



TOWN OF WILLSBORO
SUPERVISOR'S OFFICE

April 29, 2013

Town of Essex
Sharon Boisen, Supervisor
2313 Main Street
Essex, New York 12936

Dear Ms. Boisen:

Please accept this notification as an invoice for the Town of Essex's portion for the joint service with the Town of Willsboro's Youth Program.

Enclosed you will find two copies of the Memorandum of Agreement for 2013. Please sign one copy and return it with your payment of \$6,000, made payable to the Town of Willsboro at your earliest convenience.

If you have any questions please ask.

Sincerely,

Edward Hatch
Supervisor

EH/msw

Enclosures

MEMORANDUM OF AGREEMENT FOR 2013

THIS AGREEMENT, made on April 29, 2013, by and between the Town of Willsboro, by and through its Town Board (hereinafter, "Willsboro") and the Town of Essex, by and through its Town Board (hereinafter, "Essex") is an agreement by which participation in the Willsboro Summer Camp Program (hereinafter, the "Program") will be made available to up to fifteen (15) children from the Town of Essex.

1. Willsboro agrees that up to fifteen (15) children who are residents of the Town of Essex may participate in the Program during the summer of 2013. Exact times, dates, conditions, and other information about the program will be furnished to interested parties by the Willsboro Youth Commission (hereinafter, the "Commission").
2. In return for the preparation and implementation of an expanded Program including the Essex participants, Essex will pay to Willsboro the sum of Six Thousand Dollars (\$6,000.00). This payment shall be made in full when this Agreement is executed. This payment shall not be decreased as a result of the number of actual participants from Essex. That is, whether one child or fifteen children participate in the Program. Essex shall be obligated to contribute \$ 6,000.00. In the event the number of participants exceeds fifteen (15), Willsboro will notify Essex and, Essex will pay \$ 400.00 per additional participant.
3. Parents or guardians of participating children must provide transportation to and from Noblewood Park and Nature Preserve on each day of the Program. Any other costs associated with the Program (including, but not limited to expenses associated with particular Program activities) will be covered in materials to be distributed by the Commission.
4. Willsboro provides basic accident insurance coverage for participants. A copy of the basic policy terms is annexed to this Agreement. Additional insurance coverage desired by Essex shall be the responsibility of Essex.

5. Willsboro, through the Commission, shall be solely responsible for all decisions concerning the Program. It is understood that Willsboro will be relying on this Agreement in making personnel and other decisions affecting the 2013 Program.
6. Participants, whether from Willsboro or Essex, are bound by the rules and procedures of the Program and the Commission. Participants must satisfy any other requirements for eligibility in the Program.
7. This Agreement shall be non-assignable, in whole or in part, by the Contractor without the prior written consent, in each and every instance, of Willsboro.
8. The undersigned supervisors certify that their signatures are affixed hereto pursuant to respective resolutions duly authorizing same.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals.

ATTEST:

TOWN OF WILLSBORO

Beverly Moran, Town Clerk

Town of Willsboro

Edward Hatch

ATTEST:

TOWN OF ESSEX

Audrey Hoskins, Town Clerk

Town of Essex

Sharon Boisen, Supervisor