

Robert P. Astorino
County Executive

May 18, 2016

Mr. Howard Stern
4 Sunset Drive
Bedford Hills, NY 10507

Dear Mr. Stern,

It is my pleasure to appoint you as a member of the Westchester County Fire Advisory Board for the term January 1, 2016 to December 31, 2016. Please be advised that this appointment is subject to confirmation by the Westchester County Board of Legislators.

Pending your confirmation by the Board of Legislators and in accordance with the New York State law, you must take an Oath of Office which must be filed with the Office of the Westchester County Clerk. You may take the Oath of Office either in person at the Office of the County Clerk or by utilizing the enclosed paper Oath of Office form. Failure to take and file such an oath within thirty days of the date of this letter, or within thirty days after the commencement of your term, will result in the office being deemed vacant. In accordance with the Westchester County Charter, this is the only Oath of Office you must take or file. Should you receive a conflicting letter, please contact my Chief of Staff, George Oros. Please see attached instructions for additional information on taking and filing the Oath of Office. If you have any questions with regard to these legal requirements, please contact the County Attorney.

When you have filed your Oath of Office, a Resolution to confirm your appointment will be submitted to the County Board of Legislators. As part of the confirmation process, you may be called before the Board to be interviewed.

Pursuant to Local Law, as a member of a Westchester County board and/or commission, you are responsible to adhere to the requirements of our Code of Ethics, which includes the annual filing of a financial disclosure statement with the County Board of Ethics.

Thank you for your offer of service to the Westchester County Fire Advisory Board. I look forward to working with you.

Sincerely,



Robert P. Astorino
County Executive

RPA/rga

cc: Kevin J. Plunkett, Deputy County Executive
George Oros, Chief of Staff
John Cullen, Commissioner of Emergency Services

Office of the County Executive

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