



NEWLY ELECTED OFFICIALS 2026 TRAINING SCHOOL



GENERAL INFORMATION

WHEN: January 14 - 16, 2026
Albany Capital Center, 55 Eagle Street, Albany, NY 12207

and

January 21 - 22, 2026
Radisson Hotel Corning, 125 Denison Parkway East, Corning, NY 14830

WHO: All first- and second-term supervisors, town board members, fiscal personnel and town clerks are encouraged to attend.

WHAT'S INCLUDED: Registration begins at 7:30 a.m. on the first day of each session. A breakfast buffet is served between 7:30 and 8:30 a.m.

AUTHORITY TO ATTEND Attendance at this training school is permitted by section 77-b of the General Municipal Law. Subdivision 3 of the section permits the town board to authorize attendance by "any of its members or any officer or employee ... or other person who has been elected pursuant to law to a public office of a municipality for which the term of office has not commenced ...". You are entitled to be reimbursed for all reasonable costs incurred while attending this program.

REGISTRATION INFORMATION: There is a school fee of \$250 per attendee, which is payable in advance of the program. This fee covers the cost of tuition, course materials, reception, breakfasts, lunches and coffee breaks. Please complete the registration form and return with payment to the address indicated on the next page.

NEWLY ELECTED TOWN OFFICIAL TRAINING PACKAGE: All attendees of either NETO school can register for our 2026 Annual Meeting & Training School for the low price of \$100!

HOTEL RESERVATIONS: A block of rooms has been reserved at both locations. To reserve a room at the special rates, call your designated hotel, referencing the Association of Towns' Newly Elected Town Officials School program:

• Renaissance Hotel \$219 Standard Room 1-800-468-3571
Cut-off date for preferential rates: December 28, 2025

• Radisson Hotel Corning \$110 Standard Room (607)962-5000
Cut-off date for preferential rates: December 21, 2025

DID YOU KNOW? As a town officer, you are not required to pay tax on the room. Tax-exempt certificates should be carried with you for check-in. We will have extras available.

FOR FURTHER INFORMATION: Please contact Emily Kurtzner, Conference, Events and Education Manager, Association of Towns, at (518) 465-7933 or via email at ekurtzner@nytowns.org.

Checks made payable to Association of Towns. Please mail completed forms, one per registrant, with full payment to:
Association of Towns, Attn: Emily Kurtzner, Conference, Events and Education Manager 150 State St., Albany,
NY 12207