

**VILLAGE OF BUCHANAN RESOLUTION
APPOINTING A
PART-TIME JUSTICE COURT CLERK**

Introduced by: _____

Seconded by: _____

Dated: _____

WHEREAS, pursuant to Sections 4-400 and 3-301 of the Village Law, the Mayor of the Village of Buchanan is charged with appointing the Justice Court Clerk, subject to the advice and consent of the Justices; and

WHEREAS, the Justices have now indicated their consent to the hiring of a new part-time Clerk to assist the Court in processing traffic fines, sending out notices, assisting the Justices while Court is in session, answering phones, data entry, and any and all other clerical duties required by the Justices; and

WHEREAS, the new part-time Clerk's appointment will commence immediately to allow the new Clerk to be trained by the existing Clerk, which training shall continue until and including the evening of August 6, 2012, after which time the existing Clerk shall no longer be employed by the Village of Buchanan.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor hereby appoints Michele Sclafani as the new part-time Clerk to the Village of Buchanan Justice Court at an annual wage of \$5,000 per year.

BE IT FURTHER RESOLVED BE, that this Mayoral appointment shall be effective through the Board's annual re-organizational meeting in April of 2013.

Upon Roll Call Vote:

Mayor Sean Murray _____

Trustee Richard Funchion _____

Trustee Duane Jackson _____

Trustee Theresa Knickerbocker _____

Trustee Nicolas Zachary _____

Vote: Resolution carried by a vote of ____ to ____.

STATE OF NEW YORK)
COUNTY OF WESTCHESTER)

I, KEVIN HAY, Village Administrator of the Village of Buchanan, do hereby certify that the above is a true and exact copy of a Resolution adopted by the Village Board of the Village of Buchanan at a meeting of said Board held August 6, 2012.

KEVIN HAY – Village Administrator/Clerk