

TOWN OF EAST HAMPTON  
ETHICS COMMISSION  
SPECIAL MEETING  
TUESDAY, JANUARY 17, 2023  
TOWN HALL 2<sup>ND</sup> FLOOR MEETING ROOM #207

Minutes

Present: Allison Kane, Mark Laraia, Gabe Stein and Linda Ursin. Town Attorney Richard Carella joined the meeting at 7:00pm

**Call to Order**

The meeting was called to order at 6:50p.m. in the Town Hall 2<sup>nd</sup> Floor Meeting Room #207.

**Introduction of Members**

Members introduced themselves and provided a brief overview of their background.

**Nomination and Election of Chairperson**

A motion was made by Ms. Ursin, seconded by Mr. Stein, to nominate Mark Laraia as Chairman. Voted (4-0)

**Nomination and Election of Vice Chairman**

A motion was made by Mr. Laraia, seconded by Ms. Ursin, to nominate Allison Kane as Vice Chairperson. Voted (4-0)

**Review of the Rules and Procedures for Processing a Complaint**

Town Attorney Richard Carella reviewed the Rules and Procedures that are currently in place for the Commission. He reviewed a possible issue in the Ordinance that states “No member or alternate member shall hold office in any political party, political action committee or be a member of any other type of political committee.” One member of the Commission is a member of the Republican Town Committee. He will determine if just being a member of that committee is an issue if they are not an officer.

Attorney Carella indicated there is a complaint that has been received. Members reviewed the sample Notice of Receipt of an Ethics Complaint Letter. The letter will be prepared for the current complaint and will be signed by Chairman Laraia. The Respondent and Complainant have 15 days from the date of mailing of the Notice of Receipt to respond, which is after February 4<sup>th</sup>.

**Set Next Meeting Date**

The next meeting will be held on Tuesday, February 21, 2023 at 6:30pm at Town Hall.

**Adjournment**

A motion was made by Ms. Kane, seconded by Mr. Laraia, to adjourn the meeting at 7:37pm. Voted (4-0)

Respectfully submitted,

Cathy Sirois  
Recording Secretary