

**Resolution 47-2020
Retention Schedule**

Introduced by: Councilperson Spanneut
Seconded by: Councilperson Harris

WHEREAS, the Town Board of the Town of Milo previously adopted the retention and disposition schedule on March 20, 1989, and

WHEREAS, the state archives revised and consolidated its local government records retention and disposition schedules and issued a single comprehensive retention schedule for all types of local governments on August 1, 2021, and

WHEREAS, the new schedule Retention and Disposition Schedule for New York Local Government Records (LGS-1) supersedes and replaces the CO-2, MU-1, MI-1 and ED-1 schedules local governments must adopt the LGS-1,

NOW, THEREFORE BE IT RESOLVED, by the Town Board of the Town of Milo that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

(a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein;

(b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Motion Carried: Ayes: Church, Hallings, Harris, Sorensen, Spanneut

Noes: none