

**TOWN OF NEW LISBON**  
**OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS**

WHEREAS, Brian Ryther, of the Town of New Lisbon, County of Otsego, New York, has been elected to the Office of Supervisor of the Town of New Lisbon, and

WHEREAS, Melaina Woodbeck, of the Town of New Lisbon, County of Otsego, New York, has been elected to the Office of Town Clerk/Tax Collector of the Town of New Lisbon, and

WHEREAS, Glen A. Noto, of the Town of New Lisbon, County of Otsego, New York, has been elected to the Office of Town Justice of the Town of New Lisbon, and

WHEREAS, Donald B. Smith, of the Town of New Lisbon, County of Otsego, New York, has been elected to the Office of Superintendent of Highways of the Town of New Lisbon, and

WHEREAS, Nancy Martin-Mathewson, of the Town of New Lisbon, County of Otsego, New York has been appointed to the Office of Deputy Supervisor of the Town of New Lisbon, and

WHEREAS, Barry Leonardo, of the Town of New Lisbon, County of Otsego, New York has been appointed to the Office of Deputy Town Clerk/Tax Collector of the Town of New Lisbon, and

WHEREAS, Melaina Woodbeck, of the Town of New Lisbon, County of Otsego, New York has been appointed to the Office of Court Clerk of the Town of New Lisbon  
NOW, THEREFORE, we as respective officers above, do hereby undertake with the Town of New Lisbon that we will faithfully perform and discharge the duties of our office, and will promptly account for and pay over all moneys or property received as a Town Officer, in accordance with the law: and

This undertaking of the Town Supervisor is further conditioned upon that he will well and truly keep, pay over and account for all moneys and property, including any special district funds, belonging to the Town and coming into his hands as such Supervisor; and

This undertaking of the Deputy Town Supervisor is further conditioned upon that she will well and truly keep, pay over and account for all moneys and property, including any special district funds, belonging to the Town and coming into her hands as such Deputy Supervisor: and

This undertaking of the Town Clerk/Tax Collector is further conditioned that she will well and truly keep, pay over and account for all moneys and property coming into her hands as such Town Clerk/Tax Collector; and

This undertaking of the Deputy Town Clerk/Tax Collector is further conditioned that he will well and truly, pay over and account for all moneys and property coming into her hands as such Deputy Town Clerk/Tax Collector: and

This undertaking of the Town Justice is further conditioned that he will well and truly keep, pay over and account for all moneys and property coming into his hands as such Town Justice; and

This undertaking of the Court Clerk is further conditioned that she will well and truly keep, pay over and account for all moneys and property coming into her hands as such Court Clerk: and

This undertaking of the Town Superintendent of Highways is further conditioned that he will well and truly keep, pay over and account for all moneys and property coming into his hands as such Superintendent of Highways; and

The Town does and shall maintain insurance coverage in the sum of \$1,000,000.00 for the Supervisor and Town Clerk/Tax Collector to indemnify against losses through the failure of the officers, clerks and employees covered thereunder faithfully to perform their duties or to account properly for all monies or property received by virtue of their positions or employment and through fraudulent or dishonest acts committed by the officers, clerks and employees covered thereunder.

Dated: January 2, 2026

TOWN SUPERVISOR

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DEPUTY TOWN SUPERVISOR

TOWN CLERK/TAX COLLECTOR

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DEPUTY TOWN CLERK/TAX COLLECTOR

TOWN SUPERINTENDENT OF HIGHWAYS

TOWN JUSTICE

COURT CLERK