

**Town Board Meeting
Town of Bergen
January 8, 2013**

I Audit of the bills 7:15pm, Call to Order 7:30pm.

Prayer Almighty God, grant us wisdom that we may remember as we work, that we are servants of our constituency and all our decisions should be in the best interests of the Town and its citizens, entirely unblemished by any thoughts of personal benefit. Bless us with tolerance and understanding for opinions differing from our own and help us keep an open mind in gathering information before voting on all issues. Help us overcome any ignorance of our duties and enable us to learn more of the intricacies of the roles we have assumed. May we rest assured to know You are with us and will guide us through all we do. Amen.

Pledge to the flag

II Privilege of the Floor - None scheduled

III Approval of Meeting Minutes for – December 29th 2012 and January 2nd 2013

IV Communications:

1. Supervisors Report for December 2012 (pending availability)
2. December 2012 Summary Spreadsheet (pending availability)
3. Town Clerks Report for December 2012
4. Zoning & Code Enforcement Log Sheet for December 2012
5. Travel request from ZEO/CEO David Mason
6. Letter & Resolution from NYS DOT, Re: Extension of Snow & Ice Agreement
7. Notice to Proceed on Peachey Road Water District
8. Copy of Water District Construction Schedule
9. Policy Notice from NYMIR
10. Notice of Public Hearing from Town of Ogden
11. Transfer Station Activity Report for December 2012 and Annual Report
12. Corrected Year End Budget Transfer Summary
13. Letter from A.O.T. Re: Annual Meeting & Appointment of Delegate

V Board Members' items for addition to the agenda

VI Reports:

- Zoning / Code Enforcement
 - Update on any plans for business at Rt. 19 & Peachey Rd.
 - Action on Travel Request
- Highway
 - Update on truck delivery
 - Discussion / Action on NYS DOT Extension of Snow & Ice Agreement

-Committees

- Highway & Parks (next meeting March 5th)
- Buildings
- Village Relations

VII Old Business:

- Peachey Rd. Water District
 - Authorization to proceed with construction has been granted.

VIII New Business:

- Discuss Transfer Station Activity Report
- Recognize Corrected Year End Budget Transfer Summary
- Designation of Delegate & Alternate for A.O.T. Annual Meeting
-

IX Reports & Bills:

- Action to file Supervisors & Town Clerks reports
 - Detailed budget reports provided separately due to size.
- Approve payment of the bills.

X Next Meeting Day: Next meeting Tuesday 1/22/13, 7:00 pm in the courtroom.

XI Adjournment

Supervisors Report for
December 2012
(pending completion)

December 2012
Summary Spreadsheet
(pending completion)

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Account#	Account Description	Fee Description	Qty	Local Share
	Marriage License	Marriage License	1	17.50
		Sub-Total:		\$17.50
A1255	Clerk Fees	Copier Copies	3	0.75
		Dog Redemption	1	10.00
	Conservation	Conservation	5	3.25
		Sub-Total:		\$14.00
A2530	Racing & Wagering	Bell Jar License	1	10.00
		Sub-Total:		\$10.00
A2544	Dog Licensing	Female, Spayed	11	55.00
		Female, Unspayed	1	18.00
		Male, Neutered	14	70.00
		Sub-Total:		\$143.00
B1560	Building & Zoning	Solid Fuel Device	1	35.00
		Sub-Total:		\$35.00
B2130	Solid Waste	Garbage Bag	475	910.00
		Transfer Sta. 10.00	5	50.00
		Transfer Sta. 5.00	1	5.00
		Sub-Total:		\$965.00

Total Local Shares Remitted: \$1,184.50

2 all
11/21/13
1184.50

Amount paid to:	N Y State Department Of Health	22.50
Amount paid to:	New York State Comptroller's Office	15.00
Amount paid to:	NYS Ag. & Markets for spay/neuter program	28.00
Amount paid to:	NYS Environmental Conservation	56.75

Total State, County & Local Revenues: \$1,306.75

Total Non-Local Revenues: \$122.25

To the Supervisor:
Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Michele M. Smith, Town Clerk, Town of Bergen during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Supervisor Date
Michele M. Smith 11/4/2013
Town Clerk Date

TOWN OF BERGEN
TRAVEL REQUEST FORM (revised 1/90)

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PURPOSE OF TRIP (ATTACH COPY OF CONFERENCE AGENDA IF AVAILABLE)

FL BOA education Conference

LOCATION Rit inn & conference center

MEETING START: DATE 3/18/13 TIME 8 AM

MEETING END: DATE 3/21/13 TIME 2 pm

WILL YOU BE ATTENDING THE ENTIRE PROGRAM YES NO

IF NO STATE PLANNED ARRIVAL AND DEPARTURE TIMES _____

MEANS OF TRANSPORTATION Own

ESTIMATED EXPENSES: REGISTRATION 390

TRANSPORTATION 120

LODGING _____

MEALS _____

OTHER _____

EXPLAIN _____

TOTAL \$ 510.00

REQUESTED BY: NAME DAVID MASON

POSITION CEO - CEO

TOWN CLERK USE ONLY

BUDGET ACCOUNT NO. _____

MONEY AVAILABLE IN BUDGET: YES _____ NO _____

ACTION BY TOWN BOARD: APPROVED _____ DENIED _____ DATE _____

BOARD COMMENTS _____

COPY OF COMPLETED FORM MUST BE ATTACHED TO VOUCHER FOR PAYMENT

01/01/13



STATE OF NEW YORK DEPARTMENT OF TRANSPORTATION
 REGION FOUR
 1530 JEFFERSON ROAD
 ROCHESTER, NY 14623
 www.dot.state.ny.us

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JOAN McDONALD COMMISSIONER
 ROBERT TRAVER ACTING REGIONAL DIRECTOR

CURRENT = \$7452.1914/MI.
 TOTAL = \$80,185.58
 EXPIRES JUNE 30th 2014

December 21, 2012

Donald Cunningham, Supervisor
 Town of Bergen
 13 S. Lake Street
 Bergen, NY 14416

RE: Extension of Snow and Ice Agreement D009590
 2014/2015 Contract Year

Dear Mr. Cunningham:

Our records indicate that your Snow and Ice Agreement is due for renewal. Enclosed are the contract documents required to extend it through June 30, 2015.

Please return the following to our office by January 30, 2013:

- 1) Three original signed/notarized copies of the extension agreement.
- 2) Three certified copies of a resolution of your Board authorizing extension of the agreement (raised seal required) with original signatures. (A sample resolution is enclosed for your use, if you wish.)
- 3) Six signed maps with original signatures.

I am available to meet with you and your Board to further explain this extension, or to address other transportation related concerns which you may have. Please feel free to call me at 343-0502.

Sincerely

Patricia E. Reinhold
 Resident Engineer
 Genesee/Orleans Residency

Encl.

cc: B. McMahon, Director of Operations
 Mike Johnson, Highway Superintendent, w/ Price Adjustment Computation Sheet

Genesee/Orleans Residency

5441 East Main Street Road, Batavia, New York 14020 • (585) 343-0502 • Fax (585) 343-1326.
 14110 Route 31 West, Albion, New York 14411 • (585) 589-6655 • Fax (585) 589-1109

01/02/13
 OSC

Contract #	Municipality	Ext. season	Region #
D009590	Town of Bergen/ Genesee County	2014/15	4

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AGREEMENT TO EXTEND INDEXED LUMP SUM MUNICIPAL SNOW AND ICE AGREEMENT

This Agreement made this _____ day of _____ by and between THE PEOPLE OF THE STATE OF NEW YORK (hereinafter referred to as "STATE"), acting by and through the Commissioner of Transportation of the State of New York (hereinafter referred to as "COMMISSIONER") , and the _____ of the **Town of Bergen** of **Genesee County** (hereinafter referred to as "MUNICIPALITY") as follows:

WHEREAS, the COMMISSIONER and the MUNICIPALITY have entered into an Agreement No. **D009590** entitled "Indexed Lump Sum Snow and Ice Agreement between the New York State Department of Transportation and the Municipality of **Town of Bergen**" dated **September 15, 1995**; and

WHEREAS, the term of the said Agreement is for a period of three years commencing July 1, **1994** and the said Agreement provides that the parties may at the end of each year of the term of the Agreement extend such term for an additional year; and

WHEREAS, the present term of the Agreement, as extended, expires June 30, **2014**; and

WHEREAS, Section 7 of the said Agreement provides that the COMMISSIONER shall furnish the MUNICIPALITY with a suitable map for each term of the Agreement, or for any extended term thereof, modified to show the changes, if any, to the State Highways affected by this Agreement.

WHEREAS, Section 9 of the said Agreement provides for an annual update of the estimated expenditure to be determined by the COMMISSIONER subject to the provisions of Section 9 at the time for extension of the Agreement;

WHEREAS, Section 9 of the said Agreement also provides for an adjustment to the actual payment amount based on the intensity and severity of the winter season;

NOW, THEREFORE, in consideration of the mutual covenants and benefits between the parties,

WITNESSETH:

1. The aforementioned "Indexed Lump Sum Snow and Ice Agreement Between New York State Department of Transportation and the MUNICIPALITY" is hereby extended for a period of one year; now to expire on June 30, **2015**, unless further extended.

2. The State Highways or parts thereof affected by this Agreement are as delineated on the attached map, agreed upon by the COMMISSIONER and the MUNICIPALITY, which shall be effective for the remainder of the term of the Agreement commencing July 1, **2014**, unless changed by future agreement between the COMMISSIONER and the MUNICIPALITY.

3. All the terms and conditions of the original contract remain in effect except as follows. The indexed lump sum estimated expenditure specified in Section 9 of the aforementioned Agreement shall be **\$6,334.3625** per lane mile for **10.76** lane miles for a total of **\$68,157.74** for the **2012/13** season and for the remainder of the term of the Agreement commencing July 1, **2012**, unless changed by future update.

IN WITNESS WHEREOF, This Agreement has been executed by the State, acting by and through the duly authorized representative of the COMMISSIONER, and the MUNICIPALITY, which has caused this Agreement to be executed by its duly authorized officer on the date and year first above written.

(6)

"In addition to the acceptance of this contract, I also certify that original copies of this signature page will be attached to all other exact copies of this contract."

THE PEOPLE OF THE STATE OF NEW YORK

MUNICIPALITY

BY _____
for Commissioner of Transportation

BY _____

ATTORNEY GENERAL'S SIGNATURE

COMPTROLLER'S SIGNATURE

Dated _____

Dated _____

STATE OF NEW YORK)

) SS:

COUNTY OF)

On the _____ day of _____ in the year _____ before me personally came _____ to me known who, being by me duly sworn, did depose and say that he resides in _____, New York; that he is the _____ of _____ the municipality described in and which executed the above instrument; that he executed said instrument by order of the Governing Body of said municipality pursuant to a resolution which was duly adopted on _____; a certified copy of such resolution attached hereto and made a part hereof.

Notary Public

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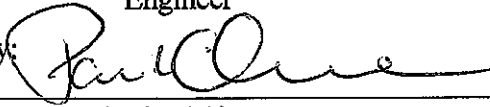
Notice to Proceed

Date: January 3, 2013

Project: Town of Bergen Peachey Road Water District	
Owner: Town of Bergen	Owner's Contract No.:
Contract: Peachey Road Water District	Engineer's Project No.: CE# 07-823
Contractor: Mar-Wal Construction, Inc.	
Contractor's Address: 440 Gould Avenue	
Depew, NY 14043	

You are notified that the Contract Times under the above Contract will commence to run on January 3, 2013. On or before that date, you are to start performing your obligations under the Contract Documents. In accordance with Article 4 of the Agreement, the date of Substantial Completion is July 31, 2013 (210 days), and the date of readiness for final payment is September 29, 2013 (270 days).

Before you may start any Work at the Site, Paragraph 2.01.B of the General Conditions provides that you and Owner must each deliver to the other (with copies to Engineer and other identified additional insureds and loss payees) certificates of insurance which each is required to purchase and maintain in accordance with the Contract Documents.

	Paul R. Chatfield, P.E.
	Engineer
	Given by: 
	Authorized Signature
	Principal-in-Charge
	Title
	1/3/13
	Date

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ID	Task Mode	Task Name	Duration	Start	Finish	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
1	✖	Mobilize & signage	3 days	Wed 1/9/13	Fri 1/11/13										
2	✖	Tree Removals	5 days	Mon 1/14/13	Fri 1/18/13										
3	✖	Install 8" on Peachy Road	10 days	Mon 1/21/13	Fri 2/1/13										
4	✖	Install Hydrants on Peachy	1.5 days	Mon 2/4/13	Tue 2/5/13										
5	✖	Bore at Peachy Road	5 days	Mon 1/14/13	Fri 1/18/13										
6	✖	Install 10" on Rte 19	30 days	Tue 2/5/13	Tue 3/19/13										
7	✖	Install Hydrant on Rte 19	10 days	Tue 3/19/13	Tue 4/2/13										
8	✖	10" DIP Directional Drill	5 days	Mon 1/21/13	Fri 1/25/13										
9	✖	10" HDPE Directional Drill	10 days	Mon 1/28/13	Fri 2/8/13										
10	✖	Test and Chlorinate	10 days	Tue 4/2/13	Tue 4/16/13										
11	✖	Install 1" Services	30 days	Tue 4/16/13	Tue 5/28/13										
12	✖	Test station	1 day	Tue 5/28/13	Wed 5/29/13										
13	✖	Pavement Restoration	10 days	Wed 5/29/13	Wed 6/12/13										
14	✖	Punch List	5 days	Wed 6/12/13	Wed 6/19/13										
15	✖	Contingent Weather Delays	30 days	Wed 6/19/13	Wed 7/31/13										
16	✖	In Service Date	0 days	Wed 7/31/13	Wed 7/31/13										
17	✖	Lawn Restoration	42 days	Thu 8/1/13	Fri 9/27/13										
18	✖	Final Contract Date	0 days	Sun 9/29/13	Sun 9/29/13										

Task	External Milestone	Manual Summary Rollup
Split	Inactive Task	Manual Summary
Milestone	Inactive Milestone	Start-only
Summary	Inactive Summary	Finish-only
Project Summary	Manual Task	Deadline
External Tasks	Duration-only	Progress

Project: Bergen Schedule
Date: Fri 1/4/13

1/7/13
DSE



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NEW YORK MUNICIPAL INSURANCE RECIPROCAL

January 2, 2013

POLICY HOLDER NOTICE

Mr. Don Cunningham
Supervisor
Town of Bergen & Bergen Fire District
10 Hunter Street
PO Box 249
Bergen, NY 14416

RE: NYMIR's Proposed Rate Adjustments for 2013

Dear Mr. Cunningham:

Great news, at the July 2012 NYMIR Board of Governors meeting, the Board voted to submit an application to the New York State Insurance Department for rate decreases, to be effective January 1, 2013 and thereafter.

The rates to be filed will represent our fifth straight year of rate reductions. Although rates are being reduced, any changes in your operations and/or claim activity will affect your actual renewal pricing. For specific details on how the 2013 rate changes will affect your municipality, please contact your broker or NYMIR representative.

It should be noted that some accounts will not be affected by the rate change because they are at a minimum premium level and unable to be adjusted further.

Also, A. M. Best has upgraded NYMIR's A- rating to an A. The upgrade reflects NYMIR's excellent capitalization, operating results that consistently outperform the commercial property/casualty industry, and high policy holder retention.

We appreciate your support, and look forward to working with you to continue the growth and success of NYMIR. If you have any questions or wish to discuss this further please call me.

Very truly yours,

President, NYMIR Division of
Wright Risk Management Company, Inc.

Tompkins Insurance Agencies, Inc.
90 Main Street
Batavia, NY 14020

Sponsored by:



Association of Towns



Conference of Mayors



Association of Counties

333 Earle Ovington Blvd., Suite 505
Uniondale, New York 11553-3624
(516) 227-2120, FAX 227-2352
1-800-NYMIR05

12 Metro Park Road, Suite 208
Colonie, New York 12205-1139
(518) 437-1171, FAX 437-1182
www.nymir.org

01/02/13
osc



TOWN OF
Ogden
COUNTY OF MONROE
STATE OF NEW YORK

Ogden Planning Board
PUBLIC HEARING

NOTICE IS HEREBY GIVEN pursuant to Section 276 of the Town Law of the State of New York that a Public Hearing will be held by the Ogden Planning Board at the Ogden Community Center, 269 Ogden Center Road, Spencerport, New York on January 10, 2013 at 7:00 PM upon the following application which is on file with the Building Department.

PUBLIC HEARING

1. **Baum Subdivision** – application of Darlene Baum, 471 Reed Road, Churchville, NY 14428 for preliminary and final approval to subdivide 6 acres from the overall parcel and construct a single-family residence on the new lot. This project will be serviced by private leach system and private water supply. Such approval is required by the Planning Board in a R-1 Single Family Residential District pursuant to Chapter 173-13. Tax Acct # 129.02-2-4.11
2. **2361 Spencerport Road**-application of Donald Brongo, 2368 Manitou Road, Spencerport, NY 14559 for approval to sell used automobiles and perform necessary automobile repairs on property located at 2361 Spencerport Road, Spencerport, NY 14559. Such approval is required in a General Commercial District pursuant to Chapter 210.33D. Tax Acct # 102.02-2-37

Interested parties may obtain further information by calling 617-6195 or by inspecting the project file in the Ogden Building Department during normal business hours.

By order of the Ogden Planning Board

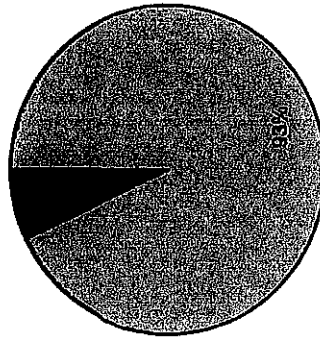
Jack Crooks, Secretary

01/07/13
DSC

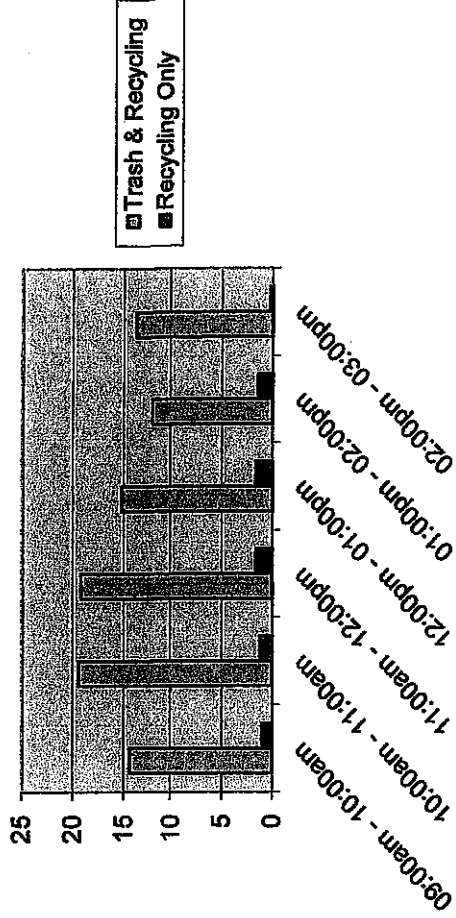
Dec 2012 Transfer station Activity

Hours of Operations	Week 01		Week 02		Week 03		Week 04		Week 05		December 2012 Summary	
	T & R	R/Only	T & R	R/Only	T & R	R/Only	T & R	R/Only	T & R	R/Only	T & R	R/Only
09:00am - 10:00am	21	1	10	3	21	1	8	0	12	0	09:00am - 10:00am	14.4
10:00am - 11:00am	16	1	22	2	18	1	13	0	28	2	10:00am - 11:00am	19.4
11:00am - 12:00pm	22	2	28	2	20	2	11	1	15	1	11:00am - 12:00pm	19.2
12:00pm - 01:00pm	15	2	18	1	21	2	11	2	11	1	12:00pm - 01:00pm	15.2
01:00pm - 02:00pm	18	2	10	1	13	1	14	1	5	2	01:00pm - 02:00pm	12
02:00pm - 03:00pm	15	0	16	0	17	0	11	0	10	0	02:00pm - 03:00pm	13.8
Total	107	8	104	9	110	8	68	4	81	6	Total	94

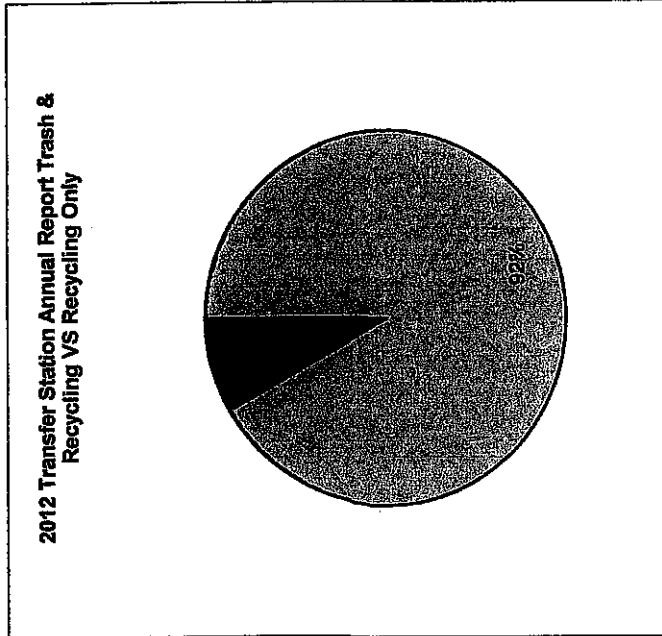
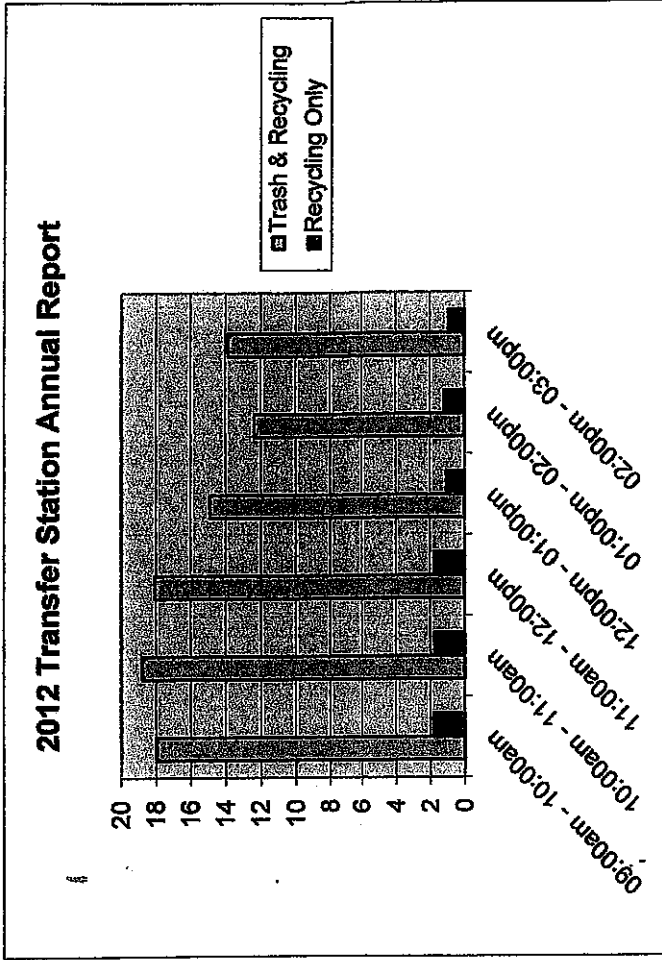
Trash & Recycling VS Recycling Only



December 2012 Summary



2012 Transfer station Annual Report															
Hours of Operations	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			2012 Annual Report		
	T & R	R/Only	T & R	R/Only	T & R	R/Only	T & R	R/Only	T & R	R/Only	Hours of Operations	T & R	R/Only	T & R	R/Only
09:00am - 10:00am	14.75	2.3767	19.63	1.45	19.68	1.85	17.8	1.583	09:00am - 10:00am	17.965	1.815008	17.965	1.815008	17.965	1.815008
10:00am - 11:00am	15.53	1.9333	19.1	2.3167	20.35	1.433	20.13	1.317	10:00am - 11:00am	18.77833	1.749992	18.77833	1.749992	18.77833	1.749992
11:00am - 12:00pm	16.63	2.05	16.87	1.95	19.38	1.567	19.32	1.533	11:00am - 12:00pm	18.04917	1.775008	18.04917	1.775008	18.04917	1.775008
12:00pm - 01:00pm	14.95	1.311	14.2	1.4195	13.97	1.483	16.48	0.95	12:00pm - 01:00pm	14.90083	1.0535	14.90083	1.0535	14.90083	1.0535
01:00pm - 02:00pm	12.29	1.2722	13.68	1.1833	11.43	1.05	12	1.133	01:00pm - 02:00pm	12.35	1.159708	12.35	1.159708	12.35	1.159708
02:00pm - 03:00pm	12.53	2.0944	16.33	0.8667	12.83	0.55	13.68	0.173	02:00pm - 03:00pm	13.84333	0.921108	13.84333	0.921108	13.84333	0.921108
Total	86.68	11.038	99.81	7.7667	97.64	7.933	99.42	6.69	Total	96.88666	8.474323	96.88666	8.474323	96.88666	8.474323



2012 Year End Budget Transfers (Corrected)

Transfer	Fund	Acct.	Pre-Transfer			Post Transfer
Item	Acct.	Acct. Description	Balance as of 11/30	Abstract Amounts	Balance	Balance
A-Fund						
1	A1110.4	Justices - Contractual	\$216.64	\$969.69	-\$753.05	\$0.00
2	A1680.4	Computers	-\$393.34	\$0.00	-\$393.34	\$0.00
3	A5010.4	Superintendent of Highways - Contractual	-\$233.59	\$44.00	-\$277.59	\$0.00
4A	A7510.4	Historian - Contractual	\$122.20	\$218.15	-\$95.95	\$0.00
4B	A7550.4	Celebrations	-\$352.73	\$0.00	-\$352.73	\$0.00
B-Fund						
5	B8160.4	Refuse & Garbage - Contractual	-\$615.93	\$1,227.49	-\$1,843.42	\$0.00
DB-Fund						
6	DB5110.1	General Highway Repairs - Personal Service	-\$5,404.79	\$0.00	-\$5,404.79	\$0.00

Transfer	From / To	Acct.	Acct. Description	Pre Transfer Balance	Transfer Amount	Post Transfer Balance
A-Fund Transfers						
1	From	A1110.2	Justices - Equipment	\$1,000.00	-\$753.05	\$246.95
	To	A1110.4	Justices - Contractual	-\$753.05	\$753.05	\$0.00
2	From	A1620.4	Buildings, Operations - Contractual	\$19,941.94	-\$393.34	\$19,548.60
	To	A1680.4	Computers	-\$393.34	\$393.34	\$0.00
3	From	A5132.4	Garage - Contractual	\$5,578.49	-\$277.59	\$5,300.90
	To	A5010.4	Superintendent of Highways - Contractual	-\$277.59	\$277.59	\$0.00
4	From	A8810.4	Cemeteries - Contractual	\$3,748.69	-\$448.68	\$3,300.01
A	To	A7510.4	Historian - Contractual	-\$95.95	\$95.95	\$0.00
B	To	A7550.4	Celebrations	-\$352.73	\$352.73	\$0.00
			A-Fund - From Total	-\$1,872.66		
			A-Fund - To Total	\$1,872.66		
B-Fund Transfers						
5	From	B7110.4	Parks - Contractual	\$6,488.34	-\$1,843.42	\$4,644.92
	To	B8160.4	Refuse & Garbage - Contractual	-\$1,843.42	\$1,843.42	\$0.00
			B-Fund - From Total	-\$1,843.42		
			B-Fund - To Total	\$1,843.42		
DB-Fund Transfers						
6	From	DB5140.1	Brush & Weeds - Personal Services	\$10,152.00	-\$5,404.79	\$4,747.21
	To	DB5110.1	General Highway Repairs - Personal Service	-\$5,404.79	\$5,404.79	\$0.00
			DB-Fund - From Total	-\$5,404.79		
			DB-Fund - To Total	\$5,404.79		



Association of Towns
of the State of New York

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GERALD K. GEIST
EXECUTIVE DIRECTOR

WWW.NYTOWNS.ORG

LORI MITHEN DEMASI
COUNSEL

December 2012

Dear Town Clerk:

PLEASE READ AT FIRST 2013 TOWN BOARD MEETING
Contains Dated Material to be Returned

The 2013 Training School and Annual Meeting of this Association will be held at the Hilton New York & Towers, New York City, February 17-20, 2013. This is a training session for town officials. The following is a brief outline of events:

INFORMATIONAL HEARING from 3:00-5:00 p.m., Sunday Afternoon,
February 17 - Beekman Parlor.

GENERAL OPENING SESSION for all town officers, 8:45 a.m., Monday
Morning, February 18 - Grand Ballroom.

GROUP SESSIONS for various categories of town officers and special programs
follow the Opening Session as will be set forth in the printed program:

Town Board Members	Fiscal Officers
Building Officials	Public Works & Highway
Planning & Zoning Officials	Town Clerks
Town Justices Generally	Town Court Clerks
Town Justices (Advanced, Accredited)*	Town Attorneys
Tax Collecting Officers	

BREAKFAST WITH THE ASSOCIATION 8:00 a.m., Tuesday Morning,
February 19 - Grand Ballroom

ANNUAL BUSINESS SESSION (Official Delegates) at 9:00 a.m., Wednesday
Morning, February 20 - Beekman & Sutton (N) Parlors

***PLEASE NOTE: *All Justice and Court Clerk
Classes will be held at the
Hilton New York!***

The Constitution of the Association provides:

“On all questions arising at meetings of the Association, each member town in good standing shall be entitled to one vote. Such vote shall be cast by a person designated by the town board of such member town, registered and present at the meeting at which the vote is offered. The town board may designate an alternate to cast the vote of such town in the absence of the person so designated. No person shall be designated as a representative of a town or alternate unless he shall be an elector of the town so designated.”

Any town that has paid its dues for the year 2013 BEFORE the Annual Meeting is a member in good standing. A CERTIFICATE OF DESIGNATION OF THE VOTING DELEGATE for your Town is enclosed. THE CERTIFICATE MUST BE EXECUTED AND RETURNED TO THE ASSOCIATION, 150 State Street, Albany, NY 12207-1617, NO LATER THAN FEBRUARY 4, 2013, for the Credentials Committee to review and establish eligibility.

A copy of the preliminary 2013 Legislative Program developed at a joint meeting of the Executive Committee and the Resolutions Committee is attached. The Resolutions Committee will present the Legislative Program to the Delegates at the 2013 Business Session. RESOLUTIONS SUBMITTED AT LEAST 15 DAYS PRIOR TO THE 2013 ANNUAL MEETING will also be received and considered for recommendation at the Business Session.

So that delegates will have an understanding of the proposed resolutions prior to the Business Session on Wednesday, an Informational Hearing on the resolutions will be held by the Executive and Resolutions Committees, Sunday Afternoon, February 17, in the Beekman Parlor from 3:00-5:00 p.m.

The registration fee includes “Breakfast with the Association” on Tuesday Morning. This fee together with other actual and necessary expenses of town officers and employees authorized by the town boards to attend, are a legal town charge under 77-b of the General Municipal Law.

Registration receipts will be issued. They should be retained by each town officer or employee attending and should be attached to claim vouchers presented to town boards for reimbursement of attendance expenses. The Official Annual Meeting Badge must be displayed for admission to all sessions and the Exhibit Area.

Check our website for further details on events and sessions at the Annual Meeting:

www.nytowns.org

CERTIFICATE OF DESIGNATION

**THIS FORM MUST BE FILED WITH:
ASSOCIATION OF TOWNS
150 STATE STREET
ALBANY, NEW YORK 12207**

NO LATER THAN FEBRUARY 4, 2013

In order to Establish Eligibility & Credentials to Vote at the 2013 Business Session

**TO: THE OFFICERS AND MEMBERS OF
THE ASSOCIATION OF TOWNS OF
THE STATE OF NEW YORK**

TO INSURE CORRECT SPELLING ON BADGES, PLEASE PRINT OR TYPE

I, _____ Town Clerk of the Town of _____,
in the County of _____ and State of New York DO HEREBY CERTIFY
that the Town Board of the aforesaid Town has duly designated the following named person to
attend the Annual Business Session of the Association of Towns of the State of New York, to be held
in New York City, on February 20, 2013, and to cast the vote of the aforesaid Town, pursuant to
§6 of Article III of the Constitution and By-Laws of said Association:

NAME OF VOTING DELEGATE _____ OFFICE _____

ADDRESS _____

ZIP _____

*In the absence of the person so designated, the following named person has been designated to cast the
vote of said Town:*

NAME OF ALTERNATE _____ OFFICE _____

ADDRESS _____

ZIP _____

In WITNESS WHEREOF, I have hereunto set my hand and the seal of said Town

this ____ day of _____, 20__.

Town Clerk