

**Town of Windsor, County of Broome, State of New York**  
**A RESOLUTION ACKNOWLEDGING STANDARD WORK DAY AND**  
**REPORTING FOR ELECTED AND APPOINTED OFFICIALS**  
**Resolution #16-2023**

**PRESENT:** Supervisor Mark Odell  
 Deputy Supervisor Daniel Colwell  
 Councilman Gary M. Hupman  
 Councilman Timothy Harting  
 Councilman Daniel Price

At a Regular Board Meeting of the Town of Windsor Town Board, held at the Windsor Town Hall on the 14<sup>th</sup> day of June 2023, the following resolution was:

**OFFERED BY:**  
**SECONDED BY:**

Standard Work Day Reporting Resolution for Elected and Appointed Officials RS 2417-A

Office of the New York State Comptroller  
  
 New York State and Local Retirement System  
 118 State Street, Albany, New York 12244-0001  
 Please type or print clearly  
 in blue or black ink

Received Date

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

Employer Location Code  
 3 0 2 4 3

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

**RS 2417-A**  
(REV. 11/20)

BE IT RESOLVED, that the Town of Windsor / 30243 hereby established the following standard work days for these titles and will report the officials to the New York State and Local Retirement based on their record of activities:

Name	Social Security Number	NYS LRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
<b>Elected Officials:</b>									
Michael Kithcart	██████	██████	Highway Superintendent	1/1/2023-12/31/2026	8		<input type="checkbox"/>	Bi-Weekly	<input type="checkbox"/>
Elizabeth Pfister	██████	██████	Town Clerk/Tax Collector/Registrar	1/1/2023-12/31/2026	8		<input type="checkbox"/>	Bi-Weekly	<input type="checkbox"/>
Gary Hupman	██████	██████	Council Member	1/1/2023-12/31/2026	6		<input checked="" type="checkbox"/>	Bi-Weekly	<input type="checkbox"/>
<b>Appointed Officials:</b>									
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>

I, Elizabeth Pfister, secretary/clerk of the governing board of the Town of Windsor, 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 14th day of June, 2023 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 Windsor on this 14th day of June, 2023.  
(Name of Employer)

(Signature of Secretary or Clerk)  
 Affidavit of Posting: I, Elizabeth Pfister, being duly sworn, deposes and says that the posting of the Resolution began on 6/15/2023 and continued for at least 30 days. That the Resolution was available to the public on the:  
(Date)

- Employer's website at: www.windsorny.org
- Official sign board at: 124 Main St., Windsor, NY 13865
- Main entrance Secretary or Clerk's office at: \_\_\_\_\_

(seal)

**CERTIFICATION**

I, Elizabeth Pfister, do hereby certify that I am the Town Clerk of the Town of Windsor and that the foregoing constitutes a true, correct and complete copy of a resolution duly adopted by the Town Board of the Town of Windsor at a meeting thereof held at the Windsor Town Hall, 124 Main St., Windsor, NY on 14<sup>th</sup> day of June 2023 said resolution was adopted by the following roll call vote:

Supervisor Mark Odell –  
Deputy Supervisor Daniel Colwell –  
Councilman Gary M. Hupman -  
Councilman Timothy Harting –  
Councilman Daniel R. Price –

Motion  
Resolution Adopted:

\_\_\_\_\_  
Elizabeth Pfister,  
Town Clerk Town of Windsor