

**INTERMUNICIPAL AGREEMENT REGARDING SHARED SERVICES OF  
A VETERAN OUTREACH COORDINATOR**

THIS AGREEMENT, made and entered into \_\_\_\_ day of \_\_\_\_\_ 2025, between the TOWN OF VAN BUREN, a municipal corporation of the State of New York, with offices located at 7575 Van Buren Road, Baldwinsville, New York 13027 (“Van Buren”) and the TOWN OF LYSANDER, a municipal corporation of the State of New York, with offices located at 8220 Loop Road, Baldwinsville, New York 13027 (“Lysander”) (collectively “Towns” or “parties”).

**WITNESSETH:**

**WHEREAS**, Van Buren and Lysander have determined that they share a need for a Veteran Outreach Coordinator (“Coordinator”); and

**WHEREAS**, Van Buren and Lysander, pursuant to the provisions of General Municipal Law Section 119-O regarding mutual sharing plans, desire to share the benefits and costs of a Coordinator; and

**WHEREAS**, this Agreement shall provide for the terms and conditions of the parties with respect to the Coordinator,

**NOW, THEREFORE, IT IS HEREBY AGREED**, in consideration of the mutual promises within this Agreement, it is agreed by the Town of Van Buren and the Town of Lysander that the terms and conditions of the Coordinator position shall be as follows:

1. Coordinator Services: The parties agree that the Coordinator shall make themselves available for the performance of the following services:
  - a. Counseling veterans, servicepersons, dependents, survivors and other claimants on federal, state, and local laws relating to veterans’ rights, privileges and benefits;

- b. Conferring with veterans by telephone, in writing, or electronically, and visiting any veteran who is unable to visit the agency office;
- c. Consulting with medical, mental health, and social work professionals on issues relating to veterans' current and previous disabilities and relationships;
- d. Obtaining information from financial institutions, social security, nursing and adult homes, social services, and other units regarding funding and authorization for indigent burial of eligible veteran, survivors or dependents under applicable state and local laws;
- e. Advising veterans regarding insurance programs and benefits and assisting with formulating or converting insurance estates;
- f. Assisting veterans in the preparation and processing of federal, state, and local claims and acting as a liaison with agencies which provide veteran benefits;
- g. Assisting with New York State and Onondaga County Veterans, benefits such as memorial registrations and community services;
- h. Attending conferences held by the Veterans Administration and other government agencies;
- i. Providing interpersonal peer counseling, evaluation and referral on veteran laws, regulations and administrative directives;
- j. Planning activities and educational training to inform veterans of available benefits; health, medical, and rehabilitation services and facilities; employment and reemployment and provisions of law relating to veterans' status; and
- k. Maintaining current knowledge of federal, state, and local laws relating to veterans, benefits and services available to veterans, survivors, and other claimants, as well as current knowledge of medical and psychological diagnosis, evaluation, and terminology as it applies to veterans.

Such services shall be limited to fifteen (15) hours per week. Van Buren shall provide the Coordinator with such supplies, materials, and other items needed for the Coordinator to perform their duties, including a computer and cellular phone.

2. Term: The term of the Agreement shall be for one (1) year, commencing on January 1, 2025 and shall continue up to and through December 31, 2025. Either party may terminate this Agreement for reason by providing 30 days' written notice of such termination to the Supervisor of the other party.
3. Compensation: The Coordinator shall be paid at the rate of \$17.00 per hour for services provided under this Agreement. The Coordinator shall submit their hours to the Town of Van Buren Comptroller at least monthly, reasonably describing the services provided. ~~The parties shall equally share the cost of the Coordinator; however,~~ Van Buren shall ~~compensate~~reimburse the Coordinator for hours worked through its payroll services; however, Lysander shall be responsible for fifty percent (50%) of the costs associated with the Coordinator and shall reimburse Van Buren accordingly.
4. Independent Contractor: The Coordinator shall serve in the capacity of an independent contractor. Nothing contained in this Agreement shall be deemed to create any association, partnership, joint venture or relationship of principal and agent, master and servant, or employer and employee between the parties and the Coordinator. As an independent contractor, the Coordinator shall not be entitled to any medical, health, pension, retirement, disability, unemployment, Workers' Compensation, malpractice or other insurance or coverage, or any other benefit, similar or dissimilar from the parties. The Coordinator is solely responsible for such required coverage.
5. Complete Agreement: This Agreement represents the entire Agreement of the parties and may not be modified or amended except in writing duly approved by each of the parties. The Supervisor for each party has executed this Agreement pursuant to a Resolution duly adopted by the Town Board of their respective Town and are duly

authorized and empowered to execute this instrument and enter into such Agreement on behalf of the Towns.

6. Governing Law: It is understood and agreed that the terms and conditions herein set forth are in every respect subject to the appropriate provisions of the laws of the State of New York and this Agreement shall be interpreted and administered pursuant to such law.
7. Enforceability: The invalidity or unenforceability of any provision hereof shall in no way affect the validity or enforcement of any other provision.

**IN WITNESS THEREOF**, the parties hereto affix their hands and seals the dates set forth below.

Dated: \_\_\_\_\_, 2025

\_\_\_\_\_

**TOWN OF VAN BUREN**

Dated: \_\_\_\_\_, 2025

\_\_\_\_\_

**TOWN OF LYSANDER**