



Office of the New York State Comptroller  
 New York State and Local Retirement System  
 Employees' Retirement System  
 Police and Fire Retirement System  
 110 State Street, Albany, New York 12244-0001

# Standard Work Day and Reporting Resolution for Elected and Appointed Officials

**RS 2417-A**  
 (Rev. 3/14)

BE IT RESOLVED, that the \_\_\_\_\_ Town of Highlands \_\_\_\_\_ hereby establishes the following standard work days for these titles and \_\_\_\_\_ (Name of Employer) / \_\_\_\_\_ (Location Code)

will report the officials to the New York State and Local Retirement System based on time keeping system records or their record of activities:

Title	Standard Work Day (Hrs/day) Min. 6 hrs Max. 8 hrs	Name (First and Last)	Social Security Number (Last 4 digits)	Registration Number	Tier 1 (Check only if member is in Tier 1)	Current Term Begin & End Dates (mm/dd/yy-mm/dd/yy)	Participates in Employer's Time Keeping System (Yes/No-If Yes, do not complete the last two columns)	Record of Activities Result*	Not Submitted (Check only if official did not submit their Record of Activities)
<b>Elected Officials</b>									
Town Clerk	8	June Patterson	██████	36002772	<input type="checkbox"/>	1/1/14 - 12/31/15	N	19	<input type="checkbox"/>
Council Woman	8	Adrienne T. Voltaire	██████	60020252	<input type="checkbox"/>	1/1/14 - 12/31/17	N	9.25	<input type="checkbox"/>
<b>Appointed Officials</b>									
Comptroller	8	Kelly Blauvelt	██████	50065689	<input type="checkbox"/>	1/1/14 - 12/31/15	Y		<input type="checkbox"/>
Supl. of Highways	8	James Patterson	██████	40114514	<input type="checkbox"/>	1/1/14 - 12/31/15	Y		<input type="checkbox"/>

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

I, \_\_\_\_\_ June Patterson \_\_\_\_\_ secretary/clerk of the governing board of the \_\_\_\_\_ Town of Highlands \_\_\_\_\_ of the State of New York, (Name of secretary or clerk) (Circle one) (Name of Employer)

do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the \_\_\_\_\_ 9th day of \_\_\_\_\_ June \_\_\_\_\_ 20 14 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have heretofore set my hand and the seal of the \_\_\_\_\_ Town of Highlands \_\_\_\_\_ on this \_\_\_\_\_ 9th day of \_\_\_\_\_ June \_\_\_\_\_ 20 14 (Name of Employer)

\_\_\_\_\_  
 (Signature of the secretary or clerk)

**Affidavit of Posting:** I, \_\_\_\_\_ June Patterson \_\_\_\_\_ being duly sworn, deposes and says that the posting of the Resolution began on \_\_\_\_\_ 6/13/14 \_\_\_\_\_ and continued for at least 30 days. That the Resolution was available to the public on the \_\_\_\_\_ (Date)

Employer's website at [www.highlands-ny.gov](http://www.highlands-ny.gov)

Official sign board at 254 Main St, Highland Falls, NY 10928

Main entrance secretary or clerk's office at \_\_\_\_\_

