

ALFRED F. SULLA, JR.  
MUNICIPAL BUILDING  
1 HEINEMAN PLACE  
HARRISON, NEW YORK 10528

(914) 670-3010  
FAX (914) 835-1262

WWW.HARRISONTOWNCOURT.COM

*Town Court  
of the  
Town of Harrison*



PASQUALE G. GIZZO  
DANIEL D. ANGIOLILLO  
Town Justices


JACQUELINE RICCIARDI  
Court Clerk

**M e m o r a n d u m**

Date: January 23, 2019

To: Supervisor/Mayor Ronald B. Belmont  
Town/Village Board Members

CC: Town Clerk Jackie Greer

From: Jacqueline Ricciardi, Court Clerk 

RE: Request for Approval for New Court Employee to Attend Mandatory  
**Court Clerk Training** in New York City (February 2019)

---

Please consider this a formal request from the Court Clerk for approval for the Court's new employee, Darlene Tucci, to attend the Court Clerk's Training program on Monday, February 17<sup>th</sup>, 2019 and Tuesday, February 18<sup>th</sup>, 2019 on a commuter basis.

Newly-hired court employees (all those hired/transferred to a Court on or after January 1, 2019) must take an introductory twelve (12) hours of "Supporting the Bench" training program, including one (1) fiscal credit by the end of the calendar year in which they are hired/transferred. Taking this course in-person will be enormously beneficially to this new employee as it will enable peer-to-peer learning and networking not otherwise available in an online setting.

No additional funds need to be appropriated as the nominal additional costs associated with Ms. Tucci's attendance (commuting costs and meals) can be taken out of the funds previously approved by Town Board Resolution (2019 -037) on January 17, 2019.



January 17, 2019

2019- - 037

AUTHORIZATION FOR THE TOWN JUSTICES, COURT CLERK, DEPUTY  
COURT CLERK AND ASSISTANT COURT CLERK TO ATTEND THE  
ANNUAL ASSOCIATION OF TOWNS CONFERENCE

On motion of Councilman Sciliano, seconded by Councilman Gordon,

it was

RESOLVED to accept the request by Court Clerk, Jacqueline Ricciardi, for the Town Justices, Court Clerk, Deputy Court Clerk and Assistant Court Clerk to attend the Judicial Training and Court Clerk's Training at the annual Association of Towns Conference to be held in New York City from February 17<sup>th</sup> to 20<sup>th</sup>, 2019. The total cost will not exceed \$4,400.00 and includes commuting costs, Town Justices and Court Clerk lodging, meals, and conference registration fees.

FURTHER RESOLVED to forward a copy of this Resolution to the Comptroller and Court Clerk.

Adopted by the following vote:

AYES: Councilpersons Dionisio, Gordon, Malfitano and Sciliano  
Supervisor Belmont

NAYS: None

ABSENT: None

RECEIVED  
TOWN COURT  
HARRISON, NY  
2019 JAN 18 P 3:15

FILED THIS
18 <sup>th</sup> DAY OF
January 2019
<i>Jacqueline Greer</i>
Town Clerk, Harrison, New York