



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. 8/15)

BE IT RESOLVED, that the Town of Cortlandville / 30279 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 their record of activities:

| Title                      | Standard Work Day<br>(Hrs/day)<br>Min. 6 hrs<br>Max. 8 hrs | Name<br>(First and Last) | Social Security Number<br>(Last 4 digits) | Registration Number | Tier 1<br>(Check only if member is in Tier 1) | Current Term Begin & End Dates<br>(mm/dd/yy-mm/dd/yy) | Record of Activities Result* | Not Submitted<br>(Check only if official did not submit their Record of Activities) |
|----------------------------|--|--------------------------|---|---------------------|---|---|------------------------------|---|
| <b>Elected Officials</b>   |  |                          |   |                     |   |   |                              |   |
| Town Supervisor            | 6  | Richard C. Tupper        | 5079                                      | 32708315            | <input type="checkbox"/>                      | 01/01/16 - 12/31/17                                   | 30.00                        | <input type="checkbox"/>  |
| Town Clerk/Tax Collector   | 7  | Karen Q. Snyder          | 9621                                      | 3511136-8           | <input type="checkbox"/>                      | 01/01/16 - 12/31/17                                   | 26.64                        | <input type="checkbox"/>  |
| Town Justice               | 6  | Francis J. Casullo       | 4750                                      | 3457059-8           | <input type="checkbox"/>                      | 01/01/16 - 12/31/19                                   | 14.14                        | <input type="checkbox"/>  |
| <b>Appointed Officials</b> |  |                          |   |                     |   |   |                              |   |
| Zoning Board of Appeals    | 6  | Lenore LeFevre           |   | 40114100            | <input type="checkbox"/>                      | 01/01/16 - 21/31/20                                   | .35                          | <input type="checkbox"/>  |
|                            |  |                          |   |                     | <input type="checkbox"/>                      |   |                              | <input type="checkbox"/>  |
|                            |  |                          |   |                     | <input type="checkbox"/>                      |   |                              | <input type="checkbox"/>  |

**SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE**

I, Karen Q. Snyder, RMC, secretary clerk of the governing board of the Town of Cortlandville, 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 19th day of October, 2016 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 hereunto set my hand and the seal of the Town of Cortlandville on this 20th day of October, 2016.  
 (Name of Employer)  
Karen Q. Snyder  
 (Signature of the secretary or clerk)

**Affidavit of Posting:** I, Karen Q. Snyder, RMC, being duly sworn, deposes and says that the posting of the  
 (Name of secretary or clerk)  
 Resolution began on October 19, 2016 and continued for at least 30 days. That the Resolution was available to the public on the  
 (Date)

- Employer's website at www.cortlandville.org
- Official sign board at Raymond G. Thorpe Municipal Building, 3577 Terrace Rd., Cortland, NY 13045
- Main entrance secretary or clerk's office at \_\_\_\_\_

