



# THE BULLETIN

VOLUME 61, ISSUE #3

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## President's Message

Patrick Farrell, President

AS I WONDERED WHAT TO SAY AND KEEP IT  
SHORT AND ON TIME  
I DECIDED TO WRITE MY WORDS SO THEY  
WOULD RHYME  
THANK YOU ALL FOR COMING TO OUR LUNCH  
AS I LOOK AROUND THE ROOM, IT'S A FINE  
LOOKING BUNCH

I'M SURE MANY OF YOU ARE WONERERING WHAT'S HE GOIN TO  
SAY?  
INCLUDING PETER BAYNES WHO INSTALLED A 5 SECOND DELAY  
FOR ALL YOU FIRST TIMERS WHO DON'T KNOW WHAT I MEAN  
I WILL TELL YOU LATER AND ASSURE YOU AOO I WILL KEEP IT  
CLEAN

THIS YEAR AS PRESIDENT HAS BEEN AN ENJOYABLE ONE  
AND I THANK ALL OUR NEW NEW VOLUNTEERS WHO HAVE JOINED  
IN THE FUN  
I CONGRATULATE OUR GRADUATES OF THE CLERKS CORNELL  
SCHOOL  
SUZANNE DLALY, MARIANNE LOBACCARO, NANCY MILEA,  
MARYJANE KENNEY, TERRI DIGREGORIO,  
RONNIE SCHATZKAMER AND MARGARETEE O'KEEFE... THAT'S  
REALLY COOL

I ENCOURAGE YOU ALL TO ATTEND, IT DOESN'T COST YOU A  
DIME  
WE HAVE SCHOLARSHIPS TO COVER AND YOU'LL LEARN AND  
HAVE A GOOD TIME  
A BIG THANKS TO MY BOARD AND THE SUPPORT THEY GIVE ME  
TAMMY, BONNIE, SHAWN, BRENDA, ROSANNE AND CATHY MON-  
TEGELLI

JIM KOURY OUR NEWSLETTER EDITOR NEEDS HELP FROM ALL  
OF YOU  
PLEASE SEND HIM STORIES AND PHOTOS OF THE THINGS YOU  
DO  
PLEASE CHECK OUR WEBSTIE, YOUR REGIONAL GROUP LEADERS  
ARE THERE

(President's Message con't on page 3)



## Editor's Message

**James R. Koury, Bulletin Editor**

Welcome to the third and last issue of The Bulletin for 2014! It is hard to believe 2015 is close at hand. The year certainly went FAST!

This issue of The Bulletin is, as usual, full of great information. After a call for some content, I received some good stuff! Keep it coming. To those that submitted articles, I do thank you! As I have said before, The Bulletin is for the membership to highlight cool stuff that is going on in your communities. I would highly encourage you to submit some stuff to me for inclusion in the next issue. The Bulletin belongs to YOU, so why not make it YOURS!

Another Fall Training School has come and gone. There are some pictures from the event on page 11. If anyone has pictures they'd like to share, I can certainly do some additional FTS highlights pages in future issues.

Pat Farrell's address for this issue is what he gave at the Annual Meeting. As is the case, his comments were colorful and humorous. Good job Pat. Thanks for all you do for the association. It is in good hands with you at the helm (at

least I think so anyway... LOL).

I want to extend personal congratulations to the winners of the Clerk of the Year Award -- Darlene Rexford and Lori Cashel of Adams, NY. These two crazy, um, "ladies," (couldn't say what I really wanted to say ... ha, ha, ha), are so deserving of this designation for all they have done to make the FTS a warm and welcoming peer opportunity.

Congratulations go to Andrew SanFilippo for winning the Distinguished Service Award. The award highlights folks that have helped the association move forward and Andy certainly is deserving of that recognition.

Of special note is the upcoming Hartford IIMC Conference to be held May 17-20, 2015. It is so close and in most of our backyards so there's no reason why you all shouldn't consider attending. My experience with the conferences is that they are wonderful educational opportunities and a great chance to meet other clerks from literally around the world. I found that despite our cultural differences from one country to the next and from state to state, we all basically did the same thing. How cool is that?

Volunteers are needed to make the event as special as possible. If you have never volunteered before, this is your chance. The CT clerks need your help so why not consider volunteering!? Check out page 11 to find out how.

So with that read on and enjoy the newest issue!

## 2014 - 2015 NYSACVC Officers

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Village of Croton On Hudson  
(914) 271-2013 pdisanto@crotononhudson-ny.gov

The Executive Committee wants to hear from you! Let us know what your thoughts are about our Association and things it can do for you to make you a better clerk!

## President's Message (Con't from page 1)

ATTEND YOUR LOCAL MEETINGS TO CONTINUE THE NETWORKING, FUN AND FANFARE

ATTEND THE IIMC CONFERENCE IN CONNECTICUTT THIS MAY YOU'LL MEET SOME CLERKS FROM AROUND THE WORLD, AND NO TUNDERSTAND A WRODK THEY SAY LET'S THANK NYCOM, FOR ALL THEY DO AND PUTTING TOGETHER THIS CONFERENCE FOR ME AND YOU

ENJOY YOUR STAY IN LAKE PLACID A MOST BEAUTIFUL PLACE BECAUSE NEXT WEEK IT'S ABACK TO THE OLD RAT RACE THAN YOU ALL FOR LETTING ME STAND BEFORE YOU I WILL CONTINUE TO TRY AND SERVE YOU THROUGH AND THROUGH

## Clerks of the Year Named Cashel and Rexford Designated

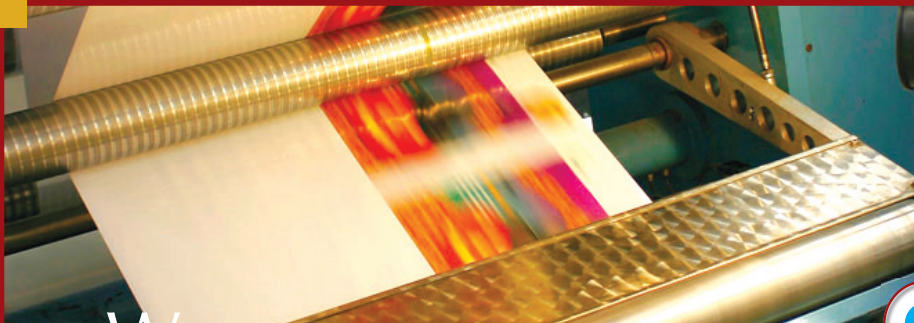
At the NYSACVC Annual Meeting Lori Cashel, Deputy Clerk-Treasurer and Darlene Rexford, Clerk-Tresurer of the Village of Adams were named as Clerks of the Year.



Cashel and Rexford have both worked for the Village of Adams for over 25 years. They have both attended the Fall Training School for the same amount of time.

They have been active members of the North Country Clerks Association and have worked side-by-side on many NYSACVC committees. Each has volunteered their time willingly and cheerfully for the benefit of the association and their village.

Congratulations to both Lori and Darlene!



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## Phishing Attacks - Are You At Risk?

Submitted By Deborah A Snyder, Office of Information and Technology Services

One of the most common online scams is called phishing. Phishing is an attempt by an individual or group to solicit personal information from unsuspecting users by masquerading as a trustworthy entity. Online scammers will pose as legitimate businesses, organizations or individuals. If they are able to gain the trust of their victims, they can leverage this trust to convince victims to willingly give up information or click on malicious links or attachments. Online scammers can make their communications appear to be those of legitimate businesses or organizations by spoofing the email address, creating a fake website with legitimate logos, and even providing phone numbers to an illegitimate customer service center operated by the scammers.

Two common types of phishing attacks:

- Phishing Email – One of the best known forms of phishing is an email scam. An email, purporting to be from a popular company, may ask you to click on a link in order to fix a problem with your account. In other instances, the email message may threaten to close your account if you do not respond. Scammers often use threats that your security has been compromised in order to increase the likelihood that the recipient will respond.

- Spear Phishing - Spear phishing is a personalized email attack in which a specific organization or individual is targeted. These attacks are prepared using information about an individual to make the email appear to be legitimate and induce the recipient to divulge sensitive information or download a malicious file. Such preparation is often based on extensive information gathering on the targets and has become one of the favored methods used in cyber espionage.

Phishing scams can be difficult to identify, however being aware of the threat and being vigilant in examining emails can reduce the risk that you will fall prey to such an attack.

Recommendations:

- Be cautious about all communications you receive, including those that purport to be from “trusted entities.” Be careful when clicking any links contained within those messages. If in doubt, do not click.



- Do not send your personal information via email. Legitimate businesses will not ask users to send sensitive personal information through email.
- Keep an eye out for telltale signs - poor spelling or grammar, the use of threats, the URL does not match that of the legitimate site.
- Be wary of how much information you post online. The less information you post, the less data you make available to a cybercriminal for use in developing a potential attack or scam.

Additional Resources:

- Enterprise Information Security Office Newsletters: <http://www.dhSES.ny.gov/ocs/awareness-training-events/news>
- Microsoft: <http://www.microsoft.com/security/online-privacy/phishing-symptoms.aspx>
- Anti-Phishing Working Group: <http://www.antiphishing.org/resources/overview/avoid-phishing-scams>
- Using Cyber Common Sense to Combat Threats to Privacy and Security: <http://www.mitre.org/publications/project-stories/using-cyber-common-sense-to-combat-threats-to-privacy-and-security>

For more information about the Enterprise Information Security Office and how to keep safe online, please visit [www.its.ny.gov/eiso](http://www.its.ny.gov/eiso).

Cyber Security Is OUR Shared Responsibility.

**Look for the next article from the NYS OITS in the next issue of The Bulletin!**



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# Volunteers Needed for Hartford, CT

By Kate Wall, Berlin Town Clerk

As many of you are aware, Hartford will host the 2015 IIMC Conference. The conference will actually start Sunday, May 17th and end on Wednesday, May 20th. I am asking for members of IIMC who are attending the conference to volunteer and help out where you can. If you have never been a member, IIMC will waive the membership for this year only since Region 1 is hosting the conference. Please contact Bernice Dixon bdixon@vernon-ct.gov for questions concerning membership.

The locations will be determined as we get closer to the conference and the schedule is subject to change. The following is to give you a sampling of the help that is needed.

## Friday, May 15

Volunteers for bag stuffing 10:00 am – 4:00 pm  
Volunteer Orientation 4:00 – 5:00 pm ALL VOLUNTEERS

## Saturday, May 16

Registration 6:30 am – 1:00 pm  
1:00 pm – 6:00 pm

IIMC Merchandise 6:30 am – 1:00 pm,  
1:00 pm – 6:00 pm

Welcome at the Airport 9:00 am – 11:00 am  
11:00 am – 1:00 pm  
1:00 pm – 3:00 pm  
3:00 pm – 5:00 pm

Set up Flags 10:00 am – 12 pm

Direct Delegates at Convention Center  
10:00 am – 12:00 pm  
12:00 pm – 2:00 pm  
2:00 pm – 4:00 pm

## Sunday, May 17

MCEF Walk/Run 6:15 am – 9:00 am

Flags moved to Auditorium 7:30 am – 8:00 am

Registration 6:30 am – 1:30 pm  
1:30 pm – 7:00 pm

IIMC Merchandise 6:30 am – 1:30 pm  
1:30 pm – 7:00 pm

Opening Ceremony move-in 8:00 am – 12:00 pm

MCEF Silent Auction set-up 8:00 am – 12:00 pm

Welcome at the Airport 9:00 am – 11:00 am  
11:00 am – 1:00 pm  
1:00 pm – 3:00 pm  
3:00 pm – 5:00 pm

Direct Delegates at Convention Center  
10:00 am – 12:00 pm  
12:00 pm – 2:00 pm  
2:00 pm – 4:00 pm

Fundraising – Exhibit Hall 1:00 pm – 4:00 pm

MCEF Silent Auction 5:00 pm – 6:30 pm

Welcome Opening Reception  
ALL VOLUNTEERS 6:30 pm

## Monday, May 18

Grab 'n Go Breakfast 6:45 am – 7:45 am

Registration 6:30 am – 12:00 pm  
12:00 pm – 5:00 pm

Opening Ceremony 7:30 am – 9:30 am

IIMC Merchandise Boutique 6:30 am – 12:00 pm  
12:00 pm – 5:00 pm

Fundraising – Exhibit Hall In between sessions and  
during lunch

MCEF Silent Auction As needed during the day

## Tuesday, May 19

Registration 8:00 am – 12:30 pm  
12:30 pm – 5:00 pm

Fundraising – Exhibit Hall In between sessions and  
during lunch (ends by 2:30 pm)

MCEF Silent Auction tear-down 2:00 pm – 5:00 pm

All Conference Event ALL VOLUNTEERS 5:30 pm  
(load buses, direct delegates, welcome delegates at 960 Main).

## Wednesday, May 20

Flag tear-down (shipping) 11:30 am – 1:30 pm

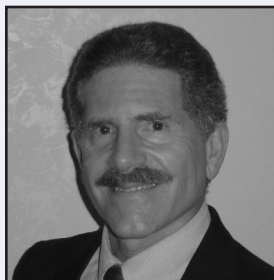
Please contact Anna Posniak (posniak@townofwind-sorct.com) and let her know when you are interested in helping. Please remember that this is preliminary and the actual schedule will be fine-tuned closer to the conference.

We will also have to provide door prizes. I am not sure at this point when the door prizes are announced but we will work that out with IIMC. So, I am asking for donations for the door prizes, the conference committee would like some of the door prizes (not all) to represent the seven Region 1 states. The value of the door prizes should be at least \$20.00 and we are looking for a minimum of 25 prizes. Please remember that most of the delegates will be flying so be aware of the sizes of the door prizes. If you would like to donate a door prize please contact Pattie McCoy poultneytownclerk@comcast.net. Also, we will have the opportunity to fundraise during the conference. We will have a table in the Exhibit Hall. If anyone has any ideas for a fundraiser, please let me know at kwall@town.berlin.ct.us.

Thank you and I look forward to seeing you in May!

## Shotgun Requests?

By Robert Freeman, Committee on Open Government



Every once in a while, I receive a call or an email message from a clerk about a request, and soon after, I get about a dozen more concerning the same request. Often I'll send "tips," - a brief response, to one of the clerks who contacted us and suggest that it be forwarded others if it seems to be helpful.

Within the past couple of weeks, I heard from about a half dozen clerks regarding the same request made by a law firm. The request involved a variety of material, and some of the records sought were likely decades old. This is what I suggested...

First, the applicant asked that records be made available on "a rolling basis." I didn't know what that is supposed to mean. If it is intended to suggest that an agency need not wait until fully dealing with a request before responding, and that it make records available on a piecemeal basis, that's ok, as long as the parties recognize and consider any such agreement to be mutual and fully understood.

On the other hand, if the applicant is asking that records be made available on an ongoing basis before they have been prepared or received, it has been advised that an agency is not required to honor a request of that nature. You've heard me suggest on numerous occasions that the Freedom of Information Law (FOIL) pertains to existing records. Because that is so, in a technical sense, it is impossible to grant or deny access to records that don't yet exist.

We've called them "prospective" requests, and typical would be the request for all minutes of future meetings. You can choose to make them available on an ongoing basis, but there is no requirement that you must. And if you do it for one, you'd have to do it for all. You probably don't want to establish a subscription service, and you can inform the applicant that you'll be happy to respond to requests for existing records.

Second, often most significant is the requirement that an applicant "reasonably describe" the records sought. Again, if the request involves records that are decades old, some might have been disposed of in accordance with the records retention schedule. If they're gone, FOIL no longer applies, and the "Rolling Stones principle" applies: You can't always get what you want!" To the extent that the records continue to exist, the issue involves the ability to locate and retrieve them with reasonable effort. The Court of Appeals, the state's highest court, has held that whether or the extent to which

a request reasonably describes the records is frequently dependent on the nature of an agency's filing or record keeping system. Insofar as records can be found with reasonable effort, a request would meet the requirement that the records be reasonably described. On the other hand, when records cannot be found or retrieved except by searching through the haystack for the needle, a request would not meet that standard, even if it is known that the records are there, somewhere.

What if a request involves, for example, all gas lines within the municipality? How do you know which fall within the request without additional information, such as the locations, i.e., street names, of interest to the applicant? You might scratch your head and wonder, "where do I start?" In that case, the request wouldn't reasonably describe the records, and you might respond by indicating that you can't begin to consider disclosure or fulfilling the request until the request is more focused.

I recognize that you're serious about public service and that you do your best to accommodate the public. But I can't tell you how many times over the years a kindly, well-meaning clerk has called, told me that she spent a week going through boxes in basement, found two pages of materials, and then asked what she can charge. My response is that inspection is free, or if photocopies are requested, that the fee would be 50 cents. But then I suggest that the clerk exceeded her responsibilities imposed by FOIL. If it takes that long to locate the records, it is clear that the request would not have reasonably described the records, and that the clerk need not have engaged in the time and effort (and, therefore, the expense) needed to find the records.

Third, let's assume that there are numerous records that can be found with reasonable effort. It is suggested that you estimate the number of photocopies to be made, inform the applicant of the amount of the fee and that you require that the fee be paid in advance before starting to make the copies.

What if the applicant asks that you scan the records and email them? FOIL says nothing about scanning, and we have advised that if it is no more labor intensive to scan than to photocopy, a court would likely determine that an agency is required to scan. If, however, it is more labor intensive because the records are stapled, they're in bound volumes, there would be redactions, etc., in our opinion, you wouldn't be required to scan. Note, too, that if it's not hard to scan, but it would take two hours or more to do so, we've advised that you can establish a fee

Freeman - Con't on page 10

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## News Briefs and Happenings

Submitted By Your Colleagues

### NYCOM Tax Freeze Seminar Held

The NYSACVC and LIVCTA hosted the NYCOM Tax Freeze Seminar on

Wednesday, November 12, 2014 following the Long Island Village Clerks and Treasurers Association (LIVCTA)

November Breakfast meeting held at the Courtyard by Marriot in Ronkonkoma, New York

In attendance was NCVOA Executive Director and former Mayor of New Hyde Park Warren Tackenberg, Mayor Dan Devita, Mayor Village of Laurel Hollow

NYCOM Executive Director Peter Baynes and Deputy Director Barbara Van Epps.



### North Country Clerks Met October 7, 2014

The North Country Association of Village Clerks and Clerk/Treasurers held a meeting on October 7th, 2014 at the 1000 Islands Harbor Hotel in Clayton, NY. It was a well attended meeting with Kent Stuetz, Regional Advisor of NYS Archives serving as the guest speaker.



Prior to the regular business meeting President Geneva Phelps Miller (Clerk/Treasurer, Clayton) welcomed new members. In addition, she acknowledged and congratulated members Darlene Rexford (Clerk/Treasurer,

Village of Adams) and Lori Cashel (Deputy Clerk/Treasurer, Adams) for being awarded the NYS Association of City and Village Clerks 'Clerk(s) of the Year Award'.

The business meeting included upcoming meeting dates as well as possible speakers. It was decided that the next meeting/Christmas gathering will be held on Friday, December 12th at the 1000 Islands Harbor Hotel in Clayton, NY.



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Freeman - Con't from page 7

based on the hourly salary of the lowest paid employee able to do the job. In that case, the law requires that the applicant be informed in advance of the amount.

What if it's an applicant who has requested records previously but hasn't paid the fee? We've advised that you can tell the applicant that you won't consider dealing with a new request until you're paid what is due.

Finally, you can jump in response to a request, but you don't have to; FOIL provides flexibility in terms of the time to respond. When a request is received, you have five business days to respond in some manner. If more time is needed, you are required to acknowledge the receipt of the request in writing and offer an approximate date, not to exceed twenty additional business days, indicating when you believe that you'll be able to grant the request in whole or in part. If within the five business days or toward the expiration of the twenty business days, it is determined that more than that amount of time is needed, FOIL requires that you provide an explanation for the delay in writing and a "date certain", a self-imposed deadline in which you promise to make the records available in whole or in part by a specific date. So long as that date is reasonable based on the facts and

circumstances, you'd be complying with law.

You need to be reasonable, but so does the requester!

**Make sure you visit the website of the Committee on Open Government. The Committee is an invaluable resource for municipal clerks.**

**Thank you Bob Freeman for your dedicated efforts on behalf of all municipal officials. Your guidance is priceless!**

**Look for more from the COOG in the next issue of The Bulletin!**



*archival*  
**PRESERVATION**

- ☞ BOOKS
- ☞ PAPER
- ☞ MAPS
- ☞ IMAGE
- ☞ INDEX

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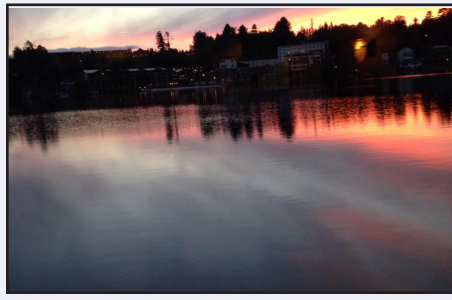
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*formerly Brown's River Marcell Co.*

**JOE DEGNAN**  
[joe.degnan@kofile.us](mailto:joe.degnan@kofile.us)

# 2014 NYCOM/OSC Fall Training School

Held in Beautiful Lake Placid, NY

The NYCOM/OSC Fall Training School was held in beautiful Lake Placid, NY in September. What a great place to be in the fall and for networking with fellow colleagues. Congratulations to Lori Cashel and Darlene Rexford for being named Clerk of the Year and to Andrew SanFilippo for winning the Distinguished Service Award. The following is a pictorial review of a great educational and fun experience!



## Workplace Violence Prevention

The NYS Dept. of Labor (PESH Bureau) conducts inspections around the State regarding the Public Employee Safety and Health Act. The Safety and Health inspectors are often looking for compliance with 12 NYCRR Part 800.6 (Public Employer Workplace Violence Prevention Programs). In 2006, New York State enacted legislation requiring public employers to develop and implement programs to prevent and minimize the hazards of workplace violence and help ensure the safety of public employees.

What do you need to do as a public employer:

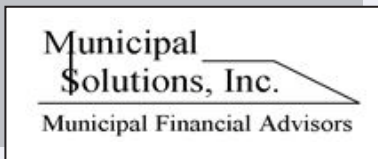
1. Develop and post a written policy statement about the employer's workplace violence prevention program goals and objectives.
2. Conduct a risk evaluation by examining the workplace for potential hazards related to workplace violence.
3. Develop a workplace violence prevention program (preferably in writing, although that is only required for employers with 20 or more full-time permanent employees) that explains how the policy is actually going to be implemented. The program will include details about

the risks that were identified in the evaluation and describe how the employer will address those risks. It will also include a system to report any incidents of workplace violence, among other things.

4. Provide training and information for employees around the workplace violence prevention program including any risk factors identified and what employees can do to protect themselves.
5. Document workplace violence incidents and maintain those records.

Compliance with this legislation must be taken very seriously. You should be aware that once your local government has had an inspection conducted by PESH and if your municipality is not in compliance, you will receive a Notice of Violation and Order to Comply. There will be abatement deadlines listed on the Notice and if they are not adhered to penalties can be assessed of \$50 to \$200 per day (depending on the seriousness of the violation) until the violations are corrected.

Further information regarding these requirements can be found at [www.labor.ny.gov](http://www.labor.ny.gov) - Safety and Health.



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# Top 15 Excel Shortcuts to Help Save You Time

Submitted By Rosanne Warner

Excel is a powerful spreadsheet, but you can't call yourself a power user until you've mastered the essential keyboard shortcuts. All of us look for time savings ideas to make our busy jobs easier and most of us use Excel spreadsheets in our offices on a regular basis. Excel has hundreds of keyboard shortcuts — look up 'keyboard shortcuts' in Excel help (accessed via the F1 key) for a full list but these are the ones you'll keep returning to.

Here are our Top 10 Time savers for Excel users.

1. CTRL + Shift + ; - Inputs the current date.
2. CTRL + Shift + # - Change Date format with day, month and year.
3. ALT + Shift + F1 - Insert a new worksheet into your file.
4. CTRL + 9 - Hide rows.
5. Ctrl + Shift+ ( - Unhide rows.
6. CTRL + 0 (Zero)- Hide Columns.
7. CTRL + Shift + ) - Unhide Columns.
8. CTRL + Z - Undo last action.

9. CTRL + A - Selects the entire worksheet.
10. CTRL + Page Down - Move to the next sheet in the workbook.
11. CTRL + Page Up - Move to the previous sheet in the workbook.
12. CTRL + S - Saves the file.
13. ALT + F12 - Save As (Name the file and location to store).
14. CTRL + A - Select All.
15. CTRL + O (Letter) - Opens the Format Menu.

**Need more Excel training?  
Contact your local educational  
institution. There are also  
some great online teaching  
resources.**

## Local Clerks Associations Contact Your Local Organization and Join!

### North Country Association

(Meets 2nd Thursday March, May, October, December)

President: Geneva Phelps Miller, Village of Clayton  
(315) 686-5552 / ClerkTreasurer@villageofclayton.org

### Municipal Administrative Officers - Erie County (Meets 2nd Tuesday Each Month)

Kelly Stressinger, Village of Orchard Park  
(716) 662-9327 / Deputy@orchardparkvillage.org

### Association of Monroe County Village Clerks

President: Meghan Lodge, Village of Churchville  
(585) 293-3720 ext 115 / meghan@churchville.net

### Westchester County Association (Meets 4th Tuesday Each Month)

President: Christine Dennett, Village of Briarcliff Manor  
(914) 941-4801

### Central New York Association

President: Deborah Barron, Village of Groton  
(607) 898-3966

### Long Island Association

President: Patricia Seal, Village of Patchogue  
(631) 475-4300 / pseal@patchoguevillage.org

**Your local association needs YOU! Please consider joining!**

## Calendar of Events

January 9, 2015: NYCOM Village Election Workshop, Pittsford, NY

January 13, 2015: NYCOM Village Election Workshop, Fishkill, NY.

January 14, 2015: NYCOM Village Election Workshop, Plainview, NY.

February 8 - 9, 2015: NYCOM Winter Legislative Meeting, Albany, NY

May 3, 2015: NYCOM Annual Meeting and Training School, Saratoga Springs, NY.

September 28 - October 2, 2015: NYCOM/OSC Fall Training School, Lake Placid, NY.

If you have an event you would like to have publicized, contact the Editor at [clerkbulletineditor@gmail.com](mailto:clerkbulletineditor@gmail.com) or call 607.435.1587.

## Distinguished Service Award

Andrew SanFilippo Designated

At the NYSACVC Annual Meeting Andrew SanFilippo was awarded the Distinguished Service Award for his efforts on behalf of the NY-SACVC.



SanFilippo served as Buffalo City Comptroller beginning in 2003, and was elected to his second term in 2007. Prior to becoming city comptroller, SanFilippo served as Investment and Debt Management

Officer for Buffalo from 1980 until 2003. From 1973 until 1980, he was Executive Assistant to the Buffalo city comptroller.

He dutifully served as a member of the board of the New York Society for Municipal Finance Officers for a number of years before being appointed as the Executive Deputy State Comptroller for State and Local Government Accountability by State Comptroller DiNapoli.

Congratulations Andy!

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-Pamela Beach, City Clerk, City of Peekskill

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## NYSACVC Committee Assignments 2014-2015

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**Awards:** Donna Harris, Chair, Village of Mill Neck (516) 922-6722 millneckvillage@optonline.net; Brenda McConnell, Village of Brownville, (315) 782-7650, bville@nny-mail.com; Karen McLaughlin, Village of Millerton (518) 789-4489; Jill Matteson, Village of Sandy Creek (315) 387-5781, jill@tccenet.net; Melinda Westcott, Village of Walton (607) 865-4385, vclerk@stny.rr.com

**Budget:** Daniel P. Borchert, Chair, Village of Akron (716) 542-9636 borchert@akronvillage.us; Bonnie J. Page, Village of Speculator (518) 548-7354 speculat@frontiernet.net; Patrick Farrell, Village of Lake Success (516) 482-4411 vlsadmin@optonline.net

**Bulletin:** James R. Koury, Chair, (607) 432-1179 clerk-bulletineditor@gmail.com

**By-Laws:** Donna Harris, Chair, Village of Mill Neck (516) 922-6722 millneckvillage@optonline.net; Maureen Kemmet, Village of Victory (518) 695-3808 kemmetmaureen@yahoo.com

**Education Development/CMCI:** Daniel P. Borchert, Chair, Village of Akron (716) 542-9636 borchert@akronvillage.us; Randy Bond, Village of Sands Point (516) 883-3044 randy@sandspoint.org; Patrick Farrell, Village of Lake Success (516) 482-4411 vlsadmin@optonline.net

**Fall Training School:** Brenda McConnell, Chair, Village of Brownville, (315) 782-7650, bville@nnyemail.com; Karen P. McLaughlin, Village of Millerton (518) 789-4489 clerk@villageofmillerton.com; Amber Jordan, Village of Millerton (518) 789-4489; Joanne Fleming, Village of Union Springs (315) 889-7341 usclerk@verizon.net

**HMC Liaison/Region I Director:** Shawn Cullinane, Village of Lindenhurst (631) 957-7504 voladmin@optonline.net

**Legislative:** Tamara Bonomo, Village of Camden (315) 245-0560 camdengov@yahoo.com

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**RMC Appeals Committee:** All Executive Committee Members

**Scholarship:** Michael E. Stegmeier, Chair, Village of Lancaster (716) 683-2105 mstegmeier@lancastervillage.org; Meghan Lodge, Village of Churchville (585) 293-3720 meghan@churchville.net.

**Web-site:** Louis DiDomenico, LMDDPW@aol.com

### REMINDERS!

Contact the President about serving on a committee or if you have any other question about the NYSACVC.

Submit any articles of interest or pictures to the Bulletin Editor at clerkbulletineditor@gmail.com.

Plan on going to the upcoming CMCI to be held at Cornell University in July 2015. Stay tuned for details. First timers can go FREE!!!!!!!

Plan on attending the NYCOM Winter Legislative Meeting to be held February 8-9, 2015 in Albany, NY. Always a good meeting!

Have a great Winter!



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