

ULSTER COUNTY BOARD OF ETHICS

DATE: April 8, 2025

TIME: 6:00 PM

PLACE: Ulster County Human Services Complex
100 Development Court, Building #2, Suite 400
(Veterans Agency Entrance)
Kingston, New York

BOARD MEMBERS PRESENT: Taane Pegg, Chair
Stephanie Ellis
Paul Tully (via phone – non-voting)
Brigid Walsh
Anne Zahradnik
Deborah Schneer

BOARD MEMBERS ABSENT: Robert Nuzzo

OTHERS ATTENDING: Kayleen Scali, Secretary to the Board of Ethics

Chair Taane Pegg called the meeting to order at 6:04 PM. Due to Paul Tully being out of town and joining the meeting by phone he attended as a non-voting member.

First order of business, review and approval of minutes. Chair Pegg asked if anyone had reviewed the minutes and if they had any revisions to the February 11, 2025 meeting. No discussion. Motion to approve the minutes from the February 11, 2025 Board of Ethics Meeting, Brigid Walsh 1st, Anne Zahradnick 2nd, unanimously approved.

Old Business:

Next order of business, creation for the form on the website. Anne Zahradnick distributed and reviewed a draft form for the Board of Ethics board. Board discusses if it is necessary to get the consent of the person submitting the complaint or request for advisory opinion. Board members asked what the current process is for receiving complaints. Kayleen Scali explained that an email is usually sent to the Ethics email, she then forwards the email to the Board members, responds to the email saying that it has been received and will be discussed at the next Board meeting. Chair Pegg, suggested that it be updated with an agree to the terms of service, saying by submitting this complaint you consent to the Board contacting you to request more information. Chair Pegg, asked to include a disclosure- please be advised that complaints which do not list a specific violation of Ethics Law from the list above and have supporting facts to support your accusations will be dismissed by the Board. Kayleen Scali will put the IS team in contact with Anne Zahradnick. Motion to approve the DRAFT BOE form with changes to be sent to IS and added to the Board of Ethics website in DRAFT form. The Board will review edits and vote to approve to publish changes at the next scheduled Board meeting. Stephanie Ellis, 1st, Brigid Walsh 2nd, unanimously approved.

New Business:

6:15 pm A motion was made to enter into Executive Session to discuss a Request for an Advisory Opinion, Anne Zahradnick 1st, Brigid Walsh 2nd, unanimously approved.

6:25pm Motion was made to exit Executive Session, Stephanie Ellis 1st, Brigid Walsh 2nd, unanimously approved.

Motion was made to respond to the Complainant. The board states that they will respond to the individual inquiring saying that they see no conflict of interest in their application but that they proceed with awareness of any potential conflict of interest that may arrive. Anne Zahradnick 1st, Brigid Walsh 2nd, unanimously approved.

Update on the 2024 Financial Disclosure Forms- Kayleen Scali informs the Board that the 2024 Financial forms have been sent out. There has been a small change to the process since the law changed it no longer requires forms to be submitted to the County Legislature. All forms will be submitted and filed in the Ulster County Personnel department. Once they have been submitted, Personnel will notify Kayleen Scali to pick them up for the Board to review. Kayleen Scali, asked the board how they would like to review the Financial Disclosure forms. In the past the Board members would come early or stay later, divide up the forms and review. Board members agree that we will continue with that process. Kayleen Scali asked member Paul Tully if she can send his form to his home address.

Next Order of Business is correspondence from the Clerk of the Legislature regarding the 2024 Financial Disclosure form process. Kayleen Scali, shared with the Board that the Clerk had called with regard to no longer having the forms be submitted to the Legislature. That issue has been addressed and the 2024 forms will be submitted to Personnel. Brigid Walsh, notes that the Clerk also asks that the website better clarify and inform people how to submit a complaint. The Board agrees that we are addressing that with the form for the website. Kayleen Scali noted that the Clerk mentioned that the language on the Board of Ethics website needs to be updated. Members discussed inaccuracies. Kayleen Scali, reads the Ethics Law language regarding Board appointments. Chair Pegg, will work on language that accurately reflects the Ethics law and will send an email response for the Board to review to respond back to Clerk Fabella.

Final order of Business, correspondence from the County Attorney regarding the 2023 Financial Disclosure Forms. Board reviews letter from County Attorney, members ask to clarify what commence a proceeding against an individual means and what the consequences would be. Anne Zahradnick suggests that the Board of Ethics chair reach out to the Chair of the Commission and ask why the 2023 Disclosure forms are not being completed by the members. Chair Pegg, requests that the County Attorney sends the individuals a letter and Chair Pegg will reach out to the Chair of the Commission. Chair Pegg, reviews the Ethics Law and Hearing process and potential penalties. Kayleen Scali, reviews current Commission members and Chair. Motion to have the County Attorney to send a letter to the three individuals who have not completed their forms to do so and table further discussions for the next meeting in the event that they have not complied. Brigid Walsh 1st, Stephanie Ellis 2nd, unanimously approved.

7:01 pm Motion to adjourn meeting, Anne Zahradnick 1st, Deborah Schneer 2nd, unanimously approved.