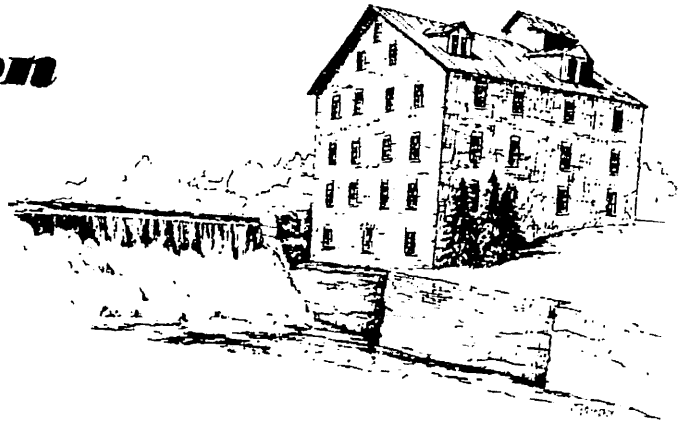


Town of Mendon

Preserving the Past...

Protecting the Present...

Promoting the Future



April 29th, 2026

Dear Members of the Town Board,

I am writing to respectfully request mileage reimbursement for travel associated with attending the NY Planning Federation Conference held in Cooperstown, NY from April 19th through April 21st.

The total distance traveled for this training was 318 miles. At the current New York State Comptroller's reimbursement rate of \$0.725 per mile, the total reimbursement requested is \$230.55.

For your reference, I have attached Google Maps directions reflecting the total mileage traveled.

I appreciate the Town Board's consideration of this request and your continued support of professional development opportunities that enhance the effectiveness of our work.

Please let me know if any additional documentation or information is needed.

Thank you for your time and consideration.

Sincerely,

Brooke Buckland
Secretary to Planning & Zoning



The Otesaga Resort Hotel, 60 Lake St, **Drive 170 miles**, 2 hr 50 min
Cooperstown, NY 13326 to 16 S Church St, Honeoye Falls, NY 14472

The Otesaga Resort Hotel
60 Lake St, Cooperstown, NY
13326

This route has tolls.

Get on I-90 W in Herkimer from NY-28 N

39 min (27.7 mi)

- ↑ 1. Head toward Lake St
279 ft
- ↪ 2. Turn right onto Lake St
459 ft
- ↶ 3. Turn left onto Nelson Ave
0.3 mi
- ↪ 4. Turn right onto Main St
0.6 mi
- ↪ 5. Turn right onto NY-28 N/Glen Ave
 Continue to follow NY-28 N
13.3 mi
- ↶ 6. Turn left onto Co Hwy 25A/Honestville Rd
 Continue to follow Co Hwy 25A
0.7 mi
- ↑ 7. Continue onto NY-28 N
 Pass by Little Caesars Pizza (on the right in 11.1 mi)
11.3 mi
- ↪ 8. Turn right onto NY-28 N/NY-5S E/State Rte 28
N/Rte 28 N
0.5 mi
- ↶ 9. Turn left onto E Main St
0.2 mi
- ⤴ 10. Turn right onto the ramp to I-90 W
 Toll road
0.2 mi
- ⤴ 11. Slight left to merge onto I-90 W toward Buffalo
 Toll road
0.4 mi

Follow I-90 W to NY-332 S in Farmington. Take exit 44 from I-90 W

1 hr 52 min (128 mi)

- ⤴ 12. Merge onto I-90 W
 Toll road
127 mi

- 13. Take exit 44 for NY-332 toward Canandaigua/Victor

⚠ Toll road

0.5 mi

Take Co Rd 41 and Boughton Hill Rd to S Church St in Honeoye Falls

21 min (14.2 mi)

- ↑ 14. Continue onto NY-332 S

⚠ Toll road

0.7 mi

- 15. Turn right onto Collett Rd

0.2 mi

- ↶ 16. Turn left onto Mertensia Rd

1.5 mi

- 17. Turn right onto Co Rd 41

6.0 mi

- ↑ 18. Continue onto Boughton Hill Rd

4.6 mi

- ↑ 19. Continue onto East St

0.9 mi

- ↶ 20. Turn left onto Ontario St

0.2 mi

- 21. Turn right at the 1st cross street onto S Church St

📍 Destination will be on the left

397 ft

16 S Church St

Honeoye Falls, NY 14472



Elmira Corning Regional Airport to The Otesaga Resort Hotel, 60 Lake St, Cooperstown, NY 13326 **Drive 148 miles, 2 hr 25 min**

Elmira Corning Regional Airport
276 Sing Sing Rd #1, Horseheads, NY 14845

Get on I-86 E from Sing Sing Rd and Kahler Rd N

6 min (2.1 mi)

- ↑ 1. Head southeast
0.2 mi
- ↑ 2. Continue straight
187 ft
- ↶ 3. Turn left toward Airport Rd
62 ft
- ↑ 4. Continue straight onto Airport Rd
0.1 mi
- ↶ 5. Turn left onto Sing Sing Rd
0.7 mi
- ↶ 6. Turn left onto Kahler Rd N
0.8 mi
- ⤴ 7. Use the right lane to take the ramp to Binghamton
0.3 mi

Follow I-86 E and I-88 E to NY-28 N in Milford. Take exit 17 from I-88 E

1 hr 54 min (128 mi)

- ⤴ 8. Merge onto I-86 E
 - i** Passing through Pennsylvania
 - i** Entering New York
56.5 mi
- ↑ 9. Continue onto NY-17 E
5.8 mi
- ↑ 10. Continue onto I-86 E/NY-17 E
1.5 mi
- ↶ 11. Use the left 2 lanes to take exit 72 A to merge onto I-81 N toward I-88/Syracuse/Albany
2.5 mi
- ↷ 12. Use the right 2 lanes to take the I-88 E exit toward Albany
0.4 mi
- ↑ 13. Continue onto I-88 E
60.6 mi

➤ 14. Take exit 17 for NY-28 N toward NY-7/Colliersville/Cooperstown
 0.4 mi

Follow NY-28 N to your destination in Cooperstown
 25 min (18.0 mi)

↶ 15. Turn left onto NY-28 N
 ⓘ Pass by the gas station (on the left in 17.1 mi)
 17.5 mi

↑ 16. Continue onto Chestnut St
 0.4 mi

↶ 17. Turn left onto Lake St
 413 ft

➤ 18. Turn right
 ⓘ Destination will be on the right
 328 ft

The Otesaga Resort Hotel
 60 Lake St, Cooperstown, NY 13326



Home / State Agencies / Guide to Financial Operations
/ XIII. Employee Expense Reimbursement / XIII.4.C Travel Mileage Rates

XIII. Employee Expense Reimbursement

Guide to Financial Operations

XIII.4.C Travel Mileage Rates

SECTION OVERVIEW AND POLICIES

New York State reimburses employees for business use of a personal vehicle based on the standard mileage allowance established by the Internal Revenue Service (IRS) and the U.S. General Services Administration (GSA). By adhering to this allowance, reimbursements for mileage are not taxable to the employee. Reimbursements above these allowances are taxable to the employee.

Standard Mileage Rates

The following resources contain IRS and GSA mileage information:

GSA Privately Owned Vehicle Mileage Reimbursement Rates:

<https://www.gsa.gov/travel/plan-a-trip/transportation-airfare-rates-pov-rates-etc/privately-owned-vehicle-pov-mileage-reimbursement>

IRS News Release:

<https://www.irs.gov/newsroom/irs-sets-2026-business-standard-mileage-rate-at-725-cents-per-mile-up-25-cents>

Mileage rates are as follows:

Effective Date	Personal Vehicle Standard Rate	Motorcycle Mileage Rate
January 1, 2026	0.725	0.705
January 1, 2025	0.700	0.680
January 1, 2024	0.670	0.650
January 1, 2023	0.655	0.635
July 1, 2022	0.625	0.605
January 1, 2022	0.585	0.565
January 1, 2021	0.560	0.540
January 1, 2020	0.575	0.545
January 1, 2019	0.580	0.550
January 1, 2018	0.545	0.515
January 1, 2017	0.535	0.505
January 1, 2016	0.540	0.510