

Received Date

Standard Work Day and Reporting Resolution for Elected and Appointed Officials

Employer Location Code

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

RS 2417-A

(Rev.12/23)

BE IT RESOLVED, that the _____ / _____ hereby established the following standard work days for these titles and will
(Name of Employer) (Location Code)
report the officials to the New York State and Local Retirement based on their record of activities:

Name	Social Security Number	NYSLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
Elected Officials:									
Gwen Menshenfriend	6405	R11004269	Administrative Assistant	08022-123126	6	5.16	☐	Bi-weekly	☐
							☐		☐
							☐		☐
Appointed Officials:									
							☐		☐
							☐		☐
							☐		☐

I, Lynn M. DeRocha, secretary/clerk of the governing board of the Town of Copake, of the State of New York,
(Name of Secretary or Clerk) (Circle one) (Name of Employer)

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 10th day of September, 2026
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 Copake on this 10th day of September, 2026,
(Name of Employer)

Lynn M. DeRocha
(Signature of Secretary or Clerk)

Affidavit of Posting: I, Lynn M. DeRocha being duly sworn, deposes and says that the posting of the Resolution began on
(Name of Secretary or Clerk)
September 10, 2026 and continued for at least 30 days. That the Resolution was available to the public on the:
(Date)

- ☒ Employer's website at: townofcopakeny.gov
☒ Official sign board at: Copake Town Hall
☒ Main entrance Secretary or Clerk's office at: Copake Town Hall

(seal)