

Councilor
Kevin McCormack

Councilor
Mark Tucker

Supervisor
Janet Aaron

Councilor/ Deputy Supervisor
Courtney Alexander

Councilor
Chris Legg

Attorney
Brody Smith

Town Clerk
Julie Stenger

TOWN BOARD MEETING

December 6, 2021

6:30 p.m.

www.zoom.us

Meeting ID: 864 2950 9021

Passcode: 663117

Pledge of Allegiance

1. Department Reports

Highway, Water, Transfer Station
Planning and Zoning
Codes Office
Parks
Engineer

-Allan Wellington/Councilor Tucker & Councilor Legg
-Councilor Tucker
-Robert Herrmann/Councilor Tucker
-Sue Murphy/Councilor Alexander
-Miranda Robinson/Supervisor Aaron

2. Minutes of November 15, 2021

3. Public Hearing 7:00 p.m. – Introductory Local Law No. F of the Year 2021 “A Local Law Adopted Pursuant to Cannabis Law § 131 to Opt Out of Licensing and Establishing Cannabis Retail Dispensaries Within the Town of Skaneateles.”

4. Public Hearing 7:15 pm. - Introductory Local Law No. G of the Year 2021 “A Local Law Adopted Pursuant to Cannabis Law § 131 to Opt Out of Licensing and Establishing Cannabis On-Site Consumption Sites Within the Town of Skaneateles.”

5. Town of Skaneateles Cemetery Rules and Regulations Amendment

6. Authorize Data Collection Company

7. Authorize Hamlet Planning Proposal

8. Talcott Water District

9. Public Works Maintenance Worker Position

10. Assign Delegate for the NYS Association of Towns 2022 Conference

11. Announcements/Correspondence/Updates

- *2022 Transfer Station Permits on Sale Now*
- *Letter from Mike Byrne re: Talcott Water District*
- *Letter from June Lemon re: Franklin Street intersection*

12. Public Comment

13. Budget Amendments

14. Abstract #21-23

15. Executive Session – Attorney Advice

Regular Board Meeting – The public has the right to attend and listen to the board deliberations. The public may participate upon the invitation of the board. **Public Hearing** – The public is invited to speak. The board is not obligated to answer questions or render a decision. All comments should be directed to the Board.

Julie Stenger is inviting you to a scheduled Zoom meeting.

Topic: Town Board

Time: Dec 6, 2021 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86429509021>

Meeting ID: 864 2950 9021

Passcode: 663117

One tap mobile

+16468769923,,86429509021#,,,,*663117# US (New York)

+13126266799,,86429509021#,,,,*663117# US (Chicago)

Dial by your location

+1 646 876 9923 US (New York)

+1 312 626 6799 US (Chicago)

+1 301 715 8592 US (Washington DC)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 408 638 0968 US (San Jose)

Meeting ID: 864 2950 9021

Passcode: 663117

Find your local number: <https://us02web.zoom.us/j/86429509021>

**RESOLUTION
OF THE TOWN BOARD
OF THE TOWN OF SKANEATELES**

WHEREAS, pursuant to Municipal Home Rule Law Section 20(4), Board Member _____ has introduced for consideration Local Law No. ___ of 2021 entitled "A Local Law Adopted Pursuant to Cannabis Law § 131 to Opt Out of Licensing and Establishing Cannabis Retail Dispensaries Within the Town of Skaneateles" (the "Local Law"); and

WHEREAS, New York State Cannabis Law § 131 expressly authorizes the Town Board to adopt a local law requesting that the Cannabis Control Board prohibit the establishment of cannabis retail dispensary licenses within the jurisdiction of the town (hereafter referred to as "Opting Out"); and

WHEREAS, if the Town Board decides to Opt Out, that decision is subject to a permissive referendum pursuant to Municipal Home Rule Law § 24; and

WHEREAS, the Town Board classified the Local Law as a Type II Action under SEQRA because it involves the "adoption of regulations, policies, procedures and local legislative decisions" 6 NYCRR 617.5 (c)(33); and

WHEREAS, the Town held a public hearing on _____, 2021 to hear public input on the Local Law; and

NOW, THEREFORE, BE IT RESOLVED that the Town Board hereby adopts the Local Law; and

BE IT FURTHER RESOLVED that the Town Clerk is directed to file the Local Law with the Secretary of State and to arrange for the publication of a notice of permissive referendum pursuant to the Municipal Home Rule Law § 24.

The adoption of the foregoing Resolution was moved by _____, seconded by _____, and duly put to vote, which resulted as follows:

Janet Aaron	Voting	Aye/Nay
Courtney Alexander	Voting	Aye/Nay
Chris Legg	Voting	Aye/Nay
Kevin McCormack	Voting	Aye/Nay
Mark Tucker	Voting	Aye/Nay

The resolution was thereupon declared duly adopted.

Dated _____, 2021


AFFIDAVIT OF POSTING

STATE OF NEW YORK)
COUNTY OF ONONDAGA) ss.:
TOWN OF SKANEATELES)


JULIE A. STENGER, being duly sworn, deposes and says that she resides at 4479 Jordan Road, Skaneateles, New York and that on November 16, 2021 she posted on the sign board and on the Town of Skaneateles website (www.townofskaneateles.com), maintained by the Town Clerk of the Town of Skaneateles at the Town Office Building, 24 Jordan Street, Skaneateles, New York, a notice of Public Hearing regarding Local Law No. F of the Year 2021

†A Local Law Adopted Pursuant to Cannabis Law § 131 to Opt Out of Licensing and Establishing Cannabis Retail Dispensaries Within the Town of Skaneateles†

Dated: November 16, 2021


Julie A. Stenger
Town Clerk
Town of Skaneateles

Subscribed and Sworn to before
me this 16th day of November 2021


Paula M. Powell
Notary Public

PAULAN. POWELL
Notary Public, State of New York
Reg. No. 01P06409084
Qualified in Onondaga County
Commission Expires Sep 14, 2024

**TOWN OF SKANEATELES
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that a public hearing shall be held by the Town Board of the Town of Skaneateles at 7:00 p.m. on **December 6, 2021** regarding **Introductory Local Law No. F of the Year 2021** “Local Law No. F of the Year 2021 “A Local Law Adopted Pursuant to Cannabis Law § 131 to Opt Out of Licensing and Establishing Cannabis Retail Dispensaries Within the Town of Skaneateles.”

An opportunity to be heard in regard to such will be given at the hearing to those favoring or opposing the same, as well as any comments. Communication in writing in relation thereto may be filed with the Town Board or at such hearing. **Said Hearing** will be held on **Monday December 6, 2021 at 7:00 pm** at the Skaneateles Town Hall, 24 Jordan Street, Skaneateles, NY 13152 or via Zoom at www.zoom.us, Meeting ID: 864 2950 9021 Passcode: 663117, as required by local and/or Executive Orders applicable to COVID-19.

At that time all persons will be heard or have an opportunity to provide written comment on this Proposed Local Law.

Dated: Skaneateles, New York
November 15, 2021

Julie A. Stenger, Town Clerk
Town of Skaneateles

Town of Skaneateles
Local Law No. F of the Year 2021
A Local Law Adopted Pursuant to Cannabis Law § 131 to Opt Out of Licensing and Establishing
Cannabis Retail Dispensaries Within the Town of Skaneateles

Be it enacted by the Town Board of the Town of Skaneateles (the “Town Board”) as follows:

Section 1. Legislative Intent

It is the intent of this local law to opt the Town of Skaneateles out of hosting retail cannabis dispensaries within its boundaries.

Section 2. Authority

This local law is adopted pursuant to Cannabis Law § 131, which expressly authorizes the Town Board to adopt a local law requesting the Cannabis Control Board to prohibit the establishment of cannabis retail dispensary licenses within the jurisdiction of the town, subject to a permissive referendum pursuant to Municipal Home Rule Law § 24.

Section 3. Local Cannabis Retail Dispensary Opt-Out

The Town Board hereby opts-out of licensing and establishing cannabis retail dispensaries within its boundaries.

Section 4. State Environmental Quality Review Act (SEQRA)

The Town Board has considered the provisions of Article 8 of the Environmental Conservation Law (“SEQRA”) and the regulations adopted thereunder at 6 NYCRR Part 617 and finds this Local Law to be a Type II Action as defined therein. Therefore, no further review is required under SEQRA.

Section 5. Severability

If a court determines that any clause, sentence, paragraph, subdivision, or part of this local law or the application thereof to any person, firm or corporation, or circumstance is invalid or unconstitutional, the court’s order or judgment shall not affect, impair, or invalidate the remainder of this local law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this local law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

Section 6. Effective date

This local law shall take effect immediately upon filing with the Secretary of State, provided that such filing occurs no sooner than 45 days after the adoption of this local law by the Town Board. Pursuant to Cannabis Law § 131, this local law is subject to a permissive referendum and may not be filed with the Secretary of State until the applicable time period has elapsed to file a petition or a referendum has been conducted approving this local law.

**RESOLUTION
OF THE TOWN BOARD
OF THE TOWN OF SKANEATELES**

WHEREAS, pursuant to Municipal Home Rule Law Section 20(4), Board Member _____ has introduced for consideration Local Law No. ____ of 2021 entitled "A Local Law Adopted Pursuant to Cannabis Law § 131 to Opt Out of Licensing and Establishing Cannabis On-Site Consumption Sites Within the Town of Skaneateles" (the "Local Law"); and

WHEREAS, New York State Cannabis Law § 131 expressly authorizes the Town Board to adopt a local law requesting that the Cannabis Control Board prohibit the establishment of cannabis on-site consumption licenses within the jurisdiction of the town (hereafter referred to as "Opting Out"); and

WHEREAS, if the Town Board decides to Opt Out, that decision is subject to a permissive referendum pursuant to Municipal Home Rule Law § 24; and

WHEREAS, the Town Board classified the Local Law as a Type II Action under SEQRA because it involves the "adoption of regulations, policies, procedures and local legislative decisions" 6 NYCRR 617.5 (c)(33); and

WHEREAS, the Town held a public hearing on _____, 2021 to hear public input on the Local Law; and

NOW, THEREFORE, BE IT RESOLVED that the Town Board hereby adopts the Local Law; and

BE IT FURTHER RESOLVED that the Town Clerk is directed to file the Local Law with the Secretary of State and to arrange for the publication of a notice of permissive referendum pursuant to the Municipal Home Rule Law § 24.

The adoption of the foregoing Resolution was moved by _____, seconded by _____, and duly put to vote, which resulted as follows:

Janet Aaron	Voting	Aye/Nay
Courtney Alexander	Voting	Aye/Nay
Chris Legg	Voting	Aye/Nay
Kevin McCormack	Voting	Aye/Nay
Mark Tucker	Voting	Aye/Nay

The resolution was thereupon declared duly adopted.

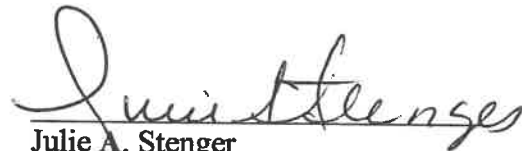
Dated _____, 2021

AFFIDAVIT OF POSTING

STATE OF NEW YORK)
COUNTY OF ONONDAGA) ss.:
TOWN OF SKANEATELES)

JULIE A. STENGER, being duly sworn, deposes and says that she resides at 4479 Jordan Road, Skaneateles, New York and that on November 16, 2021 she posted on the sign board and on the Town of Skaneateles website (www.townofskaneateles.com), maintained by the Town Clerk of the Town of Skaneateles at the Town Office Building, 24 Jordan Street, Skaneateles, New York, a notice of Public Hearing regarding Local Law No. G of the Year 2021 "A Local Law Adopted Pursuant to Cannabis Law § 131 to Opt Out of Licensing and Establishing Cannabis On-Site Consumption Sites Within the Town of Skaneateles."

Dated: November 16, 2021



Julie A. Stenger
Town Clerk
Town of Skaneateles

Subscribed and Sworn to before
me this 16th day of November 2021



Paula M. Powell
Notary Public

PAULAM. POWELL
Notary Public, State of New York
Reg. No. 01P06409084
Qualified in Onondaga County
Commission Expires Sep 14, 2024

**TOWN OF SKANEATELES
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that a public hearing shall be held by the Town Board of the Town of Skaneateles at 7:15 p.m. on **December 6, 2021 regarding Introductory Local Law No. G of the Year 2021** “Local Law No. G of the Year 2021 “A Local Law Adopted Pursuant to Cannabis Law § 131 to Opt Out of Licensing and Establishing Cannabis On-Site Consumption Sites Within the Town of Skaneateles.”

An opportunity to be heard in regard to such will be given at the hearing to those favoring or opposing the same, as well as any comments. Communication in writing in relation thereto may be filed with the Town Board or at such hearing. **Said Hearing will be held on *Monday December 6, 2021 at 7:15 pm*** at the Skaneateles Town Hall, 24 Jordan Street, Skaneateles, NY 13152 or via Zoom at www.zoom.us, Meeting ID: 864 2950 9021 Passcode: 663117, as required by local and/or Executive Orders applicable to COVID-19.

At that time all persons will be heard or have an opportunity to provide written comment on this Proposed Local Law.

Dated: Skaneateles, New York
November 15, 2021

Julie A. Stenger, Town Clerk
Town of Skaneateles

Town of Skaneateles
Local Law No. G of the Year 2021
A Local Law Adopted Pursuant to Cannabis Law § 131 to Opt Out of Licensing and Establishing
Cannabis On-Site Consumption Sites Within the Town of Skaneateles

Be it enacted by the Town Board of the Town of Skaneateles (the “Town Board”) as follows:

Section 1. Legislative Intent

It is the intent of this local law to opt the Town of Skaneateles out of hosting on-site cannabis consumption establishments within its boundaries.

Section 2. Authority

This local law is adopted pursuant to Cannabis Law § 131, which expressly authorizes the Town Board to adopt a local law requesting the Cannabis Control Board to prohibit the establishment of cannabis on-site consumption licenses within the jurisdiction of the town, subject to a permissive referendum pursuant to Municipal Home Rule Law § 24.

Section 3. Local Cannabis On-Site Consumption Opt-Out

The Town Board hereby opts-out of licensing and establishing cannabis on-site consumption establishments within its boundaries.

Section 4. State Environmental Quality Review Act (SEQRA)

The Town Board has considered the provisions of Article 8 of the Environmental Conservation Law (“SEQRA”) and the regulations adopted thereunder at 6 NYCRR Part 617 and finds this Local Law to be a Type II Action as defined therein. Therefore, no further review is required under SEQRA.

Section 5. Severability

If a court determines that any clause, sentence, paragraph, subdivision, or part of this local law or the application thereof to any person, firm or corporation, or circumstance is invalid or unconstitutional, the court’s order or judgment shall not affect, impair, or invalidate the remainder of this local law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this local law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

Section 6. Effective date

This local law shall take effect immediately upon filing with the Secretary of State, provided that such filing occurs no sooner than 45 days after the adoption of this local law by the Town Board. Pursuant to Cannabis Law § 131, this local law is subject to a permissive referendum and may not be filed with the Secretary of State until the applicable time period has elapsed to file a petition or a referendum has been conducted approving this local law.

Julie Stenger

From: Richard Eldredge <eldredged@yahoo.com>
Sent: Saturday, November 20, 2021 9:09 AM
To: Janet Aaron; Bridgett Winkelman; Julie Stenger
Subject: amendment to cemetery rules and regs
Attachments: Cemetery rules and regulations 2021 amended for winter season_not approved yet.doc

Hi all:

I would like to add one line to the rules and regs doc. Addition is redlined in attachment. Addition would state decorations, flowers, wreaths etc. are to be removed when cemeteries close for winter season.

This affords us the opportunity to keep cemeteries clean through winter months without having to justify why objects are being removed. Anything of value will/can be marked and stored for retrieval by owners.

Let me know if there are questions or concerns.

Dick

Town of Skaneateles Cemeteries Rules and Regulations

1. All cemetery lots or plots are sold in accordance with the provisions set forth by resolution of the Town Board of the Town of Skaneateles, New York. Said lots or plots shall not be used for any purpose other than as a burial place for deceased human beings and appropriate gravestones and markers.
2. **ALL GLASS CONTAINERS AND DECORATIONS ARE PROHIBITED** in the Town of Skaneateles cemeteries and shall be removed. Only recognized cemetery containers will be permitted. These generally include ceramic urns and vases or metal tripods or hangers. Also prohibited are tin cans, styrofoam, paper holders, plaster images, any unsightly materials or anything deemed dangerous to the public.
3. No live plantings are allowed unless approved by the Town Board or Cemetery Superintendent. Containers or other objects placed in front or in back of the monument, or in such a way to prohibit maintenance will be subject to removal.
4. The Town appointed Cemetery Superintendent shall have the following rights:
 - A. To remove all flowers, wreaths and other decorations as soon as they become unsightly or dangerous **and when cemetery closes for winter season.**
 - B. To remove or relocate any object, without prior notice to the owner, that does not meet these rules and regulations.
5. All work in the Town of Skaneateles cemeteries shall be performed by or under the direction of the Cemetery Superintendent.

Cemeteries are closed from November 15th to April 15th.

(Exceptions are at the discretion of the Cemetery Superintendent and Town Clerk.)

All persons shall be allowed access to the Cemeteries during daylight hours, observing the rules and regulations which are in effect and the proprietary due the cemeteries. Persons are invited onto the property at their own risk.

Any persons found damaging or committing malicious mischief, or disregarding the rules and regulations may be subject to prosecution

(New York State Penal Law § 145.22 - § 145.27).

**For information contact:
Skaneateles Town Clerk's Office
24 Jordan Street
Skaneateles, NY 13152
315-685-3473**

Cemetery Superintendent

At a Regular Meeting of the Town Board of the Town of Skaneateles, Onondaga County, New York, held by video conference on _____ at 6:30 p.m.

The meeting was called to order by the Supervisor, and upon roll being called, there were:

PRESENT:	Janet Aaron	Supervisor
	Courtney Alexander	Councilor
	Kevin McCormack	Councilor
	Mark Tucker	Councilor
	Chris Legg	Councilor

**RESOLUTION AND ORDER OF THE TOWN BOARD OF
THE TOWN OF SKANEATELES APPROVING THE FORMATION
OF THE TALCOTT WATER DISTRICT, EXTENSION NUMBER 1
IN THE TOWN OF SKANEATELES,
COUNTY OF ONONDAGA AND STATE OF NEW YORK**

WHEREAS, the Town Board of the Town of Skaneateles (the “Town Board” and the “Town”, respectively), in the County of Onondaga, State of New York, has received a petition, dated _____, pursuant to Article 12 of the Town Law, for the formation of the **Talcott Water District, Extension Number 1** in an area generally known as the west side of Route 41 (Tax Map Parcel Nos. _____), which petition is signed by the owners of taxable real property situate in the proposed District, owning in the aggregate at least one-half of the assessed valuation of all the taxable real property of the proposed District, as shown upon the latest completed assessment roll of said Town, and including the signatures of resident owners of taxable real property owning taxable real property aggregating at least one-half of the assessed valuation of all the taxable real property of the proposed District, owned by resident owners according to the latest completed assessment roll; and

WHEREAS, said petition purported to describe the boundaries of the proposed District in a manner sufficient to identify the lands included therein as in a deed of conveyance and was

signed by the petitioners and acknowledged or proved in the same manner as a deed to be recorded;
and

WHEREAS, the proposed District is bounded and described on the attached Schedule "A"; and

WHEREAS, following the preparation of a map, plan and report by competent engineers duly licensed by the State of New York, for the proposed District, and the construction of water facilities therein, consisting generally of the installation of _____ (the "Improvements") in the Town of Skaneateles, said Map, Plan and Report are now on file in the Office of the Town Clerk; and

WHEREAS, the Town Board has given due consideration to the impact that such construction in said District may have on the environment and on the basis of such consideration, the Town Board has determined the environmental impact, if any, to be caused by such construction under the State Environmental Quality Review Act ("SEQRA"); and

WHEREAS, at a regular meeting of the Town Board on _____, the Town Board determined the formation of this special district is an unlisted action for purposes of environmental review under SEQR; and

WHEREAS, the Town Board determined on _____ that the formation of the District and construction of the improvements therein would have no significant adverse effects on the environment, and therefore adopted a negative declaration; and

WHEREAS, the entirety of the costs to be expended for the construction of the Improvements shall entirely be borne by the applicants/petitioners and at no expense to the District, all as shown in the submitted plans; and

WHEREAS, all future costs and expenses of operation, maintenance and improvements, in said District, including all expenses related to all extensions of said District which may thereafter be established, shall be a charge against the entire area of said District; and

WHEREAS, an order was duly adopted by the Town Board on _____ for the hearing of all persons interested in this matter at a meeting of the Town Board of said Town of Skaneateles to be held at the Town Hall located at 24 Jordan Street, Skaneateles, New York on _____ at 6:30 p.m. to consider the formation of the proposed District herein referred to and the construction of such improvements herein, and to hear all persons interested in the subject thereof, concerning the same and for such other action on the part of the Town Board with relation thereto as may be required by law.

NOW THEREFORE, on motion of Councilor _____, seconded by Councilor _____, it is hereby

RESOLVED AND DETERMINED, that:

A. The aforesaid Petition and signed and acknowledged or proved as required by law, it duly complies with the requirements of Section 191 of the Town Law as to sufficiency of signers with respect to the boundaries of the proposed District formation as herein approved and it is otherwise sufficient;

B. All of the property and property owners within the proposed District formation are benefitted thereby;

C. all of the property and property owners benefitted are included within the limits of the proposed District formation;

D. It is in the public interest to grant in whole the relief sought; and it is further

RESOLVED AND ORDERED, that the said District be formed in said Town of Skaneateles, Onondaga County, New York, as set forth in the Map, Plan and Report prepared by _____, competent engineers, dated _____ and the construction of the improvements shall be borne by the applicants/petitioners at no expense to the District, all as shown in the submitted plans; and it is further

RESOLVED AND ORDERED, that all costs and expenses for the operation and maintenance of said District shall be annually assessed, levied and collected from the several lots and parcels of land within said District formation in the manner provided by law as stated herein; and it is further

RESOLVED AND ORDERED, that the Clerk of the Town of Skaneateles be and is hereby authorized and directed, on behalf of said Town, to file and record certified copies of this resolution and such other documents or instrument as may be required by law; and it is further

RESOLVED AND ORDERED, that the construction of the improvements within said District formation shall **not** be subject to approval of the New York State Comptroller as required pursuant to Town Law Article 12; and it is further

RESOLVED AND ORDERED, this Resolution and Order shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

Janey Aaron	Supervisor	Voted	Yes/No
Courtney Alexander	Councilor	Voted	Yes/No
Kevin McCormack	Councilor	Voted	Yes/No
Mark Tucker	Councilor	Voted	Yes/No
Christopher Legg	Councilor	Voted	Yes/No

The foregoing resolution was thereupon declared duly adopted.

DATED:

SCHEDULE "A"

CERTIFICATE

STATE OF NEW YORK)
COUNTY OF ONONDAGA)

I, the undersigned Clerk of the Town of Skaneateles, Onondaga County, New York, **DO**
HEREBY CERTIFY:

That I have compared the foregoing resolution setting public hearing with the original thereof on file in my office, and that the same is a true and correct copy of said original and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that all members of said Board had due notice of said meeting and that, pursuant to Section 103 of the Public Officers Law, said meeting was open to the general public.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Town
on _____.

Julie Stenger
Town Clerk

(SEAL)

THE
ASSOCIATION OF TOWNS

OF THE
STATE OF NEW YORK

150 State Street
Albany, NY 12207

Telephone
Area Code 518 – 465-7933
Fax # 518 – 465-0724

GERALD K. GEIST
Executive Director

KIMBERLY A. SPLAIN
Deputy Director

LORI A. MITTHEN-DeMASI
Counsel

SARAH B. BRANCATELLA
Associate Counsel

KATHLEEN N. HODGDON
Associate Counsel

October 29, 2021

Dear Town Clerk:

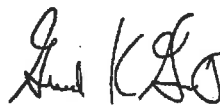
I'm writing to remind your town to assign a delegate (and an alternate) to attend our Annual Business Meeting with the purpose of electing the president, five vice presidents and voting on the Association's annual legislative platform. Assignments should be made to town officials who plan on attending the 2022 Training School and Annual Meeting, to be held at the New York Marriott Marquis, February 20-23, 2022.

To assign your delegate: The town board must adopt a resolution designating its delegate (and alternate). The alternate will assume delegate voting responsibilities if, the delegate cannot vote for any reason. After the resolution complete and submit the enclosed Certificate of Designation to us no later than **February 4, 2022**.

Important dates for the delegate: The optional Informational Budget Hearing will be held Sunday, February 20, 2022. Voting will take place at the Annual Business Meeting on Wednesday, February 23, 2022.

A note about membership dues: For a delegate to cast their vote at the Annual Business Meeting, your town's 2022 dues must be received in the office by February 4, 2022. We are unable to apply dues payments received by mail in our office after that date, no exceptions.

Kindest regards,



Gerald K. Geist
Executive Director

CERTIFICATE OF DESIGNATION

This form must be filed with:

THE ASSOCIATION OF TOWNS OF THE STATE OF NEW YORK, 150 STATE STREET, ALBANY, NY 12207

No later than FEBRUARY 4, 2022

In order to establish eligibility and credentials to vote at the 2022 Business Session

**TO: THE OFFICERS AND MEMBERS OF
The Association of Towns of the State of New York**

To Ensure 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
during Presidents' Week, February 2022, and to cast the vote of the aforesaid town, pursuant to §6
of Article III of the Constitution and Bylaws of said Association:

NAME OF VOTING DELEGATE _____

TITLE _____ E-MAIL ADDRESS _____

ADDRESS _____

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 _____

TITLE _____ E-MAIL ADDRESS _____

ADDRESS _____

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

this ____ day of _____, 20__.

Town Clerk