



## COLUMBIA COUNTY BOARD OF ETHICS

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March 11, 2019

### Required Filer:

In accordance with the Code of Ethics of Columbia County § 48-15 the government position you currently hold and/or held during calendar year 2018 has been designated as “required to file” an annual statement of financial disclosure. “Any officer or employee of the County of Columbia, whether paid or unpaid, serving in a fulltime, part-time or advisory capacity” (§ 48-2) may be required to file if their official duties “include policy-making or purchasing responsibilities” (§ 48-15.B).

Included with this letter is a Financial Disclosure Statement (FDS) for calendar year 2018 which you will need to complete and to return no later than **May 15** (§ 48-20.B). The Board of Ethics understands the form is somewhat vague and prone to misunderstanding; however, it is written in statute and attempts to make the form more straightforward and easier to understand were never approved. Thus, we are required to use the existing form and language, and will be required to reprimand and fine those individuals who do not comply in accordance with § 48-21 of this said statute.

We have included Advisory Opinion 12-02, which explains in greater detail, how the FDS form **must** be completed with respect to the Code of Ethics of the County of Columbia adopted pursuant to Article 18 of the General Municipal Law or any other general or special law related to ethical conduct and interests in contacts of municipal officers and employees.

Respectfully yours,  
on behalf of the entire Board,

Richard H. A. Washburn, Chairman