



Board of Ethics

Gina Merlo, Chairperson

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To: Town Board of Cambria, Sanborn, New York
From: Town of Cambria Board of Ethics, Gina L. Merlo, Chairperson
Date: May 21, 2026
Subject: Board of Ethics Concern - Matter 2026-002

To Whom it May Concern,

On April 22, 2026, the Town of Cambria Board of Ethics discussed an emerging concern regarding Town Board internal advisory queries. As noted in public record, this meeting was fully attended by the following:

Linda Hardt, Committee Member
Gina Merlo, Chairperson

Ruth Pattison, Committee Member
Abraham Platt, Esq., Town of Cambria Attorney

It has come to the attention of the Town of Cambria Board of Ethics that a procedural change is necessary for all future internal advisory questions submitted by any Town of Cambria employee, including Board Members. As noted in *Article II 10-3 of the Town of Cambria Code of Ethics*, an employee is deemed "any employee of the Town whether paid or unpaid, whether serving in a full-time, part-time or advisory capacity."

As advisory inquiries potentially involve a detailed analysis of federal, state, or local laws, as well as prior precedent, and/or local contract language, it is necessary that a standardized written and signed inquiry form be submitted for all inquiries to the Town of Cambria Board of Ethics going forward. Please be aware that as the Town of Cambria Board of Ethics simply cannot offer an opinion via word of mouth, hearsay, or the delayed memories of any town employee or Board Member, no further advisory opinions will hereby be rendered without a written and signed inquiry form.

Please note that this form will be available to all Town of Cambria employees at the Town Hall and located where internal forms are found. Completed and signed forms are to be sealed in an envelope and placed in the Cambria Board of Ethics mailbox, #21.

The Town of Cambria Board of Ethics thanks you for your consideration in this matter and looks forward to helping in our capacity.

Sincerely,

Gina L. Merlo, Chairperson

