

AGENDA
REGULAR MEETING (Held remotely by Conference Call) - TOWN OF BOSTON
September 2, 2020 - 7:30 P.M.

ITEM NO. I PRELIMINARY MATTERS

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Other Preliminary Matters

ITEM NO. II REGULAR BUSINESS

1. Correction and Adoption of the Minutes from 8/5/2020
2. Consideration of all Fund Bills

ITEM NO. III CORRESPONDENCE

1. July 2020 Income Statement
2. Letter from New York State Department of Environmental Conservation regarding Sefranek Property
3. Letter from Bread of Life Outreach Center
4. Public Notice: Agricultural District Enrollment Period
5. Tax Collector Departmental Audit Report
6. Town Clerk Departmental Audit Report
7. First Draft of 2021 Budget for Initial Town Board Discussion

ITEM NO. IV NEW BUSINESS

1. Requests from the Floor (3 minute time limit per person)
Questions and Comments emailed to the Town Clerk prior to the Town Board meeting
2. Request for Refund of Use of Facility Fee from Sandy McGregor - Fred Klepp Family Reunion
3. Use of Facility – Boys & Girls Club of Boston, Bobby Wellington – Softball
4. Special Permit Application -- Jennie Kaleta, 9690B Trevett Road
5. Resolution 2020-49 Approving Justice Court Audit
6. Resolution 2020-50 Designating Hartloff Benefit Solutions, LLC, Broker for Health Insurance Benefits Plans
7. Resolution 2020-51 Adjustment of Personnel Resulting from COVID-19 Pandemic:
Furlough of Part-Time Town Cleaner

8. Approve Service Award Credits for Boston EMS, North Boston Volunteer Fire Company, Patchin Volunteer Fire Company and Boston Volunteer Fire Company
9. Boston Hills Homes and Estates License Approval
10. Sprague Mobile Home Park License Approval

ITEM NO. V OLD BUSINESS

ITEM NO. VI REPORTS AND PRESENTATIONS

1. Supervisor
2. Town Clerk
3. Highway Superintendent
4. Councilmembers

ITEM NO. VIII ADJOURNMENT OF MEETING

1. Adjournment of Meeting

Sandra Quinlan

From: Jason Keding <supervisorkeding@gmail.com>
Sent: Thursday, August 27, 2020 5:05 PM
To: Sandra Quinlan
Cc: Town of Boston Bookkeeper; Town of Boston Supervisor
Subject: Re: Agenda Meeting for September 2nd TB Meeting

Follow Up Flag: Follow up
Flag Status: Flagged

Work session and Board meeting information for September 2nd.

Worksession followed by Town Board Meeting
Wed, Sep 2, 2020 6:00 PM - 9:00 PM (EDT)

Please join my meeting from your computer, tablet or smartphone.
<https://global.gotomeeting.com/join/241619589>

You can also dial in using your phone.
United States: [+1 \(408\) 650-3123](tel:+14086503123)

Access Code: 241-619-589

New to GoToMeeting? Get the app now and be ready when your first meeting starts:
<https://global.gotomeeting.com/install/241619589>

Regards-
Jason

On Thu, Aug 27, 2020 at 4:03 PM Sandra Quinlan <townclerk@townofboston.com> wrote:

Thank you Jason,

Will be added for the agenda and packet.

Sandy

Sandra Quinlan

Present: Supervisor Jason Keding, Councilman Michael Cartechine, and Councilwoman Kathleen Selby.

Also Present: Deputy Supervisor Richard Hawkins, Attorney for the Town Costello, and Deputy Town Clerk Lois Jackson.

Regular business:

A motion was made by Councilman Cartechine and was seconded by Supervisor Keding to accept the minutes of the July 15, 2020 regular meeting.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Selby	Yes		

three (3) Yes Carried

A motion was made by Councilwoman Selby and was seconded by Councilman Cartechine, upon review by the Town Board, that fund bills in the amount of \$127,167.67 be paid.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Selby	Yes		

three (3) Yes Carried

Supervisor Keding stated the following has been received and filed under correspondence:

Letter from Bread of Life Outreach.

2021 Budget Prep Information.

New business:

Supervisor Keding stated the floor is open for public comment.

The following person was heard:

Jay Jackson

Supervisor Keding stated the floor is closed.

A motion was made by Councilman Cartechine and was seconded by Councilwoman Selby to approve the Use of Facility application from Boys & Girls Club of Boston for a graduation party on August 9, 2020, 12:00 pm - 9:00 pm, Lions Shelter and bathroom facilities.

Motion Con't:

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Selby	Yes		

three (3) Yes Carried

A motion was made by Supervisor Keding and was seconded by Councilman Cartechine to approve the Use of Facility application from Northeast Southtown's (N.E.S.T.) for a Household Hazardous Waste Collection event on October 31, 2020, 9:00 am - 1:00 pm, Lions Shelter.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Selby	Yes		

three (3) Yes Carried

A motion was made by Councilwoman Selby and was seconded by Councilman Cartechine,

RESOLUTION 2020-47

**ADOPTION OF THE NYS ARCHIVES RECORDS
RETENTION AND DISPOSITION SCHEDULE LGS-1**

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Selby	Yes		

three (3) Yes Carried

A motion was made by Councilwoman Selby and was seconded by Supervisor Keding,

RESOLUTION 2020-48

**AUTHORIZING ENGINEERING SERVICES AGREEMENT
FOR DEVELOPING REPORT ON STORMWATER MANAGEMENT,
IMPROVEMENTS, AND IMPLEMENTATION OPTIONS**

A fee of \$10,000 plus reimbursable expenses as set forth in the proposal. Going forward this will be beneficial for the entire Town, and allow a plan for funding as per the Grant Writer. Funds are available in the drainage contractual budget line (A00-8540-0400) to cover the cost of this work.

Supervisor Keding	Yes	Councilman Cartechine	Yes
Councilwoman Selby	Yes		

three (3) Yes Carried

Old business:

A motion was made by Supervisor Keding and was seconded by Councilman Cartechine,

RESOLUTION 2020-44

HUMAN RESOURCES CONSULTANT

To assist with policy for the COVID pandemic, employee handbook updates, employee trainings, and general human resources consulting for a fee of \$125 per week (\$6,500 annually), without a long-term contractual commitment.

Supervisor Keding
Councilwoman Selby

Yes
Yes

Councilman Cartechine

Yes

three (3) Yes

Carried

Reports and Presentations:

Councilwoman Selby reported on the following:

Thanked Supervisor and Budget Director for Budget Prep information packet.

Hope that the next meeting we will be able to have face-to-face board meeting.

Pleased that there is a drainage plan.

Councilman Cartechine reported on the following:

Drainage plan will be a great improvement for the Town.

Recognized the passing of Sandy Hoffmann, an involved community member, with her Church, Girl Scouts, Cub Scouts, moment of silence to recognize her.

Town Clerk Quinlan reported on the following:

Code Enforcement Officer Report for June 2020 has been filed in the Clerk's office.

Connect Life Blood Drive will be at the Town Hall Tuesday August 11th from 3-7 pm. Contact Connect Life to make an appointment.

Our office is open by appointment at this time. We are here to conduct business and most of the time we are available for an immediate appointment.

DRAFT

Supervisor Keding reported on the following:

Update for the Highway Department, new roof for the Highway Barn to be included in Budget. Waiting for status on additional truck as to when that will be coming in.

Will work on moving towards face-to-face meetings.

Hillcroft Bridge replacement has steel girders coming on August 14 and 18, well over 100 feet long.

Town of Boston has not received approval from Erie County to open congregate dining. When the program opens the Nutrition Program staff will notify the seniors.

Hoping to work with Erie County Department of Health with antibody testing for COVID-19.

Parents have had concern regarding internet connection or lack of since school will be reopening soon.

Thanked the Board for the Human Resources Consultant approval, we will be in a better place after that is done, solid employee manual, and report of what is needed.

A motion was made by Supervisor Keding and was seconded by Councilwoman Selby to adjourn the meeting at 8:00 p.m.

Supervisor Keding
Councilwoman Selby

Yes
Yes

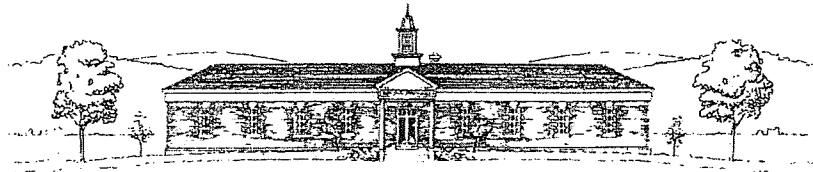
Councilman Cartechine

Yes

three (3) Yes

Carried

SANDRA L. QUINLAN, BOSTON TOWN CLERK



TOWN OF BOSTON

Town Board Meeting Date: September 2, 2020

		<u>Total Amount</u>
Abstract #1 – 2020 Payables	Journal #AP-2168	\$ 107,523.66
Total Payables Dues		\$ 107,523.66

Breakout by Fund:

General (A) Fund:	\$ 29,387.08
Highway (DB) Fund:	\$ 17,635.06
Lighting (L30) Fund:	\$ 855.27
Fire (SF) Fund:	\$ 2,037.00
Ambulance (SM) Fund:	\$ 125.61
Refuse & Garbage (SG) Fund:	\$ 57,483.64
Water (H) Funds:	\$ -
Trust & Agency (TA):	\$ -

Total Payables submitted for approval:

\$ 107,523.66

TOWN HALL, 8500 BOSTON STATE ROAD, BOSTON, NEW YORK 14025
PHONE: (716) 941-6113 FAX: (716) 941-6116 TDD: 1-800-662-1220

The Town of Boston is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

September 2, 2020 - ABSTRACT

Town of Boston
Journal Proof Report
Fiscal Year: 2020

Created By: epericak

Journal Number: AP - 2168		Journal Desc: AP Batch 31		Journal Date: 9/2/2020		Account Period: 9 - Sep		Status: Currently Active	
Account#	Account Description	Trans Description	Date	Reference	Debit	Credit	ENC/LIQ	Seq #	
A00-0600-0000-0000	ACCOUNTS PAYABLE	Fund A00 AP Account	9/2/2020	Fund A00 AP Account	\$0.00	\$29,387.08	\$0.00	124	
A00-0690-0000-0000	CLEARING ACCT-JUSTICE	OFFICE OF STATE COMPTROLLER 1430630-2020-07-01 July 2020 Justice Court Funds to State/County	9/2/2020	Vendor#: 178	\$5,393.00	\$0.00	\$0.00	109	
A00-0690-0000-0000	CLEARING ACCT-JUSTICE	OFFICE OF STATE COMPTROLLER 1430630-2020-06-01 June 2020 Justice Court Funds to State/County	9/2/2020	Vendor#: 178	\$4,179.00	\$0.00	\$0.00	43	
A00-1110-4000-0000	TOWN JUSTICE-CONTR	TIME WARNER CABLE 170137302073020 Alarm, Fax, & Internet for Town - 7/29/20 - 8/28/20	9/2/2020	Vendor#: 1242	\$31.99	\$0.00	\$0.00	72	
A00-1220-0400-0000	SUPERVISOR- CONTR	TIME WARNER CABLE 170137302073020 Alarm, Fax, & Internet for Town - 7/29/20 - 8/28/20	9/2/2020	Vendor#: 1242	\$31.99	\$0.00	\$0.00	73	
A00-1410-0401-0000	TOWN CLERK- CONTR	BUFFALO ENVELOPE CO 232652 Tax & Town Clerk Envelopes	9/2/2020	Vendor#: 182	\$53.02	\$0.00	\$0.00	10	
A00-1410-0401-0000	TOWN CLERK- CONTR	BUFFALO ENVELOPE CO. 232652 Tax & Town Clerk Envelopes	9/2/2020	Vendor#: 182	\$53.02	\$0.00	\$0.00	11	
A00-1410-0401-0000	TOWN CLERK- CONTR	BUFFALO ENVELOPE CO. 232652 Tax & Town Clerk Envelopes	9/2/2020	Vendor#: 182	\$53.94	\$0.00	\$0.00	12	
A00-1410-0401-0000	TOWN CLERK- CONTR	BUFFALO ENVELOPE CO. 232652 Tax & Town Clerk Envelopes	9/2/2020	Vendor#: 182	\$26.51	\$0.00	\$0.00	13	
A00-1440-0400-0000	ENGINEER- CONTR	LaBella Associates 125658 Project No. 2190909.09 - Elevator Modernization Project 6/20/20 - 7/31/20	9/2/2020	Vendor#: 1901	\$1,548.00	\$0.00	\$0.00	1	
A00-1620-0400-0000	BUILDINGS- CONTR	ADVANCED ALARM, INC. 072489 Monitoring Electronic Security System 8/2020 - 9/2021	9/2/2020	Vendor#: 1531	\$192.00	\$0.00	\$0.00	8	
A00-1620-0400-0000	BUILDINGS- CONTR	Certified Pest Solutions 14729 (14801) Pest Control - Town Hall	9/2/2020	Vendor#: 1811	\$55.00	\$0.00	\$0.00	3	
A00-1620-0400-0000	BUILDINGS- CONTR	SHERWIN-WILLIAMS CO 0826-5 Paint for Buildings	9/2/2020	Vendor#: 294	\$31.60	\$0.00	\$0.00	4	
A00-1620-0400-0000	BUILDINGS- CONTR	Vaspian, LLC 87930 August 2020 Billing - VOIP Phone System	9/2/2020	Vendor#: 1947	\$500.00	\$0.00	\$0.00	35	
A00-1620-0400-0000	BUILDINGS- CONTR	TIME WARNER CABLE 170137302073020 Alarm, Fax, & Internet for Town - 7/29/20 - 8/28/20	9/2/2020	Vendor#: 1242	\$450.44	\$0.00	\$0.00	74	
A00-1620-0400-0000	BUILDINGS- CONTR	Cintas 4058321278 Hand Towel Dispenser Refills (x7) & Soap	9/2/2020	Vendor#: 1758	\$175.24	\$0.00	\$0.00	53	
A00-1620-0400-0000	BUILDINGS- CONTR	NATIONAL FUEL 8/20 - Acct. #3237465 08 Acct. #3237465 08 - Town Hall - August 2020	9/2/2020	Vendor#: 726	\$156.89	\$0.00	\$0.00	65	

Report run by: epericak

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08/31/2020 12:12:28

Town of Boston
Journal Proof Report
Fiscal Year: 2020

Created By: epericak

Journal Number: AP - 2168

Journal Desc: AP Batch 31

Journal Date: 9/2/2020

Account Period: 9 - Sep

Status: Currently Active

Account#	Account Description	Trans Description	Date	Reference	Debit	Credit	ENC	LIQ	Seq #
A00-1620-0400-0000	BUILDINGS- CONTR	Cintas 4057139684 Mats, & Supplies - All Buildings	9/2/2020	Vendor# 1758	\$103.68	\$0.00		\$0.00	45
A00-1620-0400-0000	BUILDINGS- CONTR	MONROE EXTINGUISHER CO. 1141820 Semi-Annual Fire System Inspection, fusible link, & line test for Snack Shack	9/2/2020	Vendor#: 115	\$293.00	\$0.00		\$0.00	40
A00-1620-0400-0000	BUILDINGS- CONTR	Liberty Janitorial 080620 Janitorial Services 7/10/20 - 7/31/20 "COVID related cleaning" (4 weeks x \$160 per week)	9/2/2020	Vendor#: 1878	\$640.00	\$0.00		\$0.00	41
A00-1620-0400-0000	BUILDINGS- CONTR	Cintas 4057680723 Mats, & Supplies - All Buildings (plus add'l monthly cleaners)	9/2/2020	Vendor#: 1758	\$78.24	\$0.00		\$0.00	48
A00-1620-0400-0000	BUILDINGS- CONTR	Cintas 4057680723 Mats, & Supplies - All Buildings (plus add'l monthly cleaners)	9/2/2020	Vendor#: 1758	\$103.68	\$0.00		\$0.00	51
A00-1620-0400-0000	BUILDINGS- CONTR	Cintas 4058523229 Mats, & Supplies - All Buildings	9/2/2020	Vendor#: 1758	\$103.68	\$0.00		\$0.00	56
A00-1620-0400-0000	BUILDINGS- CONTR	VERIZON WIRELESS 9859824986 Cell Phones for Town - July 2020	9/2/2020	Vendor#: 53	\$36.61	\$0.00		\$0.00	95
A00-1620-0400-0000	BUILDINGS- CONTR	Cintas 4059307111 Mats, & Supplies - All Buildings	9/2/2020	Vendor#: 1758	\$103.68	\$0.00		\$0.00	99
A00-1620-0400-0000	BUILDINGS- CONTR	TIME WARNER CABLE Elevator 8/20 - Acct. #202-126259402-001 Elevator Phone 8/15/20 - 9/14/20	9/2/2020	Vendor#: 1242	\$29.99	\$0.00		\$0.00	107
A00-1620-0402-0000	BUILDING- CONTR-REC CENTER	TIME WARNER CABLE B&G 8/20 - Acct. #202-898242602-001 Boys & Girls Club - Phone, TV, Internet 8/19/20 - 9/18/20	9/2/2020	Vendor#: 1242	\$203.69	\$0.00		\$0.00	118
A00-1620-0402-0000	BUILDING- CONTR-REC CENTER	NATIONAL FUEL 8/20 - Acct. #6897553 08 Acct. #6897553 08 - Boys & Girls Club - August 2020	9/2/2020	Vendor#: 726	\$26.17	\$0.00		\$0.00	66
A00-1620-0403-0000	BUILDING- CONTR- HIGHWAY	SHANOR ELECTRIC SUPPLY, INC. 768176 Replacement Shop Lights	9/2/2020	Vendor#: 29	\$199.43	\$0.00		\$0.00	17
A00-1620-0404-0000	BUILDING- CONTR- TROOPER BARRACKS	Certified Pest Solutions 14728 (14800) Pest Control - Trooper's Barracks	9/2/2020	Vendor#: 1811	\$55.00	\$0.00		\$0.00	2
A00-1620-0404-0000	BUILDING- CONTR- TROOPER BARRACKS	Cintas 4058523229 Mats, & Supplies - All Buildings	9/2/2020	Vendor#: 1758	\$105.35	\$0.00		\$0.00	57
A00-1620-0404-0000	BUILDING- CONTR- TROOPER BARRACKS	Liberty Janitorial 080920 Buff Floors @ Trooper Barracks	9/2/2020	Vendor#: 1878	\$525.00	\$0.00		\$0.00	39
A00-1620-0404-0000	BUILDING- CONTR- TROOPER BARRACKS	Cintas 4057139684 Mats, & Supplies - All Buildings	9/2/2020	Vendor#: 1758	\$105.35	\$0.00		\$0.00	46
A00-1620-0404-0000	BUILDING- CONTR- TROOPER BARRACKS	RUCKER LUMBER INC. 168192 Buildings Acct. 1475 - Hardware and Fasteners for Trooper Barracks	9/2/2020	Vendor#: 24	\$1.77	\$0.00		\$0.00	105
A00-1620-0404-0000	BUILDING- CONTR- TROOPER BARRACKS	Cintas 4059307111 Mats, & Supplies - All Buildings	9/2/2020	Vendor#: 1758	\$105.35	\$0.00		\$0.00	100

Town of Boston
Journal Proof Report
Fiscal Year: 2020

Created By: epericak

Journal Number: AP - 2168		Journal Desc: AP Batch 31		Journal Date: 9/2/2020		Account Period: 9 - Sep		Status: Currently Active	
Account#	Account Description	Trans Description	Date	Reference	Debit	Credit	ENCLIQ	Seq #	
A00-1620-0404-0000	BUILDING- CONTR- TROOPER BARRACKS	Cintas 4057680723 Mats, & Supplies - All Buildings (plus add'l monthly cleaners)	9/2/2020	Vendor#: 1758	\$105.35	\$0.00	\$0.00	50	
A00-1650-0400-0000	CENT COMMUNICATIONS- CONTR	wnynelWorks 00002952 July 2020 - IT Support (2.5 hrs)	9/2/2020	Vendor#: 1703	\$237.50	\$0.00	\$0.00	42	
A00-1670-0403-0000	CENT PRINT/MAIL- CONTR	Wells Fargo Financial Leasing 5011363121 Xerox Copier Lease 8/24/20 - 9/23/20	9/2/2020	Vendor#: 1779	\$109.70	\$0.00	\$0.00	38	
A00-1670-0403-0000	CENT PRINT/MAIL- CONTR	ComDoc, Inc. IN3918467 Xerox Copier Lease 7/24/20 - 8/23/20	9/2/2020	Vendor#: 1787	\$36.93	\$0.00	\$0.00	123	
A00-1920-0000-0000	MUNICIPAL ASSOCIATION DUES	N.E.S.T. 2020 Dues 2020 Membership Dues - N.E.S.T. Solid Waste Management Board	9/2/2020	Vendor#: 342	\$601.73	\$0.00	\$0.00	36	
A00-1989-0400-0000	OTHER GENERAL GOVT SUPPORT	CONNIE D. MINER Sept. 2020 September 2020 - Grant Writing Services	9/2/2020	Vendor#: 69	\$1,250.00	\$0.00	\$0.00	117	
A00-3310-0400-0000	TRAFFIC CONTROL-CONTR	NYSEG 8/2020 - Acct. #1001-9307-296 Acct. #1001-9307-296 - Boston Colden Signal (10 kwh)	9/2/2020	Vendor#: 37	\$18.66	\$0.00	\$0.00	60	
A00-3310-0400-0000	TRAFFIC CONTROL-CONTR	NYSEG 8/2020 - Acct. #1001-9309-037 Acct. #1001-9309-037 - Boston State Signal (61 kwh)	9/2/2020	Vendor#: 37	\$24.55	\$0.00	\$0.00	61	
A00-3310-0400-0000	TRAFFIC CONTROL-CONTR	NYSEG 8/2020 - Acct. #1001-9308-690 Acct. #1001-9308-690 - Boston Cross Signal (259 kwh)	9/2/2020	Vendor#: 37	\$46.72	\$0.00	\$0.00	62	
A00-3510-0400-0000	DOG CONTROL- CONTR	VERIZON WIRELESS 9859824986 Cell Phones for Town - July 2020	9/2/2020	Vendor#: 53	\$36.61	\$0.00	\$0.00	94	
A00-3620-0400-0000	SAFETY INSPECT- CONTR	VERIZON WIRELESS 9859824986 Cell Phones for Town - July 2020	9/2/2020	Vendor#: 53	\$33.68	\$0.00	\$0.00	93	
A00-5010-0400-0000	HIGHWAY SUPT-CONTR	VERIZON WIRELESS 9859824986 Cell Phones for Town - July 2020	9/2/2020	Vendor#: 53	\$36.61	\$0.00	\$0.00	96	
A00-5010-0400-0000	HIGHWAY SUPT-CONTR	The Buffalo News 147289 AD ID #1587474 - Highway Dept. MEO Job Posting	9/2/2020	Vendor#: 1671	\$87.50	\$0.00	\$0.00	83	
A00-5132-0400-0000	GARAGE-CONTR	TIME WARNER CABLE 170137302073020 Alarm, Fax, & Internet for Town - 7/29/20 - 8/28/20	9/2/2020	Vendor#: 1242	\$31.99	\$0.00	\$0.00	70	
A00-5132-0400-0000	GARAGE-CONTR	Cintas 4058963888 Uniforms for Highway Dept.	9/2/2020	Vendor#: 1758	\$37.84	\$0.00	\$0.00	80	
A00-5132-0400-0000	GARAGE-CONTR	Cintas 4059307111 Mats, & Supplies - All Buildings	9/2/2020	Vendor#: 1758	\$54.46	\$0.00	\$0.00	98	
A00-5132-0400-0000	GARAGE-CONTR	NYSEG 8/2020 - Acct. #1001-0312-477 Acct. #1001-0312-477 - Highway (2160 kwh + prior balance)	9/2/2020	Vendor#: 37	\$821.13	\$0.00	\$0.00	122	
A00-5132-0400-0000	GARAGE-CONTR	Cintas 4058320698 Uniforms for Highway Dept.	9/2/2020	Vendor#: 1758	\$37.84	\$0.00	\$0.00	54	

Town of Boston
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Fiscal Year: 2020

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Account#	Account Description	Trans Description	Date	Reference	Debit	Credit	ENCLOS	Seq #	
A00-5132-0400-0000	GARAGE-CONTR	Cintas 4058523229 Mats. & Supplies - All Buildings	9/2/2020	Vendor#: 1758	\$54.46	\$0.00	\$0.00	55	
A00-5132-0400-0000	GARAGE-CONTR	Cintas 4057139504 Uniforms for Highway Dept.	9/2/2020	Vendor#: 1758	\$37.84	\$0.00	\$0.00	47	
A00-5132-0400-0000	GARAGE-CONTR	Cintas 4057139684 Mats. & Supplies - All Buildings	9/2/2020	Vendor#: 1758	\$56.46	\$0.00	\$0.00	44	
A00-5132-0400-0000	GARAGE-CONTR	Cintas 4057679929 Uniforms for Highway Dept.	9/2/2020	Vendor#: 1758	\$37.84	\$0.00	\$0.00	52	
A00-5132-0400-0000	GARAGE-CONTR	Cintas 4057680723 Mats. & Supplies - All Buildings (plus add'l monthly cleaners)	9/2/2020	Vendor#: 1758	\$65.37	\$0.00	\$0.00	49	
A00-5132-0400-0000	GARAGE-CONTR	RUCKER LUMBER INC. 167720 Highway Acct 1470 - Safety glasses and shovels	9/2/2020	Vendor#: 24	\$60.97	\$0.00	\$0.00	15	
A00-5182-0400-0000	STREET LIGHTING-CONTR	NYSEG 7/2020 - Acct. #1001-3627-434 Acct. #1001-3627-434 - Street Lighting Entire R3 (2655 kwh)	9/2/2020	Vendor#: 37	\$1,264.71	\$0.00	\$0.00	63	
A00-5182-0400-0000	STREET LIGHTING-CONTR	NYSEG 7/2020 - Acct. #1001-3627-426 Acct. #1001-3627-426 - Street Lighting Entire R2 (954 kwh)	9/2/2020	Vendor#: 37	\$102.72	\$0.00	\$0.00	64	
A00-6172-0400-0000	PROGRAMS FOR AGING-CONTR	TIME WARNER CABLE 170137302073020 Alarm, Fax, & Internet for Town - 7/29/20 - 8/28/20	9/2/2020	Vendor#: 1242	\$31.99	\$0.00	\$0.00	71	
A00-7110-0400-0000	PARKS- CONTR	EDEN TRUCK & AUTO SUPPLY July 2020 Stmt - HWY Highway Dept. Acct #140 - Invoice #'s 85351, 85390, 86172, 86200, 86699, 86700, 86710, 86982	9/2/2020	Vendor#: 774	\$58.69	\$0.00	\$0.00	91	
A00-7110-0400-0000	PARKS- CONTR	NYSEG 8/2020 - Acct. #1001-1771-929 Acct. #1001-1771-929 - Athletic Field (79 kwh)	9/2/2020	Vendor#: 37	\$24.78	\$0.00	\$0.00	121	
A00-7110-0400-0000	PARKS- CONTR	NYSEG 8/2020 - Acct. #1001-6047-333 Acct. #1001-6047-333 - Town Park (312 kwh)	9/2/2020	Vendor#: 37	\$92.06	\$0.00	\$0.00	110	
A00-7110-0400-0000	PARKS- CONTR	Certified Pest Solutions 14899 (352) Emergency Call - Yellow Jacket Nest @ Lower Pond	9/2/2020	Vendor#: 1811	\$175.00	\$0.00	\$0.00	111	
A00-7110-0400-0000	PARKS- CONTR	LandPro Equipment 1639983 Parks - Air Filters, Oil Filters, gear case, v-belt	9/2/2020	Vendor#: 1719	\$593.10	\$0.00	\$0.00	5	
A00-7110-0400-0000	PARKS- CONTR	LandPro Equipment 1663150 Parks - Idler	9/2/2020	Vendor#: 1719	\$61.53	\$0.00	\$0.00	6	
A00-7110-0400-0000	PARKS- CONTR	Certified Pest Solutions 14509 (14778) Emergency Call - 2 Yellow Jacket Nests at N. Boston Park	9/2/2020	Vendor#: 1811	\$233.75	\$0.00	\$0.00	37	
A00-7110-0400-0000	PARKS- CONTR	BOSTON HIGHWAY DEPT. July 2020 - Parks July 2020 - Parks Gas (72.90 gallons) & Diesel (80.70 gallons)	9/2/2020	Vendor#: 90	\$150.65	\$0.00	\$0.00	20	

Town of Boston
Journal Proof Report
Fiscal Year: 2020

Created By: epericak

Journal Number: AP - 2168		Journal Desc: AP Batch 31		Journal Date: 9/2/2020		Account Period: 9 - Sep		Status: Currently Active	
Account#	Account Description	Trans Description	Date	Reference	Debit	Credit	ENCLOS	Seq #	
A00-7110-0400-0000	PARKS- CONTR	GERNATT ASPHALT PRODUCTS, INC. 50007446MB Round #1A Gravel for S. Boston Park	9/2/2020	Vendor#: 212	\$298.37	\$0.00	\$0.00	22	
A00-7270-0400-0000	BAND CONCERTS- CONTR	VERIZON WIRELESS 9859824986 Cell Phones for Town - July 2020	9/2/2020	Vendor#: 53	\$36.61	\$0.00	\$0.00	92	
A00-7510-0401-0000	HISTORIAN- CONTR	Frank Gamel 8-2020 Reimb. Ancestry/Fold3/Newspaper.com Subscription	9/2/2020	Vendor#: 1961	\$151.16	\$0.00	\$0.00	108	
A00-8510-0400-0000	ZONING-CONTR	The Buffalo News 147182 AD ID #1584326 - ZBA Public Hearing Notice for 8/3/20	9/2/2020	Vendor#: 1671	\$160.00	\$0.00	\$0.00	14	
A00-9660-0800-0000	HOSPITAL AND MEDICAL INSURANCE	Aflac 541620 Employee Funded Supplemental Health Ins. - August 2020	9/2/2020	Vendor#: 1887	\$413.88	\$0.00	\$0.00	103	
A00-9660-0800-0000	HOSPITAL AND MEDICAL INSURANCE	HEALTHNOW ADMIN SERVICES 208461 HRA Admin Fee 9/1/20 - 9/30/20	9/2/2020	Vendor#: 1376	\$40.98	\$0.00	\$0.00	101	
A00-9660-0800-0000	HOSPITAL AND MEDICAL INSURANCE	BROKERAGE CONCEPTS, INC. 2020 HRA - Q3 2020 HRA Allocation - 3rd Quarter	9/2/2020	Vendor#: 1377	\$2,250.00	\$0.00	\$0.00	68	
A00-9660-0800-0000	HOSPITAL AND MEDICAL INSURANCE	BLUECROSS BLUESHIELD OF WNY 202380001546 Health Insurance Premiums - 9/1/20 - 9/30/20	9/2/2020	Vendor#: 1378	\$3,574.05	\$0.00	\$0.00	119	
DB0-0500-0000-0000	ACCOUNTS PAYABLE	Fund DB0 AP Account	9/2/2020	Fund DB0 AP Account	\$0.00	\$17,635.06	\$0.00	125	
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	Winzer 6656474 3/8 Zero Degree Ratchet	9/2/2020	Vendor#: 1715	\$73.40	\$0.00	\$0.00	81	
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	EDEN TRUCK & AUTO SUPPLY July 2020 Stmt - HWY Highway Dept. Acct #140 - Invoice #'s 85351, 85390, 86172, 86200, 86699, 86700, 86710, 86982	9/2/2020	Vendor#: 774	\$30.44	\$0.00	\$0.00	84	
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	EDEN TRUCK & AUTO SUPPLY July 2020 Stmt - HWY Highway Dept. Acct #140 - Invoice #'s 85351, 85390, 86172, 86200, 86699, 86700, 86710, 86982	9/2/2020	Vendor#: 774	\$10.46	\$0.00	\$0.00	85	
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	EDEN TRUCK & AUTO SUPPLY July 2020 Stmt - HWY Highway Dept. Acct #140 - Invoice #'s 85351, 85390, 86172, 86200, 86699, 86700, 86710, 86982	9/2/2020	Vendor#: 774	\$130.00	\$0.00	\$0.00	86	
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	EDEN TRUCK & AUTO SUPPLY July 2020 Stmt - HWY Highway Dept. Acct #140 - Invoice #'s 85351, 85390, 86172, 86200, 86699, 86700, 86710, 86982	9/2/2020	Vendor#: 774	\$47.23	\$0.00	\$0.00	87	

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Journal Number: AP - 2168		Journal Desc: AP Batch 31		Journal Date: 9/2/2020		Account Period: 9 - Sep		Status: Currently Active	
Account#	Account Description	Trans Description	Date	Reference	Debit	Credit	ENCUM	LIQ	Seq #
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	EDEN TRUCK & AUTO SUPPLY July 2020 Stmt - HWY Highway Dept. Acct #140 - Invoice #'s 85351, 85390, 86172, 86200, 86699, 86700, 86710, 86982	9/2/2020	Vendor#: 774	\$274.83	\$0.00	\$0.00		88
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	EDEN TRUCK & AUTO SUPPLY July 2020 Stmt - HWY Highway Dept. Acct #140 - Invoice #'s 85351, 85390, 86172, 86200, 86699, 86700, 86710, 86982	9/2/2020	Vendor#: 774	\$116.99	\$0.00	\$0.00		89
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	EDEN TRUCK & AUTO SUPPLY July 2020 Stmt - HWY Highway Dept. Acct #140 - Invoice #'s 85351, 85390, 86172, 86200, 86699, 86700, 86710, 86982	9/2/2020	Vendor#: 774	\$15.90	\$0.00	\$0.00		90
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	LAMB & WEBSTER, INC. ST38895 O-ring, Oil Transmission Display	9/2/2020	Vendor#: 233	\$97.36	\$0.00	\$0.00		97
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	NORTHERN SUPPLY, INC. 080837 Kennametal 3/4x6x36" Carbide 3-3-12"	9/2/2020	Vendor#: 130	\$450.00	\$0.00	\$0.00		106
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	REGIONAL INTERNAT'L CORP. 033188657P Gauge Oil Level	9/2/2020	Vendor#: 642	\$26.26	\$0.00	\$0.00		16
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	FREY HEAVY DUTY 1052652 1997 IHC Truck #6 - Remove and reinstall walking beams from vehicle / remove and replace rear spring / safety inspection	9/2/2020	Vendor#: 19	\$2,746.85	\$0.00	\$0.00		18
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	LAMB & WEBSTER, INC. ST35556 Hose	9/2/2020	Vendor#: 233	\$83.43	\$0.00	\$0.00		7
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	PRAXAIR DISTRIBUTION INC. 98259014 Hose Twin 1/4X25BB GR-R	9/2/2020	Vendor#: 1039	\$47.35	\$0.00	\$0.00		23
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	FERRY INC. 00395231 Hose assembly	9/2/2020	Vendor#: 1038	\$470.26	\$0.00	\$0.00		21
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	SS Diesel & Auto LLC 28896 Labor, parts, and repairs to '03 F550	9/2/2020	Vendor#: 1785	\$182.59	\$0.00	\$0.00		26
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	SS Diesel & Auto LLC 28896 Labor, parts, and repairs to '03 F550	9/2/2020	Vendor#: 1785	\$788.02	\$0.00	\$0.00		27
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	SS Diesel & Auto LLC 28896 Labor, parts, and repairs to '03 F550	9/2/2020	Vendor#: 1785	\$745.23	\$0.00	\$0.00		28
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	SS Diesel & Auto LLC 28896 Labor, parts, and repairs to '03 F550	9/2/2020	Vendor#: 1785	\$182.82	\$0.00	\$0.00		29
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	SS Diesel & Auto LLC 28896 Labor, parts, and repairs to '03 F550	9/2/2020	Vendor#: 1785	\$72.67	\$0.00	\$0.00		30
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	SS Diesel & Auto LLC 28896 Labor, parts, and repairs to '03 F550	9/2/2020	Vendor#: 1785	\$46.73	\$0.00	\$0.00		31

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Journal Number: AP - 2168		Journal Desc: AP Batch 31		Journal Date: 9/2/2020		Account Period: 9 - Sep		Status: Currently Active	
Account#	Account Description	Trans Description	Date	Reference	Debit	Credit	ENCLOS	Seq #	
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	SS Diesel & Auto LLC 28896 Labor, parts, and repairs to '03 F550	9/2/2020	Vendor#: 1785	\$39.23	\$0.00	\$0.00	32	
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	SS Diesel & Auto LLC 28896 Labor, parts, and repairs to '03 F550	9/2/2020	Vendor#: 1785	\$126.50	\$0.00	\$0.00	33	
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	VALLEY FAB & EQUIP, INC. 130563 1.25 x 10 Highlander Pin for Roller	9/2/2020	Vendor#: 134	\$35.99	\$0.00	\$0.00	34	
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	LAMB & WEBSTER, INC. ST34168 Wand	9/2/2020	Vendor#: 233	\$19.90	\$0.00	\$0.00	75	
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	EMERLING FORD MERCURY, INC. 186636 Screen Assembly, Sensor, Gasket; Fluid for Chipper Truck	9/2/2020	Vendor#: 409	\$149.98	\$0.00	\$0.00	76	
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	EMERLING FORD MERCURY, INC. 186645 Element for Chipper Truck	9/2/2020	Vendor#: 409	\$39.26	\$0.00	\$0.00	77	
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	EMERLING FORD MERCURY, INC. 186665 Screen Assembly for Chipper Truck	9/2/2020	Vendor#: 409	\$41.34	\$0.00	\$0.00	78	
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	EMERLING FORD MERCURY, INC. 186668 Auto Oil and Pan Assembly	9/2/2020	Vendor#: 409	\$98.06	\$0.00	\$0.00	79	
DB0-5140-0400-0000	MISC BRUSH & WEEDS- CONTRACTUAL	MARK CHIDDY 2019/2020 Boot Allowance 2020 & 2019 Boot Allowance	9/2/2020	Vendor#: 311	\$350.00	\$0.00	\$0.00	9	
DB0-5140-0400-0000	MISC BRUSH & WEEDS- CONTRACTUAL	KENNETH TELAAK 2020 Boots 2020 Boot Allowance	9/2/2020	Vendor#: 1511	\$174.99	\$0.00	\$0.00	82	
DB0-9060-0800-0000	HOSPITAL AND MEDICAL INSURANCE	BROKERAGE CONCEPTS, INC. 2020 HRA - Q3 2020 HRA Allocation - 3rd Quarter	9/2/2020	Vendor#: 1377	\$3,625.00	\$0.00	\$0.00	69	
DB0-9060-0800-0000	HOSPITAL AND MEDICAL INSURANCE	Aflac 541620 Employee Funded Supplemental Health Ins. - August 2020	9/2/2020	Vendor#: 1887	\$379.18	\$0.00	\$0.00	104	
DB0-9060-0800-0000	HOSPITAL AND MEDICAL INSURANCE	HEALTHNOW ADMIN SERVICES 208461 HRA Admin Fee 9/1/20 - 9/30/20	9/2/2020	Vendor#: 1376	\$47.81	\$0.00	\$0.00	102	
DB0-9060-0800-0000	HOSPITAL AND MEDICAL INSURANCE	BLUECROSS BLUESHIELD OF WNY 202380001546 Health Insurance Premiums - 9/1/20 - 9/30/20	9/2/2020	Vendor#: 1378	\$5,869.00	\$0.00	\$0.00	120	
L30-0600-0000-0000	ACCOUNTS PAYABLE	Fund L30 AP Account	9/2/2020	Fund L30 AP Account	\$0.00	\$655.27	\$0.00	128	
L30-5182-0401-0000	CONTRACTS	NYSEG 7/2020 - Acct. #1001-3627-418 Acct. #1001-3627-418 - Street Lighting R3 - Dist. 1 (1458 kwh)	9/2/2020	Vendor#: 37	\$811.93	\$0.00	\$0.00	58	
L30-5182-0401-0000	CONTRACTS	NYSEG 7/2020 - Acct. #1001-3627-400 Acct. #1001-3627-400 - Street Lighting R2 - Dist. 1 (292 kwh)	9/2/2020	Vendor#: 37	\$43.34	\$0.00	\$0.00	59	

September 2, 2020 - ABSTRACT

Town of Boston
Journal Proof Report
Fiscal Year: 2020

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Journal Number: AP - 2168		Journal Desc: AP Batch 31		Journal Date: 9/2/2020		Account Period: 9 - Sep		Status: Currently Active	
Account#	Account Description	Trans Description	Date	Reference	Debit	Credit	ENCLIQ	Seq #	
SF0-0600-0000-0000	ACCOUNTS PAYABLE	Fund SF0 AP Account	9/2/2020	Fund SF0 AP Account	\$0.00	\$2,037.00	\$0.00	129	
SF0-3410-0401-0000	CONTRACTS	HEALTHWORKS-WNY, LLP 458327 Boston Fire Dept - (4) Physicals 7/27/20	9/2/2020	Vendor#: 1499	\$180.00	\$0.00	\$0.00	113	
SF0-3410-0401-0000	CONTRACTS	HEALTHWORKS-WNY, LLP 458324 Patchin Fire Co - Physicals, Respirator & TB Tests 7/27/20	9/2/2020	Vendor#: 1499	\$1,707.00	\$0.00	\$0.00	114	
SF0-3410-0401-0000	CONTRACTS	HEALTHWORKS-WNY, LLP 458326 North Boston Fire Co - Respirator Tests 7/27/20	9/2/2020	Vendor#: 1499	\$75.00	\$0.00	\$0.00	115	
SF0-3410-0401-0000	CONTRACTS	HEALTHWORKS-WNY, LLP 458385 North Boston Fire Co - Respirator Fit Tests 8/10/20	9/2/2020	Vendor#: 1499	\$75.00	\$0.00	\$0.00	116	
SG0-0600-0000-0000	ACCOUNTS PAYABLE	Fund SG0 AP Account	9/2/2020	Fund SG0 AP Account	\$0.00	\$57,483.64	\$0.00	127	
SG0-8160-0401-0000	GARBAGE CONTRACTUAL BFI	WASTE MANAGEMENT 0013846-1342-6 Curb Service 7/1/20 - 7/31/20 & June Recycling	9/2/2020	Vendor#: 432	\$56,637.67	\$0.00	\$0.00	24	
SG0-8160-0401-0000	GARBAGE CONTRACTUAL BFI	WASTE MANAGEMENT 0013846-1342-6 Curb Service 7/1/20 - 7/31/20 & June Recycling	9/2/2020	Vendor#: 432	\$845.97	\$0.00	\$0.00	25	
SM0-0600-0000-0000	ACCOUNTS PAYABLE	Fund SM0 AP Account	9/2/2020	Fund SM0 AP Account	\$0.00	\$125.61	\$0.00	126	
SM0-4540-0400-0000	CONTRACTUAL	HEALTHWORKS-WNY, LLP 458328 Boston EMS - TB Test 7/27/20	9/2/2020	Vendor#: 1499	\$20.00	\$0.00	\$0.00	112	
SM0-4540-0400-0000	CONTRACTUAL	BOSTON HIGHWAY DEPT. July 2020 - EMS July 2020 - EMS Diesel (56.40 Gallons)	9/2/2020	Vendor#: 90	\$67.12	\$0.00	\$0.00	19	
SM0-4540-0400-0000	CONTRACTUAL	NATIONAL FUEL 8/20 - Acct. #3237466 06 Acct. #3237466 06 - EMS Building - August 2020	9/2/2020	Vendor#: 726	\$38.49	\$0.00	\$0.00	67	
Total Number of 129 Transactions			No Errors		\$107,523.66	\$107,523.66	\$0.00		

AP - 2168 Summary By Fund Number

Fund	Debit	Credit	ENC/LIQ
A00	\$29,387.08	\$29,387.08	\$0.00
DB0	\$17,635.06	\$17,635.06	\$0.00
L30	\$855.27	\$855.27	\$0.00
SF0	\$2,037.00	\$2,037.00	\$0.00
SG0	\$57,483.64	\$57,483.64	\$0.00
SM0	\$125.61	\$125.61	\$0.00
Total	\$107,523.66	\$107,523.66	\$0.00

AUDITED & APPROVED BY TOWN BOARD, RECORDED BY TOWN CLERK

DATE

Town of Boston
Income Statement: 2020
For the Period Ending 7/31/2020

General					
Account Number	Account Description	Original Budget Amount	Amended Budget Amount	Actual Rev/Exp YTD	% YTD
Revenues					
A00-1001-0000-0000	REAL PROPERTY TAXES	\$ 180,638	\$ 180,638	\$ 180,638	100.00%
A00-1030-0000-0000	SPECIAL ASSESSMENTS	-	-	1,852	100.00%
A00-1090-0000-0000	INT. & PENALTIES REAL PROP.TAX	11,000	11,000	12,244	111.31%
A00-1120-0000-0000	NONPROPERTY TAX DISTRIB BY CTY	800,000	800,000	329,599	41.20%
A00-1170-0000-0000	FRANCHISES	90,000	90,000	30,368	33.74%
A00-1255-0000-0000	CLERK FEES	2,500	2,500	1,555	62.18%
A00-1550-0000-0000	DOG CONTROL FEES	300	300	100	33.33%
A00-1972-0000-0000	PROGRAM FOR AGING	800	800	209	26.09%
A00-2001-0000-0000	PARK & RECREATION INCOME	2,000	2,000	4,372	218.58%
A00-2025-0000-0000	SPECIAL RECREATIONAL FACILITY	1,000	1,000	150	15.00%
A00-2089-0000-0000	CULTURAL & REC INCOME	1,800	1,800	-	0.00%
A00-2110-0000-0000	ZONING INCOME	2,000	2,000	750	37.50%
A00-2401-0000-0000	INTEREST AND EARNINGS	12,000	12,000	7,756	64.63%
A00-2410-0000-0000	RENT / REAL PROP INCOME	88,800	88,800	51,800	58.33%
A00-2420-0000-0000	NATURAL GAS LEASES & ROYALTIES	-	-	277	100.00%
A00-2530-0000-0000	GAMES OF CHANCE INCOME	-	-	38	100.00%
A00-2544-0000-0000	DOG LICENSES	3,000	3,000	2,386	79.53%
A00-2545-0000-0000	LICENSES- OTHER	200	200	300	150.00%
A00-2555-0000-0000	BUILDING PERMIT INCOME	17,000	17,000	8,448	49.69%
A00-2590-0000-0000	OTHER PERMIT INCOME	2,000	2,000	200	10.00%
A00-2610-0000-0000	FINES/FORFEITED BAIL	140,000	140,000	31,948	22.82%
A00-2680-0000-0000	INSURANCE RECOVERIES	-	7,792	7,792	100.00%
A00-2701-0000-0000	REFUND-PRIOR YR EXPENDITURE	-	-	10,595	100.00%
A00-2705-0000-0000	GIFTS AND DONATIONS	4,000	4,000	-	0.00%
A00-2709-0000-0000	EMPLOYEE CONTRIBUTIONS	-	-	-	100.00%
A00-2750-0000-0000	AIM-RELATED PAYMENTS	-	-	-	100.00%
A00-2770-0000-0000	OTHER UNCLASSIFIED REVENUES	-	-	-	100.00%
A00-3001-0000-0000	STATE AID - PER CAPITA	49,689	49,689	-	0.00%
A00-3005-0000-0000	STATE AID - MORTGAGE TAX	140,000	140,000	83,082	59.34%
A00-3089-0000-0000	STATE AID- OTHER	-	-	-	100.00%
A00-3809-0000-0000	GEN GOV'T GRANTS	-	6,793	6,793	100.00%
A00-3897-0000-0000	CULTURAL GRANTS	1,500	1,500	3,225	215.00%
A00-3960-0000-0000	STATE AID EMERGENCY DISASTER	-	-	-	100.00%
A00-4910-1000-0000	FEDERAL AID - COMMUNITY DEVELOPMENT BLOCK GRANT	-	-	29,096	100.00%
		\$ 1,550,227	\$ 1,564,812	\$ 805,570	
Expenditures					
A00-1010-1000-0000	TOWN BOARD-PER SVC	\$ 35,000	\$ 35,000	\$ 20,417	58.33%
A00-1010-4000-0000	TOWN BD-CONTR	5,000	5,000	919	18.39%
A00-1110-1000-0000	TOWN JUSTICE- PER SVC	111,330	111,330	64,290	57.75%
A00-1110-2000-0000	JUSTICE - EQUIP	2,000	8,793	6,755	76.83%
A00-1110-4000-0000	TOWN JUSTICE-CONTR	7,000	7,000	1,477	21.10%
A00-1220-0100-0000	SUPERVISOR- PER SVC	129,124	129,124	74,501	57.70%
A00-1220-0200-0000	SUPERVISOR- EQUIP	1,000	1,000	688	68.82%
A00-1220-0400-0000	SUPERVISOR- CONTR	6,000	6,000	1,184	19.73%
A00-1320-0402-0000	SPECIAL AUDITS	6,000	6,000	88	1.46%
A00-1321-0400-0000	ACCOUNTANT-CONTRACTUAL	48,000	48,000	3,206	6.68%
A00-1321-0401-0000	ACCOUNTING FEES	3,000	3,000	2,198	73.25%
A00-1340-0100-0000	BUDGET DIRECTOR- PER SVC	3,500	3,500	2,019	57.69%
A00-1355-0100-0000	ASSESSOR-PERSONAL SVC	68,702	68,702	38,226	55.64%
A00-1355-0200-0000	ASSESSOR - EQUIPMENT	1,000	1,000	-	0.00%
A00-1355-0401-0000	ASSESSOR- CONTR	6,350	6,350	3,488	54.93%
A00-1410-0100-0000	TOWN CLERK- PER SVC	83,519	83,519	48,184	57.69%
A00-1410-0200-0000	TOWN CLERK- EQUIP	1,000	1,000	-	0.00%
A00-1410-0401-0000	TOWN CLERK- CONTR	5,100	5,100	861	16.87%
A00-1420-0100-0000	TOWN ATTORNEY- PER SVC	15,886	15,886	9,267	58.33%
A00-1420-0401-0000	ATTORNEY- CONTR	37,414	37,414	8,546	22.84%
A00-1440-0400-0000	ENGINEER- CONTR	50,000	50,000	14,765	29.53%
A00-1460-0100-0000	RECORDS MGT- PER SVC	250	250	-	0.00%
A00-1460-0401-0000	RECORDS MGT- CONTR	3,500	3,500	251	7.17%
A00-1620-0101-0000	BUILDINGS -PER SVC	21,783	21,783	12,278	56.37%
A00-1620-0200-0000	BUILDINGS- EQUIP	50,000	50,000	82,681	165.36%
A00-1620-0400-0000	BUILDINGS- CONTR	80,000	80,000	29,687	37.11%
A00-1620-0402-0000	BUILDINGS- CONTR-REC CENTER	15,000	15,000	4,532	30.21%
A00-1620-0403-0000	BUILDING- CONTR- HIGHWAY	20,000	20,000	2,629	13.15%
A00-1620-0404-0000	BUILDING- CONTR- TROOPER BARRACKS	10,000	10,000	6,004	60.04%
A00-1650-0200-0000	CENTR COMM- EQUIP	15,000	15,000	7,035	46.90%
A00-1650-0400-0000	CENT COMMUNICATIONS- CONTR	26,000	26,000	22,216	85.45%
A00-1670-0403-0000	CENT PRINT/MAIL- CONTR	15,000	15,000	8,374	55.83%
A00-1910-0000-0000	UNALLOCATED INSURANCE	65,000	65,000	62,887	96.75%
A00-1920-0000-0000	MUNICIPAL ASSOCIATION DUES	3,500	3,500	2,325	66.43%
A00-1930-0000-0000	JUDGEMENT AND CLAIMS	1,300	1,300	369	28.39%
A00-1950-0000-0000	TAXES & ASSESSMNTS ON PROPERTY	3,750	3,750	3,672	97.92%
A00-1989-0400-0000	OTHER GENERAL GOV'T SUPPORT	15,000	15,000	8,750	58.33%
A00-1990-0000-0000	CONTINGENT ACCOUNT	50,000	49,000	-	0.00%
A00-3310-0400-0000	TRAFFIC CONTROL-CONTR	2,000	2,000	1,585	79.25%
A00-3510-0100-0000	DOG CONTROL- PER SVC	12,922	12,922	7,537	58.33%
A00-3510-0200-0000	DOG CONTROL- EQUIP	350	8,142	-	0.00%
A00-3510-0400-0000	DOG CONTROL- CONTR	2,000	2,000	333	16.64%
A00-3620-0100-0000	SAFETY INSPECT-PER SVC	24,588	24,588	15,103	61.42%
A00-3620-0200-0000	SAFETY INSPECT- EQUIP	1,000	1,000	-	0.00%
A00-3620-0400-0000	SAFETY INSPECT- CONTR	1,500	1,500	277	18.48%

A00-5010-0100-0000	HIGHWAY SUPT-PER SVC	85,719	85,719	49,075	57.25%
A00-5010-0200-0000	HIGHWAY SUPT - EQUIPMENT	1,000	1,000	-	0.00%
A00-5010-0400-0000	HIGHWAY SUPT-CONTR	4,500	4,500	888	19.73%
A00-5132-0400-0000	GARAGE-CONTR	25,000	25,000	13,676	54.71%
A00-5182-0400-0000	STREET LIGHTING-CONTR	27,000	27,000	15,542	57.56%
A00-6772-0100-0000	PROGRAM FOR AGING-PER SVC	20,358	20,358	11,512	56.55%
A00-6772-0400-0000	PROGRAMS FOR AGING-CONTR	7,500	7,500	3,129	41.73%
A00-7110-0100-0000	PARKS- PER SVC	90,860	90,860	45,603	50.19%
A00-7110-0201-0000	EQUIPMENT	10,000	10,000	-	0.00%
A00-7110-0400-0000	PARKS- CONTR	25,000	25,000	2,398	9.59%
A00-7270-0100-0000	EVENT COORDINATOR - PER SVC	2,500	2,500	1,442	-
A00-7270-0400-0000	BAND CONCERTS- CONTR	5,000	5,000	709	14.18%
A00-7310-0400-0000	YOUTH PROGRAMS-CONTR	100,000	100,000	100,000	100.00%
A00-7510-0100-0000	TOWN HISTORIAN-PER SVC	3,550	3,550	2,071	58.33%
A00-7510-0401-0000	HISTORIAN- CONTR	500	500	-	0.00%
A00-7520-0400-0000	HISTORIAN PROP-CONTR	3,000	3,000	-	0.00%
A00-7550-0400-0000	CELEBRATIONS- CONTR	20,000	20,000	1,955	9.77%
A00-7620-0400-0000	ADULT REC- BOSTON SRS.	14,000	14,000	1,134	8.10%
A00-7620-0402-0000	ADULT REC- BOS YOUNG @ HEART	14,000	14,000	2,175	15.54%
A00-7989-0400-0000	OTHER CULTURE/REC- CONTR	1,000	2,000	2,000	100.00%
A00-8010-0100-0000	ZONING- PER SVC	7,600	7,600	2,494	32.82%
A00-8010-0400-0000	ZONING-CONTR	9,000	9,000	6,734	74.82%
A00-8020-0100-0000	PLANNING-PER SVC	5,200	5,200	3,062	58.88%
A00-8020-0400-0000	PLANNING- CONTR	6,000	6,000	2,792	46.53%
A00-8510-0400-0000	COMMUNITY BEAUTIFICATION-CONTR	500	500	-	0.00%
A00-8540-0400-0000	DRAINAGE-CONTR	20,000	20,000	-	0.00%
A00-8710-0100-0000	CONSERVATION-PER SVC	2,900	2,900	705	24.32%
A00-8710-0400-0000	CONSERVATION- CONTR	5,400	5,400	903	16.73%
A00-8745-0400-0000	FLOOD & EROSION CONTROL-CONTRA	20,000	20,000	-	0.00%
A00-8810-0100-0000	CEMETERY- PER SVC.	300	300	-	0.00%
A00-8810-0400-0000	CEMETERY-CONTRACTUAL	610	610	-	0.00%
A00-8989-0400-0000	OTHER HOME/COM SVC-CONTR	50,000	50,000	-	0.00%
A00-9010-0800-0000	STATE RETIREMENT	80,000	80,000	20,745	25.93%
A00-9030-0800-0000	SOCIAL SECURITY	60,000	60,000	31,118	51.86%
A00-9040-0800-0000	WORKERS' COMPENSATION	14,000	14,000	13,019	92.99%
A00-9050-0800-0000	UNEMPLOYMENT INSURANCE	5,000	5,000	773	15.45%
A00-9055-0800-0000	DISABILITY INSURANCE	500	500	-	0.00%
A00-9060-0800-0000	HOSPITAL AND MEDICAL INSURANCE	60,000	60,000	30,997	51.66%
A00-9730-0600-0000	BAN PRINCIPAL	40,000	40,000	40,000	100.00%
A00-9730-0700-0000	BAN INTEREST	25,160	25,160	12,880	51.19%
		\$ 1,938,025	\$ 1,952,610	\$ 999,133	

		Highway				
Account Number	Account Description	Original Approp Amount	Estimated Rev/Exp	YTD	% YTD	
Revenue						
DB0-1001-0000-0000	REAL PROPERTY TAX	\$ 793,060	\$ 793,060	\$ 793,060	100.00%	
DB0-1120-0000-0000	NON-PROPERTY TAX DIST. BY CNTY	225,000	225,000	225,000	100.00%	
DB0-2401-0000-0000	INTEREST AND EARNINGS	7,000	7,000	3,812	54.46%	
DB0-2650-0000-0000	SALE OF SCRAP	-	-	-	100.00%	
DB0-2665-0000-0000	SALE OF EQUIPMENT	-	-	-	100.00%	
DB0-2680-0000-0000	INSURANCE RECOVERIES	-	190	190	100.00%	
DB0-2701-0000-0000	REFUND-PRIOR YR EXPENDITURES	-	-	-	-	
DB0-2709-0000-0000	EMPLOYEES CONTRIBUTIONS	-	-	-	100.00%	
DB0-2770-0000-0000	OTHER UNCLASSIFIED	-	-	-	100.00%	
DB0-2770-1000-0000	OTHER UNCLASSIFIED - FUEL REIMBURSEMENTS	3,000	3,000	594	19.79%	
DB0-2801-0000-0000	INTERFUND REVENUES	50,000	50,000	-	0.00%	
DB0-3501-0000-0000	STATE AID	117,933	117,933	-	0.00%	
		\$ 1,195,993	\$ 1,196,183	\$ 1,022,656		
Expenditure						
DB0-5110-0100-0000	GENERAL REPAIRS-PER SVC	\$ 220,816	\$ 220,816	\$ 131,249	59.44%	
DB0-5110-0400-0000	GENERAL REPAIRS-CONTR	203,647	203,837	150,424	73.80%	
DB0-5110-0410-0000	GEN REPAIRS-FUEL & DIESEL	42,000	42,000	11,444	27.25%	
DB0-5110-0420-0000	GEN REPAIRS- DRAINAGE	25,000	25,000	5,411	21.64%	
DB0-5112-0200-0000	CAPITAL OUTLAY	117,933	117,933	-	0.00%	
DB0-5130-0200-0000	MACHINERY- EQUIPMENT	200,000	200,000	-	0.00%	
DB0-5130-0400-0000	MACHINERY- CONTRACTUAL	80,000	80,000	19,685	24.61%	
DB0-5140-0100-0000	MISC BRUSH & WEEDS-PER SVC	-	-	8,422	100.00%	
DB0-5140-0400-0000	MISC BRUSH & WEEDS-CONTRACTUAL	2,500	2,500	-	0.00%	
DB0-5142-0100-0000	SNOW REMOVAL-PER SVC	98,525	98,525	37,866	38.43%	
DB0-5142-0400-0000	SNOW REMOVAL- CONTRACTUAL	82,250	82,250	19,889	24.18%	
DB0-5148-0100-0000	SNOW REMOVAL-OTHER GOV'T-PS	98,525	98,525	38,261	38.83%	
DB0-5148-0400-0000	SNOW REMOVAL-OTHER GOVT-CONTR	82,250	82,250	19,493	23.70%	
DB0-9010-0800-0000	STATE RETIREMENT	60,000	60,000	13,830	23.05%	
DB0-9030-0800-0000	SOCIAL SECURITY	32,000	32,000	16,206	50.64%	
DB0-9040-0800-0000	WORKERS' COMPENSATION	30,000	30,000	37,603	125.34%	
DB0-9060-0800-0000	HOSPITAL AND MEDICAL INSURANCE	90,000	90,000	45,975	51.08%	
		\$ 1,465,446	\$ 1,465,636	\$ 555,757		

Water #1					
Account Number	Account Description	Original Approp Amount	Estimated Rev/Exp	YTD	% YTD
<i>Revenue</i>					
HA0-1001-0000-0000	REAL PROPERTY TAX	\$ 81,269	\$ 81,269	\$ 81,269	100.00%
HA0-2401-0000-0000	INTEREST EARNINGS	300	300	194	64.64%
		<u>\$ 81,569</u>	<u>\$ 81,569</u>	<u>\$ 81,463</u>	
<i>Expenditure</i>					
HA0-8340-0400-0000	CONTRACTUAL	\$ 36,660	\$ 36,660	\$ 29,748	81.15%
HA0-9730-0600-0000	BAN'S- PRINCIPAL	39,287	39,287	39,287	100.00%
HA0-9730-0700-0000	BAN'S- INTEREST	5,622	5,622	5,622	99.99%
		<u>\$ 81,569</u>	<u>\$ 81,569</u>	<u>\$ 74,656</u>	

Water #2					
Account Number	Account Description	Original Approp Amount	Estimated Rev/Exp	YTD	% YTD
<i>Revenue</i>					
H80-1001-0000-0000	REAL PROPERTY TAX	\$ 51,204	\$ 51,204	\$ 51,204	100.00%
H80-2401-0000-0000	INTEREST & EARNINGS	500	500	298	59.63%
		<u>\$ 51,704</u>	<u>\$ 51,704</u>	<u>\$ 51,502</u>	
<i>Expenditure</i>					
H80-8340-0400-0000	CONTRACTUAL	\$ 21,960	\$ 21,960	\$ 13,025	59.31%
H80-9730-0600-0000	BAN'S - PRINCIPAL	28,140	28,140	28,140	100.00%
H80-9730-0700-0000	BAN INTEREST	1,604	1,604	1,604	99.99%
		<u>\$ 51,704</u>	<u>\$ 51,704</u>	<u>\$ 42,769</u>	

Water #3					
Account Number	Account Description	Original Approp Amount	Estimated Rev/Exp	YTD	% YTD
<i>Revenue</i>					
HCO-1001-0000-0000	REAL PROPERTY TAX	\$ 253,165	\$ 253,165	\$ 253,787	100.25%
HCO-2401-0000-0000	INTEREST AND EARNINGS	4,000	4,000	2,081	52.02%
		<u>\$ 257,165</u>	<u>\$ 257,165</u>	<u>\$ 255,868</u>	
<i>Expenditure</i>					
HCO-8340-0400-0000	CONTRACTUAL	\$ 31,031	\$ 31,031	\$ 17,045	54.93%
HCO-9730-0600-0000	BAN'S- PRINCIPAL	103,300	103,300	103,300	100.00%
HCO-9730-0700-0000	BAN INTEREST	122,834	122,834	132,862	108.16%
		<u>\$ 257,165</u>	<u>\$ 257,165</u>	<u>\$ 253,207</u>	

Water Ext 1					
Account Number	Account Description	Original Approp Amount	Estimated Rev/Exp	YTD	% YTD
<i>Revenue</i>					
HDO-1001-0000-0000	REAL PROPERTY TAX	\$ 3,001	\$ 3,001	\$ 3,001	100.00%
HDO-2401-0000-0000	INTEREST AND EARNINGS	200	200	127	63.74%
		<u>\$ 3,201</u>	<u>\$ 3,201</u>	<u>\$ 3,128</u>	
<i>Expenditure</i>					
HDO-8340-0400-0000	CONTRACTS	\$ 3,201	\$ 3,201	\$ 687	21.47%
		<u>\$ 3,201</u>	<u>\$ 3,201</u>	<u>\$ 687</u>	

Water Ext 2					
Account Number	Account Description	Original Approp Amount	Estimated Rev/Exp	YTD	% YTD
<i>Revenue</i>					
HE0-1001-0000-0000	REAL PROPERTY TAX	\$ 29,017	\$ 29,017	\$ 29,017	100.00%
HE0-2401-0000-0000	INTEREST AND EARNINGS	500	500	275	54.95%
		<u>\$ 29,517</u>	<u>\$ 29,517</u>	<u>\$ 29,292</u>	
<i>Expenditure</i>					
HE0-8340-0400-0000	CONTRACTUAL	\$ 8,440	\$ 8,440	\$ -	0.00%
HE0-9730-0600-0000	BAN- PRINCIPLE	19,940	19,940	19,940	100.00%
HE0-9730-0700-0000	BAN INTEREST	1,137	1,137	1,137	99.98%
		<u>\$ 29,517</u>	<u>\$ 29,517</u>	<u>\$ 21,077</u>	

Water #3 Ext. 1					
Account Number	Account Description	Original Approp Amount	Estimated Rev/Exp	YTD	% YTD
<i>Revenue</i>					
HFO-1001-0000-0000	REAL PROPERTY TAX	\$ 10,973	\$ 10,973	\$ 10,973	100.00%
HFO-2401-0000-0000	INTEREST AND EARNINGS	150	150	89	59.03%
		<u>\$ 11,123</u>	<u>\$ 11,123</u>	<u>\$ 11,062</u>	
<i>Expenditure</i>					
HFO-8340-0400-0000	CONTRACTUAL	\$ 2,598	\$ 2,598	\$ -	0.00%
HFO-9730-0600-0000	PRINC PMTS- BANS	6,250	6,250	6,250	100.00%
HFO-9730-0700-0000	INTEREST PMTS. BANS	2,275	2,275	2,275	100.00%
		<u>\$ 11,123</u>	<u>\$ 11,123</u>	<u>\$ 8,525</u>	

Lighting					
Account Number	Account Description	Original Approp Amount	Estimated Rev/Exp	YTD	% YTD
<i>Revenue</i>					
L30-1001-0000-0000	REAL PROPERTY TAX	\$ 16,241	\$ 16,241	\$ 16,241	100.00%
L30-2401-0000-0000	INTEREST AND EARNINGS	150	150	66	43.83%
		<u>\$ 16,391</u>	<u>\$ 16,391</u>	<u>\$ 16,307</u>	
<i>Expenditure</i>					
L30-5182-0401-0000	CONTRACTS	\$ 20,000	\$ 20,000	\$ 5,264	26.32%
		<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>\$ 5,264</u>	

Fire					
Account Number	Account Description	Original Approp Amount	Estimated Rev/Exp	YTD	% YTD
<i>Revenue</i>					
SFO-1001-0000-0000	REAL PROPERTY TAX	\$ 779,782	\$ 779,782	\$ 779,782	100.00%
SFO-1120-0000-0000	NONPROPERTY TAX DIST	50,000	50,000	50,000	100.00%
SFO-2401-0000-0000	INTEREST EARNINGS	3,000	3,000	1,913	63.77%
		<u>\$ 832,782</u>	<u>\$ 832,782</u>	<u>\$ 831,695</u>	
<i>Expenditure</i>					
SFO-3410-0401-0000	CONTRACTS	\$ 605,746	\$ 605,746	\$ 577,310	95.31%
SFO-9025-0800-0000	SERVICE AWARDS PROGRAM	200,000	200,000	-	0.00%
SFO-9040-0800-0000	WORKERS COMP INSURANCE	50,800	50,800	12,816	25.23%
		<u>\$ 856,546</u>	<u>\$ 856,546</u>	<u>\$ 590,126</u>	

Refuse					
Account Number	Account Description	Original Approp Amount	Estimated Rev/Exp	YTD	% YTD
<i>Revenue</i>					
SGO-1001-0000-0000	REAL PROPERTY TAX	\$ 707,712	\$ 707,712	\$ 707,712	100.00%
SGO-2130-0000-0000	REFUSE AND GARBAGE CHARGES	-	-	939	100.00%
SGO-2401-0000-0000	INTEREST EARNINGS	2,200	2,200	1,148	52.19%
		<u>\$ 709,912</u>	<u>\$ 709,912</u>	<u>\$ 709,799</u>	
<i>Expenditure</i>					
SGO-8160-0401-0000	GARBAGE CONTRACTUAL BFI	\$ 709,912	\$ 709,912	\$ 344,500	48.53%
		<u>\$ 709,912</u>	<u>\$ 709,912</u>	<u>\$ 344,500</u>	

Ambulance					
Account Number	Account Description	Original Approp Amount	Estimated Rev/Exp	YTD	% YTD
<i>Revenue</i>					
SMO-1001-0000-0000	REAL PROPERTY TAX	\$ 98,262	\$ 98,262	\$ 98,262	100.00%
SMO-1120-0000-0000	NONPROPERTY TAX DISTRIBUTION	20,000	20,000	20,000	100.00%
SMO-2401-0000-0000	INTEREST INCOME	400	400	227	56.79%
		<u>\$ 118,662</u>	<u>\$ 118,662</u>	<u>\$ 118,489</u>	
<i>Expenditure</i>					
SMO-4540-0200-0000	AMBULANCE- CAPITAL EQUIPMENT	\$ 14,833	\$ 14,833	-	0.00%
SMO-4540-0400-0000	CONTRACTUAL	59,405	59,405	\$47,141.71	79.36%
SMO-9025-0800-0000	LOCAL PENSION FUND	19,000	19,000	\$18,876.22	99.35%
SMO-9040-0800-0000	WORKER'S COMP	11,000	11,000	\$6,572.00	59.75%
SMO-9730-0600-0000	BAN'S PRINCIPAL	12,109	12,109	-	0.00%
SMO-9730-0700-0000	BAN'S INTEREST	2,315	2,315	-	0.00%
		<u>\$ 118,662</u>	<u>\$ 118,662</u>	<u>\$ 72,590</u>	

**New York State Department of Environmental Conservation
Division of Environmental Permits**

NYSDEC Region 9 Headquarters
270 Michigan Ave
Buffalo, NY 14203-2915
(716) 851-7165

August 10, 2020

Julia Sefranek
8734 Boston State Rd
Boston, NY 14025

Re: DEC ID # 9-1426-00198/00001
Sefranek Property

Dear Applicant :

Please be advised that your application for a DEC permit(s) is complete and a technical review has commenced. Notice and the opportunity for public comment is required for this application. Enclosed is a Notice of Complete Application for your project. Please have the Notice published in the newspaper identified below once during the week of 08/17/2020 on any day Monday through Friday.

HAMBURG SUN
141 BUFFALO ST
PO BOX 590
HAMBURG, NY 14075

On the Notice of Complete Application, that information presented between the horizontal lines, on the enclosed page(s) should be published. Do not print this letter or the information contained below the second horizontal line. Please request the newspaper publisher to provide you with a Proof of Publication for the Notice. Upon receipt of the Proof of Publication promptly forward it to this office. You must provide the Proof of Publication before a final decision can be rendered on your application. You are responsible for paying the cost of publishing the Notice in the newspaper.

Notification of this complete application is also being provided by this Department in the NYSDEC Environmental Notice Bulletin.

This notification does not signify approval of your application for permit. Additional information may be requested from you at a future date, if deemed necessary to reach a decision on your application. Your project is classified major under the Uniform Procedures Act. Accordingly, a decision is due within 90 days of the date of this notice unless a public hearing is held, which may extend this time frame. If a public hearing is necessary, you will be notified.

If you have any questions please contact me at the above address or phone number above.

Sincerely,

BRUNO A DIBELLA
Division of Environmental Permits

THIS IS NOT A PERMIT

**New York State Department of Environmental Conservation
Notice of Complete Application**

Date: 08/10/2020

Applicant: Julia Sefranek

Facility: Sefranek Property
8734 Boston State Rd
Boston, NY 14025

Application ID: 9-1426-00198/00001

Permits(s) Applied for: 1 - Section 401 - Clean Water Act Water Quality Certification
1 - Article 15 Title 5 Stream Disturbance

Project is located: in BOSTON in ERIE COUNTY

Project Description:

The Department has made a tentative determination to approve an application for the installation of a 125 linear foot peaked stone toe protection to stabilize the banks of a tributary of Eighteen Mile Creek. All banks will be shaped with 2 feet horizontal to 1 foot vertical side slopes with willow and/or dogwood plantings. The project is located at 8734 Boston State Rd in the Town of Boston. As a tentative determination, the Department is seeking comments on the proposed regulated activity prior to making a final decision on permit issuance. As such, this tentative determination does not signify Department approval for or endorsement of an activity for which a permit is sought.

Availability of Application Documents:

Filed application documents, and Department draft permits where applicable, are available for inspection during normal business hours at the address of the contact person. To ensure timely service at the time of inspection, it is recommended that an appointment be made with the contact person.

State Environmental Quality Review (SEQR) Determination

Project is an Unlisted Action and will not have a significant impact on the environment. A Negative Declaration is on file. A coordinated review was not performed.

SEQR Lead Agency None Designated

State Historic Preservation Act (SHPA) Determination

Cultural resource lists and maps have been checked. The proposed activity is not in an area of identified archaeological sensitivity and no known registered, eligible or inventoried archaeological sites or historic structures were identified or documented for the project location. No further review in accordance with SHPA is required.

DEC Commissioner Policy 29, Environmental Justice and Permitting (CP-29)

It has been determined that the proposed action is not subject to CP-29.

Availability For Public Comment

Comments on this project must be submitted in writing to the Contact Person no later than 09/03/2020 or 15 days after the publication date of this notice, whichever is later.

Contact Person

BRUNO A DIBELLA
NYSDEC
270 Michigan Ave
Buffalo, NY 14203-2915
(716) 851-7165

CC List for Complete Notice

Chris Driscoll, NYSDEC
Buffalo USACE
Hon Jason Keding, Town of Boston

From: Bread of Life Outreach Center <breadoflifeoutreach@gmail.com>
Sent: Wednesday, August 19, 2020 2:01 PM
Subject: From the Desk of BOLO's Executive Director

**From the desk of BOLO's
Executive Director**



Hi everyone!

Did you know that the average American spends 13% on food per year after tax income? And in a recent survey 43% of people said during the quarantine they built more meals with what was already in their pantries, fridges and freezers. Besides offering food for our pantry members we also offer a program that educates our members how to utilize the food available at the pantry by offering a meal of the month program and recipes.

Summer is flying by! And it's our 5th month of COVID time. None of us could have imagined how every aspect of our lives could be so drastically changed almost overnight. At BOLO, we took those COVID lemons and made lemonade!

Let me tell you all the good things happening at BOLO. BOLO has been awarded several grants in the last few months. Through FeedMore WNY, we received funding to finish the physical expansion of the Food Pantry space. New shelving, freezers and coolers are being installed. It allows expanded space for fresh foods to be stored and twice the space for our Pantry members to shop. A big Thank you to Ron Smith and the volunteers who worked so many extra days to make this happen. It's worth coming in just to see the floors shine!

Another grant from FeedMore will update our basement kitchen area and provide funding for programs for adults and kids aimed to encourage healthy eating habits. It will also allow for safe food preparation and a multitude of other programs and activities. It will also include a lift chair to allow access to the basement for those unable to navigate the stairs.

Grants are also pending for Cherry Picker capital projects and further updates on our main campus.

Have you entered thru The Purple Door to see the NEW GABES on the Hill? The grand opening was Sat Aug 8th with a ribbon cutting ceremony with newly elected Congressman Chris Jacobs saying a few words and Pastor Letteri our neighbor from Redeemer Lutheran Church saying a prayer and members of our BOD. The space that was the community room is transformed into a new shopping experience. Local artists have completed the experience with their art pieces filling the walls and entrance way. Please stop in and enjoy our expanded hours. You won't be disappointed!

The Colden Farmers Market continues every Sat morning from 8:30-12:30. It features all local vendors and artisans with an amazing variety of products. The Billy Bob Trio plays great tunes on the lawn to add to the fun.

Have you taken a stroll through town to enjoy times of past? The History walk should not be missed! We thought it would be fun to offer an activity that people can take part in during these challenging times and beyond. Packets guiding you through this walk are located in the back entrance of the Colden town hall, at the shelter by the tennis courts at Kummer Park and at BOLO under the entryway on the corner of Heath and Supervisor. You will also find it on our website www.breadoflifecolden.org Your starting point is at Kummer Park and you will end your adventure at BOLO.

A program we are very proud of is our Pack a Backpack program. We have once again partnered with the Rural Outreach Center to provide backpacks packed with school supplies to Food Pantry kids and CES qualifying kids.

We are always looking for new volunteers and especially now with Gabe's extended hours. Please consider joining our team!

Look for more information on the Memory Impaired Respite program we're hoping to start although COVID may have other plans for it. We will have a Flu Shot clinic again this year and our Chicken BBQ is coming in October. Please watch for more info in next month's newsletter, on our website, FB page and Instagram.

Most gratefully,

Pat

Memo

To: Municipal Clerks
Chief Elected Officials c/o Municipal Clerks
Municipal Assessors c/o Municipal Clerks

From: Sarah Gatti, Senior Planner *SG*

Date: August 21, 2020

Re: AGRICULTURAL DISTRICT ANNUAL ENROLLMENT PERIOD

In 2014, the Erie County Legislature designated September 1 through September 30 each year as the annual thirty-day period during which a landowner may request the inclusion of predominantly viable agricultural land into a certified agricultural district in accordance with Section 303-b of New York State Agricultural and Markets Law.

Landowners interested in agricultural assessment may also be interested in enrolling in an agricultural district at this time. We encourage you to provide this information to anyone expressing interest in this or other agricultural programs.

In order to make this information available to landowners in your municipality, we request your assistance with the following items:

- *Municipal Clerks* – Please post the enclosed public notice in a prominent location within the Town or Village Hall, and if possible, post on your municipality's web site.
- *Supervisors and Mayors* – Please read the enclosed public notice into the meeting minutes for any Town or Village Board meetings held between now and September 30 as part of the Board's record.
- Please provide a copy of the attached enrollment form to anyone who requests it.

A copy of this form can also be found on our website at erie.gov/agenrollment. Should any questions arise, please contact me by phone at (716) 858-6014 or by email at agriculture@erie.gov.

Thank you for your anticipated cooperation and attention to this matter.

PUBLIC NOTICE

30-DAY PERIOD FOR INCLUSION OF PREDOMINANTLY VIABLE AGRICULTURAL LANDS INTO EXISTING AGRICULTURAL DISTRICTS

Per New York State Agriculture and Markets Law Section 303-b, the Erie County Legislature designated September 1 through September 30 as the annual thirty-day period during which landowners may submit requests to include predominantly viable agricultural land into an existing certified agricultural district.

Copies of the application form have been provided to Municipal Clerks, Assessors, and Chief Elected Officials for distribution to interested landowners. The application is also available on the DEP website at www.erie.gov/agenrollment.

The Erie County Department of Environment and Planning will accept applications from September 1 through September 30. Any questions on this process should be directed to the Erie County Department of Environment and Planning.

A public hearing will also be scheduled at a later date to consider all inclusion requests and the recommendations of the Erie County Agricultural and Farmland Protection Board.

CONTACT:

Sarah Gatti, Senior Planner
Erie County Environment & Planning
95 Franklin Street, 10th Floor
Buffalo, NY 14202
Phone: (716) 858-6014
Fax: (716) 858-7248
Email: agriculture@erie.gov

AGRICULTURAL DISTRICT OPEN ENROLLMENT FORM

This form is to be completed by agricultural landowners who wish to request inclusion in an existing agricultural district. The information obtained from this form will be used by the County and State to determine the significance and viability of agriculture.
(NYS Agriculture and Markets Law 25AA, §303-b)

REQUESTS WILL BE ACCEPTED FROM SEPTEMBER 1 TO SEPTEMBER 30.

APPLICANTS MUST FILL OUT ALL APPLICABLE SECTIONS.

UNSIGNED APPLICATIONS WILL NOT BE CONSIDERED.

PART I: LANDOWNER INFORMATION	
OWNER NAME:	PHONE: ()
ADDRESS:	ALT. PHONE: ()
CITY, ST, ZIP:	EMAIL:
RENTER CONTACT INFORMATION (IF APPLICABLE)	
RENTER NAME:	PHONE: ()
MAILING ADDRESS:	ALT. PHONE: ()
CITY, ST, ZIP:	EMAIL:

PART II: PROPERTY DESCRIPTION				
Please describe the property proposed to be added to the Agricultural District and list the SBL (tax identification) numbers and the Town in which they are located for all parcels that you wish to be included in the Agricultural District Program. If you are unsure of your SBL numbers or whether or not a parcel is currently receiving an Agricultural Assessment, please check with your local assessor.				
FARM DESCRIPTION				
Total number of acres owned				
Total number of acres farmed/cropped				
Total number of acres rented (from another landowner as part of the subject farm)				
Did you file a Schedule F - Form 1040 (Profit or Loss From Farming) with last year's Federal taxes?				Y / N
Annual gross income from agricultural operation				
Capital investment in agricultural operation over past 5 years: <i>(please check one)</i>				
<input type="checkbox"/> N/A (e.g. a proposed operation/start-up) <input type="checkbox"/> Below \$10,000 <input type="checkbox"/> \$10,000 - \$50,000 <input type="checkbox"/> Greater than \$50,000				
SBL Number (Tax ID)	Street Address	Town	Size (acres)	Agricultural Assessment (Y/N)
100.01-1-1.01	1 Sample Street	Anytown	10.2	No

PART III:**AGRICULTURAL BUSINESS DESCRIPTION**

Describe the business that is operated or will be operated on the parcel(s) proposed to be added to the Agricultural District.

Identify the operating status of the farm operation on the subject land

- ☐ Proposed/Start-up (If yes, please attach a "5-year business plan" and a "5-year financial projections plan")
- ☐ Existing/Established

CURRENT USE OF SUBJECT PARCEL(S) *Check all that apply*

AGRICULTURAL USE	ACRES (estimated)
<input type="checkbox"/> Dairy	
<input type="checkbox"/> Cash Crop (Grain)	
<input type="checkbox"/> Cash Crop (Vegetable)	
<input type="checkbox"/> Orchard/Vineyard	
<input type="checkbox"/> Livestock (other than dairy)	
<input type="checkbox"/> Poultry	
<input type="checkbox"/> Sugarbush/Maple	
<input type="checkbox"/> Horticultural Specialties/Christmas Tree	
<input type="checkbox"/> Aquaculture	
<input type="checkbox"/> Other	

PART IV:**SIGNATURE**

I attest that I am the legal owner of the above properties and that the above information is correct to the best of my knowledge and hereby officially request that my property, which is **predominantly viable agricultural land**, be included in the Agricultural District Program. I recognize that such land, once officially included in the Agricultural District Program, may not be removed from this program until the eight-year review period for the Agricultural District in which my land is placed. I understand that this is not an application for an agricultural tax assessment. I also acknowledge that this request is subject to a public hearing; review by the Erie County Agriculture and Farmland Protection Board; action by the Erie County Legislature; and certification by the NYS Department of Agriculture and Markets.

Property Owner _____ Date _____

PLEASE SEND COMPLETED REQUEST FORM TO:

Sarah Gatti, Senior Planner
Erie County Department of Environment & Planning
95 Franklin Street, 10th Floor, Buffalo, NY 14202

OR

agriculture@erie.gov

Questions? Contact Sarah Gatti at (716)858-6014 or sarah.gatti@erie.gov

Appendix E – General Recordkeeping Requirements for Tax Collecting Officers

In order to accomplish their responsibilities and properly account for tax collections, collectors and receivers of taxes and assessments should, and in some cases must, comply with the following:

1. Maintain tax warrants, tax rolls, tax bills (statement of taxes due), and other documents relating to tax accounts.
2. Maintain a cashbook, which chronologically identifies all receipts and disbursements.
3. Maintain official bank accounts in designated depositories.
4. Issue acceptable receipt forms to acknowledge all moneys collected (tax bill and tax receipts are generally one document).
5. Deposit all moneys received in a timely manner.
For Towns Only: Deposit to the appropriate bank account(s) within 24 hours of collection.
6. Make all disbursements by check except for authorized petty cash payments.
7. **For Towns Only:** Generally, remit tax collections to the supervisor at least once a week until payment in full of all moneys payable to him/her pursuant to the warrant have been made.
8. **For Towns Only:** After payment to the supervisor in full of all moneys payable to him/her pursuant to the warrant, remit additional tax collections, if any, to the county treasurer by the 15th day of the month following collection.
9. Prepare a list of unpaid taxes at expiration of the warrant, and complete settlement with the county treasurer, if applicable.

(See, generally, Town Law Section 35, pertaining to the powers and duties of collectors, and Town Law Section 37, pertaining to the powers and duties of receivers of taxes and assessments.)

An Important Initial Step in the Audit Process for Tax Collectors and Receivers

Following the tax collection period, the tax collector or receiver is required to account for or settle up real property taxes that the collector or receiver was responsible for collecting. The accounting is made to the county treasurer, and is considered an important and integral part of any audit and/or oversight process.

Before the town board audits the records of the tax collector or receiver, a copy of the settlement sheet should be obtained and reviewed. If necessary, inquiry should be made with the county treasurer to find out if there were any known problems or concerns with the collector's or receiver's records or accounting at the time of settlement.

Note: An audit of the tax collector or receiver could be done any time after settlement with the county treasurer. Once the collector or receiver has settled with the county, there should be no further activity and the bank account balance should be zero (unless the bank, at the time of opening the account, required a minimum amount to be held in the account).

Appendix E – General Recordkeeping Requirements for Tax Collecting Officers continued

Checklist for Review of Tax Collecting Officer's Records

<u>Settlement</u>	<u>YES</u>	<u>NO</u>
Is a copy of the collector's or receiver's settlement sheet available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Have all settlement issues/concerns been adequately resolved?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<u>Bank Accounts</u>	<u>YES</u>	<u>NO</u>
Is the bank account reconciled after bank statements are received?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Last Bank Reconciliation for Each Bank Account:</i> <i>Date Performed _____ Month Ending _____</i>		
Note: Tax collector's bank account balance should be \$0.00 at the <u>beginning</u> of the <u>collection</u> period		

<u>Cash Receipts</u>	<u>YES</u>	<u>NO</u>
Is the cash receipts journal maintained in a manner sufficient to identify the date received, payer, tax account number, tax amount, interest amount and other appropriate information?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are deposits identified?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are duplicate deposit slips kept?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do deposit amounts agree with cash receipt amounts?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are bank deposits timely or (for towns) within 24 hours of collection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<u>Cash Disbursements</u>	<u>YES</u>	<u>NO</u>
Are pre-numbered checks used for all disbursements other than petty cash?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are all checks signed by the tax collector or receiver?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are canceled checks or check images returned with bank statements and maintained on file?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<u>Deposit Protection</u>	<u>YES</u>	<u>NO</u>
Has the bank pledged adequate, eligible securities to protect tax collector deposits that exceed FDIC insurance protection, when applicable?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Appendix E – General Recordkeeping Requirements for Tax Collecting Officers continued

<u>Financial Reporting</u>	<u>YES</u>	<u>NO</u>
Are payments made at least weekly to the supervisor?	—	<input checked="" type="checkbox"/>
Are receipt forms issued by the supervisor to acknowledge collection?	<input checked="" type="checkbox"/>	—
Are payments made timely to the county treasurer?	<input checked="" type="checkbox"/>	—

<u>Accountability</u>	<u>YES</u>	<u>NO</u>
Are penalties assessed/collected on late payments?	<input checked="" type="checkbox"/>	—
Is the total amount of penalties collected on overdue real property taxes comparable with that collected in previous year(s)? Do the amounts look reasonable?	<input checked="" type="checkbox"/>	—
Is the tax collector or receiver treating his/her own tax bills properly, e.g., penalties, if required?	<input checked="" type="checkbox"/>	—
Are interest earnings remitted to the supervisor and/or the county as appropriate? (Check county resolution for guidance.)	<input checked="" type="checkbox"/>	—
Are there significant safeguards for the protection of assets and cash, such as a safe or locked file cabinet, offices with locks on the door, regular deposits of cash, etc.?	<input checked="" type="checkbox"/>	—

Comments and Conclusions

DM noted that bank reconciliations were not prepared and payments not made weekly to the Supervisor.

Drescher & Malecki LLP has performed the checklist for review of the Town of Boston Tax Collecting Department on behalf of the Town Board for year ended December 31, 2019. DM/6/23/2020

TOWN OF BOSTON, NEW YORK
Town Clerk
Statement of Cash Receipts and Cash Disbursements
Taxes and Assessments
Year Ended December 31, 2019

Cash balance, January 1, 2019			\$	<u>150</u>
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Cash receipts:

County and town taxes:

Town taxes	\$ 2,921,063	
County taxes	3,934,373	
Penalties and interest	<u>11,373</u>	6,866,809
Interest from bank accounts		<u>181</u>
Total cash receipts		<u>6,866,990</u>

Cash disbursements:

Remittances to Erie County Commissioner of Finance:

County Back Taxes	<u>3,934,373</u>	3,934,373
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Remittances to Town of Boston Supervisor:

Town taxes and assessments	2,921,063	
Penalties and interest	11,373	
Other	<u>231</u>	<u>2,932,667</u>
Total cash disbursements		<u>6,867,040</u>

Cash balance, December 31, 2019			\$	<u><u>100</u></u>
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Appendix D – General Recordkeeping Requirements for Town Clerks

Adequate accounting records and effective procedures should be in place to account for and report town clerk financial activities properly. Some basic and essential recordkeeping and reporting procedures include the following:

1. Maintain a cashbook, which chronologically identifies all receipts and disbursements.
2. Make all disbursements by check, except as otherwise authorized by law, such as authorized petty cash disbursements.
3. Maintain official bank accounts in designated depositories.
4. Deposit all moneys received to official bank account no later than the third business day after \$250 has been collected (Town Law Section 30 [1-a]).
5. Perform a monthly reconciliation of cash with amount in the bank and related liabilities.
6. Prepare monthly reports and remit collections to the supervisor and agencies on a timely basis:
 - To the Town Supervisor – for fees and other moneys collected belonging to the town no later than the fifteenth day of each month following receipt (Town Law Section 27[1]).
 - To the New York State Department of Health – for marriage license fees on or before the fifteenth day of each month (Domestic Relations Law Section 15[3]).
 - To the New York State Department of Agriculture and Markets – Dog Licensing Unit and County Treasurer – for dog license fees on or before the fifth day of each month (Agriculture and Markets Law Section 111[1]).
 - To the New York State Department of Environmental Conservation (DEC) – for conservation (hunting/fishing) license fees as applicable via the DEC's automated system (Environmental Conservation Law Section 11-0713; 6 NYCRR Section 177.4).

The town clerk of certain towns may also serve as the tax-collecting officer (see Town Law Section 36). As collecting officer, the town clerk generally would be responsible for collecting both town real property taxes and county real property taxes that are levied within the town. A portion of the taxes collected (the amount levied by the town) is remitted to the town supervisor, and any residual amount is paid to the county treasurer (see Town Law Section 35). Because of some unique or additional legal requirements pertaining to tax collecting officers, a separate audit checklist has been developed for this portion of the clerk's functions.

Appendix D – General Recordkeeping Requirements for Town Clerks continued

Checklist for Review of Town Clerk's Records

<u>Cash Receipts</u>	<u>YES</u>	<u>NO</u>
Is the cash receipts journal up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the cash receipts journal maintained in a manner that identifies the date received, payer, purpose, and the amount either individually or totals referenced to subsidiary receipt records (e.g., water rents receipts register)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are un-deposited cash receipts safeguarded?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are duplicate deposit slips kept?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do deposit amounts agree with cash receipt amounts?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are deposits made timely (no later than the third business day after \$250 has been collected) and recorded up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last Recorded Deposit: Date _____ Amount _____</i>		
Is the cash receipts journal totaled and summarized monthly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<u>Cash Disbursements</u>	<u>YES</u>	<u>NO</u>
Is the cash disbursements journal up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the cash disbursements journal maintained in a manner to identify amounts disbursed either individually or totals referenced to abstracts or payrolls?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are pre-numbered checks used for all disbursements made by check?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are all checks signed by the town clerk?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are canceled checks or check images returned with bank statements and maintained on file?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are all unused checks properly controlled (blank check stock)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are checks recorded up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last Recorded Check: # _____ Date _____ Amount _____</i>		

Appendix D – General Recordkeeping Requirements for Town Clerks continued

<u>Cash Reconciliations</u>	<u>YES</u>	<u>NO</u>																					
Are bank accounts reconciled? <i>By Whom?</i> <u>Sandy Quinlan</u> <i>How Often?</i> <u>monthly</u> <i>Who Reviews/Verifies Them?</i> <u>Informal - Not reviewed</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>																					
Is the bank reconciliation performed timely after the bank statement is received?	<input checked="" type="checkbox"/>	<input type="checkbox"/>																					
<table border="1"> <thead> <tr> <th colspan="3">Last Bank Reconciliation for Each Bank Account</th></tr> <tr> <th><u>Bank Account</u></th><th><u>Date Performed</u></th><th><u>Month Ending</u></th></tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	Last Bank Reconciliation for Each Bank Account			<u>Bank Account</u>	<u>Date Performed</u>	<u>Month Ending</u>																	
Last Bank Reconciliation for Each Bank Account																							
<u>Bank Account</u>	<u>Date Performed</u>	<u>Month Ending</u>																					
Are reconciliations documented and available for review?	<input checked="" type="checkbox"/>	<input type="checkbox"/>																					
Does the reconciled bank balance agree with the cash balance recorded in the accounting records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>																					

<u>Deposit Protection</u>	<u>YES</u>	<u>NO</u>
Has the bank pledged adequate, eligible securities to protect town clerk deposits that exceed FDIC insurance, if applicable?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<u>Accountability</u>	<u>YES</u>	<u>NO</u>
Is accountability (what the town clerk owes) determined at the end of each month?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does the accountability amount agree with the bank reconciliation and supporting records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are unissued licenses and permits (e.g., dog licenses) safeguarded?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are revenues from town clerk fees comparable with those of previous years?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<u>Financial Reporting</u>	<u>YES</u>	<u>NO</u>
Are monthly reports and payments made timely to the supervisor?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are monthly reports and payments made timely to other agencies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do reported amounts on monthly reports agree with cash receipts and disbursements books?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Appendix D – General Recordkeeping Requirements for Town Clerks continued

<u>Receivables</u> <i>(if applicable, such as water rents)</i>	<u>YES</u>	<u>NO</u>	
Are receivable control accounts maintained?	<input type="checkbox"/>	<input type="checkbox"/>	N/A
Is there indication that the receivable control accounts are reconciled to the detail subsidiary records?	<input type="checkbox"/>	<input type="checkbox"/>	N/A

Comments and Conclusions

DM noted that bank reconciliations were not signed off on as reviewed.

Drescher & Malecki LLP has performed the checklist for review of the Town of Boston Town Clerk

Department on behalf of the Town Board for year ended December 31, 2019. DM/6/23/2020

TOWN OF BOSTON, NEW YORK
Town Clerk
Statement of Cash Receipts and Cash Disbursements
Non Taxes and Assessments
Year Ended December 31, 2019

	Type of Funds			
	Petty Cash	State Fees	Town Fees	Total
Cash balance, January 1, 2019	\$ 200	\$ 50	\$ 4,655	\$ 4,905
Cash receipts:				
Photocopies	-	-	16	16
Town maps	-	-	10	10
Birth certificates	-	-	10	10
Death certificates	-	-	1,550	1,550
Marriage certificates	-	-	150	150
Marriage licenses	-	383	297	680
Decals	-	10,269	589	10,858
Faxes	-	-	70	70
FOIL requests	-	-	11	11
Disposition of dog	-	-	230	230
Use of facility fees	-	-	1,350	1,350
Variance	-	-	2,250	2,250
Games of chance licenses	-	30	20	50
Games of chance proceeds	-	-	13	13
Refuse license	-	-	300	300
Building permits	-	-	17,857	17,857
Certificate of occupancy	-	-	350	350
Special permit	-	-	25	25
Sign permits	-	-	100	100
Mobile home park license	-	-	2,055	2,055
Peddler permit	-	-	20	20
Miscellaneous revenue	-	-	840	840
Refuse and garbage	-	-	1,018	1,018
Dog licenses	-	979	4,109	5,088
Total cash receipts	-	11,661	33,240	44,901
Cash disbursements:				
State fees	-	11,655		11,655
Town fees	-	-	36,987	36,987
Total cash disbursements	-	11,655	36,987	48,642
Cash balance, December 31, 2019	\$ 200	\$ 56	\$ 908	\$ 1,164

I would like 2 cancell
the Rev. Due 2 Covid
Aug 22. Rev. under.
Fred. Klepp.

Thank you
Sandy M'Gregor

RECEIVED
BOSTON TOWN CLERK

2020 AUG 10 PM 3:14

copies to Scott, Shawn & Allison

CANCELED TOWN OF BOSTON
PER SANDY MCGREGOR APPLICATION FOR USE OF FACILITY

RECEIVED
BOSTON TOWN CLERK
JAN 27 14 17:58

This Application is subject to Approval by the Town Board and MUST be received at least 1 week prior to Town Board meeting

*****Application, fees, plans, layouts and any additional proof from other agencies must be completed and submitted at time of application. Must be a Boston Resident to request use.*****

Name/Organization For Drake Reunion Date 1/27/2020

Name of person responsible for facilities Frederick Klapp
Title _____

Applicant Address 6286 May Rd Hingham

Applicant Daytime Phone # 714-250-0000 # Of Attendees: _____

Date(s) Requested* Aug 30 2020 Time 10AM-7PM Type of Event _____
Set Up _____ Take Down _____

Sporting Leagues — Please attach Schedule

****Certificate of Insurance from your organization must be submitted at least 1 week before your 1st sporting event****

*****Please confirm that your dates do not conflict with any Sporting Leagues*****

Baseball—Josh Haeick 649-6170 Football—Nick Jagow 725-9680
Soccer—Jessica Blesy 809-0121 or Liz Cylka 319-8542

I, THE UNDERSIGNED, REQUEST PERMISSION TO USE THE FOLLOWING: (check all that apply)

- | | |
|--|---|
| <input type="checkbox"/> South Boston Park Shelter | <input type="checkbox"/> Boston Town Park |
| <input type="checkbox"/> Town Hall Community Room w/ Kitchen And Bathroom Facilities | <input checked="" type="checkbox"/> Lions Shelter And Bathroom Facilities |
| <input type="checkbox"/> North Boston Park Fields | <input type="checkbox"/> Small Shelter |
| | <input type="checkbox"/> Town Fields |

WILL YOUR EVENT HAVE ANY OF THE FOLLOWING: (Check all that apply)

- | | |
|--|---|
| <input type="checkbox"/> Parade | - Who will provide traffic control? _____
(Submit proof in writing from that agency at time of application) |
| <input type="checkbox"/> Parking (over 50) | - Please submit parking Plan: _____
(This must be approved by Park's Superintendent before submittal to Town Clerk with application) |
| <input type="checkbox"/> Rides | (Certificate of Insurance from your insurance company must be submitted 1 week before use begins) |
| <input type="checkbox"/> Fireworks | (Certificate of Insurance from Firework Vendor must be submitted 1 week before your event) |
| | -Who will provide Fire Stand By? _____
(Submit proof in writing from that agency at time of application) |
| <input type="checkbox"/> Vendors (over 5) | - Please submit Layout _____
(This must be approved by Park's Superintendent before submittal to Town Clerk with application) |

Alcoholic Beverages:
(IF SERVING ALCOHOL, CHECK ALL
THAT APPLY)

Are you serving alcohol?
Are you having a Private Party?
Are you having a Public Special Event?

☐ Yes ☒ No
☒ Yes ☐ No
☐ Yes ☒ No

PLEASE NOTE:

ALL parties must submit a Certificate of Insurance 1 week before your event. Public Special Events serving alcohol must also submit a copy of your NYS Liquor License 1 week before your event.

Certificates of Insurance: You must list the Town of Boston as additionally insured and the dates of the event must be on the Certificate of Insurance. Your insurance agent can help you with this. The following is a list of Liability amounts needed:

Private Party (Host Liquor)	\$ 500,000
Public Special Event (Liquor Legal)	\$1,000,000
Ride Vendor	\$1,000,000
Fireworks	\$1,000,000
Sporting Leagues	\$1,000,000

FEES: A **\$75 Maintenance Fee** must be included with this application. These funds will be utilized to cover the cost of bathroom supplies, final clean up and administrative costs.

KEYS: Keys may be picked up on the business day before the scheduled event and should be returned the first business day immediately following.

TOWN OF BOSTON PROPERTIES ARE SMOKE FREE

COMMUNITY EVENTS SIGN: If your organization needs to use the Community Announcement sign near the Emergency Squad Bldg, the "Request to use Coming Events Sign" application must be completed and submitted to the Highway/Parks Dept. This form can be obtained from the Town Clerk's Office or at www.townofboston.com.

Requests may be submitted after September 1st the year before your event.

I agree that all facilities used will be properly cleaned to the best of my ability upon completion of the event and that I will be responsible for any damages caused to any of the facilities or grounds. I will submit to the Town Clerk all Certificates of Insurance and NYS Liquor License if necessary at least 1 week prior to my event. I have contacted the above mentioned sporting leagues and there are no conflicts with dates.

SIGNATURE OF APPLICANT:

Frederick Klapp

Upon Completion, please submit to Town Clerk

FEE REC'D 1/27/2020
(date)
\$75.00 cash

APPROVED/DENIED:

2/5/2020
(date)

TOWN OF BOSTON
APPLICATION FOR USE OF FACILITY

**This Application is subject to Approval by the Town Board
and MUST be received at least 1 week prior to Town Board meeting**

*****Application, fees, plans, layouts and any additional proof from other agencies must be completed and submitted at time of application. Must be a Boston Resident to request use. *****

Name/Organization BOYS & GIRLS CLUB OF BOSTON Date 8/18/20

Name of person responsible for facilities BOBBY CLEMMINGTON
Title UNIT DIRECTOR

Applicant Address 8550 BOSTON ST. RD

Applicant Daytime Phone # _____ # Of Attendees: 20

Date(s) Requested* Aug 31st & Sept. 2nd Time 5-9pm Type of Event SOFTBALL
Set Up 5pm Take Down 9pm

Sporting Leagues — Please attach Schedule

****Certificate of Insurance from your organization must be submitted at least 1 week before your 1st sporting event****

*****Please confirm that your dates do not conflict with any Sporting Leagues*****

Baseball—Josh Haeick 649-6170 Football—Nick Jagow 725-9680
Soccer—Jessica Blesy 809-0121 or Liz Cylka 319-8542

I, THE UNDERSIGNED, REQUEST PERMISSION TO USE THE FOLLOWING: (check all that apply)

- | | |
|---|--|
| <input type="checkbox"/> South Boston Park Shelter | <input type="checkbox"/> Boston Town Park |
| <input type="checkbox"/> Town Hall Community Room w/ Kitchen
And Bathroom Facilities | <input type="checkbox"/> Lions Shelter
And Bathroom Facilities |
| <input type="checkbox"/> North Boston Park Fields | <input type="checkbox"/> Small Shelter |
| | <input checked="" type="checkbox"/> Town Fields <u>#4 & #2</u> |

WILL YOUR EVENT HAVE ANY OF THE FOLLOWING: (Check all that apply)

- | | |
|---|---|
| <input type="checkbox"/> Parade | - Who will provide traffic control? _____
(Submit proof in writing from that agency at time of application) |
| <input type="checkbox"/> Parking
(over 50) | - Please submit parking Plan: _____
(This must be approved by Park's Superintendent before submittal to Town Clerk with application) |
| <input type="checkbox"/> Rides | (Certificate of Insurance from your insurance company must be submitted 1 week before use begins) |
| <input type="checkbox"/> Fireworks | (Certificate of Insurance from Firework Vendor must be submitted 1 week before your event) |
| | -Who will provide Fire Stand By? _____
(Submit proof in writing from that agency at time of application) |
| <input type="checkbox"/> Vendors
(over 5) | - Please submit Layout (This must be approved by Park's Superintendent before submittal to Town Clerk with application) |

Alcoholic Beverages:
(IF SERVING ALCOHOL, CHECK ALL
THAT APPLY)

Are you serving alcohol? ☐ Yes ☒ No
Are you having a Private Party? ☐ Yes ☒ No
Are you having a Public Special Event? ☐ Yes ☒ No

PLEASE NOTE: ALL parties must submit a Certificate of Insurance 1 week before your event.
Public Special Events serving alcohol must also submit a copy of your NYS Liquor
License 1 week before your event.

Certificates of Insurance: You must list the Town of Boston as additionally insured and the dates of the event must be on the Certificate of Insurance. Your insurance agent can help you with this. The following is a list of Liability amounts needed:

Private Party (Host Liquor)	\$ 500,000
Public Special Event (Liquor Legal)	\$1,000,000
Ride Vendor	\$1,000,000
Fireworks	\$1,000,000
Sporting Leagues	\$1,000,000

FEES: A **\$75 Maintenance Fee** must be included with this application. These funds will be utilized to cover the cost of bathroom supplies, final clean up and administrative costs.

KEYS: Keys may be picked up on the business day before the scheduled event and should be returned the first business day immediately following.

TOWN OF BOSTON PROPERTIES ARE SMOKE FREE

COMMUNITY EVENTS SIGN: If your organization needs to use the Community Announcement sign near the Emergency Squad Bldg, the "Request to use Coming Events Sign" application must be completed and submitted to the Highway/Parks Dept. This form can be obtained from the Town Clerk's Office or at www.townofboston.com.

Requests may be submitted after September 1st the year before your event.

I agree that all facilities used will be properly cleaned to the best of my ability upon completion of the event and that I will be responsible for any damages caused to any of the facilities or grounds. I will submit to the Town Clerk all Certificates of Insurance and NYS Liquor License if necessary at least 1 week prior to my event. I have contacted the above mentioned sporting leagues and there are no conflicts with dates.

SIGNATURE OF APPLICANT: 

Upon Completion, please submit to Town Clerk

FEE REC'D _____ (date) APPROVED/DENIED : _____ (date)

TOWN OF BOSTON
SPECIAL PERMIT APPLICATION

OFFICE USE ONLY
() APPROVED () DISAPPROVED

Owner name: Jennie Kalata

Permit No. _____

Permit fee _____

Address: 9690 B Trevett Rd
Boston NY 14025

Date Received _____

Issued by _____

Telephone: ()

Approved by: _____

Email: Kalatacat@aol.com

APPLICATION IS HEREBY MADE
FOR PERMISSION TO OPERATE A

INTENT: Massage Therapy 10-15 clients per week

LOCATION TO BE USED: first floor room at 9690 B. Trevett Rd
Boston, NY 14025

THE UNDERSIGNED APPLICANTS DO HEREBY AFFIRM THAT THE INFORMATION HEREIN
SUPPLIED IS TRUE AND CORRECT.

OWNER: Jennie Kalata DATE: 8/17/20

July 9 2020

Mr. William Ferguson
Boston Town Hall
8500 Boston State Road
Boston, NY. 14025

Dear Mr. Ferguson:

My name is Jennie Kaleta. I am a licensed massage therapist and Im renting a home at 9690 B Trevett Road in Boston. I would like to use the first floor bedroom as a massage studio. I estimate I would see 10-15 clients a week at an hour a time, Monday thru Friday. Clients would only come one at a time with no one waiting in a "waiting room". I appreciate your consideration in this matter.

Jennie Kaleta

premises and do not exceed a rated capacity of three-fourths ($\frac{3}{4}$) ton.

- (3) Completely enclosed storage in an accessory structure of unoccupied recreational trailers, utility trailers or boats owned by the occupant of the premises for his personal use.
- (4) Buildings for private horticultural programs, not to exceed five hundred (500) square feet in floor area, provided that such buildings are located to the rear of the front setback line and do not occupy any part of a required side yard.
- (5) Private swimming pools and tennis courts, provided that any such facility is located to the rear of the front setback line and does not occupy any part of a required side yard. In the case of any private in-ground swimming pool, such pool shall comply with applicable provisions of the In-ground Swimming Pool Code of the Town of Boston.²
- (6) Professional residence offices, provided that:
 - (a) Such use shall be located entirely within a dwelling.
 - (b) Such use shall not include the confinement of any person under care or treatment.
- (7) Home occupations, as defined in this chapter.
- (8) Television reception antennas and mountings having a combined weight of less than fifty (50) pounds. [Added 4-17-1991 by L.L. No. 1-1991]
- (9) Radio reception and transmission antennas and mountings having a combined weight of less than fifty (50) pounds. [Added 4-17-1991 by L.L. No. 1-1991]

§ 123-19. Minimum lot size.

Unless otherwise provided, the minimum lot size in the R-1 District shall be as specified in this section.

² Editor's Note: See Ch. 107, Swimming Pools.

A. Principal uses and structures:

- (1) Principal uses and structures permitted in the R-1 District, except those requiring a special use permit.
- (2) Cluster housing, subject to regulations set forth in Article XXVI and subject to a site plan approved by the Town Planning Board.
- (3) Hospitals or institutions of a religious, charitable or philanthropic nature, provided that they are not used for penal or correctional purposes. Such principal buildings shall be at least 50 feet from any other lot in any R-District.

B. The following uses, subject to special use permit:

- (1) All uses subject to special use permit in the R-1 Single-Family Residence District and in Article VIII of this chapter.
- (2) Bed-and-breakfast establishments shall be permitted as an accessory use in the R-2 Single-Family Residence District, subject to the issuance of a special use permit by the Town Board and to the following conditions and limitations:
 - (a) The applicant shall be the owner of the premises and a full-time resident of the premises.
 - (b) The bedrooms and bathrooms of the dwelling used for paying guest accommodations shall not exceed 33.3% of the existing habitable floor area of the dwelling, and no more than three rooms shall be used as bedrooms for paying guests.
 - (c) No more than six guests per night shall be permitted in any bed-and-breakfast establishment. No paying guest shall stay on any one visit for more than 15 days.

TOWN OF BOSTON – RESOLUTION NO. 2020-49

APPROVING JUSTICE COURT AUDIT

WHEREAS, pursuant to Uniform Justice Court Act § 2019-a, each Town Justice must present her records and docket for an audit to be performed by the Town Board or an accountant retained by the Town Board to perform such an audit; and

WHEREAS, Town Justices Kelly A. Vacco and Debra K. Bender duly have presented their records and docket to the Town Board, and Drescher and Malecki LLP performed an audit of those records on June 23, 2020; and

WHEREAS, the Town Board has reviewed the audit report prepared by Drescher and Malecki; and

WHEREAS, the records of the Town Justices have been duly examined and the fines therein collected have been turned over to the proper officials of the Town of Boston as required by law;

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of the Town of Boston hereby approves the audit report prepared by Drescher and Malecki, LLP; and

IT IS FURTHER RESOLVED, that the Town Clerk forward a copy of this Resolution and of the Drescher and Malecki, LLP, audit report to the Office of Court Administration.

On September 2, 2020, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	Yes	No	Abstain	Absent
Councilmember Cartechine	[]	[]	[]	[]
Councilmember Lucachik	[]	[]	[]	[]
Councilmember Martin	[]	[]	[]	[]
Councilmember Selby	[]	[]	[]	[]
Supervisor Keding	[]	[]	[]	[]

Sandra L. Quinlan, Town Clerk

Appendix F –

General Recordkeeping Requirements for Town and Village Justice Courts

As a general rule, board members should first gain an understanding of how the court operates, what the general rules and requirements are for financial accountability and reporting, and what types of financial records should be maintained to meet these responsibilities. Many board members, particularly newly elected members, may not be aware of these concerns.

The first step is to ASK! Ask the individuals involved (e.g., justices and court clerks). Ask other more experienced board members. Ask your local government's attorney or call us. OSC issues many publications that provide guidance on a variety of topics that will provide you with needed information. The Comptroller's Justice Court Fund Bureau issues a publication entitled *Handbook for Town and Village Justices and Court Clerks* that provides guidance as well as requirements for justice court transactions.

Court personnel are required to maintain various records and documents pertaining to the cases handled in their respective courts. They are also required to perform certain finance-related duties to account for and report all transactions.¹² Certain financial duties are the direct responsibility of each justice and, in certain circumstances, may not be delegated to other court personnel. Some key recordkeeping requirements are as follows:

Each justice is required to:

1. Maintain an official bank account in his/her name as judicial officer.
2. Issue acceptable receipt forms for all moneys collected.
3. Deposit all moneys received in his/her judicial capacity in the official bank account within 72 hours of collection, exclusive of Sundays and holidays.
4. Submit a monthly report, generally, and remittance to the Justice Court Fund within the first 10 days of the month following collection.¹³

Each court is required to:

1. Maintain individual case files containing all papers and other documents pertaining to each case.
2. Maintain an index of all cases with a unique number assigned to each case when filed.
3. Maintain a cashbook, which chronologically itemizes all receipts and disbursements.
(Note: For accountability and internal control purposes, OSC recommends that a separate cashbook be maintained for each justice).

¹² Recordkeeping requirements are generally contained in 22 NYCRR Section 214, *et seq.*

¹³ With respect to courts that participate in the Invoice Billing Program, within the first 10 days of the month following collection, each justice must electronically file their report with the Justice Court Fund and submit a remittance to the Chief Fiscal Officer, instead of the Justice Court Fund.

Appendix F –

General Recordkeeping Requirements for Town and Village Justice Courts continued

Board members should expect to find the following minimum records for receiving and disbursing moneys (either manually prepared or computerized):

1. Cash receipt records and supporting documents.
2. Cash disbursement records and supporting documents.
3. Bank statements and supporting documents.
4. Accountability worksheets detailing outstanding liabilities and cash available to meet such liabilities. These worksheets should compare net bank balances and cash on-hand to liabilities (e.g., bails and unremitted fines). Any difference between cash and liabilities should be explained. Correction of errors in accounting records, if any, should also be explained.
5. Copies of reports to applicable governmental agencies.

Appendix F –

General Recordkeeping Requirements for Town and Village Justice Courts continued

Checklist for Review of Justice Court Records

<u>Cash Receipts</u>	<u>YES</u>	<u>NO</u>
Is the cash receipts journal up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the cash receipts journal maintained in a manner that identifies the date received, payer, and the amount of fines, fees, bail, and/or other categories of collection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are pre-numbered receipt forms issued for all collections?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are duplicate receipt copies kept for court records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are receipts recorded up-to-date? <i>Last Recorded Receipt: # _____ Date _____ Amount _____</i>		
Are duplicate deposit slips kept for court records?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do deposit amounts agree with cash receipt amounts?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are deposits made timely (within 72 hours of collection, exclusive of Sundays and holidays) and recorded up-to-date? <i>Last Recorded Deposit: Date _____ Amount _____</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are un-deposited cash receipts safeguarded?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the cash receipts journal totaled and summarized monthly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<u>Cash Disbursements</u>	<u>YES</u>	<u>NO</u>
Is the cash disbursements journal up-to-date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the cash disbursements journal maintained in a manner to identify individual amounts disbursed either individually or totals referenced to abstracts or payrolls?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are pre-numbered checks used for all disbursements (other than petty cash)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are all checks signed by the justice?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are canceled checks or check images returned with bank statements and maintained on file?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are all unused checks properly controlled (blank check stock)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are checks recorded up-to-date? <i>Last Recorded Check: # _____ Date _____ Amount _____</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Appendix F –

General Recordkeeping Requirements for Town and Village Justice Courts continued

<u>Cash Reconciliations</u>	<u>YES</u>	<u>NO</u>
Is the bank account reconciled after bank statements are received?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last Bank Reconciliation for Each Bank Account:</i> <i>Date Performed _____ Month Ending _____</i>		

<u>Deposit Protection</u>	<u>YES</u>	<u>NO</u>
Has the bank pledged adequate, eligible securities to protect court deposits that exceed FDIC insurance protection, if applicable?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<u>Additional Supporting Records</u>	<u>YES</u>	<u>NO</u>
Is a list of bail maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is a record of uncollected installment payments maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<u>Dockets and Case Files</u>	<u>YES</u>	<u>NO</u>
Are separate dockets maintained for various classifications of cases, such as vehicle and traffic, criminal, civil, and small claims?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are case files maintained for all cases?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are indexes maintained for all cases?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do dockets for disposed cases appear to be complete?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do dockets for disposed cases agree with amounts reported?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<u>Accountability</u>	<u>YES</u>	<u>NO</u>
Is accountability (a comparison of cash to liabilities) determined at the end of each month?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do liabilities (as recorded in the court's records) agree with net bank balances (as evidenced on monthly bank reconciliations) plus any cash on hand as of a specified date?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last Determination of Accountability:</i> <i>Date Performed _____ Month Ending _____</i>		

Appendix F –

General Recordkeeping Requirements for Town and Village Justice Courts continued

<u>Reports to Division of Criminal Justice Services</u>	<u>YES</u>	<u>NO</u>
Are reports made timely to the Division of Criminal Justice Services?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Has the court received any notices regarding late reporting?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>If yes, why were reports late and what corrective actions were taken?</i> _____		

<u>Reports to Justice Court Fund</u>	<u>YES</u>	<u>NO</u>
Are monthly reports made timely to the Justice Court Fund?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do reported amounts agree with cash receipt and disbursement books?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do reported amounts agree with docket dispositions and case files?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last Report Submitted:</i> <i>Month Ending</i> _____ <i>Date</i> _____ <i>Amount</i> _____		
Has the court received any notices regarding late reporting?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>If yes, why were reports late and what corrective actions were taken?</i> _____		

<u>Reporting to Department of Motor Vehicles - TSLE&D Program</u>	<u>YES</u>	<u>NO</u>
Is information reported timely to TSLE&D?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are reports from TSLE&D to the court maintained and utilized?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Last TSLE&D Report Available:</i> _____ <i>Date</i> _____		

Has the court received any notices regarding pending cases?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>If yes, why were the cases pending and what corrective actions were taken, if any?</i> _____		
Has the court received any notices regarding late monthly reporting?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Appendix F –

General Recordkeeping Requirements for Town and Village Justice Courts continued

<i>If yes, why were the reports late and what corrective actions were taken?</i> <hr/>		
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Comments and Conclusions

Pursuant to Uniform Justice Court Act § 2019-a, Drescher & Malecki LLP has performed an audit of the Town of Boston Justice Department on behalf of the Town Board for year ended December 31, 2019. DM/6/23/2020

TOWN OF BOSTON, NEW YORK
Town Justices
Statement of Cash Receipts and Cash Disbursements
Year Ended December 31, 2019

	Justice Debra Bender	Justice Kelly Vacco	Total
Cash balance, January 1, 2019	\$ 20,302	\$ 21,303	\$ 41,605
Cash receipts:			
Fines	107,628	117,729	225,357
Bail	1,350	850	2,200
Total cash receipts	<u>108,978</u>	<u>118,579</u>	<u>227,557</u>
Cash disbursements:			
Payments to Town Supervisor	102,744	122,806	225,550
Bail forfeitures & refunds	3,101	-	3,101
Total cash disbursements	<u>105,845</u>	<u>122,806</u>	<u>228,651</u>
Cash balance, December 31, 2019	<u>\$ 23,435</u>	<u>\$ 17,076</u>	<u>\$ 40,511</u>

TOWN OF BOSTON – RESOLUTION NO. 2020- 50

**DESIGNATING HARTLOFF BENEFIT SOLUTIONS, LLC,
BROKER FOR HEALTH INSURANCE BENEFITS PLANS**

WHEREAS, the Town of Boston provides health insurance and other benefits to its employees; and

WHEREAS, the Town desires to explore options to continue to provide affordable health insurance that efficiently meets employee needs; and

WHEREAS, Hartloff Benefits Solutions, LLC, has proposed to become the Town's broker/agent of record with respect to its health insurance plans and has proposed to help create customized plans based on the needs of the Town and its employees; and

WHEREAS, Hartloff further proposes to hold meetings with employees to educate them about their benefits, and to provide outside-the-box thinking to help make benefits cost effective; and

WHEREAS, the health insurance broker is paid commissions from the premiums charged by the insurer and not directly by the Town;

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of the Town of Boston hereby designates Hartloff Benefits Solutions, LLC, as the broker and agent of record for the Town's health insurance benefit plans, and authorizes the Town Supervisor to execute broker-of-record letters and any other documents necessary to complete the broker/agent of record transition.

On September 2, 2020, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	Yes	No	Abstain	Absent
Councilmember Cartechine	[]	[]	[]	[]
Councilmember Lucachik	[]	[]	[]	[]
Councilmember Martin	[]	[]	[]	[]
Councilmember Selby	[]	[]	[]	[]
Supervisor Keding	[]	[]	[]	[]

Sandra L. Quinlan, Town Clerk



Town of Boston

8/14/2020

RE: Group # _____

Dear BlueCross BlueShield of Western New York:

Effective immediately, **Hartloff Benefit Solutions, LLC** with office at **7000 Seneca St., Elma, NY, 14059** is to be named the exclusive Agency of Record for **Town of Boston**. We understand that **Hartloff Benefit Solutions, LLC's** broker commission will be paid out of our monthly premium.

BlueCross BlueShield of Western New York is authorized to discuss with **Hartloff Benefit Solutions, LLC** all aspects of our account effective immediately. Furthermore, you are authorized to release to **Hartloff Benefit Solutions, LLC** any and all information you have concerning our account. The Group authorizes BlueCross BlueShield of Western New York to send all quotes, policies and notices to the Agent/Broker of Record.

In the event Agent/Broker of Record becomes acquired by another entity, Group agrees that BlueCross Blue Shield of Western New York may, without further authorization by Group, treat the acquiring entity as the exclusive Agency of Record for purposes of this letter.

This letter revokes any previous Agent/Broker of Record letters on file with BlueCross BlueShield of Western New York and should remain in effect until expressly terminated by the group in writing. We agree that any such notice will be applied prospectively.

Sincerely,

x

Signature of GBA or authorized Officer

X
Print Name

Title

Phone

Email

Primary Agent/Broker Representative

April Hartloff
Print Name

Phone

april@hartloffbenefits.com
Email



Plan Sponsor Certification of Group Health Plan HIPAA Compliance

Town of Boston

Plan Sponsor Name (Employer Group)

Group Number(s)

Group Health Plan Name (Employee Welfare Benefit Plan as filed for ERISA)

Plan Sponsor Owner or Group Health Plan Decision Maker

The Plan Sponsor named above provides benefits under a Group Health Plan for its employees in the form of insurance contracts or administrative services agreements (collectively "Benefit Contract") administered by Blue Cross BlueShield of Western New York ("Company"). The Plan Sponsor performs, directly or through authorized third party representatives ("Authorized Representatives"), certain functions for administration of the Group Health Plan which requires access to Group Health Plan participants' protected health information ("PHI").

Pursuant to the Health Insurance Portability and Accountability Act (HIPAA), the Plan Sponsor must certify understanding of and compliance with certain HIPAA requirements before Company may disclose PHI to the Plan Sponsor or its Authorized Representatives.

Plan Documents

Plan Sponsor certifies that the Group Health Plan documents ("Plan Documents") comply with the requirements of 45 C.F.R. 164.504(f)(2) including, but not limited to the following:

- Establish the permitted or required uses/disclosures of PHI and limit uses/disclosures of PHI to those established or required by law;
- Ensure PHI is adequately protected and require reporting of uses/disclosures of PHI not permitted or required in the Plan Documents;
- Identify the persons or classes of persons with access to PHI and restrict access to those persons;
- Prohibit uses/disclosures of PHI for employment or other benefit-related decisions;
- Require Plan Sponsor to make PHI available to a) access in accordance with 45 C.F.R. 164.524; b) amend and incorporate amendments to PHI in accordance with 45 C.F.R. 164.526; and c) provide an accounting of disclosures in accordance with 45 C.F.R. 164.528;
- Require agents/subcontractors with access to PHI to comply with the same restrictions and conditions that apply to Plan Sponsor.

Authorized Representatives' Access to PHI

In accordance with HIPAA and other applicable federal and state laws, Plan Sponsor:

- Attests that it has a HIPAA compliant Business Associate Agreement with the Authorized Representatives named on Page 2 and Page 3, as applicable, and such Authorized Representatives have HIPAA compliant Business Associate Agreements with any of their subcontractors named on Page 3 as applicable, (collectively herein "Authorized Representatives") requiring compliance with the same restrictions/conditions that apply to Plan Sponsor under HIPAA;
- Understands that Company may not release PHI pertaining to sensitive health conditions such as HIV/AIDS, mental health, alcohol/substance abuse and, in some cases, sexually transmitted diseases or abortion. These conditions are subject to various state and federal privacy laws and Authorized Representatives will not request such information without first obtaining the individual's authorization as required by state or federal law;
- Attests that the Authorized Representatives will protect the PHI, as obligated, upon non-renewal/termination of the Benefit Contract;
- If authorizing an entire Broker Agency to access PHI, understands the potential risk involved with respect to the minimum necessary requirement at 45 C.F.R. 164.514(d)(2) to limit access to PHI to persons or classes of persons identified in the Plan Documents.

Miscellaneous Provisions

Plan Sponsor understands and agrees:

- To comply with the obligations under HIPAA and that violation of such obligations could result in civil penalties up to \$1.5 million in a calendar year and potential criminal penalties against the responsible individual(s);
- To notify Company in writing of any changes to the information contained in this form and Company shall not be responsible for releasing PHI in reliance on this form if Plan Sponsor fails to submit such notification;
- To indemnify, defend and hold harmless Company, its affiliates and employees, without limitation, from and against any and all claims, actions, damages, losses, liabilities, fines, penalties, costs or expenses as a result of Plan Sponsor's and/or its Authorized Representatives' breach of their obligations and/or inappropriate access, use, or disclosure of PHI by unauthorized representatives;
- That Company may review requests to ensure compliance with minimum necessary criteria and Company policies;
- That Company may revoke this form in its sole discretion upon written notice to Plan Sponsor;
- That Company will terminate exchange of PHI pursuant to this form upon non-renewal/termination of Benefit Contract.

Plan Sponsor Owner or Group Health Plan Decision Maker Signature (required in all circumstances)

By my signature below, I attest the certifications made are true and correct, and Plan Sponsor and its Authorized Representatives will comply with the terms, conditions, and obligations set forth herein.

☒ Signature: X

Date: _____



BlueCross BlueShield
of Western New York

Authorization for Third Party Access to PHI

Use this form to identify third party representatives authorized by the Plan Sponsor to access PHI in order to perform administration functions related to the Group Health Plan.

PLEASE PRINT CLEARLY

A: Authorized Non-Broker Representative (e.g. Plan Sponsor employee, third party administrator, enrollment vendor, etc.)

Representative Name: _____ Company: _____
Last 4 of SSN: _____ DOB: _____ Phone: _____ Email: _____

By my signature below, I attest that I have read, understand, and agree to comply with the terms, conditions, and obligations on Page 1, which are incorporated herein by reference, as they apply to Authorized Representatives.

☒ Representative Signature: _____ Date: _____

B: Authorized Individual Broker Agent(s)

1. Agent Name: _____ Broker ID: _____
DOB: _____ Phone: _____ Email: _____
2. Agent Name: _____ Broker ID: _____
DOB: _____ Phone: _____ Email: _____

By my signature below, I attest that I have read, understand, and agree to comply with the terms, conditions, and obligations on Page 1, which are incorporated herein by reference, as they apply to Authorized Representatives.

☒ Agent 1 Signature: _____ Date: _____

☒ Agent 2 Signature: _____ Date: _____

C: Authorized Broker Agency (allows ALL of the Broker Agency's representatives to receive PHI on Plan Sponsor's behalf)

Owner/Decision Maker Name: April Hartloff Broker ID: B000000000505
Agency Name: Hartloff Benefit Solutions, LLC Phone: 716-655-5907
Name of Primary Broker Agent representing this group (optional): April Hartloff

By my signature below, I attest I am the Broker Agency Owner/Decision Maker named above and that I have read and understand the terms, conditions, and obligations on Page 1, which are incorporated herein by reference, as they apply to an Authorized Broker Agency. I further attest that I am accountable to ensure all agents of the Broker Agency with access to PHI understand and comply with the terms, conditions, and obligations on Page 1 as they apply to Broker Agents.

☒ Agency Owner/Decision Maker Signature: [Signature] Date: 8/14/2020

D: PHI Access¹

General Inquiry (no Online Access):

- For reports (paper/email) needed for plan functions
- For verification of enrollment, billing, FSA/HSA accounts, etc.
- For assistance with employee benefits, claims, etc.²

Online Access (includes General Inquiry access):

- BlueConnect (online enrollment/terminate/reinstate, update coverage)
- Online bill pay (eBilling)

Authorized Representative/Agent(s)	PHI ACCESS (choose one type for each)	
	General Inquiry	Online Access
Non-Broker Representative	<input type="checkbox"/>	<input type="checkbox"/>
Individual Broker Agent 1	<input type="checkbox"/>	<input type="checkbox"/>
Individual Broker Agent 2	<input type="checkbox"/>	<input type="checkbox"/>
Broker Agency All / Primary Broker Agent	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

REPORT ACCESS – Optional (only available with Online Access and 100+ subscribers)	
Arrow	BlueInsight
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

E: Plan Sponsor Owner or Group Health Plan Decision Maker Signature (required in all circumstances)

By my signature below, I attest I am the Plan Sponsor Owner or Group Health Plan Decision Maker with authority to authorize third party access to PHI and the Authorized Representatives named above are employees or agents of Plan Sponsor permitted to receive Group Health Plan participants' PHI. I further attest that I am accountable to ensure such parties understand and comply with the requirements of the Plan Sponsor Certification of Group Health Plan HIPAA Compliance on Page 1, which are incorporated herein by reference.

☒ Signature: X Date: _____

¹ The Plan Sponsor Owner/Decision Maker may be required to verify user status upon Company's request or notification.

² Authorized Representative must prove involvement in employee's care as it relates to the issue in question.



Office: 716-655-5901 Fax: 716-655-5907
7000 Seneca Street Elma, NY 14059

Advantages of using Hartloff Benefit Solutions:

- Customized planning based on business needs – **Listen, learn** about business and employees, plan design specific to employers' goals
- One-on-one meetings with employees: Taking the time to educate employees, so that they understand their benefits, properly utilize benefits and **appreciate** benefits.
- Group meetings: meet with employees as a group for overview. Consistently bringing in new ideas or concepts (Good Rx, myRxprice.com, Telemedicine)
- Think outside the box: help employees configure their health benefits to be most cost effective and discuss alternative options such as Child Health Plus
- Provide mandatory training such as Sexual Harassment Prevention Training at no additional cost
- Provide tools for compliance such as subscription to HR360 and monthly newsletters and HR alerts
- Empowering business owners and employees so that they can make the best decisions with Health Insurance benefits

Medicare & Individual Benefits

Hartloff Benefit
Solutions, LLC



**We'll help you navigate through the
changing landscape of health care.**

Hartloff Benefits offers group health and dental, disability insurance, group and individual life insurance, Medicare plans, and individual health insurance.

We work with individuals or families and can assist care givers in making these critical health benefit decisions. Our team can advise you on All Choice, individual health plans, and Child Health Plus.

We have a team of independent benefit consultants who can answer all your questions on Medicare options and put together the Medicare puzzle. Whether you - or a family member - is getting close to Medicare enrollment, it's important to have the knowledge to make a confident decision. We'll help you find a plan that fits you and your lifestyle.

**Hartloff Benefits is a full service local health benefit agency
- we're specialists at cutting through the confusion of
Medicare plans. Let us show you how!**

For Medicare enrollment or to show and compare options:
<http://Medicarevalue.com/HartloffBenefits>

April Hartloff • 7000 Seneca Street • Elma, NY 14059
716-655-5901 • Fax: 716-655-5907 • Cell: 716-481-3884
april@hartloffbenefits.com

Employee Benefits

Hartloff Benefit
Solutions, LLC



We'll help you navigate through the changing landscape of employee benefits.

Our team is dedicated to taking the time to **listen**, develop **solutions**, and **educate** our clients on their options. Our goal is to **empower you** so you can make the best decisions possible.

We will work with you to create the **best plan** for your employees and your company. We take the time to listen and learn about your company and shop the market to create the best possible plan for you. Our expertise includes **group health** and **Medicare benefits** as well as **voluntary benefits**.

Hartloff Benefits is **your advocate and partner** as you navigate the changing landscape of employee benefits. We search the market to provide the **best solution** that fits your business plan and advise you on how to minimize total costs.

We provide continued education for your employees throughout the year. Our team offers **follow up on compliance** and help in those situations that call for extra attention and detail.

With Hartloff Benefits your employee benefits will be cost effective and easy to manage. Give us a call today!

April Hartloff • 7000 Seneca Street • Elma, NY 14059
716-655-5901 • Fax: 716-655-5907 • Cell: 716-481-3884
april@hartloffbenefits.com

TOWN OF BOSTON – RESOLUTION NO. 2020- 51

**ADJUSTMENT OF PERSONNEL RESULTING FROM COVID-19 PANDEMIC:
FURLOUGH OF PART-TIME TOWN CLEANER**

WHEREAS, the COVID-19 pandemic has had a profound impact on many aspects of life, and also will have significant financial ramifications for the Town of Boston, including reduced sales tax revenue collections; and

WHEREAS, the Town employs on a part-time basis a part-time Town Cleaner; and

WHEREAS, the Town for years has been ably served by a part-time cleaner; and

WHEREAS, the COVID-19 pandemic and State requirements have necessitated the use of a contract firm to provide enhanced and more frequent cleaning and sanitation than provided by the part-time cleaner, and the need for this enhanced cleaning and sanitation protocol is anticipated to continue for the foreseeable future; and

WHEREAS, the Town Board, in the exercise of its fiduciary duty to the Town, regrettably believes that elimination of the position of part-time cleaner to be in the best interests of the Town of Boston; and

WHEREAS, these personnel adjustments are not intended to reflect negatively in any way on the work of the person holding the position being furloughed and eliminated but are made as a direct result of the changes resulting from the COVID-19 pandemic and in anticipation of a revenue shortfall resulting from the pandemic;

NOW THEREFORE BE IT

RESOLVED, that the Town Board that the Town Board hereby directs and authorizes the Town Supervisor to furlough the position of part-time Town Cleaner.

On September 2, 2020, the question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	Yes	No	Abstain	Absent
Councilmember Cartechine	[]	[]	[]	[]
Councilmember Lucachik	[]	[]	[]	[]
Councilmember Martin	[]	[]	[]	[]
Councilmember Selby	[]	[]	[]	[]
Supervisor Keding	[]	[]	[]	[]

Sandra L. Quinlan, Town Clerk

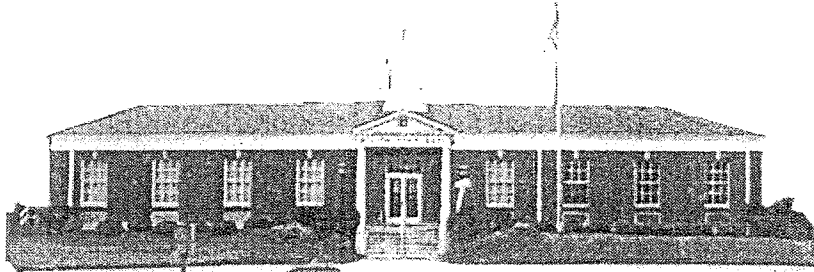
Approve Service Award Credits for:

Boston EMS

North Boston Volunteer Fire Company

Patchin Volunteer Fire Company and

Boston Volunteer Fire Company



TOWN OF BOSTON

Memorandum

To: Supervisor Keding
Town Board Members

From: William Ferguson
Code Enforcement Officer

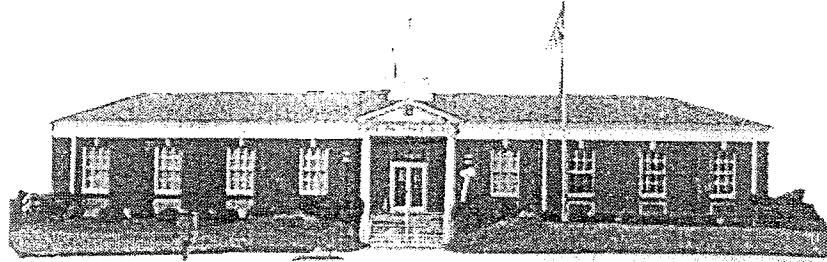
Re: Boston Hills Homes and Estates
7852 Boston State Road

Date: August 27, 2020

On August 26, 2020 an on-site inspection was made at Boston Hills Homes and Estates located at 7852 Boston State Road. At the time of the inspection there were no violations of the Boston Town Code present.

Therefore, the Town of Boston Codes Department recommends the issuance of a license for Boston Hills Homes and Estates.

TOWN HALL
(716) 941-6113
Fax (716) 941-6116



TOWN OF BOSTON

Memorandum

To: Supervisor Keding
Town Board Members

From: William Ferguson
Code Enforcement Officer

Re: Sprague Mobile Home Park
8229 Boston State Road

Date: August 27, 2020

On August 26, 2020 an on-site inspection was made at Sprague Mobile Home Park located at 8229 Boston State Road. Work continues on removal of old units and installation of new units, 2 new units are being installed and work continues on water and sanitary lines, no violations present.

Therefore, the Town of Boston Codes Department recommends the issuance of a license for Sprague Mobile Home Park.

TOWN HALL
(716) 941-6113
Fax (716) 941-6116

TOWN CLERK'S MONTHLY-REPORT

TOWN OF BOSTON, NEW YORK

JULY, 2020

TO THE SUPERVISOR:

PAGE 1

Pursuant to Section 27, Subd 1 of the Town Law, I hereby make the following statement of all fees and moneys received by me in connection with my office during the month stated above, excepting only such fees and moneys the application and payment of which are otherwise provided for by Law:

A1255

<u>3</u>	MARRIAGE LICENSES NO. 20008 TO 20010	<u>52.50</u>
<u>7</u>	DEATH CERTIFICATES	<u>70.00</u>
<u>2</u>	MARRIAGE CERTIFICATES	<u>20.00</u>

TOTAL TOWN CLERK FEES

142.50

A2025

<u>3</u>	USE OF FACILITY FEES	<u>225.00</u>
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TOTAL A2025

225.00

A2110

<u>3</u>	VARIANCE	<u>450.00</u>
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TOTAL A2110

450.00

A2544

<u>116</u>	DOG LICENSES	<u>872.00</u>
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TOTAL A2544

872.00

A2555

<u>16</u>	BUILDING PERMITS	<u>1,736.75</u>
<u>12</u>	CERTIFICATE OF OCCUPANCY	<u>300.00</u>

TOTAL A2555

2,036.75

TOWN CLERK'S MONTHLY REPORT

JULY, 2020

page 2

DISBURSEMENTS

PAID TO SUPERVISOR FOR GENERAL FUND	3,726.25
PAID TO NYS ANIMAL POPULATION CONTROL PROGRAM	136.00
PAID TO NYS HEALTH DEPT FOR MARRIAGE LICENSES	67.50
TOTAL DISBURSEMENTS	3,929.75

AUGUST 5, 2020



JASON KEDING

, SUPERVISOR

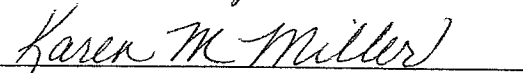
STATE OF NEW YORK, COUNTY OF ERIE, TOWN OF BOSTON

I, SANDRA QUINLAN, being duly sworn, says that I am the Clerk of the TOWN OF BOSTON that the foregoing is a full and true statement of all Fees and moneys received by me during the month above stated, excepting only such Fees the application and payment of which are otherwise provided for by law.

Subscribed and sworn to before me this


Town Clerk

5th day of August 2020


Notary Public

KAREN M. MILLER
Notary Public, State of New York
Reg. No. 01MI6385215
Qualified in Erie County
Commission Expires 12-31-20 22