

TOWN OF WEST SENECA



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## MEMO

To: Honorable Town Board

From: Tina M. Hawthorne, Town Attorney

Date: January 16, 2020

Subject: Association of Towns Annual Meeting & Training

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Kindly authorize myself to attend the Association of Towns Annual Meeting & Training February 16, 2020 to February 19, 2020 located in New York City at a cost not to exceed \$2,000.00. There is money allocated in the Town Attorneys travel and conferences line (1.1420.0435) of the budget for the purpose.

The training is held by the NYS Association of Towns and is permitted by Section 77-b of the General Municipal Law. Subdivision 3 of the Section permits the Town Board to authorize attendance by "any of its members or any officer or employee...or other person who has been elected pursuant to law to a public office of a municipality..."