

**Resolution #2108 - \_\_\_\_\_ Resolution to Authorize Supervisor to hire an Assistant Bookkeeper (Classification title "Account Clerk Typist")**

**WHEREAS** the Town Board authorized the position of Assistant Bookkeeper in December of 2013 to be available during Bookkeeper absence to provide more oversight on internal controls, and

**WHEREAS** the position has not been filled for over two years, and

**WHEREAS** the Finance Committee recommends hiring for this position under the following terms:

- Salary- \$16.00 per hour
- First month for training- up to 2 hours per week for 4 weeks.
- Up to 5 hours per month checking on procedures and completing some tasks to stay current on process and make recommendations to the Bookkeeper, Supervisor, and Finance Committee.
- Up to 10 hours per month during absence of Bookkeeper in order to complete regular bookkeeping tasks.

**THEREFORE be it RESOLVED** the Town Board authorizes the Supervisor to hire to fill this position immediately.

**Budget Amendment #2018- \_\_\_\_\_ Authorize Funds for PAVENY and Extreme Weather Recovery**

**WHEREAS** approval for PAVENY and Extreme Weather Recovery Funds was granted after the 2018 budget was approved, and

**WHEREAS** funds for these expenditures must be spent prior to reimbursement, now therefore be it

**RESOLVED** the Town Board authorizes the Supervisor to decrease DA599 "Appropriated Fund Balance" by \$23,774.21 and increase DA5112.3 "PAVE NY" by \$23,774.21, and further

**RESOLVED** The Town Board authorizes the Supervisor to decrease DA599 "Appropriated Fund Balance" by \$20,137.40 and increase DA5112.4 "Extreme Weather Recovery" by \$20,137.40.