

3:00 P.M. - 5:00 P.M. Sunday Informational Hearing on Proposed Resolutions Regent Parlor, 2nd Floor														
8:45 A.M. Monday Opening General Session Grand Ballroom, 3rd Floor														
Mercury Ballroom	Tranon Ballroom	Pettit Tranon	Beekman Parlor	Sutton Parlor North	Sutton Parlor Center	Sutton Parlor South	Madison Suite	Morgan Suite	Bryant Suite	Gibson Suite	Regent Parlor	Nassau Suite	Murray Hill Suite	Gramercy Suite
10:30 - 11:20 Personnel Collective Bargaining: Negotiation Trends & Creative Ways to Settle Contracts CTO Course Supervisor Subject Area	10:00 - 10:50 Continuing Legal Education Petition and Referenda CTO Course Town Clerk Subject Area	10:30 - 11:20 Fiscal Stress Monitoring Update	10:00 - 12:00 Code Enforcement Officers Fire Sprinkler Plan Review	10:30 - 11:20 Fiscal Accountability for Town Boards CTO Course Town Board Subject Area	10:30 - 11:20 From Trash to Flash: The Clarkstown Landfill Solar Field	10:30 - 11:20 Planning for Success: A Small Town's Marketing & Branding Initiative & How it's Paying Off: Tourism Attraction and Placemaking	10:30 - 11:20 Painful Lessons: What we've Learned from 20 Years of Workers' Compensation Claims	10:30 - 11:20 Tax Collectors Office Organization	10:30 - 11:20 Town Clerks Please see "Petition and Referenda" in the Tranon Ballroom on the 3rd Floor or "Office Organization" in the Morgan Suite	10:00 - 10:50 Engineer Certification Revisiting Ethics for the Design Professional	9:00 - 10:30 Court Clerks Basic Intro to Court Clerk Position	9:00 - 10:30 Court Clerks Elective Criminal Justice Information Services	9:00 - 10:00 Justices Core A Nuts and Bolts of Summary Contempt	9:00 - 10:00 Justices Core B Dealing with the Media
11:30 - 12:30 Personnel Hiring is a Critical Success Factor for Every Organization, Including Your Town	11:00 - 12:00 Continuing Legal Education Parks, Prayers & Pipes CTO Course Attorney/Legal Subject Area	11:30 - 12:30 Is the Empire State Ready for Drones? Exploring New York's Proposed Regulation of Unmanned Aerial Vehicles		11:30 - 12:30 The New Municipal Energy Program	11:30 - 12:30 Planning and Zoning for Solar	11:30 - 12:30 Shovel Ready Site Development	11:30 - 12:30 Best Practices in Administering GML 207c Claims	11:30 - 12:30 Tax Collectors Enhanced Security and Automated Bank Deposits for Towns	11:30 - 12:30 Town Clerks Cyber Security for Local Governments	11:00 - 12:00 Engineer Certification A Risk-Based Approach for Mitigation of Extreme Events	10:45 - 12:00 Court Clerks Basic Fiscal Responsibility	10:45 - 12:00 Court Clerks Elective DNA Sample Requirements	11:15 - 12:15 Justices Core A What is New in the World of DWI?	11:15 - 12:15 Justices Core B Vehicle and Traffic Law Update
12:30 - 2:00 Monday Lunch	12:00 - 1:00 Monday Lunch	12:30 - 2:00 Monday Lunch	12:00 - 1:00 Monday Lunch	12:30 - 2:00 Monday Lunch	12:30 - 2:00 Monday Lunch	12:30 - 2:00 Monday Lunch	12:30 - 2:00 Monday Lunch	12:30 - 2:00 Monday Lunch	12:30 - 2:00 Monday Lunch	12:00 - 1:00 Monday Lunch	12:00 - 1:00 Monday Lunch	12:00 - 1:00 Monday Lunch	12:15 - 1:15 Monday Lunch	12:15 - 1:15 Monday Lunch
	1:00 - 1:50 Continuing Legal Education Ethics and Social Media CTO Course Attorney/Legal Subject Area		1:00 - 1:50 Code Enforcement Officers Update to the Training Regulations for NYS Code Enforcement Officials							1:00 - 2:00 Engineer Certification Stormwater Management Seminar	1:00 - 2:00 Court Clerks Basic Basic Web-DVS	1:00 - 2:00 Court Clerks Elective Jury Trials for Court Clerks	1:15 - 2:15 Justices Core A Legal Updates	1:15 - 2:15 Justices Core B Ethics II: Civility and Miscellaneous Issues in the Courtroom
2:00 - 2:50 Personnel Managing Employee Absenteeism and Leaves CTO Course Town Board or Highway Superintendent Subject Areas	2:00 - 2:50 Continuing Legal Education Fire Protection District Conversion	2:00 - 2:50 Town Center Revitalization	2:00 - 2:50 Code Enforcement Officers Foundation Flood Venting for Flood Zones	2:00 - 2:50 Good Town Roads: 10 Things the Town Board Need to Know CTO Course Highway Superintendent Subject Area	2:00 - 2:50 Efficiency in the Tax Freeze Era	2:00 - 2:50 Foreclosures and Abandonment: Understanding Mortgages from Origination to Default, Impacts of Vacancy, and Viable Solutions for Communities	2:00 - 2:50 Policies and Procedures to Manage Your Government CTO Course Town Board Subject Area	2:00 - 2:50 Tax Collectors New Legislation and Pending Real Property Tax Legal Issues CTO Course Tax Collector Subject Area	2:00 - 2:50 Town Clerks Licensing and Management of Exotic Animals CTO Course Town Clerk Subject Area	2:15 - 3:15 Engineer Certification Understanding How Wetlands and Stormwater Regulations May Affect Your "Shovel Ready" Site CTO Course Engineer Subject Area	2:15 - 3:15 Court Clerks Basic Outlook/Digital Recorders	2:15 - 3:15 Court Clerks Elective DWI for Court Clerks	2:15 - 3:15 Justices Core A Mediate Don't Litigate: Alternative Dispute Resolution Best Practices	2:15 - 3:15 Justices Core B WebDVS Training Portal Update
3:00 - 3:50 Personnel Municipal Human Resources: The Challenges Ahead	3:00 - 3:50 Continuing Legal Education Understanding Municipal Construction Contract Change Orders: Minimize Risk and Improve Efficiency CTO Course Engineer Subject Area	3:00 - 3:50 Town Bond Financing 101 CTO Course Supervisor Subject Area	3:00 - 3:50 Code Enforcement Officers Understanding Active and Passive Flood Proofing for Non-Residential Buildings	3:00 - 3:50 Developing an Effective Fund Balance Policy CTO Course Town Board Subject Area	3:00 - 3:50 Developing Tax Freeze Efficiency Plans CTO Course Assessor/RPT Subject Area	3:00 - 3:50 Brownfield Redevelopment Progress Report	3:00 - 3:50 A Workplace Violence/Sexual Harassment Incident Has Been Reported: Now What?	3:00 - 3:50 Tax Collectors What to Expect from an OSC Audit	3:00 - 3:50 Town Clerks Please see "What to Expect from an OSC Audit" in the Morgan Suite	3:30 - 4:30 Engineer Certification Deep Injection Chemical Grout Seminar	3:30 - 4:30 Court Clerks Basic Criminal Disposition Reporting	3:30 - 4:30 Court Clerks Elective T-SLED	3:30 - 4:30 Justices Core A Ethics I: Judicial Ethics Update	3:30 - 4:30 Justices Core B Plea Dispositions: What Judges Need to Know
4:00 - 5:00 Personnel Healthcare Reform: A Roadmap for the Near Future	4:00 - 5:00 Continuing Legal Education An Interactive Guide to State and Local Ethics Laws in the Real World With Hypotheticals	4:00 - 5:00 Intermediate Microsoft Excel Topics	4:00 - 5:00 Code Enforcement Officers Division of Building Standards and Codes: An Update	4:00 - 5:00 Establishing and Accounting for Reserves	4:00 - 5:00 The Tax Cap: Cumulative Data Analysis and Summary CTO Course Assessor/RPT Subject Area	4:00 - 5:00 An Introduction to Your Code Enforcement Official: Who They Are and What They Do CTO Course Code Enforcement Subject Area	4:00 - 5:00 Accident Investigations	4:00 - 5:00 Tax Collectors & Town Clerks See "Intermediate Microsoft Excel Topics" in the Pettit Tranon on the third floor	4:00 - 5:00 Town Clerks See "Intermediate Microsoft Excel Topics" in the Pettit Tranon on the third floor				4:30 - 5:15 Justices Core A Assessment	4:30 - 5:15 Justices Core B Assessment

SUNDAY

MONDAY

	Mercury Ballroom	Trion Ballroom	Petit Trion	Beekman Parlor	Sutton Parlor North	Sutton Parlor Center	Sutton Parlor South	Madison Suite	Morgan Suite	Bryant Suite	Gibson Suite	Regent Parlor	Nassau Suite	Murray Hill Suite	Gramercy Suite		
TUESDAY	8:00 A.M. Tuesday Breakfast with the Association Grand Ballroom, 3rd Floor																
	10:00 - 10:50 Negotiating Fire Protection Contracts in the Cap and Freeze Era	10:00 - 11:40 Continuing Legal Education The Evolving Cyber Threat: What Every Public Entity Needs to Know to Protect Itself	10:00 - 10:50 Cemeteries	9:00 - 12:00 Code Enforcement Officers 2014 Commercial Energy Code Update	10:00 - 10:50 Grant Opportunities from the Department of State	10:00 - 10:50 Employer Reporting for Retirement Purposes	10:00 - 10:50 Planning & Zoning Zoning Immunity: What's That? CTO Course Planning & Zoning Subject Area	10:00 - 10:50 Political Savings from Asset Management CTO Course Highway Superintendent Subject Area	10:00 - 10:50 Tax Collectors Overview and Recent Developments to RPTL Article 9, Title 5: Miscellaneous Provisions CTO Course Tax Collector Subject Area	10:00 - 10:50 Town Clerks Fraud Detection and Prevention	10:00 - 11:00 Engineer Certification NY's Thruway Authority Asset Management Program	9:00 - 10:30 Court Clerks Basic Basics in Criminal Procedure Law	9:00 - 10:30 Court Clerks Elective Web-DVS/ Orders of Protection	9:00 - 10:00 Justices Core A Ethics I: Judicial Ethics Update	9:00 - 10:00 Justices Core B Dealing with the Media		
	11:00 - 12:30 Grants: What's Hot and What's Not!		11:00 - 12:30 The Legallities of Purchasing and Competitive Bidding		11:00 - 12:30 Importance & Critical Ingredients of Comprehensive Planning for Towns CTO Course Planning & Zoning Subject Area	11:00 - 12:30 Freedom of Information Law/Open Meeting Law Overview	11:00 - 12:30 Planning & Zoning Locally Unwanted Land Use Regulations	11:00 - 12:30 Code Enforcement Disaster Assistance Response Program CTO Course Code Enforcement Subject Area	11:00 - 12:30 Tax Collectors Dealing With Harassment from the Public	11:00 - 12:30 Town Clerks EDRS and Vital Records CTO Course Town Clerk Subject Area	11:00 - 12:00 Engineer Certification Future of Electricity Markets	10:45 - 12:00 Court Clerks Basic T-SLED	10:45 - 12:00 Court Clerks Elective What's New at the Office of Court Administration	11:15 - 12:15 Justices Core A What is New in the World of DWI?	10:00 - 11:00 Justices Core A Stipulations, Settlements, Stays & the Unrepresented Litigant	10:00 - 11:00 Justices Core B Vehicle and Traffic Law Update	
		11:40 - 1:00 Tuesday Lunch		12:00 - 1:00 Tuesday Lunch								12:00 - 1:00 Tuesday Lunch	12:00 - 1:00 Tuesday Lunch	12:00 - 1:00 Tuesday Lunch	12:15 - 1:15 Tuesday Lunch	12:15 - 1:15 Tuesday Lunch	
	12:30 - 2:00 Tuesday Lunch	1:00 - 1:50 Continuing Legal Education Governmental Reorganization: Subcontracting, Civil Service and Layoffs CTO Course Attorney/Legal Subject Area	12:30 - 2:00 Tuesday Lunch	1:00 - 1:50 Code Enforcement Officers Estimating the Effects of Energy Conservation on Temperature & Humidity	12:30 - 2:00 Tuesday Lunch	12:30 - 2:00 Tuesday Lunch	12:30 - 2:00 Tuesday Lunch	12:30 - 2:00 Tuesday Lunch	12:30 - 2:00 Tuesday Lunch	12:30 - 2:00 Tuesday Lunch	12:30 - 2:00 Tuesday Lunch	1:00 - 2:00 Engineer Certification 21st Century Solutions for 19th Century Sewers	1:00 - 2:00 Court Clerks Basic E-Justice	1:00 - 2:00 Court Clerks Elective New Credit Card Machine Program	1:15 - 2:15 Justices Core A Legal Updates	1:15 - 2:15 Justices Core B Ethics II: Civility and Miscellaneous Issues in the Courtroom	
	2:00 - 2:50 Broadband Grant Seminar	2:00 - 2:50 Continuing Legal Education SEQR Segmentation & Cumulative Impact	2:00 - 2:50 What is Office of Planning & Development?		2:00 - 2:50 Special Circumstances Surrounding Length of Service Award Programs	2:00 - 2:50 Why Human Diversity Matters: Adirondack Case Study	2:00 - 2:50 Planning & Zoning White Elephants: Dealing with Problem Properties	2:00 - 2:50 Conflicts of Interest and Ethics	2:00 - 2:50 Tax Collectors Workplace Violence Training	2:00 - 2:50 Town Clerks See "Workplace Violence Training" in the Morgan Suite	2:15 - 3:15 Engineer Certification Shear Walls and Lateral Bracing in Light Frame Construction	2:00 - 3:30 Court Clerks Basic Civil Actions: Small Claims & Summary Proceedings CTO Course Justice/Courts Subject Area	See Regent Parlor	2:15 - 3:15 Justices Core A Mediate Don't Litigate (ADR Best Practices)	2:15 - 3:15 Justices Core B Ball Me Out! Revisiting Setting and Conditions of Bail		
	3:00 - 3:50 Funding for Water and Wastewater Infrastructure	3:00 - 3:50 Continuing Legal Education Labor Law Update CTO Course Supervisor Subject Area	3:00 - 3:50 Town Budget Basics CTO Course Supervisor Subject Area	2:00 - 5:00 Code Enforcement Officers Mold, Water and Building Code CTO Course Town Board Subject Area	3:00 - 3:50 The Process and Components of Informed Decision Making CTO Course Town Board Subject Area	3:00 - 3:50 Economic Uncertainty: Fighting Invaders of Ash Trees on Public Property	3:00 - 3:50 Planning & Zoning Ethical Standards for P&B Boards CTO Course Planning & Zoning Subject Area	3:00 - 3:50 Retirement System Update	3:00 - 4:00 Tax Collectors See "Legal Requirements Surrounding Credit Cards and Electronic Financial Transactions" in the Bryant Suite	3:00 - 4:00 Town Clerks Legal Requirements Surrounding Credit Cards and Electronic Financial Transactions	3:30 - 4:30 Engineer Certification An Introduction to Near-Surface Geophysical Methods	3:45 - 4:30 Court Clerks Basic Managing Court Records	See Regent Parlor	3:30 - 4:30 Justices Core A Nuts and Bolts of Summary Contempt	3:30 - 4:30 Justices Core B WebDVS Training Portal Update		
4:00-5:00 Ambulance Service: What Are Your Options	4:00 - 5:00 Continuing Legal Education BANs, RANs, TANs & Interfund Loans: Options in the Cap & Freeze Era	4:00-5:00 Multi-Year Financial Planning		4:00-5:00 Start UP NY/Business Incentives	4:00-5:00 Q&A with Association of Towns Legal Staff	X	X	X	X				4:30-5:15 Justices Core A Assessment	4:30-5:15 Justices Core B Assessment			
WEDNESDAY				9:00 - 10:00 Wednesday Code Enforcement Officers Determination of Stories Above Grade in Elevated One- and Two-Family Dwellings	8:00 A.M. Wednesday Association of Towns Annual Business Meeting (Participation by Accredited Delegates/ Alternates of Member Towns) Sutton Parlors North and Center												
				10:00 - 12:00 Wednesday Code Enforcement Officers Property Maintenance Code: Chapters 1, 2 & 3													