

**ESTABLISHING STANDARD WORKDAY AND REPORTING
ELECTED AND APPOINTED OFFICIALS
EXEMPT FROM THE TIME AND ATTENDANCE SYSTEM**

RESOLVED, the Batavia Town Board hereby establishes the following as a standard workday for elected and appointed officials exempt from the time and attendance system 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 Town Clerk and Secretary to the Supervisor:

Title	Name	Elected & Appointed Officials					Days/Mo nth (based on record of Activities)	Tier 1 (Check only if member is in Tier 1)	Not submitted (Check box if no record of activities completed or timekeeping system)
		Social Security Number (Last 4 digits)	Registration Number	Standard Work Day (hrs/day)	Term Begins/Ends	Participates in Employer's Time Keeping System			
Town Supervisor	Gregory Post	█	█	6	01/01-2014- 12/31/2017	N	25.93		
Town Board Member	Patti Michalak	█	█	6	01/01/2014- 12/31/2017	N	21.89		
Town Board Member	Daniel Underhill	█	█	6	01/01/2014- 12/31/2017	N	21.82		
Town Clerk	Teressa Morasco	█	█	8	01/01/2014- 12/31/2017	N	25.79		
Deputy Town Clerk	Sandra Baubie	█	█	8	01/01/2014- 12/31/2017	Y			
Highway Superintendent	Tom Lichtenthal	█	█	8	01/01/2014- 12/31/2017	Y			
Assessor	Rhonda Saulsbury	█	█	8	10/01/2013- 9/30/2019	Y			

Confidential Secretary to the Supervisor	Hiedi Librock	████	██████	8	01/01/2014-12/31/2017	Y			
Planning Board Member	Paul McCullough	████	██████	6	01/01/2013-12/31/19	Y			
Planning Board Member	Jonathan Long	████	██████	6	01/01/2014-12/31/2015	Y			
Zoning Board Of Appeals Member	Andrew Young	████	██████	6	01/01/2012-12/31/2016	Y			
Zoning Board of Appeals Member	Brittany Witkop	████	██████	6	01/01/2014-12/31/2018	Y			
Zoning Board of Appeals Member	Michael Pullinzi	████	██████	6	01/01/2011-12/31/2015	Y			

and be it further

RESOLVED, the Town Clerk is hereby directed, as required by Section 315.4 (c), to post said resolution on the Town's website and the sign board located in the Town Hall; and be it further

RESOLVED, the Town Clerk is hereby directed to file a certified copy of the resolution and an affidavit of posting with the Office of the State Comptroller's.

Offered by: Councilman Zambito

Second by: Councilman Lang

Ayes: Zambito, Lang, Michalak, Underhill

APPROVED by unanimous vote (4-0)