



**BOARD OF ETHICS**  
Alfred C. Constants III  
*Chair*  
Margaret Eaton  
Rabbi Perry Raphael Rank  
Hal Simon  
Michael Goldberg

**TOWN OF OYSTER BAY**  
**BOARD OF ETHICS**  
54 Audrey Avenue  
Oyster Bay, New York 11771  
(516) 624-6860  
[boardofethics@oysterbay-ny.gov](mailto:boardofethics@oysterbay-ny.gov)

**OF COUNSEL:**  
Steven G. Leventhal, Esq.  
\_\_\_\_\_  
Samantha Spadaro  
*Secretary*

**TOWN OF OYSTER BAY BOARD OF ETHICS**

**MEETING:** Monday, February 24, 2020

Town Hall North

**In Attendance:**

Alfred C. Constants III, Chairman

Margaret Eaton

Rabbi Rafi Rank

Hal Simon

Steven G. Leventhal, Counsel

Samantha Spadaro, Secretary

---

**Public Session**

The Meeting was called to order at 4:09 PM.

**1.) Approval of Minutes from the meeting of the November 18, 2019**

The Board voted to approve the minutes of the November 18, 2019 meeting.

Minutes of the November 18, 2019 Public Session Meeting will be posted on the Town website.

**2.) Financial Disclosure**

- **Compliance for Year 2019** (filing year 2018)
  - a. Compliance: There is full compliance.
  - b. Review: A review for these disclosures has been completed and a full report is in the process of being completed.
- **Electronic Filing**

Spoke about the idea of implementing electronic filing for financial disclosure statements. Nassau County and New York City have already implemented this method of filing

- **Compliance year 2020 (filing year 2019)**

Going to begin the process of forming a list of everyone required to file a statement of financial disclosure for 2019.

3.) **Ethics Training for officers and employees**

- All Department Heads have already received their ethics training, in the process of scheduling Ethics Training sessions for all Town Employees and Board Members.

**Financial Disclosure Website**

- Spoke about the idea of implementing electronic filing for financial disclosure statements. Nassau County and New York City have already implemented this method of filing

**Biennial Ethics Training**

- It has been suggested that in the future, individuals on the Policy Makers List be required to attend Ethics Training once every two years and other staff members attend every four years. These changes to the Code of Ethics are in the process of being drafted.

4.) **Website Update**

- Minutes from the Public Sessions of Board meetings continue to be posted on the Town website following approval by the Board.  
Two new forms have been created for the website which can be completed on line and Submitted by email: an Ethics Advice Request and an Ethics Complaint Form.

5.) **Annual Report**

- An Annual Report has been prepared by Steven Leventhal for presentation to the Town Board.

6.) **New York State Comptroller Audit**

- Under a state-wide program including 20 municipalities, a State audit is taking place and is now in the stages of being completed.

7.) **Public Comment**

- There were no members of the public in attendance at the meeting.

10.) **Schedule Next Meeting**

- The next Board meeting will be held on Monday, June 3, 2020 at 4:00 PM in the Town Board Hearing Room.

Upon motion duly made, seconded and unanimously approved, the meeting was adjourned to Executive Session at 4:47 PM, for the purpose of discussing requests for Advisory Opinions.

Samantha Spadaro  
Town of Oyster Bay  
Board of Ethics  
Secretary