

**RESOLUTION ESTABLISHING THE MINIMUM AVERAGE STANDARD WORK DAYS
FOR ELECTIVE AND CERTAIN APPOINTIVE OFFICIALS**

WHEREAS, by its Regulations, NYCRR 315.4, the Office of the New York State Comptroller requires municipalities to establish a standard work day for each elective or appointive official who participates in the New York State and Local Employees Retirement System; and

WHEREAS, it is in the best interests of the Town and of its employees to formerly establish and reconfirm minimum standard work days for those individuals not already covered by the provisions of a collective bargaining agreement; now, therefore, be it

RESOLVED, that the Town Board hereby establishes the following as the minimum average standard work days for the following elective and appointive officials of Town of Providence for purposes of reporting to the New York State Retirement System

Title	Name	Standard Work Day (Hrs/Day)	Term Begins/Ends	Participates in Employers Time Keeping System (Y/N)	Days/Month (based on Record of Activities)
ELECTED OFFICIALS					
Town Clerk & Tax Collector	Susan Wemple	6	01/01/2012 - 12/31/2015	N	14.72
Town Justice	James Richard Cummings, Sr.	6	01/01/2012 - 12/31/2015	N	7.15
Town Justice	Lela Hartman	6	01/01/2009 - 12/31/2012	N	2.25
Town Board	Elizabeth Vandenburg	6	01/01/2010 - 12/31/2013	N	2.71
Assessor	Victoria Hayner	6	01/01/2011 - 09/30/2013	N	5.65
Highway Superintendent	George Whitney	8	01/01/2010 - 12/31/2013	N	FT
APPOINTED OFFICIALS					
Dog Control	William Schwab	6	1/1/2012 - 12/31/2012	N	4.11
Deputy Highway Superintendent	Richard Emigh	8	1/1/2012 - 12/31/2012	N	FT

Deputy Town Clerk	Debra Richards-Flint	6	1/1/2012 – 12/31/2012	Y	
Court Clerk	Joanna Cummings	6		Y	

RESOLVED, that the said officials, shall submit a daily record of their time worked or report their work activities in accordance with NYCRR section 315.4(a); and be it further

RESOLVED, that a copy of this Resolution be posted on the Town of Providence website for a minimum of 30 days; and be it further

RESOLVED, that a certified copy of this Resolution be filed with the Office of the State Comptroller within 45 days of the adoption hereof.