



THE BULLETIN

VOLUME 58, ISSUE #3 SUMMER/FALL 2011

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President's Message

Daniel P. Borchert, President

I just turned over the page of my wall calendar to September and it made me sit back and think that the summer has passed us by so quickly. As I look back, summer took so long to get here after a very wet and damp spring, then the July heat wave came and took hold and then August showed up and went out with Irene. I hope all of our members that have been affected by Irene are getting back to normal. Mother Nature sure has a way of affecting our lives in the blink of an eye.

September brings us all back together again when we gather for our single largest training event of the year with the NYCOM Fall Training School. This year's Fall Training School will be held at the Hilton in Saratoga Springs from September 19 – 22, 2011. Our Association has worked hard with NYCOM and the Office of the State Comptroller for a variety of innovative training sessions on current and relevant topics to all of our municipalities. NYCOM will also be holding the Second Annual 5K Run/Walk through Skidmore College on Wednesday September 21st at 7:00 AM. Proceeds from the event will benefit the American Diabetes Association in memory of John H. Galligan. You do not have to be a competitive runner as there were many who walked the course, including myself, in Lake Placid. So come on out and meet some new people on a nice walk through Saratoga.

I was much honored to attend the 2011 Cornell Municipal Clerk's Institute Banquet at the Ithaca Yacht Club on Wednesday July 20th. I would like to congratulate the 6 members of the graduating class of the 2011 Institute for their hard work and determination in completing the three year commitment. This year there were 40 students who attended the week long Institute which also included 7 masters, 9 second year and 18 first year students. I am so pleased to see such a large first year class as we want to make sure that the Institute continues to be a success.

I would like to take this opportunity to thank and commend the members of the Executive Committee for their commitment and dedication to our Association, along with our profession as demonstrated, by their continuing interest in serving as officers of the New York State Association of City and Village Clerks (NYSACVC) this past year. We are always looking for new members who would like to get involved with our Association. Please feel free to contact any of us with any of your questions, ideas, and or concerns.

I look forward to seeing all of you at the Fall Training School in Saratoga Springs. As I stated at our annual meeting, I am always reminded of the words by IIMC Past-President, Jean Bailey (Rocky Mount, NC) "Municipal Clerks, Simply the Best".



Editor's Message

James R. Koury, Bulletin Editor

Welcome to the summer/fall issue of The Bulletin! As usual, it is full of great information and hope you find it useful in the performance of your duties as municipal clerks.

The Cornell Municipal Clerks' Institute and Academy was held in July. If you attended I am sure you found it to be a stellar educational opportunity. If you have never attended you should consider doing so. You will not regret it. The NYSACVC offers annual scholarships to help defray the cost of attending.

Also coming up in September will be the annual NYCOM/OSC Fall Training School. The schedule is being developed and will once again prove to be a wonderful educational and networking opportunity for all those who attend. This year's school will be at the Hilton in beautiful downtown Saratoga Springs. Mark your calendars and plan on being there, especially if you have never attended a Fall School before. You will not regret your decision to do so.

There is a complete summary of the Fall Training School on page 3 of The Bulletin.

As many of you know, our good friend and colleague, Louis DiDomenico, has retired at the end of June from municipal

service. He is moving to the sunny south but will continue to assist and support the association. Congratulations on your retirement Lou and good luck to you!

There is a tribute to Lou on page 9 of The Bulletin. Lou will be continuing as a representative of our State Association to update our Website and keep you all informed. His new e-mail address is LMDDPW@aol.com. I am sure Lou would love to hear from you once in a while, so don't hesitate to drop a note and say "Hi Lou!"

In the last issue I informed the membership of my intent to resign from my position as Secretary on the NYSACVC Executive Committee at the end of my current term. However, since no one has come forward, I have notified President Borchert that I will continue in the position until a replacement can be found.

If anyone is interested in becoming Secretary or is interested in serving the association in some other capacity, you should contact President Daniel Borchert of the Village of Akron.

This issue of The Bulletin also contains some important information from IIMC about various meetings and programs. There is also some information from the State Archives about recent personnel changes and disaster recovery grants available to local governments. Our thoughts are with you if you suffered damage from Hurricane Irene.

I hope you all have a great late summer and fall! See you in Saratoga Springs in a few weeks. Feel free to stop and say hello!

2010 - 2011 NYSACVC Officers

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Village of Speculator
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Director: Patrick Farrell
Village of New Hyde Park
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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!

NYCOM Fall Training School

Information partially taken from NYCOM website

NYCOM and the Office of the State Comptroller (OSC) collaborate each year to create an exciting program known as the Fall Training School, which serves approximately 400 local officials. Municipal officials from across the state comprised primarily of Mayors, Clerks, Finance Officers, Attorneys, Trustees, and Council Members gather together to attend a variety of innovative training sessions specializing in municipal law, government operations, and local finance issues.

Program Registration

Meeting registration includes participation at all sessions; the trade show; breaks; lunch on Tuesday, Wednesday and Thursday; and the reception Wednesday evening. Refunds will be made in full for registration ONLY, if you notify NYCOM no later than September 14, 2011. The meeting registration fee is waived for guest of paid attendees, but meals are not included.

Breakfast Tuesday-Thursday, Dinner on Monday, Wednesday, Thursday and the Dine Around Tuesday evening is included ONLY if you are staying at the Saratoga Hilton. If you are NOT staying at the Saratoga Hilton, you must purchase meal tickets.

Registration Fees

Entire Program After 8/29/11

NYCOM Member City or Village	\$260
Non-member Municipality	\$450
NYCOM Associate Member	\$310
Other Company/Organization	\$510

One-day Fees After 8/29/11

NYCOM Member	\$180
Non-member	\$250

NYCOM Associate Member	\$220
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Municipal BOOT CAMP

Monday September 19th at 3:30 p.m.: GET READY
Thursday, September 22nd at 3:00 p.m.: FINAL ANSWERS

This unique, intensive, interactive and entertaining 1.5 hour Boot Camp will immerse attendees in key issues and challenges all local officials must confront, comply with and ultimately overcome to be successful and fulfilled local officials. The most common "pain points" -- be they financial, administrative, or ethical -- will be targeted. Led by the expert members of the NYCOM staff, this workout will leave participants rejuvenated and ready to lead their communities

in these most challenging of times.

NYCOM's Second Annual 5K Fun Run/Walk

The walk is sponsored by the NYS Municipal Workers' Compensation Alliance and will be held on Wednesday, September 21, 2011 at 7:00 a.m. fby Skidmore College. This 3.1 mile run/walk will take you on a scenic tour through the Saratoga Springs State Park. Proceeds from the day will benefit the American Diabetes Association in memory of our own John H. Galligan. We are encouraging runners/walkers to wear something grey to showcase the cause. This donation will fund critical diabetes research, education and awareness programs that will improve the lives of those with diabetes.

NYSACVC/Municipal Finance Officers Annual Meetings

The NYSACVC will hold its Annual Meeting on September 22, 2011. The Annual Meeting is the time when the organization conducts its yearly election of officers. The Nomination Committee has selected a slate of officers that will guide the association during the coming year. The Executive Committee is comprised of dedicated individuals from all parts of the state, working on your behalf. If you are at the Fall School, attending the Annual Meeting is a must do!

Additionally, the Municipal Finance Officers, of which many NYSACVC members are also a part of, hold their Annual Meeting as well.

Networking Opportunity

The Fall School is a great networking opportunity. Municipal officers from all over the state are on hand to share their experiences, offer advice and just be a sounding board for those who are new to local government. Local government can be a very challenging experience and attending the Fall School provides a wonderful opportunity to learn about what others are doing and how they are doing it.

The Executive Committee looks forward to seeing you at the Fall School! Don't forget to stop by the NYSACVC registration table to pick up your free gift and other important information about the week's activities.

Advertise in The Bulletin!

For more information contact the Editor

jkoury@oneonta.ny.us

607.432.6450

Charitable Gaming Seminars

Information taken from NYS Racing and Wagering Board website

The New York State Racing and Wagering Board will be conducting a series of Charitable Gaming seminars in the upcoming months in 2011 aimed to help organizations comply with the various rules and regulations governing the conduct of licensed authorized charitable Games of Chance and Bingo.

Staff will be on-hand to answer any questions, or cover any topics, regarding all aspects of licensed authorized games of chance and bingo including licensing, internal controls, compliance, financial reporting, etc. The Board is also encouraging attendees to submit any topic areas and ideas, two weeks prior to each meeting, that they wish for the Board's staff to cover. Suggestions can be forwarded to the Charitable Gaming Department by way of mail, phone, or email as provided below.

Statewide charitable organizational representatives in the state are welcome to attend all events. Any questions, or inquiries regarding any of the schedules events can be directed to the Board's Charitable Gaming Unit at 518-395-5400 at extension 1304.

UPCOMING CHARITABLE GAMING SEMINARS:

September 28, 2011	10:00AM - 12:00PM
October 26, 2011	10:00AM - 12:00PM
November 30, 2011	10:00AM - 12:00PM
December 28, 2011	10:00AM - 12:00PM

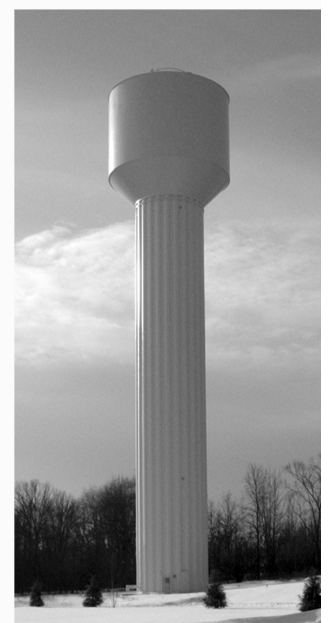
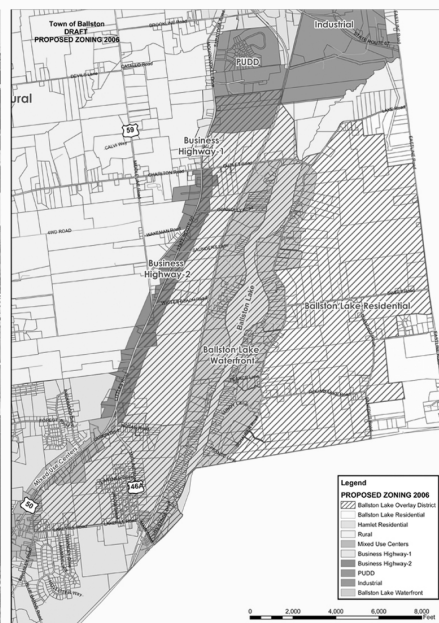
All Meetings are held at the Racing and Wagering Board's Schenectady Offices.

The contact information for the Public Information Officer at the New York State Racing and Wagering Board is as follows:

Joseph G. Mahoney
 Public Information Officer
 1 Broadway Center, Suite 600
 Schenectady, NY 12305-2553
 Telephone (518) 395-5400
 FAX: (518) 347-1250
 Email: info@racing.ny.gov

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Marriage Equality Act: Frequently Asked Questions

Information taken from NYSDOH website

What is the Marriage Equality Act?

On June 24, 2011, Governor Andrew M. Cuomo signed into law the Marriage Equality Act. The Law amends New York's Domestic Relations Law in the following ways:

- Applications for a marriage license shall be granted regardless of whether the parties are of the same or a different sex;
- A marriage that is otherwise valid shall be valid regardless of whether the parties to the marriage are of the same or a different sex;
- No government treatment or legal status, effect, right, benefit, privilege, protection or responsibility relating to marriage shall differ based on the parties to the marriage being of the same sex or a different sex;
- No religious entity, benevolent organization or not-for-profit corporation that is operated, supervised or controlled by a religious entity, or its employees, can be required to perform marriage ceremonies or provide its facilities for marriage ceremonies, consistent with its religious principles.

Who can get married now?

Any couple that meets current requirements for getting married in New York State is eligible to marry regardless of sex. More information on the requirements of getting married in New York State is available at:

www.health.ny.gov/vital_records/marriage.htm.

When is the earliest I can get married under the Marriage Equality Act?

The Marriage Equality Act is effective July 24, 2011. The earliest a couple may apply for a marriage license under the Act is July 24, 2011. Please note, however, because July 24 is a Sunday, many town and city clerks' offices may be closed. Please contact your local clerk's office to confirm their hours of operation on July 24th and for the remainder of the week, as some clerks' offices may offer extended hours. Additionally, state law requires a 24-hour waiting period from the issuance of a marriage license before a marriage can occur, unless a waiver is obtained by the applicants. Please see question and answer below regarding how an applicant can obtain a waiver to bypass the 24-hour waiting period.

Is there a waiting period?

Yes. Although the marriage license is issued immediately upon application, current law mandates that the marriage ceremony cannot take place within 24 hours from the exact time that the license was issued. When both applicants are

16 years of age or older, the 24-hour waiting period may be waived by an order of a justice of the Supreme Court or a judge of the County Court of the county in which either of the applicants resides. If either person is under 16 years of age, the order must be from the Family Court judge of the county in which the person under 16 years of age resides. There is no waiting period for a second or subsequent marriage ceremony.

What is a second or subsequent marriage ceremony?

A second or subsequent ceremony occurs when a couple can prove that they are already married to each other, regardless of where the marriage occurred and wish to remarry the same person (i.e., renew their vows) in New York State. This includes valid marriages between same-sex couples that have already occurred in other jurisdictions. New York State issues a second or subsequent marriage certificate to such couples. The 24-hour waiting period is not a requirement for second or subsequent ceremonies.

Where can I obtain the form for a marriage license?

A couple that intends to be married in New York State must apply in person for a marriage license to any town or city clerk in the state outside of New York City. The application for a license must be signed by both applicants in the presence of the town or city clerk. A representative cannot apply for the license on behalf of either applicant. This applies even if the representative has been given a Power of Attorney. Notarized marriage license affidavits signed by one or both applicants cannot be substituted for their personal appearance. In New York City, a license can be obtained at:

www.cityclerk.nyc.gov/html/marriage/marriage_bureau.shtml

Are town or city clerks required to give me a marriage license?

Yes, under New York State Law, the town or city clerk must provide a license to applicants who meet all marriage requirements for New York State.

Where can I get more information on getting married in New York State?

More information is available at:

www.health.ny.gov/vital_records/married.htm

IIMC Report

By Shawn Cullinane



I would like to report a number of items to the membership related to IIMC:

Region I Annual Meeting

The next IIMC Region I Annual Meeting will be held on Thursday and Friday, March 15-16, 2012 at the Desmond Hotel and Conference Center in Albany, NY. The invitation letter and registration information from Region I will be sent sometime after the first of the year but I wanted to give everyone plenty of notice. This will be the first Region I meeting in New York since 2008, so it would be great to have a strong New York showing.

2012 Portland, Oregon

The 66th Annual Conference will be held in Portland, Oregon on Sunday, May 20 through Thursday, May 24, 2012. Check upcoming issues of the IIMC News Digest or go to www.iimc.com for more information. Very reasonable rooming costs have been established for the 2012 conference to help keep the costs of attending down. If not Portland, Oregon next year, maybe the 67th IIMC Annual Conference in Atlantic City, New Jersey in 2013. Only a few hours drive for most of New York.

CMC/MMC Designations

For those pursuing their CMC and MMC designations with questions or in need of information, contact the IIMC Education Department. They are a great resource and glad to help! CMC questions can be directed to Ashley Carroll and MMC inquiries to Emily Maggard. For those just starting out, also check the links called "CMC Step-by-Step" and "MMC Step-by-step."

According to IIMC, as of July 31, 2011, 89 New York Clerks have their CMC and 17 have their MMC. Are you one of them? Of the nearly 10,000 members of IIMC, just over 50 percent have either a CMC or MMC. As a reminder, the most effective and productive way to attain the education points needed for certification is to attend the Municipal Clerks Institute and Academy at Cornell University. Check www.nysclerks.com for more information.

Don't forget that scholarships from the NYSACVC are available to attendees to help cover the registration costs. Many other local associations also grant scholarships. In some cases, these scholarships can cover the entire cost of attending Cornell!

Please feel free to contact me anytime regarding questions you may have about IIMC.

IIMC Travel Program

The purpose of the IIMC International Exchange Program is to provide an opportunity for Municipal Clerks to gain knowledge and improve their skills by interacting with their counterparts in other countries.

Its aim is to encourage IIMC members to broaden the frame of reference for their thinking, through firsthand experience of a different work environment. IIMC provides two candidates each year with a \$1,500 maximum contribution to-

wards their cost of flight/travel.

Don't miss the next opportunity, the Deadline has been extended. Please contact IIMC for more details. Visit our Global Network section on our website at www.iimc.com and apply today. Embark on the adventure of a lifetime!

**NYCOM/OSC
Fall Training School**

**September 18-22
Saratoga Springs, NY**

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For more information contact the Editor

jkcoury@oneonta.ny.us

607.432.6450

New York Planning Federation Conference

Information Partially taken from the NYPF Website

The New York Planning Federation is busy assembling an exciting lineup of sessions and speakers for the 2011 Annual Planning and Zoning Conference, which runs from October 9-11, 2011 at the Albany Crowne Plaza Hotel.

Among the topics at this year's conference are:

- Municipal Regulation of Gas Drilling through Rural Preservation Laws & Zoning;
- Common Mistakes in the Land Use and SEQR Process
- Social Media and Your Municipality
- Open Meetings Law & FOIL Procedures
- Shared Services: Does it Make Sense or Cents?
- Aging in the Community of Your Choice
- Alternative Energy: Is Your Community Ready?
- LEED for Neighborhood Development
- New Stormwater Regulations
- Working with Developers to Implement Community Vision
- Ethics
- Enforcement

The keynote speaker, Dwight Merriam is a renowned land use attorney, as well as a contributor to Thomson Reuters Zoning and Planning Law Reports. Each year, for the past 15 years, readers eagerly await his article on the "ZiPLeRs," the publication's annual tongue-in-cheek land use awards honoring, as Merriam writes, "the most unusual cases of the year."

Merriam will kick off the NYPF's annual conference this October with a humorous and fast-paced plenary called "Believe it or Not: What We Can Learn from Some of the Most Unusual Land Use Cases."

For example, Merriam's "Don't-Hold-Back-In-Speaking-Your-Mind" Award goes to David Bowden of Cary, N.C., "for spray painting the second floor front of his white split-level ranch with the protest message 'Screwed by the town of Cary.'" Local officials told him to paint over the sign because it is larger than the maximum of five square feet allowed by zoning. The ACLU sued on Bowden's behalf.

And then there's the "Expressive-Dance-Is-Not-Art" Award given to the New York Tax Appeals Tribunal "for rejecting a requested exemption from state sales tax for pole dancing at the Nite Moves Club near Albany. The owners claimed a 'dramatic arts' exception to the tax law and put on testimony before the administrative law judge from an expert witness on dance, Judith Lynne Hanna of the University of Maryland."

In response to her testimony, the Tribunal said, in part: "We question how much planning goes into attempting a dance seen on YouTube...The record also shows that some of the moves on the pole are very difficult, and one had best plan

how to approach turning upside down on the pole to avoid injury. However, the degree of difficulty is as relevant to a ranking in gymnastics as it is to dance...Dr. Hanna's view of choreographed performance is so broad as to include almost any planned movements done while playing canned music."


Throughout the year, lawyers, professional planners and alert citizens send Merriam their nominations for the ZiPLeR Awards. A sampling from the volume of nominations he received for the 2010 awards is sure to make for an entertaining and educational hour at the upcoming NYPF annual conference. On a more serious note, Merriam will also present sessions later in the day on ethics and RLUIPA.

If you have never gone to the NYPF Annual Conference, you should consider doing so. It is a great educational experience and is the best forum to learn about planning and zoning issues and how to deal with them.

The Annual Conference is also the best way to earn the required 4 hours per year of training that is mandated by New York State in order to serve on local planning and zoning boards and commissions.

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In our current economy, every dollar must be squeezed, twisted, pulled, pushed, wrung out and examined for every cent. Consequently, the programs funded by public money must be scrutinized for long-term value – what may seem good in the short term could be detrimental years down the road.

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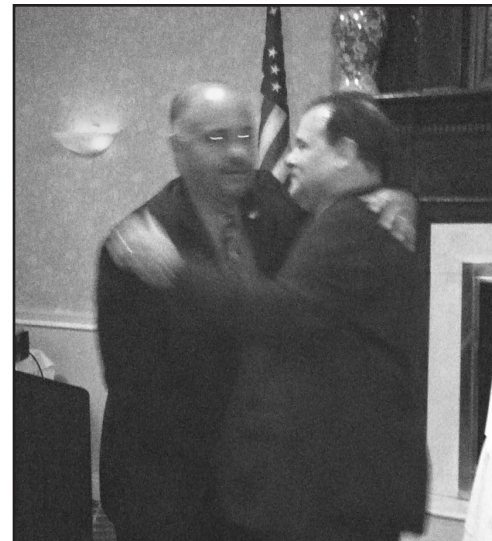
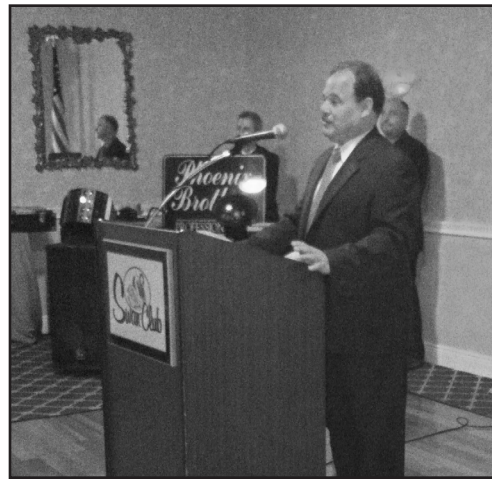
Louis M. DiDomenico Retirement Celebration!

By Brian Ridgway

On June 23rd a retirement party was held at the Swan Club in Roslyn Harbor, New York to honor Lou DiDomenico on his retirement from Public Service. Lou and his wife Sandra were joined by two tables of family and close friends to celebrate the event and reminisce with sixty five colleagues from both the Administrative and Public Works fields.

The event highlighted Lou's 35 years of Public Service. Lou's career started in the Village of Mineola as a Laborer and then moved into additional positions that included: Laborer Supervisor, Assistant Superintendent of Public Works, Superintendent of Public Works and Village Clerk. Following his twenty-seven years of service in Mineola, Lou joined the Village of Kings Point in 2003 as Village Clerk/Treasurer. He received his certificate for both the Registered and Certified Municipal Clerk.

Lou and Sandra now reside in Wallace, North Carolina. Our very best wishes to them!



This and That From Bob

by Bob Freeman, Committee on Open Government



For nearly twenty-five years, FOIL stated that a court could award attorney's fees when it was found that (1) the person denied access "substantially prevailed"; (2) the agency had no reasonable basis for withholding the records; and (3) the records were of "clearly significant interest to the general public." The purpose of that provision, according to the sponsor the bill, was to overcome "the 'sue us' attitude"

of some agencies, a stance found to be contrary to FOIL's legislative intent.

It became clear, however, that a court's authority to award attorney's fees was limited and weak. If an agency stonewalled and denied access without justification, and if the records were important only to the person requesting them, attorney's fees could not be awarded because the records would not have been significant to the public.

That requirement was eliminated in 2006, and the courts were given expanded authority to award attorney's fees when (1) the person denied access substantially prevailed and (2) the court finds either that (a) the agency had no reasonable basis for denying access or (b) the agency failed to respond to a request in a timely manner as specified in FOIL.

Those more recent standards were recently considered in depth for the first time in two decisions rendered in July by the Appellate Division, Third Department.

New York Civil Liberties Union v. City of Saratoga Springs involved a request made in April, 2009, for records relating to the use of tasers. The request was denied, and NYCLU initiated an Article 78 proceeding in October. Soon after the commencement of the lawsuit, the parties attempted to negotiate a settlement. Those efforts were unsuccessful, which led NYCLU to request a conference with Supreme Court. Following the conference, the City disclosed portions of the records. That led to a determination by the Court that the records must be disclosed in their entirety. Although the Court found that each condition necessary to award attorney's fees was met, the request for an award was rejected.

The Appellate Division agreed with NYCLU's contention that the lower court's denial of a request for an award of attorney's fees represented an abuse of discretion. While the Appellate Division confirmed that an award is discretionary, it referred to the legislative intent regarding the 2006 amendment, which was "create a clear deterrent to unreasonable delays and denials of access [and thereby] encourage every unit of government to make a good faith effort to comply with the requirements of FOIL."

In reversing the initial holding, it was found that the lower

court's characterization of resolution of the controversy as "essentially informal and voluntary" was contrary to the facts. The Court pointed to "tactics to delay disclosure", missing deadlines, failures to return telephone calls, and most importantly, to the reality that "complete disclosure was made – more than a year after the initial request – only after further intervention by the court and an order directing [the City] to provide an unredacted copy of the records.". It was emphasized that "all of the prerequisites for such an award were met and [the City] neglected to offer any excuse for their failure to timely respond to [NYCLU's] request" (emphasis added by the Court). The Court added that "in view of the fact that it was only through the use of the judicial process that [NYCLU] was able to obtain the required disclosure and {the City} evinced a clear disregard of the public's right to open government – we find that the denial of [NYCLU's] request for an award of counsel fees was an abuse of discretion."

The other decision, New York State Defenders Association v. New York State Police, involved a request for "policies relating to electronic recording of custodial interviews, interrogations, confessions and statements." The State Police rejected the request in its entirety, but after a judicial proceeding was initiated, all of the records that were requested were attached to its response to the petition. Based on that disclosure, it was contended that the matter was moot, and the Supreme Court dismissed the petition and the request for attorney's fees.

The Appellate Division, however, rejected the claim by the State Police that the Defenders Association did not substantially prevail, stating that "to allow [an agency] to automatically forestall an award of counsel fees simply by releasing the requested documents before asserting a defense would contravene the very purpose of FOIL's fee-shifting provision." On the contrary, because the State Police disclosed the records sought, the applicant "may be said to have substantially prevailed."

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The Committee on Open Government is responsible for overseeing and advising with regard to the Freedom of Information, Open Meetings and Personal Privacy Protection Laws (Public Officers Law, Articles 6, 7 and 6-A respectively).

It was also found that the State Police had no reasonable basis for issuing a “blanket denial” of the request. To argue that there was a reasonable basis for denying access was “belied by the virtually immediate release of the requested information upon commencement of this proceeding.” Because the lower court based its denial of an award of attorney’s fees “on its erroneous conclusion that the statutory prerequisites were not satisfied”, the Appellate Division referred the matter back to the lower court to determine whether such an award would be proper.

In short, the handwriting appears to be on the wall: agencies cannot delay disclosure of records or deny access to records unless there is a good reason to do so. If they do delay

or withhold records without justification, it is possible and perhaps likely that the person requesting the records may be awarded attorney’s fees payable by the agency.

NYCOM/OSC
Fall Training School

September 18-22
Saratoga Springs, NY

Tidbits From Here and There

North Country Clerks Meet

The North Country Clerks Association held their last meeting at the Tug Hill Winery on August 11th. The speaker was Carrie Tuttle, Director of Engineering for the Development Authority of the North Country. She discussed ways in which we can use current technology to assist in long-term planning. In addition, she spoke on asset management, GIS mapping, moving toward paperless offices and ways in which small communities can work together to obtain funding for shared services.

North Country Clerks Next Meeting Date

The next meeting of the North Country Village Clerks and Clerk/Treasurers Assoc. is slated to be held in grand ole Camden on October 6th. The speaker will be Jeanne Brown, the Project Director for Digital Towpath Cooperative/Institute for Local Govt., SUNY Institute of Technology. She will be discussing the website hosting services available through Digital Towpath, and how they can benefit smaller communities through their low cost web hosting service and ease of maintenance.

State Archives Personnel Changes

Jim Tammaro, the longtime Region Advisory Officer (RAO) in Region 8 (Western New York) will be retiring on September 23, 2011.

After considering several possible approaches with the goal of continuing to provide effective service, the State Archives will be making the following adjustments in their regional office operations. Gail Fischer, the current Region 7 Advisory Officer will become the new Region 8 Advisory Officer, and coverage of Region 7 will be divided among three different RAOs, each in contiguous regions. This solution will affect a greater number of regions but it will also ensure the best maintenance of service across the state. Region 7 will continue to receive services from the Archives through seasoned and very experienced RAO’s and will continue to be

treated as a separate region for all purposes except the actual delivery of advisory services.

While Gail Fischer will move to the Region 8 office in Buffalo, she will also be responsible for providing services to Monroe, Livingston, and Ontario counties in Region 7. The remaining counties in Region 7 will be divided between the Region 6 RAO, Suzanne Etherington, who will cover Steuben and Yates counties; and the Region 5 RAO, Kent Stuetz, who will cover Wayne, Seneca, and Cayuga counties. These counties are geographically contiguous with these RAOs’ respective regions, ensuring travel is as efficient as possible.

To help ensure adequate and equitable service and to reduce the workload on the RAOs affected by this change, Albany staff will visit Region 7 when necessary to hold workshops, Regional Advisory Committee meetings, and other special events.

Hurricane Irene and Records Management

There are several resources in New York to assist your organization recover from Hurricane Irene. The State Office of Emergency Management provides assistance, including access to products and recovery services. Go to: <http://www.dhses.ny.gov/>

The State Library and State Archives have resources to assist you. The State Library and State Archives are also responsible for gathering information about the extent of damage to your building and/or collections as well as recovery costs. Contact Barbara Lilley (blilley@mail.nysed.gov) or Maria Holden (mholden@mail.nysed.gov) to report the impact of the storm on your organization.

The State Archives Regional Advisory Officers are available by phone/email to provide advice on recovering archives and records and to assist you in applying for a recovery grant. Local governments may be eligible for up to \$20,000 in disaster recovery funding for damaged records.

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From the State Archives: Shared Services Grants A Priority

by David Lowry

Last year the New York State Archives introduced a new grant type: shared services. Shared services grants provide funding for two or more local governments to come together and form a permanent cooperative arrangement to solve a shared records management problem. Last year, shared services grant were designated a pilot project and the Archives limited the number of awards to five. The Archives and the Local Government Records Advisory Council (LGRAC) have determined that shared services grants are the best way to make the most effective use out of the declining number of grant dollars. The Archives and LGRAC have identified shared services as a top funding priority and will set aside a to be determined percentage of funds for these grants.

Shared services grants are similar to cooperative grants, a grant type the Archives has promoted for many years. Although similar there is one distinct difference: shared services projects must produce a permanent and sustainable solution to a records management project. A cooperative project may solve a temporary records management problem without leading to a permanent arrangement.

So why should your town consider entering a shared services arrangement rather than applying for a individual grant or being a member of cooperative? Here's why:

- **More Likely to Get Funding:** Shared services grants are a priority for funding, so grant funds will be divided between shared services projects and other projects in way that gives preference to shared services.

- **More Money:** Shared services applicants may request up to \$150,000, whereas cooperatives can apply for \$100,000 and individual applicants only \$75,000.

- **Economies of Scale:** Shared services grants will allow applicants to do more with less. For example, a shared services project enables governments to purchase in bulk and lower the costs for all participants.

- **Better Use of Diminishing Grant Funds:** Shared services grants provide a mechanism for the State Archives to help more local governments than they could on an individual basis.

- **Network of Support:** A shared services arrangement will provide each participant with a network of to maintain their records management program.

- **Permanent Solution:** A shared services arrangement provides each participant a permanent solution to a records management problem. Sometimes when a local government tries to solve a problem on its own the problem tends to recur because the government does not have the resources to maintain what they accomplished with grant funding.

For more information on shared services grants and how to apply, please contact your State Archives' Regional Advisory Officer or other Archives staff to set up meeting to discuss your ideas.

More News From IIMC

Recruit-A-New-Member Campaign

Encourage a clerk colleague to join IIMC...and you could win a \$250.00 gift card!

Recruit a new IIMC Member between July 1, 2011 to December 31, 2011 and your name will be entered in a drawing to win a \$250.00 American Express, Visa or MasterCard prepaid gift card.

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To recruit a new member, you must use the "Recruit-A-New-Member Application." The application can be found at the IIMC website at www.iimc.com.

IIMC is on Facebook!

The International Institute of Municipal Clerks has gotten hip to the times and can now be located in the social networking community of Facebook. Come and join us! Be a fan of our page and you will get the latest articles, E-briefs, News Digests, networking opportunities, and beyond! The IIMC world of focal information, an online community, friend recommendations, News Feed Stories, and other virtual enhancements are only a mouse click away.

IIMC Region I Meeting
March 15-16, 2012
Albany, NY

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Calendar of Events

September 13, 2011: Administrative Officers Association of Erie County, 1:00 p.m.

September 19-22, 2011: NYCOM Fall Training School, Hilton, Saratoga Springs

September 22, 2011: NYSACVC Annual Meeting, Saratoga Springs, NY.

September 23-24, 2011: Finger Lakes Trails and Greenway Conference, Cornell University, Ithaca, NY.

October 9-11: New York Planning Federation Conference, Crowne Plaza, Albany.

October 11, 2011: Administrative Officers Association of Erie County, 1:00 p.m.

October 24-26, 2011: NYCOM Public Works School, Hilton, Saratoga Springs.

November 8, 2011: Administrative Officers Association of Erie County, 1:00 p.m.

December 13, 2011: Administrative Officers Association of Erie County, 1:00 p.m.

February 26-27, 2012: NYCOM Winter Legislative Meeting, Crowne Plaza, Albany.

March 15-16, 2012: IIMC Region I Meeting, Desmond Hotel and Conference Center, Albany, NY.

May 6-8, 2012: NYCOM Annual Meeting, Gideon Putnam Hotel, Saratoga Springs.

May 20-24, 2012: 66th IIMC Annual Conference, Portland, Oregon

If you have an event you would like to have publicized, contact the Editor at jkoury@oneonta.ny.us or call 607.432.6450. It will gladly be included in the Calendar of Events listing!

NYSACVC Committee Assignments 2010-2011

Audit: L. Kay Wharmby, Chairperson, Village of Fairport (585) 421-3202 lkw@fairportny.com; Robin L. Mitchell, Village of Camden (315) 245-0560 camdengov@yahoo.com

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Bulletin: James R. Koury, Chairperson, City of Oneonta (607) 432-6450 jkoury@oneonta.ny.us

By-Laws: Shawn Cullinane, Chairperson, Village of Lindenhurst (631) 957-7504 voladmin@optonline.net; Maureen Kemmet, Village of Victory (518) 695-3808 kemmet@nycap.rr.com; Donna Harris, Chairperson, Village of Oyster Bay Cove (516) 922-1016 obcvillageclerk@optonline.net

Education Development/CMCI: Daniel P. Borchert, Chairperson, Village of Akron (716) 542-9636 borchert@akronvillage.us; Louis DiDomenico, Village of Kings Point (516) 504-1000 ldidomenico@villageofkingspoint.org; Patrick Farrell, Village of New Hyde Park, (516) 354-0022 clerkpat@optonline.net

Fall Training School: Karen P. McLaughlin, Chairperson, 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

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

Legislative: Daniel P. Borchert, Village of Akron (716) 542-9636 borchert@akronvillage.us

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Scholarship: Randy Bond, Chairperson, Village of Sands Point (516) 883-3044 randy@sandspoint.org; Gloria A. Anderson, Village of Falconer (716) 665-4400 falconer@madbbs.com; Michael E. Stegmeier, Village of Lancaster (716) 683-2105 treasurer@lancastervillage.org

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