

**TOWN CLERK
MAY 2025**

Professional Municipal Clerk's Week – May 4, 2025 – May 11, 2025

New York State Town Clerks Association (NYSTCA) Conference

Debbie and Jessie attended the annual conference for NYSTCA on April 28 – 30th in Syracuse. We always learn so much at the conference. Some topics that we attended were Updates from Association of Towns, Public Notices, Towns and Regulated Cemeteries, FOIL, DECALS update, NYS Retirement, Special Elections, Town Clerk Audit Findings and Spies, Espionage & Cyber Threat Actors.

Training/Webinars

Debbie and Jessie attended an Association of Towns tax webinar on May 1st, 2025. Several topics were discussed including the Judicial Security Act and if counties are required to make towns whole on any charges that were assessed and levied as part of town cleanup costs.

Water and Sewer Bills

May is very busy collecting water and sewer payments. Total bills: 1889 of which 408 were emailed. There was an error on the printed bills stating they are due on May 26th, that is incorrect, and payments are due by May 27th.

Ethics Disclosure Statements

Our office emailed all positions who are required to complete an annual ethics disclosure statement on May 5th. They are required to be returned to our office by May 19th. We are still missing over twenty (20). The Ethics Board plans to review them at their meeting on June 5, 2025.

Break Room

Employees have been enjoying the breakroom space that has been created in the kitchen area. We are looking at room dividers to complete the area.

Cayuga Lake National Bank (CLNB)

Debbie and Jessie attended a very nice breakfast which was specifically for CLNB municipalities.