

**RESOLUTION to amend Res. # 2010-060 which, Established Standard Workday
for Elected and Appointed Officials** **#2010 -0 67**

Offered by Supervisor Selmsner

Seconded by Councilman Sullivan

WHEREAS, the Caroga Town Board held its regular monthly meeting on August 11, 2010, and

WHEREAS, at the July regular town board meeting resolution #2010-060 was passed establishing the standard work day for elected and appointed employees of the Town of Caroga, and

WHEREAS, the Town Clerk/Tax Collector Linda Gilbert questioned the number of hours being reported into the retirement system for her job title, and

WHEREAS, Supervisor Selmsner reviewed information on the NYS Comptrollers website and from other sources, and

WHEREAS, the Town of Caroga desire to follow Regulation 315.4, herein attached, of the NYS Retirement Law to establish standard workdays and reporting for elected and appointed officials who are members of the NYS Retirement System, now therefore be it

RESOLVED, for the purpose of determining days worked, no fewer than six (6) hours for part time officials or more than eight (8) hours for full time officials shall be established as a standard workday; and be it further,

RESOLVED, commencing January 1, 2010 the following official shall keep a three-month (3) record of work activities beginning on January 1, 2010 and ending March 31, 2010, and those records shall be submitted to the Town Clerk of the Town of Caroga to be posted for public review for a period of thirty (30) days:

Linda Gilbert, Town Clerk/Tax Collector
Katherine Hillock, Assessor
Lita Hillier, Bookkeeper to Supervisor/Budget Officer
Joseph Insogna, Jr., Superintendent of Highways
Stephen Jennings, Greenskeeper/Golf Manager
Ralph Palcovic, Councilman
Valerie Scribner, Councilman
James Subik, Town Justice
Thelma Subik, Court Clerk
Robert Sullivan, Councilman
Anthony Russitano, Councilman

and be it further, **RESOLVED**, that all forms were forwarded to the above named official and or appointees for proper recording of time worked per Regulation 315.4 of the NYS Retirement System and thus

BE IT RESOLVED, that the Town of Caroga hereby establishes the following standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body.

Title	Name	SS #	Reg #	Work day	Term	Kept time	Days Per Mo.
Town Clerk	Linda Gilbert	1674	38060216	8	1/1/10 – 12/31/13	y	20
Assessor	Katherine Hillock	8410	37554839	6	10/1/07- 9/30/13	Y	15
Bookkeeper	Lita Hillier	4537	37513728	6	1/1/10- 12/31/10	Y	20
Budget							
Supt. of Hwy	Joseph Insogna Jr.	9444	42692327	8	1/1/10-12/31/11	Y	20
Golf Pro	Steve Jennings	9895	34050492	6	1/1/10 –12/31/10	Y	20
Greenskeep							
Town Council	Ralph Palcovic	0301	40424244	6	1/1/08- 12/31/11	Y	10 per qtr
Town Council	Valerie Scribner	6408	40366213	6	1/1/10-12/31/13	Y	10 per qtr
Town Council	Robert Sullivan	0631	42692335	6	1/1/08- 12/31/11	Y	10 per qtr
Town Council	Anthony Russitano	1396	50010719	6	1/1/10-12/31/13	Y	10 per qtr
Town Justice	James Subik	6818	37202157	6	1/1/08-/12/31/11	Y	5.
Court Clerk	Thelma Subik	9532	41314339	6	1/1/10-12/31/10	Y	14 per qtr

Unanimously Carried

I **Linda M. Gilbert**, clerk of the governing board of the Town of Caroga in the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board, at a legally convened meeting held on the 11th day of August, 2010 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

I further certify that the board which consists of 5 members; one of which was absent at this meeting, and that 4 of the board member were present at said meeting and that the 4 members voted in favor of the resolution.

IN WITNESS WHEREOF, I have hereunto
Set my hand and the Seal of the
Town of Caroga this 25th day of August 2010.

Seal

Linda M. Gilbert

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