

Clerk Hardwick

From: Clerk Hardwick
Sent: Monday, August 07, 2017 1:13 PM
To: 'chris buelow'
Cc: Theresa Cofske
Subject: RE: Answer to question

Chris – Thanks for the response. I'll be looking forward to you filing the forms. Paula

From: chris buelow [mailto:dryoptera@yahoo.com]
Sent: Monday, August 07, 2017 11:14 AM
To: Clerk Hardwick <clerk@townofhardwick.com>
Cc: Theresa Cofske <assistant@townofhardwick.com>; Jenna Garvey <jennag11@yahoo.com>
Subject: Fw: Answer to question

Hi Paula, for your records, below is the email response from the ethics commission regarding my appointment to the Paige Board of Trustees. This email was in response to a telephone conversation with Amy Bressler Nee of the ethics commission. I will submit the forms shortly.

Thanks - Chris

----- Forwarded Message -----

From: chris buelow <dryoptera@yahoo.com>
To: "Nee, Amy (ETH)" <amy.nee@state.ma.us>
Sent: Friday, May 19, 2017 6:03 PM
Subject: Re: Answer to question

Great, thank you - Chris

From: "Nee, Amy (ETH)" <amy.nee@state.ma.us>
To: "dryoptera@yahoo.com" <dryoptera@yahoo.com>
Sent: Friday, May 19, 2017 5:35 PM
Subject: Answer to question

CONFIDENTIAL

Dear Mr. Buelow:

As a follow-up to our conversation about the conflict of interest law, G.L. c. 268A, below are links to a form and instructions for a disclosure under § 23(b)(3) of the law.

Link to a § 23(b)(3) disclosure:

<http://www.mass.gov/ethics/disclosure-forms/disc-23b3-favor-or-influence-new2-7-10-12.doc>

Link to instructions for a § 23(b)(3) disclosure:

Please let me know if you have any further questions.

- Amy

Amy Bressler Nee
Staff Counsel
State Ethics Commission
One Ashburton Place
Boston, MA 02108
(617) 371-9527

Please note my new e-mail address: Amy.Nee@MassMail.State.MA.US

The information contained in this communication, including any attachments, is confidential, is intended for the use of the recipient(s) named above, and may be exempt from public disclosure or subject to the attorney/client or work product privileges. If the reader of this message is not an intended recipient, you are notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you receive this communication in error, please delete it and destroy all copies.

rk Hardwick

From: chris buelow <dryoptera@yahoo.com>
Sent: Monday, August 07, 2017 11:10 AM
To: Clerk Hardwick
Cc: Theresa Cofske; jennag11@yahoo.com
Subject: RE: ethics

Hi Paula,

I'm sorry that I lost track of this.

I had called the ethics board prior to the appointment and was told that this situation was not a violation of the ethics code, but that I should file a disclosure with the Town if I was appointed. I have the forms and will fill them out and file them asap. I'll also forward you the email from the ethics board now.

Again, I apologize for losing track of this and will get this taken care of shortly.

Thanks - Chris

Hi Jenna - I do not have Chris's email address. Please pass this on to him.

Before you were appointed to the Paige Library Trustees I suggested you make a call in to ethics in Boston about serving on the same board as Jenna. Nothing was ever filed with me. Can you update me on this status?? Thanks Paula

rk Hardwick

o: Jenna Garvey
Cc: Theresa Cofske
Subject: ethics

Hi Jenna - I do not have Chris's email address. Please pass this on to him.

Before you were appointed to the Paige Library Trustees I suggested you make a call in to ethics in Boston about serving on the same board as Jenna. Nothing was ever filed with me. Can you update me on this status?? Thanks Paula

**DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b)(3)**

	PUBLIC EMPLOYEE INFORMATION
Name of public employee:	Chris Buelow
Title or Position:	Paige Trustee
Agency/Department:	Paige Memorial Library
Agency address:	87 Petersham Road PO Box 128 Hardwick, Massachusetts 01037
Office Phone:	413 .477.6704
Office E-mail:	director.paigelibrary@gmail.com
	In my capacity as a state, county or municipal employee, I am expected to take certain actions in the performance of my official duties. Under the circumstances, a reasonable person could conclude that a person or organization could unduly enjoy my favor or improperly influence me when I perform my official duties, or that I am likely to act or fail to act as a result of kinship, rank, position or undue influence of a party or person. I am filing this disclosure to disclose the facts about this relationship or affiliation and to dispel the appearance of a conflict of interest.
	APPEARANCE OF FAVORITISM OR INFLUENCE
Describe the issue that is coming before you for action or decision.	My wife, Jenna Garvey, is also a Trustee of the Page Memorial Library
What responsibility do you have for taking action or making a decision?	The Standard responsibilities of a Trustee.
Explain your relationship or affiliation to the person or organization.	Spouse.
How do your official actions or decision matter to the person or organization	No more than they would matter to any other Trustee.

RECEIVED

AUG 15 2017

TOWN CLERK

Additional: Additional facts – e.g., why there is a low risk of undue favoritism or improper influence.	
If you cannot confirm this statement, you should recuse yourself.	WRITE AN X TO CONFIRM THE STATEMENT BELOW. ☒ Taking into account the facts that I have disclosed above, I feel that I can perform my official duties objectively and fairly.
Employee signature:	
Date:	August 14, 2017

Attach additional pages if necessary.

Not elected to your public position – file with your appointing authority.

Elected state or county employees – file with the State Ethics Commission.

Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.

Elected municipal employee – file with the City Clerk or Town Clerk.

Elected regional school committee member – file with the clerk or secretary of the committee.

Hardwick

Chris Buelow

Ethics Disclosure

From:
To:
Cc:
Subject:
Attachments:

chris buelow <dryoptera@yahoo.com>
Monday, August 14, 2017 9:33 PM
Theresa Cofske
Clerk Hardwick
chris buelow - disclosure form for paige memorial board of trustees
Buelow - Ethics Discloure - Paige Trustee - 2017-08-14.doc

Hi Theresa,

At the suggestions of the State Ethics Board, I am submitting the attached Disclosure Form regarding my appointment to the Paige Memorial Library Board of Trustees. The Ethics Board suggested that I submit this form to the Select Board due to the fact that my wife, Jenna Garvey, also serves on the Paige Board of Trustees.

Please let me know if you need more information, or have any questions.

Thanks - Chris

**DISCLOSURE BY NON-ELECTED MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST
AND DETERMINATION BY APPOINTING AUTHORITY
AS REQUIRED BY G. L. c. 268A, § 19**

	MUNICIPAL EMPLOYEE INFORMATION
Name:	Rebecca Bottomley
Title or Position:	Hardwick Conservation Commission Vice Chair
Municipal Agency:	Hardwick Conservation Commission
Agency Address:	307 Main Street Gilbertville, Ma 01031
Office Phone:	413 477-6197 ext 105
Office E-mail:	conservation@townofhardwick.com
	My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.
	PARTICULAR MATTER
Particular matter E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding.	Please describe the particular matter. I am serving on the Hardwick Conservation Commission and a Notice of Intent for the Hardwick Road Pump Station Project has been submitted to the Commission for review and approval. I am disclosing that I am also an abutter to the property for the proposed construction of the waste water Pump Station.
Your required participation in the particular matter: E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.	Please describe the task you are required to perform with respect to the particular matter. The Hardwick Conservation is a 5 member board, but there are 3 commissioners serving at the present time. For a quorum, all 3 members must be present to review and vote on the proposed project.
	FINANCIAL INTEREST IN THE PARTICULAR MATTER
Write an X by all that apply.	☒ I have a financial interest in the matter. ☐ My immediate family member has a financial interest in the matter. ☐ My business partner has a financial interest in the matter. ☐ I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter. ☐ I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.

RECEIVED
 2022 OCT 24 A 10:24
 TOWN CLERK
 HARDWICK, MA

I move that the Board vote to acknowledge the conflict of interest disclosure filed by Rebecca Bottomley relative to her participation as a member of the Conservation Commission with respect to the Hardwick Road Pump Station project and that the Board declare that she may participate in the matter because her interest is not so substantial as to be deemed likely to affect the integrity of the services which the Town may expect from her.

Motion made by K.Kemp. Seconded by H.R.Ruggles.Motion passed (3:0)

RECEIVED

2022 OCT 24 A 10:24

TOWN CLERK
HARDWICK, MA

**DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b)(3)**

PUBLIC EMPLOYEE INFORMATION	
Name of public employee:	COLE, WILLIAM R. RECEIVED
Title or Position:	MEMBER (ELECTED) 2023 AUG 14 P 3:38
Agency/Department:	PLANNING BOARD (TOWN OF HARDWICK)
Agency address:	ST PO BOX 575 GILBERTVILLE MA 01031
Office Phone:	413-477-6700
Office E-mail:	HardwickPlanningBoard@comcast.net
In my capacity as a state, county or municipal employee, I am expected to take certain actions in the performance of my official duties. Under the circumstances, a reasonable person could conclude that a person or organization could unduly enjoy my favor or improperly influence me when I perform my official duties, or that I am likely to act or fail to act as a result of kinship, rank, position or undue influence of a party or person. I am filing this disclosure to disclose the facts about this relationship or affiliation and to dispel the appearance of a conflict of interest.	
APPEARANCE OF FAVORITISM OR INFLUENCE	
Describe the issue that is coming before you for action or decision.	ZONING/REZONING APPLICATIONS, TO ALLOW REDZONING AND EXPANSION OF LANDFILL.
What responsibility do you have for taking action or making a decision?	PB will hold public hearings, and may vote to recommend or not recommend approval at Town Meeting
Explain your relationship or affiliation to the person or organization.	I was a vocal opponent of a similar proposal, by the same entities, from 2004-2007. I was a citizen and resident - not on any Boards or Commissions

How do your official actions or decision matter to the person or organization?	Planning Board hosted hearings and vote can influence outcome at Town Meeting.
Optional: Additional facts – e.g., why there is a low risk of undue favoritism or improper influence.	
If you cannot confirm this statement, you should recuse yourself.	WRITE AN X TO CONFIRM THE STATEMENT BELOW. ☒ Taking into account the facts that I have disclosed above, I feel that I can perform my official duties objectively and fairly.
Employee signature:	William R. Cole
Date:	7/27/23

Attach additional pages if necessary.

Not elected to your public position – file with your appointing authority.

→ Elected state or county employees – file with the State Ethics Commission.

Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.

Elected municipal employee – file with the City Clerk or Town Clerk.

Elected regional school committee member – file with the clerk or secretary of the committee.

2023 AUG 14 P 3:38

RECEIVED

**DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b)(3)**

Filed
5/7/18
[Signature]

PUBLIC EMPLOYEE INFORMATION

Name of public employee:

Harry T. Comerford

Title or Position:

Vice Chairman of the Hardwick
Planning Board

Agency/Department:

Hardwick planning Board

Agency address:

Town of Hardwick
Municipal Office Building
307 Main Street
Hardwick, MA 01037

Office Phone:

413-477-6197

Office E-mail:

assistant@townofhardwick.com

In my capacity as a state, county or municipal employee, I am expected to take certain actions in the performance of my official duties. Under the circumstances, a reasonable person could conclude that a person or organization could unduly enjoy my favor or improperly influence me when I perform my official duties, or that I am likely to act or fail to act as a result of kinship, rank, position or undue influence of a party or person.

I am filing this disclosure to disclose the facts about this relationship or affiliation and to dispel the appearance of a conflict of interest.

**APPEARANCE OF FAVORITISM OR
INFLUENCE**

Describe the issue that is coming
before you for action or decision.

Eagle Hill School (EHS) is going to
build a new building on it's campus.
EHS has to present a Site Plan to the
Hardwick Planning Board to review
and vote on.

What responsibility do you have for taking action or making a decision?

I am a member of the Planning Board and I will have to participate in the EHS Site Plan and vote on the Site Plan.

Explain your relationship or affiliation to the person or organization.

I lease a house to EHS and my son-in-law, Michael Foley, lives in the house. EHS pays part of the rent and Mr. Foley, who works at EHS, pays part of the rent.

How do your official actions or decision matter to the person or organization?

There is no financial impact concerning myself or Mr. Foley associated with the new building and the lease is an unrelated business agreement with EHS.

Optional: Additional facts – e.g., why there is a low risk of undue favoritism or improper influence.

If you cannot confirm this statement, you should recuse yourself.

WRITE AN X TO CONFIRM THE STATEMENT BELOW.

 X Taking into account the facts that I have disclosed above, I feel that I can perform my official duties objectively and fairly.

Employee signature:

Date: 05/03/2018



Attach additional pages if necessary.

Not elected to your public position – file with your appointing authority.

Elected state or county employees – file with the State Ethics Commission.

Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.

Elected municipal employee – file with the City Clerk or Town Clerk.

Elected regional school committee member – file with the clerk or secretary of the committee.

Size: 4 MB

ACN (2)

bearfrigon

hardwick

Hcomerford (7)

Jcomerf463

landfill

PARTY

recycle commission (3)

rulanfam

selectmen (3)

SPENCER SAVINGS B

ZBA (1)

Mr. Comerford,

Harry Comerford

9/10/13

Thank you for your email confirming our telephone conversation of August 27, 2013.

It is my understanding that you are an elected and unpaid member of the Planning Board (PB). You are also an appointed and unpaid member recently elected to the Board of Selectmen (BOS). Members of the BOS receive a stipend. As we discussed, you do not need any exemptions and positions in Town. If you obtain another municipal position, then I recommend that you call the Ethics Commission's Attorney of the Day for addit

During our discussion, I recommended that you file a disclosure form pursuant to G.L. c. 268A, section 23(b)(3) with the Town Clerk prior to the BOS. You should disclose that you previously participated in a matter involving the solar facility as a member of the PB and that this does not member of the BOS in participating in the PILOT contract that involves the same solar facility.

I hope that this advice is helpful. Both this letter and your request for advice are confidential by statute. This means that you are free to discuss the Commission may not disclose your request or any other identifying information unless you consent, or unless you misrepresent the contents of this letter. If you need any further assistance, please do not hesitate to contact me.

Very truly yours,

Norah K. Mallam

Staff Attorney

State Ethics Commission

One Ashburton Place, Room 619

Boston, MA 02108

617-371-9500

The information contained in this communication, including any attachments, is confidential, is intended for the use of the recipient(s) named above, and may be exempt from public release under the provisions of the Freedom of Information Act. If the reader of this message is not an intended recipient, you are notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you are an intended recipient and you are not the named recipient, please do not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. If you are not the named recipient and you are not the intended recipient, please do not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. If you are not the named recipient and you are not the intended recipient, please do not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system.

From: Darb119@comcast.net [mailto:Darb119@comcast.net]

Sent: Tuesday, August 27, 2013 4:58 PM

To: Norah Mallam

Subject: Hardwick-Harry Comerford

RECEIVED
2013 SEP 10 P 12:01
TOWN CLERK
HARDWICK, MA

**DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b)(3)**

	PUBLIC EMPLOYEE INFORMATION
Name of public employee:	HARRY T. POMERFORD RECEIVED
Title or Position:	Selectman - Planning Board 2013 AUG 27 P 1:38
Agency/Department:	TOWN OF HARDWICK TOWN CLERK HARDWICK, MA
Agency address:	
Office Phone:	413-477-6197
Office E-mail:	
	In my capacity as a state, county or municipal employee, I am expected to take certain actions in the performance of my official duties. Under the circumstances, a reasonable person could conclude that a person or organization could unduly enjoy my favor or improperly influence me when I perform my official duties, or that I am likely to act or fail to act as a result of kinship, rank, position or undue influence of a party or person. I am filing this disclosure to disclose the facts about this relationship or affiliation and to dispel the appearance of a conflict of interest.
	APPEARANCE OF FAVORITISM OR INFLUENCE
Describe the issue that is coming before you for action or decision.	I am a member of the Planning Board and a Selectman. The Dunrobin Golf Course is before the Planning Board for a Solar Facility Site Plan Review. The Selectmen will be negotiating a payment-in-lieu-of-taxes (PILOT) Contract w/ the solar Developer.
What responsibility do you have for taking action or making a decision?	On the Planning Board we review the Site Plan so that it complies with the zoning bylaws. On the We are in the hearing process of reviewing the Site Plan.
Explain your relationship or affiliation to the person or organization.	Planning Board member and Selectman.
How do your official actions or decision matter to the person or organization?	- The Planning Board reviews the Site Plan and makes conditions for the Developer. - The Select Board negotiates the PILOT

Additional: Additional facts – e.g., why there is a low risk of undue favoritism or improper influence.	
If you cannot confirm this statement, you should recuse yourself.	WRITE AN X TO CONFIRM THE STATEMENT BELOW. ☒ Taking into account the facts that I have disclosed above, I feel that I can perform my official duties objectively and fairly.
Employee signature:	<i>Harry D. Curfear</i>
Date:	08/27/2013

Attach additional pages if necessary.

Not elected to your public position – file with your appointing authority.

Elected state or county employees – file with the State Ethics Commission.

Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.

Elected municipal employee – file with the City Clerk or Town Clerk.

Elected regional school committee member – file with the clerk or secretary of the committee.

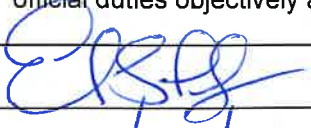
**DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b)(3)**

RECEIVED

MAY 14 2018

TOWN CLERK

PUBLIC EMPLOYEE INFORMATION	
Name of public employee:	ERIK FLEMING
Title or Position:	PLANNING BOARD CHAIR
Agency/Department:	PLANNING BOARD
Agency address:	307 MAIN ST, HARAWICK
Office Phone:	
Office E-mail:	
	In my capacity as a state, county or municipal employee, I am expected to take certain actions in the performance of my official duties. Under the circumstances, a reasonable person could conclude that a person or organization could unduly enjoy my favor or improperly influence me when I perform my official duties, or that I am likely to act or fail to act as a result of kinship, rank, position or undue influence of a party or person. I am filing this disclosure to disclose the facts about this relationship or affiliation and to dispel the appearance of a conflict of interest.
APPEARANCE OF FAVORITISM OR INFLUENCE	
Describe the issue that is coming before you for action or decision.	SITE PLAN REVIEW FOR EAGLE HILL SCHOOL MATH & SCIENCE BUILDING
What responsibility do you have for taking action or making a decision?	IF NECESSARY, VOTING MEMBER OF P.B.
Explain your relationship or affiliation to the person or organization.	I AM ON THE BOARD OF TRUSTEES OF EAGLE HILL SCHOOL
How do your official actions or decision matter to the person or organization?	

Optional: Additional facts – e.g., why there is a low risk of undue favoritism or improper influence.	SITE PLAN REVIEW, NOT SPECIAL PERMIT
If you cannot confirm this statement, you should recuse yourself.	WRITE AN X TO CONFIRM THE STATEMENT BELOW. ☒ Taking into account the facts that I have disclosed above, I feel that I can perform my official duties objectively and fairly.
Employee signature:	
Date:	5/14/18

Attach additional pages if necessary.

Not elected to your public position – file with your appointing authority.

Elected state or county employees – file with the State Ethics Commission.

Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.

Elected municipal employee – file with the City Clerk or Town Clerk.

Elected regional school committee member – file with the clerk or secretary of the committee.

Hardwick Planning Board
Municipal Offices
307 Main Street
Gilbertville, MA 01031
Planning Board Room
May 15, 2018

Approved 6/26/18

RECEIVED
SEP 29 2018
TOWN CLERK

6:45PM

Public Hearing – Eagle Hill School – STEM bldg.- Site Plan Review

Members present: Joe Elliott, Eric Vollheim, Harry Comerford, and Erik Fleming
Present: Lucinda Childs (clerk), Keith Terry of Sherman & Frydryk, LLC

Notice of Public Hearing was read by Clerk. Mr. Terry presented plans of layout (not including architectural elevations). Harry Comerford moved to retain a professional engineer/architect to conduct review of site plan and advise the Planning Board per HZB 5.3.5, seconded by Eric Vollheim. All in favor.

✓ Harry Comerford disclosed for the record that he leases property to Eagle Hill School and also his son-in-law works for Eagle Hill School. He has no financial attachment to the School and he has consulted the Ethics Commission of Massachusetts. Erik Fleming disclosed for the record that he is on the Eagle Hill School Board of Trustees, Chairman of the Building Committee, leases property and buildings to EHS and is an abutter. There is no personal financial compensation for these activities. As Chairman, he evokes the Rule of Necessity for the purpose of this Site Plan Approval process. ✓

Harry Comerford cited ongoing concerns about: the excessive night-sky lighting from the already existing buildings; the sewer line that is now owned by the Town with some recent issues, questioned if there be an increase of use or hazardous material from laboratories going into sewer system; water run-off from rain events; safety vehicles accessibility. Erik Fleming noted that there are just two additional lighting posts expected to be added. Joe Elliott suggested that downward lighting could be required for this new building.

7:25PM Eric Vollheim moved to continue Public Hearing to May 22, 2018 at 6:45PM, Harry Comerford seconded. All in favor.

**DISCLOSURE OF FINANCIAL INTEREST
BY A SPECIAL MUNICIPAL EMPLOYEE
AS REQUIRED BY G.L.c. 268A §20(c) and §20(d)**

You are only eligible for these exemptions if you satisfy the requirements of a special municipal employee G.L.c.268A §1(n):

A municipal employee who is not a mayor, a member of the board of aldermen, member of the city council, or a selectman in a town with a population in excess of ten thousand persons and whose position has been expressly classified by the city council, or board of aldermen if there is no city council, or board of selectmen, as that of a special employee under the terms and provisions of this chapter; provided, however, that a selectman in a town with a population of ten thousand or fewer persons shall be a special municipal employee without being expressly so classified. All employees who hold equivalent offices, positions, employment or membership in the same municipal agency shall have the same classification; provided, however, no municipal employee shall be classified as a "special municipal employee" unless he occupies a position for which no compensation is provided or which, by its classification in the municipal involved or by the terms of the contract or conditions of employment, permits personal or private employment during normal working hours, or unless he in fact does not earn compensation as a municipal employee for an aggregate of more than eight hundred hours during the preceding three hundred and sixty-five days. For this purpose compensation by the day shall be considered as equivalent to compensation for seven hours per day. A special municipal employee shall be in such status on days for which he is not compensated as well as on days on which he earns compensation. All employees of any city or town wherein no such classification has been made shall be deemed to be "municipal employees" and shall be subject to all the provisions of this chapter with respect thereto without exception.

1. Name: ERIK L. FLEMING
2. Title: PLANNING BOARD / LANDFILL ADVISORY COMM.
3. Agency: TOWN OF HARDWICK
4. Agency Address: _____
5. Daytime Telephone Number: 413-477-0041
6. Description of contract in which you have a financial interest: NONE
7. Contracting municipal agency: _____
8. Date of contract: _____
9. Description of the financial interest(s), including the dollar amount, you or members of your immediate family have in this contract: NONE
10. If you seek an exemption under §20(d), have you received an exemption from the city council or board of aldermen, if there is no city council, the board of selectmen or district prudential committee?
Yes: ☒ Date: 11/19/03
[Signature] Date: 11/24/03
Signature

After disclosure (and approval, if needed) are completed and signed, file this with the city or town clerk.

TOWN OF HARDWICK
Commonwealth of Massachusetts



Board of Selectmen, PO Box 575, Gilbertville, MA 01031
Phone: (413)477-6197

November 19, 2003

Eric Vollheim
North Road
Hardwick, MA 01037

Re: Landfill Advisory Committee Appointment

Dear Mr. Vollheim:

At a meeting of the Board of Selectmen held on Tuesday, November 18, 2003 you were appointed to the Landfill Advisory Committee.

Please present yourself to the Town Clerk to be qualified for office. The Town Clerk holds office hours on Monday from 8:30 AM to 4:30 PM and 6:30 PM to 9:00 PM, Tuesday from 1:00 PM to 4:30 PM, Wednesday from 8:30 AM to 12:00 noon and the third Saturday of the month from 8:30 AM to 12:00 noon.

The first meeting of this committee will be held on Tuesday, November 25, 2003 at 6:00 PM at the Municipal Office Bldg., 307 Main St., Gilbertville.

Thank you for your interest in town service.

Sincerely,

Sherry Patch
Administrative Assistant

Sp

Cc: Town Clerk

Term Expires: 6/30/04

Hardwick Town Clerk

From: Jenna Garvey <jennag11@yahoo.com>
Sent: Thursday, March 16, 2023 3:22 PM
To: Hardwick Town Clerk
Subject: State Ethics
Attachments: certificate_of_completion (1).pdf; Disclosure letter.docx

RECEIVED

2023 MAR 16 P 3:25

TOWN CLERK
HARDWICK, MA

Hi Ryan-

Hope this e-mail finds you well. I recently had to take the MA State Ethics test for my job as a Librarian in Barre, so I figured that I would send you a copy of the certificate for your records. I think I remember you mentioning that there was no need to take the test multiple times and that this certificate could be added to my 'Hardwick file'. Please let me know if this is not the case and I can take it again if need be. Also, it dawned on me (after taking the ethics test) that I never actually submitted a disclosure letter regarding my daughter being a student at Eagle Hill, so I've attached that as well. Please let me know if there's anything else I should do, or if you have any questions. Many thanks!

-Jenna Garvey :)

March 16, 2023

RECEIVED

Letter of Disclosure

2023 MAR 16 P 3:25

To Whom It May Concern,

TOWN CLERK
HARDWICK, MA

I am writing this letter as a matter of public record in order to inform the Town of Hardwick that my daughter, Vladia Buelow, is currently a student at Eagle Hill School in the town of Hardwick. She plans on being a student at the school until she graduates in 2027.

As of this writing, I am an elected member of the Planning Board, the Paige Library Board of Trustees and the Quabbin Regional School Committee. I am also an appointed member of the Hardwick/New Braintree Cultural Council and the Capital Planning Committee.

If Eagle Hill School brings a project before the Planning Board, it is my intention to abstain from voting on that project, unless there is a need to invoke the rule of necessity. Should Eagle Hill School be presented as a topic in any capacity in which I have an official role, I would make sure to publically announce my affiliation with the school. Should it be necessary to participate in any vote or decision (for example a grant application to the Cultural Council, or the schools collaboration with the Paige Library, etc.), I will act objectively and impartially in good faith.

-Jenna Garvey

**DISCLOSURE BY SPECIAL MUNICIPAL EMPLOYEE
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
AS REQUIRED BY G. L. c. 268A, § 20(d)**

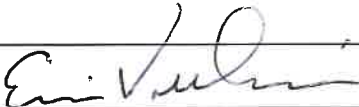
	SPECIAL MUNICIPAL EMPLOYEE INFORMATION	RECEIVED 2023 SEP 26 P 5:44
Name of special municipal employee:	ERIC VOLLEHM	
Put an X beside one statement.	I am a special municipal employee because: ☒ I am a selectman in a town with a population of 10,000 or fewer people; ☐ I am not a mayor, alderman or city councilor, and ☐ I serve in a municipal position for which no compensation is provided, or ☐ I earned compensation for fewer than 800 hours in the preceding 365-day period, or ☐ By the classification of my position by my municipal agency or by the terms of a contract or my conditions of employment, I am permitted to have personal or private employment during normal business hours. ☐ I work for a company or organization which has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular, and the contract states that I am a special municipal employee or indicates that I meet one of the three requirements listed above.	
Title/ Position	Member Selectboard	
Fill in this box if it applies to you.	If you are a special municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.	
Municipal Agency/ Department:	This is "my Municipal Agency." Selectboard	
Agency Address:	307 Main St, Gilbertville, Ma, 01031	
Office phone:	413-477-6197	
Office e-mail:	Stonedance@comcast.net	
	Check one: ☒ Elected or ☐ Non-elected	
Starting date as a special municipal employee.	April 10, 2023	

BOX # 1 Select either STATEMENT #1 or STATEMENT #2. Write an X by your financial interest.	ELECTED SPECIAL MUNICIPAL EMPLOYEE I am an elected special municipal employee. ☒ STATEMENT #1: I had a financial interest in a contract made by a municipal agency before I was elected to a compensated special municipal employee position. I will continue to have this financial interest in a municipal contract. ☐ STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency. My financial interest in a contract made by a municipal agency is: ☒ A compensated, non-elected position with a municipal agency. ☐ A contract between a municipal agency and myself. ☐ A financial benefit or obligation because of a contract that a municipal agency has with another person or with a company or organization. ☐ Other work because a municipal agency has a contract with my company or organization and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular.
BOX #2 Select either STATEMENT #1 or STATEMENT #2. Write an X by your financial interest.	NON-ELECTED SPECIAL MUNICIPAL EMPLOYEE I am a non-elected special municipal employee (compensated or uncompensated). ☐ STATEMENT #1: I had a financial interest in a contract made by a municipal agency, other than an employment contract, before I took a non-elected, compensated special municipal employee position. I will continue to have this financial interest in a municipal contract. My financial interest in a contract made by a municipal agency is: ☐ A contract between a municipal agency and myself, but not an employment contract. ☐ A financial benefit or obligation because of a contract that a municipal agency has with another person or with a company or organization. OR ☒ STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency. My financial interest in a contract made by a municipal agency is: ☒ A compensated, non-elected position with a municipal agency. ☐ A contract between a municipal agency and myself. ☐ A financial benefit or obligation because of a contract that a municipal agency has with another person or with a company or organization. ☐ Other work because a municipal agency has a contract with my company or organization and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular.
Name and address of municipal agency that made the contract	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT This is the "contracting agency." Emergency Management Department
Write an X to confirm this statement.	☒ In my work as a special municipal employee for my Municipal Agency, I participate in or have official responsibility for activities of the contracting agency.

TOWN CLERK
HARDWICK, MA

2023 SEP 26 P 5:44

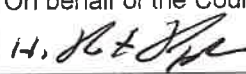
RECEIVED

FILL IN THIS BOX OR THE NEXT BOX	ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE MUNICIPAL AGENCY AND YOU. - Please explain what the contract is for. I receive a stipend for working as the Emergency Management Director
	ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE MUNICIPAL AGENCY AND ANOTHER PERSON OR ENTITY - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for?
What is your financial interest in the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it. My stipend as EMD is \$2200 per year
Date when you acquired the financial interest	July 1, 2023
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it. none
Date when your immediate family acquired the financial interest	NA
Employee signature:	
Date: 9/25/23	

SEE NEXT PAGE FOR APPROVAL
BY CITY COUNCIL, BOARD OF ALDERMEN,
BOARD OF SELECTMEN, TOWN COUNCIL,
OR DISTRICT PRUDENTIAL COMMITTEE

RECEIVED
 2023 SEP 26 P 5:44
 TOWN CLERK
 HARDWICK, MA

**APPROVAL OF EXEMPTION
BY THE CITY COUNCIL, BOARD OF ALDERMEN, BOARD OF SELECTMEN,
TOWN COUNCIL OR DISTRICT PRUDENTIAL COMMITTEE**

Name:	Eric Vollheim
Name of approving body: Write an X by one selection.	☐ City Council ☐ Board of Aldermen ☒ Board of Selectmen ☐ Town Council ☐ District Prudential Committee
Title/ Position	Member, Selectboard
Agency Address:	307 Main St, Gilbertville, MA, 0031
Office phone:	413-477-6197
APPROVAL OF § 20(d) EXEMPTION	
	We have received a disclosure under G.L. c. 268A, § 20(d) from a special municipal employee who seeks to have a financial interest in a contract made by a municipal agency of this city or town. We understand that the special municipal employee participates in, or has official responsibility for, activities of the municipal agency that made the contract. We approve this exemption under § 20(d) regarding the financial interest identified by the special municipal employee.
Signature:	On behalf of the Council, Board or Committee identified above, I sign this approval. 
Date:	10/30/23

RECEIVED
 2023 OCT 31 PM 4:09
 TOWN CLERK
 HARDWICK, MA

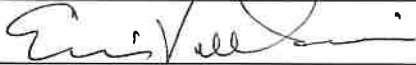
Attach additional pages if necessary.

File your completed, signed, approved Disclosure with the city or town clerk.

DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b)(3)

RECEIVED

PUBLIC EMPLOYEE INFORMATION	
Name of public employee:	ERIC VOLLMHEIM
Title or Position:	Planning Board member
Agency/Department:	Planning Board
Agency address:	
Office Phone:	477 6197
Office E-mail:	
In my capacity as a state, county or municipal employee, I am expected to take certain actions in the performance of my official duties. Under the circumstances, a reasonable person could conclude that a person or organization could unduly enjoy my favor or improperly influence me when I perform my official duties, or that I am likely to act or fail to act as a result of kinship, rank, position or undue influence of a party or person. I am filing this disclosure to disclose the facts about this relationship or affiliation and to dispel the appearance of a conflict of interest.	
APPEARANCE OF FAVORITISM OR INFLUENCE	
Describe the issue that is coming before you for action or decision.	NA
What responsibility do you have for taking action or making a decision?	Planning Board member
Explain your relationship or affiliation to the person or organization.	my wife is Planning Board <u>clerk</u>
How do your official actions or decision matter to the person or organization?	— NA

Additional facts – e.g., why there is a low risk of undue favoritism or improper influence.	
If you cannot confirm this statement, you should recuse yourself.	WRITE AN X TO CONFIRM THE STATEMENT BELOW. ☒ Taking into account the facts that I have disclosed above, I feel that I can perform my official duties objectively and fairly.
Employee signature:	
Date: 4/12/18	

Attach additional pages if necessary.

Not elected to your public position – file with your appointing authority.

Elected state or county employees – file with the State Ethics Commission.

Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.

Elected municipal employee – file with the City Clerk or Town Clerk.

Elected regional school committee member – file with the clerk or secretary of the committee.

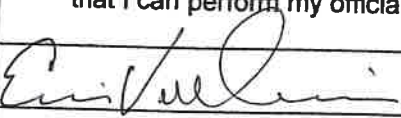
DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b)(3)

RECEIVED

NOV 6 2017

TOWN CLERK

Name:	ERIC VOLLHEIM
Title or Position:	Planning Board Alternate
Agency/Department:	Hardwick Planning Board
Agency address:	307 Main St. Hardwick
Office Phone:	
Office E-mail:	
☒	I am expected to perform my official duties as a state, county, or municipal employee, and I have a relationship or affiliation with a person or organization involved. I am filing this disclosure to dispel the appearance that the person or organization could unduly enjoy my favor or improperly influence me when I perform my official duties, or that I would be likely to act or fail to act as a result of kinship, rank, position or undue influence of any party or person.
Describe the issue that is coming before you for decision or action.	
What responsibility do you have for taking action or making a decision?	
Describe your relationship or affiliation with someone involved.	my wife is the clerk of the P.B. I only participate to fill a gap.
Optional: Additional pertinent facts – why undue favoritism or improper influence is unlikely.	

Place an X to confirm this statement.	☒ Taking into account the relationship or affiliation that I have disclosed above, I feel that I can perform my official duties objectively and fairly.
Employee signature:	
Date: 11/6/17	

Attach additional pages if necessary.

Not elected to your public position – file with your appointing authority.

Elected state or county employees – file with the State Ethics Commission.

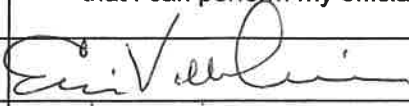
Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.

Elected municipal employee – file with the City Clerk or Town Clerk.

Elected regional school committee member – file with the clerk or secretary of the committee.

**DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b)(3)**

Name:	ERIC VOLLHEIM	RECEIVED
Title or Position:	SELECTMAN - HARDWICK	2011 JUN 24 A 11:26
Agency/Department:	BOARD OF SELECTMEN	TOWN CLERK HARDWICK, MA
Agency address:	307 MAIN ST, GILBERTVILLE 01031	
Office Phone:	413 477 6197	
Office E-mail:	admin@townofhardwick.com	
	I am expected to perform my official duties as a state, county, or municipal employee, and I have a relationship or affiliation with a person or organization involved. I am filing this disclosure to dispel the appearance that the person or organization could unduly enjoy my favor or improperly influence me when I perform my official duties, or that I would be likely to act or fail to act as a result of kinship, rank, position or undue influence of any party or person.	
Describe the issue that is coming before you for decision or action.	Selection and appointment of a new police chief	
What responsibility do you have for taking action or making a decision?	interviewing four candidates deliberation with fellow selectmen vote on best candidate	
Describe your relationship or affiliation with someone involved.	I have worked with and socialized with Ron Newton, Bert Dovernay and Jim Ayotte separately over the last 10-15 years. I am a special officer in New Braintree and work with Chief Dovernay on emergency planning locally and regionally. I consider all three of these candidates a friend.	
Optional: Additional pertinent facts - why undue favoritism or improper influence is unlikely.		

Can X to confirm statement.	☒ Taking into account the relationship or affiliation that I have disclosed above, I feel that I can perform my official duties objectively and fairly.
Employee signature:	
Date:	6/24/11

Attach additional pages if necessary.

Not elected to your public position – file with your appointing authority.

Elected state or county employees – file with the State Ethics Commission.

Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.

Elected municipal employee – file with the City Clerk or Town Clerk.

Elected regional school committee member – file with the clerk or secretary of the committee.

**DISCLOSURE
AS REQUIRED BY G.L.c. 268A, §23(b)(3)**

FOR OFFICE USE ONLY

30-

Date Received: 12/13/10

Reviewed by: [Signature]

Determination Received: _____

1. Name: ERIC VOLLHEIM
2. Title or Position: Selectman
3. Agency: BoS Hardwick
4. Address where employee regularly works: (if applicable) _____
5. Agency Address: Main St. Gilbertville, Ma 01031
6. Daytime Telephone Number: 413 477 6197

I publicly disclose the following facts pursuant to G.L.c. 268A, §23(b)(3): _____

I have been a friend of Robert
Page for many years. He serves
on the Cable Advisory Committee
in Hardwick

I make this disclosure pursuant to G.L.c.268A, §23(b)(3) in order to dispel any appearance of potential conflict of interest occasioned by the facts set out above, that I may be improperly or unduly influenced in the performance of my official duties, or that I would be likely to act or fail to act as a result of kinship, rank, position or the undue influence of any party or person with regard to the above circumstances.

§23(b)(3) No current officer or employee of a state, county or municipal agency shall knowingly, or with reason to know... act in a manner which would cause a reasonable person, having knowledge of the relevant circumstances, to conclude that any person can improperly influence or unduly enjoy his favor in the performance of his official duties, or that he is likely to act or fail to act as a result of kinship, rank, position or undue influence of any party or person. It shall be unreasonable to so conclude if such officer or employee has disclosed in writing to his appointing authority or, if no appointing authority exists, discloses in a manner which is public in nature, the facts which would otherwise lead to such a conclusion.

[Signature]
Signature

12/13/10
Date

*Appointed officials and employees (state, county and municipal) should file with their appointing authority.
Elected state officials should file with the appropriate House or Senate Clerk or the Ethics Commission
Elected county officials should file with the county clerk.
Elected municipal officials should file with the city or town clerk.*

**DISCLOSURE
AS REQUIRED BY G.L.c. 268A, §23(b)(3)**

FOR OFFICE USE ONLY	
30-	
Date Received:	12/13/10
Reviewed by:	pm
Determination Received:	

1. Name: ERIC VOLLHEIM
2. Title or Position: Selectman
3. Agency: Bos Hardwick
4. Address where employee regularly works: (if applicable) _____
5. Agency Address: Main St Gilbertville Ma 01031
6. Daytime Telephone Number: 413 477 6197

I publicly disclose the following facts pursuant to G.L.c. 268A, §23(b)(3): _____

I am a friend of Chief James Owens
of the Hardwick Police Dept. since
before I was a selectman, and
occasionally socialize with him.
I also sometimes socialize with Sgt. Ayotte
of the HPD.

I make this disclosure pursuant to G.L.c.268A, §23(b)(3) in order to dispel any appearance of potential conflict of interest occasioned by the facts set out above, that I may be improperly or unduly influenced in the performance of my official duties, or that I would be likely to act or fail to act as a result of kinship, rank, position or the undue influence of any party or person with regard to the above circumstances.

§23(b)(3) No current officer or employee of a state, county or municipal agency shall knowingly, or with reason to know... act in a manner which would cause a reasonable person, having knowledge of the relevant circumstances, to conclude that any person can improperly influence or unduly enjoy his favor in the performance of his official duties, or that he is likely to act or fail to act as a result of kinship, rank, position or undue influence of any party or person. It shall be unreasonable to so conclude if such officer or employee has disclosed in writing to his appointing authority or, if no appointing authority exists, discloses in a manner which is public in nature, the facts which would otherwise lead to such a conclusion.

Eric Vollheim
Signature

12/13/10
Date

*Appointed officials and employees (state, county and municipal) should file with their appointing authority.
Elected state officials should file with the appropriate House or Senate Clerk or the Ethics Commission
Elected county officials should file with the county clerk.
Elected municipal officials should file with the city or town clerk.*

filed 12/13/10
plu

Print Form

**DISCLOSURE OF FINANCIAL INTEREST BY SPECIAL MUNICIPAL EMPLOYEE
AND APPROVAL BY OF EXEMPTION**

AS REQUIRED BY G. L.C.268A, §20(c) AND §20(d)*

Note: You are eligible for this exemption only if you satisfy the requirements of a "special municipal employee," G.L. c. 268A, §1(n), as follows:

- you are a selectman in a town with a population of ten thousand or fewer persons; **OR**
- you are not a mayor, a member of the board of aldermen, a member of a city council, or a selectman in a town with a population in excess of ten thousand persons; **AND**
- you occupy a position for which no compensation is provided; **OR**
- you occupy a position which, by its classification in the municipal agency involved or by the terms of the contract or conditions of employment, permits personal or private employment during normal working hours; **OR**
- you do not earn compensation as a municipal employee for an aggregate of more than eight hundred hours during the preceding three hundred and sixty-five days; **AND**
- your position has been expressly classified by the city council, or board of aldermen if there is no city council, or board of selectmen, as that of a special municipal employee

Name:	ERIC VOLLHEIM
Title or Position:	Selectman
Agency/Department:	BoS
Agency Address:	Main St. Gilbertville 01031
Office Phone:	413 477 6197
Contracting municipal agency:	Hardwick Fire Department
Contract is for (Attached additional pages if necessary):	call / volunteer fireman
Financial interest of employee and immediate family (Attach additional pages if necessary):	\$15.40/hr when called out to a fire
Employee Signature:	Eric Vollheim
Date:	12/13/10

**APPROVAL OF EXEMPTION
(needed for §20(d))**

The city or town council, board of aldermen, or board of selectmen approve this exemption from §20.

Signature:	Robert V. [Signature]
Date:	12/13/10

**After disclosure (and approval, if needed) are completed and signed,
file this form with the city or town clerk.**

Attach additional pages if necessary.

10/18/05

To Whom It May Concern —

I am a selectman in
Hardwick and occassonally work at
stonemasonry for Charles LeMaitre

Filed

Oct 18, 2005

7:05 PM

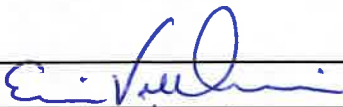
Er. Valh.

Paula L. Roberts
Tavor Lark

Filed 9/6/05
8:00 PM
Doris Roberts
Town Clerk

**DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L.C.268A • 23(b)(3)**

I make this disclosure pursuant to G.L.c.268 A, • 23 (b)(3) in order to dispel any appearance of potential conflict of interest occasioned by the facts set out below, that I may be improperly or unduly influenced in the performance of my official duties, or that I would be likely to act or fail to act as a result of kinship, rank, position or the undue influence of any part or person.

Name:	ERIC VOLLHEIM
Title or Position:	SELECTMAN
Agency/Department:	HARDWICK BOS
Agency address:	MUNICIPAL OFFICES, GILBERTVILLE
Office Phone:	413-477-6197
I publicly disclose the following facts (Attach additional pages if necessary):	I serve as a volunteer fireman in Hardwick and have for fifteen years.
Signature:	
Date:	9/4/05

G.L.c.268 A, • 23 (b)(3): No current officer or employee of a state, county or municipal agency shall knowingly, or with reason to know... act in a manner which would cause a reasonable person, having knowledge of the relevant circumstances, to conclude that any person can improperly influence or unduly enjoy his favor in the performance of his official duties, or that he is likely to act or fail to act as a result of kinship, rank, position or undue influence of any party or person. It shall be unreasonable to so conclude if such officer or employee has disclosed in writing to his appointing authority or, if no appointing authority exists, discloses in a manner which is public in nature, the facts which would otherwise lead to such a conclusion.

Appointed state, county and municipal officials and employees should file with their appointing authority.

Elected state officials should file with the appropriate House or Senate Clerk or the Ethics Commission.

Elected county officials should file with the county clerk.

Elected municipal officials should file with the city or town clerk.

Attach additional pages if necessary.

**DISCLOSURE
AS REQUIRED BY G.L.c. 268A, §23(b)(3)**

FOR OFFICE USE ONLY

30- _____
Date Received: _____
Reviewed by: _____
Determination Received: _____

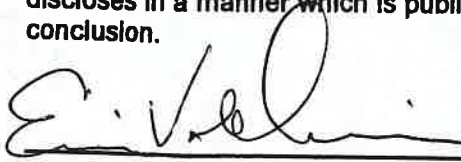
1. Name: ERIC VOLLHEIM
2. Title or Position: Selectman
3. Agency: Hardwick BOS
4. Address where employee regularly works: (if applicable) _____
5. Agency Address: 307 Main St Gilbertville Ma
6. Daytime Telephone Number: 413 477 6032

I publicly disclose the following facts pursuant to G.L.c. 268A, §23(b)(3): _____

I am the appointing authority for the
Board of Registrars

I make this disclosure pursuant to G.L.c.268A, §23(b)(3) in order to dispel any appearance of potential conflict of interest occasioned by the facts set out above, that I may be improperly or unduly influenced in the performance of my official duties, or that I would be likely to act or fail to act as a result of kinship, rank, position or the undue influence of any party or person with regard to the above circumstances.

§23(b)(3) No current officer or employee of a state, county or municipal agency shall knowingly, or with reason to know... act in a manner which would cause a reasonable person, having knowledge of the relevant circumstances, to conclude that any person can improperly influence or unduly enjoy his favor in the performance of his official duties, or that he is likely to act or fail to act as a result of kinship, rank, position or undue influence of any party or person. It shall be unreasonable to so conclude if such officer or employee has disclosed in writing to his appointing authority or, if no appointing authority exists, discloses in a manner which is public in nature, the facts which would otherwise lead to such a conclusion.


Signature

April 26/05
Date

*Appointed officials and employees (state, county and municipal) should file with their appointing authority.
Elected state officials should file with the appropriate House or Senate Clerk or the Ethics Commission
Elected county officials should file with the county clerk.
Elected municipal officials should file with the city or town clerk.*

**DISCLOSURE BY SPECIAL MUNICIPAL EMPLOYEE
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
AS REQUIRED BY G. L. c. 268A, § 20(c)**

	SPECIAL MUNICIPAL EMPLOYEE INFORMATION	RECEIVED
Name of special municipal employee:	Ryan J. Witkos	JAN 27 2020
		TOWN CLERK
Put an X beside one statement.	I am a special municipal employee because: ☐ I am a selectman in a town with a population of 10,000 or fewer people; ☒ I am not a mayor, alderman or city councilor, and ☐ I serve in a municipal position for which no compensation is provided, or ☒ I earned compensation for fewer than 800 hours in the preceding 365-day period, or ☐ By the classification of my position by my municipal agency or by the terms of a contract or my conditions of employment, I am permitted to have personal or private employment during normal business hours. ☐ I work for a company or organization which has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular, and the contract states that I am a special municipal employee or indicates that I meet one of the three requirements listed above.	
Title/ Position	Moderator	
Fill in this box if it applies to you.	If you are a special municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization. N/A	
Municipal Agency/ Department:	This is "my Municipal Agency." Town of Hardwick	
Agency Address:	307 Main St. P. O. Box 575 Gilbertville, MA 01031	
Office phone:	413-477-6700	
Office e-mail:	moderator@townofhardwick.com	
	Check one: ☒ Elected or ☐ Non-elected	
Starting date as a special municipal employee.	13 June 2015	

BOX # 1	ELECTED SPECIAL MUNICIPAL EMPLOYEE
Select either STATEMENT #1 or STATEMENT #2.	I am an elected special municipal employee. ___ STATEMENT #1: I had a financial interest in a contract made by a municipal agency before I was elected to a compensated special municipal employee position. I will continue to have this financial interest in a municipal contract. <u>X</u> STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency. My financial interest in a contract made by a municipal agency is: <u>X</u> A compensated, non-elected position with a municipal agency. ___ A contract between a municipal agency and myself. ___ A financial benefit or obligation because of a contract that a municipal agency has with another person or with a company or organization. ___ Other work because a municipal agency has a contract with my company or organization, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular.
Write an X by your financial interest.	
BOX #2	NON-ELECTED SPECIAL MUNICIPAL EMPLOYEE
Select either STATEMENT #1 or STATEMENT #2.	I am a non-elected special municipal employee (compensated or uncompensated). ___ STATEMENT #1: I had a financial interest in a contract made by a municipal agency, other than an employment contract, before I took a non-elected, compensated special municipal employee position. I will continue to have this financial interest in a municipal contract. My financial interest in a contract made by a municipal agency is: ___ A contract between a municipal agency and myself, but not an employment contract. ___ A financial benefit or obligation because of a contract that a municipal agency has with another person or with a company or organization. OR ___ STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency. My financial interest in a contract made by a municipal agency is: ___ A compensated, non-elected position with a municipal agency. ___ A contract between a municipal agency and myself. ___ A financial benefit or obligation because of a contract that a municipal agency has with another person or with a company or organization. ___ Other work because a municipal agency has a contract with my company or organization and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular.
Write an X by your financial interest.	
Name and address of municipal agency that made the contract	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT This is the "contracting agency." Town of Hardwick 307 Main St. P.O. Box 575 Gilbertville, MA 01031
Write an X to confirm this statement.	<u>X</u> In my work as a special municipal employee for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency.

**FILL IN
THIS BOX OR
THE NEXT BOX**

**ANSWER THE QUESTION IN THIS BOX
IF THE CONTRACT IS BETWEEN THE MUNICIPAL AGENCY AND YOU.**

- Please explain what the contract is for.

The Town Clerk of Hardwick has appointed me Asst. Town Clerk pursuant to M.G.L Chapter 41, Section 19.

**ANSWER THE QUESTIONS IN THIS BOX
IF THE CONTRACT IS BETWEEN THE MUNICIPAL AGENCY
AND ANOTHER PERSON OR ENTITY**

- Please identify the person or entity that has the contract with the municipal agency.
- What is your relationship to the person or entity?
- What is the contract for?

What is your financial interest in the municipal contract?

- Please explain the financial interest and include the dollar amount if you know it.
19 hours per week – weekly pay of \$338.00

Date when you acquired the financial interest

27 January 2020

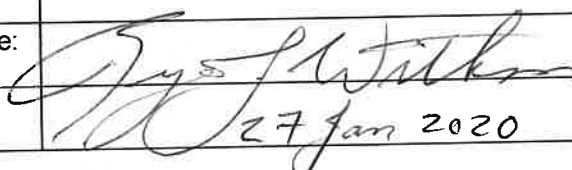
What is the financial interest of your immediate family?

- Please explain the financial interest and include the dollar amount if you know it.
NONE

Date when your immediate family acquired the financial interest

N/A

Employee signature:



Date:

27 Jan 2020

Attach additional pages if necessary.

File your completed, signed Disclosure with the city or town clerk.

Moderator Constable

1 of 4

DISCLOSURE BY SPECIAL MUNICIPAL EMPLOYEE
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT
AS REQUIRED BY G. L. c. 268A, § 20(c)

Filed - 6/29/15

Paula Roberts

SPECIAL MUNICIPAL EMPLOYEE INFORMATION	
Name of special municipal employee:	Ryan J. Witkos
Put an X beside one statement.	I am a special municipal employee because: ☐ I am a selectman in a town with a population of 10,000 or fewer people; ☒ I am not a mayor, alderman or city councilor, and ☐ I serve in a municipal position for which no compensation is provided, or ☒ I earned compensation for fewer than 800 hours in the preceding 365-day period, or ☐ By the classification of my position by my municipal agency or by the terms of a contract or my conditions of employment, I am permitted to have personal or private employment during normal business hours. ☐ I work for a company or organization which has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular, and the contract states that I am a special municipal employee or indicates that I meet one of the three requirements listed above.
Title/ Position	Moderator
Fill in this box if it applies to you.	If you are a special municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Municipal Agency/ Department:	Town of Hardwick
Agency Address:	P. O. Box 575 Gilbertville, MA 01031
Office phone:	413-477-6700
Office e-mail:	moderator@townofhardwick.com
	Check one: ☒ Elected or ☐ Non-elected
Starting date as a special municipal employee.	06/13/15 – see attached posting that shows a duly posted meeting with an agenda item concerning discussion of the position of Moderator being made a Special Municipal Employee. See minutes of aforementioned date for vote confirming designation.
BOX # 1	ELECTED SPECIAL MUNICIPAL EMPLOYEE

Select either STATEMENT #1 or STATEMENT #2. Write an X by your financial interest.	I am an elected special municipal employee. ___ STATEMENT #1: I had a financial interest in a contract made by a municipal agency before I was elected to a compensated special municipal employee position. I will continue to have this financial interest in a municipal contract. <u>X</u> STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency. My financial interest in a contract made by a municipal agency is: <u>X</u> A compensated, non-elected position with a municipal agency. ___ A contract between a municipal agency and myself. ___ A financial benefit or obligation because of a contract that a municipal agency has with another person or with a company or organization. ___ Other work because a municipal agency has a contract with my company or organization and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular.
BOX #2 Select either STATEMENT #1 or STATEMENT #2. Write an X by your financial interest.	NON-ELECTED SPECIAL MUNICIPAL EMPLOYEE I am a non-elected special municipal employee (compensated or uncompensated). ___ STATEMENT #1: I had a financial interest in a contract made by a municipal agency, other than an employment contract, before I took a non-elected, compensated special municipal employee position. I will continue to have this financial interest in a municipal contract. My financial interest in a contract made by a municipal agency is: ___ A contract between a municipal agency and myself, but not an employment contract. ___ A financial benefit or obligation because of a contract that a municipal agency has with another person or with a company or organization. OR ___ STATEMENT #2: I will have a new financial interest in a contract made by a municipal agency. My financial interest in a contract made by a municipal agency is: ___ A compensated, non-elected position with a municipal agency. ___ A contract between a municipal agency and myself. ___ A financial benefit or obligation because of a contract that a municipal agency has with another person or with a company or organization. ___ Other work because a municipal agency has a contract with my company or organization and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the municipal is contracting for my services in particular.
Name and address of municipal agency that made the contract	FINANCIAL INTEREST IN A MUNICIPAL CONTRACT Town of Hardwick P. O. Box 575 Gilbertville, MA 01031
Write an X to confirm this statement.	<u>X</u> In my work as a special municipal employee for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency.
	ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE MUNICIPAL AGENCY AND YOU.

FILL IN THIS BOX OR THE NEXT BOX	Please explain what the contract is for. Constables may post town meeting warrants issued by the Board of Selectmen.
	ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE MUNICIPAL AGENCY AND ANOTHER PERSON OR ENTITY - Please identify the person or entity that has the contract with the municipal agency. - What is your relationship to the person or entity? - What is the contract for? The position of Constable is elected so the 2 other individuals in this position do not have a contract as they were ELECTED. I am required by this unexplainable, unnecessary law to complete this form because I was APPOINTED a Constable. This is only valid until April 2016. If I choose to run for the ELECTED position of Constable and become an ELECTED Constable, there will be no need for this form to be completed by myself again.
What is your financial interest in the municipal contract?	Please explain the financial interest and include the dollar amount if you know it. There is compensation for posting town meeting warrants and I believe it is approximately \$13.00 for each posting but it is NOT a requirement to accept the task.
Date when you acquired the financial interest	06/09/15
What is the financial interest of your immediate family?	Please explain the financial interest and include the dollar amount if you know it. NONE
Date when your immediate family acquired the financial interest	Not Applicable
Employee signature:	
Date:	06/17/15

Attach additional pages if necessary.

File your completed, signed Disclosure with the city or town clerk.

Hardwick, MA
Town Clerk, Paula Roberts
www.townofhardwick.com

Home

Boards and Committees:

Select from list... ▼

Outside Agencies:

Select from list... ▼

Features:

Calendar

History

Kiosk Demo

Talking Kiosk Demo

PEG Video Demo

24/7 Telephone Access

Help Desk

About mytowngovernment.org

Subscribe:

RSS Feed

Atom Feed

Google Group

Calendar Feed

↓ Print this Page ↓

Information for Meeting of Board of Selectmen Saturday June 13, 2015 11 AM EDT

Town: [Hardwick, MA](#)
Board: [Board of Selectmen](#)
Time: [Saturday June 13, 2015 11 AM EDT](#)
Location: [Hardwick Elementary School](#)
[531 Lower Rd Gilbertville](#)

Print

Meeting with Finance Committee to review articles in preparation for the A Town Meeting.

Approval of Contract for Consultant Services to the Planning Board for Sol Project Review.

Special Municipal Employee Designation Moderator and Constable Positions.

Approval of Contract for Wastewater Operation Assistance -Great Blue Heron Management LLC

Agenda:

Scheduled By: [Sherry Patch](#)

Posted At: [Jun 9, 2015 2:21 PM EDT](#)

Last Modified: [Jun 10, 2015 9:40 AM EDT](#)

Minutes: [Minutes are not on record with the Town Clerk's office](#)

Email a Link to this Meeting or Recommend

Meeting Revision History

Date	Changes
Jun 10, 2015 9:04 AM EDT	Agenda Details...
Jun 10, 2015 9:40 AM EDT	Agenda Details...

4 of 4

