

VILLAGE OF BROCKPORT
VILLAGE BOARD - MEETING AGENDA
Tuesday, November 27, 2012 7:00pm

Location: Village Hall conference room

(If over occupancy at 7pm, meeting will relocate to arranged backup location: Middle School L.G.I.)

- **CALL TO ORDER / PLEDGE:** please silence cell phones & electronic devices & refrain from texting
- **MOMENT OF SILENCE:** to honor those that serve our Country, enforce our laws, & respond to emergencies
- **MISSION STATEMENT:** "To provide a high quality of life for all residents, exercising fiscal responsibility and preserving Brockport's unique heritage and historic character."

- **PUBLIC HEARING:**
 - Proposed Local Law of 2012 – to establish real property tax exemption for non-residential property upon conversion to mixed-use property

- **PUBLIC COMMENT:** 5 minute limit per person / state name & address for record & speak directly to entire Board / share if this is a prepared statement & submit hard copy to Clerk after reading (& electronically next day)

- **CONSENSUS ITEMS:**
 - Approval of minutes – 11/13
 - Approval of bills to be paid

- **CLERK REPORT:**
 - Clerk – Leslie Ann Morelli
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- **DEPARTMENT REPORTS:** (Treasurer & Department Heads are in attendance the 4th Tuesday of each month)
 - Treasurer – Daniel P. Hendricks
 - Financial reports for period ending 9/30/12
 - Budget Transfers & Budget Amendments
 - Proposed 6/1/13-5/31/14 Budget Schedule

 - Building / Zoning / Code Enforcement – Codes Officer Scott C. Zarnstorff
 - Building/Codes/Fire Marshal software options & recommendation

 - Police – Police Chief Daniel P. Varrenti
 - Review of Quarterly report

 - Public Works – Superintendent Harry G. Donahue
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- **PERSONNEL ITEMS:**
 - Accept Resignation – Matt Sauers from Code Review Committee effective 9/1/12
 - Accept Resignation – Amy Sheffield as Crossing Guard
 - Re-hire – Bonnie McArthur as Crossing Guard effect 1/1/13
 - Building Inspector-part time – update from search committee

- **OLD BUSINESS:**
 - Smith Street Bridge – 2012-2013 winter closure – to close or not

- **NEW BUSINESS:**
 - Approve & authorize Mayor to sign Engineering Services Proposal – Barry St Water Main replacement
 - Authorize purchase of 2 new police vehicles
 - Consideration of proposed MOU from Brockport Fire District re vehicle & facilities use & snowplowing

- **VILLAGE BOARD REPORTS:**
 - Mayor Maria Connie Castañeda
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 - Trustee William G. Andrews
 -
 - Trustee Margaret B. Blackman
 -
 - Trustee Kent R. Blair
 -
 - Trustee Carol L. Hannan
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- **EXECUTIVE SESSION** (if needed)

- **ADJOURNMENT**

Upcoming:

- 7pm Tuesday, 12/4 – Village Board work session
- 7pm Tuesday, 12/11 – Village Board meeting

GUIDELINES FOR PUBLIC COMMENT:

The public shall be allowed to speak only during the public comment period of the meeting or at such time as recognized by the presiding officer.

- Speakers must be visible.
- Speakers must give their name, address and organization, if any.
- Speakers must be recognized by the presiding officer.
- Speakers must limit their remarks to (5) five minutes on a given topic or extended if recognized by the presiding officer.
- Board members may, with the permission of the Mayor, interrupt a speaker during their remarks, but only for the purpose of clarification or information.
- All remarks shall be addressed to the Board as a body and not to any member thereof.
- Speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste.
- Interested parties or their representatives may address the Board by written communications in the event of creating a hardship to attend the meeting personally.

VILLAGE OF BROCKPORT
Notice of Public Hearing

Please take notice that the Board of Trustees of the Village of Brockport will hold a **public hearing beginning at 7:00 pm on Tuesday, November 27, 2012**, in the Brockport Village Hall Conference Room, 49 State Street, Brockport, New York 14420 with the A.D. Oliver Middle School L.G.I. at 40 Allen Street as a backup location only should the Village Hall Conference Room exceed maximum occupancy to consider proposed Local Law of 2012 as follows:

- To establish real property tax exemption for non-residential property upon conversion to mixed-use property

Text of proposed local laws will be posted to the Village website at www.brockportny.org and may be examined at Village Hall during regular business hours. All interested parties will be given the opportunity to speak for or against this proposed legislation.

By Order of the Brockport Village Board

Leslie Ann Morelli
Village Clerk
Village of Brockport

Dated: October 24, 2012

- For publication in the next edition of Suburban News
- For posting at Village Hall & on the Village website www.brockportny.org

V.B. Call for public hearing re:

A Local Law To Establish Real Property Tax Exemption For Non-Residential Property Upon Conversion To Mixed-Use Property

Be it enacted by the Board of Trustees of the Village of Brockport as follows:

Section 1. Legislative Intent.

The intent of this legislation is to encourage the conversion of non-residential real property to mixed-use property in order to expand and promote downtown residential uses, improve the quality of such property, and to preserve and expand the tax base of the Village of Brockport.

Section 2. Statutory authority.

Pursuant to and in exercise of the authority granted by and under § 485-a of the Real Property Tax Law, the partial exemption from taxation and special ad valorem levies established therein is hereby made applicable to and shall be extended by the Village of Brockport.

Section 3. Definitions.

In addition to adoption of the corresponding terms as defined in Real Property Tax Law § 485-a, the following words, terms or phrases shall have meanings ascribed to them as indicated hereinbelow:

ASSESSOR – The Assessor and the joint and several members of the Board of Tax Assessors of the Town of Sweden.

ORDINARY MAINTENANCE AND REPAIRS – Those routine activities or undertakings designed and intended to keep up and sustain, or prevent the deterioration or breakdown of, the original condition, function, integrity or appearance of a non-residential building and/or its component parts or systems.

Section 4. Application of statutory provisions; limitations thereon.

- A. The partial exemption from taxation and special ad valorem levies established in and under RPTL § 485-a shall be granted and applied in and by the Village of Brockport in accordance with the provisions, conditions, and limitations set forth thereunder, and also subject to the following condition and limitation:

(1) In the event that a mixed-use property granted such an exemption either ceases to be used primarily for mixed-use purposes or shall be used or occupied in any manner which violates applicable sanitary, health, building or fire or zoning or other land use codes, or in the event that title to such property is subsequently transferred to other than the heirs or distributees of the owner(s) granted the exemption, then in any of such events the exemption granted hereunder shall cease.

B. Unless the requirements pursuant to RPTL § 485-a, or as set forth herein, do not continue to be met, whenever any partial exemption shall be granted and applied pursuant to RPTL § 485-a and the provisions of this local law, such an exemption shall not be reduced or repealed or otherwise impaired by any subsequent amendment to or repeal of this local law but shall continue until the expiration of the period for which it was originally so granted.

Section 5. Severability.

If a court determines that any clause, sentence, paragraph, subdivision or part of this local law or the application thereof to any person, individual, firm or corporation, or circumstance is invalid or unconstitutional, the court's order or judgment shall not affect, impair or invalidate the remainder of this local law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision or part of this local law or in its application to the person, individual, firm or corporation, or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

Section 6. Effective Date

This local law shall take effect immediately upon filing with the Secretary of State.

To: Mayor Castaneda

From: Daniel P. Hendricks 

Date: November 16, 2012

Re: September 2012 Financial Reports

Enclosed are the following reports:

Statement of Actual & Estimated Revenues through September 30, 2012 – All Funds

Statement of Expenditures, Encumbrances & Appropriations through September 30, 2012 – All Funds

Also are forms for your and the Board's approval regarding budget transfer and budget amendments.

Please let me know if you have any questions.

Village of Brockport
Statement of Actual & Estimated Revenue
for Period Ending
September 30, 2012

Statement of Actual & Estimated Revenue

Village of Brockport
For Period Ending 09/30/2012

Selecting on FUND from A to X

ACCOUNT DESCRIPTION	ESTIMATED REVENUE	MONTH-TO-DATE REVENUE	YEAR-TO-DATE REVENUE	UNREALIZED REVENUE	ACTUAL YTD % REALIZED
A0599.0000					
Appropriated Fund Balance	215,274.00			215,274.00	
A1001.0000					
Real Property Taxes	2,457,326.00		2,457,326.00		100.00
A1081.0000					
In-Lieu-Of Taxes	130,000.00		20,450.40	109,549.60	15.73
A1090.0000					
Int & Penalties on Taxes	8,000.00	1,065.06	4,639.89	3,360.11	58.00
A1120.0000					
County Sales Tax	1,328,000.00		388,533.68	939,466.32	29.26
A1130.0000					
Utility Gross Receipts Tax	55,000.00	14,484.52	32,585.45	22,414.55	59.25
A1170.0000					
Franchise Tax	81,000.00	803.59	803.59	80,196.41	0.99
A1230.0000					
Clerk/Treasurer Fees	1,000.00	165.25	567.25	432.75	56.73
A1520.0000					
Police Fees	1,000.00	20.00	165.00	835.00	16.50
A1560.0000					
Safety Inspections	15,000.00	3,015.00	8,397.00	6,603.00	55.98
A1640.0000					
Ambulance Charges		292.10	3,309.50	3,309.50-	
A1710.0000					
Public Works Services	1,000.00		156.14	843.86	15.61
A1789.0000					
Docking Fees	4,200.00	702.00	4,155.25	44.75	98.93
A2089.0000					
Farmers Market Fees	2,500.00		2,890.00	390.00-	115.60
A2110.0000					
Zoning Fees	300.00			300.00	
A2115.0000					
Planning Fees	1,000.00	50.00	95.00	905.00	9.50
A2262.0000					
Fire Protection	33,590.00	68,201.68-	33,589.60	0.40	100.00
A2389.3000					
Monroe County - DWI			1,300.90	1,300.90-	
A2389.9001					
SCS Contribution- Crossing Guards	5,000.00	5,000.00	5,000.00		100.00
A2401.0000					
Interest & Earnings	3,000.00		903.23	2,096.77	30.11
A2401.1000					
Int Earned-Spec Reserves		660.97	877.90	877.90-	
A2401.3000					
Interest & Earnings- Asset Forfeiture		0.47	1.46	1.46-	
A2450.0000					
Comissions		1.00	1.00	1.00-	
A2545.0000					
Bus / Occupation License	17,500.00	250.00	1,100.00	16,400.00	6.29
A2590.0000					
Permits	5,000.00	250.00	4,000.00	1,000.00	80.00
A2610.0000					
Fines & Forfeitures	50,000.00	13,085.00	23,210.00	26,790.00	46.42
A2650.0000					
Scrap Sales	1,000.00		614.25	385.75	61.43
A2655.0000					
Minor Sales	3,500.00			3,500.00	
A2680.0000					
Insurance Recoveries	6,000.00		2,395.47	3,604.53	39.92
A2690.0000					
Other Comp-Landfill Reimbursement	2,500.00			2,500.00	
A2701.0000					
Refund of P/Y Exp	7,500.00	1,179.62	1,179.62	6,320.38	15.73

Statement of Actual & Estimated Revenue

Village of Brockport
 For Period Ending 09/30/2012

Selecting on FUND from A to X

ACCOUNT DESCRIPTION	ESTIMATED REVENUE	MONTH-TO-DATE REVENUE	YEAR-TO-DATE REVENUE	UNREALIZED REVENUE	ACTUAL YTD % REALIZED
A2705.0000					
Gifts & Donations			2,630.75	2,630.75-	
A2770.0000					
Other Unclassified	500.00	1,919.61	30,482.79	29,982.79-	6096.56
A3001.0000					
State Aid - AIM	110,000.00	110,171.00	110,171.00	171.00-	100.16
A3005.0000					
State Aid-Mortgage Tax	35,000.00			35,000.00	
A3089.7001					
State Aid, CHIPS	67,000.00			67,000.00	
A4089.0000					
Medicaid Part B			376.31	376.31-	
Total for Fund: A (Fund - A)	4,647,690.00	84,913.51	3,141,908.43	1,505,781.57	67.60
F2140.0000					
Metered Water Sales	560,000.00	44,869.67	217,639.63	342,360.37	38.86
F2141.0000					
Meter Water Sales O/G	340,830.00	35,406.14	148,185.57	192,644.43	43.48
F2144.0000					
Water Service Charges	1,500.00	60.00	2,273.53	773.53-	151.57
F2148.0000					
Interest & Penalties	10,000.00	1,277.51	5,004.24	4,995.76	50.04
F2401.0000					
Interest & Earnings	1,000.00	63.97	368.05	631.95	36.81
F2401.1000					
Int Earned-Spec Reserves	250.00	40.59	119.96	130.04	47.98
Total for Fund: F (Fund - F)	913,580.00	81,717.88	373,590.98	539,989.02	40.89
G2122.0000					
Sanitary Sewer- Sewer Charges	138,000.00	9,546.11	49,812.29	88,187.71	36.10
G2401.0000					
Interest and Earning- Sewer Fund		3.23	8.63	8.63-	
Total for Fund: G (Fund - G)	138,000.00	9,549.34	49,820.92	88,179.08	36.10
T2401.0000					
Int Earnings Shafer Trust		23.19	100.72	100.72-	
T2401.3000					
Int Earnings-Checking A/C		5.01	11.51	11.51-	
Total for Fund: T (Fund - T)		28.20	112.23	112.23-	
Report Totals	5,699,270.00	176,208.93	3,565,432.56	2,133,837.44	62.56

Village of Brockport

Statement of Expenditures, Encumbrances & Appropriations

for Period Ending

September 30, 2012

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 09/30/2012

Selecting on FUND from A to X

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A1010.1000							
Trustees-Personal Services	13,777.00	1,148.00	4,592.00			9,185.00	33.33
A1010.4000							
Trustees-Contractual Expenses	18,305.00	2,421.20	2,421.20			15,883.80	13.23
A1010.4030							
Trustees-Conference Exp	195.00		195.00				100.00
A1010.4090							
Trustees-Miscellaneous					200.00	200.00-	
A1210.1000							
Mayor-Personal Services	9,867.00	822.25	3,289.00			6,578.00	33.33
A1210.4000							
Mayor-Contractual Expenses	100.00					100.00	
A1210.4010							
Mayor-Telephone	1,220.00		93.71			1,126.29	7.68
A1210.4050							
Mayor-Conference Exp	100.00		65.00			35.00	65.00
A1210.4090							
Mayor-Miscellaneous					55.00	55.00-	
A1320.4000							
Auditor-Contractual Expenses	12,100.00					12,100.00	
A1325.1000							
Cirk/Treas-Personal Services	131,275.00	8,245.30	29,396.07			101,878.93	22.39
A1325.4000							
Cirk/Treas-Total Contractual Expense		25.00	100.00			100.00-	
A1325.4010							
Cirk/Treas-Telephone	7,200.00	1,204.21	3,373.54			3,826.46	46.85
A1325.4020							
Cirk/Treas-Office Supplies	4,000.00	287.99-	944.69		2,682.37	372.94	90.68
A1325.4030							
Cirk/Treas-Computer Supplies	9,000.00	2,485.16	3,063.86			5,936.14	34.04
A1325.4050							
Cirk/Treas-Membership Fees	600.00		160.00			440.00	26.67
A1325.4060							
Cirk/Treas-Postage	3,600.00	149.40	608.16		400.00	2,591.84	28.00
A1325.4070							
Cirk/Treas-Copier Expenses	3,700.00	416.42	1,613.97			2,086.03	43.62
A1325.4080							
Cirk/Treas-Payroll Expense	5,000.00	223.65	714.25			4,285.75	14.29
A1325.4090							
Cirk/Treas-Miscellaneous	1,500.00		650.00			850.00	43.33
A1325.4100							
Cirk/Treas - Publications	2,000.00	11.83	245.83		1,727.95	26.22	98.69
A1325.4110							

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 09/30/2012

Selecting on FUND from A to X

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
Clrk/Treas-Training	2,500.00	27.70	27.70			2,472.30	1.11
A1325.4120							
Clrk/Treas-Tax Bill Processing	1,700.00		390.00			1,310.00	22.94
A1420.4000							
Law-Total Contractual Expenses	66,000.00	6,020.00	23,445.00			42,555.00	35.52
A1440.4020							
Engineer-Chatfield Engineers	5,000.00	5,928.60	6,348.00		2,121.40	3,469.40	169.39
A1450.4000							
Total Contractual Expenses	590.00		400.00			190.00	67.80
A1450.4020							
Elections-Legal Notice Publication	210.00		203.55		6.45	0.00	100.00
A1450.4030							
Elections-Supplies	700.00		698.25			1.75	99.75
A1490.1000							
Pub Wrks Admin-Total Personal Ser	110,532.00	6,831.80	27,230.03			83,301.97	24.64
A1490.4020							
Pub Wrks Admin-Conference Exp	300.00		40.00		150.00	110.00	63.33
A1490.4030							
Office Supplies/Postage	700.00	173.31	200.18		496.69	3.13	99.55
A1490.4040							
Permits, Licenses, Fees	300.00	179.00	179.00			121.00	59.67
A1490.4090							
Pub Wrks Admin-Miscellaneous	500.00		24.73			475.27	4.95
A1620.4020							
Natural Gas-DPW	6,000.00	29.26	66.44			5,933.56	1.11
A1620.4021							
Bldgs-Gas 1 Clinton Street	1,500.00	18.82	95.25			1,404.75	6.35
A1620.4022							
Bldgs-Gas 49 State Street	2,000.00	27.16	147.08			1,852.92	7.35
A1620.4030							
Electric-DPW	6,300.00	505.36	2,092.08			4,207.92	33.21
A1620.4031							
Bldgs-Electric-1 Clinton Street	10,000.00	974.68	3,884.97			6,115.03	38.85
A1620.4032							
Bldgs-Electric-49 State Street	4,800.00	592.58	2,156.85			2,643.15	44.93
A1620.4050							
Bldgs-Janitorial Supplies	750.00		251.05		205.54	293.41	60.88
A1620.4051							
Bldgs-Janitor Supplies- Clinton St	500.00		155.74		79.88	264.38	47.12
A1620.4052							
Bldgs-Janitor Supplies-State Street	7,800.00	583.00	1,166.00		200.00	6,434.00	17.51
A1620.4060							
Bldgs-Repair Items	9,066.15	2,698.34	2,599.10		4,377.03	2,090.02	76.95

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 09/30/2012

Selecting on FUND from A to X

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A1620.4070							
Telephone - DPW	1,200.00	550.00	1,332.17			132.17-	111.01
A1620.4090							
Bldgs-Miscellaneous	3,000.00	441.21	1,439.65		558.79	1,001.56	66.61
A1640.4000							
Central Garage- Contractual Expens	2,525.00					2,525.00	
A1640.4010							
Fasteners	1,000.00		7.59		925.00	67.41	93.26
A1640.4020							
Auto -Electrical	500.00	5.28	404.72		94.72	0.56	99.89
A1640.4040							
Tools	1,150.00	134.84	292.34		857.66	0.00	100.00
A1640.4050							
Welding Supplies	500.00	98.25	98.25		401.75		100.00
A1640.4060							
Fuel Additives/Oil	3,200.00		252.23		2,928.07	19.70	99.38
A1640.4070							
Shop Supplies	2,500.00		92.03-		2,356.80	235.23	90.59
A1640.4090							
Miscellaneous	3,825.00		3,294.02		519.66	11.32	99.70
A1670.4000							
Central Mailing	1,000.00	68.05	440.92			559.08	44.09
A1680.2000							
IT Hardware Software	5,000.00		3,694.96			1,305.04	73.90
A1680.4000							
IT Hardware Software	5,000.00					5,000.00	
A1910.4000							
Unallocated Insurance	53,977.00		44,726.82			9,250.18	82.86
A1920.4000							
Municipal-Membership Dues	4,950.00		800.00			4,150.00	16.16
A1950.4000							
Taxes on Village Property	1,175.00					1,175.00	
A1990.4000							
Contingency-Allocation Only	145,672.35	54.97	54.97			145,617.38	0.04
A3120.1000							
Police-Total Personal Services	1,106,949.00	87,540.19	321,040.30			785,908.70	29.00
A3120.2020							
Police-Firearms	1,600.00		583.20		908.27	108.53	93.22
A3120.2040							
Police-Office Furniture/Equip	100.00		73.99			26.01	73.99
A3120.2051							
Police-Computer Software	2,350.00	796.80	2,679.35		459.99	789.34-	133.59
A3120.4010							

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 09/30/2012

Selecting on FUND from A to X

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
Police-Telephone	5,200.00	850.00	2,446.40			2,753.60	47.05
A3120.4020							
Police-Office Supplies/Postage	2,750.00		1,064.72		540.17	1,145.11	58.36
A3120.4030							
Police-Fleet Maintenance	3,500.00	55.31	356.42		3,097.76	45.82	98.69
A3120.4031							
Police-Fleet Repairs	6,500.00	320.11	950.75		4,362.70	1,186.55	81.75
A3120.4032							
Police-Fleet Supplies & Equip	5,200.00	180.00	193.98		900.00	4,106.02	21.04
A3120.4040							
Police-Fuel	29,600.00	9,081.77	9,081.77			20,518.23	30.68
A3120.4060							
Police-Maintenance Contracts	4,280.00	71.25	1,026.86		2,297.50	955.64	77.67
A3120.4065							
Office Equip Lease/Rental	5,582.00	416.41	1,881.47			3,700.53	33.71
A3120.4080							
Police-Quarter Master Unit	4,500.00	80.80	2,086.42		350.30	2,063.28	54.15
A3120.4090							
Police-Miscellaneous	500.00	42.30	251.24			248.76	50.25
A3120.4100							
Affiliations	150.00		40.00			110.00	26.67
A3120.4105							
Training, School, Conferences	1,400.00		316.09		1.00	1,082.91	22.65
A3120.4110							
Police-Publications	525.00				95.50	429.50	18.19
A3120.4120							
Police-Supplies/Life Safety Supplies	3,800.00				134.00	3,666.00	3.53
A3120.4130							
Police-Computer Supplies	1,000.00					1,000.00	
A3120.4140							
Police-Medical/Psychological	900.00		1,000.00		534.00	634.00-	170.44
A3120.4150							
Police-Special Enforcement	600.00					600.00	
A3120.4160							
Police-Bike Patrol	200.00					200.00	
A3120.4170							
Police-Explorer Post	180.00					180.00	
A3120.4180							
Police-Community Service	250.00					250.00	
A3120.4210							
Police-Technicians	100.00		72.58			27.42	72.58
A3120.4220							
Police-Special Events	100.00					100.00	

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 09/30/2012

Selecting on FUND from A to X

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A3120.4230							
Police-NYS Accreditation	100.00					100.00	
A3120.4240							
Police-Less Lethal Training Equip	1,265.00					1,265.00	
A3310.4010							
Traffic Control-Signal	100.00	50.18	147.23		1,900.00	47.23-	147.23
A3310.4020							
Traffic Control-Paint	1,500.00					400.00-	126.67
A3310.4030							
Traffic Control-Signs	2,500.00		619.37		1,600.00	280.63	88.77
A3310.4040							
Traffic Control-Channels & Posts	1,800.00				1,550.00	250.00	86.11
A3310.4090							
Traffic Control-Miscellaneous	400.00				150.00	250.00	37.50
A3410.4000							
Contractual Expenses	646,127.00		646,102.68			24.32	100.00
A3410.4030							
Electric			1,367.06			1,367.06-	
A3410.4050							
Equip Maint & Repair			3,569.53			3,569.53-	
A3410.4051							
Firefighter Equip Maint/Repair			2,171.15			2,171.15-	
A3410.4110							
Building Maintenance			79.50			79.50-	
A3410.4200							
Miscellaneous			40.27			40.27-	
A3410.4210							
Physicals			525.00			525.00-	
A3410.4250							
Office/Computer/Postage		61.00	2,338.07			2,338.07-	
A3410.4290							
Alpha Pagers			24.00			24.00-	
A3410.4310							
New Hose			4,040.00			4,040.00-	
A3410.4320							
Turn-Out Gear			2,254.98			2,254.98-	
A3620.1000							
Safety Insp-Total Personal Services	80,659.00	5,422.99	19,656.27			61,002.73	24.37
A3620.4000							
Safety Insp-Total Contractual Expens	300.00					300.00	
A3620.4010							
Cellular/Telephone	1,300.00	210.35	310.20			989.80	23.86
A3620.4020							

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 09/30/2012

Selecting on FUND from A to X

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
Training	300.00		40.00		15.00	245.00	18.33
A3620.4030							
Safety Insp-Computer Supplies	300.00					300.00	
A3620.4040							
Fuel	1,800.00	640.31	640.31			1,159.69	35.57
A3620.4050							
Association Dues	200.00					200.00	
A3620.4080							
Safety Insp-Uniforms	100.00					100.00	
A3620.4090							
Miscellaneous	800.00	2.18	2.18		397.82	400.00	50.00
A3620.4200							
Postage	800.00	93.80	206.25			593.75	25.78
A3620.4210							
Vehicle Maintenance	500.00					500.00	
A4540.4090							
Miscellaneous	12.65		12.65				100.00
A5110.1000							
Str Maint-Total Personal Services	507,690.00	42,343.57	175,356.46			332,333.54	34.54
A5110.4010							
Str Maint-Telephone	500.00		38.40			461.60	7.68
A5110.4041							
Str Maint-Diesel Fuel	21,000.00	2,949.64	7,832.77		18,504.43	5,337.20	125.42
A5110.4042							
Str Maint-Regular Fuel	16,000.00	4,385.27	3,617.74		27,984.08	15,601.82	197.51
A5110.4050							
Str Maint-Tools	900.00				900.00		100.00
A5110.4060							
Str Maint-Stone	2,000.00					2,000.00	
A5110.4070							
Str Maint-Asphalt	75,000.00	4,884.70	38,698.34		22,741.56	13,560.10	81.92
A5110.4080							
Str Maint-Uniforms	3,600.00		197.82		2,614.75	787.43	78.13
A5110.4085							
Str Maint-Shoes/Boots	1,500.00	175.00	350.00		450.00	700.00	53.33
A5110.4090							
Str Maint-Miscellaneous	3,000.00	78.96	298.38		1,112.04	1,589.58	47.01
A5110.4100							
Str Maint-Equipment Parts	4,800.00		124.04		3,800.00	875.96	81.75
A5110.4110							
Str Maint-Truck Parts	17,000.00	2,358.49	3,423.94		6,101.40	7,474.66	56.03
A5110.4130							
Str Maint-Physicals/Drug Testing	800.00	215.00	215.00		535.00	50.00	93.75

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 09/30/2012

Selecting on FUND from A to X

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A5110.4140							
Str Maint-Buildings	1,200.00					1,200.00	
A5110.4150							
Str Maint-Concrete	2,200.00		62.13		25.00	2,112.87	3.96
A5110.4160							
Str Maint-Fill Material	100.00					100.00	
A5110.4165							
Str Maint-Top Soil	952.00		952.00				100.00
A5110.4170							
Str Maint-Shop Supplies	500.00				250.00	250.00	50.00
A5110.4180							
Str Maint-Training/Travel	200.00					200.00	
A5110.4190							
Str Maint-Grass Seed	500.00		332.84		150.00	17.16	96.57
A5110.4200							
Str Maint-Publications	150.00		46.11		200.00	303.89	102.59
A5110.4210							
Str Maint-Manholes & Covers	548.00					548.00	
A5110.4220							
Str Maint-Office Supplies	100.00				100.00		100.00
A5110.4230							
Str Maint-Equip Rental	100.00					100.00	
A5112.2000							
CHIPS Work	67,084.00	5,472.18	9,621.01		54,750.00	2,712.99	95.96
A5142.4010							
Snow Plowing-Salt	33,000.00				30,600.00	2,400.00	92.73
A5142.4015							
Snow Plowing-Deicer	5,000.00				5,000.00		100.00
A5142.4030							
Snow Plowing-Plow Parts	3,000.00	290.00	290.00		350.00	2,360.00	21.33
A5142.4090							
Snow Plowing-Contractual Expenses	200.00					200.00	
A5182.4010							
Street Lighting-Electricity	83,000.00	6,961.88	19,648.25			63,351.75	23.67
A5182.4030							
Street Lighting-Repairs	1,000.00	341.16	561.81		258.84	179.35	82.07
A5182.4040							
Street Lighting-Parts	1,500.00		66.74		700.00	733.26	51.12
A5182.4090							
Street Lighting-Contractual Expenses	100.00					100.00	
A5410.4010							
Sidewalks-Concrete	9,300.00		3,465.00		285.00	5,550.00	40.32
A5410.4020							

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 09/30/2012

Selecting on FUND from A to X

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
Sidewalks-Stone	200.00					200.00	
A5410.4090							
Sidewalks-Contractual Expenses-Mis	500.00				300.00	200.00	60.00
A5650.4020							
Paint	200.00					200.00	
A5650.4030							
Signs	200.00				200.00		100.00
A5650.4040							
Posts	200.00					200.00	
A6410.4000							
Economic Development	50.00		50.00				100.00
A6410.4200							
Welcome Center	7,507.76	673.36	2,759.61		868.76	3,879.39	48.33
A6520.4000							
Farmer's Mkt Manager	2,500.00	76.16	561.43		137.00	1,801.57	27.94
A7140.2000							
Parks/Playgrounds-Total Equipment	600.00					600.00	
A7140.2020							
Parks/Playgrounds-Park Equipment							
A7140.4010							
Parks/Playgrounds-Equipment Repai					3,197.81-	3,197.81	
A7140.4020							
Parks/Playgrounds-Maintenance Sup	1,500.00	9.31	164.82		769.91	934.73-	
A7140.4030							
Parks/Playgrounds-Gardening							
A7140.4090							
Parks/Playgrounds-Miscellaneous							
A7415.4000							
Sevmour Library	184,440.00						100.00
A7510.4000							
Total Contractual Expenses	1,200.00					1,200.00	
A7550.4050							
Celebrations-Electric		167.30	167.30			167.30-	
A7550.4090							
Celebrations-Miscellaneous		15.27-	15.27-		15.27		
A8010.4010							
Zoning- Member Stipends	950.00		65.00			885.00	6.84
A8010.4300							
Zoning-Publications			13.65			13.65-	
A8020.1000							
Planning Board-Personal Services	6,706.00	338.33	1,684.04			5,021.96	25.11
A8020.4000							
Planning Board-Total Contractual Ex	700.00	233.50	280.65			419.35	40.09

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 09/30/2012

Selecting on FUND from A to X

ACCOUNT DESCRIPTION	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A8020.4030						
Planning Board-Board Expenses	19.85-					
A8020.4300						
Planning Board-Publications	174.52-	160.87-		160.87		
A8120.4000						
Sanitary Sewers-Total Contractual E	500.00	500.00			500.00-	
A8120.4010						
Sanitary Sewer-Truck Parts				2,156.00	2,156.00-	
A8120.4020						
Sanitary Sewer-Supply Parts	344.61-					
A8120.4080						
Utilities-Pump Station	41.63-					
A8120.4090						
Sanitary Sewer-Miscellaneous		184.80-			184.80	
A8140.4000						
Storm Sewers-Total Contractual Expt	583.60-					
A8140.4010						
Storm Sewer-Supply Parts	116.14-	4,069.03		1,930.97	0.00	100.00
A8140.4020						
Strom Sewer-Maintenance Supplies	1,000.00			1,000.00		100.00
A8140.4090						
Storm Sewers-Miscellaneous	3,634.00			3,100.00	534.00	85.31
A8160.4010						
Refuse Collection-Monthly Trash Ren	3,700.00	922.92		3,084.72	307.64-	108.31
A8160.4030						
Refuse Collection-Brush Pick-up	600.00			400.00	200.00	66.67
A8160.4040						
Refuse Collection-Special Pick-up (500.00	50.00-			550.00	10.00-
A8160.4050						
Refuse Collection-Coolant Removal	200.00				200.00	
A8170.4010						
Str Cleaning-Sweeper Repairs	1,000.00				1,000.00	
A8170.4020						
Str Cleaning-Sweeper parts	4,000.00	869.96		2,629.90	500.14	87.50
A8170.4090						
Str Cleaning-Miscellaneous	250.00				250.00	
A8189.4000						
Sanitation-Landfill Monitoring	3,000.00	201.60		2,798.40		100.00
A8189.4002						
Sanitation-Landfill-Testing	5,000.00			1,800.00	3,200.00	36.00
A8560.4010						
Equipment Repairs	1,200.00	853.89		350.00	3.89-	100.32
A8560.4030						

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 09/30/2012

Selecting on FUND from A to X

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
Shade Trees-Supplies	500.00					500.00	
A8560.4090							
Shade Trees-Miscellaneous	500.00		15.00		150.00	335.00	33.00
A9010.8000							
NYS Retirement	244,992.00					244,992.00	
A9015.8000							
Police Retirement System Payments	256,979.00					256,979.00	
A9030.8000							
Social Security	185,215.00	11,601.21	44,332.22			140,882.78	23.94
A9040.8000							
Workers Compensation	130,140.00		99,390.00			30,750.00	76.37
A9045.8000							
Life Insurance	7,231.00	658.99	2,768.40			4,462.60	38.29
A9050.8000							
Unemployment Expense	10,000.00	56.39	7,300.06			2,699.94	73.00
A9055.8000							
Disability Insurance	5,356.00	469.68	1,806.08			3,549.92	33.72
A9055.8100							
Wellness Insurance	2,500.00		1,141.87			1,358.13	45.67
A9060.8000							
Medical Insurance	439,910.00	21,581.58	72,816.83			367,093.17	16.55
A9061.8000							
HRA	134,000.00	7,807.39	33,039.33			100,960.67	24.66
A9070.8000							
Dental Insurance	52,500.00	5,225.98	19,636.64			32,863.36	37.40
A9950.8000							
Transfer to Capital Reserve	10,000.00					10,000.00	
A9950.9340							
Project #34- Tower Clock			89.95			89.95-	
A9999.9000							
Prior Year Expenses	636,436.50	38,059.87	216,604.94	423,506.49	423,506.49		100.00
Totals for Fund:	5,843,462.41	293,785.84	2,175,286.29	423,506.49	660,411.35	3,011,439.70	48.46
A (Fund - A)							
F1440.4000							
Engineer-Contractual Exp	5,000.00					5,000.00	
F1680.2000							
It Hardware Software	1,000.00	893.75	893.75		106.25		100.00
F1680.4000							
IT Hardware Software	2,500.00		1,951.50		500.00	48.50	98.06
F1910.4000							
General Insurance	20,760.00		20,760.00				100.00
F1990.4000							
Water-Contingency	30,000.00					30,000.00	

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 09/30/2012

Selecting on FUND from A to X

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
F8310.1000							
Water-Supervision	84,459.00	3,044.80	12,965.01			71,493.99	15.35
F8310.4000							
Water Admin Total CE	5,500.00		375.00			5,125.00	6.82
F8310.4040							
Office Expense			537.25		1,850.00	2,387.25-	
F8310.4090							
Miscellaneous		146.45	707.94		800.00	800.00-	
F8310.4200							
Postage					707.94-		
F8320.4000							
Water Purchases	413,000.00	38,956.99	86,785.02		313,214.98	13,000.00	96.85
F8340.1000							
Water-Labor	92,310.00	6,903.80	27,048.81			65,261.19	29.30
F8340.2020							
Vehicles	28,130.49	28,130.49	28,130.49				100.00
F8340.2040							
Meters	60,000.00				60,000.00		100.00
F8340.2050							
Wtr Transm - Equipment Other					3,122.00	3,122.00-	
F8340.4000							
Wtr Transm-Ttl Cont Exp	45,000.00		43,372.70			2,222.70-	104.94
F8340.400C							
Monroe County CDBG College Stre	4,580.39	1,449.48	10,370.19			5,789.80-	226.40
F8340.4010							
Water Main Supplies	5,338.32	103.14	1,241.46		4,096.86		100.00
F8340.4020							
Vehicle Parts & Supplies	4,577.70	2,004.09	2,695.49		4,717.20	2,834.99-	161.93
F8340.4030							
Meter Supplies	375.00	108.00	227.54		242.00	94.54-	125.21
F8340.4040							
Curb Box Supplies	2,100.00				2,100.00		100.00
F8340.4041							
Fuel		1,662.85	1,662.85			1,662.85-	
F8340.4050							
Stone	1,500.00	704.87	704.87		795.13		100.00
F8340.4060							
Asphalt	4,100.00				4,100.00		100.00
F8340.4080							
Water Transm-Uniforms	1,000.00	161.10	161.10		807.62	31.28	96.87
F8340.4090							
Miscellaneous	6,000.00	17.20	931.98		5,808.45	740.43-	112.34
F8340.4100							

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 09/30/2012

Selecting on FUND from A to X

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
Water Transm-Telephone	2,164.12		2,164.12				100.00
F8340.4110							
Water Transm-Electricity	1,000.00	435.57	1,726.52			726.52-	172.65
F8340.4120							
Transm - Sample Testing	20,000.00	455.95	4,535.95		16,000.00	535.95-	102.68
F8340.4130							
Wtr Transm-Drug/Alcohol Testing		60.00	60.00		190.00	250.00-	
F8340.4140							
Wtr Trans-Equip Repair					850.00	850.00-	
F8340.4150							
Wtr Trans-Training		136.00	136.00		114.00	250.00-	
F8340.4160							
Wtr Trans-Concrete					200.00	200.00-	
F8340.4180							
Water Transm-Publications					350.00	350.00-	
F9010.8000							
NYS Retirement	11,000.00					11,000.00	
F9030.8000							
Social Security	14,211.00	755.00	3,042.83			11,168.17	21.41
F9040.8000							
Workers Compensation	13,000.00		6,500.00			6,500.00	50.00
F9045.8000							
Life Insurance	1,000.00		1,000.00				100.00
F9055.8000							
Disability Insurance	1,100.00		1,000.00			100.00	90.91
F9060.8000							
Hospital Insurance	26,000.00		4,250.00			21,750.00	16.35
F9061.8000							
HRA	15,600.00		2,600.00			13,000.00	16.67
F9070.8000							
Dental Insurance	12,000.00		2,000.00			10,000.00	16.67
F9710.6000							
Serial Bond - Principle payments	26,922.00					26,922.00	
F9710.7000							
Serial Bond - Interest payments	33,218.00					33,218.00	
F9999.9000							
Prior Year Expenses	60,437.39	23,711.00	27,275.85	27,308.97	27,308.97		100.00
Totals for Fund:	1,054,883.41	109,840.53	297,814.22	27,308.97	451,123.46	300,093.16	71.55
F (Fund - F)							
G8120.2000							
Sanitary Sewers- Equipment					50.00	50.00-	
G8120.4000							
Contractual	41,771.00	4,868.62	5,388.62		2,506.10	33,876.28	18.90

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 09/30/2012

Selecting on FUND from A to X

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
G8120.4010							
Sanitary Sewers- Truck Parts					4,556.00	4,556.00-	
G9710.6000							
Bond Principal	43,078.00					43,078.00	
G9710.7000							
Bond Interest	53,151.00					53,151.00	
Totals for Fund: G (Fund - G)	138,000.00	4,868.62	5,388.62	0.00	7,112.10	125,499.28	9.06
T7450.4000							
Contractual - Librarian Stipend - Pai		100.00	400.00			400.00-	
T8989.4000							
LOC- Returns			777.29			777.29-	
T9999.9000							
Prior Year Expense	337.97		24.99	312.98	312.98		100.00
Totals for Fund: T (Fund - T)	337.97	100.00	1,202.28	312.98	312.98	1,177.29-	448.34
Report totals	7,036,683.79	408,594.99	2,479,691.41	451,128.44	1,118,959.89	3,435,854.85	51.17

Village of Brockport
Budget Transfer Form

Account Number	From: Description	Account Number	To: Description	Amount	Explanation of Transfer
A1010.4000	Trustees - Contractual	A1010.4090	Trustees - Miscellaneous	200.00	Sign Lettering (1)
A1210.4000	Mayor - Contractual	A1210.4090	Mayors - Miscellaneous	55.00	Business Cards (2)
A1325.4090	Clerk/Treas. - Miscellaneous	A1325.4000	Clerk/Treas. - Contractual	300.00	Billing Services - Titan Insurance (3)
A1990.4000	Contingency	A1440.4020	Engineering	2,500.00	Engineering Services (4)
A1990.4000	Contingency	A1450.4020	Elections - Legal Notice	400.00	Legal Notices (5)
A1990.4000	Contingency	A1620.4070	Telephone	150.00	Telephone (6)
A3120.4130	Police - Computer Supplies	A3120.2051	Police - Computer Software	790.00	Purchase of Software (7)
A1990.4000	Contingency	A3120.4140	Police - Medical/Psychological	650.00	Psychological Evaluations (8)
A1990.4000	Contingency	A3310.4010	Traffic Control Signal	500.00	Traffic Control Signal (9)
A7510.4000	Total - Contractual	A7520.4010	Publication Notices	200.00	Legal Notices (10)
A1990.4000	Contingency	A8010.4300	Zoning - Publications	50.00	Legal Notices (11)

Purpose:

- (1) Transfer to pay for sign repairs
- (2) Transfer to pay for Business Cards - funds budget in a central code
- (3) Transfer to pay for billing of insurance - funds budget in a central code
- (4) Transfer to pay for Engineering Services - insufficient account balance
- (5) Transfer to pay for Legal Notices - insufficient account balance
- (6) Transfer to pay for Telephone expense - insufficient account balance
- (7) Transfer to pay for software - funds in Computer Supplies Budget
- (8) Transfer to pay for Police Psychological Evaluations - insufficient account balance
- (9) Transfer to pay for Traffic Control Signal Light - insufficient account balance
- (10) Transfer to pay for Legal Notices - funds budget in a central code
- (11) Transfer to pay for Zoning Legal Notices - insufficient account balance

Requested By: Daniel P. Hendricks

(Treasurer)

Date Approved by Board of Trustees _____

Authorized: _____

(Mayor)

Village of Brockport

Budget Amendment Form

Account Number	Description	Amount
A7140.2020	Parks/Playground Equipment	3,200.00 1
A7140.4010	Parks/Playground Repairs	900.00 2
A7140.4020	Parks/Playground Maintenance	3,000.00 3
A7140.4030	Parks/Playground Gardening	350.00 4
A7140.4090	Parks/Playground Miscellaneous	425.00 5

- Purpose: (1) Increase General Fund Budget to reflect funds from Sale of Mower, new mower is leased
 (2) Increase General Fund Budget to reflect funds from Sale of Mower, new mower is leased
 (3) Increase General Fund Budget to reflect funds received for purchase of swings.
 (4) Increase General Fund Budget to reflect funds received for purchase of Trees - Tree Fund.
 (5) Increase General Fund Budget to reflect funds received for purchase of mulch - Tree Fund.

Requested By: Daniel P. Hendricks
 (Treasurer)

Date Approved by Board of Trustees _____

Authorized: _____
 (Mayor)

PROPOSED

**Village of Brockport
Fiscal Year 6/1/13 – 5/31/14
Budget Preparation Calendar**

Thursday, 1/10/13	Treasurer to notify Department Heads (via memo w/ templates & discussion at Department Heads meeting) of the necessity for expense estimates
Tuesday, 1/22/13	Treasurer to provide “knowns” per contracts & rates: employees payroll & benefits / retirees benefits
Thursday, 1/24/13	Department Heads to submit expense estimates to Treasurer
Tuesday, 2/5/13	Village Board workshop w/ Treasurer & Department Heads - discuss department budget estimates
Tuesday, 2/26/13	Village Board meeting – update public on progress
Tuesday, 3/5/13	Village Board workshop w/ Treasurer – discuss & make revisions to budget estimates
Wednesday, 3/20/13	Treasurer to file tentative budget with Clerk
Tuesday, 3/26/13	Village Board meeting – update public on progress – Treasurer to present tentative budget to Village Board & Department Heads
Wednesday, 3/27/13 for 4/1/13 edition	Clerk to publish notice of public hearing on tentative budget
Tuesday, 4/2/13	Village Board workshop w/ Treasurer– discuss & make revisions to tentative budget
Tuesday, 4/9/13	Treasurer to present budget to public - public hearing on preliminary budget (Middle School L.G.I.)
Tuesday, 4/23/13	Village Board meeting – adopt budget (must be done by May 1 st)

DATE: October 30, 2012
TO: Board of Trustees
FROM: Scott Zarnstorff, CEO
Pam Krahe, Clerk
SUBJECT: Code Enforcement Software

Attached is a report outlining a brief history of our current software program and details of research on alternate Codes programs. We sampled a variety of price ranges and looked at web-based options as well as standard software packages. Based on our needs, our "wish list," and our budget, we recommend purchasing Williamson Law Book Company's Building and Code Enforcement software.

Williamson's program can track all of our activity, it offers reports and forms to better our efficiency, its customer service and support come highly recommended, and it is very budget-friendly. Because Williamson is a NY-based company, they are prepared to assist clients in meeting NYS Department of State annual filing requirements. Included in their program are reports that succinctly draw the information we need to complete that paperwork. No other company offered that.

The details of Williamson's cost are on Page 3 of our report, but the total cost for Year 1 is an estimated \$4,076. Williamson offers the convenient option of split billing, with \$1,999 being payable upon installation and the estimated balance of \$2,077 being payable in June 2013. In looking at our overall department budget for 2012-2013, it should be noted that the part-time Building Inspector position (budgeted approximately \$8,000) remains vacant five months into the fiscal year. If the Board feels it appropriate, these allocated monies could be used to help offset the first payment.

Williamson would be able to do the setup, install the program, and get us up and running in approximately 2-3 weeks. If we could have any wrinkles ironed out by early December, we would be assured of fully operational software by January 1. As all of our state reporting is done by calendar year, this would be immensely helpful as state reports come due. Currently, figures for those yearly reports are laboriously tallied manually. It would be convenient to have the data from our current program transferred, but it is not essential to our needs. The data in Checklist will remain as data that can be viewed on an as-needed basis and will always remain as an archival document.

Please review the attachment. We have provided brief but thorough information and we believe we have done our due diligence. If there is any additional information you require, just let us know. We anxiously await your decision.

CODE ENFORCEMENT SOFTWARE/PROGRAM COMPARISON

October 2012

SUMMARY

In 2011, our department generated 1372 inspections and re-inspections including trash, property maintenance, new construction, wood stoves, residential rentals, and fire/safety inspections among others. Additionally, we work with the Planning Board and the Zoning Board of Appeals who each meet monthly upon application.

To track this activity, we utilize CheckList software. The program was purchased in 2005 for \$2,750, the Permits module was added thereafter for \$600, and our annual license/support fee is currently \$850. Arvid Associates, the company that owns CheckList, is managed by an older gentleman. He has offered varying degrees of support in the last five years, but does not offer much follow-through. There are no other employees in the company. Should something happen to this man, we would be left with no outside resources/support.

At the Board's suggestion, we have investigated new software and web-based systems. A program must be able to track the inspections noted above, as well as all associated actions (letters, Certificates, photos, etc.) We are looking for something that will give us reports and forms that will increase our day-to-day efficiency, manage our volume, and assist us in filing our annual NYS reports. Any forms, letters, or certificates the program provides must be customizable to fit specific needs. In fact, the program itself must be customizable to some extent. Customer service and support are extremely important. Our IT consultant tells us that the data on our server is immediately stored offsite when saved, so offsite storage is not a major factor. You will notice some of the vendors feel confident they can convert data from our existing program into their program and others do not. In our opinion, conversion of the data is not essential because we can also use existing Word, Excel, and PDF documents for that purpose. And while it is good to think about what the program could provide down the road, we must also think about the reality of today, i.e. we do not have wireless internet access in the field, probably cannot invest in new tablet PCs or smart phones, and our manpower is limited.

FastTrackGov

Spoke with a representative who was based in New Jersey. FastTrack offers both a software program and a web-based program. The software program offers Building, Planning/Zoning, and Code Enforcement modules for an initial cost of \$38,000-\$40,000 plus an annual support fee of \$3,600. The web-based option has similar modules and is about \$14,000-\$16,000 to set up initially, plus \$99 per user per month.

	<u>Software</u>	<u>Web-based</u>
Estimated cost for Year 1:	\$42,600	\$17,376
Estimated cost for Year 2 and beyond:	\$3,600	\$2,376
Estimated three-year cost (assuming no increases):	\$49,800	\$22,128

After the representative relayed the costs of the programs, she asked if they were within our budget. As they most likely were not, we ended our discussion.

General Code (Municipality)

We have had a preliminary discussion with GC and they have offered to set up a software demonstration. Their proposal to us for the Building Module totals \$23,840 for the first year, which includes system configuration, installation and

training, project management and facilitation, first year annual maintenance, data conversion of current Checklist software, and complaints. They estimate the annual maintenance on this package for the second year forward to be \$1220. This is for up to 5 users.

Estimated cost for Year 1:	\$26,810 (Building Module installation, Fire/Safety Module*)
Estimated cost for Year 2 and beyond:	\$1,340 (annual support for building module and F/S module*)
Estimated three-year cost (assuming no increases):	\$29,490

PROS:

- *Tracking – can track Permits and Complaints in basic package.*
- *Reports – standard reports exist.*
- *Forms, letters, certificates – standard forms exist, can be customized.*
- *References – Town of Salina, NY has used it for 4 years and is very happy with it.*
- *Confident they can convert data from current software program into new program (included in initial cost).*

CONS:

- **Not included in the package is the Fire/Safety component at a cost of \$2,970 the first year and \$120 per year thereafter. The village has dozens of businesses requiring annual or triennial fire/safety inspections. This module is a must.*
- *Not set up to track NYSDOS annual report requirements. Would have to tally figures by hand.*
- *Very expensive program.*

GovQA / WebQA

Participated in webinar with Trustee Blackman; followed up with additional questions. Initial cost is \$2,400, plus \$500 annually to update fee schedule and form templates, plus \$200 monthly access.

Estimated cost for Year 1:	\$4,800 (installation plus monthly access)
Estimated cost for Year 2 and beyond:	\$2,900 (monthly access plus annual update cost)
Estimated three-year cost (assuming no increases):	\$10,600

PROS:

- *Tracking – can track Permits and Complaints.*
- *Reports – some are canned, some are customizable, seems adequate.*
- *Forms, letters, certificates – will take our templates as models, forms are customizable.*
- *References – is used/recommended by Town of Clarkson. Is recommended by City of Seminole, OK after using it for about 6 months.*
- *Is confident data from current software can be converted into new program, no extra cost.*

CONS:

- *Does not come with a Periodic Inspection module (for residential rentals and fire/safety inspections). They would have to build that out for us.*
- *Not set up to track NYSDOS annual report requirements. Would have to tally figures by hand.*
- *Not a good first impression. Their website is vague and uninformative. Emails sent to both contacts listed were bounced back as undeliverable. When I called, I got the voice mailbox of Jennifer Snyder who it turns out has not worked there for some time. Once I finally made contact with Kent, he and Dan did seem knowledgeable and helpful. They had a quote to us within a couple of days.*

Inspection Files

Participated in a webinar. The initial cost of the software is \$3,594, plus \$897 annually for upgrades and tech support.

Estimated cost for Year 1:	\$4,594 (program plus purchase of tablet PC*)
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Estimated cost for Year 2 and beyond: \$897 (annual support/upgrades)
Estimated three-year cost (assuming no increases): \$6,388

PROS:

- *Tracking – can track Permits, Periodic Inspections and Complaints.*
- *Forms, letters, certificates – forms are somewhat customizable.*
- *References – Newark, OH recently purchased the program. They are happy with the setup support they have received and feel the program will meet their needs. Mifflin Township, OH has used it for about a year and is happy with it.*
- *Tech support department has several employees.*
- *Drop-down menus are customizable.*

CONS:

- *Reports – are canned and are not customizable.*
- *There were some issues with “due dates” that the rep was not sure could be resolved. If the issues cannot be resolved, date-based reports would be inaccurate.*
- *Not set up to track NYSDOS annual report requirements. Would have to tally figures by hand.*
- **Recommends investing in a tablet PC (~\$1000) with wireless internet to be used in the field by the CEO for maximum efficiency.*

Williamson Law Books

Representative from WLB hosted an in-person demo for CEO and clerk; had follow-up conversation with sales rep and support tech. The initial program cost is \$3,135, \$85 per hour installation and training (WLB estimates 2-3 hours), \$43 mileage per trip, plus an annual support/upgrades fee of \$600 (\$545 for the first station, \$55 for an additional station.)

Estimated cost for Year 1: \$4,076* (installation, training, mileage, support)
Estimated cost for Year 2 and beyond: \$600 (annual support/upgrades)
Estimated three-year cost (assuming no increases): \$5,276

PROS:

- *Tracking – can track Permits, Periodic Inspections, and Complaints.*
- *Forms, letters, certificates – are customizable.*
- *Reports – are customizable.*
- *References – program is used locally by Village of Bergen, Village of Churchville, Village of Webster, and the Town and Village of Geneseo. All are happy with the program and the customer service/support.*
- **Cost of program may be split: \$1999 payable upon installation and the remainder would be due June 2013 (~\$2,077).*
- *NY-based company; is aware of NYS reports we must submit and they stay up-to-date with corresponding reports.*

CONS:

- *Not confident that data from Checklist can be imported.*

Business Automation Services, Inc. (BAS)

This program is used by a couple of municipalities in the area and was recently mentioned by Trustee Blackman. In October 2008, we did research their software. At that time, the quote they provided was \$19,200 plus travel expenses from the NYC area. We did not choose to contact them in 2012 as they most likely remain out of our price range.

Leslie Ann Morelli

From: Chief Daniel Varrenti [varrenti@brockportpolice.org]
Sent: Wednesday, November 14, 2012 12:11 PM
To: 'Leslie Ann Morelli'
Cc: 'Carol Hannan'; Kent Blair; Margay Blackman; Maria Connie Castaneda; Trustee William Andrews
Subject: November 27th Village Board meeting agenda

Hi Leslie,

Please see below for VB agenda items for 11-27 meeting.

1. Accept resignation of crossing guard Amy Sheffield
2. Appoint Bonnie McArthur new crossing guard effective January 1, 2013
3. Review of Quarterly Report
4. Purchase of two new police vehicles.

Rationale:

Purchase 2013 Ford Interceptor Sedan for cost of \$23,982.00 to replace police vehicle that was struck and totaled by DWI driver while parked on Holley Street. This vehicle will be a one for one replacement and will keep the BPD fleet to 5 marked vehicles. (Approximately \$17K has been supplied to the village from our insurance company. Additional monies spent for a new back seat, cage, installation, stripping, lighting, etc. will be submitted to the insurance company after the vehicle has been equipped).

Purchase 2013 Ford Interceptor SUV for cost of \$25,820.80 to replace police vehicle that was struck and presumably totaled during Hurricane Sandy. This vehicle will be a one for one replacement and will keep the BPD fleet to 5 marked vehicles. An unknown amount of money will be forth coming from the insurance company for the value of the 975 vehicle.

The SUV was chosen for the following reasons:

1. Many police agencies have begun to move to the SUVs.
2. Many fire departments including the BFD use SUVs exclusively for command personnel.
3. Ambulance agencies use SUVs exclusively for "fly cars" due to the amount of equipment carried in emergency vehicles.
4. The BPD SUV will be an all wheel drive vehicle that will be able to traverse the canal path, be used more effectively during in climate weather conditions, store maps of the village and diagrams of various buildings inclusive of, but not limited to, the Middle School, store additional warning flares, used as a mobile command post during serious incidents, contain grease boards, first aid kits, AED, fire extinguisher, cautionary cones, spike strips, post 911 sensitive emergency equipment and other essential equipment. This vehicle will be used by command personnel.

Both vehicles would have to be ordered. Delivery would occur between 8 and 12 weeks.

Sincerely,

Daniel P. Varrenti
Chief of Police

Brockport Police Department
1 Clinton Street
Brockport, New York 14420
chief@brockportpolice.org
Office: 585-637-1020 ext. 13
Fax 585-637-1016
FBI National Academy Class 183



Brockport Police Department

One Clinton Street
Brockport, N.Y. 14420



Daniel P. Varrenti
Chief of Police

Dispatch: Dial 911
Administration/Records:
(585) 637-1020
(585) 637-1016 fax

2012

Third Quarter Report

Respectfully submitted by,


Daniel P. Varrenti
Chief of Police

Third Quarter 2012

Calls for service - 4,015

Total Arrests - 582

Vehicle and Traffic Arrests - 367

Aggravated Blood Alcohol Content - 2
Aggravated Unlicensed Operation First Degree - 2
Aggravated Unlicensed Operation Second Degree - 6
Aggravated Unlicensed Operation Third Degree - 12
Alcohol Consumption in a Motor Vehicle - 2
Blood Alcohol Content More Than .08% - 8
Cross Double Solid Line - 1
Driving Out of Restriction - 1
Driving While Intoxicated - 9
Driving While Registration Suspended/Revoked - 1
Driving Without Lights - 1
Exceed Bridge Clearance - 3
Excessive Window Tint - 6
Fail to Change Address - 4
Fail to Keep Right - 1
Fail to Maintain Lane - 1
Fail to Obey Traffic Control Device - 1
Fail to Provide Registration Card - 1
Fail to Use Sidewalk - 1
Fail to Wear Seat Belt - 8
Fail to Yield Right of Way Entering Roadway - 1
Fail to Yield to Pedestrian - 6
Hand Held Use of Cell Phone - 62
Improper Signal - 5
Improper U Turn - 4
Inadequate Exhaust - 3
Inadequate Lights - 22
Inadequate Splash Guard - 1
Leaving the Scene of a Motor Vehicle Accident - 3
No License Plate - 1
Obstructed License Plate - 1
Pass On Right - 1
Pass Red Light - 6
Pass Stop Sign - 32
Permit Operation of a Motor Vehicle Without Insurance - 1
Possess Another Persons License - 1
Possess a Forged License - 3
Refuse Breath Test - 1

Refuse Pre-Screen - 1
Speed - 38
Speed Not Reasonable and Prudent - 1
Texting While Driving - 43
Uninspected Motor Vehicle - 12
Uninsured Motor Vehicle - 1
Unlicensed Operator - 18
Unregistered Motor Vehicle - 13
Unsafe Lane Change - 3
Unsafe Tires - 1
Use of Another Persons License - 5
Wrong Way on a One Way Street - 6

Criminal and Violation Arrests - 77

Aggravated Cruelty to Animals - 1
Assault - 4
Burglary - 3
Criminal Contempt - 2
Criminal Impersonation - 1
Criminal Mischief - 2
Criminal Possession of a Controlled Substance - 4
Criminal Possession of Stolen Property - 1
Criminal Possession of a Weapon - 1
Disorderly Conduct - 7
Endangering the Welfare of a Child - 1
False Personation - 1
Grand Larceny - 1
Harassment - 5
Mental Hygiene Arrest - 11
Obstructing Governmental Administration - 1
Petit Larceny - 1
Reckless Endangerment - 1
Resisting Arrest - 2
Robbery - 2
Trespass - 6
Unauthorized Use of Motor Vehicle - 1
Unlawful Possession of an Alcoholic Beverage - 8
Unlawful Possession of Marihuana - 9
Vehicular Assault - 1

Village Ordinance Arrests - 125

Discharging Fireworks - 1
Disorderly Conduct - 9
Disorderly House - 14
Littering - 17
Open Burning - 1
Open Container - 51
Prohibited Noise - 32

Bench Warrant Arrests - 13

General Reports

Aggravated Cruelty to Animals - 1
Aggravated Harassment - 1
Arson - 1
Assault - 7
Burglary - 10
Criminal Contempt - 1
Criminal Mischief - 23
Criminal Possession of a Controlled Substance - 5
Criminal Possession of a Forged Instrument - 1
Criminal Possession of a Weapon - 1
Criminal Trespass (Attempted) - 1
Criminal Trespass - 3
Disorderly Conduct - 9
Endangering the Welfare of a Child - 2
False Personation - 1
Family Trouble/Domestic - 27
Fire - 2
Forgery - 4
Grand Larceny - 10
Harassment - 16
Menacing - 1
Mental - 1
Miscellaneous - 5
Missing Person - 2
Obstructing Governmental Administration - 2
Petit Larceny - 34
Reckless Endangerment - 1
Robbery - 1
Sexual Misconduct - 1
Trespass - 7
Unauthorized Use of a Motor Vehicle - 1
Unlawful Imprisonment - 1

Unlawful Possession of an Alcoholic Beverage - 8
Unlawful Possession of Marihuana - 8

Motor Vehicle Accidents - 33

Parking Tickets - 418

Assist Other Agencies - 12

Third Quarter Report Highlights

Crime Trend Highlights:

- On July 4, 2012 at about 11 PM an 18 North Main Street resident was the victim of a robbery. When the victim couldn't provide any money to the suspects, the suspects forced the victim to enter an apartment of his friend, also a resident at 18 North Main Street, and they robbed that resident of an undisclosed amount of money. The original victim, a 50 year old male suffered multiple injuries to his face, head and chest from being beaten with a blunt object. The male was transported to Lakeside Hospital for treatment. The second victim was not harmed. Both victims were able to provide descriptions of their attackers. Based on the description members of the Brockport Police Department were able to identify by name the suspects. Two suspects, Jeffrey Richardson and Jerome Roberts were subsequently taken into custody at a residence on Clinton St. and charged with Robbery, Burglary and Assault.
- On July 25, 2012 members of the Brockport Police Department, NYSP and the US Drug Enforcement Agency executed a search warrant at the Emporium located on Market Street. This investigation extended to California and search warrants were executed throughout the county. Seized during the search warrants was an undisclosed amount of synthetic drugs and over \$750K in US cash. The Brockport Police Department has been designated to receive in excess of \$30K for information and assistance provided during this investigation.
- On July 25, 2012 counterfeit money began appearing in the Village of Brockport and surrounding jurisdictions. Members of the BPD worked with the US Secret Service and have identified a suspect. The suspect is still being sought.
- On July 28, 2012 an unknown person lit a storage shed on fire at an address on Clinton Street. Officers arrived within 2 minutes of the call and extinguished the fire using fire extinguishers. Members of the BFD arrived shortly and extinguished the smoldering remains. No arrests have been made.
- On August 3, 2012 at about 5:14 PM a West Avenue resident was stabbed during an altercation with another West Avenue resident. Members of the MCSO and the NYSP responded to assist members of the Brockport Police Department. Within two hours of the stabbing Stephen C. Daggett was located by NYSP K-9 and Brockport Police Officers and charged with Assault. Daggett was remained to the MCJ in lieu of bail.
- On August 5, 2012 at about 2:19 AM Andrew J. Mott of Rochester, New York drove through and over the round a bout located on North Main Street and West Avenue. Officers arrived and subsequently charged Mott with First Degree Felony Aggravated unlicensed Operation, Driving While Intoxicated, Leaving the Scene of a Property Damage Accident and other traffic related offenses.
- On September 23, 2012 at about 2:44 A.M. Brockport Police responded to a motor vehicle collision on State Street at Oxford Street. Upon arrival officers learned that a vehicle had struck a pole and the driver fled the scene. A search of the canal and the canal bank resulted in the apprehension of the driver who was

identified as William Schwab of Fourth Section Rd. Brockport, N.Y. Schwab was charged with DWI and leaving the scene of a Personal Injury Accident.

- I have attached all Media Release sheets relative to crimes that have occurred in the Village of Brockport and provided to the media on a weekly basis by Sergeant Mark Philippy and/or Officer Richard Cranston during this past quarter.

Miscellaneous

- Synopsis: During this quarter the Brockport Police Department, handled 4,015 calls for service, made 77 criminal and violation arrests, 9 DWI arrests, took 23 criminal mischief reports, 27 family trouble reports, 10 burglary reports, 10 grand larceny reports, and a number of other reports. In addition Brockport Police made 367 Vehicle and Traffic arrests that included 38 speeding tickets, 20 aggravated unlicensed operation tickets, 12 un-inspected motor vehicle tickets, 418 parking tickets, 125 village ordinance arrests and took 33 Motor Vehicle Accidents.



Brockport Police Department

One Clinton Street
Brockport, N.Y. 14420



Dispatch: Dial 911
Administration/Records:
(585) 637-1020

Daniel P. Varrenti
Chief of Police

Weekly Media Release July 2nd, 2012 through July 9th, 2012

July 2nd, 2012:

Police arrested **Mark L. Bateman** on an outstanding bench warrant for charges of two counts of Misdemeanor **Third Degree Aggravated Unlicensed Operation** and **Operating with a Suspended Registration**, as well as other traffic-related offenses. Bateman is due in Sweden Town Court.

July 3rd, 2012:

2:22am - Police arrested **Kathryn L. Johnson**, 24 years old, of Bergen NY for Misdemeanor **Third Degree Aggravated Unlicensed Operation** as well as other traffic-related offenses. Johnson is due in Sweden Town Court later this month.

A Fayette Street resident reports that sometime between June 30th, 2012 at 3PM and 7am on July 3rd, 2012 an unknown suspect ran over an eight foot, three inch diameter tree on or near their property.

At approximately 11 p.m. on July 4th, 2012, Brockport Police were called to 18 North Main Street, apartment 63, in the Village of Brockport, for a reported robbery just occurred. Police arrived to find a 50 year old male suffering multiple injuries to his face, head, and chest from being beaten with a blunt object. The male was transported to Lakeside Hospital and later released. The victim reports that two males demanded cash from him, and when he was unable to provide any, the two men forced the victim to a neighbor's apartment where the suspects stole a quantity of cash. The neighbor, a 68 year old male, was uninjured.

Based on information provided by the victims, who were familiar with the suspects and were able to provide descriptions, Brockport Police were able to identify two possible perpetrators based on prior police contacts. Assisted by Monroe County Sheriff's Deputies, the two suspects were located at a nearby house on Clinton Street and taken into custody without incident. A quantity of cash was recovered upon the suspects' arrest.

Brockport Police arrested Jerome Roberts, 27 years old of Rochester, and Jeffrey A. Richardson, 22 years old of Brockport, on charges of Robbery, 1st Degree, Burglary, 1st Degree, and Assault 2nd Degree.

Both men were arraigned in the Sweden Town Court and remanded to the Monroe County Jail.

A Barry Street resident reports that sometime between 8am on 6/25/12 and 5pm on 7/3/12, a known suspect took a \$1,200 piece of wooden furniture. Police were able to speak with the suspect, who agreed to return the property back to the owner.

July 9th, 2012:

1:31am - Police arrested **Silvano A. Bullo**, 23 years old, of Brockport, NY with Misdemeanor **Driving While Intoxicated**. Bullo is due in Sweden Town Court.

The Brockport Police responded to 286 calls for service from July 2nd, 2012 through July 9th, 2012 with 8,103 calls to date.

Any questions or requests for comment should be directed to Chief Daniel P. Varrenti by telephone at (585) 637-1020, or by e-mail at chief@brockportpolice.org.



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Daniel P. Varrenti
Chief of Police

Weekly Media Release
July 10th 2012 through July 16th, 2012

July 14th, 2012:

A Clark Street resident reports that sometime between 4:20pm and 5pm, an unknown suspect entered their open garage door and stole a blue "Schwinn" mountain bicycle.

The Brockport Police responded to 343 calls for service from July 10th, 2012 through July 16th, 2012 with 8,446 calls to date.

Any questions or requests for comment should be directed to Chief Daniel P. Varrenti by telephone at (585) 637-1020, or by e-mail at chief@brockportpolice.org.



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Brockport, N.Y. 14420



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Daniel P. Varrenti
Chief of Police

Weekly Media Release July 17th 2012 through July 22nd, 2012

July 22nd, 2012:

A Clark Street resident reports that sometime between 1pm on 7/21 and 1:50am on 7/22, an unknown suspect bent and cut the wire mesh on their storage unit, which is located in the basement of the apartment complex. No items were reported missing.

The Brockport Police responded to 206 calls for service from July 17th, 2012 through July 22nd, 2012 with 8,652 calls to date.

Any questions or requests for comment should be directed to Chief Daniel P. Varrenti by telephone at (585) 637-1020, or by e-mail at chief@brockportpolice.org.



Brockport Police Department

One Clinton Street
Brockport, N.Y. 14420



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Daniel P. Varrenti
Chief of Police

Weekly Media Release July 23rd, 2012 through July 29th, 2012

July 23rd, 2012:

A Clinton Street business reports an unknown suspect passed a counterfeit (3) \$20 bills in exchange for good purchased.

July 25th, 2012:

A North Main Street business reports an unknown suspect passed a counterfeit \$20 bill in exchange for goods purchased.

Sometime time between 7/23 at 6PM and 7/24 at 8PM, a lounge chair was taken from Harvester Park.

July 28th, 2012:

2:29am - Police were dispatched for the reported structure fire on Clinton Street. Officers were first to arrive, and found the contents of a shed on fire. Using a fire extinguisher from their patrol car, Officers extinguished a majority of the flames, and members of the Brockport Fire Department arrived shortly after to extinguish the remaining smoldering debris. No one was injured during this incident.

July 29th, 2012:

Sometime between 1700 on 7/28 and 1400 on 7/29, an unknown suspect stole a pink iPod touch, headphones, and an iPod charger from within an unlocked Chevrolet blazer parked at a Main Street address.

The Brockport Police responded to 255 calls for service from July 23rd, 2012 through July 29th, 2012 with 8,907 calls to date.

Any questions or requests for comment should be directed to Chief Daniel P. Varrenti by telephone at (585) 637-1020, or by e-mail at chief@brockportpolice.org.



Brockport Police Department

One Clinton Street
Brockport, N.Y. 14420



Daniel P. Varrenti
Chief of Police

Dispatch: Dial 911
Administration/Records:
(585) 637-1020

Weekly Media Release July 30th, 2012 through August 5th, 2012

July 31st, 2012:

1:29am – Police observed a vehicle going the wrong way down Water Street without it's headlights on. Police charged 21 year old **Shelbi N. Madden** of Albion, New York with **First Degree Felony Aggravated Unlicensed Operation, Misdemeanor Second and Third Degree Aggravated Unlicensed Operation, Aggravated Driving While Intoxicated**, and other traffic-related offenses. Madden is due to appear in Sweden Town Court later this month.

August 1st, 2012:

A North Main St. resident report that sometime between 8/1 at 1900 and 2000, an unknown suspect stole a black and gray bicycle from outside her apartment. The bicycle was neither locked nor secured prior to the theft.

August 3rd, 2012:

5:14pm – Police responded to Lakeside Hospital for the reported walk-in patient with a stab wound to the chest. Within a couple of hours, Brockport Police located and arrested suspect **Stephen C. Daggett**. Daggett was arraigned at the Sweden Town Court and remanded to the Monroe County Jail on \$10,000 cash / \$30,000 bond.

August 5th, 2012:

2:15am – A Monroe Avenue resident was arrested after he “charged” towards a Brockport Police Officer yelling for the Officer to shoot him. This incident followed after police found the man heavily intoxicated on Main Street and offered to give him a courtesy ride home to his girlfriend.

2:19am – Police responded to the area of North Main Street and West Avenue for the vehicle that allegedly drove through/over the round-a-bout. 23 year old **Andrew J. Mott** of Rochester, New York was charged with **First Degree Felony Aggravated Unlicensed Operation, Misdemeanor Second and Third Degree Aggravated Unlicensed Operation, Driving While Intoxicated, Leaving the Scene of a Property Damage Accident, and other traffic-related offenses**. Mott is due to appear in Sweden Town Court in early September.

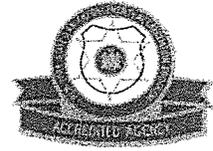
The Brockport Police responded to 240 calls for service from July 30th, and August 5th, 2012 with 9,147 calls to date.

Any questions or requests for comment should be directed to Chief Daniel P. Varrenti by telephone at (585) 637-1020, or by e-mail at chief@brockportpolice.org.



Brockport Police Department

One Clinton Street
Brockport, N.Y. 14420



Dispatch: Dial 911
Administration/Records:
(585) 637-1020

Daniel P. Varrenti
Chief of Police

Weekly Media Release August 6th, 2012 through August 12th, 2012

August 7th, 2012:

A Main Street resident reports that sometime between 9pm on June 22nd and 7am on June 23rd, an unknown suspect did enter the back yard and removed a 21 speed "Gary Fisher" Mountain bike. The bike was not reported to have been secured with a lock.

August 8th, 2012:

9:01pm – Police recovered stolen fishing equipment from a larceny that took place on 8/7/12. When confronted, the suspect ran from police but was eventually found on Spring Street. The property has been returned to the owner, who declined to press charges.

August 10th, 2012:

3:05am – Police charged 28 year old **Michael C. Koroly** of Rochester with **Misdemeanor Driving While Intoxicated** as well as other traffic related offenses. Koroly is due in Sweden Town Court.

Police arrested 24 year old Jaison G. Delucia, on charges of **7th Degree Misdemeanor Criminal Possession of a Controlled Substance** as well as **Endangering the Welfare of a Child**. Delucia was remanded to the Monroe County Jail on \$400 bail.

8:11pm - Police responded for the motor vehicle accident with a bicyclist struck. Only minor injuries were reported, and a citation for "Failure to Yield" was issued.

August 11th, 2012:

1:26am – Police were called to a Clinton Street business for the reported customer trouble. 24 year old **Michael N. Penna** of Holley was charged with Trespass. After struggling with Police, Misdemeanor charges of **Resisting Arrest and Obstructing Governmental Administration** were also added. Penna is due in Sweden Town Court.

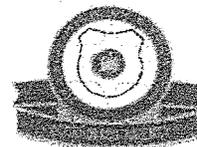
The Brockport Police responded to 262 calls for service from August 6th, 2012 and August 12th, 2012 with 9,409 calls to date.

Any questions or requests for comment should be directed to Chief Daniel P. Varrenti by telephone at (585) 637-1020, or by e-mail at chief@brockportpolice.org.



Brockport Police Department

One Clinton Street
Brockport, N.Y. 14420



Daniel P. Varrenti
Chief of Police

Dispatch: Dial 911
Administration/Records:
(585) 637-1020

Weekly Media Release
August 13th, 2012 through August 19th, 2012

Henrietta Animal Hosp. 70

American Pit Bull Terrier

August 12th, 2012: (update)

6:51pm - Police responded for a neighbor trouble complaint. During the investigation, Brockport Police discovered **Keshawn B. John-Charles** of Rochester, allegedly threw his girlfriend's puppy against the wall and tried to drown it in a bath tub. Brockport Police later found John-Charles, and the injured dog, at a house on Edward Lane in Clarkson. The dog had obvious injury to the spine and neck, and it had trouble breathing. Police took John-Charles into custody and charged him with **Aggravated Cruelty to Animals**, which is a **Class E Felony**. Brockport Police worked with the Town of Sweden Dog Warden, an emergency animal clinic in Henrietta, as well as Lolly Pop Farm to see that the puppy received immediate care. Despite everyone's best efforts, the puppy's injuries were too severe, and the decision was made to euthanize the animal soon after the incident. John-Charles is due in Sweden Town Court in September.

August 13th, 2012:

3:50 pm – A known suspect broke the Victim's cellular phone during a physical altercation. **Tabitha L. Drager** of Brockport was charged with **Misdemeanor Fourth Degree Criminal Mischief** as well as **Second Degree Harassment**.

August 15th, 2012:

1:30am - Police responded to a Willowbrook Drive address for the reported structure fire.

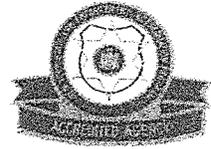
The Brockport Police responded to 252 calls for service from August 13th, 2012 and August 19th, 2012 with 9,661 calls to date.

Any questions or requests for comment should be directed to Chief Daniel P. Varrenti by telephone at (585) 637-1020, or by e-mail at chief@brockportpolice.org.



Brockport Police Department

One Clinton Street
Brockport, N.Y. 14420



Dispatch: Dial 911
Administration/Records:
(585) 637-1020

Daniel P. Varrenti
Chief of Police

Weekly Media Release

August 20th, 2012 through August 26th, 2012

August 21st, 2012:

3:03am – Police charged a 23 year old **Nathaniel P. Boyd** of Brockport, NY with **Driving While Intoxicated** as well as other traffic-related offenses and a Unlawful Possession of Marijuana charge. Boyd is due in Sweden Town Court.

August 22nd, 2012:

An Adams Street resident reports that sometime between 1am and 1:15pm, an unknown suspect moved their concrete bench within the yard.

11:05am – A Fayette Street resident reports that an unknown black male walked up the driveway and took \$150 in copper piping from alongside the house. The male was last seen driving south on Fayette Street.

4:04pm – Police responded to an East Avenue residence for the reported garage fire. Other than property damage, there were no injuries reported.

August 24th, 2012:

11:15pm - Police were dispatched for the burglary in progress on Lyman Street. Police detained 29 year old **Jeremy L. Johnson** of Rochester, who was found at the base of the caller's driveway. Johnson allegedly tried to get through a window on the side of the house. The complainant refused to press any charges. Police did charge Johnson with Unlawful Possession of Marijuana.

August 26th, 2012:

2:39am – Police responded to a Main Street business for the reported fight in progress. A Third Degree Assault report was taken, and a male was taken to Lakeside Hospital with a head injury.

Sometime between 6pm on 8/25 and 2am on 8/26, an unknown suspect damaged the wiper blade of the complainant's 2010 Dodge Avenger that was parked at the Student Lane apartments.

Sometime between 8pm on 8/25 and 3am on 8/26, an unknown suspect damaged the wiper blade, radio antennae and front license plate holder of the complainant's Chevrolet Cobalt that was parked at the Student Lane apartments.

10:08pm – Police were called to a Lyman Street address for a larceny report involving a known suspect.

Sometime between 3:30pm and 11:40pm, an unknown suspect moved a Main Street resident's Ford Escort from the Water Street municipal parking lot. Brockport Police found the vehicle a short time later on Park Avenue, undamaged.

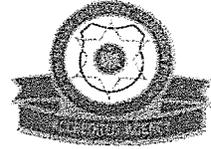
The Brockport Police responded to 399 calls for service from August 20th, 2012 and August 26th, 2012 with 10,060 calls to date.

Any questions or requests for comment should be directed to Chief Daniel P. Varrenti by telephone at (585) 637-1020, or by e-mail at chief@brockportpolice.org.



Brockport Police Department

One Clinton Street
Brockport, N.Y. 14420



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Administration/Records:
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Daniel P. Varrenti
Chief of Police

Weekly Media Release

August 27th, 2012 through September 2nd, 2012

August 27th, 2012:

A Main Street landlord reports approximately \$1,444.97 worth of construction tools were stolen from the aforementioned apartment during a renovation project spanning from September 2011 to late July 2012. Taken was a Dewalt impact screw gun, porter cable circular saw, a Milwaukee heavy duty super sawsz-all, an air compressor with finish brad nailer, an air stud nailer and HD airless painting equipment.

A State Street business reports the approximate damage of \$650 to the door of a company vehicle.

August 28th, 2012:

12:38am– Police arrested **Daniel J. Dragon** of Albion, NY for **7th Degree Criminal Possession of a Controlled Substance** after Police noticed suspicious activity while parked in the Market Street municipal lot. Dragon is due in Sweden Town Court in September.

8:05pm – Police responded to a fight in progress call on Park Avenue. **Kenneth E. Neville** of Hamlin, NY was charged with **Misdemeanor Resisting Arrest** and Disorderly Conduct. Neville is due to appear in Sweden Town Court in September.

August 29th, 2012:

3:20am – Police were dispatched to a Main Street business for the report of someone that had just punched a window. **William L. Scarlata** of Brockport NY was charged with **Misdemeanor 3rd Degree Criminal Mischief** as well as **Unlawful Possession of Marijuana**. Scarlata is due in Sweden Town Court in September

11:52am – A King Street landlord reports the damage of 2 screens and 5 windows at a King Street property.

A suspect allegedly threw a large chunk of concrete and broke 7 wooden steps leading from the Smith Street Bridge.

August 31st, 2012:

A resident reports hearing a loud “crash” around 4:16am, which ended up being 2 holes that were punched on the east side, south corner bedroom window. The complainant only saw the suspect's shadow and was unable to provide a description.

Sometime between 8pm on 8/29 and 8:20pm on 8/31, a suspect allegedly entered and allegedly took 5 Vicodin and 20 Flexerol pills from a Market Street apartment.

Any questions or requests for comment should be directed to Chief Daniel P. Varrenti by telephone at (585) 637-1020, or by e-mail at chief@brockportpolice.org.

September 1st, 2012:

Colleen S. Irish, 43, was arrested and charged after she rear ended the back of a police car. Brockport police were responding to a burglary in progress on Holley St. when Irish smashed into the back of the car. The police car then collided with two cars parked in front of it, causing damage to all 3 vehicles. Irish was arrested and charged with **Misdemeanor Aggravated Driving While Intoxicated**. No one was injured in the crash.

Sometime between 9:30pm on 9/1 and 6:30am on 9/2, a suspect removed a political sign from the front yard of an Adams Street residence.

September 2nd, 2012:

A King Street resident reports the damage to their 2006 Honda motorcycle after a suspect allegedly pushed it over to the ground, causing damage.

A suspect reportedly entered a State Street business and stole metal "heat runs."

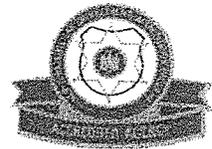
The Brockport Police responded to 301 calls for service from August 27th, 2012 and September 2nd, 2012 with 10,060 calls to date.

Any questions or requests for comment should be directed to Chief Daniel P. Varrenti by telephone at (585) 637-1020, or by e-mail at chief@brockportpolice.org.



Brockport Police Department

One Clinton Street
Brockport, N.Y. 14420



Dispatch: Dial 911
Administration/Records:
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Daniel P. Varrenti
Chief of Police

Weekly Media Release

September 3rd, 2012 through September 9th, 2012

September 5th, 2012:

2:54am – A North Main Street business reports an unknown suspect threw a brick through the front window pane, causing approximately \$200 worth of damage.

September 6th, 2012:

A Frazier Street resident reports that sometime between 9:30am and 8:30pm on 9/6, a pink motorcycle (NY 78RS86) was stolen from the driveway. There are two identifying stickers: "Lucky Lady," and "Dan Bell," which both appear on the gas tank.

September 7th, 2012:

Brockport Police investigated a fight involving 10-12 people that occurred around 2:30 am at Main Street and King Street.

A Perry Street homeowner reports that sometime between 11pm on 9/6 and 8:30am on 9/7, a suspect removed an American Flag and pole from their property.

September 8th, 2012:

A Brockport resident reports the theft of their driver's license, debit card and approximately \$130 in cash after their wallet was left at a Main Street business. Investigation resulted in the arrest of **Kenneth E. Strayer**, 45, of Brockport. Strayer was charged with **Felony 4th Degree Grand Larceny** and is due in Sweden Town Court in October.

An Erie Street resident reports that between the hours of 10:30pm on 9/7 and 9am on 9/8, someone broke off the rear wiper arm on their Ford Explorer, causing approximately \$300 worth of damage.

September 9th, 2012:

Police arrested 22 year old **Ian W. D'alba** of Oakfield NY for **Driving While Intoxicated** after D'alba was stopped for driving the wrong way on a way one street. D'alba is due to appear in Sweden Town Court.

Officer Winant reports that sometime between 0400 and 0715 on 9/9, a suspect snapped (2) trees that were planted on Park Ave, causing approximately \$400 in damage.

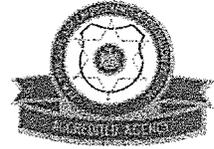
The Brockport Police responded to 409 calls for service from September 3rd, 2012 through September 9th, 2012 with 10,772 calls to date.

Any questions or requests for comment should be directed to Chief Daniel P. Varrenti by telephone at (585) 637-1020, or by e-mail at chief@brockportpolice.org.



Brockport Police Department

One Clinton Street
Brockport, N.Y. 14420



Dispatch: Dial 911
Administration/Records:
(585) 637-1020

Daniel P. Varrenti
Chief of Police

Weekly Media Release

September 10th, 2012 through September 16th, 2012

September 10th, 2012:

2:30am – Police received a call for the report of a suspicious group on the side of the road smoking in front of portable gasoline containers. Officers arrived and determined that one of the persons, 28 year old **David R. Burgess** of Rochester, had just stolen a lawnmower, circular saw and gasoline can from a nearby garage. Burgess was charged with **Felony Third Degree Burglary** and **Misdemeanor Petit Larceny**. Burgess was remanded to the Monroe County Jail on \$5,000 cash / \$10,000 bond.

September 12th, 2012:

7:39am – A clerk at a North Main Street gas station reports that a white female driving an older model black full-size conversion van passed a phony \$50 bill in return for gasoline.

A Monroe Avenue resident reports that between 9:30pm on 9/9 and 11:30am on 9/12, a suspect reportedly stole her Apple iPod touch from inside her unlocked motor vehicle that was parked in the driveway.

A High Street property owner reports that sometime between 7pm on 9/7 and 3:20pm on 9/12, a suspect attempted to gain entry to his vacant house [REDACTED]. The suspect appeared to have used a pry tool to try and gain entry.

September 14th, 2012:

12:06am - Police arrested **Jerry T. Saddler Jr.**, for **Third Degree Misdemeanor Assault** and **Second Degree Harassment** following an altercation on Main Street.

10:30pm – Police arrested **Eric J. Gambon** of Rochester, NY for **Misdemeanor Driving While Intoxicated**. Gambon is due in Sweden Town Court.

The Brockport Police responded to 308 calls for service from September 10th, 2012 through September 16th, 2012 with 11,080 calls to date.

Any questions or requests for comment should be directed to Chief Daniel P. Varrenti by telephone at (585) 637-1020, or by e-mail at chief@brockportpolice.org.



Brockport Police Department

One Clinton Street
Brockport, N.Y. 14420



Daniel P. Varrenti
Chief of Police

Dispatch: Dial 911
Administration/Records:
(585) 637-1020
(585) 637-1016 fax

Weekly Media Release

September 17th, 2012 through September 23rd, 2012

September 20th, 2012:

A Utica Street resident reported damage done to a picnic table in the back yard of his house, occurring sometime between 3:30 am. and 7:50 am.

September 21st, 2012:

A Utica Street resident reported damage to a vehicle when a flower pot was thrown through the windshield of a Jeep parked in the apartment house lot sometime between 10:30 p.m. on the 20th and 10 am.

September 22nd, 2012:

A Main Street resident reported burglary and theft of a laptop computer from her apartment sometime between 11 p.m. on the 21st and 9 am. on the 22nd.

September 23rd, 2012:

2:44 am., Brockport Police responded to a report of a motor vehicle collision on State Street at Oxford Street where a vehicle had hit a pole. One male occupant was found and transported by ambulance to the hospital with non-life-threatening injuries. The driver fled, and was found a short time later hiding in the Erie Canal along the south bank near 250 State St. Arrested was William C. Schwab, 22 years old of 6928 Fourth Section Road, Brockport, charged with Driving While Intoxicated, a Misdemeanor, and Leaving the Scene of a Personal Injury Accident, also a Misdemeanor. Additional charges are pending. Schwab was issued summonses returnable to the Sweden Town Court and released.

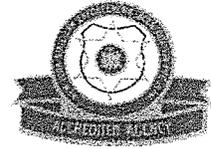
A Chappell Street resident reported theft of two laptop computers and an MP3 player from their home during a party the previous night.

The Brockport Police responded to 323 calls for service from September 17th, 2012 through September 23rd, 2012 with 11,403 calls to date.



Brockport Police Department

One Clinton Street
Brockport, N.Y. 14420



Daniel P. Varrenti
Chief of Police

Dispatch: Dial 911
Administration/Records:
(585) 637-1020
(585) 637-1016 fax

Weekly Media Release

September 24th, 2012 through September 30th, 2012

September 24th, 2012:

A State Street resident reports the theft of his Mountain Bike, which was left overnight at his friend's house near Brockway Place and Chappell Streets.

September 26th, 2012:

A Student Lane resident reported their car window was smashed and Apple iPod stolen sometime overnight.

An Erie Street resident reported that sometime between 2200 on 9/25 and 2100 on 9/27, someone damaged their passenger side rear window.

September 29th, 2012:

A Viking Way, Brockport resident reports walking on Clinton Street after bar closing and was "jumped" from behind by a male suspect. It is believed the victim was not the intended target. The victim suffered three separate fractures to the jaw bone and underwent specialized treatment at Strong Hospital.

The Brockport Police provided logistical and investigative support to the SUNY Brockport University Police and Monroe County Sheriff's Office with a homicide investigation on campus.

October 1st, 2012

1:37am – Police arrested **James F. Scharf**, 47, of Brockport, for Unlawful Imprisonment, a Misdemeanor, as well as Second Degree Harassment. Scharf is due to appear in Sweden Town Court.

The Brockport Police responded to 394 calls for service from September 24th, 2012 through September 30th, 2012 with 11,797 calls to date.

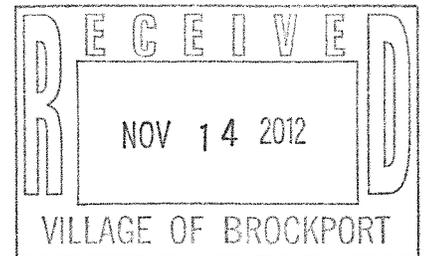
Leslie Ann Morelli

From: Matt Sauers [matt.sauers@yahoo.com]
Sent: Tuesday, November 13, 2012 6:49 PM
To: lmorelli@brockportny.org

Village Board,

I regretfully have to resign my seat on the Code Review Committee effective 9/1/12.

Thanks
Matt Sauers



11/7/12

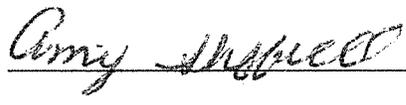
November 6th, 2012

Sgt. Adam Mesiti
Brockport Police dept.
1 Clinton Street
Brockport, NY 14420

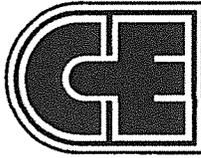
Dear Sir;

I regret to inform you that due to personal reasons I am unable to continue working for the Brockport Police Department as a School Crossing Guard. At this time I wish to submit my resignation and make it effective immediately.

Thank you for your understanding on this matter.



Amy Sheffield



CHATFIELD ENGINEERS, P.C. • 2800 Dewey Avenue • Rochester, New York 14616
(585) 227-6040 • Fax (585) 227-4233

November 13, 2012

CE Proposal #12-393

Mayor Connie Castaneda and
Village Board Members
Village of Brockport
49 State Street
Brockport, New York 14420

RE: Village of Brockport Barry Street Water Main Replacement
Engineering Services Proposal

Dear Connie and Village Board Members:

We are pleased to provide a proposal for Engineering Services for the Village of Brockport Barry Street Water Main Replacement.

The project is located along Barry Street between Fayette Street and #93 Barry Street. The project involves the replacement of approximately 1,200 linear feet of the existing water main and water services.

We understand the Village of Brockport has obtained a grant through Monroe County and that the Department of Public Works will complete the installation of the new water main, hydrants, valves, water services and bypass piping.

The Engineering Services to be provided by Chatfield Engineers includes the following:

1. Preliminary Phase

- a. Attend meetings with the Village, as necessary
- b. Review design parameters.

2. Surveying

- a. We will utilize aerial photographs and existing Village mapping, and provide supplemental field surveying as necessary for preparation of Plans for completion of the project.
- b. Perform field edit of mapping.

3. Design Phase

- a. Preparation of Plans in accordance with the Project Scope.
- b. Preparation of Material Specifications and Bidding of materials.

- c. Coordination and Meetings with the Village and any other involved parties as required.
- d. Preparation of Final Construction Cost Estimate.
- e. Quality Control/Quality Assurance.
- f. Coordination and Administration throughout project, as required.

4. Permits and Approvals

- a. Coordinate and complete the SEQR process.
- b. Submission to the Monroe County Health Department for Approval.

5. Construction Phase

- a. Witness water main pressure testing.
- b. Coordination during construction, as necessary
- c. Certification of Completed Works for Health Department.

6. Record Drawings

- a. Review and coordination of As-built information to be recorded by the Village of Brockport.
- b. Prepare Record Drawings of the completed work.

Items not included in this proposal are as follows:

- 1. Permit fees, license fees, and laboratory testing fees.
- 2. Printing of Documents (plans and material specifications) for approval process and bidding process.
- 3. Preparation of Temporary and/or Permanent Easements (to be completed by the Village Attorney). Chatfield Engineers, P.C. will prepare maps and descriptions of the easements, for the Village Attorney's use.

* Construction Plans will show the proposed easement locations which may be utilized by the Village Attorney for obtaining easements.



The Summary of Proposed Engineering Fees for the entire project is provided as follows:

1. Preliminary Phase Services	= \$ 214
2. Surveying	= \$ 1,496
3. Design Phase Services	= \$ 3,472
4. Permits and Approval Phase	= \$ 428
5. Construction Phase	= \$ 504
6. Record Drawings	= \$ 898
Lump Sum Amount (Items 1 through 6)	= \$ 7,012

We have attached to this letter, a breakdown of our estimated man-hours for each task along with the associated Engineering Fees, for your use.

Items 1 through 6 listed above will each be billed on a lump sum basis, at the percentage of completion each month.

Upon your review, should you have any questions or concerns, please contact me at your convenience. Upon your approval please return one (1) signed copy of this proposal.

Sincerely,



Jason A. Foote, P.E.

Enc.

cc (by email only):

Harry Donahue, Superintendent of Public Works

Acceptance of Proposal By: _____ Date: _____



**Village of Brockport Barry Street Water Main Project Estimated Manhours
November 13, 2012**

Task	Project Manager	Project Engineer	Technician
1. Preliminary Phase			
Meetings with Village, Etc.	1	1	0
Review Design Parameters	0	1	0
Sub-Total =	1	2	0
2. Surveying			
Basemapping	0	4	16
Field Edit Mapping	0	4	4
Sub-Total =	0	8	20
3. Design Phase			
Preparation of Detailed Plans (5)	0	6	28
Preparation of Material Specifications	0	3	0
Material Bid Administration & Coordination	2	8	0
Meetings with Village	0	2	0
Preparation of Final Cost Estimate	0	1	0
Quality Control	1	2	2
Coordination & Administration	1	4	0
Sub-Total =	4	26	30
4. Permits and Approvals			
SEQR Environmental Review	1	2	0
Monroe Co. Health Department Approvals	1	2	0
Sub-Total =	2	4	0
5. Construction Phase Engineering			
Water Main Testing & Coordination	0	2	4
Health Department Certification	2	0	0
Sub-Total =	2	2	4
6. Record Drawings			
Review/Coord. of Village As-Built Records	0	2	1
Preparation of As-Built Record Drawings	0	2	12
Sub-Total =	0	4	13



**Village of Brockport College Street Water Main Project Estimated Fees
November 13, 2012**

Task	Hours	Hourly Rate	Total Amount
1. Preliminary Phase			
Project Manager	1	\$90.00	\$90.00
Project Engineer	2	\$62.00	\$124.00
		Sub-Total Amount =	\$214.00
2. Surveying			
Project Manager	0	\$90.00	\$0.00
Project Engineer	8	\$62.00	\$496.00
Technician	20	\$50.00	\$1,000.00
		Sub-Total Amount =	\$1,496.00
3. Design Phase			
Project Manager	4	\$90.00	\$360.00
Project Engineer	26	\$62.00	\$1,612.00
Technician	30	\$50.00	\$1,500.00
		Sub-Total Amount =	\$3,472.00
4. Permits and Approvals			
Project Manager	2	\$90.00	\$180.00
Project Engineer	4	\$62.00	\$248.00
		Sub-Total Amount =	\$428.00
5. Construction Phase			
Project Manager	2	\$90.00	\$180.00
Project Engineer	2	\$62.00	\$124.00
Technician	4	\$50.00	\$200.00
		Sub-Total Amount =	\$504.00
6. Record Drawings			
Project Manager	0	\$90.00	\$0.00
Project Engineer	4	\$62.00	\$248.00
Technician	13	\$50.00	\$650.00
		Sub-Total Amount =	\$898.00
		Total Amount =	\$7,012.00



Proposed motion
being worked on by
Village Attorney
+
Five District Attorney.

Will be emailed to VB
prior to "1/27" meeting +
will be made available to
public at "1/27" meeting.

AGREEMENT

This agreement, effective as of December 1, 2012, or upon execution by both parties, by and between the VILLAGE BOARD TRUSTEES OF THE VILLAGE OF BROCKPORT, Monroe County, New York, (the "Village") with offices at 49 State Street, Brockport, New York 14420, and the BROCKPORT FIRE DISTRICT, a New York fire district, having an office at 38 Market Street, Brockport New York 14420 in the Village of Brockport, Monroe County, New York (District).

WITNESSETH:

WHEREAS, in the spirit of cooperation between the District and the Village, in an attempt to cut costs and share equipment and facilities, the District authorizes the Village's use of the real and personal property of the district when it is not in use by the District, under the terms and conditions set forth herein, and

WHEREAS, The District presently owns a 2005 Ford Econoline Van, gas power motor vehicle ID # 1FBSS31S05HB18082, referred to as the "Van", which is used by the fire district for its purposes and used to protect the persons and properties within the boundaries of the Fire District;

WHEREAS said vehicle is occasionally not in use by the District, and is at those times not necessary for the District's uses and purposes; and

WHEREAS, the Village's police department has the occasional need of a van for transport of its personnel and/or equipment; and

Whereas, the District owns property at 38 Market Street, Brockport, New York, and the District, when certain areas of the Market Street property is not used for district purposes, will allow the Village use of the basement training/meeting room, and if available the second floor meeting room area, and

WHEREAS, the parties wish to enter into this municipal cooperative agreement, wherein the District allows the Village's police department the occasional use and control of this vehicle for the period set forth herein as well as the use by the Village of the above-designated areas within the Market Street Facility for training or other purposes, including but not limited for use as an Emergency Operations Center, and

WHEREAS, the Village, as one of its governmental functions provides snow removal and snow plowing to its municipal facilities, and

WHEREAS, inherent in such responsibility the Village maintains the necessary equipment to carry out such functions and the Village has the equipment to plow, salt, and remove excessive accumulations of snow and/or ice, which equipment is available at, during and after snowfalls, and

WHEREAS, the District in its capacity in providing fire and emergency service to its constituents, which include the village residents, is in need of accessibility to the facilities and buildings that store its fire equipment on a 24 hour, 7 day a week basis, and

WHEREAS, such accessibility is crucial to an adequate response to an emergency anticipated and expected from its constituents, and

WHEREAS, as one of its obligations to the Village, as set forth in the deed from the Village to the District, the District must make some parking spaces in the Market Street parking facility available for public parking, and

WHEREAS, the Village plows village properties located adjacent to and in close proximity to the property of the District

NOW, THEREFORE, in consideration of the terms and conditions contained herein, and in accordance with the New York State General Municipal Law, Article 5-G, the parties herein do covenant and agree as follows:

2005 FORD ECONOLINE VAN

1. The District authorizes the use by the Village's police department, without compensation, of its 2005 Ford Econoline Van, when in the judgment of the District Fire Chief, the vehicle is not in use or needed by the District.
2. The Village's police department must request use of the van and receive authorization from the Brockport Fire Chief 30 days before it is needed. The Fire Chief must obtain permission of the Board of Fire Commissioners as to the Van's use in accordance with the Brockport Fire District vehicle use policy.
3. The Village hereby covenants and agrees to indemnify and hold harmless the District and its officers, agents and employees from all liability and damages, including reasonable attorney's fees, incurred by the District as a result of the performance of the terms of this Agreement and the Village as part of its obligation to indemnify and hold harmless, as set forth above, agrees to obtain, and maintain in full force and effect, for the term of this Agreement, insurance coverage as described below.
4. The Village acknowledges that it has had the opportunity to thoroughly inspect the van and accepts the use of the van in its current condition. The Village acknowledges that it is receiving such van on loan and takes the vehicle in its "as is" condition.
5. Upon release to the Village's police department, the District herein allows the Village's police department the use and control of the Van. This agreement and the vehicle's use is in compliance with Article 11 of the Town Law and is deemed an inter-municipal agreement under General Municipal Law and necessary to assist the parties in carrying out their respective purposes and responsibilities.
6. The Village agrees to provide and maintain the insurance coverage during the period of its use and until the Village's police department returns said van to the District, with respect to the following coverage:
7. Fire, theft and comprehensive insurance with a maximum deductible of \$1,000.00, up to a coverage limit of \$35,000 for vehicle damage/replacement;
8. Collision insurance with a maximum deductible of \$2,500.00, up to a coverage limit of \$35,000 for vehicle damage/replacement;

9. Minimum public liability insurance or bodily injury or death to any one person in the amount of \$1,000,000.00 and for anyone involved in an accident in the amount of \$1,000,000.00 or combined single limit coverage of \$1,000,000.00;
10. Minimum property damage insurance in the amount of \$100,000.00.
11. The insurance policy must be obtained and evidence of such insurance must be delivered to the District before taking delivery of the van. The Policy must state that the District will be given at least thirty (30) days advanced written notice of any cancellation or reduction or material change in coverage. The Village will furnish the District with whatever written proof of the required coverage that the District may request.
12. The Village also understands that payment of any deductibles or deficiencies between the insurance coverage and the liabilities of the Village under this contract will be the sole and exclusive responsibility of the Village.
13. Should the van need servicing while in the possession of the Village's police department, the district will be immediately notified and the van will be serviced by the District according to the manufacturer's recommendations. The Village's police department will do nothing to decrease the value of the vehicle, limit its use or void any manufacturer's warranty.
14. The Village's police department agrees to be responsible for risk of loss, damage, confiscation or destruction of the vehicle during the term and until they return the vehicle to the District. If the vehicle is destroyed or damaged in an accident or other occurrence or is stolen or is abandoned or is subject to undue peril, they will notify the District immediately upon such occurrence. If the vehicle is damaged and is in a condition which the District believes is beyond reasonable repair, and if such occurrence or condition happens as set forth above, this Agreement, as to the vehicle usage, will be canceled immediately.
15. The Village's police department understands that they are responsible for gasoline and oil, incurred in connection with the use and operation of the van. Upon return of the van, the Village's police department agrees to turn over the vehicle with a full tank of fuel at the Village's police department's expense, provided it was obtained by the Village's police department with a full tank of fuel.
16. It is further understood that the Village's police department will be using said vehicle primarily for occasional transport of its personnel and equipment and for any other legitimate purposes the Village's police department may from time to time allow and determine.
17. The Village's police department, will not permit use of the said vehicle:
 - a. For any unlawful purpose or violation of law;
 - b. In any manner subjecting it to abnormal depreciation or that would cause the insurance on the leased vehicle to be suspended or canceled;

- c. By a person not having a valid driver's license or one who for insurance purposes is deemed an assigned risk or one who does not exercise care in its operation;
 - d. For the transportation of goods for hire;
 - e. Use outside the State of New York.
18. During the use of the Van by the Village police department, the District retains responsibility for all repairs including parts and labor, preventive maintenance, inspections and road service: all necessary tires, antifreeze, oil and lubricants.
19. The above notwithstanding, the Village's police department will be responsible for all costs related to:
- a. damage to the vehicle tires, excluding normal wear and tear;
 - b. damage due to operation of the vehicle;
 - c. damage to vehicle resulting from the failure to check and maintain adequate fluid and lubricant levels;
 - d. damage or liability resulting from the failure to properly maintain any special equipment on the vehicle including but not limited to light bar, siren and other add on necessary for this response vehicle.
20. The Village agrees that the vehicle being used will be used exclusively by the Village's police department, and no other use in accordance with the vehicle use policy established by the Brockport Fire District.
21. The Village's police department agrees that the vehicle will be operated by safe and careful drivers, properly licensed, at least 21 years of age, who will be deemed to be the agents of the Village's police department under the Village's direction and control. The Village's police department will not permit the vehicle to be operated by a driver under the influence of alcohol or drugs. Upon request, the Village's police department will provide the District with a full list of its drivers authorized to operate the vehicles and will give written notice to the District of any change of drivers within thirty days of each change. The District may investigate each driver's record and make recommendations as to the driver's fitness. The District may request the removal of any driver by specifying justifiable cause and the Village's police department will remove that driver immediately.
22. The above notwithstanding, the Village will be responsible for any loss or expense and will indemnify and hold the District harmless from any claims, demands, or liabilities resulting from the operation of the van by such driver.
23. The Village's police department has made itself aware of the manufacturer use specification pertaining to this vehicle. The Village's police department will not operate the vehicle in contradiction to said specification or overload any vehicles in excess of GCW/GVW indicated. The Village's police department will pay for towing service, all damages and fines resulting from overloading. The District has furnished to the the Village's police department payload weight documentation.

24. The Village's police department agrees not to permit the van to be used in violation of any federal, state or municipal laws or ordinances and the Village's police department will hold the district harmless from all fines, claims, forfeitures or penalties arising from these violations.
25. Upon termination of the use of the van, the Village's police department will return such vehicle to the District at its Market Street Facility in the same condition and with the same accessories and components as when received by the Village's police department, normal wear and tear excepted.
26. The Village acquires no title or ownership rights to any vehicle.

38 MARKET STREET

27. The District authorizes the use by the Village, without compensation, of the basement training/meeting room, and if available the second floor meeting room area, when in the judgment of the District Fire Chief the facility is not in use or needed by the District. The use of such part of the building shall not interfere with the use of the facilities by other tenants.
28. To the extent reasonably possible, the Village must request use of the facility and receive authorization from the Brockport Fire Chief 30 days before the requested time. The chief must be notified of the date, times of use and the purposes of the use when the facility is requested. The Chief must obtain permission of the Board of Fire Commissioners as to the facilities' use in accordance with the Brockport Fire District facility use policy.
29. This agreement and the use of the premises are in compliance with Article 11 of the Town Law and is deemed an inter-municipal agreement under General Municipal Law and necessary to assist the parties in carrying out their respective purposes and responsibilities.
30. The Village agrees to provide and maintain insurance coverage covering the period of its use of the premises, which will be covered under its general liability policy.
31. The insurance policy must be obtained and evidence of such insurance must be delivered to The District before using the facility. The Policy must state that the District will be given at least thirty (30) days advanced written notice of any cancellation or reduction or material change in coverage. The Village will furnish The District with whatever written proof of the required coverage that The District may request.
32. The Village also understands that payment of any deductibles or deficiencies between the insurance coverage and the liabilities of the Village under this agreement will be the sole and exclusive responsibility of the Village.
33. The district will be immediately notified of any unusual condition regarding the premises.

34. It is further understood that the Village will be using the premises primarily for training purposes and for any other legitimate purposes the Village may from time to time allow and determine.
35. The Village will not permit the premises to be used for any unlawful purpose or violation of law.
36. The above notwithstanding, the Village will be responsible for all costs related to:
 - a. damage to the premises excluding normal wear and tear;
 - b. damage or liability resulting from the Village's failure to properly supervise the use of the premises.
37. The Village agrees that the premises will be used properly and by those who will be deemed to be the Village's agents. The Village will not permit alcohol on the premises.
38. The above notwithstanding, the Village will be responsible for any loss or expense and will indemnify and hold the District harmless from any claims, demands, or liabilities resulting from the Village's use of the premises.
39. The Village agrees not to permit the facility to be used in violation of any federal, state or municipal laws or ordinances and the Village will hold the district harmless from all fines, claims, forfeitures or penalties arising from these violations.
40. Upon termination of the use of the facility, the Village will return the premises in the same condition and with the same accessories and components as when received by the Village, normal wear and tear excepted.

SNOWPLOWING

41. The Village will remove snow and/or ice at the District properties located at in the Village of Brockport at 38 Market Street, Brockport, New York, 191 West Avenue, Brockport, New York, and the Capen Hose Company No. 4 Property (subject to the Village's receipt of a lease between the Fire District and the Capen Hose Company No. 4) at 237 South Main Street, Brockport New York , when there is an accumulation of snow on the properties of the District, as necessary to keep the parking lots of the properties open for use by the public and Fire District personnel.
42. The Village will plow and/or de-ice ramps, the parking lot and driveway at said sites during and after snow storms and will push back the heavy accumulation of snow on the site using its own equipment and when necessary remove such snow from the property.
43. The Village will not be responsible for the restoration of pavements, or turf damage because of the Village's work.
44. To the extent as reasonably possible, the Village will render such services at times commensurate with the Village's removal of snow or de-icing on its own facilities.
45. The District will not be required to notify the Village when the District needs the Village's services. The Village will schedule the services, taking into account the District's needs. It is anticipated that when the

Village will plow and/or de-ice ramps, the parking lot and driveways of its own facility, that it will do the same on the district properties.

46. There will be no consideration exchanged for this service and the Village will provide these services under the authority of §119-o of the General Municipal Law.
47. The District waives all damages against the Village and hereby indemnifies and agrees to hold harmless the Village from all liability and damages, including attorney's fees, that the Village may incur due to the service to be rendered by the Village to the District.

GENERAL PROVISIONS

48. This Agreement shall commence on December 1, 2012, or upon execution by both the District and Village, and shall terminate on the 30th day of November, 2013.
49. Either party may terminate this Agreement, with or without cause, upon written notice to the other party.
50. At least ninety (90) days before the end of the term of the Agreement, this agreement may be renewed for an additional one year term, by giving written notice to the other party of its intention to renew this agreement . The terms and conditions of this Agreement shall remain the same unless otherwise amended in writing.
51. The Village and the District agree to comply with all federal, state and local laws, resolutions, ordinances, codes, rules and regulations applicable to the performance of the terms of this agreement.
52. This Agreement contains the entire agreement between the parties and may be modified or assigned only in writing signed by duly authorized representatives of both parties. This Agreement is binding on the parties, their successors, legal representatives and assigns. Any provision of this Agreement prohibited by law will be deemed amended to conform to such law without in any way invalidating or affecting the remaining provisions.
53. If any provision of this Agreement is held invalid by a court of law, the remainder of this Agreement shall not be affected thereby if such remainder would then continue to conform to the laws of the State of New York.
54. This Agreement will be deemed to have been made in and will be construed in accordance with the laws of the State of New York.
55. Any notice required to be given to either party will be written and sent to The District or Village addresses shown on page one, by either registered or certified mail.
56. This Agreement may be executed in any number of counterparts, each of which will be deemed an original and will not become effective and binding upon the District or Village until accepted and

executed by the authorized signatory as set forth in the respective resolution of the Brockport Fire District Board of Fire Commissioners and Village of Brockport Board of Trustees.

IN WITNESS WHEREOF, the parties herein have executed the foregoing Agreement, pursuant to resolutions of the Brockport Fire District Board of Fire Commissioners and Village of Brockport Board of Trustees on the day and year first above written.

Dated:

Brockport District Fire District

By: _____

Chairman Board of Fire Commissioners

Dated:

Village of Brockport

By: _____

Maria Connie Castaneda, Mayor

STATE OF NEW YORK)

COUNTY OF MONROE) ss:

On _____, 2012, before me, the undersigned, personally appeared personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument pursuant to resolution of the Board of Fire Commissioners of the Brockport Fire District, dated _____

Notary Public

STATE OF NEW YORK)

COUNTY OF MONROE) ss:

On _____, 2012, before me, the undersigned, personally appeared Maria Connie Castaneda personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument pursuant to the resolution of the Village of Brockport Board of Trustees dated _____.

Notary Public