

TOWN OF ROMULUS

David Hayes, Supervisor
Stacey Bennett, Councilor
Joseph Brodnicki, Councilor
Melody Collinsworth, Councilor
Michael Joslyn, Councilor
Jane Braunig, Town Clerk



1435 Prospect Street
Post Office Box 177
Willard, New York 14588
Phone: 607 869-9326
Fax: 607 869-5763
www.romulustown.com

RESOLUTION NO. 21-033 AUTHORIZE TOWN CLERK TO ADVERTISE FOR OFFICE ASSISTANT POSITION

WHEREAS The Town of Romulus wants to ensure proper operation of its office activities to support the residents of the Town.

WHEREAS While current staffing levels provide for adequate coverage, there is not sufficient excess capacity for either planned or unplanned absences of office staff or for periods of heavy activity.

WHEREAS The Town of Romulus has created a permanent part-time position (“Office Assistant”) to act as a supplemental resource.

NOW, THEREFORE, BE IT

RESOLVED The Town of Romulus Town Board authorizes the Town Clerk to place an advertisement in the local newspapers for candidates to apply for the newly created position.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

The question of the foregoing Resolution was duly put to vote, which resulted as follows:

Motioned: Melody Collinsworth
Seconded: Stacey Bennett

	Yea	Nay	Abstain	Absent
Councilor Stacey Bennett:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councilor Joseph Brodnicki:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councilor Melody Collinsworth:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisor David Hayes:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councilor Michael Joslyn:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Resolution carried and was thereupon duly adopted.

Jane Braunig

Jane Braunig, Town of Romulus Town Clerk
April 21, 2021