

**TOWN OF NEW LEBANON
 RESOLUTION #XX, 2023
 STANDARD WORK DAY AND REPORTING RESOLUTION FOR 2023
 May 15, 2023**

At the regular monthly meeting of the New Lebanon Town Board, held at the New Lebanon Town Hall, 14755 Route 22, New Lebanon, New York, duly called and held on the 15th day of May 2023, the following Resolution was put forth for enactment:

Proposed by _____
 Seconded by _____

Standard Work Day and Reporting Resolution for 2023

BE IT RESOLVED, that the New Lebanon Town Board hereby establishes the following as 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 time keeping system records or the record of activities maintained and submitted by these officials to the clerk of this body:

Title	Name	Standard Work Day (Hrs/day)	Term Begins/Ends	Participates in Employer's Time Keeping System (Y/N)	Days/Month (based on Record of Activities)	Not Submitted
Elected Officials						
Highway Superintendent	Jeffrey Winestock	6	1/1/2020 – 12/31/2023	No	33.17	
Town Supervisor	Tistrya Houghtling	6	1/1/2022-12/31/2025	No	25.92	
Town Clerk	Marsha Robertson	6	1/1/2020-12/31/2023	No	27.00	
Town Justice	Jessica Byrne	6	1/1/2022-12/31/2025	No	3.18	
Tax Collector	Tamara Darcy	6	1/1/2020-12/31/2023	No	3.46	
Town Board	Marianna Anthonisen	6	1/1/2022-12/31/2025	No	5.3	
Appointed Officials						
Assessor	Kimberly Smith	6	10/1/2019-9/30/2026	No	10.027	
Dog Control Officer	Maggie Banker	6	1/1/2023-12/31/2023	No	0.857	

Title	Name	Standard Work Day (Hrs/day)	Term Begins/Ends	Participates in Employer's Time Keeping System (Y/N)	Days/Month (based on Record of Activities)	Not Submitted
Appointed Officials						
Park Manager	Charley Sears	6	4/11/2023-12/31/2023			**ROA Not yet submitted

Upon the question of the foregoing Resolution, the following Town Board Members voted “Aye” or “Nay” for said Resolution:

Roll Call Vote:

- Councilmember Norman Rasmussen ___
- Councilmember Deborah Gordon ___
- Supervisor Tistrya Houghtling ___
- Councilmember John Trainor ___
- Councilmember Marianna Anthonisen ___

The Resolution, having been approved by a majority vote of the Town Board, was declared duly adopted by the Supervisor of the Town of New Lebanon.

Dated: May 15, 2023

Marcie Robertson
Town Clerk
Town of New Lebanon