

**AGENDA**  
**REGULAR MEETING - TOWN OF BOSTON**  
**April 21, 2021 - 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 03/17/2021 and 03/26/2021
2. Consideration of all Fund Bills

**ITEM NO. III CORRESPONDENCE**

1. March 2021 Income Statement
2. Code Enforcement 2020 Annual Report
3. Town Clerk and Tax Receiver Departmental Audit Reports
4. 2020 Annual Report, Erie County Clerk Michael Kearns
5. Letter from Legislator John Mills
6. Letter from Comptroller Stefan Mychajliw

**ITEM NO. IV NEW BUSINESS**

1. Requests from the Floor (3 minute time limit per person)
2. Request from Town Clerk Quinlan to attend the 2021 Annual Town Clerk Conference
3. Request from Jennifer Hubert for Appointment to the Board of Assessment Review
4. Use of Facility – Odins' Angels Search, Rescue & Recovery Group
5. Use of Facility – Hamburg Junior Baseball League
6. Use of Facility – Boys & Girls Club of Boston
7. Use of Facility – Boston Youth Soccer League
8. Resolution 2021-25 Approving Justice Court Audit
9. Resolution 2021-26 2020 Budget Transfers
10. Resolutions 2021-27 Authorizing NYSEG Energy Saver Program Energy Efficiency Upgrades
11. Resolution 2021-28 Establishing Energy Benchmarking Requirements for Certain Municipal Buildings
12. Resolution 2021-29 Adopting Standardized Solar Permit Process

**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

Present: Supervisor Jason Keding, Councilman Michael Cartechine, Councilwoman Jennifer Lucachik, Councilwoman Kelly Martin, and Councilwoman Kathleen Selby.

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

Preliminary matters:

A motion was made by Councilman Cartechine and seconded by Councilwoman Selby to appoint Paul Meindl as Code Enforcement Officer, part time.

|                       |     |                       |     |
|-----------------------|-----|-----------------------|-----|
| Supervisor Keding     | Yes | Councilman Cartechine | Yes |
| Councilwoman Lucachik | Yes | Councilwoman Martin   | Yes |
| Councilwoman Selby    | Yes |                       |     |

five (5) Yes Carried

Regular business:

A motion was made by Councilwoman Martin and was seconded by Councilman Cartechine to accept the minutes of the March 3, 2021 regular meeting.

|                       |         |                       |     |
|-----------------------|---------|-----------------------|-----|
| Supervisor Keding     | Yes     | Councilman Cartechine | Yes |
| Councilwoman Lucachik | Abstain | Councilwoman Martin   | Yes |
| Councilwoman Selby    | Yes     |                       |     |

four (4) Yes one (1) Abstain Carried

A motion was made by Councilwoman Selby and was seconded by Councilwoman Lucachik, upon review by the Town Board, that fund bills in the amount of \$100,562.88 be paid.

|                       |     |                       |     |
|-----------------------|-----|-----------------------|-----|
| Supervisor Keding     | Yes | Councilman Cartechine | Yes |
| Councilwoman Lucachik | Yes | Councilwoman Martin   | Yes |
| Councilwoman Selby    | Yes |                       |     |

five (5) Yes Carried

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

Letter from National Fuel regarding Highway & Municipal Construction Projects

February 2021 Income Statement

**DRAFT**

New business:

Supervisor Keding stated the floor is open for public comment.

The following persons were heard:

|                 |               |
|-----------------|---------------|
| Jessica Yuhas   | Ann Ferguson  |
| Richard Hawkins | Sharon Bulger |

Supervisor Keding stated the floor is closed.

A motion was made by Councilwoman Martin and was seconded by Councilwoman Lucachik to re-appoint Mitch Tucker as member of Conservation Advisory Council, term until March 1, 2023 and Chairman of the Conservation Advisory Council, term until December 31, 2021.

|                       |     |                       |     |
|-----------------------|-----|-----------------------|-----|
| Supervisor Keding     | Yes | Councilman Cartechine | Yes |
| Councilwoman Lucachik | Yes | Councilwoman Martin   | Yes |
| Councilwoman Selby    | Yes |                       |     |

five (5) Yes

Carried

A motion was made by Councilwoman Selby and was seconded by Councilman Cartechine to approve the Use of Facility application for the Trooper David C. Brinkerhoff Foundation 5K/10K race, June 18 setup from 3 to 8 pm, and Saturday, June 19, 2021 from 7:00 am to 2:00 pm, Town Hall Community Room, Lions Shelter, bathroom facilities, and Town Fields.

|                       |     |                       |     |
|-----------------------|-----|-----------------------|-----|
| Supervisor Keding     | Yes | Councilman Cartechine | Yes |
| Councilwoman Lucachik | Yes | Councilwoman Martin   | Yes |
| Councilwoman Selby    | Yes |                       |     |

five (5) Yes

Carried

A motion was made by Councilman Cartechine and was seconded by Councilwoman Martin to approve the Use of Facility application from Kristen McCabe, Young America Soccer, dates in April 2021, 6-7:30 pm, North Boston Park Fields.

|                       |     |                       |     |
|-----------------------|-----|-----------------------|-----|
| Supervisor Keding     | Yes | Councilman Cartechine | Yes |
| Councilwoman Lucachik | Yes | Councilwoman Martin   | Yes |
| Councilwoman Selby    | Yes |                       |     |

five (5) Yes

Carried

A motion was made by Councilwoman Martin and was seconded by Supervisor Keding to approve the Use of Facility application from Conservation Advisory Council, Fishing Derby, May 8, 2021, 8:00 am to 2:00 pm, Lions Shelter, bathroom facilities, and pond.

**DRAFT**

Motion Con't:

|                       |     |                       |     |
|-----------------------|-----|-----------------------|-----|
| Supervisor Keding     | Yes | Councilman Cartechine | Yes |
| Councilwoman Lucachik | Yes | Councilwoman Martin   | Yes |
| Councilwoman Selby    | Yes |                       |     |

five (5) Yes

Carried

A motion was made by Councilwoman Lucachik and was seconded by Councilwoman Selby,

**RESOLUTION 2021-21     AUTHORIZING PURCHASE OF WESTERN STAR 4700  
DUMP TRUCK FOR HIGHWAY DEPARTMENT USE**

The Boston Highway Superintendent has identified a need for a new dump truck to support highway operations and to replace an obsolete dump truck. The Highway Superintendent has identified a suitable replacement dump truck that the Town can procure by "piggybacking" pursuant to General Municipal Law § 103(16) off of Cattaraugus County Bid DPW #72, Award Date December 27, 2019.

A Western Star 4700 truck cab and chassis with an extended warranty, a dump body, and plow equipment installed pursuant to the Highway Superintendent's specifications for a total price not to exceed \$211,858.

|                       |     |                       |     |
|-----------------------|-----|-----------------------|-----|
| Supervisor Keding     | Yes | Councilman Cartechine | Yes |
| Councilwoman Lucachik | Yes | Councilwoman Martin   | Yes |
| Councilwoman Selby    | Yes |                       |     |

five (5) Yes

Carried

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

**RESOLUTION 2021-22     APPROVE THE CodeRED SERVICE AGREEMENT**

The Town of Boston authorizes the Supervisor to enter into a contract with OnSolve, LLC for one year of CodeRED service at a cost of \$3,200.00.

|                       |     |                       |     |
|-----------------------|-----|-----------------------|-----|
| Supervisor Keding     | Yes | Councilman Cartechine | Yes |
| Councilwoman Lucachik | Yes | Councilwoman Martin   | Yes |
| Councilwoman Selby    | Yes |                       |     |

five (5) Yes

Carried

A motion was made by Councilwoman Martin and was seconded by Supervisor Keding to approve the Service Award Credits for Boston EMS and North Boston Volunteer Fire Company.

**DRAFT**

Motion Con't:

|                       |     |                       |     |
|-----------------------|-----|-----------------------|-----|
| Supervisor Keding     | Yes | Councilman Cartechine | Yes |
| Councilwoman Lucachik | Yes | Councilwoman Martin   | Yes |
| Councilwoman Selby    | Yes |                       |     |

five (5) Yes

Carried

Reports and Presentations:

Councilwoman Selby reported on the following:

Recognizes that there are drainage issues with the snow melting so quickly. Has received several complaints and there will be a meeting with the drainage committee tomorrow to address some of the issues, Sunset and Robin has been hit hard.

Thanked Jessica Yuhas for information provided.

Received several calls regarding the rocks, will work to resolve those issues.

Councilman Cartechine reported on the following:

Thanked all of the applicants that submitted a resume for the Code Enforcement position. Thanked Councilwoman Selby for conducting interviews.

Asks for residents patience in addressing the road issues as we come out of winter.

Thanked Jessica Yuhas for presenting information.

Councilwoman Lucachik reported on the following:

Zoning Board meeting for April 1<sup>st</sup> was cancelled due to lack of agenda items. Next scheduled meeting is May 6<sup>th</sup>.

Planning Board meeting scheduled for April 13<sup>th</sup> via conference call.

Thanked Councilman Cartechine and Councilwoman Selby for conducting the Code Enforcement officer interviews and all that applied.

Councilwoman Martin reported on the following:

Thanked Councilman Cartechine and Councilwoman Selby for conducting the Code Enforcement officer interviews and as a Board we agree that we picked the proper candidate.

Thanked Councilwoman Lucachik for all of her help with the ZBA.

Would like Jessica Yuhas's email address, and will do research on what was presented tonight.

Town Clerk Quinlan reported on the following:

Pleased to be back with in person meeting.

Town Clerk February 2021 report has been submitted to Supervisor Keding.

Town and County taxes due March 15<sup>th</sup>. We are now in the penalty phase and will continue to collect until June 30<sup>th</sup>.

Churchill Memorial is hosting a drive thru Fish Dinner on March 26<sup>th</sup>, 4:30-7 pm. \$12 pre-sale, info at boston-ny.com.

Boston Fire Company is hosting a takeout Rib dinner on March 28<sup>th</sup>, 11 am till sellout.

Recognized Margaret Derk as appointed part time Deputy in January. Lois will be retiring the end of March. I have been fortunate to have an amazing Deputy for over three years, dedicated to her position and serving the residents of the Town.

Supervisor Keding reported on the following:

Public Employer Emergency Plan is complete. That will be available on the website in the future. Erie County is working on a Hazard Mitigation Plan.

We are watching the State Budget that will be filed on April 1<sup>st</sup>. Hopes that AIM funding will not be affected. Extreme Winter Recovery may have been eliminated, CHIPS may have been affected also.

Have had recent energy assessment for all municipal lighting.

CDBG will be a water project on Ripple Drive.

A motion was made by Supervisor Keding and was seconded by Councilwoman Martin to adjourn the meeting at 8:07 p.m.

|                       |     |                       |     |
|-----------------------|-----|-----------------------|-----|
| Supervisor Keding     | Yes | Councilman Cartechine | Yes |
| Councilwoman Lucachik | Yes | Councilwoman Martin   | Yes |
| Councilwoman Selby    | Yes |                       |     |

five (5) Yes

Carried

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SANDRA L. QUINLAN, BOSTON TOWN CLERK

Present: Supervisor Jason Keding, Councilman Michael Cartechine, and Councilwoman Kelly Martin.

Also Present: Deputy Supervisor Richard Hawkins

Regular business:

A motion was made by Councilwoman Martin and was seconded by Supervisor Keding, upon review by the Town Board, that fund bills in the amount of \$14,551.36 be paid.

|                     |     |                       |     |
|---------------------|-----|-----------------------|-----|
| Supervisor Keding   | Yes | Councilman Cartechine | Yes |
| Councilwoman Martin | Yes |                       |     |

three (3) Yes Carried

New business:

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

**RESOLUTION 2021-23      AMENDING THE BOSTON EMERGENCY SQUAD SERVICE  
AWARD PROGRAM POINT SYSTEM FOR PERIODS WHEN SPECIAL  
RESPONSE RULES ARE IN EFFECT DURING THE COVID 19 PANDEMIC OF 2020**

Volunteer ambulance company officials adopted Special Response Rules restricting volunteer ambulance company members responses to emergency responses and/or restricting the holding of activities for which points could be earned by volunteers during the STATE DISASTER EMERGENCY.

This amendment to the Boston Emergency Squad Service Award Program points system is intended to prevent active volunteer members who would otherwise have earned service award program credit under the point system during 2020 and/or 2021 from failing to earn credit during 2020 and/or 2021,

This legislation authorizes the Town Board of the Town of Boston to adopt a resolution to amend the Boston Emergency Squad Service Award Program point system by adding a new category to the point system under which up to three (3) points per month (prorated for periods of less than one month) may be awarded to active volunteer members of the Boston Emergency Squad during the period when the Special Response Rules are in in effect.

|                     |     |                       |     |
|---------------------|-----|-----------------------|-----|
| Supervisor Keding   | Yes | Councilman Cartechine | Yes |
| Councilwoman Martin | Yes |                       |     |

three (3) Yes Carried



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

**RESOLUTION 2021-24                      AMENDING THE POINT SYSTEMS FOR THE THREE  
VOLUNTEER FIREFIGHTER SERVICE AWARD PROGRAMS SPONSORED BY  
THE TOWN OF BOSTON FOR PERIODS WHEN SPECIAL RESPONSE RULES  
ARE IN EFFECT DURING THE COVID 19 PANDEMIC OF 2020**

This legislation authorizes the Town Board of the Town of Boston to adopt a resolution to amend the Town of Boston sponsored Service Award Program point systems by adding a new category to each point system under which up to three (3) points per month (prorated for periods of less than one month) may be awarded to active volunteer firefighters from Boston Fire Company, the North Boston Fire Company and the Patchin Fire Company during the period when the Special Response Rules are in effect.

|                     |     |                       |     |
|---------------------|-----|-----------------------|-----|
| Supervisor Keding   | Yes | Councilman Cartechine | Yes |
| Councilwoman Martin | Yes |                       |     |

three (3) Yes Carried

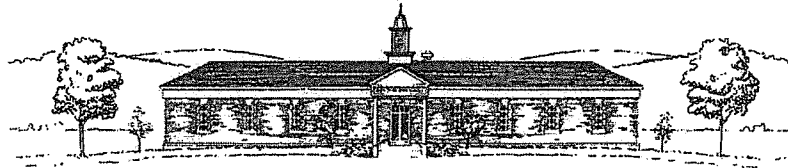
A motion was made by Supervisor Keding and was seconded by Councilwoman Martin to adjourn the meeting at 6:21 p.m.

|                     |     |                       |     |
|---------------------|-----|-----------------------|-----|
| Supervisor Keding   | Yes | Councilman Cartechine | Yes |
| Councilwoman Martin | Yes |                       |     |

three (3) Yes Carried

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**SANDRA L. QUINLAN, BOSTON TOWN CLERK**



## TOWN OF BOSTON

**Town Board Meeting: April 21, 2021**

|                                    |                   | <u>Total Amount</u>  |
|------------------------------------|-------------------|----------------------|
| Abstract #1 – 2021 Payables        | Journal #AP-2553  | \$ 125,446.39        |
| Less Credit – A Fund               | Cintas            | - \$ 91.62           |
| Less Credit – DB Fund              | Eden Truck & Auto | - \$ 306.21          |
| Less Credit – DB Fund              | Eden Truck & Auto | - \$ 37.00           |
| Less Credit – DB Fund              | Eden Truck & Auto | - \$ 137.62          |
|                                    |                   | \$124,873.94         |
| Abstract #2 – April Contract Pymts | Journal #AP-2520  | \$307,416.65         |
| Total 2021 Payables Due            |                   | <b>\$ 432,290.59</b> |

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### Breakout by Fund:

|                             |               |
|-----------------------------|---------------|
| General (A) Fund:           | \$ 35,812.37  |
| Highway (DB) Fund:          | \$ 25,345.73  |
| Lighting (L30) Fund:        | \$ 938.13     |
| Fire (SF) Fund:             | \$ 292,056.00 |
| Ambulance (SM) Fund:        | \$ 767.86     |
| Refuse & Garbage (SG) Fund: | \$ 77,370.50  |
| Water (H) Funds:            | \$ -          |
| Trust & Agency (TA):        | \$ -          |

**Total expenses submitted for approval: \$ 432,290.59**

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](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](mailto:program.intake@usda.gov).

# April 21, 2021 - ABSTRACT - 2021 Payables

## Town of Boston Journal Proof Report Fiscal Year: 2021

Created By: epericak

| Journal Number: AP - 2553<br>Account# | Journal Desc: AP Batch 12<br>Account Description | Trans Description   | Date      | Journal Date: 4/21/2021<br>Reference | Account Period: 4 - Apr<br>Debit | Credit      | Status: Currently Active<br>ENCLIQ Seq # |
|---------------------------------------|--|---|-----------|--------------------------------------|----------------------------------|-------------|--|
| A00-0600-0000-0000                    | ACCOUNTS PAYABLE                                 | Fund A00 AP Account   | 4/21/2021 | Fund A00 AP<br>Account               | \$0.00                           | \$35,696.72 | \$0.00 160                               |
| A00-0690-0000-0000                    | CLEARING ACCT-JUSTICE                            | OFFICE OF STATE<br>COMPTROLLER 1430830-2021-<br>02-01 February 2021 Justice<br>Court Funds to State/County  | 4/21/2021 | Vendor#: 178                         | \$2,494.00                       | \$0.00      | \$0.00 18                                |
| A00-1010-4000-0000                    | TOWN BD-CONTR                                    | Visa 2622 - March 2021 March<br>2021 Visa Bill - GoToMtg;<br>Dropbox; Office Supplies; Trash<br>bags, AA batteries, urinal mat;<br>Surge protector & battery backup | 4/21/2021 | Vendor#: 1863                        | \$19.00                          | \$0.00      | \$0.00 1                                 |
| A00-1110-4000-0000                    | TOWN JUSTICE-CONTR                               | James Lembke 4/12/21<br>Substitute Court Officer (2.5 hrs x<br>\$30/hr)   | 4/21/2021 | Vendor#: 1985                        | \$75.00                          | \$0.00      | \$0.00 34                                |
| A00-1110-4000-0000                    | TOWN JUSTICE-CONTR                               | TIME WARNER CABLE<br>170137302033021<br>Phones/Internet/Fax/Alarms for<br>Town Buildings 3/29/21 - 4/28/21  | 4/21/2021 | Vendor#: 1242                        | \$31.99                          | \$0.00      | \$0.00 44                                |
| A00-1110-4000-0000                    | TOWN JUSTICE-CONTR                               | EATON OFFICE SUPPLY CO.,<br>INC. PINV919510 Court Office -<br>#10 Window Tinted Envelopes<br>2500/LT  | 4/21/2021 | Vendor#: 1320                        | \$194.67                         | \$0.00      | \$0.00 157                               |
| A00-1110-4000-0000                    | TOWN JUSTICE-CONTR                               | WILLIAMSON LAW BOOK CO.<br>186005 Receipt Books for Court<br>Fines (10)   | 4/21/2021 | Vendor#: 106                         | \$114.61                         | \$0.00      | \$0.00 113                               |
| A00-1220-0400-0000                    | SUPERVISOR- CONTR                                | TIME WARNER CABLE<br>170137302033021<br>Phones/Internet/Fax/Alarms for<br>Town Buildings 3/29/21 - 4/28/21  | 4/21/2021 | Vendor#: 1242                        | \$31.99                          | \$0.00      | \$0.00 45                                |
| A00-1220-0400-0000                    | SUPERVISOR- CONTR                                | Jason Keding 3/25/21<br>Association of Erie County<br>Government Meeting - 3/25/21  | 4/21/2021 | Vendor#: 1568                        | \$45.00                          | \$0.00      | \$0.00 54                                |
| A00-1220-0400-0000                    | SUPERVISOR- CONTR                                | Visa 2622 - March 2021 March<br>2021 Visa Bill - GoToMtg;<br>Dropbox; Office Supplies; Trash<br>bags, AA batteries, urinal mat;<br>Surge protector & battery backup | 4/21/2021 | Vendor#: 1863                        | \$43.10                          | \$0.00      | \$0.00 2                                 |
| A00-1320-0402-0000                    | SPECIAL AUDITS                                   | Drescher & Malecki LLP 2103059<br>Accounting Services 2/22/21 -<br>3/21/21 (16 hr Dept. Audits & 1.5<br>hr JE Review)   | 4/21/2021 | Vendor#: 1747                        | \$1,200.00                       | \$0.00      | \$0.00 20                                |
| A00-1321-0400-0000                    | ACCOUNTANT-CONTRACTUAL                           | Drescher & Malecki LLP 2103059<br>Accounting Services 2/22/21 -<br>3/21/21 (16 hr Dept. Audits & 1.5<br>hr JE Review)   | 4/21/2021 | Vendor#: 1747                        | \$187.50                         | \$0.00      | \$0.00 19                                |
| A00-1410-0401-0000                    | TOWN CLERK- CONTR                                | Visa 2622 - March 2021 March<br>2021 Visa Bill - GoToMtg;<br>Dropbox; Office Supplies; Trash<br>bags, AA batteries, urinal mat;<br>Surge protector & battery backup | 4/21/2021 | Vendor#: 1863                        | \$36.97                          | \$0.00      | \$0.00 3                                 |
| A00-1420-0401-0000                    | ATTORNEY- CONTR                                  | Rupp Baase Pfalzgraf<br>Cunningham LLC 228507<br>November 2020 - Attorney for the<br>Town Retainer Agreement  | 4/21/2021 | Vendor#: 1783                        | \$2,250.00                       | \$0.00      | \$0.00 24                                |

**Town of Boston  
Journal Proof Report  
Fiscal Year: 2021**

Created By: epericak

| Journal Number: AP - 2553 |                     | Journal Desc: AP Batch 12   |           | Journal Date: 4/21/2021 |            | Account Period: 4 - Apr |        | Status: Currently Active |  |
|---------------------------|---------------------|---|-----------|-------------------------|------------|-------------------------|--------|--------------------------|--|
| Account#                  | Account Description | Trans Description   | Date      | Reference               | Debit      | Credit                  | ENCLIQ | Seq #                    |  |
| A00-1420-0401-0000        | ATTORNEY- CONTR     | Rupp Baase Pfalzgraf<br>Cunningham LLC 228508<br>December 2020 - Attorney for the<br>Town Retainer Agreement  | 4/21/2021 | Vendor#:<br>1783        | \$2,250.00 | \$0.00                  | \$0.00 | 25                       |  |
| A00-1420-0401-0000        | ATTORNEY- CONTR     | Rupp Baase Pfalzgraf<br>Cunningham LLC 228509<br>January 2021 - Attorney for the<br>Town Retainer Agreement   | 4/21/2021 | Vendor#:<br>1783        | \$2,250.00 | \$0.00                  | \$0.00 | 26                       |  |
| A00-1420-0401-0000        | ATTORNEY- CONTR     | Rupp Baase Pfalzgraf<br>Cunningham LLC 228510<br>February 2021 - Attorney for the<br>Town Retainer Agreement  | 4/21/2021 | Vendor#:<br>1783        | \$2,250.00 | \$0.00                  | \$0.00 | 27                       |  |
| A00-1420-0401-0000        | ATTORNEY- CONTR     | Rupp Baase Pfalzgraf<br>Cunningham LLC 228506<br>February 2021 - ZBA & Planning<br>Board Matters  | 4/21/2021 | Vendor#:<br>1783        | \$165.00   | \$0.00                  | \$0.00 | 28                       |  |
| A00-1440-0400-0000        | ENGINEER- CONTR     | Clarke Patterson Lee 74136<br>Project #15257.00 - Town Hall<br>Boiler Replacement - Services<br>Ending 2/26/2021 (0.5 hrs)  | 4/21/2021 | Vendor#:<br>1918        | \$62.94    | \$0.00                  | \$0.00 | 151                      |  |
| A00-1620-0400-0000        | BUILDINGS- CONTR    | NYSEG 4/21 - Acct. #1001-0312-<br>469 Acct. #1001-0312-469 - Town<br>Hall (6060 kwh)  | 4/21/2021 | Vendor#:<br>37          | \$731.80   | \$0.00                  | \$0.00 | 149                      |  |
| A00-1620-0400-0000        | BUILDINGS- CONTR    | Cintas 4081589900 Town Hall -<br>Cleaning Materials/Paper Products  | 4/21/2021 | Vendor#:<br>1758        | \$26.00    | \$0.00                  | \$0.00 | 153                      |  |
| A00-1620-0400-0000        | BUILDINGS- CONTR    | Cintas 4081589900 Town Hall -<br>Cleaning Materials/Paper Products  | 4/21/2021 | Vendor#:<br>1758        | \$36.00    | \$0.00                  | \$0.00 | 154                      |  |
| A00-1620-0400-0000        | BUILDINGS- CONTR    | Cintas 4081590042 Town Hall -<br>(12) Mats, soap, paper towels,<br>cleaning supplies  | 4/21/2021 | Vendor#:<br>1758        | \$73.16    | \$0.00                  | \$0.00 | 155                      |  |
| A00-1620-0400-0000        | BUILDINGS- CONTR    | Cintas 4081590042 Town Hall -<br>(12) Mats, soap, paper towels,<br>cleaning supplies  | 4/21/2021 | Vendor#:<br>1758        | \$50.31    | \$0.00                  | \$0.00 | 156                      |  |
| A00-1620-0400-0000        | BUILDINGS- CONTR    | NATIONAL FUEL 4/21 - Acct.<br>#3237465 08 Acct. #3237465 08 -<br>Town Hall - April 2021   | 4/21/2021 | Vendor#:<br>726         | \$425.95   | \$0.00                  | \$0.00 | 89                       |  |
| A00-1620-0400-0000        | BUILDINGS- CONTR    | Liberty Janitorial 040921<br>Janitorial Services 3/16/21 - 4/9/21<br>*COVID related cleaning* and<br>Buff/Polish Floors & Stairs at Town<br>Hall                    | 4/21/2021 | Vendor#:<br>1878        | \$1,280.00 | \$0.00                  | \$0.00 | 35                       |  |
| A00-1620-0400-0000        | BUILDINGS- CONTR    | Liberty Janitorial 040921<br>Janitorial Services 3/16/21 - 4/9/21<br>*COVID related cleaning* and<br>Buff/Polish Floors & Stairs at Town<br>Hall                    | 4/21/2021 | Vendor#:<br>1878        | \$825.00   | \$0.00                  | \$0.00 | 36                       |  |
| A00-1620-0400-0000        | BUILDINGS- CONTR    | Visa 2622 - March 2021 March<br>2021 Visa Bill - GoToMtg;<br>Dropbox; Office Supplies; Trash<br>bags, AA batteries, urinal mat;<br>Surge protector & battery backup | 4/21/2021 | Vendor#:<br>1863        | \$108.46   | \$0.00                  | \$0.00 | 4                        |  |
| A00-1620-0400-0000        | BUILDINGS- CONTR    | Certified Pest Solutions 18115<br>(3396) Pest Control Service -<br>Town Hall  | 4/21/2021 | Vendor#:<br>1811        | \$55.00    | \$0.00                  | \$0.00 | 8                        |  |

**Town of Boston  
Journal Proof Report  
Fiscal Year: 2021**

Created By: epericak

| Journal Number: AP - 2553 |  | Journal Desc: AP Batch 12  |  | Account Description                |  | Trans Description | Date | Journal Date: 4/21/2021 | Reference | Account Period: 4 - Apr | Debit | Credit | Status: Currently Active | Seq # |
|---------------------------|--|----------------------------|--|------------------------------------|--|-------------------|------|-------------------------|-----------|-------------------------|-------|--------|--------------------------|-------|
| Account#                  |  |                            |  |                                    |  |                   |      |                         |           |                         |       |        | ENCLIQ                   |       |
| A00-1620-0400-0000        |  | BUILDINGS- CONTR           |  | DV Brown & Associates 26508        |  | 4/21/2021         | 1934 |                         |           | \$428.25                |       | \$0.00 | \$0.00                   | 17    |
|                           |  |                            |  | Service Call for Boiler @ Town     |  |                   |      |                         |           |                         |       |        |                          |       |
|                           |  |                            |  | Hall (pump leaking oil)            |  |                   |      |                         |           |                         |       |        |                          |       |
| A00-1620-0400-0000        |  | BUILDINGS- CONTR           |  | VACINEK HEATING & ROOFING,         |  | 4/21/2021         | 1563 |                         |           | \$825.00                |       | \$0.00 | \$0.00                   | 56    |
|                           |  |                            |  | INC 39680 EMS/Parks Building -     |  |                   |      |                         |           |                         |       |        |                          |       |
|                           |  |                            |  | Replacement H2O Tank               |  |                   |      |                         |           |                         |       |        |                          |       |
| A00-1620-0400-0000        |  | BUILDINGS- CONTR           |  | VERIZON WIRELESS                   |  | 4/21/2021         | 53   |                         |           | \$31.28                 |       | \$0.00 | \$0.00                   | 41    |
|                           |  |                            |  | 9876680856 Cell Phones for         |  |                   |      |                         |           |                         |       |        |                          |       |
|                           |  |                            |  | Town - March 2021                  |  |                   |      |                         |           |                         |       |        |                          |       |
| A00-1620-0400-0000        |  | BUILDINGS- CONTR           |  | TIME WARNER CABLE                  |  | 4/21/2021         | 1242 |                         |           | \$281.98                |       | \$0.00 | \$0.00                   | 46    |
|                           |  |                            |  | 170137302033021                    |  |                   |      |                         |           |                         |       |        |                          |       |
|                           |  |                            |  | Phones/Internet/Fax/Alarms for     |  |                   |      |                         |           |                         |       |        |                          |       |
|                           |  |                            |  | Town Buildings 3/29/21 - 4/28/21   |  |                   |      |                         |           |                         |       |        |                          |       |
| A00-1620-0400-0000        |  | BUILDINGS- CONTR           |  | TIME WARNER CABLE                  |  | 4/21/2021         | 1242 |                         |           | \$242.32                |       | \$0.00 | \$0.00                   | 47    |
|                           |  |                            |  | 170137302033021                    |  |                   |      |                         |           |                         |       |        |                          |       |
|                           |  |                            |  | Phones/Internet/Fax/Alarms for     |  |                   |      |                         |           |                         |       |        |                          |       |
|                           |  |                            |  | Town Buildings 3/29/21 - 4/28/21   |  |                   |      |                         |           |                         |       |        |                          |       |
| A00-1620-0402-0000        |  | BUILDING- CONTR-REC        |  | TIME WARNER CABLE                  |  | 4/21/2021         | 1242 |                         |           | \$204.05                |       | \$0.00 | \$0.00                   | 29    |
|                           |  |                            |  | 89824260203021 Boys & Girls        |  |                   |      |                         |           |                         |       |        |                          |       |
|                           |  |                            |  | Club - Phone/Internet/TV 3/19/21 - |  |                   |      |                         |           |                         |       |        |                          |       |
|                           |  |                            |  | 4/18/21                            |  |                   |      |                         |           |                         |       |        |                          |       |
| A00-1620-0402-0000        |  | BUILDING- CONTR-REC        |  | NATIONAL FUEL 4/21 - Acct.         |  | 4/21/2021         | 726  |                         |           | \$142.37                |       | \$0.00 | \$0.00                   | 90    |
|                           |  |                            |  | #6897553 08 Acct. #6897553 08 -    |  |                   |      |                         |           |                         |       |        |                          |       |
|                           |  |                            |  | Boys & Girls Club - April 2021     |  |                   |      |                         |           |                         |       |        |                          |       |
| A00-1620-0403-0000        |  | BUILDING- CONTR- HIGHWAY   |  | Johnson Controls Fire Protection   |  | 4/21/2021         | 352  |                         |           | \$775.85                |       | \$0.00 | \$0.00                   | 111   |
|                           |  |                            |  | LP 22202439 Highway Fire Alarm     |  |                   |      |                         |           |                         |       |        |                          |       |
|                           |  |                            |  | Test & Inspection Contract         |  |                   |      |                         |           |                         |       |        |                          |       |
|                           |  |                            |  | #637616 - 5/1/21 - 4/30/22         |  |                   |      |                         |           |                         |       |        |                          |       |
| A00-1620-0403-0000        |  | BUILDING- CONTR- HIGHWAY   |  | Certified Pest Solutions 18116     |  | 4/21/2021         | 1811 |                         |           | \$55.00                 |       | \$0.00 | \$0.00                   | 7     |
|                           |  |                            |  | (3395) Pest Control Service -      |  |                   |      |                         |           |                         |       |        |                          |       |
|                           |  |                            |  | Highway Department                 |  |                   |      |                         |           |                         |       |        |                          |       |
| A00-1620-0404-0000        |  | BUILDING- CONTR- TROOPER   |  | Certified Pest Solutions 18114     |  | 4/21/2021         | 1811 |                         |           | \$55.00                 |       | \$0.00 | \$0.00                   | 9     |
|                           |  |                            |  | (3394) Pest Control Service -      |  |                   |      |                         |           |                         |       |        |                          |       |
|                           |  |                            |  | Trooper Barracks                   |  |                   |      |                         |           |                         |       |        |                          |       |
| A00-1620-0404-0000        |  | BUILDING- CONTR- TROOPER   |  | Cintas 4081590012 Trooper          |  | 4/21/2021         | 1758 |                         |           | \$105.35                |       | \$0.00 | \$0.00                   | 152   |
|                           |  |                            |  | Barracks - (16) Mats               |  |                   |      |                         |           |                         |       |        |                          |       |
| A00-1620-0404-0000        |  | BUILDING- CONTR- TROOPER   |  | Penn Power Systems 4229479         |  | 4/21/2021         | 1756 |                         |           | \$240.00                |       | \$0.00 | \$0.00                   | 99    |
|                           |  |                            |  | Planned Maintenance on             |  |                   |      |                         |           |                         |       |        |                          |       |
|                           |  |                            |  | Generator @ Trooper Barracks       |  |                   |      |                         |           |                         |       |        |                          |       |
| A00-1650-0400-0000        |  | CENT COMMUNICATIONS- CONTR |  | Vasplan, LLC 96014 April Billing - |  | 4/21/2021         | 1947 |                         |           | \$620.00                |       | \$0.00 | \$0.00                   | 158   |
|                           |  |                            |  | VOIP Phone System (31              |  |                   |      |                         |           |                         |       |        |                          |       |
|                           |  |                            |  | Extensions)                        |  |                   |      |                         |           |                         |       |        |                          |       |
| A00-1650-0400-0000        |  | CENT COMMUNICATIONS- CONTR |  | wynnetWorks 00003295 March         |  | 4/21/2021         | 1703 |                         |           | \$237.50                |       | \$0.00 | \$0.00                   | 37    |
|                           |  |                            |  | 2021 - IT Systems Support (2.5     |  |                   |      |                         |           |                         |       |        |                          |       |
|                           |  |                            |  | Hrs)                               |  |                   |      |                         |           |                         |       |        |                          |       |
| A00-1670-0403-0000        |  | CENT PRINT/MAIL- CONTR     |  | Wells Fargo Financial Leasing      |  | 4/21/2021         | 1779 |                         |           | \$109.70                |       | \$0.00 | \$0.00                   | 14    |
|                           |  |                            |  | 5014455542 Xerox Copier Lease      |  |                   |      |                         |           |                         |       |        |                          |       |
|                           |  |                            |  | 4/24/21 - 5/23/21                  |  |                   |      |                         |           |                         |       |        |                          |       |
| A00-1670-0403-0000        |  | CENT PRINT/MAIL- CONTR     |  | Quadrant Finance USA, Inc.         |  | 4/21/2021         | 1943 |                         |           | \$456.60                |       | \$0.00 | \$0.00                   | 55    |
|                           |  |                            |  | 3/24/21 Acct. #7900 0440 8021      |  |                   |      |                         |           |                         |       |        |                          |       |
|                           |  |                            |  | 9839 - Postage Balance             |  |                   |      |                         |           |                         |       |        |                          |       |

**Town of Boston  
Journal Proof Report  
Fiscal Year: 2021**

Created By: epericak

| Journal Number: AP - 2553 |                               | Journal Desc: AP Batch 12 |   | Trans Description |                         | Date                    | Journal Date: 4/21/2021 | Account Period: 4 - Apr | Credit | Status: Currently Active |       |
|---------------------------|-------------------------------|---------------------------|---|-------------------|-------------------------|-------------------------|-------------------------|-------------------------|--------|--------------------------|-------|
| Account#                  | Account Description           | Account Description       | Trans Description   | Date              | Journal Date: 4/21/2021 | Account Period: 4 - Apr | Credit                  | Debit                   | ENCL   | LIQ                      | Seq # |
| A00-1670-0400-0000        | CENT PRINT/MAIL- CONTR        |                           | Martyn Printing and Graphics<br>00033012 500 Prints of Town<br>Letterhead   | 4/21/2021         | Vendor#:<br>1793        | \$85.88                 | \$0.00                  |                         | \$0.00 |                          | 101   |
| A00-1910-0000-0000        | UNALLOCATED INSURANCE         |                           | The Evans Agency, LLC 261669<br>2021 Policy Change -<br>#MCATBOS002 (1/1/21 - 1/1/22)<br>*Add 2 John Deere Tractors*  | 4/21/2021         | Vendor#:<br>1884        | \$239.80                | \$0.00                  |                         | \$0.00 |                          | 141   |
| A00-1910-0000-0000        | UNALLOCATED INSURANCE         |                           | The Evans Agency, LLC 261669<br>2021 Policy Change -<br>#MCATBOS002 (1/1/21 - 1/1/22)<br>*Add 2 John Deere Tractors*  | 4/21/2021         | Vendor#:<br>1884        | \$20.00                 | \$0.00                  |                         | \$0.00 |                          | 142   |
| A00-1910-0000-0000        | UNALLOCATED INSURANCE         |                           | The Evans Agency, LLC 261668<br>2021 Policy Change -<br>#MIMTBOS002 (1/1/21 - 1/1/22)<br>*Add 2019 & 2020 Tractors & 2010<br>Truck Conveyor*                        | 4/21/2021         | Vendor#:<br>1884        | \$636.90                | \$0.00                  |                         | \$0.00 |                          | 143   |
| A00-1989-0400-0000        | OTHER GENERAL GOVT<br>SUPPORT |                           | CONNIE D. MINER April 2021<br>April 2021 - Grant Writing Services   | 4/21/2021         | Vendor#:<br>69          | \$1,250.00              | \$0.00                  |                         | \$0.00 |                          | 13    |
| A00-3510-0400-0000        | DOG CONTROL- CONTR            |                           | BOSTON HIGHWAY DEPT.<br>March 2021 - DCO March 2021 -<br>Dog Control Gas (13.50 Gallons)  | 4/21/2021         | Vendor#:<br>90          | \$24.03                 | \$0.00                  |                         | \$0.00 |                          | 21    |
| A00-3510-0400-0000        | DOG CONTROL- CONTR            |                           | VERIZON WIRELESS<br>9876680856 Cell Phones for<br>Town - March 2021   | 4/21/2021         | Vendor#:<br>53          | \$31.28                 | \$0.00                  |                         | \$0.00 |                          | 40    |
| A00-3620-0400-0000        | SAFETY INSPECT- CONTR         |                           | VERIZON WIRELESS<br>9876680856 Cell Phones for<br>Town - March 2021   | 4/21/2021         | Vendor#:<br>53          | \$17.02                 | \$0.00                  |                         | \$0.00 |                          | 39    |
| A00-5010-0400-0000        | HIGHWAY SUPT-CONTR            |                           | VERIZON WIRELESS<br>9876680856 Cell Phones for<br>Town - March 2021   | 4/21/2021         | Vendor#:<br>53          | \$31.28                 | \$0.00                  |                         | \$0.00 |                          | 42    |
| A00-5010-0400-0000        | HIGHWAY SUPT-CONTR            |                           | Visa 2622 - March 2021 March<br>2021 Visa Bill - GoToMtg;<br>Dropbox; Office Supplies; Trash<br>bags; AA batteries; urinal mat;<br>Surge protector & battery backup | 4/21/2021         | Vendor#:<br>1863        | \$61.94                 | \$0.00                  |                         | \$0.00 |                          | 5     |
| A00-5010-0400-0000        | HIGHWAY SUPT-CONTR            |                           | EATON OFFICE SUPPLY CO.,<br>INC. PINV918940 HWY - Misc.<br>Office Supplies  | 4/21/2021         | Vendor#:<br>1320        | \$85.14                 | \$0.00                  |                         | \$0.00 |                          | 121   |
| A00-5132-0400-0000        | GARAGE-CONTR                  |                           | Cintas 4079662785 Highway - (7)<br>Mats, (600) Shop Towels  | 4/21/2021         | Vendor#:<br>1758        | \$32.46                 | \$0.00                  |                         | \$0.00 |                          | 104   |
| A00-5132-0400-0000        | GARAGE-CONTR                  |                           | Cintas 4079662785 Highway - (7)<br>Mats, (600) Shop Towels  | 4/21/2021         | Vendor#:<br>1758        | \$66.00                 | \$0.00                  |                         | \$0.00 |                          | 105   |
| A00-5132-0400-0000        | GARAGE-CONTR                  |                           | NATIONAL FUEL 4/21 - Acct.<br>#3237464 10 Acct. #3237464 10 -<br>Highway Garage - April 2021  | 4/21/2021         | Vendor#:<br>726         | \$746.07                | \$0.00                  |                         | \$0.00 |                          | 92    |
| A00-5132-0400-0000        | GARAGE-CONTR                  |                           | Cintas 4080970283 Highway - (7)<br>Mats, (600) Shop Towels  | 4/21/2021         | Vendor#:<br>1758        | \$32.46                 | \$0.00                  |                         | \$0.00 |                          | 117   |
| A00-5132-0400-0000        | GARAGE-CONTR                  |                           | Cintas 4080970283 Highway - (7)<br>Mats, (600) Shop Towels  | 4/21/2021         | Vendor#:<br>1758        | \$66.00                 | \$0.00                  |                         | \$0.00 |                          | 118   |
| A00-5132-0400-0000        | GARAGE-CONTR                  |                           | Cintas 4079400688 Highway -<br>Uniforms   | 4/21/2021         | Vendor#:<br>1758        | \$147.39                | \$0.00                  |                         | \$0.00 |                          | 108   |
| A00-5132-0400-0000        | GARAGE-CONTR                  |                           | Cintas 4079400688 Highway -<br>Uniforms   | 4/21/2021         | Vendor#:<br>1758        | \$0.00                  | \$91.62                 |                         | \$0.00 |                          | 109   |

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| Journal Number: AP - 2553 |                          | Journal Desc: AP Batch 12  |           | Journal Date: 4/21/2021 |            | Account Period: 4 - Apr |        | Status: Currently Active |  |
|---------------------------|--------------------------|--|-----------|-------------------------|------------|-------------------------|--------|--------------------------|--|
| Account#                  | Account Description      | Trans Description  | Date      | Reference               | Debit      | Credit                  | ENCLIQ | Seq #                    |  |
| A00-5132-0400-0000        | GARAGE-CONTR             | Cintas 4080151407 Highway - Uniforms   | 4/21/2021 | Vendor#: 1758           | \$55.77    | \$0.00                  | \$0.00 | 159                      |  |
| A00-5132-0400-0000        | GARAGE-CONTR             | NYSEG 4/21 - Acct. #1001-0312-477, Acct. #1001-0312-477 - Highway Barn (2280 kwh)                                | 4/21/2021 | Vendor#: 37             | \$255.59   | \$0.00                  | \$0.00 | 150                      |  |
| A00-5132-0400-0000        | GARAGE-CONTR             | TIME WARNER CABLE 170137302033021 Phones/Internet/Fax/Alarms for Town Buildings 3/29/21 - 4/28/21                | 4/21/2021 | Vendor#: 1242           | \$31.99    | \$0.00                  | \$0.00 | 43                       |  |
| A00-5132-0400-0000        | GARAGE-CONTR             | CCP INDUSTRIES IN02737887 Highway - Absorbal Towels (2 Cartons)  | 4/21/2021 | Vendor#: 291            | \$214.82   | \$0.00                  | \$0.00 | 48                       |  |
| A00-5182-0400-0000        | STREET LIGHTING-CONTR    | NYSEG 4/21 - Acct. #1001-3627-426 Acct. #1001-3627-426 - St. Light Entire R2 (1292 kwh)                          | 4/21/2021 | Vendor#: 37             | \$131.08   | \$0.00                  | \$0.00 | 93                       |  |
| A00-5182-0400-0000        | STREET LIGHTING-CONTR    | NYSEG 4/21 - Acct. #1001-3627-434 Acct. #1001-3627-434 - St. Light, Entire R3 (3607 kwh)                         | 4/21/2021 | Vendor#: 37             | \$1,387.42 | \$0.00                  | \$0.00 | 96                       |  |
| A00-6772-0400-0000        | PROGRAMS FOR AGING-CONTR | McCullagh Coffee 57043 Coffee for Nutrition Program  | 4/21/2021 | Vendor#: 1768           | \$36.90    | \$0.00                  | \$0.00 | 6                        |  |
| A00-6772-0400-0000        | PROGRAMS FOR AGING-CONTR | THERESA HORSCHER 4/1/21 Mileage Reimbursement for Banking (61.6 Miles); Easter and Kitchen Supply Reimbursement  | 4/21/2021 | Vendor#: 226            | \$34.50    | \$0.00                  | \$0.00 | 30                       |  |
| A00-6772-0400-0000        | PROGRAMS FOR AGING-CONTR | THERESA HORSCHER 4/1/21 Mileage Reimbursement for Banking (61.6 Miles); Easter and Kitchen Supply Reimbursement  | 4/21/2021 | Vendor#: 226            | \$36.37    | \$0.00                  | \$0.00 | 31                       |  |
| A00-6772-0400-0000        | PROGRAMS FOR AGING-CONTR | THERESA HORSCHER 4/1/21 Mileage Reimbursement for Banking (61.6 Miles); Easter and Kitchen Supply Reimbursement  | 4/21/2021 | Vendor#: 226            | \$9.77     | \$0.00                  | \$0.00 | 32                       |  |
| A00-6772-0400-0000        | PROGRAMS FOR AGING-CONTR | THERESA HORSCHER 4/1/21 Mileage Reimbursement for Banking (61.6 Miles); Easter and Kitchen Supply Reimbursement  | 4/21/2021 | Vendor#: 226            | \$3.00     | \$0.00                  | \$0.00 | 33                       |  |
| A00-7110-0400-0000        | PARKS- CONTR             | BOSTON HIGHWAY DEPT. March 2021 - Parks March 2021 - Parks Dept. Gas (55.6 Gallons) & Diesel (5.6 Gallons)       | 4/21/2021 | Vendor#: 90             | \$110.11   | \$0.00                  | \$0.00 | 22                       |  |
| A00-7110-0400-0000        | PARKS- CONTR             | NYSEG 3/21 - Acct. #1001-1771-929 Acct. #1001-1771-929 - Athletic Field (291 kwh)                                | 4/21/2021 | Vendor#: 37             | \$44.72    | \$0.00                  | \$0.00 | 57                       |  |
| A00-7110-0400-0000        | PARKS- CONTR             | Boston Valley Automotive 3853 Inspection of 2011 Parks Truck   | 4/21/2021 | Vendor#: 1923           | \$21.00    | \$0.00                  | \$0.00 | 107                      |  |
| A00-7270-0400-0000        | BAND CONCERTS- CONTR     | VERIZON WIRELESS 9876680856 Cell Phones for Town - March 2021  | 4/21/2021 | Vendor#: 53             | \$31.28    | \$0.00                  | \$0.00 | 38                       |  |
| A00-7510-0401-0000        | HISTORIAN- CONTR         | Frank Gamel 4/9/21 Reimb. All Access Membership to Ancestry.com / Fold3.com / Newspapers.com (3/21/21 - 3/20/22) | 4/21/2021 | Vendor#: 1961           | \$272.00   | \$0.00                  | \$0.00 | 100                      |  |

**Town of Boston  
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Fiscal Year: 2021**

Created By: epericak

| Journal Number: AP - 2553 |  | Journal Desc: AP Batch 12 |  | Account Description  |  | Trans Description |  | Date      |  | Journal Date: 4/21/2021 |  | Account Period: 4 - Apr |        | Status: Currently Active |       |
|---------------------------|--|---------------------------|--|--|--|-------------------|--|-----------|--|-------------------------|--|-------------------------|--------|--------------------------|-------|
| Account#                  |  |                           |  |  |  |                   |  |           |  | Reference               |  | Debit                   | Credit | ENCLIQ                   | Seq # |
| A00-8010-0400-0000        |  | ZONING-CONTR              |  | SARAH DESJARDINS 4/4/21 - ZBA Zoning Board Matters (January - March 2021)                    |  |                   |  | 4/21/2021 |  | Vendor#: 1560           |  | \$70.00                 | \$0.00 | \$0.00                   | 60    |
| A00-8010-0400-0000        |  | ZONING-CONTR              |  | SARAH DESJARDINS 4/4/21 - ZBA Zoning Board Matters (January - March 2021)                    |  |                   |  | 4/21/2021 |  | Vendor#: 1560           |  | \$70.00                 | \$0.00 | \$0.00                   | 61    |
| A00-8010-0400-0000        |  | ZONING-CONTR              |  | SARAH DESJARDINS 4/4/21 - ZBA Zoning Board Matters (January - March 2021)                    |  |                   |  | 4/21/2021 |  | Vendor#: 1560           |  | \$105.00                | \$0.00 | \$0.00                   | 62    |
| A00-8020-0400-0000        |  | PLANNING- CONTR           |  | SARAH DESJARDINS 4/4/21 - Planning Board Planning Board Matters (November 2020 - March 2021) |  |                   |  | 4/21/2021 |  | Vendor#: 1560           |  | \$150.00                | \$0.00 | \$0.00                   | 63    |
| A00-8020-0400-0000        |  | PLANNING- CONTR           |  | SARAH DESJARDINS 4/4/21 - Planning Board Planning Board Matters (November 2020 - March 2021) |  |                   |  | 4/21/2021 |  | Vendor#: 1560           |  | \$35.00                 | \$0.00 | \$0.00                   | 64    |
| A00-8020-0400-0000        |  | PLANNING- CONTR           |  | SARAH DESJARDINS 4/4/21 - Planning Board Planning Board Matters (November 2020 - March 2021) |  |                   |  | 4/21/2021 |  | Vendor#: 1560           |  | \$105.00                | \$0.00 | \$0.00                   | 65    |
| A00-8020-0400-0000        |  | PLANNING- CONTR           |  | SARAH DESJARDINS 4/4/21 - Planning Board Planning Board Matters (November 2020 - March 2021) |  |                   |  | 4/21/2021 |  | Vendor#: 1560           |  | \$70.00                 | \$0.00 | \$0.00                   | 66    |
| A00-8020-0400-0000        |  | PLANNING- CONTR           |  | SARAH DESJARDINS 4/4/21 - Planning Board Planning Board Matters (November 2020 - March 2021) |  |                   |  | 4/21/2021 |  | Vendor#: 1560           |  | \$70.00                 | \$0.00 | \$0.00                   | 67    |
| A00-8020-0400-0000        |  | PLANNING- CONTR           |  | SARAH DESJARDINS 4/4/21 - Planning Board Planning Board Matters (November 2020 - March 2021) |  |                   |  | 4/21/2021 |  | Vendor#: 1560           |  | \$70.00                 | \$0.00 | \$0.00                   | 68    |
| A00-8020-0400-0000        |  | PLANNING- CONTR           |  | SARAH DESJARDINS 4/4/21 - Planning Board Planning Board Matters (November 2020 - March 2021) |  |                   |  | 4/21/2021 |  | Vendor#: 1560           |  | \$35.00                 | \$0.00 | \$0.00                   | 69    |
| A00-8020-0400-0000        |  | PLANNING- CONTR           |  | SARAH DESJARDINS 4/4/21 - Planning Board Planning Board Matters (November 2020 - March 2021) |  |                   |  | 4/21/2021 |  | Vendor#: 1560           |  | \$35.00                 | \$0.00 | \$0.00                   | 70    |
| A00-8020-0400-0000        |  | PLANNING- CONTR           |  | SARAH DESJARDINS 4/4/21 - Planning Board Planning Board Matters (November 2020 - March 2021) |  |                   |  | 4/21/2021 |  | Vendor#: 1560           |  | \$70.00                 | \$0.00 | \$0.00                   | 71    |
| A00-8020-0400-0000        |  | PLANNING- CONTR           |  | SARAH DESJARDINS 4/4/21 - Planning Board Planning Board Matters (November 2020 - March 2021) |  |                   |  | 4/21/2021 |  | Vendor#: 1560           |  | \$150.00                | \$0.00 | \$0.00                   | 72    |
| A00-8020-0400-0000        |  | PLANNING- CONTR           |  | SARAH DESJARDINS 4/4/21 - Planning Board Planning Board Matters (November 2020 - March 2021) |  |                   |  | 4/21/2021 |  | Vendor#: 1560           |  | \$35.00                 | \$0.00 | \$0.00                   | 73    |



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Fiscal Year: 2021**

Created By: epericak

| Journal Number: AP - 2553<br>Account# | Journal Desc: AP Batch 12<br>Account Description | Trans Description  | Date      | Journal Date: 4/21/2021<br>Reference | Account Period: 4 - Apr<br>Debit | Credit      | Status: Currently Active<br>ENCLIQ Seq # |
|---------------------------------------|--|--|-----------|--------------------------------------|----------------------------------|-------------|--|
| A00-8020-0400-0000                    | PLANNING- CONTR                                  | SARAH DESJARDINS 4/4/21 - Planning Board Planning Board Matters (November 2020 - March 2021)                           | 4/21/2021 | Vendor#: 1560                        | \$140.00                         | \$0.00      | \$0.00 74                                |
| A00-8020-0400-0000                    | PLANNING- CONTR                                  | SARAH DESJARDINS 4/4/21 - Planning Board Planning Board Matters (November 2020 - March 2021)                           | 4/21/2021 | Vendor#: 1560                        | \$490.00                         | \$0.00      | \$0.00 75                                |
| A00-8540-0400-0000                    | DRAINAGE-CONTR                                   | LaBella Associates 137853 Project No. 2190909.015 - Drainage Study (1/23/21 - 3/19/21) - FINAL PYMT                    | 4/21/2021 | Vendor#: 1901                        | \$1,705.83                       | \$0.00      | \$0.00 144                               |
| A00-9060-0800-0000                    | HOSPITAL AND MEDICAL INSURANCE                   | HEALTHNOW ADMIN SERVICES 220216 HRA Admin Fee - 5/1/21 - 5/31/21   | 4/21/2021 | Vendor#: 1376                        | \$49.21                          | \$0.00      | \$0.00 98                                |
| A00-9060-0800-0000                    | HOSPITAL AND MEDICAL INSURANCE                   | BLUECROSS BLUESHIELD OF WNY 210840001122 Health Insurance Premiums - 4/1/21 - 4/30/21                                  | 4/21/2021 | Vendor#: 1378                        | \$3,545.75                       | \$0.00      | \$0.00 59                                |
| A00-9060-0800-0000                    | HOSPITAL AND MEDICAL INSURANCE                   | Aflac 889444 Employee Funded Supplemental Health Ins. - March 2021   | 4/21/2021 | Vendor#: 1887                        | \$413.88                         | \$0.00      | \$0.00 16                                |
| DB0-0600-0000-0000                    | ACCOUNTS PAYABLE                                 | Fund DB0 AP Account  | 4/21/2021 | Fund DB0 AP Account                  | \$0.00                           | \$25,345.73 | \$0.00 163                               |
| DB0-5110-0400-0000                    | GENERAL REPAIRS-CONTR                            | COUNTY LINE STONE CO, INC. 134949 Stone (CR-2 & light fill) for Highway Drainage / Stone (Washed #1A) for Road Repairs | 4/21/2021 | Vendor#: 579                         | \$1,912.14                       | \$0.00      | \$0.00 116                               |
| DB0-5110-0410-0000                    | GEN REPAIRS-FUEL & DIESEL                        | NOCO ENERGY CORP. SP12016041(2) Federal Spill and Federal LUST tax   | 4/21/2021 | Vendor#: 543                         | \$6.20                           | \$0.00      | \$0.00 112                               |
| DB0-5110-0410-0000                    | GEN REPAIRS-FUEL & DIESEL                        | KURK FUEL COMPANY 610945 Diesel Fuel - 2024 Gallons (\$1.977 per gallon)   | 4/21/2021 | Vendor#: 17                          | \$4,001.45                       | \$0.00      | \$0.00 53                                |
| DB0-5110-0420-0000                    | GEN REPAIRS- DRAINAGE                            | COUNTY LINE STONE CO, INC. 134949 Stone (CR-2 & light fill) for Highway Drainage / Stone (Washed #1A) for Road Repairs | 4/21/2021 | Vendor#: 579                         | \$9,605.07                       | \$0.00      | \$0.00 115                               |
| DB0-5130-0400-0000                    | MACHINERY- CONTRACTUAL                           | FIVE STAR EQUIPMENT, INC. P69932 Cutting Edge  | 4/21/2021 | Vendor#: 612                         | \$221.99                         | \$0.00      | \$0.00 114                               |
| DB0-5130-0400-0000                    | MACHINERY- CONTRACTUAL                           | CYNCON EQUIPMENT INC. 85993 10x32 Poly/Wire Convuluted Wafer   | 4/21/2021 | Vendor#: 1142                        | \$440.64                         | \$0.00      | \$0.00 110                               |
| DB0-5130-0400-0000                    | MACHINERY- CONTRACTUAL                           | SHARE CORP. 163806 Soy Slide; Four Way Action Aerosol for Highway  | 4/21/2021 | Vendor#: 236                         | \$84.74                          | \$0.00      | \$0.00 119                               |
| DB0-5130-0400-0000                    | MACHINERY- CONTRACTUAL                           | SHARE CORP. 164142 Stripe inverted tip waterbase air tech - white  | 4/21/2021 | Vendor#: 236                         | \$103.75                         | \$0.00      | \$0.00 120                               |

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| Journal Number: AP - 2553 |                        | Journal Desc: AP Batch 12 |                        | Trans Description  |  | Date      | Journal Date: 4/21/2021 | Account Period: 4 - Apr | Status: Currently Active |              |
|---------------------------|------------------------|---------------------------|------------------------|--|--|-----------|-------------------------|-------------------------|--------------------------|--------------|
| Account#                  | Account Description    | Account Description       | Account Description    | Trans Description  | Trans Description  | Date      | Reference               | Debit                   | Credit                   | ENCLIQ Seq # |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    | MACHINERY- CONTRACTUAL | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Stmt - HWY Highway<br>Dept. Acct #140 - Invoice #'s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Stmt - HWY Highway<br>Dept. Acct #140 - Invoice #'s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | 4/21/2021 | Vendor#: 774            | \$46.07                 | \$0.00                   | \$0.00 122   |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    | MACHINERY- CONTRACTUAL | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Stmt - HWY Highway<br>Dept. Acct #140 - Invoice #'s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Stmt - HWY Highway<br>Dept. Acct #140 - Invoice #'s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | 4/21/2021 | Vendor#: 774            | \$23.52                 | \$0.00                   | \$0.00 123   |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    | MACHINERY- CONTRACTUAL | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Stmt - HWY Highway<br>Dept. Acct #140 - Invoice #'s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Stmt - HWY Highway<br>Dept. Acct #140 - Invoice #'s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | 4/21/2021 | Vendor#: 774            | \$23.92                 | \$0.00                   | \$0.00 124   |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    | MACHINERY- CONTRACTUAL | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Stmt - HWY Highway<br>Dept. Acct #140 - Invoice #'s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Stmt - HWY Highway<br>Dept. Acct #140 - Invoice #'s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | 4/21/2021 | Vendor#: 774            | \$40.19                 | \$0.00                   | \$0.00 125   |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    | MACHINERY- CONTRACTUAL | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Stmt - HWY Highway<br>Dept. Acct #140 - Invoice #'s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Stmt - HWY Highway<br>Dept. Acct #140 - Invoice #'s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | 4/21/2021 | Vendor#: 774            | \$697.28                | \$0.00                   | \$0.00 126   |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    | MACHINERY- CONTRACTUAL | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Stmt - HWY Highway<br>Dept. Acct #140 - Invoice #'s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Stmt - HWY Highway<br>Dept. Acct #140 - Invoice #'s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | 4/21/2021 | Vendor#: 774            | \$107.17                | \$0.00                   | \$0.00 127   |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    | MACHINERY- CONTRACTUAL | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Stmt - HWY Highway<br>Dept. Acct #140 - Invoice #'s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Stmt - HWY Highway<br>Dept. Acct #140 - Invoice #'s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | 4/21/2021 | Vendor#: 774            | \$15.98                 | \$0.00                   | \$0.00 128   |

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| Journal Number: AP - 2553 |                        | Journal Desc: AP Batch 12       |           | Journal Date: 4/21/2021 |          | Account Period: 4 - Apr |        | Status: Currently Active |  |
|---------------------------|------------------------|---------------------------------|-----------|-------------------------|----------|-------------------------|--------|--------------------------|--|
| Account#                  | Account Description    | Trans Description               | Date      | Reference               | Debit    | Credit                  | ENCLIQ | Seq #                    |  |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | EDEN TRUCK & AUTO SUPPLY        | 4/21/2021 | Vendor#: 774            | \$98.62  | \$0.00                  | \$0.00 | 129                      |  |
|                           |                        | March 2021 Stmt - HWY Highway   |           |                         |          |                         |        |                          |  |
|                           |                        | Dept. Acct #140 - Invoice #'s   |           |                         |          |                         |        |                          |  |
|                           |                        | 109141, 109480, 109493, 109651, |           |                         |          |                         |        |                          |  |
|                           |                        | 109944, 110057, 110185, 110236, |           |                         |          |                         |        |                          |  |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | 110252, 110438, 110550, 110610, |           |                         |          |                         |        |                          |  |
|                           |                        | 110866, 111204, 111337, 111490, |           |                         |          |                         |        |                          |  |
|                           |                        | 111570, 111599, 112138          |           |                         |          |                         |        |                          |  |
|                           |                        | EDEN TRUCK & AUTO SUPPLY        | 4/21/2021 | Vendor#: 774            | \$0.00   | \$306.21                | \$0.00 | 130                      |  |
|                           |                        | March 2021 Stmt - HWY Highway   |           |                         |          |                         |        |                          |  |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | Dept. Acct #140 - Invoice #'s   |           |                         |          |                         |        |                          |  |
|                           |                        | 109141, 109480, 109493, 109651, |           |                         |          |                         |        |                          |  |
|                           |                        | 109944, 110057, 110185, 110236, |           |                         |          |                         |        |                          |  |
|                           |                        | 110252, 110438, 110550, 110610, |           |                         |          |                         |        |                          |  |
|                           |                        | 110866, 111204, 111337, 111490, |           |                         |          |                         |        |                          |  |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | 111570, 111599, 112138          |           |                         |          |                         |        |                          |  |
|                           |                        | EDEN TRUCK & AUTO SUPPLY        | 4/21/2021 | Vendor#: 774            | \$0.00   | \$37.00                 | \$0.00 | 132                      |  |
|                           |                        | March 2021 Stmt - HWY Highway   |           |                         |          |                         |        |                          |  |
|                           |                        | Dept. Acct #140 - Invoice #'s   |           |                         |          |                         |        |                          |  |
|                           |                        | 109141, 109480, 109493, 109651, |           |                         |          |                         |        |                          |  |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | 109944, 110057, 110185, 110236, |           |                         |          |                         |        |                          |  |
|                           |                        | 110252, 110438, 110550, 110610, |           |                         |          |                         |        |                          |  |
|                           |                        | 110866, 111204, 111337, 111490, |           |                         |          |                         |        |                          |  |
|                           |                        | 111570, 111599, 112138          |           |                         |          |                         |        |                          |  |
|                           |                        | EDEN TRUCK & AUTO SUPPLY        | 4/21/2021 | Vendor#: 774            | \$188.19 | \$0.00                  | \$0.00 | 133                      |  |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | March 2021 Stmt - HWY Highway   |           |                         |          |                         |        |                          |  |
|                           |                        | Dept. Acct #140 - Invoice #'s   |           |                         |          |                         |        |                          |  |
|                           |                        | 109141, 109480, 109493, 109651, |           |                         |          |                         |        |                          |  |
|                           |                        | 109944, 110057, 110185, 110236, |           |                         |          |                         |        |                          |  |
|                           |                        | 110252, 110438, 110550, 110610, |           |                         |          |                         |        |                          |  |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | 110866, 111204, 111337, 111490, |           |                         |          |                         |        |                          |  |
|                           |                        | 111570, 111599, 112138          |           |                         |          |                         |        |                          |  |
|                           |                        | EDEN TRUCK & AUTO SUPPLY        | 4/21/2021 | Vendor#: 774            | \$50.50  | \$0.00                  | \$0.00 | 134                      |  |
|                           |                        | March 2021 Stmt - HWY Highway   |           |                         |          |                         |        |                          |  |
|                           |                        | Dept. Acct #140 - Invoice #'s   |           |                         |          |                         |        |                          |  |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | 109141, 109480, 109493, 109651, |           |                         |          |                         |        |                          |  |
|                           |                        | 109944, 110057, 110185, 110236, |           |                         |          |                         |        |                          |  |
|                           |                        | 110252, 110438, 110550, 110610, |           |                         |          |                         |        |                          |  |
|                           |                        | 110866, 111204, 111337, 111490, |           |                         |          |                         |        |                          |  |
|                           |                        | 111570, 111599, 112138          |           |                         |          |                         |        |                          |  |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | EDEN TRUCK & AUTO SUPPLY        | 4/21/2021 | Vendor#: 774            | \$36.70  | \$0.00                  | \$0.00 | 135                      |  |
|                           |                        | March 2021 Stmt - HWY Highway   |           |                         |          |                         |        |                          |  |
|                           |                        | Dept. Acct #140 - Invoice #'s   |           |                         |          |                         |        |                          |  |
|                           |                        | 109141, 109480, 109493, 109651, |           |                         |          |                         |        |                          |  |
|                           |                        | 109944, 110057, 110185, 110236, |           |                         |          |                         |        |                          |  |

**Town of Boston**  
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| Journal Number: AP - 2553 |                        | Journal Desc: AP Batch 12 |              | Trans Description  |  | Date      |           | Journal Date: 4/21/2021 |              | Account Period: 4 - Apr |          | Status: Currently Active |       |
|---------------------------|------------------------|---------------------------|--------------|--|--|-----------|-----------|-------------------------|--------------|-------------------------|----------|--------------------------|-------|
| Account#                  | Account Description    | Account Description       | Journal Desc | Trans Description  | Trans Description  | Date      | Date      | Reference               | Reference    | Debit                   | Credit   | ENCLIQ                   | Seg # |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    |              | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Smt - HWY Highway<br>Dept. Acct #140 - Invoice #s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Smt - HWY Highway<br>Dept. Acct #140 - Invoice #s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | 4/21/2021 | 4/21/2021 | Vendor#: 774            | Vendor#: 774 | \$311.32                | \$0.00   | \$0.00                   | 136   |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    |              | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Smt - HWY Highway<br>Dept. Acct #140 - Invoice #s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Smt - HWY Highway<br>Dept. Acct #140 - Invoice #s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | 4/21/2021 | 4/21/2021 | Vendor#: 774            | Vendor#: 774 | \$117.74                | \$0.00   | \$0.00                   | 137   |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    |              | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Smt - HWY Highway<br>Dept. Acct #140 - Invoice #s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Smt - HWY Highway<br>Dept. Acct #140 - Invoice #s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | 4/21/2021 | 4/21/2021 | Vendor#: 774            | Vendor#: 774 | \$0.00                  | \$137.62 | \$0.00                   | 138   |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    |              | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Smt - HWY Highway<br>Dept. Acct #140 - Invoice #s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Smt - HWY Highway<br>Dept. Acct #140 - Invoice #s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | 4/21/2021 | 4/21/2021 | Vendor#: 774            | Vendor#: 774 | \$35.02                 | \$0.00   | \$0.00                   | 139   |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    |              | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Smt - HWY Highway<br>Dept. Acct #140 - Invoice #s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | EDEN TRUCK & AUTO SUPPLY<br>March 2021 Smt - HWY Highway<br>Dept. Acct #140 - Invoice #s<br>109141, 109480, 109493, 109651,<br>109944, 110057, 110185, 110236,<br>110252, 110438, 110550, 110610,<br>110866, 111204, 111337, 111490,<br>111570, 111599, 112138 | 4/21/2021 | 4/21/2021 | Vendor#: 774            | Vendor#: 774 | \$101.78                | \$0.00   | \$0.00                   | 140   |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    |              | RUCKER LUMBER INC. HWY -<br>March 2021 Smt Highway Acct<br>1470 - Invoice #s 170611, 170646,<br>170682, 170683, 170696, 170751,<br>170754, 170766, 170830, 170865,<br>170879, 170889, 170896   | RUCKER LUMBER INC. HWY -<br>March 2021 Smt Highway Acct<br>1470 - Invoice #s 170611, 170646,<br>170682, 170683, 170696, 170751,<br>170754, 170766, 170830, 170865,<br>170879, 170889, 170896   | 4/21/2021 | 4/21/2021 | Vendor#: 24             | Vendor#: 24  | \$38.16                 | \$0.00   | \$0.00                   | 76    |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    |              | RUCKER LUMBER INC. HWY -<br>March 2021 Smt Highway Acct<br>1470 - Invoice #s 170611, 170646,<br>170682, 170683, 170696, 170751,<br>170754, 170766, 170830, 170865,<br>170879, 170889, 170896   | RUCKER LUMBER INC. HWY -<br>March 2021 Smt Highway Acct<br>1470 - Invoice #s 170611, 170646,<br>170682, 170683, 170696, 170751,<br>170754, 170766, 170830, 170865,<br>170879, 170889, 170896   | 4/21/2021 | 4/21/2021 | Vendor#: 24             | Vendor#: 24  | \$82.10                 | \$0.00   | \$0.00                   | 77    |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    |              | RUCKER LUMBER INC. HWY -<br>March 2021 Smt Highway Acct<br>1470 - Invoice #s 170611, 170646,<br>170682, 170683, 170696, 170751,<br>170754, 170766, 170830, 170865,<br>170879, 170889, 170896   | RUCKER LUMBER INC. HWY -<br>March 2021 Smt Highway Acct<br>1470 - Invoice #s 170611, 170646,<br>170682, 170683, 170696, 170751,<br>170754, 170766, 170830, 170865,<br>170879, 170889, 170896   | 4/21/2021 | 4/21/2021 | Vendor#: 24             | Vendor#: 24  | \$37.20                 | \$0.00   | \$0.00                   | 78    |

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| Journal Number: AP - 2553 |                        | Journal Desc: AP Batch 12 |  | Trans Description   |  | Date      | Journal Date: 4/21/2021 | Account Period: 4 - Apr | Status: Currently Active |               |
|---------------------------|------------------------|---------------------------|--|---|--|-----------|-------------------------|-------------------------|--------------------------|---------------|
| Account#                  | Account Description    | Journal Description       |  | Trans Description   |  | Date      | Reference               | Debit                   | Credit                   | ENC/LIQ Seq # |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    |  | RUCKER LUMBER INC. HWY -<br>March 2021 Stmt Highway Acct<br>1470 - Invoice #s 170611, 170646,<br>170682, 170683, 170696, 170751,<br>170754, 170766, 170830, 170865,<br>170879, 170889, 170896 |  | 4/21/2021 | Vendor#: 24             | \$13.48                 | \$0.00                   | \$0.00 79     |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    |  | RUCKER LUMBER INC. HWY -<br>March 2021 Stmt Highway Acct<br>1470 - Invoice #s 170611, 170646,<br>170682, 170683, 170696, 170751,<br>170754, 170766, 170830, 170865,<br>170879, 170889, 170896 |  | 4/21/2021 | Vendor#: 24             | \$3.78                  | \$0.00                   | \$0.00 80     |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    |  | RUCKER LUMBER INC. HWY -<br>March 2021 Stmt Highway Acct<br>1470 - Invoice #s 170611, 170646,<br>170682, 170683, 170696, 170751,<br>170754, 170766, 170830, 170865,<br>170879, 170889, 170896 |  | 4/21/2021 | Vendor#: 24             | \$18.84                 | \$0.00                   | \$0.00 81     |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    |  | RUCKER LUMBER INC. HWY -<br>March 2021 Stmt Highway Acct<br>1470 - Invoice #s 170611, 170646,<br>170682, 170683, 170696, 170751,<br>170754, 170766, 170830, 170865,<br>170879, 170889, 170896 |  | 4/21/2021 | Vendor#: 24             | \$41.47                 | \$0.00                   | \$0.00 82     |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    |  | RUCKER LUMBER INC. HWY -<br>March 2021 Stmt Highway Acct<br>1470 - Invoice #s 170611, 170646,<br>170682, 170683, 170696, 170751,<br>170754, 170766, 170830, 170865,<br>170879, 170889, 170896 |  | 4/21/2021 | Vendor#: 24             | \$28.76                 | \$0.00                   | \$0.00 83     |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    |  | RUCKER LUMBER INC. HWY -<br>March 2021 Stmt Highway Acct<br>1470 - Invoice #s 170611, 170646,<br>170682, 170683, 170696, 170751,<br>170754, 170766, 170830, 170865,<br>170879, 170889, 170896 |  | 4/21/2021 | Vendor#: 24             | \$23.99                 | \$0.00                   | \$0.00 84     |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    |  | RUCKER LUMBER INC. HWY -<br>March 2021 Stmt Highway Acct<br>1470 - Invoice #s 170611, 170646,<br>170682, 170683, 170696, 170751,<br>170754, 170766, 170830, 170865,<br>170879, 170889, 170896 |  | 4/21/2021 | Vendor#: 24             | \$2.99                  | \$0.00                   | \$0.00 85     |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    |  | RUCKER LUMBER INC. HWY -<br>March 2021 Stmt Highway Acct<br>1470 - Invoice #s 170611, 170646,<br>170682, 170683, 170696, 170751,<br>170754, 170766, 170830, 170865,<br>170879, 170889, 170896 |  | 4/21/2021 | Vendor#: 24             | \$55.94                 | \$0.00                   | \$0.00 86     |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL | MACHINERY- CONTRACTUAL    |  | RUCKER LUMBER INC. HWY -<br>March 2021 Stmt Highway Acct<br>1470 - Invoice #s 170611, 170646,<br>170682, 170683, 170696, 170751,<br>170754, 170766, 170830, 170865,<br>170879, 170889, 170896 |  | 4/21/2021 | Vendor#: 24             | \$12.99                 | \$0.00                   | \$0.00 87     |

**Town of Boston**  
**Journal Proof Report**  
**Fiscal Year: 2021**

| Journal Number: AP - 2553 |                                 | Journal Desc: AP Batch 12   |           | Journal Date: 4/21/2021 |            | Account Period: 4 - Apr |        | Status: Currently Active |  |
|---------------------------|---------------------------------|---|-----------|-------------------------|------------|-------------------------|--------|--------------------------|--|
| Account#                  | Account Description             | Trans Description   | Date      | Reference               | Debit      | Credit                  | ENCLIQ | Seq #                    |  |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL          | RUCKER LUMBER INC. HWY - March 2021 Stint Highway Acct 1470 - Invoice #s 170611, 170646, 170682, 170683, 170696, 170751, 170754, 170766, 170830, 170865, 170879, 170889, 170896 | 4/21/2021 | Vendor#: 24             | \$11.98    | \$0.00                  | \$0.00 | 88                       |  |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL          | J & J INDUSTRIAL SUPPLIES LLC PHS021392 Cable Ties and Nylon Lock Nuts  | 4/21/2021 | Vendor#: 1051           | \$13.82    | \$0.00                  | \$0.00 | 49                       |  |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL          | PRAXAIR DISTRIBUTION INC. 62533304 Acetylene & Oxygen Cylinders 2/20/21 - 3/20/21   | 4/21/2021 | Vendor#: 1039           | \$98.18    | \$0.00                  | \$0.00 | 50                       |  |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL          | BOYLE'S MOTOR SALES, INC. P7764 Front Spring Hanger, Freight  | 4/21/2021 | Vendor#: 26             | \$262.09   | \$0.00                  | \$0.00 | 51                       |  |
| DB0-5130-0400-0000        | MACHINERY- CONTRACTUAL          | TIFCO INDUSTRIES 71635011 Push to Connect - AB Union Tee (5); AB Male Connector (5); AB Male Connector (5)  | 4/21/2021 | Vendor#: 815            | \$76.37    | \$0.00                  | \$0.00 | 52                       |  |
| DB0-5140-0400-0000        | MISC BRUSH & WEEDS- CONTRACTUAL | David Witkowski 4/3/21 Boot Allowance for 2020 and 2021   | 4/21/2021 | Vendor#: 1789           | \$318.00   | \$0.00                  | \$0.00 | 106                      |  |
| DB0-9060-0800-0000        | HOSPITAL AND MEDICAL INSURANCE  | HEALTHNOW ADMIN SERVICES 220216 HRA Admin Fee - 5/1/21 - 5/31/21  | 4/21/2021 | Vendor#: 1376           | \$49.21    | \$0.00                  | \$0.00 | 97                       |  |
| DB0-9060-0800-0000        | HOSPITAL AND MEDICAL INSURANCE  | BLUECROSS BLUESHIELD OF WNY 210840001122 Health Insurance Premiums - 4/1/21 - 4/30/21   | 4/21/2021 | Vendor#: 1378           | \$5,978.77 | \$0.00                  | \$0.00 | 58                       |  |
| DB0-9060-0800-0000        | HOSPITAL AND MEDICAL INSURANCE  | Aflac 689444 Employee Funded Supplemental Health Ins. - March 2021  | 4/21/2021 | Vendor#: 1887           | \$379.18   | \$0.00                  | \$0.00 | 15                       |  |
| L30-0600-0000-0000        | ACCOUNTS PAYABLE                | Fund L30 AP Account   | 4/21/2021 | Fund L30 AP Account     | \$0.00     | \$938.13                | \$0.00 | 164                      |  |
| L30-5182-0401-0000        | CONTRACTS                       | NYSEG 4/21 - Acct. #1001-3627-418 Acct. #1001-3627-418 - St Light Dist. 1, R3 (1989 kwh)  | 4/21/2021 | Vendor#: 37             | \$885.65   | \$0.00                  | \$0.00 | 94                       |  |
| L30-5182-0401-0000        | CONTRACTS                       | NYSEG 4/21 - Acct. #1001-3627-400 Acct. #1001-3627-400 - St Light Dist. 1, R2 (396 kwh)   | 4/21/2021 | Vendor#: 37             | \$52.48    | \$0.00                  | \$0.00 | 95                       |  |
| SF0-0600-0000-0000        | ACCOUNTS PAYABLE                | Fund SF0 AP Account   | 4/21/2021 | Fund SF0 AP Account     | \$0.00     | \$4,755.00              | \$0.00 | 161                      |  |
| SF0-3410-0401-0000        | CONTRACTS                       | HEALTHWORKS-WNY, LLP 470030 North Boston Fire Co - Physicals & Respirator Tests 3/22/21   | 4/21/2021 | Vendor#: 1499           | \$2,520.00 | \$0.00                  | \$0.00 | 145                      |  |
| SF0-3410-0401-0000        | CONTRACTS                       | HEALTHWORKS-WNY, LLP 470027 North Boston Fire Co - Respirator Tests 4/13/21   | 4/21/2021 | Vendor#: 1499           | \$85.00    | \$0.00                  | \$0.00 | 146                      |  |
| SF0-3410-0401-0000        | CONTRACTS                       | HEALTHWORKS-WNY, LLP 469379 North Boston Fire Co - Physical 3/6/21  | 4/21/2021 | Vendor#: 1499           | \$50.00    | \$0.00                  | \$0.00 | 10                       |  |

# April 21, 2021 - A B S T R A C T - 2021 Payables

Created By: epericak

Town of Boston  
Journal Proof Report  
Fiscal Year: 2021

| Journal Number: AP - 2553        |                         | Journal Desc: AP Batch 12   |           | Journal Date: 4/21/2021 |             | Account Period: 4 - Apr |              | Status: Currently Active |  |
|----------------------------------|-------------------------|---|-----------|-------------------------|-------------|-------------------------|--------------|--------------------------|--|
| Account#                         | Account Description     | Trans Description   | Date      | Reference               | Debit       | Credit                  | ENCLIQ       | Seq #                    |  |
| SFO-3410-0401-0000               | CONTRACTS               | HEALTHWORKS-WNY, LLP<br>469377 Boston Fire Dept. -<br>Physicals & Respirator Tests<br>3/6/21                  | 4/21/2021 | Vendor#:<br>1499        | \$2,015.00  | \$0.00                  | \$0.00       | 11                       |  |
| SFO-3410-0401-0000               | CONTRACTS               | HEALTHWORKS-WNY, LLP<br>469848 Boston Fire Dept. -<br>Respirator Tests 4/8/21                                 | 4/21/2021 | Vendor#:<br>1499        | \$85.00     | \$0.00                  | \$0.00       | 148                      |  |
| SGO-0600-0000-0000               | ACCOUNTS PAYABLE        | Fund SGO AP Account   | 4/21/2021 | Fund SGO AP<br>Account  | \$0.00      | \$57,370.50             | \$0.00       | 165                      |  |
| SGO-8160-0401-0000               | GARBAGE CONTRACTUAL BFI | WASTE MANAGEMENT<br>0015244-1342-2 Curb Service<br>3/1/21 - 3/31/21 & February 2021<br>Recycling (26.21 tons) | 4/21/2021 | Vendor#:<br>432         | \$732.83    | \$0.00                  | \$0.00       | 102                      |  |
| SGO-8160-0401-0000               | GARBAGE CONTRACTUAL BFI | WASTE MANAGEMENT<br>0015244-1342-2 Curb Service<br>3/1/21 - 3/31/21 & February 2021<br>Recycling (26.21 tons) | 4/21/2021 | Vendor#:<br>432         | \$56,637.67 | \$0.00                  | \$0.00       | 103                      |  |
| SMO-0600-0000-0000               | ACCOUNTS PAYABLE        | Fund SMO AP Account   | 4/21/2021 | Fund SMO AP<br>Account  | \$0.00      | \$767.86                | \$0.00       | 162                      |  |
| SMO-4540-0400-0000               | CONTRACTUAL             | HEALTHWORKS-WNY, LLP<br>470031 Boston EMS - Respirator<br>& TB Tests 3/22/21                                  | 4/21/2021 | Vendor#:<br>1499        | \$153.00    | \$0.00                  | \$0.00       | 147                      |  |
| SMO-4540-0400-0000               | CONTRACTUAL             | NATIONAL FUEL 4/21 - Acct.<br>#3237466 06 Acct. #3237466 06 -<br>EMS Building - April 2021                    | 4/21/2021 | Vendor#:<br>726         | \$245.09    | \$0.00                  | \$0.00       | 91                       |  |
| SMO-4540-0400-0000               | CONTRACTUAL             | HEALTHWORKS-WNY, LLP<br>469378 Boston EMS - Respirator<br>& TB Tests 3/6/21                                   | 4/21/2021 | Vendor#:<br>1499        | \$204.00    | \$0.00                  | \$0.00       | 12                       |  |
| SMO-4540-0400-0000               | CONTRACTUAL             | BOSTON HIGHWAY DEPT.<br>March 2021 - EMS March 2021 -<br>EMS Diesel (83.3 Gallons)                            | 4/21/2021 | Vendor#:<br>90          | \$165.77    | \$0.00                  | \$0.00       | 23                       |  |
| Total Number of 165 Transactions |                         |   |           |                         | No Errors   | \$125,446.39            | \$125,446.39 | \$0.00                   |  |

## AP - 2553 Summary By Fund Number

| Fund  | Debit        | Credit       | ENCLIQ |
|-------|--------------|--------------|--------|
| A00   | \$35,788.34  | \$35,788.34  | \$0.00 |
| DB0   | \$25,826.56  | \$25,826.56  | \$0.00 |
| L30   | \$938.13     | \$938.13     | \$0.00 |
| SF0   | \$4,755.00   | \$4,755.00   | \$0.00 |
| SG0   | \$57,370.50  | \$57,370.50  | \$0.00 |
| SM0   | \$767.86     | \$767.86     | \$0.00 |
| Total | \$125,446.39 | \$125,446.39 | \$0.00 |

# April 21, 2021 - A B S T R A C T - April Contractual Payments

Town of Boston  
Journal Proof Report  
Fiscal Year: 2021

Created By: epericak

| Journal Number: AP - 2520<br>Account# | Journal Desc: AP Batch 14<br>Account Description | Trans Description  | Date      | Journal Date: 3/29/2021<br>Reference | Account Period: 3 - Mar<br>Debit | Credit       | Status: Currently Active<br>ENCLIQ Seq # |
|---------------------------------------|--|--|-----------|--------------------------------------|----------------------------------|--------------|--|
| A00-0600-0000-0000                    | ACCOUNTS PAYABLE                                 | Fund A00 AP Account  | 3/29/2021 | Fund A00 AP<br>Account               | \$0.00                           | \$115.65     | \$0.00 11                                |
| A00-1930-0000-0000                    | JUDGEMENT AND CLAIMS                             | ERIE CTY COMPTROLLERS<br>OFFICE 2019 Tax Cancellations<br>2019 Tax Cancellations & Refunds   | 3/29/2021 | Vendor#: 139                         | \$74.21                          | \$0.00       | \$0.00 5                                 |
| A00-1930-0000-0000                    | JUDGEMENT AND CLAIMS                             | ERIE CTY COMPTROLLERS<br>OFFICE 2019 Tax Cancellations<br>2019 Tax Cancellations & Refunds   | 3/29/2021 | Vendor#: 139                         | \$5.32                           | \$0.00       | \$0.00 6                                 |
| A00-1930-0000-0000                    | JUDGEMENT AND CLAIMS                             | ERIE CTY COMPTROLLERS<br>OFFICE 2019 Tax Cancellations<br>2019 Tax Cancellations & Refunds   | 3/29/2021 | Vendor#: 139                         | \$19.93                          | \$0.00       | \$0.00 7                                 |
| A00-1930-0000-0000                    | JUDGEMENT AND CLAIMS                             | ERIE CTY COMPTROLLERS<br>OFFICE 2019 Tax Cancellations<br>2019 Tax Cancellations & Refunds   | 3/29/2021 | Vendor#: 139                         | \$16.19                          | \$0.00       | \$0.00 8                                 |
| SF0-0600-0000-0000                    | ACCOUNTS PAYABLE                                 | Fund SF0 AP Account  | 3/29/2021 | Fund SF0 AP<br>Account               | \$0.00                           | \$287,301.00 | \$0.00 10                                |
| SF0-3410-0401-0000                    | CONTRACTS  | NORTH BOSTON FIRE<br>COMPANY 2021 Contract - 1st<br>Pymt 2021 Fire Contract - 1st<br>Payment | 3/29/2021 | Vendor#: 401                         | \$95,767.00                      | \$0.00       | \$0.00 2                                 |
| SF0-3410-0401-0000                    | CONTRACTS  | BOSTON FIRE COMPANY, INC.<br>2021 Contract - 1st Pymt 2021<br>Fire Contract - 1st Payment    | 3/29/2021 | Vendor#: 459                         | \$95,767.00                      | \$0.00       | \$0.00 3                                 |
| SF0-3410-0401-0000                    | CONTRACTS  | PATCHIN FIRE COMPANY 2021<br>Contract - 1st Pymt 2021 Fire<br>Contract - 1st Payment         | 3/29/2021 | Vendor#: 1062                        | \$95,767.00                      | \$0.00       | \$0.00 4                                 |
| SM0-0600-0000-0000                    | ACCOUNTS PAYABLE                                 | Fund SM0 AP Account  | 3/29/2021 | Fund SM0 AP<br>Account               | \$0.00                           | \$20,000.00  | \$0.00 9                                 |
| SM0-4540-0400-0000                    | CONTRACTUAL                                      | BOSTON EMERGENCY SQUAD<br>2021 Pymt 2 2021 EMS Contract -<br>2nd Payment                     | 3/29/2021 | Vendor#: 430                         | \$20,000.00                      | \$0.00       | \$0.00 1                                 |
| Total Number of 11 Transactions       |  |  |           |                                      | No Errors                        | \$307,416.65 | \$0.00                                   |

AP - 2520 Summary By Fund Number

| Fund  | Debit        | Credit       | ENCLIQ |
|-------|--------------|--------------|--------|
| A00   | \$115.65     | \$115.65     | \$0.00 |
| SF0   | \$287,301.00 | \$287,301.00 | \$0.00 |
| SM0   | \$20,000.00  | \$20,000.00  | \$0.00 |
| Total | \$307,416.65 | \$307,416.65 | \$0.00 |



Town of Boston  
Income Statement: 2021  
For the Period Ending 3/31/21

| General             |                                   |                        |                       |                    |         |
|---------------------|-----------------------------------|------------------------|-----------------------|--------------------|---------|
| Account Number      | Account Description               | Original Budget Amount | Amended Budget Amount | Actual Rev/Exp YTD | % YTD   |
| <b>Revenues</b>     |                                   |                        |                       |                    |         |
| A00-1001-0000-0000  | REAL PROPERTY TAXES               | \$ 182,856             | \$ 182,856            | \$ 182,856         | 100.00% |
| A00-1030-0000-0000  | SPECIAL ASSESSMENTS               | -                      | -                     | 1,820              | 100.00% |
| A00-1090-0000-0000  | INT. & PENALTIES REAL PROP.TAX    | 11,000                 | 11,000                | -                  | 0.00%   |
| A00-1120-0000-0000  | NONPROPERTY TAX DISTRIB BY CTY    | 800,000                | 800,000               | -                  | 0.00%   |
| A00-1170-0000-0000  | FRANCHISES                        | 90,000                 | 90,000                | -                  | 0.00%   |
| A00-1255-0000-0000  | CLERK FEES                        | 2,500                  | 2,500                 | 138                | 5.52%   |
| A00-1550-0000-0000  | DOG CONTROL FEES                  | 300                    | 300                   | -                  | 0.00%   |
| A00-1972-0000-0000  | PROGRAM FOR AGING                 | 800                    | 800                   | -                  | 0.00%   |
| A00-2001-0000-0000  | PARK & RECREATION INCOME          | 8,000                  | 8,000                 | -                  | 0.00%   |
| A00-2025-0000-0000  | SPECIAL RECREATIONAL FACILITY     | 1,000                  | 1,000                 | -                  | 0.00%   |
| A00-2089-0000-0000  | CULTURAL & REC INCOME             | -                      | -                     | -                  | 100.00% |
| A00-2110-0000-0000  | ZONING INCOME                     | 2,000                  | 2,000                 | (150)              | -7.50%  |
| A00-2401-0000-0000  | INTEREST AND EARNINGS             | 12,000                 | 12,000                | 1,186              | 9.88%   |
| A00-2410-0000-0000  | RENT / REAL PROP INCOME           | 88,800                 | 88,800                | 22,200             | 25.00%  |
| A00-2420-0000-0000  | NATURAL GAS LEASES & ROYALTIES    | 500                    | 500                   | 77                 | 15.32%  |
| A00-2530-0000-0000  | GAMES OF CHANCE INCOME            | -                      | -                     | 285                | 100.00% |
| A00-2544-0000-0000  | DOG LICENSES                      | 3,000                  | 3,000                 | 670                | 22.33%  |
| A00-2545-0000-0000  | LICENSES- OTHER                   | 300                    | 300                   | 300                | 100.00% |
| A00-2555-0000-0000  | BUILDING PERMIT INCOME            | 17,000                 | 17,000                | 1,279              | 7.52%   |
| A00-2590-0000-0000  | OTHER PERMIT INCOME               | 2,000                  | 2,000                 | -                  | 0.00%   |
| A00-2610-0000-0000  | FINES/FORFEITED BAIL              | 140,000                | 140,000               | 17,632             | 12.59%  |
| A00-2680-0000-0000  | INSURANCE RECOVERIES              | -                      | -                     | -                  | 100.00% |
| A00-2701-0000-0000  | REFUND-PRIOR YR EXPENDITURE       | -                      | -                     | 972                | 100.00% |
| A00-2705-0000-0000  | GIFTS AND DONATIONS               | -                      | -                     | -                  | 100.00% |
| A00-2709-0000-0000  | EMPLOYEE CONTRIBUTIONS            | -                      | -                     | -                  | 100.00% |
| A00-2750-0000-0000  | AIM-RELATED PAYMENTS              | 49,689                 | 49,689                | -                  | 0.00%   |
| A00-2770-0000-0000  | OTHER UNCLASSIFIED REVENUES       | -                      | -                     | -                  | 100.00% |
| A00-3001-0000-0000  | STATE AID - PER CAPITA            | -                      | -                     | -                  | 100.00% |
| A00-3005-0000-0000  | STATE AID - MORTGAGE TAX          | 140,000                | 140,000               | -                  | 0.00%   |
| A00-3089-0000-0000  | STATE AID- OTHER                  | -                      | -                     | -                  | 100.00% |
| A00-3809-0000-0000  | GEN GOV'T GRANTS                  | -                      | -                     | -                  | 100.00% |
| A00-3897-0000-0000  | CULTURAL GRANTS                   | -                      | -                     | -                  | 100.00% |
|                     |                                   | \$ 1,551,745           | \$ 1,551,745          | \$ 229,264         |         |
| <b>Expenditures</b> |                                   |                        |                       |                    |         |
| A00-1010-1000-0000  | TOWN BOARD-PER SVC                | \$ 35,000              | \$ 35,000             | \$ 8,750           | 25.00%  |
| A00-1010-4000-0000  | TOWN BD-CONTR                     | 4,000                  | 4,000                 | 112                | 2.80%   |
| A00-1110-1000-0000  | TOWN JUSTICE- PER SVC             | 114,290                | 114,290               | 26,817             | 23.46%  |
| A00-1110-2000-0000  | JUSTICE - EQUIP                   | 1,000                  | 1,000                 | -                  | 0.00%   |
| A00-1110-4000-0000  | TOWN JUSTICE-CONTR                | 6,000                  | 6,000                 | 831                | 13.85%  |
| A00-1220-0100-0000  | SUPERVISOR- PER SVC               | 132,577                | 132,577               | 30,409             | 22.94%  |
| A00-1220-0200-0000  | SUPERVISOR- EQUIP                 | 1,000                  | 1,000                 | -                  | 0.00%   |
| A00-1220-0400-0000  | SUPERVISOR- CONTR                 | 6,000                  | 6,000                 | 683                | 11.38%  |
| A00-1320-0402-0000  | SPECIAL AUDITS                    | 5,000                  | 5,000                 | 713                | 14.25%  |
| A00-1321-0400-0000  | ACCOUNTANT-CONTRACTUAL            | 15,000                 | 15,000                | 531                | 3.54%   |
| A00-1321-0401-0000  | ACCOUNTING FEES                   | 15,000                 | 15,000                | 848                | 5.65%   |
| A00-1340-0100-0000  | BUDGET DIRECTOR- PER SVC          | 3,500                  | 3,500                 | 808                | 23.08%  |
| A00-1355-0100-0000  | ASSESSOR-PERSONAL SVC             | 70,764                 | 70,764                | 15,109             | 21.35%  |
| A00-1355-0200-0000  | ASSESSOR - EQUIPMENT              | 1,000                  | 1,000                 | -                  | 0.00%   |
| A00-1355-0401-0000  | ASSESSOR- CONTR                   | 6,000                  | 6,000                 | 1,110              | 18.50%  |
| A00-1410-0100-0000  | TOWN CLERK- PER SVC               | 103,618                | 103,618               | 21,694             | 20.94%  |
| A00-1410-0200-0000  | TOWN CLERK- EQUIP                 | 1,300                  | 1,300                 | -                  | 0.00%   |
| A00-1410-0401-0000  | TOWN CLERK- CONTR                 | 5,100                  | 5,100                 | 513                | 10.06%  |
| A00-1420-0100-0000  | TOWN ATTORNEY- PER SVC            | 16,363                 | 16,363                | 4,051              | 24.76%  |
| A00-1420-0401-0000  | ATTORNEY- CONTR                   | 37,414                 | 37,414                | -                  | 0.00%   |
| A00-1430-4000-0000  | PERSONNEL- CONTR                  | -                      | -                     | 1,500              | 100.00% |
| A00-1440-0400-0000  | ENGINEER- CONTR                   | 50,000                 | 50,000                | -                  | 0.00%   |
| A00-1460-0100-0000  | RECORDS MGT- PER SVC              | 250                    | 250                   | -                  | 0.00%   |
| A00-1460-0200-0000  | RECORDS MGT- EQUIP                | 6,000                  | 6,000                 | -                  | 0.00%   |
| A00-1460-0401-0000  | RECORDS MGT- CONTR                | 1,000                  | 1,000                 | 251                | 25.10%  |
| A00-1620-0101-0000  | BUILDINGS -PER SVC                | 22,437                 | 22,437                | 2,482              | 11.06%  |
| A00-1620-0200-0000  | BUILDINGS- EQUIP                  | 50,000                 | 50,000                | -                  | 0.00%   |
| A00-1620-0400-0000  | BUILDINGS- CONTR                  | 80,000                 | 80,000                | 13,080             | 16.35%  |
| A00-1620-0402-0000  | BUILDINGS- CONTR-REC CENTER       | 15,000                 | 15,000                | 2,072              | 13.81%  |
| A00-1620-0403-0000  | BUILDING- CONTR- HIGHWAY          | 15,000                 | 15,000                | 55                 | 0.37%   |
| A00-1620-0404-0000  | BUILDING- CONTR- TROOPER BARRACKS | 15,000                 | 15,000                | 1,421              | 9.47%   |
| A00-1650-0200-0000  | CENTR COMM- EQUIP                 | 7,500                  | 7,500                 | -                  | 0.00%   |
| A00-1650-0400-0000  | CENT COMMUNICATIONS- CONTR        | 30,000                 | 30,000                | 15,589             | 51.96%  |
| A00-1670-0403-0000  | CENT PRINT/MAIL- CONTR            | 15,000                 | 15,000                | 4,570              | 30.47%  |
| A00-1910-0000-0000  | UNALLOCATED INSURANCE             | 65,000                 | 65,000                | 67,454             | 103.78% |
| A00-1920-0000-0000  | MUNICIPAL ASSOCIATION DUES        | 4,100                  | 4,100                 | 2,325              | 56.71%  |
| A00-1930-0000-0000  | JUDGEMENT AND CLAIMS              | 1,000                  | 1,000                 | 116                | 11.57%  |
| A00-1950-0000-0000  | TAXES & ASSESSMNTS ON PROPERTY    | 3,750                  | 3,750                 | 3,665              | 97.74%  |
| A00-1989-0400-0000  | OTHER GENERAL GOV'T SUPPORT       | 15,000                 | 15,000                | 3,750              | 25.00%  |
| A00-1990-0000-0000  | CONTINGENT ACCOUNT                | 40,000                 | 40,000                | -                  | 0.00%   |
| A00-3310-0400-0000  | TRAFFIC CONTROL-CONTR             | 2,000                  | 2,000                 | 1,163              | 58.16%  |
| A00-3510-0100-0000  | DOG CONTROL- PER SVC              | 13,310                 | 13,310                | 3,295              | 24.75%  |
| A00-3510-0200-0000  | DOG CONTROL- EQUIP                | 500                    | 500                   | -                  | 0.00%   |
| A00-3510-0400-0000  | DOG CONTROL- CONTR                | 2,000                  | 2,000                 | 161                | 8.03%   |
| A00-3620-0100-0000  | SAFETY INSPECT-PER SVC            | 48,658                 | 48,658                | 5,760              | 11.84%  |
| A00-3620-0200-0000  | SAFETY INSPECT- EQUIP             | 1,000                  | 1,000                 | -                  | 0.00%   |
| A00-3620-0400-0000  | SAFETY INSPECT- CONTR             | 1,500                  | 1,500                 | 300                | 20.02%  |

|                    |                                |              |              |            |         |
|--------------------|--------------------------------|--------------|--------------|------------|---------|
| A00-5010-0100-0000 | HIGHWAY SUPT-PER SVC           | 87,608       | 87,608       | 19,492     | 22.25%  |
| A00-5010-0200-0000 | HIGHWAY SUPT - EQUIPMENT       | 1,000        | 1,000        | -          | 0.00%   |
| A00-5010-0400-0000 | HIGHWAY SUPT-CONTR             | 4,000        | 4,000        | 653        | 16.32%  |
| A00-5132-0400-0000 | GARAGE-CONTR                   | 26,000       | 26,000       | 5,461      | 21.00%  |
| A00-5182-0400-0000 | STREET LIGHTING-CONTR          | 27,000       | 27,000       | 6,331      | 23.45%  |
| A00-6772-0100-0000 | PROGRAM FOR AGING-PER SVC      | 21,112       | 21,112       | 2,620      | 12.41%  |
| A00-6772-0400-0000 | PROGRAMS FOR AGING-CONTR       | 7,500        | 7,500        | 389        | 5.19%   |
| A00-7110-0100-0000 | PARKS- PER SVC                 | 93,322       | 93,322       | 12,007     | 12.87%  |
| A00-7110-0201-0000 | EQUIPMENT                      | 10,000       | 10,000       | -          | 0.00%   |
| A00-7110-0400-0000 | PARKS- CONTR                   | 25,000       | 25,000       | 378        | 1.51%   |
| A00-7270-0100-0000 | EVENT COORDINATOR - PER SVC    | 2,500        | 2,500        | 577        | -       |
| A00-7270-0400-0000 | BAND CONCERTS- CONTR           | 5,000        | 5,000        | 163        | 3.25%   |
| A00-7310-0400-0000 | YOUTH PROGRAMS-CONTR           | 100,000      | 100,000      | 50,000     | 50.00%  |
| A00-7510-0100-0000 | TOWN HISTORIAN-PER SVC         | 3,550        | 3,550        | 887        | 25.00%  |
| 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       | -          | 0.00%   |
| A00-7620-0400-0000 | ADULT REC- BOSTON SRS.         | 14,000       | 14,000       | -          | 0.00%   |
| A00-7620-0402-0000 | ADULT REC- BOS YOUNG @ HEART   | 14,000       | 14,000       | -          | 0.00%   |
| A00-7989-0400-0000 | OTHER CULTURE/REC- CONTR       | 2,000        | 2,000        | 1,000      | 50.00%  |
| A00-8010-0100-0000 | ZONING- PER SVC                | 7,706        | 7,706        | 180        | 2.33%   |
| A00-8010-0400-0000 | ZONING-CONTR                   | 9,000        | 9,000        | 436        | 4.84%   |
| A00-8020-0100-0000 | PLANNING-PER SVC               | 5,315        | 5,315        | 224        | 4.21%   |
| A00-8020-0400-0000 | PLANNING- CONTR                | 6,000        | 6,000        | 270        | 4.50%   |
| A00-8510-0400-0000 | COMMUNITY BEAUTIFICATION-CONTR | 500          | 500          | -          | 0.00%   |
| A00-8540-0400-0000 | DRAINAGE-CONTR                 | 20,000       | 20,000       | 2,995      | 14.98%  |
| A00-8710-0100-0000 | CONSERVATION-PER SVC           | 2,923        | 2,923        | -          | 0.00%   |
| A00-8710-0400-0000 | CONSERVATION- CONTR            | 5,400        | 5,400        | 257        | 4.76%   |
| 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       | 18,801     | 23.50%  |
| A00-9030-0800-0000 | SOCIAL SECURITY                | 60,000       | 60,000       | 11,822     | 19.70%  |
| A00-9040-0800-0000 | WORKERS' COMPENSATION          | 14,000       | 14,000       | 10,459     | 74.70%  |
| A00-9050-0800-0000 | UNEMPLOYMENT INSURANCE         | 5,000        | 5,000        | -          | 0.00%   |
| A00-9055-0800-0000 | DISABILITY INSURANCE           | 500          | 500          | -          | 0.00%   |
| A00-9060-0800-0000 | HOSPITAL AND MEDICAL INSURANCE | 60,000       | 60,000       | 10,618     | 17.70%  |
| A00-9730-0600-0000 | BAN PRINCIPAL                  | 40,000       | 40,000       | 40,000     | 100.00% |
| A00-9730-0700-0000 | BAN INTEREST                   | 23,960       | 23,960       | 12,280     | 51.25%  |
|                    |                                | \$ 1,963,237 | \$ 1,963,237 | \$ 450,284 |         |

| Highway            |  |                        |                   |            |         |
|--------------------|--|------------------------|-------------------|------------|---------|
| Account Number     | Account Description                      | Original Approp Amount | Estimated Rev/Exp | YTD        | % YTD   |
| <i>Revenue</i>     |  |                        |                   |            |         |
| DB0-1001-0000-0000 | REAL PROPERTY TAX                        | \$ 834,911             | \$ 834,911        | \$ 834,911 | 100.00% |
| DB0-1120-0000-0000 | NON-PROPERTY TAX DIST. BY CNTY           | 250,000                | 250,000           | -          | 0.00%   |
| DB0-2401-0000-0000 | INTEREST AND EARNINGS                    | 7,000                  | 7,000             | 474        | 6.77%   |
| DB0-2650-0000-0000 | SALE OF SCRAP                            | -                      | -                 | -          | 100.00% |
| DB0-2665-0000-0000 | SALE OF EQUIPMENT                        | -                      | -                 | -          | 100.00% |
| DB0-2680-0000-0000 | INSURANCE RECOVERIES                     | -                      | -                 | -          | 100.00% |
| DB0-2701-0000-0000 | REFUND-PRIOR YR EXPENDITURES             | -                      | -                 | -          | 100.00% |
| 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             | 99         | 3.31%   |
| DB0-2801-0000-0000 | INTERFUND REVENUES                       | 50,000                 | 50,000            | -          | 0.00%   |
| DB0-3501-0000-0000 | STATE AID                                | 83,256                 | 83,256            | -          | 0.00%   |
|                    |  | \$ 1,228,167           | \$ 1,228,167      | \$ 835,484 |         |
| <i>Expenditure</i> |  |                        |                   |            |         |
| DB0-5110-0100-0000 | GENERAL REPAIRS-PER SVC                  | \$ 227,440             | \$ 227,440        | \$ -       | 0.00%   |
| DB0-5110-0400-0000 | GENERAL REPAIRS-CONTR                    | 203,647                | 203,647           | -          | 0.00%   |
| DB0-5110-0410-0000 | GEN REPAIRS-FUEL & DIESEL                | 42,000                 | 42,000            | 6,608      | 15.73%  |
| DB0-5110-0420-0000 | GEN REPAIRS- DRAINAGE                    | 25,000                 | 25,000            | -          | 0.00%   |
| DB0-5112-0200-0000 | CAPITAL OUTLAY                           | 83,256                 | 83,256            | -          | 0.00%   |
| DB0-5130-0200-0000 | MACHINERY- EQUIPMENT                     | 170,000                | 170,000           | 171,142    | 100.67% |
| DB0-5130-0400-0000 | MACHINERY- CONTRACTUAL                   | 80,000                 | 80,000            | 7,923      | 9.90%   |
| DB0-5140-0100-0000 | MISC BRUSH & WEEDS-PER SVC               | -                      | -                 | -          | 100.00% |
| DB0-5140-0400-0000 | MISC BRUSH & WEEDS-CONTRACTUAL           | 2,500                  | 2,500             | 2,210      | 88.40%  |
| DB0-5142-0100-0000 | SNOW REMOVAL-PER SVC                     | 101,480                | 101,480           | 41,501     | 40.90%  |
| DB0-5142-0400-0000 | SNOW REMOVAL- CONTRACTUAL                | 82,250                 | 82,250            | 16,841     | 20.48%  |
| DB0-5148-0100-0000 | SNOW REMOVAL-OTHER GOV'T-PS              | 101,480                | 101,480           | 41,501     | 40.90%  |
| DB0-5148-0400-0000 | SNOW REMOVAL-OTHER GOV'T-CONTR           | 82,250                 | 82,250            | 16,841     | 20.48%  |
| DB0-9010-0800-0000 | STATE RETIREMENT                         | 60,000                 | 60,000            | 13,065     | 21.78%  |
| DB0-9030-0800-0000 | SOCIAL SECURITY                          | 33,000                 | 33,000            | 6,198      | 18.78%  |
| DB0-9040-0800-0000 | WORKERS' COMPENSATION                    | 40,000                 | 40,000            | 36,793     | 91.98%  |
| DB0-9060-0800-0000 | HOSPITAL AND MEDICAL INSURANCE           | 90,000                 | 90,000            | 15,887     | 17.65%  |
|                    |  | \$ 1,424,303           | \$ 1,424,303      | \$ 376,509 |         |

| Water #1           |                     |                        |                   |                  |         |
|--------------------|---------------------|------------------------|-------------------|------------------|---------|
| Account Number     | Account Description | Original Approp Amount | Estimated Rev/Exp | YTD              | % YTD   |
| <i>Revenue</i>     |                     |                        |                   |                  |         |
| HA0-1001-0000-0000 | REAL PROPERTY TAX   | \$ 81,890              | \$ 81,890         | \$ 81,890        | 100.00% |
| HA0-2401-0000-0000 | INTEREST EARNINGS   | 300                    | 300               | 26               | 8.63%   |
|                    |                     | <u>\$ 82,190</u>       | <u>\$ 82,190</u>  | <u>\$ 81,916</u> |         |
| <i>Expenditure</i> |                     |                        |                   |                  |         |
| HA0-8340-0400-0000 | CONTRACTUAL         | \$ 37,281              | \$ 37,281         | \$ 29,748        | 79.79%  |
| HA0-9730-0600-0000 | BAN'S- PRINCIPAL    | 40,623                 | 40,623            | -                | 0.00%   |
| HA0-9730-0700-0000 | BAN'S- INTEREST     | 4,286                  | 4,286             | -                | 0.00%   |
|                    |                     | <u>\$ 82,190</u>       | <u>\$ 82,190</u>  | <u>\$ 29,748</u> |         |

| Water #2           |                     |                        |                   |                  |         |
|--------------------|---------------------|------------------------|-------------------|------------------|---------|
| Account Number     | Account Description | Original Approp Amount | Estimated Rev/Exp | YTD              | % YTD   |
| <i>Revenue</i>     |                     |                        |                   |                  |         |
| HBO-1001-0000-0000 | REAL PROPERTY TAX   | \$ 51,334              | \$ 51,334         | \$ 51,334        | 100.00% |
| HBO-2401-0000-0000 | INTEREST & EARNINGS | 500                    | 500               | 43               | 8.56%   |
|                    |                     | <u>\$ 51,834</u>       | <u>\$ 51,834</u>  | <u>\$ 51,377</u> |         |
| <i>Expenditure</i> |                     |                        |                   |                  |         |
| HBO-8340-0400-0000 | CONTRACTUAL         | \$ 22,625              | \$ 22,625         | \$ 13,025        | 57.57%  |
| HBO-9730-0600-0000 | BAN'S - PRINCIPAL   | 28,140                 | 28,140            | -                | 0.00%   |
| HBO-9730-0700-0000 | BAN INTEREST        | 1,069                  | 1,069             | -                | 0.00%   |
|                    |                     | <u>\$ 51,834</u>       | <u>\$ 51,834</u>  | <u>\$ 13,025</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     | \$ 254,197             | \$ 254,197        | \$ 254,832        | 100.25% |
| HCO-2401-0000-0000 | INTEREST AND EARNINGS | 4,000                  | 4,000             | 278               | 6.95%   |
|                    |                       | <u>\$ 258,197</u>      | <u>\$ 258,197</u> | <u>\$ 255,110</u> |         |
| <i>Expenditure</i> |                       |                        |                   |                   |         |
| HCO-8340-0400-0000 | CONTRACTUAL           | \$ 31,109              | \$ 31,109         | \$ 17,045         | 54.79%  |
| HCO-9730-0600-0000 | BAN'S- PRINCIPAL      | 107,400                | 107,400           | -                 | 0.00%   |
| HCO-9730-0700-0000 | BAN INTEREST          | 119,688                | 119,688           | 59,290            | 49.54%  |
|                    |                       | <u>\$ 258,197</u>      | <u>\$ 258,197</u> | <u>\$ 76,335</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               | 20              | 9.91%   |
|                    |                       | <u>\$ 3,201</u>        | <u>\$ 3,201</u>   | <u>\$ 3,021</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     | \$ 29,073              | \$ 29,073         | \$ 29,073        | 100.00% |
| HE0-2401-0000-0000 | INTEREST AND EARNINGS | 500                    | 500               | 39               | 7.78%   |
|                    |                       | <u>\$ 29,573</u>       | <u>\$ 29,573</u>  | <u>\$ 29,112</u> |         |
| <i>Expenditure</i> |                       |                        |                   |                  |         |
| HE0-8340-0400-0000 | CONTRACTUAL           | \$ 8,875               | \$ 8,875          | -                | 0.00%   |
| HE0-9730-0600-0000 | BAN- PRINCIPLE        | 19,940                 | 19,940            | -                | 0.00%   |
| HE0-9730-0700-0000 | BAN INTEREST          | 758                    | 758               | -                | 0.00%   |
|                    |                       | <u>\$ 29,573</u>       | <u>\$ 29,573</u>  | <u>-</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     | \$ 10,975              | \$ 10,975         | \$ 10,975        | 100.00% |
| HFO-2401-0000-0000 | INTEREST AND EARNINGS | 150                    | 150               | 13               | 8.66%   |
|                    |                       | <u>\$ 11,125</u>       | <u>\$ 11,125</u>  | <u>\$ 10,988</u> |         |
| <i>Expenditure</i> |                       |                        |                   |                  |         |
| HFO-8340-0400-0000 | CONTRACTUAL           | \$ 2,775               | \$ 2,775          | -                | 0.00%   |
| HFO-9730-0600-0000 | PRINC PMTS- BANS      | 6,250                  | 6,250             | -                | 0.00%   |
| HFO-9730-0700-0000 | INTEREST PMTS. BANS   | 2,100                  | 2,100             | -                | 0.00%   |
|                    |                       | <u>\$ 11,125</u>       | <u>\$ 11,125</u>  | <u>-</u>         |         |

| Lighting           |                       |                        |                   |                  |         |
|--------------------|-----------------------|------------------------|-------------------|------------------|---------|
| Account Number     | Account Description   | Original Approp Amount | Estimated Rev/Exp | YTD              | % YTD   |
| <i>Revenue</i>     |                       |                        |                   |                  |         |
| L30-1001-0000-0000 | REAL PROPERTY TAX     | \$ 16,326              | \$ 16,326         | \$ 16,326        | 100.00% |
| L30-2401-0000-0000 | INTEREST AND EARNINGS | 100                    | 100               | 11               | 10.77%  |
|                    |                       | <u>\$ 16,426</u>       | <u>\$ 16,426</u>  | <u>\$ 16,337</u> |         |
| <i>Expenditure</i> |                       |                        |                   |                  |         |
| L30-5182-0401-0000 | CONTRACTS             | \$ 20,000              | \$ 20,000         | \$ 4,911         | 24.56%  |
|                    |                       | <u>\$ 20,000</u>       | <u>\$ 20,000</u>  | <u>\$ 4,911</u>  |         |

| Fire               |                        |                        |                   |                   |         |
|--------------------|------------------------|------------------------|-------------------|-------------------|---------|
| Account Number     | Account Description    | Original Approp Amount | Estimated Rev/Exp | YTD               | % YTD   |
| <i>Revenue</i>     |                        |                        |                   |                   |         |
| SFO-1001-0000-0000 | REAL PROPERTY TAX      | \$ 770,463             | \$ 770,463        | \$ 770,463        | 100.00% |
| SFO-1120-0000-0000 | NONPROPERTY TAX DIST   | 25,000                 | 25,000            | -                 | 0.00%   |
| SFO-2401-0000-0000 | INTEREST EARNINGS      | 3,000                  | 3,000             | 212               | 7.08%   |
|                    |                        | <u>\$ 798,463</u>      | <u>\$ 798,463</u> | <u>\$ 770,675</u> |         |
| <i>Expenditure</i> |                        |                        |                   |                   |         |
| SFO-3410-0401-0000 | CONTRACTS              | \$ 611,891             | \$ 611,891        | \$ 287,301        | 46.95%  |
| SFO-9025-0800-0000 | SERVICE AWARDS PROGRAM | 200,000                | 200,000           | -                 | 0.00%   |
| SFO-9040-0800-0000 | WORKERS COMP INSURANCE | 25,000                 | 25,000            | 12,005            | 48.02%  |
|                    |                        | <u>\$ 836,891</u>      | <u>\$ 836,891</u> | <u>\$ 299,306</u> |         |

| Refuse             |                            |                        |                   |                   |         |
|--------------------|----------------------------|------------------------|-------------------|-------------------|---------|
| Account Number     | Account Description        | Original Approp Amount | Estimated Rev/Exp | YTD               | % YTD   |
| <i>Revenue</i>     |                            |                        |                   |                   |         |
| SGO-1001-0000-0000 | REAL PROPERTY TAX          | \$ 731,555             | \$ 731,555        | \$ 731,555        | 100.00% |
| SGO-2130-0000-0000 | REFUSE AND GARBAGE CHARGES | 500                    | 500               | 235               | 47.00%  |
| SGO-2401-0000-0000 | INTEREST EARNINGS          | 2,200                  | 2,200             | 142               | 6.46%   |
|                    |                            | <u>\$ 734,255</u>      | <u>\$ 734,255</u> | <u>\$ 731,932</u> |         |
| <i>Expenditure</i> |                            |                        |                   |                   |         |
| SGO-8160-0401-0000 | GARBAGE CONTRACTUAL BFI    | \$ 734,255             | \$ 734,255        | \$ 115,813        | 15.77%  |
|                    |                            | <u>\$ 734,255</u>      | <u>\$ 734,255</u> | <u>\$ 115,813</u> |         |

| Ambulance          |                              |                        |                   |                  |         |
|--------------------|------------------------------|------------------------|-------------------|------------------|---------|
| Account Number     | Account Description          | Original Approp Amount | Estimated Rev/Exp | YTD              | % YTD   |
| <i>Revenue</i>     |                              |                        |                   |                  |         |
| SMO-1001-0000-0000 | REAL PROPERTY TAX            | \$ 99,071              | \$ 99,071         | \$ 99,071        | 100.00% |
| SMO-1120-0000-0000 | NONPROPERTY TAX DISTRIBUTION | 25,000                 | 25,000            | -                | 0.00%   |
| SMO-2401-0000-0000 | INTEREST INCOME              | 400                    | 400               | 56               | 13.94%  |
|                    |                              | <u>\$ 124,471</u>      | <u>\$ 124,471</u> | <u>\$ 99,127</u> |         |
| <i>Expenditure</i> |                              |                        |                   |                  |         |
| SMO-4540-0200-0000 | AMBULANCE- CAPITAL EQUIPMENT | \$ 20,000              | \$ 20,000         | \$ -             | 0.00%   |
| SMO-4540-0400-0000 | CONTRACTUAL                  | 60,047                 | 60,047            | 42,827           | 71.32%  |
| SMO-9025-0800-0000 | LOCAL PENSION FUND           | 19,000                 | 19,000            | -                | 0.00%   |
| SMO-9040-0800-0000 | WORKER'S COMP                | 11,000                 | 11,000            | 5,512            | 50.10%  |
| SMO-9730-0600-0000 | BAN'S PRINCIPAL              | 12,546                 | 12,546            | -                | 0.00%   |
| SMO-9730-0700-0000 | BAN'S INTEREST               | 1,878                  | 1,878             | -                | 0.00%   |
|                    |                              | <u>\$ 124,471</u>      | <u>\$ 124,471</u> | <u>\$ 48,338</u> |         |



# Building Standards and Codes

One Commerce Plaza  
99 Washington Ave, Suite 1160  
Albany, NY 12231-0001  
(518) 474-4073  
Fax. (518) 474-5788  
<https://www.dos.ny.gov/dcea>

## UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT (REPORTING YEAR: 2020)

### Instructions

The official who oversees code enforcement activities for your city, town, village, or county jurisdiction must complete this form. If your local government has transferred such responsibilities to another local government by opting out of enforcement or entering a shared services agreement as provided by law, then this official will be part of the other local government. Even if your local government is not required to submit the report because it has transferred responsibility, we recommend you complete this form to assure the Department of State has accurate information about who is responsible for code enforcement in your jurisdiction.

The **"Reporting Year"** is the calendar year (January through December) for which the reported data have been collected. The **"Uniform Code"** is the New York State Uniform Fire Prevention and Building Code. The **"Energy Code"** is the New York State Energy Conservation Construction Code. The **"Code Official"** is the official enforcing the Uniform Code or Energy Code in the `{muni_type}`.

If you are submitting on behalf of a local government that administers the Uniform Code or the Energy Code for other local governments, you must submit a separate report on each city, town, village, and county for which you administer those services.

If you still have questions after reviewing this form and instructions, please contact the Division of Building Standards and Codes at (518) 474-4073.

Name of Municipality

**Town of Boston (140308300000)**

| Address                       | City              | Zip Code     |
|-------------------------------|-------------------|--------------|
| <b>8500 Boston State Road</b> | <b>Boston, NY</b> | <b>14025</b> |

### Responsibility for Enforcement of the Uniform Code and the Energy Code

|  |           |
|--|-----------|
| Did the local government adopt a local law providing it will <b>*not*</b> enforce the Uniform Code and Energy Code that was in effect during the reporting period? | <b>No</b> |
|--|-----------|

|  |           |
|--|-----------|
| Has the local government entered into an agreement pursuant to General Municipal Law, Article 5-G, with one or more other local governments to jointly administer the Uniform Code or Energy Code as authorized by Executive Law Section 381(2)? | <b>No</b> |
|--|-----------|

If yes and a different local government is responsible for administration of Uniform Code, specify:

If yes and a different local government is responsible for administration of Energy Code, specify:

|  |            |
|--|------------|
| Does the local government employ any code enforcement officials or building safety instructors to support its administration of the Uniform Code or Energy Code? | <b>Yes</b> |
|--|------------|

### Submitting Official and Reporting Period

|  |               |
|--|---------------|
| Local government which employs submitter | <b>Boston</b> |
|--|---------------|

Name of Person Submitting Report

**William G. Ferguson**

|                     |   |
|---------------------|---|
| Phone               | Email                                   |
| <b>716-941-6113</b> | <b>codeenforcement@townofboston.com</b> |

Reporting Period

**Jan 1, 2020 - Dec 31, 2020**

# UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT

## (REPORTING YEAR: 2020)

### Assignment of Responsibilities by Submitting Local Government

Are third-party contracted services used to meet the requirements of 19 NYCRR Part 1203?

**No**

Does the third-party meet the education requirements of 1203.2(e)(1)?

Does the fire department perform fire safety inspections?

If "No", who is responsible for fire safety inspections?

**No**

**Code Enforcement Officer**

### Legislative Authorization

Please list the local law, ordinance or other appropriate regulation that provides for the administration and enforcement of the NYS Uniform Fire Prevention and Building Code and Energy Conservation Construction Code in this municipality:

**Fire Prevention and Building Administration LL No. 3 1987**

### Local Legislative Modifications of Uniform Code Standards

Does the submitting local government have in effect any local law or ordinance that imposes construction standards that are different from the requirements imposed by the Uniform Code?

**No**

Is each such local law or ordinance approved or pending approval by the State Fire Prevention and Building Code Council pursuant to Executive Law Article 18, Section 379?

Specify the year and number of the local law(s) or ordinance(s):

### Local Legislative Modifications of Energy Code Standards

Does the submitting local government have in effect any local law or ordinance that imposes energy conservation standards that are different from the requirements imposed by the \*Energy Code\*?

**No**

Is each such local law or ordinance filed with State Fire Prevention and Building Code Council pursuant to Energy Law § 11-109?

Specify the year and number of the local law(s) or ordinance(s):

### Building Permits

Write the number of building permits issued for each occupancy type listed.

|   | New construction | Addition, alteration, or repair of existing                        |
|---|------------------|--|
| One-family dwellings, two-family dwellings, and townhouses    | <b>14</b>        | <b>13</b>  |
| Other residential occupancies                                 | <b>0</b>         | <b>0</b>   |
| Nonresidential buildings                                      | <b>0</b>         | <b>0</b>   |
| All other permits (pools, sheds, decks, plumbing, HVAC, etc.) | <b>81</b>        | Certificates of Occupancy or Compliance issued for all occupancies |
|   |                  | <b>10</b>  |

### Stop Work Orders

Number of Stop Work Orders issued in reporting year?

**2**

### Notification of Fire or Explosion

Have procedures been established for notification by the chief of your fire department(s) regarding fire or explosion involving any structural damage, fuel burning appliance, chimney, or gas vent?

**Yes**

### Unsafe Structures and Equipment

Have procedures been established for identifying and addressing unsafe structures and equipment?

**Yes**

# UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT

## (REPORTING YEAR: 2020)

### Operating Permits

|   |           |
|---|-----------|
| Are operating permits required by the municipality?   | <b>No</b> |
| Manufacturing, storing, or handling hazardous materials in quantities exceeding those listed in Tables 5003.1.1(1-4) of the Fire Code of New York State (see 19 NYCRR Part 1225):   |           |
| Hazardous processes and activities, including but not limited to commercial and industrial operations which produce Combustible dust as a byproduct, fruit and crop ripening, and waste handling:                                       |           |
| Use of pyrotechnic devices in assembly occupancies:   |           |
| Buildings containing one or more areas of public assembly with an occupant load of 100 or more persons:   |           |
| Buildings whose use or occupancy classification may pose a substantial potential hazard to public safety, as determined by the government or agency charged with or accountable for administration and enforcement of the Uniform Code: |           |
| Parking garages:  |           |

### Other Operating Permits

| Describe operating permit category | Number of permits issued |
|------------------------------------|--------------------------|
|                                    |                          |
|                                    |                          |
|                                    |                          |
|                                    |                          |

### Special Inspections (as defined in Section 1702 of the Uniform Code)

|   |           |
|---|-----------|
| Does the local government require special inspections?  | <b>No</b> |
| Does the local government retain special inspection reports?  |           |
| Does the municipality require a statement of special inspections required as part of a condition for permit issuance?                   |           |
| Does the municipality require special inspection reports to be submitted prior to issuance of certificates of compliance or completion? |           |

### Practices

Please identify all procedures used by the municipality to ensure compliance with the Uniform Code:

**field\_inspections,plan\_reviews**

Please identify all procedures used by the municipality to ensure compliance with the Energy Code:

**field\_inspections,plan\_reviews,software\_report**

### Record Keeping

Has a system of records of the features and activities specified in 19 NYCRR 1203.3(a-j) been established and maintained?

**Yes**

# UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT

## (REPORTING YEAR: 2020)

|  |           |                  |           |                                 |           |
|--|-----------|------------------|-----------|---------------------------------|-----------|
| On average, how many site inspections are conducted for Uniform Code compliance for each new residential building? |           |                  |           |                                 | <b>4</b>  |
| On average, how many site inspections are conducted for Uniform Code compliance for each new commercial building?  |           |                  |           |                                 |           |
| On average, how many site inspections are conducted for Energy Code compliance for each new residential building?  |           |                  |           |                                 |           |
| On average, how many site inspections are conducted for Energy Code compliance for each new commercial building?   |           |                  |           |                                 |           |
| Buildings Containing One Or More Areas of Public Assembly (area with occupant load of 50 or greater)               |           |                  |           |                                 |           |
| Number of buildings  | <b>9</b>  | Number inspected | <b>9</b>  | Not inspected in last 12 months | <b>0</b>  |
| Buildings Containing 3 or More Dwelling Units  |           |                  |           |                                 |           |
| Number of buildings  | <b>5</b>  | Number inspected | <b>2</b>  | Not inspected in last 36 months | <b>3</b>  |
| Number of dwelling units in such buildings   |           |                  |           | <b>165</b>                      |           |
| Dormitories  |           |                  |           |                                 |           |
| Number of buildings  | <b>0</b>  | Number inspected | <b>0</b>  | Not inspected in last 36 months | <b>0</b>  |
| Nonresidential Buildings   |           |                  |           |                                 |           |
| Number of buildings  | <b>39</b> | Number inspected | <b>11</b> | Not inspected in last 36 months | <b>13</b> |

|  |  |           |
|--|--|-----------|
| Are any of the numbers reported in this section estimates?                             |  | <b>No</b> |
| Please describe briefly which figures are estimated and how estimates were calculated. |  |           |
|  |  |           |



# UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT

## (REPORTING YEAR: 2020)

### Energy Code

The State Energy Conservation Construction Code (Energy Code) was amended and updated in its entirety, effective October 3, 2016. The amended and updated version of the Energy Code includes specific requirements relating to construction documents, applications for building approvals of applications for building permits, and inspections and tests to be performed during construction. The questions in this section of this Report relate to the Municipality's familiarity with, and ability to enforce, these new provisions.

In this section of this Report, the term "2015 IECC" means the 2015 edition of the International Energy Conservation Code (Second Printing, May 2015), the term "2016 Energy Code Supplement" means the publication entitled "2016 Supplement to the New York State Energy Conservation Construction Code (Revised August 2016)," the term "residential building" is as defined in the 2016 Energy Code Supplement, and the term "commercial building" means any building that is not a residential building

The term "residential building" includes: (1) detached one-family dwellings having not more than three stories above grade plane; (2) detached two-family dwellings having not more than three stories above grade plane; (3) buildings that (i) consist of three or more attached townhouse units and (ii) have not more than three stories above grade plane; (4) buildings that (i) are classified in accordance with Chapter 3 of the 2015 International Building Code (as amended) in Group R-2, R-3 or R-4 and (ii) have not more than three stories above grade plane; (5) factory manufactured homes (as defined in section 372(8) of the New York State Executive Law); and (6) mobile homes (as defined in section 372(13) of the New York State Executive Law). For the purposes of this definition of the term "residential building," the term "townhouse unit" means a single-family dwelling unit constructed in a group of three or more attached units in which each unit (i) extends from the foundation to roof and (ii) has open space on at least two sides.

Does the Municipality require that construction documents submitted as part of an application for a building permit? show the following data and features of the building in sufficient detail to allow the Municipality to determine whether the building does or does not comply with the Energy Code:

Representation of building's thermal envelope?

**Yes**

Insulation materials and their R-values?

**Yes**

Fenestration U-factor and solar heat gain coefficient (SHGC)?

**No**

Area-weighted U-factor calculations and SHGC values (where applicable)?

**Yes**

Mechanical system design criteria (Manual "J" and Manual "S" for residential buildings)?

**No**

Mechanical and service water heating system and equipment types, sizes, and efficiencies?

**No**

Economizer description (in the case of a commercial building)?

Equipment and system controls (in the case of a commercial building)?

Fan motor horsepower (hp) and controls (in the case of a commercial building)?

Duct sealing, duct and pipe insulation and location?

**Yes**

Lighting Fixture schedule with wattage and control narrative (in the case of a commercial building)?

Location of daylight zones on floor plans (in the case of a commercial building)?

Air sealing details?

**No**

# UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT

## (REPORTING YEAR: 2020)

When the Municipality determines the construction documents to be in compliance with the applicable requirements of the Energy Code and accept the documents, does the Municipality stamp the construction documents "Reviewed for Energy Code Compliance" and endorse the documents in writing?

**No**

Where the construction documents are required to be prepared by a New York State registered architect or licensed professional engineer, does the Municipality require that the documents bear the seal or stamp and signature of such registered architect or licensed professional engineer and include, immediately above the signature, a statement substantially similar to the following: "To the best of the knowledge, belief, and professional judgment of the undersigned [registered architect or licensed professional engineer], the plans and specifications depicted on these drawings are in compliance with the applicable provisions of the New York State Uniform Fire Prevention and Building Code and the New York State Energy Conservation Construction Code, as currently in effect."?

**Yes**

Are inspections completed for each of the following (where applicable):

Inspections of footings and foundations to verify compliance with the Energy Code as to R-value, location, thickness, depth of burial and protection of insulation as required by the Energy Code and approved plans and specifications?

**Yes**

Inspections at framing and rough-in, made before application of interior finish and to verify compliance with the Energy Code as to types of insulation and corresponding R-values and their correct location and proper installation, fenestration properties (U-factor and SHGC and, in the case of a commercial building, VT), and proper installation and air leakage components as required by the Energy Code and approved plans and specifications?

**Yes**

Inspections at plumbing rough-in to verify compliance as required by the Energy Code and approved plans and specifications as to types of insulation and corresponding R-values and protection, required controls, and required heat traps on potable water heaters?

**Yes**

Inspections at mechanical rough-in to verify compliance as required by the Energy Code and approved plans and specifications as to installed HVAC equipment type and size, required controls, system insulation, and corresponding R-value; system and damper air leakage (in the case of a commercial building) or system air leakage control (in the case of a residential building); and required energy recovery and economizers (in the case of a commercial building) or programmable thermostats, dampers, whole-house ventilation, and minimum fan efficiency (in the case of a residential building)?

**Yes**

Inspections at electrical rough-in to verify compliance as required by the Energy Code and approved plans and specifications as to installed lighting systems, components and controls and, if applicable, installation of an electric meter for each dwelling unit?

**Yes**

A final inspection that verifies, in the case of a commercial building, the installation and proper operation of all building controls required by the Energy Code, the receipt of documentation verifying that activities associated with building commissioning required by the Energy Code have been conducted and that findings of noncompliance corrected, and the receipt of the HVAC system certification required by the Energy Code; and the final inspection shall verify, in the case of a residential building, the installation of all building systems, equipment, and controls required by the Energy Code and their proper operation and the installation of the number of high-efficacy lamps and fixtures required by the Energy Code?

**Yes**

In the case of residential buildings:

Does the Municipality require that a permanent certificate listing the predominant R-values of insulation installed be completed by the builder or registered design professional and posted on a wall in the space where the furnace is located?

**No**

Does the Municipality require that building envelope values be confirmed as code compliant by at least one of the following methods? Prescriptive, Trade-off method (REScheck), Energy Rating Index (2015 IECC Section R406)

**Yes**

In case of detached one-and-two family dwellings, townhouses, and multiple family dwellings of three stories or less, does the local government require that an air leakage test (blower door test) be performed on the completed building envelope?

**No**

# UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT (REPORTING YEAR: 2020)

Does the local government require verification that the air leakage rate is 3 ACH (50 pascals) or less?

Does the Municipality require that written report of the results of the ACH 50 test be signed by the party conducting the test and provided to the Municipality?

In a case where any part of the HVAC duct system located outside of the building envelope, does the Municipality require that a duct tightness test be performed?

**Yes**

Does the code official receive a written report of the results of the test signed by the party conducting the test?

**Yes**

In the case of commercial buildings:

Does the Municipality require the demonstration of compliance with one of the following compliance paths?

☐ ASHRAE Compliance Path: Compliance with the requirements of ASHRAE 90.1-2013, as amended by the 2016 Energy Code Supplement.

☐ Prescriptive Compliance Path: Compliance with the requirements of (1) Sections C402 through C405 of the 2015 IECC, as amended by the 2016 Energy Code Supplement, (2) Section C406 of the 2015 IECC, as amended by the 2016 Energy Code Supplement, and (3) in the case of tenant spaces, Section C406.1.1 of the 2015 IECC, as amended by the 2016 Energy Code Supplement.

☐ Performance Compliance Path: Compliance with the requirements of Sections C402.5, C403.2, C404, C405.2, C405.3, C405.5, C405.6, and C407 of the 2015 IECC, as amended by the 2016 Energy Code Supplement, with building energy cost to be equal to or less than 85 percent of the standard reference design building.

Does the Municipality require construction documents to clearly indicate provisions for commissioning and completion requirements in accordance with Section C408 of the 2015 IECC?

## Project Compliance

For each of the following project categories, provide the total number of projects in each category that were completed during the year covered by this report and the number of such completed projects that comply with the applicable requirements of the Energy Code:

|   |           |  |           |
|---|-----------|--|-----------|
| New commercial building construction projects completed       | <b>0</b>  | Completed new commercial building construction projects that are compliant       | <b>0</b>  |
| New residential building construction projects completed      | <b>10</b> | Completed new residential building construction projects that are compliant      | <b>10</b> |
| Existing commercial building construction projects completed  | <b>0</b>  | Completed existing commercial building construction projects that are compliant  | <b>0</b>  |
| Existing residential building construction projects completed | <b>0</b>  | Completed existing residential building construction projects that are compliant | <b>0</b>  |

With respect to the response to previous question, provide a description of the methods used to verify such compliance with the Energy Code.

## Plan Review and Field Inspections

# UNIFORM CODE ADMINISTRATION AND ENFORCEMENT REPORT

## (REPORTING YEAR: 2020)

### Complaints

|  |   |   |   |
|--|---|---|---|
| Total number of all registered Uniform Code related complaints received for reporting year | 0 | Total number of all registered Uniform Code related complaints received for reporting year  | 0 |
| Total number of all registered Energy Code related complaints received for reporting year  | 0 | Total number of all registered Energy Code related complaints acted upon for reporting year | 0 |

Are any of the numbers reported in this section estimates?  
(Answer 'Yes' if any of the numbers of occupancies or inspections reported were estimated rather than tabulated from electronic records or manual counting of records.)

**No**

Please describe briefly which figures are estimated and how estimates were calculated.

### Additional Information

Please provide any additional information or comments  
(Provide any additional information or comments that may prove helpful in processing the form and interpreting your response. Provide feedback on any data that were difficult to obtain and any concerns that might influence the accuracy, completeness, or precision of information you provided.)

### Complete your submission

If you are using Google Chrome to submit, you may now print your application. Please click the PRINT button (image of a printer) on the upper right of this screen before you hit submit. This will allow you to print your completed form or save it to a PDF file if your computer supports that. You will not be able to retrieve the form once you submit it. Acknowledge that you have considered printing your form before you submit.

**OK**

**Personnel Reported by the Town of Boston for 2020**

| Name             | Role | Ctrct Email (if provided) | CEO/BSJ Cert. | Hr/WkActive? | Training Requirements Fulfillment | 2019      | 2020       | 2021       |
|------------------|------|---------------------------|---------------|--------------|-----------------------------------|-----------|------------|------------|
| William Ferguson | ceo  |                           | 0487-7495B    | 20           | Yes                               | 4/30/1987 | 12/11/2019 | 12/29/2020 |

NOTE: This information is based on the records processed to date by the Educational Services Unit within the Division of Building Standards and Codes and matched to the certification or training identification numbers of code officials provided by the local government in its annual report.

Discrepancies in your training history should be directed to the Educational Services Unit within the Division of Building Standards and Codes by email to: [doscodestraining@dos.ny.gov](mailto:doscodestraining@dos.ny.gov)

Professional Development Elective forms should be submitted to the Educational Services Unit within the Division of Building Standards and Codes by email to: [doscodestraining@dos.ny.gov](mailto:doscodestraining@dos.ny.gov)

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## Appendix D – General Recordkeeping Requirements for Town Clerks

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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?<br><br>Last Recorded Deposit: Date <u>12/24/2020</u> Amount <u>\$1,327.75</u>                               | <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 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?<br><br>Last Recorded Check: # <u>1308</u> Date <u>12/11/2020</u> Amount <u>\$57.00</u>                                    | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

## Appendix D – General Recordkeeping Requirements for Town Clerks continued

| <u>Cash Reconciliations</u>   | <u>YES</u>  | <u>NO</u>                |  |                     |                       |                     |      |          |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|---|---|--------------------------|--|---------------------|-----------------------|---------------------|------|----------|------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Are bank accounts reconciled?<br><i>By Whom?</i> <u>Lois Jackson</u> <i>How Often?</i> <u>Monthly</u><br><i>Who Reviews/Verifies Them?</i> <u>Sandy Quinlan</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"><u>Last Bank Reconciliation for Each Bank Account</u></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>1513</td><td>1/5/2021</td><td>12/31/2020</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> | <u>Last Bank Reconciliation for Each Bank Account</u> |                          |  | <u>Bank Account</u> | <u>Date Performed</u> | <u>Month Ending</u> | 1513 | 1/5/2021 | 12/31/2020 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <u>Last Bank Reconciliation for Each Bank Account</u>   |   |                          |  |                     |                       |                     |      |          |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <u>Bank Account</u>   | <u>Date Performed</u>                                 | <u>Month Ending</u>      |  |                     |                       |                     |      |          |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1513  | 1/5/2021  | 12/31/2020               |  |                     |                       |                     |      |          |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|   |   |                          |  |                     |                       |                     |      |          |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|   |   |                          |  |                     |                       |                     |      |          |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|   |   |                          |  |                     |                       |                     |      |          |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|   |   |                          |  |                     |                       |                     |      |          |            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 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"/> |



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## Appendix D – General Recordkeeping Requirements for Town Clerks continued

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| <b><u>Receivables</u></b><br><i>(if applicable, such as water rents)</i>                                  | <b><u>YES</u></b>        | <b><u>NO</u></b>         |     |
|---|--------------------------|--------------------------|-----|
| 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**

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, 2020.

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## Appendix E – General Recordkeeping Requirements for Tax Collecting Officers

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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.)

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

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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 checked="" type="checkbox"/> | <input type="checkbox"/> |
| <i>Last Bank Reconciliation for Each Bank Account:<br/>Date Performed _____ Month Ending _____</i>                                |                                     |                          |
| <b>Note:</b> Tax collector's bank account balance should be <b>\$0.00</b> 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

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

| <u>Accountability</u>  | <u>YES</u>                          | <u>NO</u>                |
|--|-------------------------------------|--------------------------|
| Are penalties assessed/collected on late payments?   | <input checked="" type="checkbox"/> | <input 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"/> | <input type="checkbox"/> |
| Is the tax collector or receiver treating his/her own tax bills properly, e.g., penalties, if required?  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Are interest earnings remitted to the supervisor and/or the county as appropriate? (Check county resolution for guidance.)   | <input checked="" type="checkbox"/> | <input 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"/> | <input type="checkbox"/> |

### Comments and Conclusions

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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, 2020.

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**TOWN OF BOSTON,  
NEW YORK**

*Statement of Changes in Cash Balances and  
Statements of Cash Receipts and Cash Disbursements of the  
Town Clerk for the  
Year Ended December 31, 2020*

**TOWN OF BOSTON, NEW YORK**  
**Town Clerk**  
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**Year Ended December 31, 2020**

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**TOWN OF BOSTON, NEW YORK**  
**Town Clerk**  
**Statement of Changes in Cash Balances**  
**Year Ended December 31, 2020**

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|                                  | <u>Non-Taxes<br/>and Fees</u> | <u>Taxes and<br/>Assessments</u> |
|----------------------------------|-------------------------------|----------------------------------|
| Cash balances, January 1, 2020   | \$ 1,164                      | \$ 100                           |
| Add: Cash receipts               | 47,736                        | 7,199,835                        |
| Deduct: Cash disbursements       | <u>44,526</u>                 | <u>7,199,835</u>                 |
| Cash balances, December 31, 2020 | <u>\$ 4,374</u>               | <u>\$ 100</u>                    |

**TOWN OF BOSTON, NEW YORK**  
**Town Clerk**  
**Statement of Cash Receipts and Cash Disbursements—Non-Taxes and Town Clerk Fees**  
**Year Ended December 31, 2020**

|                                 | Type of Funds |               |              |          |
|---------------------------------|---------------|---------------|--------------|----------|
|                                 | Petty<br>Cash | State<br>Fees | Town<br>Fees | Total    |
| Cash balance, January 1, 2020   | \$ 200        | \$ 56         | \$ 908       | \$ 1,164 |
| <b>CASH RECEIPTS</b>            |               |               |              |          |
| Photocopies                     | -             | -             | 9            | 9        |
| Town maps                       | -             | -             | 2            | 2        |
| Death certificates              | -             | -             | 2,260        | 2,260    |
| Marriage certificates           | -             | -             | 180          | 180      |
| Marriage licenses               | -             | 405           | 315          | 720      |
| Decals                          | -             | 8,480         | 497          | 8,977    |
| Faxes                           | -             | -             | 31           | 31       |
| Disposition of dog              | -             | -             | 100          | 100      |
| Use of facility fees            | -             | -             | 1,050        | 1,050    |
| Rezoning                        | -             | -             | 500          | 500      |
| Variance                        | -             | -             | 2,400        | 2,400    |
| Games of chance licenses        | -             | 15            | 10           | 25       |
| Games of chance proceeds        | -             | -             | 28           | 28       |
| Refuse license                  | -             | -             | 300          | 300      |
| Building permits                | -             | -             | 20,237       | 20,237   |
| Certificate of occupancy        | -             | -             | 550          | 550      |
| Special permit                  | -             | -             | 150          | 150      |
| Sign permits                    | -             | -             | 200          | 200      |
| Mobile home park license        | -             | -             | 2,055        | 2,055    |
| Miscellaneous revenue           | -             | -             | 125          | 125      |
| Refuse and garbage              | -             | -             | 1,128        | 1,128    |
| Dog licenses                    | -             | 936           | 5,773        | 6,709    |
| Total cash receipts             | -             | 9,836         | 37,900       | 47,736   |
| <b>CASH DISBURSEMENTS</b>       |               |               |              |          |
| State fees                      | -             | 9,757         |              | 9,757    |
| Town fees                       | -             | -             | 34,769       | 34,769   |
| Total cash disbursements        | -             | 9,757         | 34,769       | 44,526   |
| Cash balance, December 31, 2020 | \$ 200        | \$ 135        | \$ 4,039     | \$ 4,374 |



**TOWN OF BOSTON, NEW YORK**  
**Town Clerk**  
**Statement of Cash Receipts and Cash Disbursements—Taxes and Assessments**  
**Year Ended December 31, 2020**

---

|   |    |               |                  |
|---|----|---------------|------------------|
| Cash balance, January 1, 2020                       |    | \$            | 100              |
| Cash receipts:                                      |    |               |                  |
| County and town taxes:                              |    |               |                  |
| Town taxes  | \$ | 3,008,488     |                  |
| County taxes  |    | 4,179,103     |                  |
| Penalties and interest                              |    | <u>12,036</u> | 7,199,627        |
| Interest from bank accounts                         |    |               | <u>208</u>       |
| Total cash receipts                                 |    |               | <u>7,199,835</u> |
| Cash disbursements:                                 |    |               |                  |
| Remittances to Erie County Commissioner of Finance: |    |               |                  |
| County taxes and assessments                        |    |               | 4,179,103        |
| Remittances to Town of Boston Supervisor:           |    |               |                  |
| Town taxes and assessments                          |    | 3,008,488     |                  |
| Penalties, fees and interest                        |    | 12,036        |                  |
| Interest earnings on deposits                       |    | <u>208</u>    | <u>3,020,732</u> |
| Total cash disbursements                            |    |               | <u>7,199,835</u> |
| Cash balance, December 31, 2020                     |    | \$            | <u>100</u>       |

# Memo



---

To: Town of Boston

From: Drescher & Malecki LLP

Date: 3/30/2021

Re: Office of the State Comptroller Checklists for Review of Departments

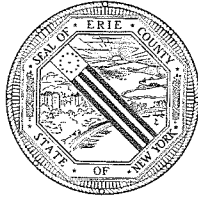
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## **Town Justice**

- **Bail Account** – While reviewing year end reconciliations for the Justice Department, it was noted that the bail bank accounts and respective bail listings include funds held for periods greater than 10 years. Additionally, it was noted that one of the bail bank accounts has \$400 greater than its respective bail listing. Per review of the Office of the New York State Comptroller, Division of Local Government and School Accountability Local Government Management Guide entitled Handbook for Town and Village Justices and Court Clerks, exonerated bail over 6 years should be surrendered to the Town and unidentified money in a justice's bank account should be reported and paid into the Justice Court Fund, where it will be retained by the State until the court can properly identify the funds. Should the court later determine the person who posted the bail, they should contact the Justice Court Fund and request a refund.

## **Tax Receiver**

- **Tax Payment Remittance** – As described in the "Checklist for Review of Tax Collecting Officer's Records" contained within the Office of the New York State Comptroller, Division of Local Government and School Accountability Local Government Management Guide entitled Fiscal Oversight Responsibilities of the Governing Board, it is recommended that the Town 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. It was noted that the tax collections were remitted twice during the year ended December 31, 2020 to the Town Supervisor.



## COUNTY OF ERIE

MICHAEL P. KEARNS  
COUNTY CLERK

Hon. Sandra L. Quinlan  
Boston Town Hall  
8500 Boston State Rd.  
Boston, NY 14025

Dear Hon. Sandra L. Quinlan,

I have enclosed the 2020 Annual Report on the accomplishments and status of the work done by the Erie County Clerk's Office.

My hope is that you find the Annual Report both educational and informative. Please contact my office if you would like to discuss the report or if I could explain any of the topics further to you.

Your contact for questions or concerns regarding any services provided by the County Clerk's Office is Kelly Krug at 858-6985.

It is my pleasure to serve the residents of Erie County.

Sincerely,

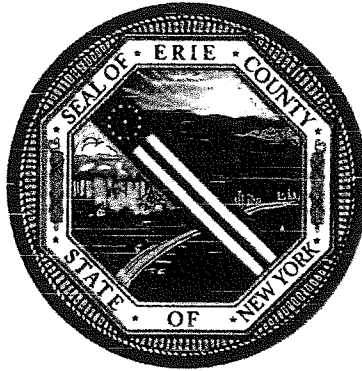


Michael P. Kearns  
Erie County Clerk

Enclosure

RECEIVED  
BOSTON TOWN CLERK

2021 APR -6 PM 4:11



# Annual Report

# 2020

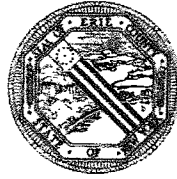
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***"Certainty in Uncertain Times"***

**MICHAEL P. KEARNS**  
Erie County Clerk

---

***Your Business Office in Erie County***



## COUNTY OF ERIE

MICHAEL P. KEARNS

ERIE COUNTY CLERK

March 16, 2021

Honorable April N.M. Baskin  
Chairwoman, Erie County Legislature  
92 Franklin Street, 4<sup>th</sup> Floor  
Buffalo, New York 14202

Re: Erie County Clerk's Office – Annual Report 2020

Dear Chairwoman Baskin:

It's been a tough year due to COVID-19 and the unpredictable circumstances our community endured on a daily basis. Through it all, I am proud to say the Erie County Clerk's Office persevered as the business office for the County.

Although the year was a difficult one, I am proud to present this Honorable Body with the Erie County Clerk's Annual Report for 2020. Despite battling through the pandemic, this Office continued transforming and expanding the services offered to the public. My top priority was providing a safe and healthy environment for my staff and our customers while making the services of the County Clerk's Office accessible for all taxpayers of Erie County. Through the resourcefulness and dedication of all our employees, we have maintained certainty in uncertain times.

I am pleased to report to this Honorable Body that the Clerk's Office processed \$141 million dollars in transactions, almost the same amount as we had conducted the year prior. The Office still was able to generate a \$2.4 million surplus in added, unanticipated revenues, which is transferred directly to the general fund to support County services for taxpayers.

Among the most challenging and disruptive developments in 2020 was Governor's PauseNY orders, issued in March, which mandated the temporary closure of Erie County's Auto Bureau facilities. One of the biggest obstacles the need for essential workers to register their vehicles, surrender their license plates or obtain or renew a driver's license with New York State during this mandated closure.

My office was flooded with phone calls and emails from our mutual constituents begging us to "do something, anything". We have people throughout our community who rely on their vehicle to get to work, bring their children or parents to appointments or to grocery shop. Folks needed to get a vehicle on the road literally that day, it was an impossible situation for everyone, but we did what we needed to do, safely, in order to assist the motorists in Erie County.

In April, our Auto Bureau Division introduced emergency "curbside service" for first responders and frontline workers that needed to register a vehicle in order to get to work. Motorists submitted a request online, a motor vehicle representative would then contact them by phone, provide instructions on all the documents and forms

required to complete the transaction and schedule a date and time to arrive at an Auto Bureau branch to drop off their paperwork and wait in their car for the transaction to be completed in order to minimize contact. Not long after its initial rollout, the "curbside service" was available to all motorists at three Auto Bureau locations. In total, over 16,000 curbside transactions were conducted by Auto Bureau staff prior to re-opening the brick and mortar locations to the public in June of 2020 for transactions by appointments only.

The Erie County Supreme and County Courts remained operational throughout the pandemic to handle essential matters, such as emergency medical treatment proceedings, and our Actions and Proceedings Department maintained continuity of operations to ensure court documents were filed timely. Surprisingly, the real estate market and the associated banking transactions continued at its near-normal volume. During the critical months of the pandemic response, our Land Records department processed more than \$2 billion in Erie County real estate transactions. The Archive Records Department offered limited services; however, they were able to issue business certificates and provide support to title searchers to ensure mortgages could be issued.

Due to limited space in the Pistol Permit office, all in-person services were suspended. However, we continued to accept the following transactions by mail: new applications, replacement of lost/stolen permits, and registering, deleting and transfers of a firearm.

Looking forward, many challenges remain for 2021 and beyond. Due to COVID-19, the federal government has extended the REAL ID compliance deadline. Commencing October 1, 2021, driver's licenses and non-driver identification cards will need to meet REAL ID federal standards for domestic air travel and to enter federal facilities. The additional year means that the increased customer volume at our Auto Bureaus will continue and that will bring much needed revenue for the County.

The NYSDMV has notably stepped up their technology efforts and introduced many online services that could potentially reduce transaction volume in our local offices in the years to come. Without changes to the revenue sharing between State and County, this would translate to less revenue in the Auto Bureau Division. This will not stop our staff from providing superior customer service and develop innovative service options that ensure vital revenues are retained here in Erie County.

In closing, the primary goal of the County Clerk is to continue to provide efficient, cost-effective services in a healthy manner to residents of Erie County while increasing and identifying new revenue streams.

I would be remiss if I did not mention how proud I am of my staff. In March of 2020, the way our office conducted business changed, potentially forever. By changing the mold of their past routines and day-to-day workflow, they went above and beyond and did everything imaginable to make sure our customers, the residents of Erie County, were able to complete their business transactions during unparalleled times. This report demonstrates the financial success of their efforts, but they should also be commended for their intangible devotion to their work and the County.

Sincerely,



MICHAEL P. KEARNS  
Erie County Clerk

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## COUNTY CLERK'S OFFICE

The Erie County Clerk is an independently elected official responsible for recording, filing and maintaining a central repository of legal documents and records affecting property titles (including land and real estate transactions), those related to corporate filings, assumed names, and, as Clerk of the Supreme and County Courts, all court pleadings and papers. Responsibility for maintaining all court records was transferred to the County Clerk from the State Court System in 1986. In 1987, the responsibility of processing pistol permits and maintenance of those records was transferred to the County Clerk from the State Court System. The above-described duties are carried out pursuant to the laws of the State of New York, the Erie County Charter and Administrative Code.

In addition, the Erie County Auto Bureaus (the "ECAB" or "Auto Bureau"), as agent for the State Department of Motor Vehicles, are managed by the County Clerk, staffed by Clerk Office personnel and budgeted separately from the Registrar Division. The County Clerk oversees the operations of two Auto Bureau branches, four satellite offices and one Mobile unit serving four locations on a weekly schedule. In 2020, due to COVID-19, the Mobile unit and two satellite offices were closed until further notice.

Fees are mandated by New York State and local law. The operations of the Erie County Clerk's Office (the "ECCO" or "Clerk's Office") garner revenue primarily from recording, filing or processing legal records and documents, and for services provided by the Clerk's Office, such as copying and certifying the records maintained as public records in the Clerk's Office. More specifically, the Clerk's Office, as an agent of the State, collects mortgage and real estate transfer taxes that are then apportioned between the State, State agencies, the County and cities, towns and villages located within Erie County. Recording fees, filing fees, licensing fees and fees such as criminal surcharges and fines paid to the County Clerk are divided between various State agencies, such as the New York State Department of Education, the Department of Finance, the Department of Motor Vehicles, the State of New York Mortgage Agency (SONYMA), the Unified Court System and the Niagara Frontier Transportation Agency (NFTA). The funds required for office expenses, administrative costs, and New York State document and record retention requirements are drawn from the County general fund, into which the balance of revenues collected by the Clerk's Office are deposited.



## *ACCOMPLISHMENTS*

### **FINANCIAL**

- Generated \$5.4 million in revenue surplus, which is transferred directly to Erie County's general fund and used to support county services.
- Processed over \$141 million in transactions (just about equal to 2019 despite COVID-19).
- Generated \$14.4 million for the County Road fund.

### **AUTO BUREAU**

- Began relocation efforts of our Eastern Hills Mall branch to a larger and more suitable location inside the mall to better meet the overcrowding and improve overall customer service.
- Implemented "appointment only" for all in-person transactions at all Auto Bureau locations in order to decrease both transaction and wait times as well as meet COVID-19 re-opening guidelines.
- Turnaround completion times for local auto dealer vehicle registration work is now completed in 7-10 days versus 3-4 weeks.
- Reduced scheduling of reservations at all branches from a 6 week wait to same or next day appointments.
- While closed to the public due to COVID-19 pandemic, auto bureau operations continued to service the residents in Erie County that required essential DMV transactions utilizing the following methods:
  1. "Curbside Services" were put into place in order to meet the demand to register vehicles for all frontline employees in Erie County. This amenity was soon rolled out to all Erie County residents who required vehicle registrations. This service allowed the Erie County Auto Bureau to complete over 16,000 transactions.
  2. License Plate Surrender "Drop Box" was made available at our downtown branch, allowing motorists to surrender their vehicle license plates for cars no longer owned or on the road. This amenity was also available at all Erie County residents who required such services.
  3. Continued to process any and all DMV transactions permitted by mail.
- By offering the above services through the Erie County Auto Bureau, this office was able to generate revenues that are vital to many services and programs that are important to residents across Erie County.

### **PISTOL PERMIT DEPARTMENT**

- Continued with cross-training of staff on various aspects of pistol department duties & responsibilities; previously, functions were staff member specific.
- Continued digitizing of historic documents to eliminate decades of paper files in storage.
- Created a detailed process to accept new applications by mail; previously handled by appointment only.

### **VETERANS SERVICES**

All special projects and public events that were in the planning phase between January – March of 2020 were put on pause at the onset of the COVID-19 Pandemic. The Erie County Clerk's top priority was to maintain the delivery of essential services to taxpayers in a safe environment for staff and constituents. However, the Clerk's Office is proud of the additional resources and programming it was able to maintain, adjust and expand, despite restrictions caused by the pandemic.

#### **Erie County Clerk's S.A.L.U.T.E.S. Program.**

*"Showing Appreciation, Loyalty and Unity Towards Erie County Service Members"*

#### **Thank A Vet Discount Program**

- Continuation and expansion of Thank A Vet Discount Program.
- Offered S.A.L.U.T.E.S. services up until COVID-19 shut down.
- Offered S.A.L.U.T.E.S services through Erie County Clerk's Outreach Center.
- Offered a "Take Away Pen" Donation Opportunity to Thank A Vet Businesses as a way to slow the spread of viruses, save taxpayer dollars, and promote local businesses.
- Hosted a "Suits for Troops" Event offering 200 free new suits to veterans, donated by Tuxedo Junction. Suit sizes were coordinated on the phone/email and set aside for pick up to limit personal contact. Remaining suits were donated to the Salvation Army.
- Planned the second annual "Thank A Vet Day" at the Buffalo Bisons Ballpark. The event was cancelled due to COVID-19 restrictions.

#### **William J. Donovan Purple Heart Book of Merit**

- Collected 2020 Book of Merit applications for the William J. Donovan Purple Heart Book of Merit to include over 700 Erie County Purple Heart Veterans.
- Coordinated "Purple Heart Week" (instead of the annual Purple Heart Day Ceremony due to COVID-19 restrictions). Throughout Purple Heart Week, Clerk Kearns personally visited the front lawns of each of the Purple Heart Recipients (or their surviving relatives). Accompanied by the Local Chapter of the Military Order of the Purple Heart, Clerk Kearns delivered Purple Heart lawn signs, certificates and a commemorative coin in honor of their service and sacrifice.

- The kickoff to Purple Heart Week began with a small outdoor event at the Charles DeGlopper Memorial, Medal of Honor Recipient in Grand Island.
- On Wednesday of Purple Heart Week, Clerk Kearns unveiled a new "Wounded Warriors" Parking Space at the Orchard Park Town Hall with the Town Supervisor.
- On Friday, to conclude "Purple Heart Week", Clerk Kearns and the Military Order of the Purple Heart honored the final Purple Heart veteran added in the 2020 section of the Book of Merit in Lackawanna with the Lackawanna Mayor and Lackawanna Councilmen. At this small outdoor event, taking place on national Purple Heart Day, August 7, each of the members of the Military Order of the Purple Heart also brought a photo and short message to honor a friend that did not make it back from the war with them. This was to honor all Purple Heart Veterans living and deceased.

#### **Operation Appreciation (Collaboration with Veterans Post Restoration of Erie County, NY Inc.)**

- Planned a luncheon with guest speaker and Medal of Honor Recipient, David Bellavia, in collaboration with Bank on Buffalo, Russell's Steaks Chops and More and the Veterans Post Restoration. This event was intended to bring together the local business community and raise awareness for the needs of Veterans posts in dire need of accessibility improvements. The event was canceled one week before the COVID-19 shut down.

#### **TECHNOLOGY**

- Server upgrade continuation.
- Began development on a Pistol Permit Dealer Portal.
- Installed Remote Control Software to better manage all offsite devices.
- Phone upgrades at Northtown Auto Bureau.
- Centralized Queuing System with live dashboards, customer flow integration and detailed reporting for Auto Bureaus and Land Records.
- Upgraded appointment system to handle the increased volume in our Auto Bureaus due to COVID-19.
- New public computer area and self-help kiosk to promote social distancing and better customer service in the Land Records department.
- Implemented work from home procedures for staff due to COVID-19 shutdowns.
- Created a work schedule system to manage all Auto Bureau locations and staffing.
- Created an auto dealer database to monitor and log all our large dealer drop off transactions.
- Developed statistical reports to help stream line processes and make calculated business decisions.

## **ERIE COUNTY CLERK'S ZOMBIES INITIATIVE**

- Since it began in June 2019 and through December 2020, the Erie County ZOMBIES Task Force has met with nearly every municipality in Erie County and advised supervisors, mayors, code enforcement officers, clerks, municipal attorneys, town and village boards regarding NY's Zombie Property and Foreclosure laws.
- Thus far, approximately 175 vacant and abandoned properties have been researched. At least one quarter of these properties have been brought into compliance and/or the deed has transferred to a new owner since the initial complaint.
- The task force has fielded over a hundred calls and reported over 30 addresses to the Department of Financial Services (DFS). Several of those properties have since been brought into compliance.
- The number of active DFS investigations in each municipality is as follows: Akron 1, Angola 1, Buffalo 1, Clarence 3, Colden 4, Elma 2, Evans 3, Gowanda 1, and Sloan 1. For each of these cases, the team has been corresponding with DFS as well as the mortgage servicer and/or property maintenance company to ensure the health and safety violations are remedied.
- The task force was successful in pushing HSBC to maintain the property at 93 Erie Avenue in Gowanda. HSBC demolished and rebuilt the back and front porch and plans to demolish the garage. In addition, the bank is looking to donate the property to the Land Bank or ensure the Land Bank obtains title through the tax foreclosure auction.
- The task force worked with the Mayor of Kenmore to ensure the property at 18 Euclid Avenue was safely demolished and paid for by the mortgage servicer, Ocwen. The total cost of the demolition and asbestos abatement was just under \$50,000.
- The task force filed suit on behalf of the Town of Clarence against Nationstar d/b/a Mr. Cooper and U.S. Bank regarding the property at 4765 Shisler Road in Clarence. In the complaint, the Town is seeking just under \$75,000 in fees for failure to maintain the property. Nationstar has filed an answer and the case will now move to discovery if necessary. The ultimate goal is to have the property demolished and the lot sold to a new family.
- Since the initiative launched, there have been numerous print and broadcast media stories. There is a website and an active Facebook page for the public to report on vacant and abandoned properties in their neighborhoods.
- On February 21, 2020, we held a press conference in front of a problem property on Shisler Road in Clarence. We were joined by Erie County Legislator Ed Rath and Clarence Town Supervisor Patrick Casillo in placing the first "ZOMBIE Watch" sign on the front lawn. This event was covered by WGRZ (Channel 2 News), WKBW (Channel 7 News), WBEN, Buffalo Rising, and the Clarence Bee, among other outlets. Over the past few months, we have reached over 2,800 people on the Erie County Clerk's ZOMBIES Initiative Facebook page.
- In addition to working with municipalities, and community outreach the Erie County ZOMBIES Task Force, has worked with individual homeowners like Norman D. He was forced to leave his South Wales, NY property several years earlier because he could no longer maintain the property due to kidney failure and heart failure. Norman tried for years to work with the bank on a deed-in-lieu, which allows a borrower to satisfy a defaulted loan by deeding the property to the bank.

After he reached out to our office, we worked vigorously to help him obtain a deed-in-lieu. Norman now has a final resolution that allows him to put all of this behind him. The deed has transferred to the bank and Norman can move on with the next chapter of his life.

- At the end of the year, the task force focused its efforts on partnering with Habitat for Humanity and the Land Bank in order to more effectively address vacant properties. The discussions are ongoing on how to combine our skill sets to come up with creative solutions. Meanwhile task force members have supported legislative efforts to increase compliance with zombie properties.

#### **Erie County ZOMBIES Task Force**

- On February 11th, May 12th, September 15th, and January 12th of this year, we held our quarterly Erie County ZOMBIES Foreclosure Task Force meeting. At each meeting, we had over 35 people in attendance from municipalities, legislator's offices, nonprofits, real estate agencies, businesses, and bank representatives from across the country. We had in-depth conversations about enforcement of the zombie laws, legislation, policy, and code enforcement, among other matters, and we held breakout committee meetings.
- In April, we released a Code Enforcement survey report. The final results were distributed to all Task Force members and Erie County municipalities. The goal of the survey was to determine what was needed to support Code Enforcement in the fight against zombie properties in Erie County. The largest need was for additional code enforcement staff, court personnel dedicated to this issue, and servicer points of contact.
- The Task Force held Code Enforcement Officer roundtable discussions on April 14th and August 25. In the fall, the Task Force launched the "Stay in Your Home" campaign. The "Stay in Your Home" campaign was created in response to the inevitable foreclosure crisis due to the current COVID-19 pandemic. Members of the Erie County ZOMBIES Foreclosure Task Force became concerned about the number of homeowners in default on their mortgages. With many forbearances expiring in 2021, Task Force members are compiling materials for homeowners who are facing challenges in keeping up with their mortgage payments so they can become current, stay in their homes, and prevent issues from snowballing, as well as become educated about their rights and options.

## **CONSTITUENT COMMUNICATION**

- Continued "Catching Up with the Clerk" episodes on a City of Buffalo cable station.
- Continued new podcast: "Conversations with the Clerk".
- Created "Constant Contact" account allowing the Clerk to communicate with approximately 10,000 constituents via email.
- Continued to connect with constituents through social media platforms including: Instagram, Twitter, Facebook, and new YouTube platform.
  - Instagram @mickey.kearns
  - Twitter @ErieCountyClerk
  - Facebook @ErieCountyClerkMickeyKearns
  - YouTube: Erie County Clerk Michael P. Kearns

## **CLERK ON THE GO 2020**

Prior to COVID-19 closure:

- Attended six Naturalization Ceremonies and spoke, offered assistance and free passport pictures for newly sworn US Citizens. Promoted the Outreach Center and began to see an increase in Passport Applications.
- In February, County Clerk Michael Kearns accepted one of only two awards out of 7,700 passport acceptance facilities nationwide for "The Most Innovative Passport Acceptance Facility of 2019" on behalf of the Clerk's Office.
- The office was recognized with a "Leadership Award" from the Bureau of Consular Affairs for expanding Passport services in Erie County in a time of increasing demand.
- Clerk On The Go visited several senior centers and businesses (five in total) during the months of January and February. Unfortunately, 27 already on schedule for 2020 had to be cancelled due to the pandemic.
- Clerk On The Go participated in Brides World at the Buffalo Convention Center where we spoke with over 5,000 brides and grooms regarding Passports and REAL ID for honeymoon travel.
- The Federal government extended the REAL ID deadline until October 2021. LAMAR Advertising updated the date on the 2 billboards and have extended the advertising for the REAL ID public awareness campaign. The billboards are located by the airport and off the 190 South near Seneca Street. Impression amounts are still running as they did last year with 20,000 per week estimated.
- Corrected and updated the REAL ID banner with the new 2021 deadline.

**CLERK'S OUTREACH CENTER 2020****Prior to COVID-19 Closure 2020**

- February 3, 2020 was the Grand Opening of the Outreach Center. We began to assist people with all services of the Clerk's Office and were on our way to a busy year.
- We averaged over dozen passports each month.
- Began offering evening hours and operated on a "no appointment necessary" format.
- COVID-19 forced the closure of the Outreach Center on March 16, 2020 and remained closed until the end of May.

**CLERK'S OUTREACH CENTER****Post COVID-19 Closure 2020**

- Upon reopening, the center picked up with "no appointment necessary" service and served people having questions on how to do business with the Clerk's Office.
- Transitioned into a call center to make required appointments for the Auto Bureau.
- Provided additional assistance and support to the Auto Bureau with "RENEW LOCAL" envelope requests, researched registration renewal fees and offered appointment assistance.
- Continued to provide passport and pistol permit application assistance.

**HEALTH****Erie County Clerk's Wellness Collaborative.****Healthiest Districts Initiative (HDI)**

- Continued monthly meetings (virtually) with five HDI School Districts, introducing numerous health partners and resources each month in partnership with the Wellness Institute of Buffalo.

**Partnership with Catholic Health System**

- Continued "Heart Healthy Blood Pressure Screenings" at the Erie County Auto Bureaus during American Heart Month in February.
- Multiple patients called to say the screening alerted them of problems of which they were previously unaware. "This saved my life, I was just a heart attack away from a stroke" – Mr. Robert Henry (constituent served at 2019 October health screening who shared his story at the February 2020 kickoff event).

## BUDGET VS. ACTUAL

### ERIE COUNTY CLERK'S OFFICE 2020 Budget Summary

|                             | 2020                |                     |                     |
|-----------------------------|---------------------|---------------------|---------------------|
|                             | Budget              | Actuals             | Variance            |
| <b>Registrar</b>            |                     |                     |                     |
| Revenues                    | \$ 6,568,545        | \$ 7,872,326        | \$ 1,303,781        |
| Expenses                    | 5,002,987           | 4,820,456           | \$ (182,532)        |
| <b>Commitment</b>           | <u>\$ 1,565,558</u> | <u>\$ 3,051,871</u> | <u>\$ 1,486,313</u> |
| <b>Auto Bureau</b>          |                     |                     |                     |
| Revenues                    | \$ 8,477,628        | \$ 9,524,136        | \$ 1,046,508        |
| Expenses                    | 7,153,337           | 7,196,621           | \$ 43,284           |
| <b>Commitment</b>           | <u>\$ 1,324,291</u> | <u>\$ 2,327,515</u> | <u>\$ 1,003,224</u> |
| <b>Clerk's Office Total</b> |                     |                     |                     |
| Revenues                    | \$15,046,173        | \$17,396,462        | \$2,350,289         |
| Expenses                    | \$12,156,325        | \$12,017,077        | \$ (139,248)        |
| <b>Commitment</b>           | <u>\$ 2,889,848</u> | <u>\$ 5,379,385</u> | <u>\$ 2,489,537</u> |

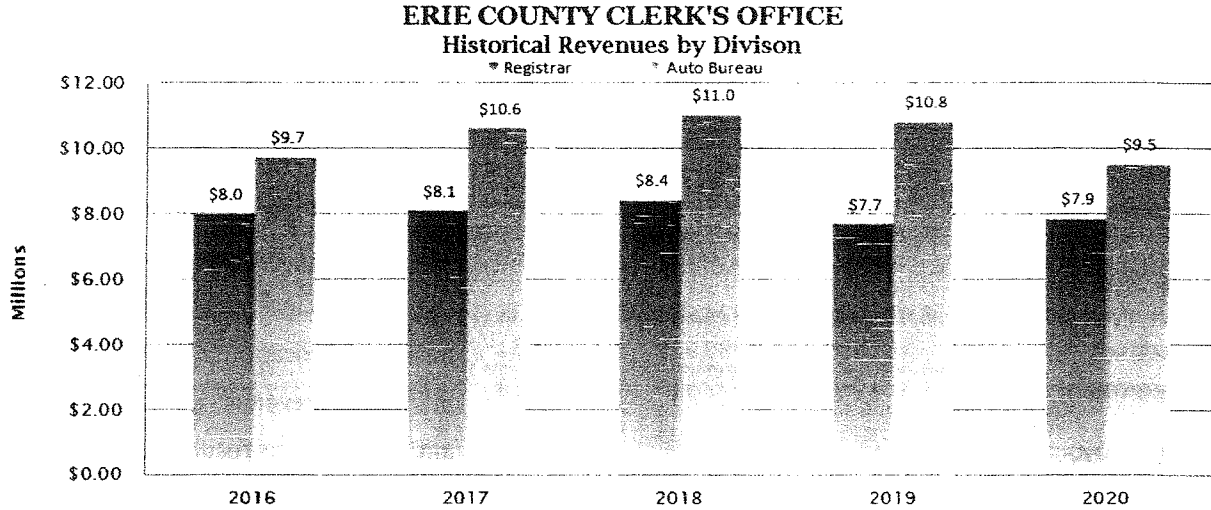
The Clerk's Office generated \$17 million in revenues between the Registrar Division and the Auto Bureau, exceeding budget projections by \$2.4 million or 15.6%. Expenses for the year were \$12.0 million, coming in under budget by \$139,248 or 1.1% lower than estimated. Overall, the Clerk's Office spent under its budgeted allocation and generated \$2.5 million in revenue greater than was anticipated. This resulted in \$5.4 million dollars being provided to the County general fund to offset the need of taxpayer contributions.

### HISTORICAL BUDGET PERFORMANCE

Since 2016 but prior to the 2020 COVID-19 pandemic, revenues remained steady due to the renewal cycle of New York State driver's licenses. While expenses have increased YoY, the percentage increase YoY has slowed to 1.5% in 2020. Revenues have exceeded expenses at an average of 71%, resulting in a revenue surplus. The County Clerk's Office has generated \$92 million in operating revenues and expenses totaling \$54 million over the past five years, resulting in a **surplus of \$37 million**. The significance of \$37 million in surplus is that it is used to directly offset tax increases for the residents of Erie County, support local cultural activities, and provide public services.

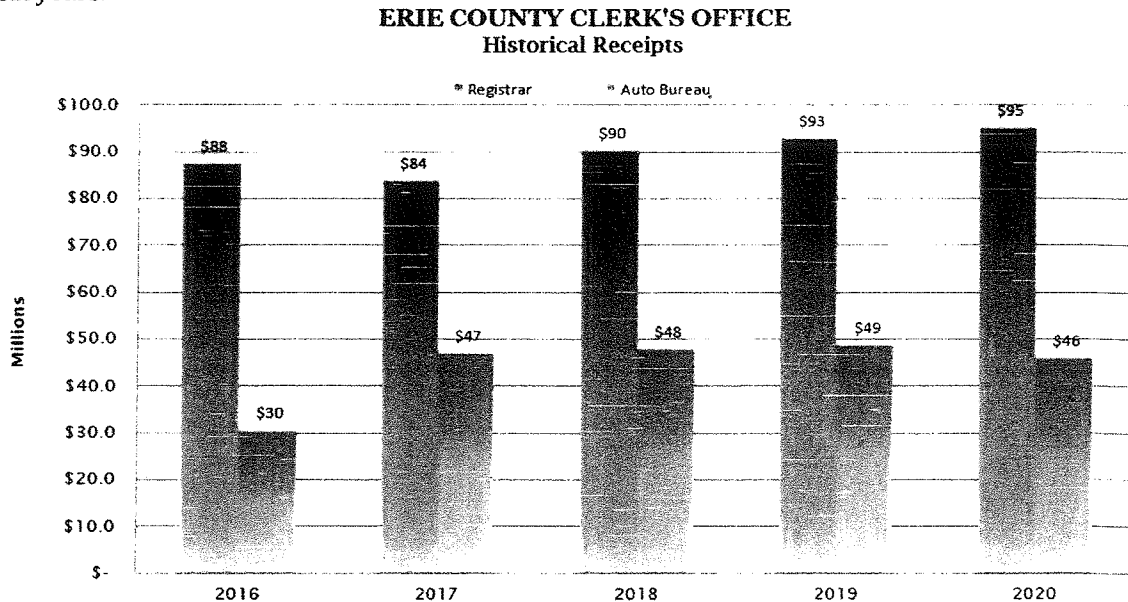


The graph below shows historical revenues by division. The Registrar's Division experienced a slight increase over 2019, despite the COVID-19 pandemic. The Auto Bureaus experienced a decrease as a result of the pandemic with branch closures as well as changing from walk-in transactional activity to scheduling by appointment only.



### RECEIPTS

While the Clerk's Office generated \$19 million in revenues for the County this does not reflect the total receipts collected through the Clerk's Office. In 2020, the Clerk's Office processed over \$141 million in transactions, \$93 million in the Registrar's Division and \$49 million through the Auto Bureaus. These receipts are then distributed on a monthly basis to various agencies including the State DMV, State Tax Department, NFTA, and various local towns and villages. Over the past six years the Clerk's office has generated over \$745 million. The graph below is a historical summary of total receipts collected over the past six years.



## EMPLOYEES PRODUCTION

There are a total of 145 fulltime equivalent employees (FTE) staffed in the Clerk's Office, 60 FTEs within the Registrar Division and 85 working at the Auto Bureau. During 2020, the 145 FTEs completed over **544,000** transactions, averaging 3,753 transactions per FTE. Further, each FTE processed \$939,356 in receipts or \$119,976 in revenue for the Clerk's Office.

### ERIE COUNTY CLERK'S OFFICE

#### 2020 Employee Production

|                             | 2020                |                   |                   |
|-----------------------------|---------------------|-------------------|-------------------|
|                             | Registrar           | Auto Bureau       | Office            |
| Full Time Equivalents (FTE) | 60                  | 85                | 145               |
| Transactions                | 145,045             | 399,197           | 544,242           |
| <i>Transactions per FTE</i> | <i>2,417</i>        | <i>4,696</i>      | <i>3,753</i>      |
| Receipts                    | \$ 90,283,637       | \$ 45,923,009     | \$ 136,206,645    |
| <i>Receipts per FTE</i>     | <i>\$ 1,504,727</i> | <i>\$ 540,271</i> | <i>\$ 939,356</i> |
| Revenues                    | \$ 7,872,326        | \$ 9,524,136      | \$ 17,396,462     |
| <i>Revenues per FTE</i>     | <i>\$ 131,205</i>   | <i>\$ 112,049</i> | <i>\$ 119,976</i> |

## **REGISTRAR DIVISION**

The Registrar Division is responsible for recording, filing and maintaining records related to land transactions or affecting title to real estate, corporations, assumed name certificates, court papers and the Uniform Commercial Code filings affecting title to real property. It provides a central repository for legal documents which require recording or filing. It also serves as a repository for documents requested, but not necessarily required, to be filed by customers of the office. Responsibility for maintaining the records is required by State and local law once the document or record is accepted by the Registrar's Office.

As Clerk of the Supreme and County Courts in Erie County, the County Clerk is responsible for filing and maintaining all court records of the New York State Supreme and County Courts, in accordance with State law and regulations of the Administrative Office of the Unified Court System. This obligation was transferred to the County from the State Court System in 1986. In addition, the Clerk is responsible for those duties set forth in the New York Civil Procedure Law and Rules, which include the granting of default judgments.

Responsibility for the processing of pistol permits and administration of the application files was transferred to the County Clerk from the State Court System in 1987. Accordingly, the Division accepts and processes pistol permits in addition to hunting and fishing licenses in the Pistol Permit Department.

All revenues attributed to the operation of the Division of the Registrar are derived from mandatory fees collected for the recording, processing and filing of legal documents and records and the issuance of licenses and permits. Mortgage and Real Property Transfer Taxes are collected by the Registrar and distributed to the appropriate state and local agencies.

## *PROGRAM AND SERVICE OBJECTIVES*

The Erie County Clerk's Office is responsible for the following procedures:

- To record and file documents required or entitled to be filed under New York State law including deeds, mortgages, powers of attorney, certificates of incorporation, certificates of partnership, doing business under an assumed name, liens, real estate brokers entitlements to commissions, bail bond liens, local laws, wage assignments and pistol permits.
- To provide efficient, effective customer service to taxpayers and residents of Erie County.
- To provide access and assistance to the public for inspection of all filings and recordings.
- To record all judgments entered in Erie County and the New York State Supreme Court as well as maintain current status of judgment records.
- To process all court papers submitted for civil actions and proceedings, and criminal cases on appeal.
- To administer the processing of pistol permit applications, the issuance of pistol permits upon the direction of an Erie County Court Judge and maintain existing permit files.
- To issue certificates, exemplifications, certified copies, executions, against real and personal property and notary public commissions.
- To serve as an agent of the state government with the sale of hunting and fishing licenses, the collection of mortgage, real property transfer taxes, capital gains taxes and the collection of court fees.
- To serve as an agent of the federal government by administering declarations of intent for individuals seeking U.S. citizenship.
- To accept United States Passport Applications for the U.S. Department of State.
- To administer and file oaths of public officials, notaries public and commissioner of deeds.
- To properly collect, record, deposit and monitor all fees and taxes collected, and to assure required distribution as prescribed by law, regulation or agreement.

## CORPORATION AND DBA FILINGS

There were just shy of 5,000 Corporate and DBA filings in the County Clerk's Office in 2020, down 20.2 percent from 2019 due to the COVID-19 pandemic. In 2019, business filings had taken a slight downward trend compared to the previous two years which were higher due to Erie County's resurgences. Over the last five years there have been just over 30,000 business filings in Erie County.

### ERIE COUNTY CLERK'S OFFICE

#### DBA & Corporation Filings

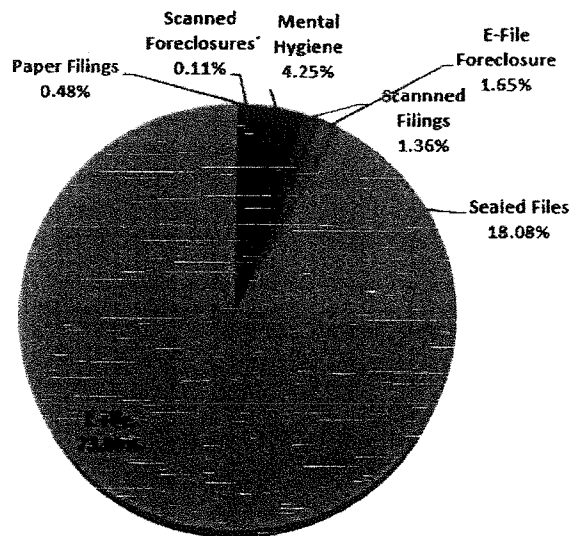
|                    | 2016         | 2017         | 2018         | 2019         | 2020         |
|--------------------|--------------|--------------|--------------|--------------|--------------|
| Corporations       | 2,271        | 2,637        | 2,773        | 2,631        | 2,011        |
| DBA                | 3,365        | 3,478        | 3,409        | 3,335        | 2,760        |
| DBA Discontinuance | 367          | 298          | 344          | 277          | 210          |
| <b>Total</b>       | <b>6,003</b> | <b>6,413</b> | <b>6,526</b> | <b>6,243</b> | <b>4,981</b> |
| Annual Growth      |              | 6.8%         | 1.8%         | -4.3%        | -20.2%       |

## INDEX NUMBERS AND COURT FILINGS

### ERIE COUNTY CLERK'S OFFICE

#### Actions & Proceedings

|                      | Annual Case Filings |               |               |               |               |
|----------------------|---------------------|---------------|---------------|---------------|---------------|
|                      | 2016                | 2017          | 2018          | 2019          | 2020          |
| Small Claims         | 64                  | 73            | 70            | 36            | 17            |
| Paper Filings        | 188                 | 58            | 141           | 167           | 87            |
| Scanned Foreclosures | 248                 | 291           | 245           | 155           | 20            |
| Mental Hygiene       | 305                 | 300           | 339           | 334           | 775           |
| Scanned Filings      | 390                 | 386           | 424           | 458           | 249           |
| E-File Foreclosure   | 1,120               | 921           | 962           | 787           | 301           |
| Sealed Files         | 3,181               | 2,826         | 2,827         | 2,706         | 3,298         |
| E-File               | 8,979               | 10,941        | 12,639        | 13,137        | 13,498        |
| <b>Total</b>         | <b>14,475</b>       | <b>15,796</b> | <b>17,647</b> | <b>17,780</b> | <b>18,245</b> |
| Annual Growth        |                     | 9.1%          | 11.7%         | 0.8%          | 2.6%          |



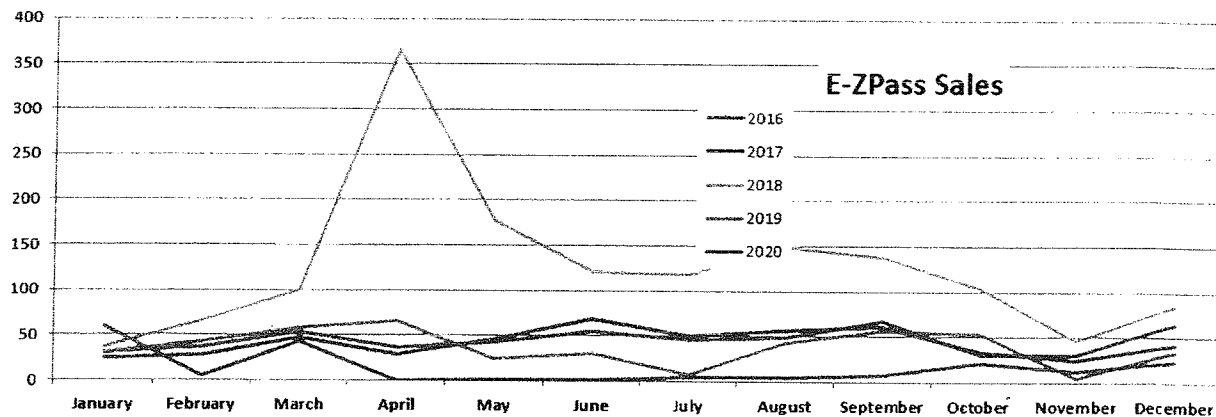
## JUDGMENTS AND LIENS

### ERIE COUNTY CLERK'S OFFICE Judgements & Liens

|                           | 2016          | 2017          | 2018          | 2019          | 2020          |
|---------------------------|---------------|---------------|---------------|---------------|---------------|
| Judgments                 | 37,137        | 41,061        | 41,017        | 35,243        | 17,327        |
| Liens                     | 4,369         | 3,753         | 3,194         | 2,965         | 2,084         |
| Satisfaction of Judgments | 28,436        | 27,378        | 30,937        | 57,724        | 28,381        |
| <b>Total</b>              | <b>69,942</b> | <b>72,192</b> | <b>75,148</b> | <b>95,932</b> | <b>47,792</b> |
| Annual Growth             |               | 3.2%          | 4.1%          | 27.7%         | -50.2%        |

### E-ZPASS

The Clerk's Office sells New York State E-ZPasses for passenger and commercial vehicles for use on New York toll roads and other state toll roads. The cost of the E-ZPass is \$25, in which the County Clerk's Office receives \$4.00 for each unit or 16% of the total cost. The County Clerk's office sold 181 E-ZPasses in 2020, down 59.6 percent from the 2019 sales of 448 units. The sharp decrease is mainly due temporary office closures as a result of the COVID-19 pandemic.



## NOTARY PUBLIC & COMMISSIONER OF DEEDS

The County Clerk's Office is responsible for processing notary public applications and commissioner of deeds for the State, along with annual renewals. The commissioner of deeds are valid for two years depending on when the applicant first applies, regardless all applications expire on December 31<sup>st</sup> of an odd year. Notary public certifications are valid for four years, expiring four years from the certification date.

### ERIE COUNTY CLERK'S OFFICE

#### Notary Public & Commissioner of Deeds

Notary  
Notary Renewals  
Commissioner of Deeds  
Total  
Annual Growth

|                       | 2016         | 2017         | 2018         | 2019         | 2020         |
|-----------------------|--------------|--------------|--------------|--------------|--------------|
| Notary                | 632          | 544          | 609          | 577          | 420          |
| Notary Renewals       | 1,056        | 2,995        | 4,456        | 3,217        | 1,274        |
| Commissioner of Deeds | 1,376        | 448          | 1,356        | 347          | 1,078        |
| <b>Total</b>          | <b>3,064</b> | <b>3,987</b> | <b>6,421</b> | <b>4,141</b> | <b>2,772</b> |
| Annual Growth         |              | 30.1%        | 61.0%        | -35.5%       | -33.1%       |

## DEEDS & MORTGAGE FILINGS

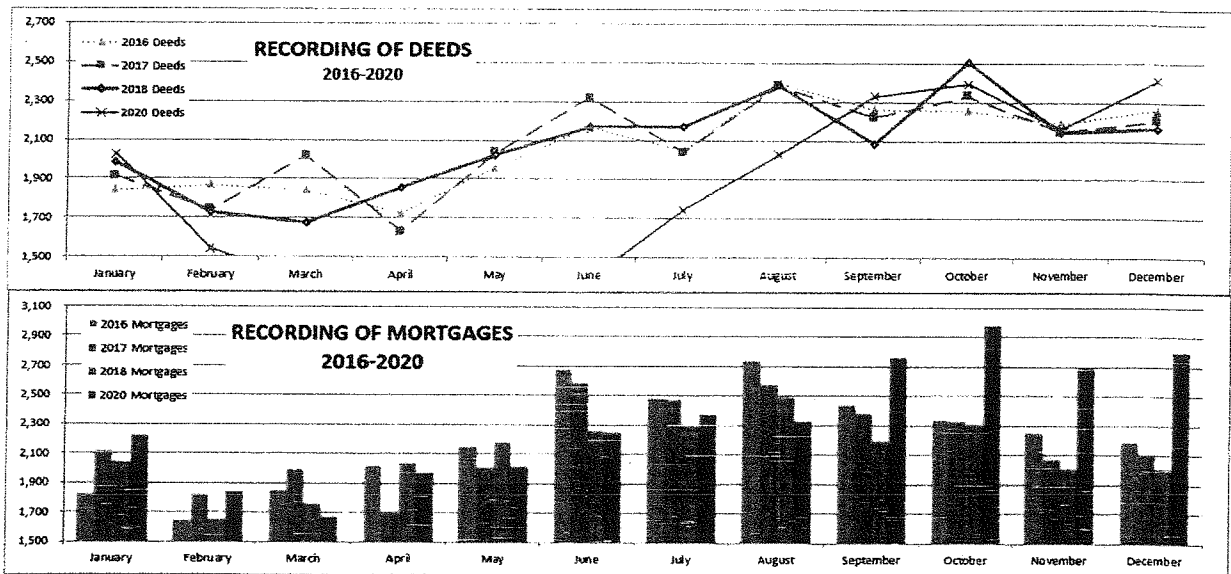
### ERIE COUNTY CLERK'S OFFICE

#### Deeds & Mortgage Filings

|                              | 2016          | 2017          | 2018          | 2019          | 2020          |
|------------------------------|---------------|---------------|---------------|---------------|---------------|
| Deeds                        | 24,801        | 24,971        | 24,886        | 24,290        | 21,673        |
| Mortgages                    | 26,577        | 26,145        | 25,220        | 24,676        | 27,889        |
| Mortgage Release & Discharge | 27,395        | 29,551        | 27,527        | 25,809        | 29,499        |
| Other Mortgage Filings       | 10,006        | 1,721         | 5,661         | 5,433         | 6,022         |
| <b>Total</b>                 | <b>88,779</b> | <b>82,388</b> | <b>83,294</b> | <b>80,208</b> | <b>85,083</b> |
| Annual Growth                |               | -7.2%         | 1.1%          | -3.7%         | 6.1%          |

All real estate transactions such as deed and mortgage filings are processed through the County Clerk's office. There were over 85,000 real estate transactions recorded in the County Clerk's office during 2020, a 6.1% increase over 2019, despite the

COVID-19 pandemic. The year to year increase gives an indication of the real estate market in Erie County. The graph below shows a comparison of the last five years of new mortgages recorded and the exchange of properties.



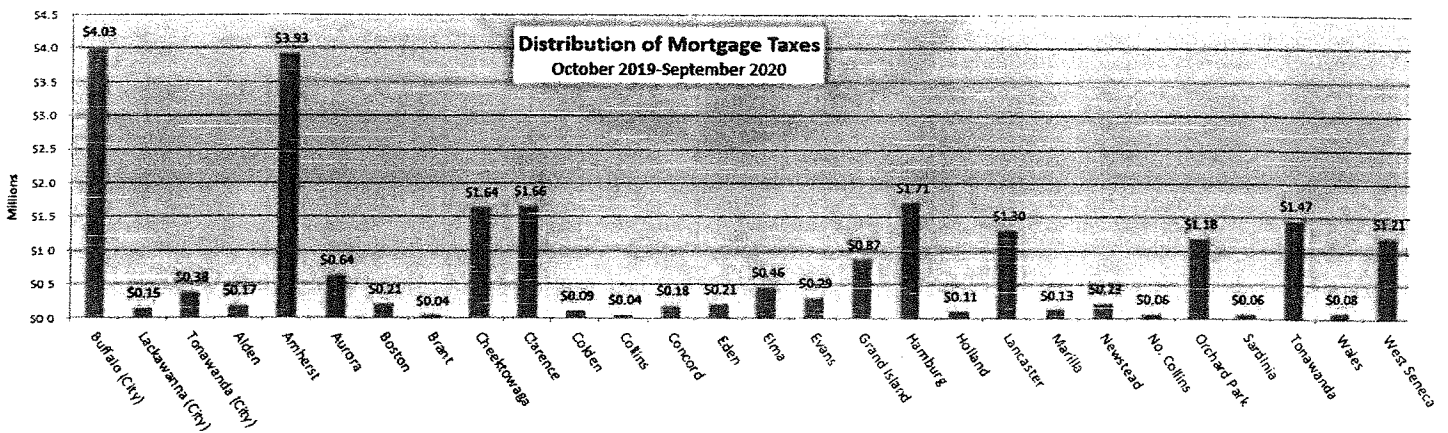
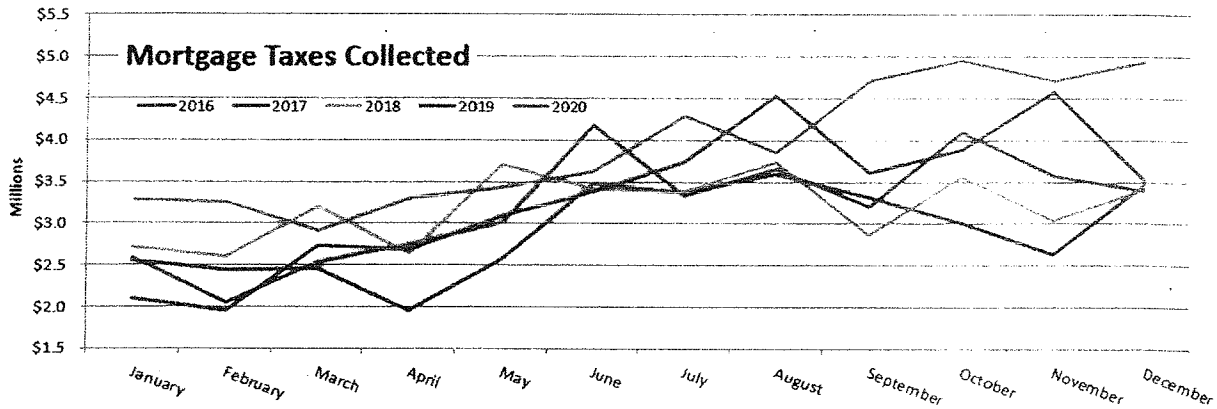
## MORTGAGE TAX

Erie County Clerk's Office

### Mortgage Tax Distribution

|              | Annual               |                      |                      |                      |                      |
|--------------|----------------------|----------------------|----------------------|----------------------|----------------------|
|              | 2016                 | 2017                 | 2018                 | 2019                 | 2020                 |
| Basic Tax    | \$ 19,444,000        | \$ 17,616,000        | \$ 19,311,000        | \$ 20,506,000        | \$ 24,063,000        |
| NFTA         | \$ 15,416,000        | \$ 14,717,000        | \$ 15,652,000        | \$ 16,733,000        | \$ 20,921,000        |
| SONYMA       | \$ 2,969,000         | \$ 1,986,000         | \$ 2,723,000         | \$ 2,560,000         | \$ 2,243,000         |
| <b>Total</b> | <b>\$ 37,829,000</b> | <b>\$ 34,319,000</b> | <b>\$ 37,686,000</b> | <b>\$ 39,799,000</b> | <b>\$ 47,227,000</b> |
|              |                      | -9%                  | 10%                  | 6%                   | 19%                  |

\$47.2 million in mortgage taxes was collected in 2020, up 19 percent from 2019. Of the \$47.2 million, \$24.1 million is distributed to local cities and towns, \$20.9 million to the Niagara Frontier Transit Authority (NFTA) and \$2.2 million to the State of New York Mortgage Agency (SONYMA). The charts below are a summary of the mortgage taxes distributed to the local cities and towns and a comparison of the mortgage taxes collected over the past five years.





## TRANSFER TAX

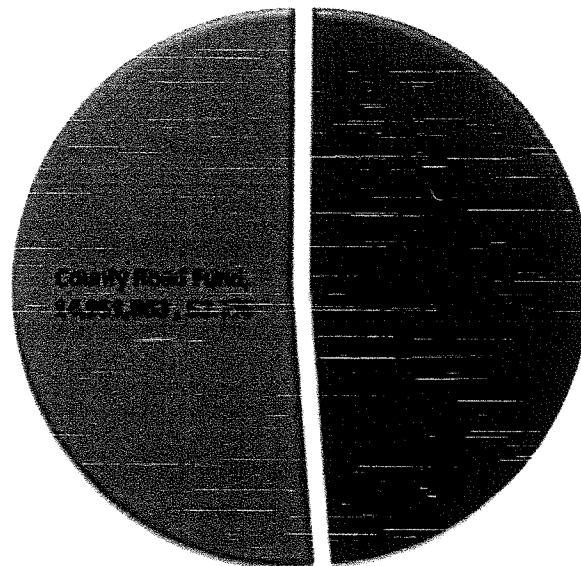
For every \$500 of the property's recorded deed's sale price the County Clerk's Office collects \$4.50 of which \$2.00 is transferred to New York State and \$2.50 is collected for Erie County's Road Fund. In 2020, transfer taxes collected were down 5 percent over 2019. During the last four years, the County Clerk's Office has collected over **\$57 million** for the County's Road Fund.

### Erie County Clerk's Office

#### Transfer Taxes

|                  | Annual        |               |               |               |
|------------------|---------------|---------------|---------------|---------------|
|                  | 2017          | 2018          | 2019          | 2020          |
| New York State   | \$ 12,430,656 | \$ 13,414,590 | \$ 14,217,116 | \$ 13,666,473 |
| County Road Fund | 13,147,052    | 14,951,863    | 15,344,460    | 14,427,229    |
| Total            | \$ 25,578,000 | \$ 28,366,000 | \$ 29,562,000 | \$ 28,094,000 |
|                  |               | 11%           | 4%            | -5%           |

### Transfer Taxes 2020 Collections



## PISTOL PERMIT DEPARTMENT

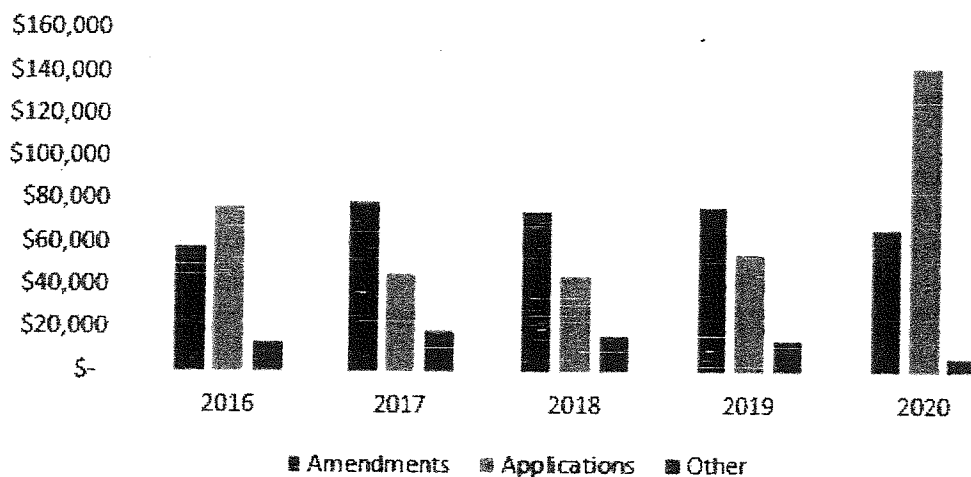
The Pistol Permit Department issues new pistol permits and dealer permits. This department also registers new gun purchases, transfers ownership and processes permits that are transferred in or out of Erie County.

In addition to the issuance of pistol permits and other related matters, the department also issues hunting and fishing licenses. Due to the department being closed to the public as a result of the COVID-19 pandemic, the department only issued 17 hunting and fishing licenses during 2020, a decrease of 65 percent from 2019.

- **Pistol Permit Application Appointments:** Prior to COVID-19, all applications were accepted in-person by appointment only. Since COVID-19, the direction was changed to accept applications by mail only. This has resulted in a 161% increase in application intake over 2019.
- **Scanning & Digitizing Archived Pistol Permit Applications:** With 81,000+ pistol permit files in storage, the process to scan and digitize was implemented to reduce paper and needed real estate for storage. The process has begun with archived files and continues with new incoming applications beginning in 2020.

|                      | Annual Transactions |               |               |               |               | Annual Revenue   |                  |                  |                  |                  |
|----------------------|---------------------|---------------|---------------|---------------|---------------|------------------|------------------|------------------|------------------|------------------|
|                      | 2016                | 2017          | 2018          | 2019          | 2020          | 2016             | 2017             | 2018             | 2019             | 2020             |
| Pistol Permits       |                     |               |               |               |               |                  |                  |                  |                  |                  |
| Amendments           | 18,794              | 24,866        | 24,262        | 24,498        | 22,500        | \$ 58,769        | \$ 79,021        | \$ 75,344        | \$ 77,334        | \$ 67,000        |
| Applications         | 3,837               | 2,335         | 2,241         | 2,750         | 7,177         | \$ 77,740        | \$ 46,700        | \$ 45,130        | \$ 55,420        | \$143,000        |
| Other                | 1,213               | 1,497         | 1,570         | 1,318         | 591           | \$ 14,468        | \$ 19,226        | \$ 17,668        | \$ 14,688        | \$ 6,666         |
| <b>Total</b>         | <b>23,844</b>       | <b>28,698</b> | <b>28,073</b> | <b>28,566</b> | <b>30,268</b> | <b>\$150,977</b> | <b>\$144,947</b> | <b>\$138,142</b> | <b>\$147,442</b> | <b>\$216,666</b> |
| <i>Annual Growth</i> |                     | 20.4%         | -2.2%         | 1.8%          | 6.0%          |                  | -4.0%            | -4.7%            | 6.7%             | 46.9%            |

**Pistol Permit Dept Transactions  
2016 - 2020 Revenue**



## ERIE COUNTY AUTO BUREAU

The Auto Bureau is an agent for the New York State Department of Motor Vehicles. The Auto Bureau receives and processes motor vehicle applications, issues vehicle registrations and driver's licenses (including Enhanced Driver's Licenses), handles financial security transactions, and enforces DWI sanctions in accordance with the Vehicle and Traffic Laws of New York State. Additionally, boats, motorcycles, snowmobiles and trailers are registered and non-driver photo identifications are issued by the Auto Bureaus. Responsibilities include the collection and monitoring of all fees related to the issuance of auto registrations and driver's licenses, along with sales taxes collected on the private sale of automobiles.

Prior to COVID-19, the Auto Bureau had full-service offices in Buffalo, Cheektowaga, Tonawanda, Clarence, West Seneca, and Evans. Additionally, the Auto Bureau's Mobile Unit offered services in the following towns one day a week - Grand Island, Elma, Concord and West Seneca / Hamburg. In 2020, due to COVID-19, the Mobile unit and two satellite offices were closed and remain until further notice.

### REVENUES & RETENTIONS

#### ERIE COUNTY CLERK'S OFFICE

##### 2020 Budget Summary

|                 | 2020         |              |            |
|-----------------|--------------|--------------|------------|
|                 | Budget       | Actuals      | Variance   |
| Revenues        |              |              |            |
| Vehicle Use Tax | \$ 4,895,825 | \$ 5,052,327 | \$ 156,502 |
| Auto Fees       | 3,581,803    | 4,046,693    | 464,890    |
| Total Revenues  | \$ 8,477,628 | \$ 9,099,020 | \$ 621,392 |
| Expenses        | 7,020,975    | 7,022,156    | \$ 1,180   |
| Commitment      | \$ 1,456,653 | \$ 2,076,864 | \$ 620,212 |

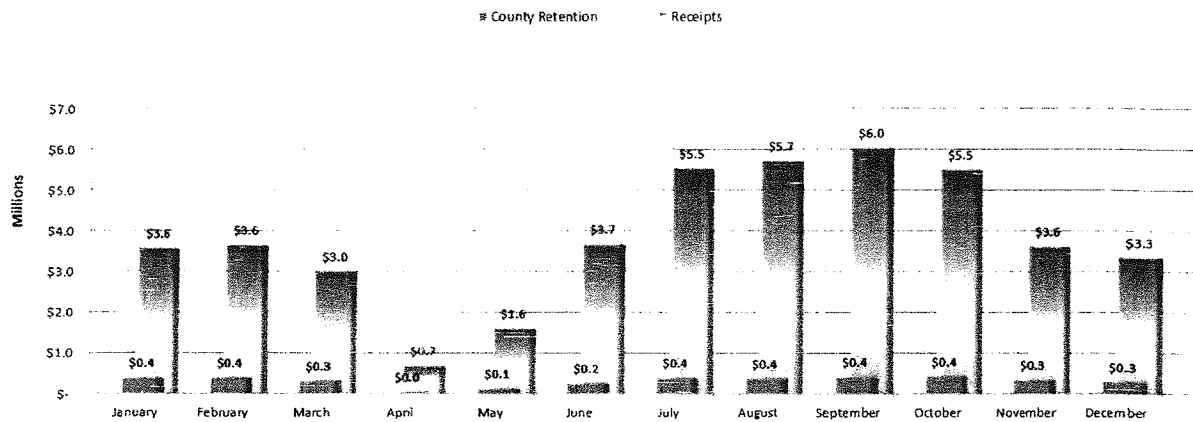
The Auto Bureau retains a portion of its transaction fees from registering vehicles, issuing permits, driver's licenses, non-driver identification and other miscellaneous transactions. The fees collected for these transactions is 12.7 percent, including the collection of sales taxes on vehicles, which equates to less than 1 percent of total sales tax receipts.

The first bar chart below is a comparison of the total receipts collected from transactions processed at the various Erie County Auto Bureau locations. The second bar chart is a summary of transactions done online through the State's DMV website. The smaller green bars on both bar charts show the County's revenue share of the transactions. For 2020 the County kept \$3.7 million or 8.0 percent of the \$46 million in receipts processed at the Auto Bureaus, including sales taxes collected.

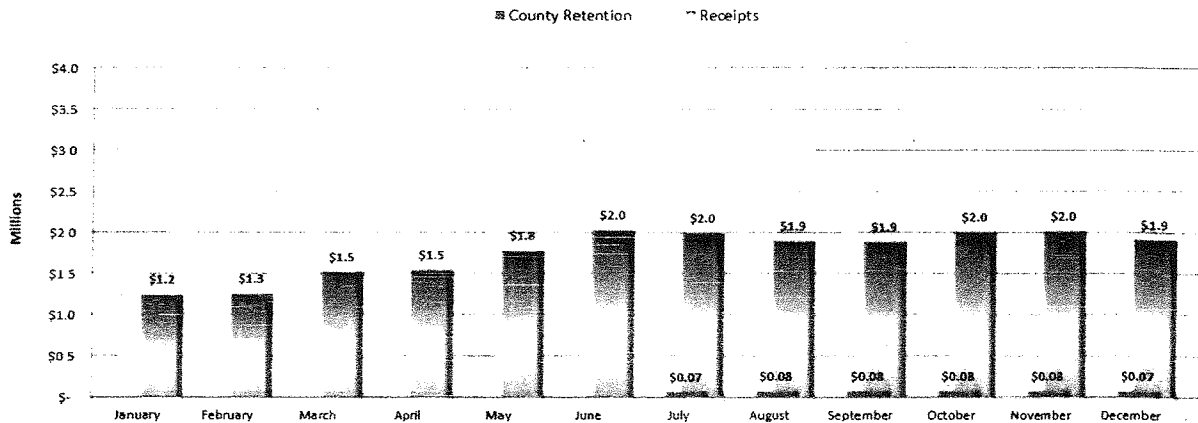
The Auto Bureau generated \$9.1 million in revenues for the County, processing over 399,197 transactions at the various Auto Bureau locations. The Auto Fee revenues also include revenue sharing from the State for transactions completed online through the State's DMV website. The County retains 3.25 percent of all online revenues *exceeding* a \$12 million threshold. The County's online revenue sharing totaled \$448 thousand for 2020 or 1.7% of the \$25.8 million in online revenues.

The Clerk's Office retains 3.25 percent of all online receipts that exceed a threshold of \$11,999,580. Simply put, the first \$12 million in online transactions completed by Erie County residents *all* goes to New York State. From 2015 through 2019, County residents have completed over \$96 million in online transactions: *the County's share is \$1.5 million or 1.4% of \$106 million.*

**Erie County Auto Bureau  
2020 Receipts & County Retention**



**Erie County Auto Bureau  
2020 Online Receipts & County Retention**

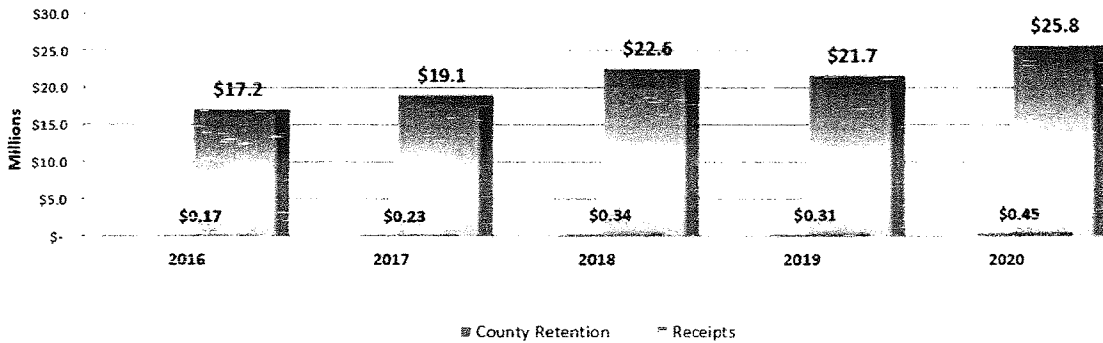


Except for a dip in 2019, the number of transactions made online through the State's website from 2016 to 2020 has steadily year over year resulting in less revenues for Erie County. The table below is a summary of the lost revenues or "lost opportunity" when Erie County residents completed transactions online through the State's website instead of completing their transactions at one of our County Auto Bureaus. Erie County residents have completed \$106 million in online transactions over the past five years, resulting in \$12 million in lost revenues to the County.

**Erie County Auto Bureau  
Historical Internet Shared Revenues**

|                  | 2016          | 2017          | 2018          | 2019          | 2020         | 5 Year Total |
|------------------|---------------|---------------|---------------|---------------|--------------|--------------|
| Threshold        | \$ 11,998,583 | \$ 11,998,583 | \$ 11,998,583 | \$ 11,998,583 | 11,998,583   |              |
| Annual Receipts  | 17,151,985    | 19,057,522    | 22,613,766    | 21,687,667    | 25,779,534   | 106,290,474  |
| Shared Revenues  | 167,486       | 229,416       | 344,993       | 314,895       | 447,881      | 1,504,670    |
| Lost Opportunity | \$ 2,010,817  | \$ 2,190,890  | \$ 2,526,955  | \$ 2,439,438  | \$ 2,826,120 | 11,994,219   |
|                  |               | 11.1%         | 18.7%         | -4.1%         | 18.9%        |              |

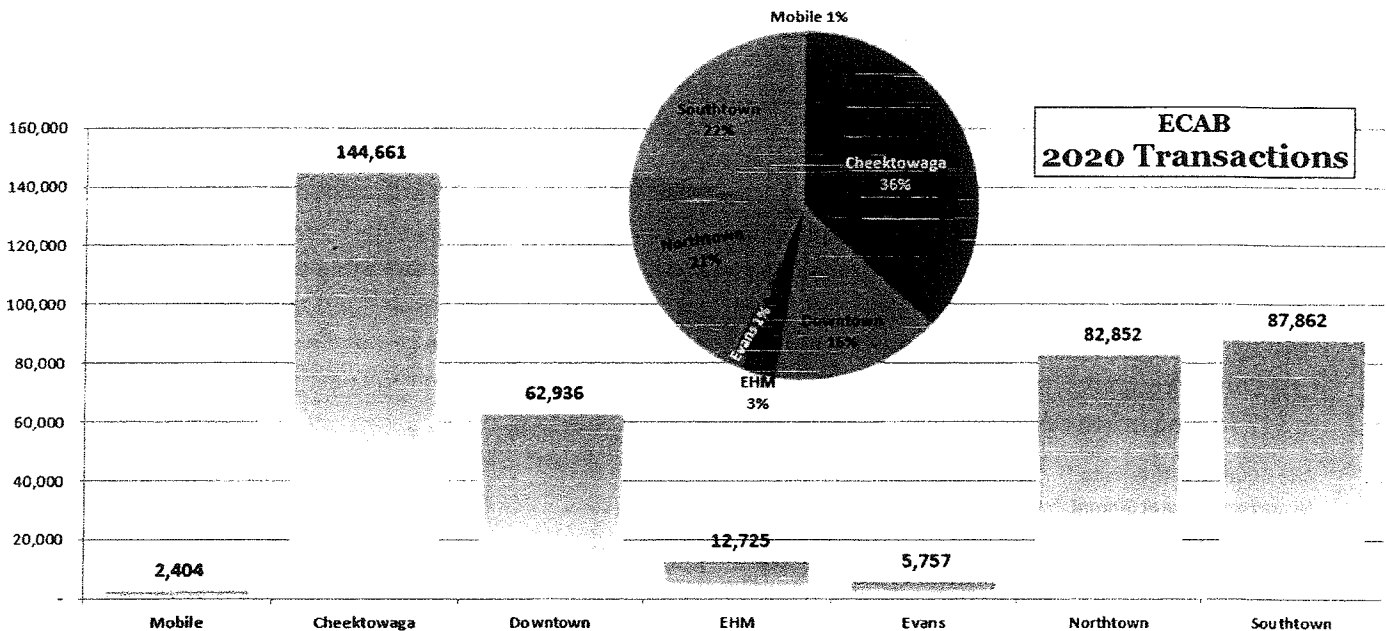
### Erie County Auto Bureau Historical Online Receipts & County Retention

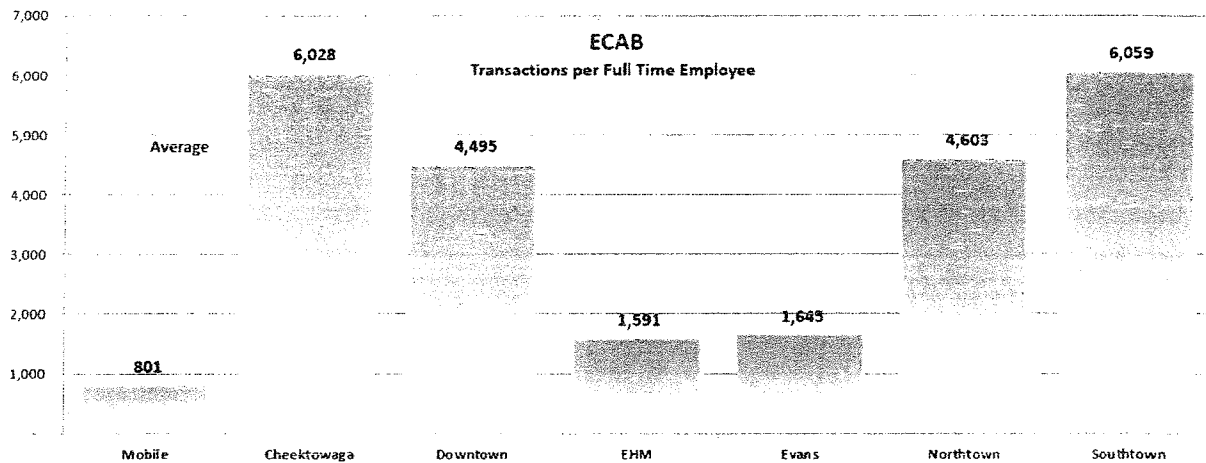


### TRANSACTIONS

At the end of 2020, the Erie County Auto Bureaus processed over 399 thousand driver and non-driver identifications, vehicle registrations and other DMV related transactions. The annual transactions are down 31.8 percent over 2019. The chart below is a breakdown of the number of transactions processed at each of the Auto Bureau locations. The Cheektowaga location processed 36 percent of the total number of transactions completed at the Auto Bureau, in part due to the vehicle registrations processed for the local Erie County dealerships.

There are 85 full-time equivalent ("FTE") employees, including management who staff the auto bureau locations and mobile units. Based on the total number of 85 FTEs, on average each FTE processed 4,696 transactions in 2020.





### *INCOMING CUSTOMERS*

The Auto Bureaus use a queuing system called NEMO-Q that issues a ticket to incoming customers based on service type. The queuing system is beneficial for management in that it appropriately staffs the Auto Bureaus based on customer traffic. The system tracks; the number of customers served, average wait times, average service times and other metrics. The biggest benefit of the NEMO-Q system is that it allows customers visiting the auto bureaus to make a reservation online beforehand, minimizing the customer's wait time.

In 2020 due to COVID-19, and in an effort to begin the process of reopening the Erie County Auto Bureau to the public, all in-person transactions required an appointment using the *"Make a Reservation"* system found on our website. If one did not have computer or internet access, dedicated staff were in place to help facilitate the setting of appointments.

Our primary goal is to provide our customers with the finest and safest service experience possible.



# ERIE COUNTY LEGISLATURE

HON. JOHN J. MILLS

LEGISLATOR

March 11, 2021

Hon. Jason A. Keding  
Supervisor of Boston  
8500 Boston State Road  
Boston, NY 14025

Dear Supervisor Keding,

I want to thank you and your administration for all the work you all have been doing dealing with the Covid-19 pandemic. It certainly is a challenge every day, and every employee is to be commended for their efforts.

I'm writing today to update you on the latest Erie County sales tax revenue figures. As you are aware this is important information for all decision makers, as a portion of the sales tax collected by Erie County is distributed to our cities, towns, villages and school districts. Sales tax is the largest revenue for the county, bringing in more than \$770 million in a typical year. It is a critical part of both our budgets. I monitor it closely, and I thought as the information comes available to me I would also share it with you.

If you have any questions, please do not hesitate to contact me at (716) 858-8850 or [John.Mills@erie.gov](mailto:John.Mills@erie.gov).

Sincerely,

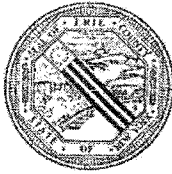
A handwritten signature in black ink, appearing to read "John J. Mills", is written over a horizontal line.

John J. Mills  
Erie County Legislator, District 1

Enc.

RECEIVED

MAR 16 2021



ERIE COUNTY COMPTROLLER  
HON. STEFAN I. MYCHAJLIW

February 18, 2021

The Honorable  
Erie County Legislature  
92 Franklin Street, 4<sup>th</sup> Floor  
Buffalo, NY 14202

Dear Honorable Members,

The Office of the New York State Comptroller notified our office that the second sales tax transfer for the revenue month of December has been received. This is also the final transfer of 2020 revenue, except for minor adjustments of interest earned. Please be advised that the County Share sales tax revenue totaled \$477,449,549.37 for 2020, compared to \$490,511,300.08 for 2019. For the month of December 2020, sales tax revenue was down 6.48% (\$2,732,883.07) compared to 2019.

Data shows total Erie County sales tax revenue was down 2.66% for 2020, a loss of \$13,061,750.71 compared to 2019.

The 2020 County Share of sales tax was not impacted by the Distressed Hospital Aid intercept as budgeted in the State 2020-2021 budget. That impact will affect the 2021 County Share sales tax.

The Office of Erie County Comptroller will continue to monitor this revenue source closely and report data immediately to your honorable body.

If you have any questions or concerns, please do not hesitate to reach out to the Comptroller's Office.

Sincerely,

Gregory G. Gach  
Deputy Comptroller  
Erie County Comptroller's Office

OFFICE OF ERIE COUNTY COMPTROLLER STEFAN I. MYCHAJLIW • 95 FRANKLIN STREET • ROOM 1100 • BUFFALO, N.Y. • 14202  
PHONE: (716) 858-8400 • FAX: (716) 858-6195 • E-MAIL: [COMPTROLLER@ERIE.GOV](mailto:COMPTROLLER@ERIE.GOV)  
WHISTLEBLOWER HOTLINE FOR REPORTING WASTE, FRAUD & ABUSE: (716) 858-7722 OR E-MAIL: [WHISTLEBLOWER@ERIE.GOV](mailto:WHISTLEBLOWER@ERIE.GOV)

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MAR 6 2021

Comm. 5D-5  
1 of 1





JASON A. KEDING  
Supervisor

MICHAEL A. CARTECHINE  
JENNIFER L. LUCACHIK  
KELLY L. MARTIN  
KATHLEEN K. SELBY  
Town Board

SANDRA L. QUINLAN  
Town Clerk - Tax Collector

ROBERT J. TELAAK  
Highway Supt.

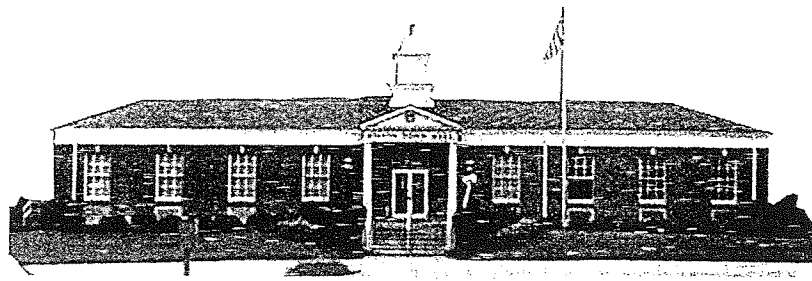
DEBRA K. BENDER  
KELLY A. VACCO  
Town Justice

SEAN W. COSTELLO  
Attorney for the Town

ANNA M. KOBIALKA  
Prosecutor

SUE FITZNER  
Assessor

WILLIAM G. FERGUSON  
Code Enforcement Officer



## TOWN OF BOSTON

To: Town Board  
From: Town Clerk Quinlan  
Date: April 7, 2021  
Re: NYS Town Clerks Association Annual Conference

I would like to attend the 2021 NYS Town Clerks Association Annual Conference, scheduled virtually this year from April 26 – April 28, 2021.

I request reimbursement for the cost of the registration for this virtual conference.

This training is extremely beneficial and invaluable to my position as this conference is designed specifically for the education and professional growth of Town Clerks.

Sincerely,

Sandra Quinlan

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

TOWN SUPERVISOR  
(716) 941-6518  
Fax (716) 941-9264

TOWN COURT  
(716) 941-6115  
Fax (716) 941-5169

HIGHWAY GARAGE  
(716) 941-5869  
Fax (716) 941-3677

NUTRITION PROGRAM  
(716) 941-5773

TOWN HALL: 8500 BOSTON STATE ROAD BOSTON, NEW YORK 14025-9648  
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](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call 1-866-632-9992 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 or fax 202-690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).

## Sandra Quinlan

---

**From:** Jennifer Hubert <huberts@verizon.net>  
**Sent:** Wednesday, April 14, 2021 3:39 PM  
**To:** Sandra Quinlan  
**Subject:** Assessment Board of Review

Dear Town Clerk:

Consider this my letter of intent to acquire about becoming a member on the Town of Boston's Assessment Board of Review committee. I would consider it a pleasure and honor to represent my town. I feel with 17 years experience as a Residential Real Estate Agent currently working with WNY Metro Roberts Realty a benefit to the board. I currently own my home in the town of Boston on Fairlane Dr. I'm very up to date on the current market swings and market value within Boston and many competing areas.

Please consider me for this appointment.

Sincerely,  
Jennifer Hubert

Jennifer E Hubert  
*WNY Metro Roberts Realty*  
C:716-866-3536  
O:716-891-1710