



TOWN OF AMENIA  
TOWN BOARD

4988 Route 22, AMENIA, NY 12501  
(845) 373-8860 [www.ameniany.gov](http://www.ameniany.gov)

**RESOLUTION No. 26 of 2024**

**RE: APPOINTMENT OF TEMPORARY SECRETARY TO THE TOWN SUPERVISOR**

**WHEREAS**, there now exists a vacancy in the position of Secretary to the Town Supervisor, which is considered an exempt position pursuant to the Rules of the Classified Civil Service of Dutchess County; and

**WHEREAS**, there is an immediate and urgent need for someone to be in the position until a permanent appointment can be made to fill the vacancy; and

**WHEREAS**, pursuant to Civil Service Law § 64, temporary employment may be made for a period not exceeding three (3) months when the need for such service is important and urgent; and

**WHEREAS**, the Town Supervisor has advised that there is an important and urgent need to fill the position on a temporary basis until such time as the Town Supervisor and Town Board is prepared to make a permanent appointment.

**NOW, THEREFORE, BE IT RESOLVED**, as follows:

1. The recitations set forth above are incorporated in this Resolution as if fully set forth and adopted herein; and
2. The Town Board hereby acknowledges the appointment of Nicole Ahearn to the temporary position of Secretary to the Town Supervisor commencing January 11, 2024, for a period of one (1) month.
3. The position is considered temporary employment pursuant to the provisions of Civil Service Law § 64.
4. The position is considered a temporary position, and the salary and hours shall be fixed for the designated position within the parameters of the 2024 Adopted Town Budget for 20 hours at a rate of \$16.39 per hour, commencing January 11, 2024, until a permanent appointment is made to the position, for a period not to exceed ninety (90) days.
5. The Town Supervisor and Bookkeeper are hereby authorized and directed to file any and all documents with the Dutchess County Department of Human Resources to effectuate the terms of this Resolution.

Motion made by S/Blackman  
Seconded by C/Winters

The foregoing resolution was voted upon with all councilwomen/councilmen voting as follows:

Supervisor Blackman	Aye
Councilman Rebillard	Aye
Councilwoman Hamm	Absent
Councilman Winters	Aye

Dated: Amenia, New York  
January 18, 2024

  
DAWN MARIE KLINGNER, TOWN CLERK