



Broome County  
OFFICE OF THE COUNTY CLERK

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Joseph A. Mihalko, County Clerk

Christopher P. Dziejdzic, Executive Deputy County Clerk

Rosalie A. Catalano, Deputy County Clerk

Frances Martin-Childs, Deputy County Clerk

Darlene R. Croston, Deputy County Clerk

Elizabeth T. Hansen, Deputy County Clerk

**Memo regarding 'summer hours' at the Broome County Clerk's Office**

Recently, Broome County elected officials, department heads and employees and were notified by the Personnel Department of 'summer hours' with early closings at County buildings and facilities from Memorial Day until Labor Day.

As in 2018, the County Clerk's Office will remain open and fully staffed from 8:00 am until 4:30 pm. I have worked with Broome County Personnel and Security to keep the County Office Building open to the public until 4:30, between Memorial Day and Labor Day, so residents can access the Broome County Clerk's Office.

The local Courts are open until 4:30. It's crucial that the County Clerk's Office be open when the Courts are open in order to be able to accept and process exigent legal papers for immediate judicial action. In meeting with local stakeholders, we have learned that previous 'summer hours' had closures at 4:00 (which means cashiering needed to shut down even earlier). This is problematic to members of the legal community, who are still working normal business hours throughout the summer. Furthermore, as an office that serves the public, it is important that we are as accessible to the public as possible.