



**TOWN AND VILLAGE OF HARRISON
ENGINEERING DEPARTMENT**

Alfred F. Sulla, Jr. Municipal Building
1 Heineman Place
Harrison, New York 10528



Michael J. Amodeo, P.E., CFM
Town/Village Engineer

Frank Balbi, P.E., CFM
Assistant Engineer

November 26, 2012

Supervisor Ron Belmont and
Members of the Town Board
Town of Harrison
1 Heineman Place
Harrison, New York 10528

Re: Continuing Education Class

Dear Supervisor Belmont and Members of the Town Board:

Town Board authorization is requested for Frank Balbi and me to attend a continuing education seminar titled "Recognizing Unstable Slopes – Basics of Soil Mechanics" on December 20, 2012 in White Plains, at a cost of \$259.00 per person.

Funding for this class is available in the Engineering Operating Budget, account # 001-1440-100-0406.

Respectfully submitted,

Michael J. Amodeo, P.E., CFM
Town/Village Engineer

Cc: Purchasing