



CITY OF BUFFALO
DEPARTMENT OF HUMAN RESOURCES
Civil Service Division



BYRON W. BROWN
MAYOR

GLADYS G. HERNDON-HILL
COMMISSIONER

DATE: June 14, 2019
TO: All City of Buffalo Employees
FROM: G.G. Herndon-Hill
Commissioner of Human Resources

SUBJ: Amendments to New York Election Law Require Postings and Paid Time Off

Pursuant to New York State Law, please be advised of the following Amendment to the New York Election Law Section 3-110:

§ 3-110. Time allowed employees to vote.

1. A registered voter may, without loss of pay for up to three hours, take off so much working time as will enable him or her to vote at any election.

2. The employee shall be allowed time off for voting only at the beginning or end of his or her working shift, as the employer may designate, unless otherwise mutually agreed.

3. If the employee requires working time off to vote the employee shall notify his or her employer not less than two working days before the day of the election that he or she requires time off to vote in accordance with the provisions of this section.

4. Not less than ten working days before every election, every employer shall post conspicuously in the place of work where it can be seen as employees come or go to their place of work, a notice setting forth the provisions of this section. Such notice shall be kept posted until the close of the polls on election day.