



TOWN OF PLATTSBURGH

DEPARTMENT OF CODES & ZONING

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Michael Cashman
Supervisor

Charles Kostyk
Deputy Supervisor/Councilor

January 17, 2023

Honorable Michael S. Cashman and
Town Board Members:

RE: Conference in Lake Placid

This letter is in regard to the Northern Adirondack Code Enforcement Officials Association 28th Annual Continuing Education Conference being held from February 27 - March 2, 2023 in Lake Placid at The High Peaks Resort.

Allen and I have taken part in this annual conference every year and I am requesting permission for us to attend in 2023. The fees for us to attend are as follows: \$760.00 for the 4 day conference, \$1,224.00 for 3 nights of lodging and meals, and \$50.00 for annual dues; totaling \$2,034.00.

We are required by NYS Codes Division to have 24 credit hours each year to maintain our license. Attendance at this conference will provide us the 24 credit hours that are needed.

If there are any questions in regard to this matter, please contact me.

Respectfully Submitted,


Stephen M. Imhoff
Code Enforcement Official

Codes\Conferences\2023 Annual Conf\2023 annual conf Ltr to Tn Bd