

November 3, 2017

To: Town Board

From: Sherry Howard

Subject: Add new Standard Workday Resolution

I respectfully request the Putnam Valley Town Board add a new Standard Workday Resolution for Councilman Luongo. In addition, I respectfully request the Putnam Valley Town Board hereby establish the following standard workdays 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.

Thank-you,

Sherry Howard

Town Clerk



Office of the New York State Comptroller  
 New York State and Local Retirement System  
 Employees' Retirement System  
 Police and Fire Retirement System  
 110 State Street, Albany, New York 12244-0001

# Standard Work Day and Reporting Resolution for Elected and Appointed Officials

RS 2417-A

(Rev. 8/15)

BE IT RESOLVED, that the \_\_\_\_\_ (Name of Employer) / \_\_\_\_\_ (Location Code) hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on their record of activities:

Title	Standard Work Day (Hrs/day) Min. 6 hrs Max. 8 hrs	Name (First and Last)	Social Security Number (Last 4 digits)	Registration Number	Tier 1 (Check only if member is in Tier 1)	Current Term Begin & End Dates (mm/dd/yy-mm/dd/yy)	Record of Activities Result*	Not Submitted (Check only if official did not submit their Record of Activities)
<b>Elected Officials</b>								
Town Board	6.00	Louis Luongo			<input type="checkbox"/>	1/01/16 - 12/31/19		<input checked="" type="checkbox"/>
<b>Appointed Officials</b>								
					<input type="checkbox"/>			<input type="checkbox"/>
					<input type="checkbox"/>			<input type="checkbox"/>
					<input type="checkbox"/>			<input type="checkbox"/>

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

I, Sherry Howard (Name of secretary or clerk) secretary/clerk of the governing board of the Town of Putnam Valley (Name of Employer) of 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 8<sup>th</sup> day of November, 2017 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have ~~personally~~ set my hand and the seal of the Town of Putnam Valley (Name of Employer) on this 8 day of Nov, 2017 (Signature of the secretary or clerk)

Affidavit of Posting: I, Sherry Howard (Name of secretary or clerk) being duly sworn, deposes and says that the posting of the Resolution began on 11/8/17 (Date) and continued for at least 30 days. That the Resolution was available to the public on the

Employer's website at Town of Putnam Valley  
 Official sign board at Town of Putnam Valley  
 Main entrance secretary or clerk's office at Town Hall, Putnam Valley

