



Board of Ethics

Ruth Pattison, Acting Chairperson

4160 Upper Mountain Road • Sanborn, NY 14132-9416
716-433-7664 • Fax: 716-433-7164 • www.townofcambria.gov

Board of Ethics Meeting Minutes

Date: September 16, 2026

Time: 6:00 p.m.

1. Call to Order:

- Ruth Pattison called the meeting to order at 6:31 p.m.

2. Roll Call/Attendance:

- Members Present: Linda Hardt, and Ruth Pattison
- Also Present: Abraham J. Platt, Esq., Town Attorney for the Town of Cambria

3. Approval of Meeting Minutes dated May 20, 2026:

- Motion: Linda Hardt moved, and Ruth Pattison seconded, to ratify the Board of Ethics meeting minutes dated May 20, 2026.

Vote: Unanimous (2-0).

Action Taken: Motion adopted.

Roll Call Vote: Linda Hardt—AYE; Ruth Pattison—AYE

4. Concerns of the Citizens:

- No citizens were in attendance.

5. New Business:

- Resignation of the Board of Ethics Chairperson

Resignation: Gina Merlo submitted a letter to the Town Board resigning from the Board of Ethics, effective August 31, 2026.

Acting Chairperson: Under Section IV(I) of the Town of Cambria Code of Ethics, the Secretary serves as Acting Chairperson when the Chairperson is absent.

Board Vacancy: Abraham Platt reported that, at its previous meeting, the Town Board had sought an additional member for the Board of Ethics; however, no one expressed interest.

- Internal Advisory Request Form

Discussion: The Board discussed adding revision dates to the previously approved standard form used by Town of Cambria employees to request advisory reviews, recommendations, or written opinions.

Motion: Linda Hardt moved, and Ruth Pattison seconded, to approve adding a revision date to the Internal Advisory Request Form.

Vote: Unanimous (2-0).

Action Taken: Motion adopted.



Board of Ethics

Ruth Pattison, Acting Chairperson

4160 Upper Mountain Road • Sanborn, NY 14132-9416
716-433-7664 • Fax: 716-433-7164 • www.townofcambria.gov

- Ethics Violation Complaint Form

Discussion: The Board discussed adding a revision date to the previously approved standard form for written complaints submitted by non-employees.

Motion: Linda Hardt moved, and Ruth Pattison seconded, to approve adding a revision date to the Ethics Violation Complaint Form.

Vote: Unanimous (2-0).

Action Taken: Motion adopted.

6. Old Business:

- Appropriations and Reimbursement

When reimbursement is needed, the Board Secretary will audit the claims voucher and submit it to the Town Clerk for reimbursement of personal expenses incurred on the Board's behalf.

7. Announcements:

- Next Meeting: Ruth Pattison moved to schedule the next Board of Ethics meeting for January 20, 2027, at 6:00 p.m.

Inclement Weather: If the meeting is canceled because of inclement weather, it will be rescheduled.

Complaint-Related Meeting: If a complaint is received, members will be notified of the new meeting date.

Motion: Linda Hardt moved, and Ruth Pattison seconded the next schedule meeting.

Vote: Unanimous (2-0).

Action Taken: Motion adopted

8. Adjournment:

- Motion: Ruth Pattison moved, and Linda Hardt seconded, to adjourn the meeting at 6:08 p.m.

Vote: Unanimous (2-0).

Action Taken: The motion was adopted.

Respectfully submitted,
Ruth Pattison
Acting Chairperson and Secretary
Town of Cambria Board of Ethics