



THE BULLETIN

VOLUME 63, ISSUE #3

Inside This Issue

Editor's Message	Page 2
Galligan Award	Page 3
NYCOM/OSC FTS	Page 4
NYALGRO	Page 6
Education Report	Page 7
In the Spotlight	Page 9
Clerk of the Year	Page 11
Distinguished Service ..	Page 12
About IIMC	Page 13
Calendar of Events	Page 14
Committee Listing	Page 15



President's Message

Brenda McConnell, President

It's hard to believe another Fall Training School has come and gone. What an awesome week in beautiful Saratoga. We had a record number of new attendees and I hope you all continue to come year after year. This is the best training and learning experience we can get. The networking is invaluable. Not to mention the fun!

I am again honored and privileged to be your President for another year. I never thought I would say that! But I have enjoyed this past year so why not? Indeed, I have had a busy year but it has proven to be very rewarding.

Congratulations to Rich Sinnott, Counsel on NYCOM staff for receiving the Distinguished Service Award, what a pleasure to see how surprised he was and very deserving. Congratulations also to Karen Navin, from the Village of Laurel Hollow for receiving the Clerk of the Year Award. Karen has over 30 years' experience and is most deserving.

Thank you so very much to Peter Baynes and his awesome NYCOM staff for the countless ways they continue to help and support us. Also thanks to Andy Sanfilippo and his NYS Comptroller staff for always being there trying to help make our jobs easier.

I would like to welcome Angela Arasim from the Village of Fishkill to our Executive Committee as Director. I already know she will be a huge asset to our association. I would also like to welcome back Dan Borchert from the Village of Akron as Past President.

Please remember to get your articles to our Bulletin Editor, Jim Koury at clerkbulletineditor@gmail.com. We all enjoy reading this and as always articles of interest are needed. Please consider doing a "Spotlight on your Village" for the Bulletin. We all like to hear about the villages or cities you work and live in.

Our NYSACVC Executive Committee will be meeting throughout the year and I will be attending NYCOM's Executive Committee meetings and Legislative meetings. So if there is anything you would like me to have discussed please don't hesitate to give me a call. Let's work together to make this a great year!

Thank you again for electing me as President of this great association. I hope each and every one of you have a wonderful Holiday season and an even better New Year!!

Please remember: We are created with boundless potential, and the only way to discover it is to take risks and step out of our comfort zone. Our biggest limitations are the ones we believe. If you believe in yourself and you have a goal, get out there and do it! Amy Purdy – Paralympic athlete

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Our lives begin to end the day we become silent about things that matter.

-- Martin Luther King, Jr.



Editor's Message

James R. Koury, Bulletin Editor

Welcome to the last issue of The Bulletin for 2016. I hope your fall and now soon to be winter, is going well so far. The weather has been holding steady here in upstate New York but that could change at any moment, as most of you hardy New Yorkers already know! Is it spring yet?

This issue of The Bulletin has a lot of great information in it. First of all, I want to congratulate Kathie Montigelli for winning the John H. Galligan Award. I can think of anyone else who deserves it more.

There is a pictorial review of this year's Fall Training School. I am sure it was a great school. I have many fond memories of the school, and I have to say the annual school is one thing I miss the most not being in municipal government any longer. One of these years I will have to get back for a stay over for old time's sake. Congratulations to all the new NYSACVC Executive Committee Officers. The member-

ship will clearly be in good hands under the stewardship of the new board.

Congratulations to the Clerk of the Year, Karen Navin, and to the Distinguished Service Award winner, Richard Sinnot. Both awards are a great honor and one to remember always. I know I still have my Clerk of the Year plaque displayed prominently. It is something I will always cherish.

May you all have a Merry Christmas and a Happy Holiday season!

The NYSACVC needs YOU!

If you are interested in serving on a committee, helping out at the NYCOM/OSC Fall Training School, or just wanting to participate in a way that you are comfortable, please contact any member of the Executive Committee! They will help you and direct you to the best option to utilize your skills and expertise to the maximum benefit of the association.

For a listing of Executive Committee members please refer to the listing below.

2016 - 2017 NYSACVC Officers

President: Brenda McConnell, CMC/RMC
Village of Brownville
(315) 782-7650, bville@nnyemail.com

1st Vice President: Pauline DiSanto, RMC
Village of Croton On Hudson
(914) 271-2013 pdisanto@crotononhudson-ny.gov

2nd Vice President: Joe Scalero
Village of Mineola
(516) 746-0750, info@mineola-ny.gov

Director: Cheryl Douglas, CMC, RMC
Village of Malone
(518) 483-4570 cheryldouglas@westelcom.com

Director: Angela Arasim, CMC, RMC
Village of Fishkill
(845) 897-4430 angiea@vofishkill.com

Treasurer: Bonnie Page, CMC, RMC
Village of Speculator
(518) 548-7354, speculat@frontiernet.net

Secretary: Tamara Bonomo, CMC, RMC
Village of Camden
(315) 245-0560, camdengov@yahoo.com

Immediate Past President: Daniel Borchert MMC, RMC,
Village of Akron
(716) 542-9636, borchert@akronvillage.us

Association Counsel: Shawn Cullinane
Village of Lindenhurst
(631) 957-7504, voladmin@optonline.net

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!

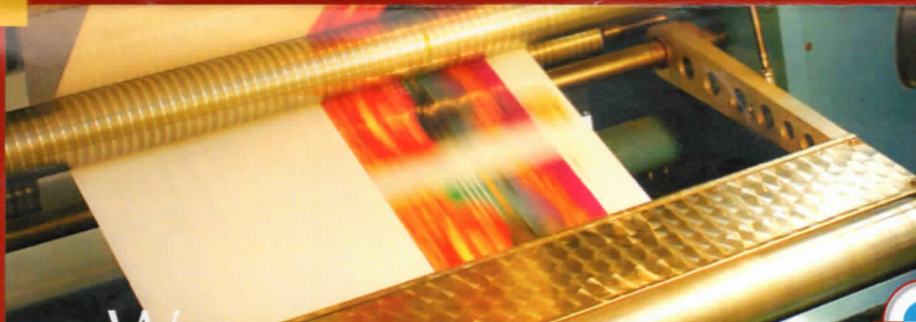
Kathie Montigelli Receives John H. Galligan Award

By Brenda McConnell, CT, Village of Brownville

In 2009, as an ongoing tribute to John and his lifetime of service to city and village officials, NYCOM established its highest honor, this award, to be periodically given to a municipal official "in recognition of a career dedicated to the noble belief that, through local government service, one person can improve the lives of all New Yorkers." Kathie received this awesome honor at the NYCOM offices on June 2nd. We are so very proud of Kathie especially because she is the only non-elected person and only the fourth person to receive this award, thus far. What a great ending to an over 30 year career in municipal government. John would be so proud.



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NYCOM/OSC Fall Training School Recap!

Held September 12 - 16, 2016, Saratoga Springs, NY

This NYCOM/OSC Fall Training School was held in Saratoga Springs, NY from September 12 - 16. The following is a pictorial summary of the annual school that draws hundreds of municipal officials each year for stellar educational opportunities, and social networking with other professional peers, vendors and others.





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Join NYALGRO and Stay Educated on Records Management

By Angela Arasim

NYALGRO, New York Association of Local Government Records Officers, is a non-profit organization formed to provide a network to all who are responsible for records upkeep and information management for local governments (RMOs), such as Villages, Cities, Towns, Counties, cooperative extensions, fire districts, school districts, and BOCES. NYALGRO is a proven advisory network for the development of sound records and information management programs. Membership is only \$30 per year and applications are available on our website, www.nyalgro.org.

Every June there is an annual educational conference held and the Board is very diligent in keeping the cost below \$500. In 2017 it will be held in Geneva at the beautiful Ramada Inn Lakefront June 4-7, and looking ahead to 2018 it will be held at the High Peaks resort in Lake Placid.

Our annual conference is three days of comprehensive learning for the novice and experienced records manager. A wide array of vendor exhibits and connecting with other local government records officers throughout the State. A list of this year's classes that were held are on the website also. All this provides you with the very latest in records and information management. There are also two scholarships available for a member to attend our annual conference.

As part of your membership you will receive our newsletter "NYALGRO Network". It provides you with technical information, tips, and a look into the future to help you plan and prepare. You can read about the latest from professionals in the records field, updates on new regulations, and practical solutions for today's complex problems.

If you have any questions, I'd be happy help you out: Angela Arasim, Fishkill Village Clerk/RMO at (845)897-4430 or by e-mail at angiea@vofishkill.com. Hope to see you in Geneva in June 2017!!!!

What is NYALGRO?

NYALGRO, New York Association of Local Government Records Officers, is a non-profit organization formed to provide a network to all who are responsible for records upkeep and information management for local govern-



ments, such as, towns, counties, cooperative extensions, cities, fire districts, school districts, villages and BOCES. NYALGRO is a proven advisory network for the development of sound records and information management programs.

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The advertisement for General Code features a background image of a suburban residential neighborhood with houses, trees, and a street. The text is overlaid on this image. At the top, the words "GENERAL" and "CODE" are stacked in a white, bold, sans-serif font. Below this, the main heading "Expert Codification Services" is written in a teal, sans-serif font. Underneath, three lines of text describe the services: "New & Revitalized Codes", "Code Analysis, Consultation & Updates", and "Land Use & Planning Integration", all in a bold, dark red font. A curved banner at the bottom of the image contains the slogan "Experience the higher standard. Explore the possibilities." in a white, italicized font. At the very bottom, the website "GeneralCode.com" and phone number "800.836.8834" are listed in a white, sans-serif font.

2016 Education and Scholarship Report

Submitted by Tamara Bonomo, Village Clerk-Treasurer, Village of Camden

This year the NYS Association of City and Village Clerks awarded a total of \$3,825 in scholarships toward attending the Cornell Municipal Clerks Institute. We are pleased to announce that this year we were able to furnish three individuals with full ride scholarships valued at \$850 each. Namely, Annette West, Village of Brownville, Christina Kiernan, Village of Baxter Estates and Gina Langowski, Village of Wurtsboro. In addition, there were three recipients of the continuing education scholarship valued at \$425 each. Namely, Amanda Detschner, Village of Barker, Cheryl Douglas, Village of Malone and Liz Gaynor, Village of Sands Point.

The Municipal Clerks Institute Transition Planning Committee (consisting of the Director of Local Governmental Studies at the Rockefeller Institute of Government, NYSACVC President Brenda McConnell, NYSACVC Education Chair Tamara Bonomo, Municipal Clerks Institute Liaison Kathie Montigelli, IIMC Liaison Shawn Cullinane and representatives from the NYS Association of Town Clerks) has been very busy this year working on a newly proposed Clerks Institute.

As many of you may recall, as Cornell decided to no longer hold the Institute, the two Clerk Associations decided to put a survey out to its members seeking input into the desire and logistics for a new Institute. The committee received many positive responses of which were helpful in the decision to move forward.

One of the main items of importance expressed by Clerks included that Albany was a top location preference, therefore it was decided to partner with the Rockefeller Institute of Government in Albany. Mr. Michael Hattery will serve as the Institute Director, where he and his staff will plan, organize, and coordinate the annual CMC training program beginning next year. Due to the immense undertaking, the MMC training program will lag slightly, with a shorter schedule in the beginning, but should be in full swing by 2019. Please note that the Institute Director will be Michael Hattery.

There was also a preference shown to a shortened time on-campus, supplemented with distance education and credits being offered at other venues. Therefore, the committee decided to offer three (3)

days at the Rockefeller Institute of Government, 8-hours of on-line training and fortunately NYCOM is willing to look into offering an 8-hour track at the Fall Training School.

In addition, the committee felt that it was very advantageous and necessary to have a linkage to the RMC (Registered Municipal Clerks) program. There will indeed be a linkage and all CMC credits can be used toward an RMC designation.

Overall the survey results showed that Clerks find certification-based training valuable and important. Therefore, the NYS Association of City and Village Clerks will offer valuable scholarships toward the Rockefeller Institute of Government Municipal Clerks Institute. Please don't let this very exciting new educational opportunity pass you by!!!

Life and Honorary Members So Designated at Septemer 2016 Annual Meeting

The following retired members of the NYSACVC were approved for Life Membership:

- Kathie Montigelli, V/O Black River, 30 yrs of service
- Sally Ponce, V/O South Floral Park, 30 yrs of service
- Carol Hanfield, V/O Rouses Point, 28 yrs of service
- Carol Pogrell, V/O Lake Success, 20 yrs of service
- Pat Pilla, V/O Lake Success, 21 yrs of service
- Dorothy Johnson, V/O Cherry Valley, 35 yrs of service
- Diane Kelley, V/O Greenwich, 21 yrs of service
- Roberta Bush, V/O Whitney Point, 15 yrs of service
- Anita Adam, V/O Barneveld, 26 yrs of service

The following members of the NYSACVC were approved for Honorary Membership:

- Kathy Montigelli, Village of Black River
- Sally Ponce, Village of South Floral Park

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Spotlight on Camden

Submitted by Tamara Bonomo, Village Clerk-Treasurer, Village of Camden

Camden was founded in 1796 by Connecticut soldiers who had been stationed at Fort Stanwix (Rome, NY) during the Revolutionary War and had become familiar with the surrounding area. The scenic beauty of the Camden region, with its hills, meadows, woods and streams, attracted



the first settlers. Judge Henry Williams was the first permanent settler, in about 1797. It was incorporated on May 2, 1834 and by 1851 Camden had about 500 inhabitants. The current Camden Village governmental office is a stately Main Street building and was originally a family owned bank (The First National Bank and Trust Co.). The old vault was not

only reserved for nostalgia purposes but is still used for safe keeping of important Village documents.

Camden earned the designation as Oneida County's Queen Village near the turn of the century, in the late 1800's. Notice was given in advance that a committee was being appointed, on behalf of the Oneida County Fair, to judge the appearance of villages throughout the county with the intention to name a Queen. Camden was named the winner because of its layout of grand trees, the Village park and for the pure spring water.



Located at the southern edge of the Tug Hill Region, geography was kind to the Village. Situated near the northwest corner of Oneida County with abundant water advantages provided by the west branch of Fish Creek and Mad River flowing through the community. The Village provides and maintains four outstanding beautiful parks for enjoyment and reflection, namely the Village Park, Johnson Park, Freedom Park and Forest Park.



A unique feature of the Queen Village especially dear to the hearts of residents is Forest Park, which came into being

in June of 1892. It is charming tract of woodland comprising of 117 acres with miles of paved roads, footpaths, picnic pavilions and most recently a covered bridge welcoming visitors. Partly bordered by the meandering



serenity of the west branch of Fish Creek, it is a beautiful and delightful retreat for summer picnics, family reunions, weddings, bird watching, walking, biking or just peaceful meditation in surroundings interlaced with picturesque small brooks and covered with stately trees, wildflowers and ferns.

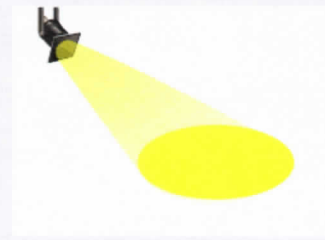


There are many community events throughout the year. If you are ever in the area, stop by and take part in one of our events or just enjoy the beauty of our quaint Village community.

camdengov@yahoo.com
315.245.0560



In The Spotlight



Interested in showcasing your community
"In The Spotlight?"

Contact the Editor at:
clerkbulletineditor@gmail.com
(607) 435.1587

The NYSACVC needs YOU!

If you are interested in serving on a committee, helping out at the NYCOM/OSC Fall Training School, or just wanting to participate in a way that you are comfortable, please contact any member of the Executive Committee! They will help you and direct you to the best option to utilize your skills and expertise to the maximum benefit of the association.

For a listing of Executive Committee members please refer to page 2 of this issue of The Bulletin!



NYSACVC Executive Committee
2016 - 2017

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Navin Receives Clerk of the Year Award

Given at the NYCOM/OSC Fall Training School in September



Karen Navin, Village Clerk-Treasurer of the Village of Laurel Hollow, was the recipient of the NYSACVC Clerk of the Year Award. Navin was given the honor at the NYSACVC Fall Training School in September.

Karen has over 30 years of service in three different municipalities and has been a member

of the NYSACVC since 1985. She has continually participated in educational programs and workshops through the association and the finance officers association. She has attended the Fall Training School for 30 years. She received her RMC in 1998.

As an officer of the Long Island Village Clerks and Treasurer's Association (LIVCTA), the attention to detail and knowledge of her profession was a great assistance to the development of the association. Not only does she have a commitment to her profession, she is also a committed and devoted participant in the Susan G. Komen breast cancer 3 day walk and has been participating for over 10 years. She has raised thousands of dollars toward this cause.

For more information about the requirements for the Clerk of the Year Award go to the NYSACVC Website at:

www.nysclerks.com

LIVCTA Prepares for 2017

By Liz Gaynor, Village Clerk, Village of Sands Point



President John Miranda

thrilled on the number of members in attendance. "Affordable Care Act" a very key topic in our lives now was also well attended.

We are all looking forward to our 4th Annual U.S. Marine Corps Reserve Toys for Tots Collection in December. Thanks to former LIVCTA President Patti Seal, Village of Patchogue for beginning this tradition and over the last three years our organization collection over 6,000 toys!!

President John A. Miranda from the City of Long Beach along with Marianne C. Lobaccaro 1st Vice President from the Village of North Hills have worked very hard in preparing speakers for The Long Island Village Clerks & Treasurers Association, Inc. monthly meetings. Vendor Appreciation Day was our kick off meeting and we were

Happy Holidays and Happy 2017 from the LIVCTA



**NYCOM Winter Legislative Meeting
February 12 - 14, 2017
Albany Hilton
Albany, NY**

Mark Your Calendars!

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Richard J. Sinnot Receives Distinguished Service Award

Given at the NYCOM/OSC Fall Training School in September



Richard J. Sinnot, Esq., Counsel with NYCOM, was presented the NYSACVC's 2016 Distinguished Service Award because of his efforts assisting the Association with support and advice on a variety of issues.

He graduated from Cornell Law School and was admitted to the New York State Bar in 1974. His career of more than 33 years in State government included the State Board of Equalization and Assessment, Counsel's Office of the State Comptroller the Department of Taxation and Finance and Counsel to the State Office of Real Property Services.

In 2008 he joined the staff of New York State Conference of Mayors and Municipal Officials as Counsel concentrating in the areas of First Amendment issues, general legal matters, competitive bidding and real property tax issues, just to name a few. His experience and knowledge has been an asset to the members of this Association through his continuing educational seminars and advice. He continues to help promote the goals of this Association.

For more information about the requirements for the Distinguished Service Award go to the NYSACVC Website at:

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About IIMC

Taken from www.IIMC.com

The Mission of IIMC

The International Institute of Municipal Clerks (IIMC) is a professional, nonprofit association that promotes continuing education and certification through university and college-based institutes and provides networking solutions, services and benefits to its members worldwide.

Leading Professional Association Since 1947

Founded in 1947, the International Institute of Municipal Clerks is the leading professional association serving the needs of municipal clerks, secretaries, treasurers, recorders and other allied associations from cities and towns worldwide.

Inspiring Advancement & Development

IIMC's primary goal is to actively promote the continuing education and professional development of municipal clerks through extensive education pro-

grams, certification, publications, networking, annual conferences and research. As an educational catalyst, IIMC inspires clerks to expand and advance beyond their present levels of development.

IIMC also engages in municipal research administration, enhances critical professional skill development and fosters a spirit of mutual assistance and good fellowship among municipal clerks around the globe.

Membership & Board of Directors

IIMC's 9,500-plus members represent municipalities with populations ranging from 250 people to more than 10 million people in North America and 15 other countries. Find out how to join IIMC.

IIMC is governed by a 26-member Board of Directors with 22 directors from IIMC's 11 regions.

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)

Mary McKee, Village of Hamburg
(716) 649-0200 / mmckee@villagehamburg.com

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: Paula McCarthy, Village of Sleepy Hollow
(914) 366-5106

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

Capital District Chapter

Contact: Linda M. Pasquali, Village of Voorheesville
(518) 765-2692 / clerk@villageofvoorheesville.org

Your local association needs YOU! Please consider joining!

Calendar of Events

February 12: NYSACVC Executive Committee Meeting, Noon, Albany Hilton, Albany.

February 12 - 14, 2017: NYCOM Winter Legislative Meeting, Albany.

March 14 - 16, 2017: IIMC Region 1 Annual Meeting, Dansford's Hotel & Marina, Port Jefferson, NY

May 7 - 9, 2017: NYCOM Annual Meeting and Training School, Saratoga Springs.

May 22 - 25, 2017: IIMC 71st Annual Conference, Montreal, Canada

June 4 - 7, 2017: NYALGRO School, Geneva, NY.

September 11 - 15, 2017: NYCOM/OSC Fall Training School, Saratoga Springs.

October 16 - 18, 2017: NYCOM Public Works

Training School,, Lake George.

If you have an event you would like to have publicized, contact the Editor at clerkbulletineditor@gmail.com or call 607.435.1587.

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Awards: Donna Harris, Chair, Village of Mill Neck (516) 922-6722 millneckvillage@optonline.net; Angela Arasim, Village of Fishkill (845) 897-4430 Angiea@vofishkill.com; Bob Juliano, Village of Port Jefferson (631) 473-4724 clerk@PortJeff.com; Jill Mattison, Village of Sandy Creek (315) 387-5781 jill@tcenet.net; Tara Leeson, Village of Theresa (315) 628-4425 theresa@rid-geviewtel.us

Budget: Pauline DiSanto, Chair Village of Croton-On-Hudson (914) 271-4781 pdisanto@crotononhudson-ny.gov; Bonnie J. Page, Village of Speculator (518) 548-7354 speculat@frontiernet.net; Cheryl Douglas, Village of Malone (518) 483-4570 cheryldouglas@westelcom.com

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By-Laws: Donna Harris, Chair, Village of Mill Neck (516) 922-6722 millneckvillage@optonline.net; Ronnie Shatzkamer, Village of Flower Hill (516) 627-5000 vclerk@villageflowerhill.org; Kristy O'Shaughnessy, Village of Carthage (315) 493-1060 carthagect@westelcom.com

Education Development/CMCI/Scholarship: Tammy Bonomo, Chair, Village of Camden (315) 245-0560 camdengov@yahoo.com, Michael Stegmeier, Scholarship Application Chairperson, Village of Lancaster (716) 684-4891, mstegmeier@lancastervillage.org; Joseph Scalero, Village of Mineola (516) 746-0750 JScalero@mineola-ny.gov; Cheryl Douglas, Village of Malone (518) 483-4570 cheryldouglas@westelcom.com; Meghan Lodge, Village of Churchville (585) 293-3720 meghan@churchville.net

Fall Training School - Hospitality: Marianne Lobaccaro, Chair, Village of North Hills (516) 627-4832 villageadministrator@villagenorthhills.com; Pauline DiSanto, Village of Croton-On-Hudson (914) 271-4781 pdisanto@crotononhudson-ny.gov; Beth Kamper, Village of Sag Harbor (631) 725-0222 clerk@sagharborny.gov; Karen Buccheri, Village of Irvington (914) 591-4356 kbuccheri@irvingtonny.gov; Liz Dreaper, Village of Dobbs Ferry (914) 231-8504 ldreaper@dobbsferry.com

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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.

Make plans to register and attend IIMC Region I Meeting.

Make plans to register and attend IIMC Annual Conference in Montreal, Canada.

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