio	Aye
Supervisor Doyle	Aye
Councilman Jones	Aye

<b>Councilwoman Rowsam</b>	<b>Aye</b>	<b>Resolution 97 of 2022 adopted 06.20.2022</b>
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A Technology Upgrade Update was provided by Councilman Wadsworth.

Supervisor Doyle offered a resolution, seconded for adoption by Councilwoman Rowsam, as follows:

**Resolution 98 Of 2022: The Town of Denmark Town Board hereby authorizes the purchase of a multipurpose audio / visual cart system from Big Apple Music at a cost of \$5875.00 and further directs that the funds for this purchase be drawn from the funds that the Town of Denmark received from the ARPA (American Rescue Plan Act).**

**Roll Call vote recorded as follows:**

**Councilman Wadsworth**      **Aye**

**Councilman Fazio** **Aye**

**Supervisor Doyle** **Aye**

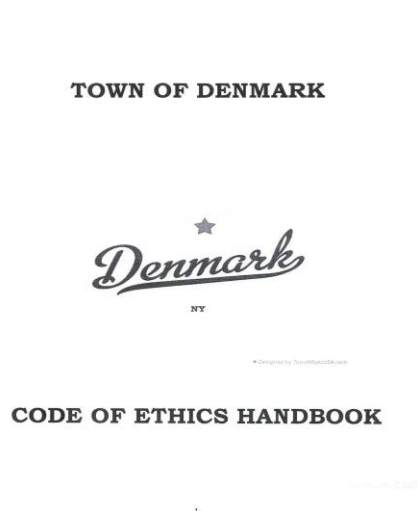
**Councilman Jones** **Aye**

**Councilwoman Rowsam                  Aye                  Resolution 98 of 2022 adopted 06.20.2022**

A brief discussion was held on a Code of Ethics Handbook developed by Supervisor Doyle for the Town Board's consideration.

Councilwoman Rowsam offered a resolution, seconded for adoption by Councilman Jones, as follows:

**Resolution 99 Of 2022: The Town of Denmark Town Board hereby adopts the Town of Denmark Code of Ethics Handbook, effective June 20, 2022, as follows:**



- ## Introduction
- Ethics refers to Principles that define behavior as right and proper
  - Ethics Laws are both a sword and a shield designed “to protect the public from municipal contracts influenced by avaricious offenders, and to protect innocent public officers from unwarranted assaults on their integrity”

## Sources of Ethics Laws

- Town of Denmark Ethics Local Law Number 4 of the year 2010, Pages 113 - 15 of this handbook
- General Municipal Law Article 18
- Common Law
- Agency Opinions
- Local Ethics Board
- Other

## Ethics Topics

- Conflicts of interest
- Family
- Dual Position Holding
- Gifts
- Land Use Applications

#### Conflict of Interest – Contracts

### Questions to Ask

1. Is there a contract with the Town of Denmark?
  - Contract Means: Claim, Account, Demand, Express
  - Written or Oral, Express or Implied
2. If so, does the Town Employee have an "interest" in the contract?
  - Direct or Indirect Financial or Material Benefit
  - An Employee is deemed to have an interest in the contracts of their spouse, minor children and dependents
  - An Employee has an interest in contracts with the following:
    - A Firm, partnership or associations whether they are a member or employee
    - A company of which they are an officer, director, employee or stockholder
3. If so, does the Town Employee have "control" over the contract?
  - General Municipal Law § 801
    - Individually or as a board member
    - Negotiate, draft, authorize or approve the contract
    - Authorize payment under a contract
    - Audit bills or claims under the contract
    - Appoint someone with any of these powers or duties

- #### 4. Do a Statutory Exception apply?
- General Municipal Law § 802 contains a list of exceptions
    - The Town Employee is employed by company does not:
      - Receive any payment from the contract
      - Does not have any part in:
        - ✓ Procuring
        - ✓ Preparing
        - ✓ Performing
    - Pre-existing Contracts – But no renewals
    - Public Utility Services when rates or charges are fixed or regulated by the public service commission
    - The Town Employee is a Stockholder under 5%
    - Contract is less than \$750.00
  - If the answer is “YES” to the first 3 questions and “no” to the 4<sup>th</sup> question, the ethics board need not analyze any further
  - There is conflict of interest under General Municipal Law § 802:
    - What to do when there is a General Municipal Law conflict?
      - ✓ Disclose The Conflict of Interest
        - In Public
        - In Writing
        - Include it in Meeting Minutes (GML § 803)
        - Recommended even if statutory exceptions apply
  - CONTRACT IS PROHIBITED!
  - Effect of Violations:
    - Willfull Violation

- Effect of Violations – Continued:
    - ✓ Contract will become Null & Void
    - ✓ Payments are Prohibited
    - Willful & Knowing Violation
      - ✓ Misdemeanor Charges
  - Competitive Bidding and Emergencies do not cure or excuse a conflict of interest!
5. Is there an "appearance of impropriety?"

*Town's Outcome – The Appearance of Impropriety*

- An appearance of impropriety results when an Official's personal situation may affect the public's perception of his/her ability to act impartially and in the best interests of the taxpayers as a whole
    - "Government Officials must maintain public confidence in the integrity of Government. They must avoid even the appearance of impropriety."
    - "The "TEST" to be applied is not whether there is a conflict, but whether there might be. It is the policy of law to keep the Official so far from temptation as to ensure his/her unselfish devotion to the public interest."
- An appearance of impropriety continued
- Does the Official have a substantial personal interest in the matter pending before the Ethics Board?
    - A Personal Interest is not an interest that you share in common with others.
    - A Personal Interest must be substantial and not de minimis

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**Dual Office Holding**

- No General Prohibition against holding two offices
- Conflict exists when:
  - Subordinate Position
  - Conflict of Duties
  - Otherwise Prohibited by Law
- The Town may overcome a conflict by passing a local law
  - This is a limited exception intended for smaller Municipalities

**General Municipal Law Article 18 – Misc Provision**

- General Municipal Law § 805-a
  - Solicit gifts or accept gifts over \$75.00 which could reasonably be inferred to influence performing official duties
  - Disclose confidential information obtained through position or using that information for personal gain
  - Compensation for matters before the Town of Denmark
- Penalty – Sanctions Possible:
  - Fines
  - Suspension
  - Removal from office

**Land Use Application**

- Applicants in land use matters must list
  - Name of Official or Employee with interest
  - Nature and extent of interest
- Official or Employee has an interest when he/she OR spouse, child, siblings, parents, etc. is involved as



- (3) the contract for the purchases or public work is approved by resolution of the body or board by the affirmative vote of each member of the body or board except the interested member who shall abstain.
2. a. A contract with a corporation in which a municipal officer or employee has an interest by reason of stockholdings when less than five per centum of the outstanding stock of the corporation is owned or controlled directly or indirectly by such officer or employee;
- b. A contract for the furnishing of public utility services when the rates or charges therefore are fixed or regulated by the public service commission;
- c. A contract for the payment of a reasonable rental of a room or rooms owned or leased by an officer or employee when the same are used in the performance of his official duties and are so designated as an office or chamber.
- d. A contract for the payment of a portion of the compensation of a private employee of an officer when such employee performs part time service in the official duties of the office.
- e. A contract in which a municipal officer or employee has an interest if the total consideration payable thereunder, when added to the aggregate amount of all consideration payable under contracts in which such person had an interest during the fiscal year, does not exceed the sum of seven hundred fifty dollars.
- f. A contract with a member of a private industry council established in accordance with the federal job training partnership act or any firm, corporation or association in which such member holds an interest, provided the member discloses such interest to the council and the member does not vote on the contract.

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<b>Town of Denmark, County of Lewis, State of New York</b> <b>Local Law Number 4 of the year 2010</b> <b><u>A Local Law Establishing a Code of Ethics for Employees and Officers of the Town of Denmark</u></b>	
<b>Section 1.</b>	Pursuant to the provisions of Section Eight Hundred Six of the General Municipal Law, The Town Board of the Town of Denmark 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 municipal government.  It is the purpose of this resolution to promulgate these rules of ethical conduct for the Officers and Employees of the Town of Denmark. These rules shall serve as a guide for official conduct of the Officers and Employees of the Town of Denmark. The rules of ethical conduct of this resolution 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 specific law relating to ethical conduct and interest in contracts of municipal officers and employees.
<b>Section 2.</b>	<b>Definitions</b> 1. Municipal Officer or Employee — Any elected or appointed office holder in the Town of Denmark, whether paid or unpaid, including members of any administrative board, commission, or other agency that is a Town of Denmark entity, and or any person in the employ of the Town of Denmark. No person shall be deemed as an official or employee solely for the reason of their being a volunteer fireman or a member of another civil defense organization 2. Interest — a pecuniary or material benefit accruing to a municipal officer or Employee 3. Recusal - the official may not deliberate, vote, or participate in any way in that matter. The official should disclose the conflict and remove themselves from the board's deliberations and decisions regarding the issue of conflict. Nor should they provide input regarding the matter from the audience in the capacity of a member of the public.  <b>Section 3.</b> Every Municipal Officer and Employee of the Town of Denmark shall be subject to and abide by the following Code of Ethics: 1. <b>Conflicts of Interest</b> No Municipal Officer or Employee may take action that provides a financial or other personal benefit to the official, the official's relatives (defined as a spouse, parent, stepparent, child, stepchild, sibling, or immediate in-law), customers, clients, an employer, or a person who has made campaign contributions to the official within a 12-month period. 2. <b>Appearance of Impropriety</b> A Municipal Officer or Employee must avoid circumstances that compromise his or her ability to make decisions solely in the public interest or create an appearance of impropriety.

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<b>11. Revolving Door</b>	No official who has left municipal service shall appear before or receive compensation in a matter before his former agency for a period of 1 year after departure. He is permanently barred from appearing or receiving compensation regarding a matter he was personally involved in as a town official.
<b>12. Incompatible Positions – Judicial Standards</b>	- An official is prohibited from: a. Holding more than one position with the town when one is subordinate to their other b. Holding more than one position with the town when the duties of the positions conflict
<b>13. Training</b>	The Supervisor of the Town of Denmark shall cause a copy of this Code of Ethics to be distributed to every officer and employee of the Town of Denmark within 30 days from the date that it is adopted into law by the Town Board. Each Municipal Officer or Employee elected, appointed, or hired thereafter shall be furnished a copy before entering into the duties of his or her office or employment.
<b>14. Board of Ethics</b>	A Board of Ethics shall be organized by the Town Supervisor annually and shall contain no fewer than three members and one alternate member. This board shall convene whenever necessary to provide an opinion, investigation, or decision regarding compliance with the Town of Denmark Code of Ethics
<b>Section 4.</b>	<b>Severability</b> If any part of this local law shall be found to be void, violable, or unenforceable for any reason whatsoever, it shall not affect the validity or enforceability of any remaining section or provision of this local law.
<b>Section 5.</b>	<b>Effective Date</b> June 29 <sup>th</sup> , 2010

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Roll Call vote recorded as follows:  
Councilman Wadsworth      **Aye**  
Councilman Fazio              **Aye**  
Supervisor Doyle              **Aye**  
Councilman Jones              **Aye**  
Councilwoman Rowsam      **Aye**

**Sec. 805-A**  
**Certain Action Prohibited**

1. No municipal officer or employee shall:
- a. directly or indirectly, solicit any gift, or accept or receive any gift having a value of seventy-five dollars or more, whether in the form of money, service, loan, travel, entertainment, hospitality, thing or promise, or in 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. disclose confidential information acquired by him in the course of his official duties or use such information to further his personal interests.
- c. 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; or
- d. 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.
2. In addition to any penalty contained in any other provision of law, any person who shall knowingly and intentionally violate this section may be fined, suspended, or removed from office or employment in the manner provided by law.

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3. **Recusal**  
A Municipal Officer or Employee must recuse himself or herself when faced with the above conflicts.
4. **Town Property and Resources**  
No Municipal Officer or Employee may use town-owned property, assets or any resources for personal purposes or profit or to benefit any person. Use of these resources is restricted to the conduct of official business, for the benefit of all residents and to further an authorized public purpose.
5. **Nepotism**  
Spouses and other family members of the municipal official may not serve in positions whose duties conflict or appear to conflict within the duties of the official. They may not serve on a commission, board, or body of which the official is a member.
6. **Gifts**  
A Municipal Official may not solicit any gift, nor may they receive any gift, whether financial or in any other form from the following:  
a. Any person who is doing or seeking to do business of any kind with the town including applications for permits or approvals  
b. Any person who has done business with the town during the last twelve months  
c. A lobbyist representing a person before a town agency.  
  
An official may not solicit or receive any gift or payment as a reward for exercise of official duties. Generally, an official may not receive or solicit any gift, creating the appearance that his official duties may be influenced or that his responsibility to make impartial decisions solely in the public interest is compromised.  
  
\* Gifts as defined, for the purposes of the Code of ethics exclude gifts from family members; attendance at local social events such as holiday festivities; benefits available to the general public; functions that officials routinely attend, such as chamber of commerce events; and an event or activity fulfilling a public purpose.
7. **Private Employment**  
An official shall not solicit, negotiate for, or commit to accept private employment from any person doing business with or having any matter pending with the town.
8. **Representation**  
An official shall not appear on behalf of or represent a person in any matter before a municipal agency except on his own behalf.
9. **Confidential Information**  
An official or former official may not disclose confidential information or use it to further his or another person's private interests or in any way utilize the information for non-public purposes.
10. **Subordinates**  
No official shall solicit political contributions from subordinates or request that they attend political functions or engage in any political activity.

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**Acknowledgement and Certification**

The Town of Denmark shall require a copy of this Ethics Policy to be distributed to every Council Member, Officer, Employee. In addition, a copy of the policy will be available at the Town Office.  
  
Every Council Member, (including the Supervisor), Clerk & Deputy, Highway Superintendent & Deputy, or any other Town Employee, whether paid or unpaid, shall certify in writing that they have read and understand this Ethics Policy.

**Town of Denmark**  
**Annual Acknowledgement Certification**

**Acknowledgement:**

I hereby acknowledge that I have read and understand all my obligations, duties, and responsibilities under each principle and provision of The Town of Denmark Ethics Policy

I certify by my signature below that this is a true and correct statement;

Printed Name

Signature

Date

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**Resolution 99 of 2022 adopted 06.20.2022**

Clerk Greene was asked to send a copy of the adopted Code of Ethics Handbook to all General Fund officials, appointees, and employees and to provide copies to Supt. Mahar for him, his Deputy Supt., and employees of the highway department. Acknowledgements must be filed with the Town Clerk or the Highway Superintendent.

Clerk Greene will provide the Pandemic Plan to all employees and record their acknowledgement of the policy.

Supervisor Doyle has contacted Community Bank N.A. about a possible town credit card. A policy would need to be created regarding use of a credit card and the Town would need to provide two years of past financials.

Supervisor Doyle reported that Matt Cooper has suggested that raising the front parking lot 4 inches would correct the slope of the sidewalk enough to allow the front entryway to be compliant for handicapped accessibility.

**New Business:**

Supervisor Doyle discussed using ARPA funds to raise parking lot, pave, create handicapped access to upper level, install a heated sidewalk, and install a wind break.

Councilman Wadsworth made a motion, seconded by Councilman Jones to allow Supervisor Doyle to create an RFP requesting an estimate for work on the front sidewalk, replacing sidewalk, connecting / installing “in floor heat” to prevent snow and ice buildup.

Vote recorded as 5 Ayes and 0 No.

Councilman Jones made a motion, seconded by Councilman Wadsworth, to allow Supervisor Doyle to create an RFP for an installed wind block for the front sidewalk area.

Vote recorded as 5 Ayes and 0 No.

Supervisor Doyle made a motion, seconded by Councilman Fazio, that the Town of Denmark seek an estimate from Thomas Aubin to repair exterior cement board and to redo interior of lower-level entrance.

Vote recorded as 5 Ayes and 0 No.

Discussion was held on a potential property acquisition for public park in Deer River. Supervisor Doyle has met with a landowner about a parcel of land being considered.

Councilman Wadsworth has had multiple calls from residents of Station Road requesting a speed study and additional signage indicating the speed limit on Station Road. Discussion held.

Councilman Wadsworth made a motion, seconded by Supervisor Doyle, that a letter be sent to the Lewis County Highway Department requesting a speed study and additional signage indicating the speed limit on Station Road.

Vote recorded as 5 Ayes and 0 No

Supervisor Doyle made a motion to enter an Executive Session of the Town Board to discuss a matter of public safety and that Mayor Mark Souva and Trustee Kim Vogt be included in the executive session. Councilman Wadsworth seconded his motion.

Vote recorded as 5 Ayes and 0 No

At 7:15pm Clerk Greene, Deputy Supt. Der, Roger Bates, Jerry Flanders, Lynn Henry, Lucas Goutermout, Terry Williams and Ron Vogt all exited the meeting.

At 7:48pm Councilman Fazio made a motion, seconded by Councilman Wadsworth to exit the Executive Session. Vote recorded as 5 Ayes and 0 No

Supervisor Doyle offered a resolution, seconded for adoption by Councilman Wadsworth, as follows:

**Resolution 100 Of 2022: Whereas the Town of Denmark Town Board having held a Public Hearing on the proposed July 1, 2022, through December 31, 2022, Fire Protection contracts between the Town of Denmark, the Village of Copenhagen and the Copenhagen Volunteer Fire Department Incorporated.**

**Roll Call vote recorded as follows:**

<b>Councilman Wadsworth</b>	<b>Aye</b>
<b>Councilman Fazio</b>	<b>Aye</b>
<b>Supervisor Doyle</b>	<b>Aye</b>
<b>Councilman Jones</b>	<b>Aye</b>
<b>Councilwoman Rowsam</b>	<b>Aye</b>

**Resolution 100 of 2022 adopted 06.20.2022**



Draft Minutes of 06.20.2022

Prepared by Town Clerk Prudence Greene

Being as there was no further business before the Town Board, Councilman Wadsworth made a motion, seconded by Councilman Fazio to adjourn the meeting.

Vote recorded as 5 Ayes and 0 No

Meeting adjourned at 7:51pm.

Prudence L. Greene

Town of Denmark Town Clerk