



## PUTNAM COUNTY BOARD OF ETHICS

Robert C. Bickford, *Chair*  
Alfonso Lotrecchiano, *Vice Chair* Paul Eldridge, *Secretary*  
Kathleen F. Delamere Nancy Dill

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### ANNUAL REPORT TO THE COUNTY LEGISLATURE AND COUNTY EXECUTIVE

Pursuant to §55-22 of the Putnam County Code of Ethics and Financial Disclosure Law

Under §55-22 of the Putnam County Code of Ethics and Financial Disclosure Law, Chapter 55 of the Code of Putnam County, the Board of Ethics is required to submit, prior to March 15 of each year, a report to the County Executive and the Legislature of the Board's activities in the preceding year.

The Board re-elected Robert Bickford as Chair and elected Alphonso Lotrecchiano as Vice Chair and Paul Eldridge as Secretary.

During 2015, the Board of Ethics met six times. All meetings were open to the public (except for executive sessions to review disclosure statements and consider complaints and requests for advisory opinions).

The following were the principal activities of the Board during 2015:

- The Board followed up a 2011 inquiry to the County Attorney regarding the responsibility and appropriate action of the Board if the Board becomes aware of facts that might constitute a conflict of interest. The Board is awaiting clarification of this issue.
- The Board continued to monitor litigation involving the issues underlying a complaint alleging violations of the Code of Ethics which had, on advice of the County Attorney, been referred to outside counsel for investigation and advice (Legislative approval was obtained to retain such outside counsel). Outside counsel reported that the litigation had been terminated. The Chair notified the complainant that the complaint had been dismissed.
- The Board received a letter from a County resident suggesting a possible Code of Ethics violation by the actions of two employees of the County. The matter was referred to the County Attorney's office which advised that no violation of the Code of Ethics had occurred. The writer was so notified.
- The Board submitted a recommendation to the Legislature to remove any members of County Boards from their positions for continued failure to file annual financial disclosure statements as required by the Code of Ethics. The Chairman discussed the matter at a meeting of the Rules, Enactments & Intergovernmental Relations Committee, after which the Board determined to reconsider the matter.

- The Board proposed two amendments to the Code of Ethics; § 55-2C and § 55-7. The Legislature adopted each amendment, Resolutions 212 & 213, and promulgated them as Local Laws.
- The Board responded to an inquiry from one County employee with respect to outside activities.
- The Board received a complaint regarding a County officer's potential ethics violations. This complaint was referred to an outside counsel for investigation, at the suggestion of the County Attorney.
- The Board received a F.O.I.L. request for copies of correspondence or legal documents related to a protest of assessment by a County officer and employee. The Board advised that it had no documents relevant to the request.
- The Board received a F.O.I.L. request for copies of the most recent financial disclosure statements filed by all current Legislators. The request was referred to the Law Department. The requested forms, with redaction of certain portions, were made available on September 8, 2015.
- The Board received a F.O.I.L. request for a copy of the most recent financial disclosure statement filed by a named Legislator. That request was denied by the Law Department as the requested form has not been received by the Board at this time.
- The Board worked with the County IT Department to develop its own website on which are posted meeting notices, minutes of meetings, a copy of the Code of Ethics, and our Annual Reports. The website address is [www.putnamcountyny.com/boardofethics/](http://www.putnamcountyny.com/boardofethics/).

### **Annual Financial Disclosure Statements**

Under the Code of Ethics, one of the Board's primary responsibilities is to review the annual financial disclosure statements filed by County officers and employees. The review is to assure that the filed forms are complete and responsive on their face to the requirements of the law. The Board's review is done in executive session.

The electronic submission of these statements has been a major improvement for most filers. It is a faster process, eliminates a lot of paper, and provides the filer with an immediate copy of their submission. The Board continues to work to improve the ease and efficacy of online filing of these annual statements.

The following is the record of Financial Disclosure Forms reviewed and accepted during 2015:

March	Accepted 77 forms
April	Accepted 2 forms
June	Accepted 91 forms
July	Accepted 11 forms
September	Accepted 13 forms
November	Accepted 2 forms

In addition, 34 officers did not file at all; they are listed on the attachment.

Dated: February 18, 2016

*Robert C. Bickford*

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PUTNAM COUNTY BOARD OF ETHICS

Robert Bickford, Chair

Alphonse Lotrecchiano, Vice Chair

Paul Eldridge, Secretary

Kathleen Delamere

Nancy Dill

Attachment

Putnam County Board of Ethics  
Report on Annual Financial Disclosure Statements - 2015

Advisory Board Members Who Have Not Filed:

Diana Gulias *	Coordinating Council for People with Disabilities
Robert Joy, Jr.*	Coordinating Council for People with Disabilities
George Kane	Emergency Services Safety Advisory Board
Mike Doherty	Emergency Services Safety Advisory Board
David Jacobsen	Emergency Services Safety Advisory Board
Patricia Frische	Emergency Services Safety Advisory Board
John DelGardo	Enhanced 911 Advisory Board
Alex DiVernieri	Enhanced 911 Advisory Board
John VanTassel	Traffic Safety Board
Kathleen Macken	Transportation Advisory Council
Jennifer Maher	Transportation Advisory Council
James Sullivan****	Veterans Memorial Park Advisory Board
Thomas Jacobellis	Youth Board
Dena Altavilla	Youth Board
Christina Barnard	Youth Board
Maxine Reddy	Youth Board
Isabel Pompa	Youth Board

Policy Board Members Who Have Not Filed:

Jacqui Gueft	Agriculture & Farmland Protection Board
Brian Bergen	Agriculture & Farmland Protection Board
Mary Ellen Finger	Agriculture & Farmland Protection Board
Carmine Ricci, Jr.*	Board of Electrical Examiners
Michael Gaesser*****	Board of Health
Michael Porcelli**	Home Improvement Board
Christopher Cusanelli	Home Improvement Board
Anthony S. Rossano	Home Improvement Board
Charles Hull	Home Improvement Board
Paul Harnish	Home Improvement Board
Stephen Alonge*	Plumbing Board
Russell Bleakley	Plumbing Board
Neal L. Sullivan*	Putnam County Industrial Development Agency
Vincent Murphy	Putnam County Industrial Development Agency
Theresa G. Waivada	Putnam County Industrial Development Agency
Marshall Mermell	Empire Zone Board
John Degnan	Empire Zone Board
Jack Smoot	Empire Zone Board
Robert Buckley	Empire Zone Board
Stephen J. Baranowski	Empire Zone Board

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\*number of asterisks indicates number of years not filed