

Standard Work Day and Reporting Resolution for Elected and Appointed Officials

Received Date

Employer Location Code
 3 0 0 4 5

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

RS 2417-A (Rev. 11/19)

BE IT RESOLVED, that the Town of Amherst / 39045 Town of Amherst 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 SLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
Elected Officials:									
Appointed Officials:									

I, Francina J. Spoth secretary/clerk of the governing board of the Town of Amherst of the State of New York, Secretary of Clerk (Circle one)

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 ___ day of ___, 20___ 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 Amherst on this ___ day of ___, 20___

(Signature of Secretary or Clerk) Francina J. Spoth (Name of Secretary or Clerk) Town of Amherst being duly sworn, deposes and says that the posting of the Resolution began on ___ (Date) and continued for at least 30 days. That the Resolution was available to the public on the: ___

Employer's website at: _____

Official sign board at: _____

Main entrance Secretary or Clerk's office at: _____

(seal)



Please type or print clearly
 in blue or black ink

Received Date

Standard Work Day and Reporting Resolution for Elected and Appointed Officials Continuation Form

Employer Location Code

3 0 0 4 5

RS 2417-B

(Rev.04/20)

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
Elected Officials:									
Michael Szukala			Councilmember	01/01/20 -12/31/23	6	5.19	<input type="checkbox"/>	Bi-weekly	<input type="checkbox"/>
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Appointed Officials:									
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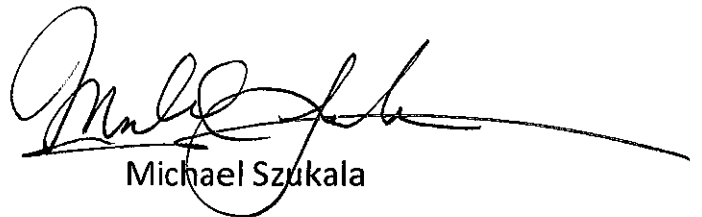
Elected Officials Record of Activities

April 26, 2021

Submitted: April 26, 2021

By signing below, I attest to the accuracy of the information provided in the attached document (s).

Respectfully,

A handwritten signature in black ink, appearing to read "Michael Szukala", with a long horizontal flourish extending to the right.

Michael Szukala

Town of Amherst Councilman

APR26 '21 AM11:54 ROWD

Michael Szukala	Amherst Town Board	Amherst, NY	NYS Pension Time Record	
Date	Activity	Start Time	Ending Time	Hours
1/3/2021	Reading for Town Board Meeting	7:00	10:00	3
1/4/2021	Town Board Meeting	7:00	8:00	1
1/14/2021	Discussion on committee appointments	6:30	7:30	1
1/17/2021	Reading for Town Board Meeting	7:00	10:30	3.5
1/19/2021	Pre-Meeting Amherst Town Board	4:00	5:30	1.5
1/19/2021	Town Board Meeting	7:00	8:00	1
1/31/2021	Reading for Town Board Meeting	8:00	11:00	3
2/1/2021	Pre-Meeting Amherst Town Board	4:00	5:30	1.5
2/1/2021	Town Board Meeting	7:00	8:00	1
2/4/2021	Constituent call about town committee appointment	4:00	4:30	0.5
2/4/2021	Constituent call about town committee appointment	7:30	8:30	1
2/4/2021	Email reading / answering	8:30	9:30	1
2/10/2021	Email reading / answering	9:00	10:00	1
2/11/2021	Paperwork at Town Hall	12:00	1:00	1
2/11/2021	Constituent call about town committee appointment	8:00	9:00	1
2/15/2021	Association of Towns training	8:30	3:00	6.5
2/16/2021	Association of Towns training	8:30	3:00	6.5
2/16/2021	NAACP Diversity Meeting	5:00	6:30	1.5
2/16/2021	Email reading / answering	9:00	10:00	1
2/17/2021	Composting Contract meeting	1:00	3:00	2
2/17/2021	Police Reform Meeting	4:00	5:30	1.5
2/17/2021	Recycling and Solid Waste meeting	7:00	8:30	1.5
2/18/2021	Fire Chief's Meeting	7:00	8:00	1
2/18/2021	Review Fire LOSAP Report	5:00	6:30	1.5
2/19/2021	Phone conference on Composting Contract	4:15	4:45	0.5
2/19/2021	Email on Composting Contract	3:00	3:15	0.25
2/20/2021	Gateway Market inspection	10:30	12:00	1.5
2/20/2021	Call from town resident - various issues	8:00	8:30	0.5
2/21/2021	Reading for Town Board Meeting	7:00	9:00	2
2/22/2021	Pre-Meeting Amherst Town Board	4:00	5:30	1.5
2/22/2021	Town Board Meeting	7:00	8:30	1.5
2/23/2021	Emails, and other reading	7:00	8:00	1
2/25/2021	Constituant calls, emails and reading	6:30	8:00	1.5
2/27/2021	Visited locations up for review for Amherst Traffic Safety meeting on 03/03/2021	1:00	2:00	1
2/27/2021	At Town Hall to read paperwork and sign contracts	10:00	12:00	2
2/28/2021	Answer constituent calls on Penaut Line Bikeway, Williamsville Soup Stroll and other issues.	7:00	9:00	2
3/3/2021	Amherst Traffic Safety Board meeting	7:00	9:00	2
3/4/2021	Amherst IDA meeting	8:30	10:00	1.5

APR25 '21 PM12:05 RCUD

3/4/2021	Email reading / answering	11:00	11:30	0.5
3/7/2021	Reading for Town Board Meeting	11:00	1:30	2.5
3/8/2021	Pre-Meeting Amherst Town Board	4:00	5:30	1.5
3/8/2021	Town Board Meeting	7:00	8:30	1.5
3/8/2021	Citizens Financial Advisory Committee meeting	8:30	9:00	0.5
3/9/2021	Emails to constituents and the AIDA	9:00	10:00	1
3/13/2021	Sign paperwork, read contracts at Amherst Town Hall	10:00	12:00	2
3/15/2021	Read resumes and pick a person to be promoted (several jobs)	7:30	8:30	1
3/17/2021	Solid Waste Committee Meeting	7:00	7:45	0.75
3/18/2021	Reading on Fire retirement points, and fire pension financials	7:00	7:45	0.75
3/19/2021	Meeting on Westwood Financing	8:15	9:00	0.75
3/19/2021	Interview with Amherst Police Chief candidates	1:00	2:00	1
3/20/2021	Sign paperwork, read contracts at Amherst Town Hall	10:00	11:30	1.5
3/21/2021	Reading for Town Board Meeting	7:30	9:30	2
3/22/2021	Pre-Meeting Amherst Town Board	4:00	5:30	1.5
3/22/2021	Town Board Meeting	7:00	8:30	1.5
3/24/2021	Open Government Committee Meeting	5:30	6:00	0.5
3/24/2021	Morningside Community Zoom meeting	7:00	7:30	0.5
3/25/2021	Email reading / answering	8:00	8:30	0.5
3/26/2021	Lunch with town board member on police chief opening and other issues	12:00	1:00	1
3/28/2021	Emails, Calls and reading related to the selection of Amherst Police Chief	7:00	8:00	1
3/29/2021	Signed and read paperwork at Town Hall	6:30	7:00	0.5
3/31/2021	Signed paperwork at town hall	4:45	5:00	0.25
3/31/2021	Review recorded interview of Chief candidate McGonagle	5:45	6:45	1
3/31/2021	Review recorded interview of Chief candidate Chamberlain	7:00	8:05	1
3/31/2021	Review recorded interview of Chief candidate Camileri	8:15	9:15	1
4/2/2021	Visited locations up for review for Amherst Traffic Safety meeting on 04/07/2021	1:00	3:15	2.25
-	Total Hours	-	-	93.5

APR26 '21 PM12:05 RQVD