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*Town Court
of the
Town of Harrison*



E-3
PASQUALE G. GIZZO
DANIEL D. ANGIOLILLO
Town Justices


JACQUELINE RICCIARDI
Court Clerk

M e m o r a n d u m

Date: January 3, 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 **Town Justices, Court Clerk, Deputy Court Clerk and Assistant Court Clerk** to Attend Training for **Magistrates and Court Clerks** in New York City (February 2019)

RECEIVED
2019 JAN -5 A 10:48
TOWN CLERK
HARRISON, NY

Please consider this a formal request from the Court Clerk for approval to attend the Judicial Training and Court Clerk's Training at the annual Association of Towns Conference in New York City from February 17th, 2019 through February 20th, 2019.

The total cost for Town Justices Pasquale Gizzo and Daniel Angiolillo, Court Clerk Jacqueline Ricciardi, Deputy Court Clerk Maria De Lourdes Valdes and Assistant Court Clerk Sean O'Connell to attend the conference will not exceed \$4,400.00. This sum includes a combination of commuting costs, lodging (Town Justices and Court Clerk only), meals and conference registration fees.

This is a budgeted item.

