

# Town of Copake - Board of Ethics

230 Mountain View Road  
Copake, NY 12516

## ETHICS INQUIRY/COMPLAINT

CHAPTER 23 OF THE COPAKE TOWN CODE IS THE LEGAL BASIS FOR THE BOARD OF ETHICS. IT STATES THE NEED FOR PUBLIC OFFICERS AND EMPLOYEES OF THE TOWN WHETHER ELECTED OR APPOINTED AND WHETHER PAID OR UNPAID TO OBSERVE A HIGH DEGREE OF MORAL CONDUCT. THIS INCLUDES NOT KNOWINGLY MAKING A FALSE OR DECEPTIVE STATEMENT AND NOT PARTICIPATING IN ANY BUSINESS THAT SHALL CONSTITUTE A CONFLICT OF INTEREST.

Person about whom you are requesting an inquiry/filing a complaint:

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Position, if any, as part of town government or as an employee of the Town of Copake

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ALL COMPLAINTS/INQUIRIES ARE CONFIDENTIAL AND SHOULD BE SENT TO THE ABOVE ADDRESS! Only officials and employees and appointees and citizens of the Town of Copake may submit a formal complaint to the Board of Ethics. The Board of Ethics may only receive complaints about Town elected officials, municipal employees and persons serving in appointed positions by the Town Board.

Your Name \_\_\_\_\_

Your Mailing Address \_\_\_\_\_

\_\_\_\_\_

Your Phone Number \_\_\_\_\_

You will receive an acknowledgement of your inquiry/complaint in the mail.

You may be required to make a personal appearance before the Board of Ethics to provide additional information concerning your inquiry/complaint. For your inquiry/complaint to be considered you must enter your full legal name, address and phone number and sign the complaint/inquiry. The Board may contact the person about whom you are inquiring/complaining to appear before the Board to present their testimony. The Board of Ethics acts in an advisory capacity to the Town Board. The suggested resolution of your complaint/inquiry will be forwarded to the Town Board for action at which time you will

receive a written notice from the Town Board concerning its ruling on your inquiry/complaint. (7/2008)