

November 11, 2022



Town of  
**Berwyn Heights**  
Maryland

"ALL ARE WELCOME"

## UPCOMING EVENTS

Nov 11: Veterans Day  
Most offices closed

Nov 16: BHHC 7:30  
G.Love Room

Nov 18: Team Trivia  
Night 7-9PM

Nov 21: Worksession  
7PM Council Chambers

Nov 24: Thanksgiving  
Town offices closed

Nov 25: Employee  
Appreciation Day Town  
offices closed

Nov 30: Book Discussion  
7PM

# We Are Hiring!

Visit the Employee  
and Job Center Tab  
on the Town  
Website for  
current openings,  
including Interim  
Town Manager.



## What is the Ethics Commission and its purpose?

The Berwyn Heights Ethics Commission consists of 3 resident members appointed by the Mayor for a term of 2 years. The Commission is charged with ensuring the ethical conduct of Town elected officials and staff as set forth in Ordinance 110 – Ethics, as amended February 14, 2018. To that end, the Commission shall:

- Annually review the financial disclosures of elected officials, candidates for elected office and certain employees;
- Issue advisory opinions about the applicability of Ethics Ordinance provisions to persons subject to it;
- Issue findings regarding ethics complaints brought before the Commission;
- Annually certify the Town's compliance with State ethics requirements to the State Ethics Commission; and
- Determine whether changes to the Ethics Ordinance are required.

The authority of the Ethics Commission begins and ends with Ordinance 110 — Ethics. The ordinance addresses ethical concerns that can be monetized and would include matters such as conflicts of interest, solicitation and acceptance of gifts, and failure to file financial and other disclosures. The Commission lacks any authority to review or enforce other ordinances, even if the subject matter is of an ethical nature. These concerns can be relayed to other oversight bodies. Details on that process are available in the 'Other Resources' section of this page.

## How do I submit an ethics complaint to the Commission?

- Please write a letter or email to the Commissioners that details the event or behavior that violated Ordinance 110 — Ethics. The Commission cannot guarantee that letters written to town officials and employees will be reviewed. The Commission cannot guarantee that letters written to town officials and employees will be reviewed. Contact information is available [here](#).
- You will receive a message from one of the Commissioners that the complaint has been received and will be reviewed.
- Complaints are handled confidentially. The Commission may also seek legal advice from the Town Attorney.
- Once the Commission has finished the review, you will be sent a certified letter detailing the Commission's findings and any next steps that may be made.

## Other resources

- To report violations of other Town ordinances, you may contact the Town Council.
- To report a violation of Maryland's Open Meetings Act, you may submit a complaint to the State's Open Meetings Compliance Board. More information can be found [here](#).
- If you'd like to access records subject to Maryland's Public Information Act, you may submit a request [here](#).
- To file a complaint regarding the Public Information Act, follow the instructions [here](#).

# ARPA RESIDENTIAL RELIEF

The Town Council has set aside funds from the ARPA programing to provide relief to residents experiencing financial hardships due to the COVID-19 pandemic.

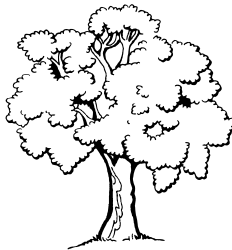
**Many residents may be eligible without realizing it and could receive a maximum of \$3,000 toward eligible expenses.**

Eligible expenses include, but not limited to, rent, mortgage, and utility assistance. To learn more and apply, visit the Town website at <https://www.berwynheightsmd.gov/home/pages/arpa-residential-relief-program>



## BH Residential Tax Credit

Did you receive the State of Maryland Residential Tax Credit? Berwyn Heights also offers a credit to all residents who were approved by the State. Find the form [HERE](#)



## BH Shade Tree Rebate Program

Are you thinking about planting a tree this Fall? Check out the Berwyn Heights Shade Tree Rebate Program.

Visit

<https://www.berwynheightsmd.gov/public-works-department>  
to learn more!