

SUNDAY, FEBRUARY 18, 2018

3:00 P.M. - 5:00 P.M. Sunday
Informational Hearing on Proposed Resolutions, Julliard/Imperial, 5th Floor

3:00 P.M. - 5:00 P.M. Sunday Informational Hearing on Proposed Resolutions, Julliard/Imperial, 5th Floor																	
MONDAY 19th	Imperial/Julliard 5th Floor (115)	Belasco/Broadhurst 5th Floor (96)	Alvin/Carnegie 5th Floor (115)	Booth/Edison 5th Floor (96)	Plymouth/Uris/Shubert 6th Floor	Winter Garden/Music Box/Majestic 6th Floor (30)	Harlem 7th Floor	Empire/Hudson 7th Floor	Chelsea/Gotham 7th Floor	Duffy/Columbia 7th Floor	Astor Ballroom 7th Floor	Gramercy/Herald/Soho 7th Floor	Barrymore 9th Floor	Cantor/Jobson 9th Floor	Marquis Ballroom A/B 9th Floor	Marquis Ballroom C 9th Floor	
MONDAY 19th	8:45 A.M. - Monday - Opening General Session - Broadway Ballroom, 6th Floor																
MONDAY 19th	10:30 a.m. - 11:20 a.m., LED Street Lighting Conversions for Municipalities	10:30 a.m. - 11:20 a.m., Social Media a Public Forum?	10:30 a.m. - 11:20 a.m., Working Together for a Better New York: A Conversation with the Conference of Mayors and Association of Towns	10:30 a.m. - 11:20 a.m., Surviving a PESH Inspection and Improving Department Safety	10:30 a.m. - 11:20 a.m., Developing Your Funding Plan for Project Implementation: Grants Workshop Part 1	10:30 a.m. - 11:20 a.m., RESERVED	10:00 a.m. - 10:50 a.m., Assessor Track Valuation of Assisted Living Facilities	10:30 a.m. - 11:20 a.m., Tax Collecting Officer Track No, You Cannot Prepay Your Taxes Five Years in Advance and Other Things You Never Thought You'd Say: Hot Topics in Real Property Tax Collection	10:30 a.m. - 11:20 a.m., Town Clerk Track Municipal Clerks' Institute: Effective Use of Consultants	10:30 a.m. - 11:20 a.m., NY Energy Code for Supervisors, Board Members, Planning and ZBA Members	10:00 a.m. - 10:50 a.m., CLE Track Municipal Annexation: Part 1	10:00 a.m. - 12:00 p.m., Code Enforcement Officers Residential Sprinkler Plan Review: Part 1 and 2	9:00 a.m. - 10:00 a.m. Court Clerks Basic Awaiting Course Schedule	9:00 a.m. - 10:00 a.m. Court Clerks Advanced Awaiting Course Schedule	9:00 a.m. - 10:00 a.m. Justices Core A Landlord/Tenant – Money Judgments And Service	9:00 a.m. - 10:00 a.m. Justices Core B WEBDVS And Bilingual Orders Of Protection	
MONDAY 19th	11:30 a.m. - 12:30 p.m., Good Town Roads	11:30 a.m. - 12:30 p.m., 2017 Fiscal Stress Survey; Overriding the Property Tax Cap: Who, Where, and Why, & Leveraging Non-Profit PILOTS	11:30 a.m. - 12:30 p.m., Learn About the New York Municipal Energy Program	11:30 a.m. - 12:30 p.m., Lessons from Towns in the Adirondack and Catskills Park	11:30 a.m. - 12:30 p.m., Developing Your Funding Plan for Project Implementation: Grants Workshop Part 2	11:30 a.m. - 12:30 p.m., Communicating and Understanding Financial Reports	11:00 - 12:00 Assessor Track Valuation of Assisted Living Facilities (Cont.)	11:30 a.m. - 12:30 p.m., Tax Collecting Officer Track Legislative Update			11:00 - 12:00 CLE Track Municipal Annexation: Part 2		11:15 a.m. - 12:30 p.m. Court Clerks Basic Awaiting Course Schedule	11:15 a.m. - 12:30 p.m. Court Clerks Advanced Awaiting Course Schedule	10:00 a.m. - 11:00 a.m. Justices Core A Ethics: Civic Participation Limitations	10:00 a.m. - 11:00 a.m. Justices Core B Access To Justice: Language Access, Americans With Disabilities Act, And Cultural Sensitivity	
MONDAY 19th	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	1:00 p.m. - 1:50 p.m., Assessor Track Valuation of Assisted Living Facilities (Cont.)	12:30 - 2:00 Monday Lunch	12:30 - 2:00 Monday Lunch	12:30 - 2:00 Monday Lunch	1:00 p.m. - 1:50 p.m., CLE Track Municipal Official's Guide To Short- Term Rental Regulations	12:00 - 1:00 Monday Lunch	12:00 - 1:00 Monday Lunch	12:30 p.m. - 1:30 p.m. Monday Lunch	12:30 p.m. - 1:30 p.m. Monday Lunch	12:15 p.m. - 1:15 p.m. Monday Lunch	12:15 p.m. - 1:15 p.m. Monday Lunch
MONDAY 19th	2:00 p.m. - 2:50 p.m., The Real Cost of Roads	2:00 p.m. - 2:50 p.m., Achieving the Benefits of GIS for Municipalities: Part 1	2:00 p.m. - 2:50 p.m., When the Grants Chips Fall, What Do You Do Now?	2:00 p.m. - 2:50 p.m., Municipal Insurance Options and Update	2:00 p.m. - 2:50 p.m., Health Insurance 101 - Terminology, Trends and Tips	2:00 p.m. - 2:50 p.m., Proper Use of Appropriated Fund Balance	2:00 p.m. - 2:50 p.m., Assessor Track Valuation of Assisted Living Facilities (Cont.)	2:00 p.m. - 2:50 p.m., Town Clerk Track Birth, Death, Marriage Certificates and Filings, Part 1	2:00 p.m. - 2:50 p.m., Tax Collecting Officer Track Interactive Tax Servicing to Better Serve Customers and Tax Collectors	2:00 p.m. - 2:50 p.m., Municipal Punchlist for the Uniform Fire Protection and Building Code	2:00 p.m. - 2:50 p.m., CLE Track Major Project Review	1:00 - 3:00 Code Enforcement Officers Track CSST Gas Piping	1:30 p.m. - 2:45 p.m. Court Clerks Basic Awaiting Course Schedule	1:30 p.m. - 2:45 p.m. Court Clerks Advanced Awaiting Course Schedule	2:15 p.m. - 3:15 p.m. Justices Core A Fitness to Proceed/Mental Health	2:15 p.m. - 3:15 p.m. Justices Core B Legislative Updates	
MONDAY 19th	3:00 p.m. - 3:50 p.m., The Dirt on the New Part 360: New Regulations of Surplus Soil, Gravel, Concrete, Rubble, Road Millings, Ditch Cuttings and Scrap Metal	3:00 p.m. - 3:50 p.m., Achieving the Benefits of GIS for Municipalities: Part 2	3:00 p.m. - 3:50 p.m., Oak Wilt	3:00 p.m. - 3:50 p.m., Feral Cat Control Efforts: A Review of the Literature and Efforts in the State	3:00 p.m. - 3:50 p.m., New York State Article 47 Health Insurance Consortiums 101	3:00 p.m. - 3:50 p.m., Ask the Auditors	3:00 p.m. - 3:50 p.m., Assessor Track Valuation of Assisted Living Facilities (Cont.)	3:00 p.m. - 3:50 p.m., Town Clerk Track Birth, Death, Marriage Certificates and Filings,	3:00 p.m. - 3:50 p.m., Inclusive Programming and Structural Access for Individuals with Disabilities	3:00 p.m. - 3:50 p.m., CLE Track Ethics, Computing and Social Media	3:00 p.m. - 5:00 p.m., Code Enforcement Officers Track Existing Buildings	3:00 p.m. - 4:30 p.m. Court Clerks Basic Awaiting Course Schedule	3:00 p.m. - 4:30 p.m. Court Clerks Advanced Awaiting Course Schedule	3:30 p.m. - 4:30 p.m. Justices Core A Jury Trial: Selecting A Jury	3:30 p.m. - 4:30 p.m. Justices Core B Drugged Driving		
MONDAY 19th	Title To Be Announced 4:00 p.m. - 5:00 p.m.,	4:00 p.m. - 5:00 p.m., LED Street Light Conversion: The Power of Aggregation for Small Communities	4:00 p.m. - 5:00 p.m., A Review and Comparison of Municipal Solar Codes	4:00 p.m. - 5:00 p.m., Site Plan Approval	4:00 p.m. - 5:00 p.m., Leveraging Medicare To Save Taxpayer Dollars	4:00 p.m. - 5:00 p.m., Analyzing Financial Condition	4:00 p.m. - 5:20 p.m., Assessor Track Valuation of Assisted Living Facilities (Cont.)	4:00 p.m. - 5:00 p.m., Town Clerk Track Fiscal Responsibility for Town Clerks	4:00 p.m. - 5:00 p.m., Zoning Immunity	4:00 p.m. - 5:00 p.m., CLE Track Ethics		4:30 p.m. - 5:15 p.m. Justices Core A Assessment	4:30 p.m. - 5:15 p.m. Justices Core B Assessment				

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TUESDAY 20th	7:30 A.M. Tuesday Breakfast with the Association, Broadway Ballroom, 6th Floor																									
	10:00 a.m. - 10:50 a.m., Municipal Efficiency – What Does it Really Mean?	10:00 a.m. - 10:50 a.m., A Conversation with Newly Elected and Veteran Officials Moderator: Gerry Geist, AOT	10:00 a.m. - 10:50 a.m., Capital Improvement Plans: The key to long-term community viability	10:00 a.m. - 10:50 a.m., Financial Analysis of Shared Services and Intermunicipal Cooperation	10:00 a.m. - 10:50 a.m., Introduction to Planning and Zoning	10:00 a.m. - 10:50 a.m., Fiscal Accountability for Town Boards	10:00 a.m. - 10:50 a.m., Affordable Care Act: Keep your Municipality compliant	10:00 a.m. - 10:50 a.m., Town Clerk Track Mail Room Security: Best Practices and Procedures from the US Postal Inspection Service	10:00 a.m. - 10:50 a.m., Tax Collecting Officer Track Mail Room Security: Best Practices and Procedures from the US Postal Inspection Service	10:00 a.m. - 10:50 a.m., NYS Community Development Block Grant Program (CDBG): Resources for Infrastructure, Housing, Economic Development and Planning	10:00 a.m. - 10:50 a.m., CLE Track Vacant and Unsafe Properties: Tales from the Crypt	9:00 a.m. - 9:50 a.m., Code Enforcement Officers Track Division of Building Standards and Codes – Update	9:00 a.m. - 10:00 a.m., Court Clerks Basic Awaiting Course Schedule	9:00 a.m. - 10:00 a.m., Court Clerks Advanced Awaiting Course Schedule	9:00 a.m. - 10:00 a.m., Justices Core A Confirming Course Schedule	9:00 a.m. - 10:00 a.m., Justices Core B Confirming Course Schedule										
	11:00 a.m. - 12:30 p.m., Your Town's Comprehensive Energy Master Plan: Save Money While Building Resiliency	11:00 a.m. - 12:30 p.m., Freedom of Information and Open Meetings Law	11:00 a.m. - 12:30 p.m., Telecommunications	11:00 a.m. - 12:30 p.m., Funding Opportunities for Sewer, Stormwater and Drinking Water Infrastructure	11:00 a.m. - 12:30 p.m., Open Space Planning	11:00 a.m. - 12:30 p.m., The Legalties of Purchasing and Competitive Bidding	11:00 a.m. - 12:30 p.m., Group Medicare: Health Insurance Option for Retirees	11:00 a.m. - 12:30 p.m., Town Clerk Track Detection and Responsibilities Concerning Counterfeit Currency from the United States Secret Service	11:00 a.m. - 12:30 p.m., Tax Collecting Officer Track Detection and Responsibilities Concerning Counterfeit Currency from the United States Secret Service	11:00 a.m. - 12:00 p.m., Justice Courts and Towns	11:00 a.m. - 12:00 p.m., CLE Track Lender Litigation under the NYS Zombie Law	11:00 a.m. - 12:00 p.m., Code Enforcement Officers Track Documentation Part 1	10:15 a.m. - 11:30 a.m., Court Clerks Basic Awaiting Course Schedule	10:15 a.m. - 11:30 a.m., Court Clerks Advanced Awaiting Course Schedule	10:00 a.m. - 11:00 a.m., Justices Core A Confirming Course Schedule	10:00 a.m. - 11:00 a.m., Justices Core B Confirming Course Schedule										
	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	12:30 - 2:00 Tuesday Lunch	12:30 - 2:00 Tuesday Lunch	12:00 - 2:00 Tuesday Lunch	12:00 - 1:00 Tuesday Lunch	12:00 - 1:00 Tuesday Lunch	12:30 p.m. - 1:30 p.m. Tuesday Lunch	12:30 p.m. - 1:30 p.m. Tuesday Lunch	12:15 p.m. - 1:15 p.m. Monday Lunch	12:15 p.m. - 1:15 p.m. Monday Lunch										
	2:00 p.m. - 2:50 p.m., The New Solar Guidebook and Technical Resources Available from NYSERDA	2:00 p.m. - 2:50 p.m., Grant Opportunities at the New York State Department of State	2:00 p.m. - 2:50 p.m., Veteran, Minority and Women Owned Businesses	2:00 p.m. - 2:50 p.m., Smart Cities	2:00 p.m. - 2:50 p.m., Special Use Permits	2:00 p.m. - 2:50 p.m., Pitfalls in Budgeting	2:00 p.m. - 2:50 p.m., Ask the Auditors	2:00 p.m. - 2:50 p.m., Town Clerk Track Perpetual "Going Out of Business" Sales	2:00 p.m. - 2:50 p.m., Tax Collecting Officer Track Another Year in the Field: a Roundtable with Veteran Collectors and Receivers	2:00 p.m. - 2:50 p.m., Training for Municipal Employees Responsible for Residential Propane Installations	2:00 p.m. - 2:50 p.m., CLE Track Harassment and Discrimination: Best Practices for Handling Reports and Complaints in the "Me Too" Era	2:00 p.m. - 3:50 p.m., Code Enforcement Officers Track 2017 Supplement Update	1:30 p.m. - 2:45 p.m., Court Clerks Basic Awaiting Course Schedule	1:30 p.m. - 2:45 p.m., Court Clerks Advanced Awaiting Course Schedule	1:15 p.m. - 2:15 p.m., Justices Core A Confirming Course Schedule	1:15 p.m. - 2:15 p.m., Justices Core B Confirming Course Schedule										
	3:00 p.m. - 3:50 p.m., Shared IT Services: Digital Towpath	3:00 p.m. - 3:50 p.m., Do's and Don'ts of Managing Employee Disability Claims	3:00 p.m. - 3:50 p.m., Running a Contentious Meeting	3:00 p.m. - 3:50 p.m., The 2020 Census	3:00 p.m. - 3:50 p.m., Historic Preservation	3:00 p.m. - 3:50 p.m., The Annual Update Document: Common Reporting Errors	3:00 p.m. - 3:50 p.m., Retirement System Update	3:00 p.m. - 3:50 p.m., Town Clerk Track Retention and Disposition of Records	3:00 p.m. - 3:50 p.m., Tax Collecting Officer Track Retention and Disposition of Records	3:00 p.m. - 3:50 p.m., New York State Paid Family Leave: What Local Governments Need to Know	3:00 p.m. - 3:50 p.m., CLE Track New York State Paid Family Leave: What Local Governments Need to Know	2:00 p.m. - 3:50 p.m., Code Enforcement Officers Track 2017 Supplement Update	3:00 p.m. - 4:30 p.m., Court Clerks Basic Awaiting Course Schedule	3:00 p.m. - 4:30 p.m., Court Clerks Advanced Awaiting Course Schedule	3:30 p.m. - 4:30 p.m., Justices Core A Confirming Course Schedule	3:30 p.m. - 4:30 p.m., Justices Core B Confirming Course Schedule										
				4:00 p.m. - 5:00 p.m., Q&A with the Association of Towns' Legal Staff		4:00 p.m. - 5:00 p.m., Accounting for Capital Assets		4:00 p.m. - 5:00 p.m., Town Clerk Track Roundtable Discussion		4:00 p.m. - 5:00 p.m., CLE Track Planning/Zoning Case Law Update	4:00 p.m. - 5:00 p.m., Code Enforcement Officers Track Light Frame Construction Details				4:30 p.m. - 5:15 p.m., Justices Core A Assessment	4:30 p.m. - 5:15 p.m., Justices Core B Assessment										
TUESDAY 20th											8:00 A.M. Wednesday Association of Towns Annual Business Meeting (Participation by Accredited Delegates/Alternates of Member Towns)	9:00 a.m. - 10:00 a.m., Wednesday Code Enforcement Officers Commercial Energy Code Overview														
											10:00 a.m. - 12:00 p.m., Wednesday Code Enforcement Officers Residential Energy Code Overview															
WEDNESDAY 21st																										