

RULES
The Monika W. Andrews Creative Volunteer Leadership Award
Established 10/23/12
Amended 11/17/14

Purpose. The purpose of this award is to encourage, recognize, and reward outstanding creative leadership by residents of the Towns of Sweden (including Brockport) and Clarkson who have served as volunteer leaders in improving the lives of their fellow citizens and the greater Brockport community.

Eligibility. All residents of the Towns of Sweden (including Brockport) and Clarkson who have been actively engaged as leaders in volunteer work in the greater Brockport community are eligible.

Criteria. This award shall be presented annually to an eligible person or persons who have demonstrated outstanding leadership in volunteer work by undertaking important innovative activities or creating significant new ways to serve the greater Brockport community. The work being recognized may have been accomplished in the year for which the person or persons are being honored or may have extended over a longer period of time. Examples from the volunteer work of the award's namesake include the creation of the first playground for handicapped children in Monroe County and the transformation of the Brockport Ecumenical Food Shelf to a "client-centered" facility.

Nominations. Nominations of eligible persons may be made by individuals or organizations. Self-nominations are acceptable. Nominations must be supported by detailed descriptions of the volunteer leadership activities of the nominee to be recognized by the award. They must include complete contact information for the nominator and the nominee. Supporting letters are encouraged. Nominations must be submitted by postal mail or personal delivery to the Village Clerk, Village of Brockport, 49 State Street, Brockport, NY 14420, by noon on the last business day before the end of the calendar year.

Selection. The award winner(s) shall be selected by a committee composed of one member appointed by each of the participating municipal boards before the end of each calendar year. The Brockport Village Board shall designate one of the committee members to chair the committee and convene it. It shall announce its selection at the first regular meeting of the Brockport Village Board after the January 31st following the close of nominations.

Cash Award. The award winner(s) shall receive a monetary prize from the trust fund established to support this award and administered by the Brockport Village Treasurer. If more than one award winner is selected the monetary award shall be divided equally among the winners.

Village of Brockport

Statement of Revenues - General Fund

Statement of Actual & Estimated Revenue

Village of Brockport

For Period Ending 10/31/2020

Selecting on FUND from A to A

ACCOUNT DESCRIPTION ESTIMATED REVENUE MONTH-TO-DATE REVENUE YEAR-TO-DATE REVENUE UNREALIZED REVENUE ACTUAL YTD % REALIZED

A0599.0000	Appropriated Fund Balance	511,845.00		511,845.00		
A1001.0000	Real Property Taxes	2,973,527.00		2,973,527.00		100.00
A1081.0000	In-Lieu-Of Taxes	8,487.00		37,500.00		441.85
A1090.0000	Int & Penalties on Taxes	12,250.00		12,250.00		9.18
A1120.0000	County Sales Tax	1,747,077.00		160,319.99		40.89
A1130.0000	Utility Gross Receipts Tax	75,000.00	2,151.38	30,670.54		41.67
A1170.0000	Franchise Tax	75,000.00		18,647.22		49.15
A1230.0000	Clerk/Treasurer Fees	1,700.00	320.00	1,930.25		463.87
A1520.0000	Police Fees	600.00	25.00	250.00		50.80
A1560.0000	Safety Inspections	55,000.00	5,662.50	27,034.20		33.33
A1710.0000	Public Works Services	12,500.00		57,983.16		50.00
A1789.0000	Wel. Ctr. - Dock Fees, Donations, Etc.	5,000.00		5,000.00		136.36
A2089.0000	Farmers Market Fees	2,500.00		1,270.00		89.03
A2110.0000	Zoning Fees	600.00		200.00		15.37
A2115.0000	Planning Fees	1,000.00	200.00	500.00		31.18
A2389.2000	Monroe City - Election Rmb	1,500.00		1,500.00		125,575.00
A2389.3000	Monroe County - DWI	19,000.00		19,000.00		80.36
A2389.8000	Monroe Cnty - CDBG/Roads&Sidewalks	8,000.00	7,122.49	7,122.49		136.36
A2389.8001	Monroe City - Traffic Safety Grant	3,000.00		3,000.00		15.37
A2389.9001	SCS Contribution - Crossing Guards	5,000.00		10,000.00		9.88
A2401.0000	Interest & Earnings	30,000.00	1,444.32	2,964.60		200.00
A2545.0000	Bus / Occupation License	55,000.00	2,700.00	44,200.00		610.00
A2590.0000	Permits	4,400.00		6,000.00		31.18
A2610.0000	Fines & Forfeitures	148,378.00		22,803.00		15.37
A2650.0000	Scrap Sales	1,500.00		467.72		31.18
A2655.0001	Minor Sales - Museum (Adopt A Picture)	200.00		200.00		610.00
A2655.0002	Museum - Donations	50.00	265.00	305.00		610.00
A2665.0000	Sale of Equipment	3,500.00		3,500.00		1.02
A2680.0000	Insurance Recoveries	6,500.00		66.23		1.02
A2690.0000	Other Comp - Reimbursement	4,250.00		4,250.00		1.02

Statement of Actual & Estimated Revenue

Village of Brockport

For Period Ending 10/31/2020

Selecting on FUND from A to A

ACCOUNT DESCRIPTION	ESTIMATED REVENUE	MONTH-TO-DATE REVENUE	YEAR-TO-DATE REVENUE	UNREALIZED REVENUE	ACTUAL YTD % REALIZED
Refund of P/Y Exp	50,000.00	5,140.37	5,140.37	44,859.63	10.28
A2705.0000					
Gifts & Donations		2,576.00	9,637.00	9,637.00-	
A2770.0000					
Other Unclassified	4,500.00		4,866.80	366.80-	108.15
A3001.0000					
State Aid - AIM	110,000.00			110,000.00	
A3005.0000					
Monroe County-Mortgage Tax	44,000.00		25,222.70	18,777.30	57.32
A3089.7000					
State Aid - Other	16,800.00			16,800.00	
A3089.7001					
State Aid, CHIPS/PaveNY/EWR Funds	119,608.00	24,386.60	24,386.60	95,221.40	20.39
Report Totals	6,117,272.00	51,993.66	3,473,014.87	2,644,257.13	56.77

Village of Brockport

Statement of Expenditures, Encumbrances & Appropriations - General Fund

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 10/31/2020

Selecting on FUND from A to A

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A1010.1000							
Trustees-Personal Services	17,508.00	1,459.00	7,295.00			10,213.00	41.67
A1010.4000							
Trustees-Contractual Expenses	36,500.00		23,700.00		8,300.00	4,500.00	87.67
A1010.4030						2,000.00	
Trustees-Conference Exp	2,000.00						
A1010.4031							
Publications	2,500.00		1,035.30			1,464.70	41.41
A1010.4090						250.00	
Trustees-Miscellaneous	250.00						
A1110.1000							
Court - Personnel Services	124,432.00	12,132.36	48,222.23			76,209.77	38.75
A1110.2000							
Court - Equipment	1,500.00					1,500.00	
A1110.4000							
Court - Supplies/Contract Servs./Etc	16,000.00	535.10	2,700.03			13,299.97	16.88
A1110.4060							
Court - Postage	1,500.00					1,500.00	
A1210.1000							
Mayor-Personal Services	11,013.00	917.75	4,588.75			6,424.25	41.67
A1210.4000							
Mayor-Contractual Expenses	75.00					75.00	
A1210.4010							
Mayor-Telephone	1,250.00	26.24	262.44			987.56	21.00
A1210.4050							
Mayor-Conference Exp	1,250.00					1,250.00	
A1320.4000							
Auditor-Contractual Expenses	12,000.00		3,500.00			8,500.00	29.17
A1325.1000							
Cirk/Treas-Personal Services	180,289.00	14,106.16	67,583.52			112,705.48	37.49
A1325.4000							
Cirk/Treas-Total Contractual Expense	1,000.00	25.00	200.00			800.00	20.00
A1325.4010							
Cirk/Treas-Telephone	1,000.00	365.42	730.08			269.92	73.01
A1325.4020							
Cirk/Treas-Office Supplies	8,750.00	262.95	1,072.60			7,677.40	12.26
A1325.4030							
Cirk/Treas-Computer Supplies	18,000.00		17,806.29			193.71	98.92
A1325.4050							
Cirk/Treas-Membership Fees	350.00		90.00			260.00	25.71
A1325.4060							
Cirk/Treas-Postage	5,000.00	500.00	2,501.27			2,498.73	50.03

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 10/31/2020

Selecting on FUND from A to A

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A1325.4070							
Clrk/Treas-Copier Expenses	5,000.00	315.60	1,397.22			3,602.78	27.94
A1325.4080							
Clrk/Treas-Payroll Expense	6,250.00	394.69	2,242.66			4,007.34	35.88
A1325.4090							
Clrk/Treas-Miscellaneous	7,000.00	1,195.00	1,195.00			5,805.00	17.07
A1325.4100							
Clrk/Treas - Publications	3,000.00	32.85	362.77			2,637.23	12.09
A1325.4110							
Clrk/Treas-Training	2,750.00	99.00	99.00			2,651.00	3.60
A1325.4120							
Clrk/Treas-Tax Bill Processing	2,500.00		1,053.44			1,446.56	42.14
A1420.4000							
Law-Total Contractual Expenses	40,000.00	275.00	9,187.50			30,812.50	22.97
A1440.4000							
Engineer-Total Contractual Expense	12,500.00		165.00			12,335.00	1.32
A1450.4010							
Elections-Inspector Salaries	1,350.00		616.00			734.00	45.63
A1450.4020							
Elections-Legal Notice Publication	400.00					400.00	
A1450.4030							
Elections-Supplies	350.00		295.00			55.00	84.29
A1490.1000							
Pub Wrks Admin-Total Personal Ser	138,544.00	10,755.45	43,342.63			95,201.37	31.28
A1490.4020							
Pub Wrks Admin-Conference Exp	1,500.00					1,500.00	
A1490.4030							
Office Supplies/Postage	900.00	64.95	193.43			706.57	21.49
A1490.4040							
Permits, Licenses, Fees	300.00		223.00			77.00	74.33
A1490.4090							
Pub Wrks Admin-Miscellaneous	300.00					300.00	
A1620.4010							
Bidqs-127 Main St.	3,500.00					3,500.00	
A1620.4020							
Natural Gas-DPW	7,000.00	28.55	110.46			6,889.54	1.58
A1620.4021							
Bidqs-Gas 1 Clinton Street	1,800.00	27.14	89.20			1,710.80	4.96
A1620.4022							
Bidqs-Gas 49 State Street	2,200.00	21.28	118.03			2,081.97	5.37
A1620.4026							
Bidqs. Gas - 127 Main St.	2,000.00	21.25	70.15			1,929.85	3.51

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport
For Period Ending 10/31/2020
Selecting on FUND from A to A

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A1620.4030 Electric-DPW	5,000.00	69.51	303.78			4,696.22	6.08
A1620.4031 Bldgs-Electric-1 Clinton Street	7,000.00	419.17	1,262.93			5,737.07	18.04
A1620.4032 Bldgs-Electric-49 State Street	5,000.00	865.26	1,836.56			3,163.44	36.73
A1620.4034 Elec- Main St Sign	300.00	21.23	21.23			278.77	7.08
A1620.4036 Bldgs. - Electric - 127 Main St.	5,000.00		131.83			4,868.17	2.64
A1620.4050 Bldgs-Janitorial Supplies	2,000.00	155.00	852.50			1,147.50	42.63
A1620.4051 Bldgs-Janitor Supplies- Clinton St	4,450.00	315.00	1,301.53			3,148.47	29.25
A1620.4052 Bldgs-Janitor Supplies-State Street	3,000.00	162.00	957.68			2,042.32	31.92
A1620.4053 Janitor Supplies - Court	1,500.00					1,500.00	
A1620.4060 Bldgs-Repair Items	66,000.00	1,236.20	5,360.76			60,639.24	8.12
A1620.4065 Bldgs. - Repairs/Maint. Smith St. Bri	1,000.00					1,000.00	
A1620.4070 Telephone - DPW	4,800.00	643.17	3,000.30			1,799.70	62.51
A1620.4090 Bldgs-Miscellaneous	50.00	26.57	33.29			16.71	66.58
A1620.4095 Bldgs. - Electric Charging Stations	1,000.00					1,000.00	
A1640.4000 Central Garage- Contractual Expens	2,000.00					2,000.00	
A1640.4010 Fasteners	1,000.00	209.20	209.20			790.80	20.92
A1640.4020 Auto -Electrical	250.00					250.00	
A1640.4040 Tools	1,500.00	43.50	192.19			1,307.81	12.81
A1640.4050 Welding Supplies	775.00		221.57			553.43	28.59
A1640.4060 Fuel Additives/Oil	2,600.00	284.08	794.77			1,805.23	30.57
A1640.4061 Oil Expenditures (Not Fuel Oil)	1,000.00					1,000.00	

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport
For Period Ending 10/31/2020
Selecting on FUND from A to A

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A1640.4070							
Shop Supplies	2,500.00	56.44	418.68			2,081.32	16.75
A1640.4080							
Hydraulic Supplies	650.00					650.00	
A1640.4090							
Miscellaneous	5,000.00		204.04			4,795.96	4.08
A1670.4000							
Central Mailing	2,200.00					2,200.00	
A1680.2000							
IT Hardware Software	3,000.00					3,000.00	
A1680.4000							
IT Hardware Software	20,000.00	3,490.00	8,725.00			11,275.00	43.63
A1910.4000							
Unallocated Insurance	61,500.00		60,083.56			1,416.44	97.70
A1920.4000							
Municipal-Membership Dues	5,200.00		4,640.00			560.00	89.23
A1950.4000							
Taxes on Village Property	1,600.00					1,600.00	
A1990.4000							
Contingency-Allocation Only	73,843.00					73,843.00	
A3120.1000							
Police-Total Personal Services	1,475,595.00	161,702.91	601,836.59			873,758.41	40.79
A3120.1040							
Police-Crossing Guards	14,800.00	2,580.00	4,204.00			10,596.00	28.41
A3120.1055							
Police-Secretaries P/T	71,408.00	7,838.47	30,038.47			41,369.53	42.07
A3120.1060							
Overtime	100,000.00	6,591.99	22,789.51			77,210.49	22.79
A3120.1061							
Police - Stop DWI Funds	19,000.00					19,000.00	
A3120.1063							
Police - Mon. Cty. "Crackdown" Gran	3,000.00					3,000.00	
A3120.2020							
Police-Firearms	3,000.00	28.28	770.06			2,229.94	25.67
A3120.2040							
Police-Office Furniture/Equip	400.00					400.00	
A3120.2051							
Police-Computer Software	2,350.00		9.96			2,340.04	0.42
A3120.4000							
Police-Total Contractual	3,000.00		1,421.80			1,578.20	47.39
A3120.4001							
Police - Insurance Law Enforcement	23,122.00		23,122.00				100.00

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 10/31/2020

Selecting on FUND from A to A

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A3120.4010							
Police-Telephone	13,000.00	862.30	3,304.02			9,695.98	25.42
A3120.4015							
Police - K-9 Initiative - Contractual/Sl	2,000.00		221.99			1,778.01	11.10
A3120.4020							
Police-Office Supplies/Postage	3,350.00	198.69	271.35		1,231.25	1,847.40	44.85
A3120.4030							
Police-Fleet Maintenance	4,500.00	186.72	623.09		2,284.09	1,592.82	64.60
A3120.4031							
Police-Fleet Repairs	5,000.00	300.28	427.84			4,572.16	8.56
A3120.4032							
Police-Fleet Supplies & Equip	4,150.00		21.59			4,128.41	0.52
A3120.4040							
Police-Fuel	15,000.00					15,000.00	
A3120.4060							
Police-Maintenance Contracts	3,250.00	81.00	561.00			2,689.00	17.26
A3120.4065							
Office Equip Lease/Rental	5,400.00	311.05	1,246.27			4,153.73	23.08
A3120.4080							
Police-Quarter Master Unit	8,525.00	2,147.85	2,249.85			6,275.15	26.39
A3120.4090							
Police-Miscellaneous	4,000.00	145.97	206.69			3,793.31	5.17
A3120.4100							
Affiliations	300.00					300.00	
A3120.4105							
Training, School, Conferences	2,500.00		1,743.05			756.95	69.72
A3120.4110							
Police-Publications	430.00				50.85	379.15	11.83
A3120.4120							
Police-Supplies/Life Safety Supplies	5,100.00	18.74	165.88-		1,053.32	4,212.56	17.40
A3120.4130							
Police-Computer Supplies	650.00	19.88	52.17			597.83	8.03
A3120.4150							
Police-Special Enforcement	750.00					750.00	
A3120.4160							
Police-Bike Patrol	500.00					500.00	
A3120.4170							
Police-Explorer Post	650.00					650.00	
A3120.4180							
Police-Community Service	400.00					400.00	
A3120.4240							
Police-Less Lethal Training Equip	1,195.00		1,192.50			2.50	99.79

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport
For Period Ending 10/31/2020
Selecting on FUND from A to A

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A3310.4000							
Total Contractual Expenses		11.76	22.72			22.72-	
A3310.4010							
Traffic Control-Signal	600.00		24.69			575.31	4.12
A3310.4020							
Traffic Control-Paint	4,500.00	710.23	710.23			3,789.77	15.78
A3310.4030							
Traffic Control-Signs	5,000.00	47.94	101.94			4,898.06	2.04
A3310.4040							
Traffic Control-Channels & Posts	1,000.00					1,000.00	
A3310.4090							
Traffic Control-Miscellaneous	400.00		46.49			353.51	11.62
A3620.1000							
Safety Insp-Total Personal Services	128,180.00	14,738.34	52,300.61			75,879.39	40.80
A3620.2000							
Safety Insp-Equipment	500.00					500.00	
A3620.4000							
Safety Insp-Total Contractual Exps	2,390.00	114.85	2,314.69			75.31	96.85
A3620.4010							
Cellular/Telephone	1,700.00	66.20	122.94			1,577.06	7.23
A3620.4020							
Training	1,500.00					1,500.00	
A3620.4030							
Safety Insp-Computer Supplies	10,000.00					10,000.00	
A3620.4050							
Association Dues	50.00					50.00	
A3620.4080							
Safety Insp-Uniforms	500.00					500.00	
A3620.4090							
Miscellaneous	1,650.00	247.74	377.37			1,272.63	22.87
A3620.4200							
Postage	1,500.00					1,500.00	
A3620.4210							
Vehicle Maintenance	500.00					500.00	
A3621.4000							
Scanning Grant - Codes - Cont/Supp	7,000.00		6,740.00			260.00	96.29
A5110.1000							
Str Maint-Total Personal Services	684,387.00	74,093.39	290,632.14			393,754.86	42.47
A5110.2080							
Str Maint-Other Equip-Over \$10,000	97,262.00		34,895.24			62,366.76	35.88
A5110.4000							
Str Maint-Contractual/Postage	400.00					400.00	

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 10/31/2020

Selecting on FUND from A to A

ACCOUNT	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A5110.4010							
Str Maint-Telephone	2,000.00	31.46	31.46			1,968.54	1.57
A5110.4041							
Str Maint-Diesel Fuel	25,000.00	2,566.47	5,671.75			19,328.25	22.69
A5110.4042							
Str Maint-Regular Fuel	19,000.00	1,955.15	6,533.75			12,466.25	34.39
A5110.4050							
Str Maint-Tools	900.00	110.46	110.46			789.54	12.27
A5110.4060							
Str Maint-Stone	3,000.00		2,955.37			44.63	98.51
A5110.4070							
Str Maint-Asphalt	90,000.00	30,384.03	57,855.51			32,144.49	64.28
A5110.4080							
Str Maint-Uniforms	5,500.00		622.50			4,877.50	11.32
A5110.4085							
Str Maint-Shoes/Boots	2,400.00	567.99	767.99			1,632.01	32.00
A5110.4090							
Str Maint-Miscellaneous	4,800.00	151.88	2,314.75			2,485.25	48.22
A5110.4100							
Str Maint-Equipment Parts	14,000.00	532.83	7,357.60		3,471.84	3,170.56	77.35
A5110.4110							
Str Maint-Truck Parts	18,000.00	3,685.10	8,217.53		1,560.00	8,222.47	54.32
A5110.4130							
Str Maint-Physicals/Drug Testing	1,200.00	62.64	142.64			1,057.36	11.89
A5110.4140							
Str Maint-Buildings	500.00					500.00	
A5110.4150							
Str Maint-Concrete	12,200.00		12,179.19			20.81	99.83
A5110.4160							
Str Maint-Fill Material	100.00					100.00	
A5110.4165							
Str Maint-Top Soil	1,100.00		432.00			668.00	39.27
A5110.4170							
Str Maint-Shop Supplies	500.00		4.52			495.48	0.90
A5110.4180							
Str Maint-Training/Travel	200.00					200.00	
A5110.4190							
Str Maint-Grass Seed	500.00					500.00	
A5110.4200							
Str Maint-Publications	800.00		174.00			626.00	21.75
A5110.4210							
Str Maint-Manholes & Covers	1,000.00					1,000.00	

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 10/31/2020

Selecting on FUND from A to A

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A5110.4220							
Str Maint-Office Supplies	100.00					100.00	
A5110.4230							
Str Maint-Equip Rental	100.00					100.00	
A5112.2000							
CHIPS Work	129,607.00	76,864.80	121,863.12		5,260.88	2,483.00	98.08
A5142.2000							
Snow Plowing-Equipment-Plows	7,000.00					7,000.00	
A5142.4010							
Snow Plowing-Salt	38,000.00					38,000.00	
A5142.4015							
Snow Plowing-Deicer	7,500.00					7,500.00	
A5142.4030							
Snow Plowing-Plow Parts	7,500.00					7,500.00	
A5142.4090							
Snow Plowing-Contractual Expenses	200.00					200.00	
A5182.4010							
Street Lighting-Electricity	110,000.00	4,532.39	8,875.58			101,124.42	8.07
A5182.4030							
Street Lighting-Repairs	1,000.00					1,000.00	
A5182.4040							
Street Lighting-Parts	1,000.00					1,000.00	
A5182.4090							
Street Lighting-Contractual Expense	4,000.00					4,000.00	
A5410.400S							
Streets/Sidewalk-Utica/State CBDG P	8,000.00		7,755.17			244.83	96.94
A5410.4010							
Sidewalks-Concrete	9,500.00	1,316.00	1,316.00			8,184.00	13.85
A5410.4020							
Sidewalks-Stone	1,500.00					1,500.00	
A5410.4090							
Sidewalks-Contractual Expenses-Mis	5,000.00	439.65	789.32			4,210.68	15.79
A5650.4020							
Paint	1,000.00					1,000.00	
A6410.4000							
Welcome Center - Contractual/Sup	9,500.00	524.90	2,185.81			7,314.19	23.01
A6520.4000							
Farmer's Mkt Manager	2,500.00		159.74			2,340.26	6.39
A7140.2000							
ParksCommittee Equip Supplies Etc.	8,500.00					8,500.00	
A7140.2010							
Park/Playgrounds-Playground Equip	1,500.00					1,500.00	

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 10/31/2020

Selecting on FUND from A to A

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A7140.4000						1,500.00	
Parks & Playgrounds-Totals Contrac	1,500.00						
A7140.4010			78.57			421.43	15.71
Parks/Playgrounds-Equipment Repai	500.00						
A7140.4020			456.95			6,543.05	6.53
Parks/Playgrounds-Maintenance Sup	7,000.00						
A7140.4030						6,000.00	
Parks/Playgrounds-Gardening	6,000.00						
A7140.4090							
Parks/Playgrounds-Miscellaneous	500.00	28.46	414.93			85.07	82.99
A7415.4000			202,614.73			100.27	99.95
Seymour Library - Annual Share	202,715.00						
A7450.4000							
Museum-Contractual Expenses	3,000.00	126.88	425.06			2,574.94	14.17
A7450.4010							
Museum - Adopt A Picture Expenses	500.00	545.00	735.00			235.00-	147.00
A7510.4000						1,200.00	
Total Contractual Expenses	1,200.00						
A7510.4030							
CLG Historic Preservation Grant	2,500.00	3,104.20	5,415.80			2,915.80-	216.63
A7510.4090						200.00	
Historian-Miscellaneous	200.00						
A7550.4020							
Celebrations-Banners	1,700.00					1,700.00	
A7550.4040							
Celebrations-Special Events	1,000.00		12.50			987.50	1.25
A7550.4050							
Celebrations-Electric	600.00	32.03	159.26			440.74	26.54
A7550.4090							
Celebrations-Miscellaneous	3,000.00	449.00	1,333.00			1,667.00	44.43
A8010.4010							
Zoning- Member Stipends	625.00		50.00			575.00	8.00
A8010.4020							
Zoning-Conference Expense	225.00					225.00	
A8010.4300							
Zoning-Publications	170.00					170.00	
A8020.1000							
Planning Board-Personal Services	6,800.00		1,082.50			5,717.50	15.92
A8020.4020							
Planning Board-Conference Expense	500.00					500.00	
A8020.4030							
Planning Board-Board Expenses	3,000.00					3,000.00	

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 10/31/2020

Selecting on FUND from A to A

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A8140.4010							
Storm Sewer-Supply Parts	4,500.00					4,500.00	
A8140.4020							
Storm Sewer-Maintenance Supplies	1,100.00		50.79-			1,150.79	4.62-
A8140.4090							
Storm Sewers-Miscellaneous	6,100.00	1,064.02	6,015.97			84.03	98.62
A8160.4010							
Refuse Collection-Monthly Trash Ren	6,000.00	490.20	2,519.06			3,480.94	41.98
A8160.4030							
Refuse Collection-Brush Pick-up	8,000.00					8,000.00	
A8160.4040							
Refuse Collection-Special Pick-up (25.00-	50.00-			50.00	
A8170.4010							
Str Cleaning-Sweeper Repairs	5,500.00	546.22	546.22		1,024.95	3,928.83	28.57
A8170.4020							
Str Cleaning-Sweeper parts	500.00-	154.73	883.49-			383.49	176.70
A8170.4090							
Str Cleaning-Miscellaneous	200.00					200.00	
A8189.4002							
Sanitation-Landfill-Testing	21,000.00					21,000.00	
A8560.4010							
Shade Trees - Equip/Repairs	1,200.00		523.83			676.17	43.65
A8560.4020							
Shade Trees-New Tree Purchases	1,500.00					1,500.00	
A8560.4030							
Shade Trees- Supplies	500.00					500.00	
A8560.4090							
Shade Trees-Miscellaneous	3,000.00		522.80			2,477.20	17.43
A9010.8000							
NYS Retirement	160,000.00					160,000.00	
A9015.8000							
Police Retirement System Payments	280,000.00					280,000.00	
A9030.8000							
Social Security	220,000.00	23,110.29	87,974.42			132,025.58	39.99
A9040.8000							
Workers Compensation	110,000.00					110,000.00	
A9045.8000							
Life Insurance	6,000.00	348.84	1,791.70			4,208.30	29.86
A9050.8000							
Unemployment Expense	5,000.00	3,681.17	4,008.38			991.62	80.17
A9055.8000							
Disability Insurance	5,000.00	341.25	1,750.00			3,250.00	35.00

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 10/31/2020

Selecting on FUND from A to A

ACCOUNT	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
A9060.8000							
Medical Insurance	439,316.00	40,789.06	202,927.04			236,388.96	46.19
A9061.8000							
HRA	238,000.00	24,260.62	69,758.93			168,241.07	29.31
A9070.8000							
Dental Insurance	49,541.00	4,704.94	23,876.12			25,664.88	48.19
A9075.8000							
Vision Insurance		129.64	85.07-			85.07	
A9950.8240							
Cap Resrv Transfer-DPW Equip Rep	10,000.00					10,000.00	
A9950.8510							
Cap Resrv Transfer-Smith St Bridge	10,000.00					10,000.00	
A9950.9420							
Proj 42 - Seymour Lib Capital Reserv	20,000.00					20,000.00	
Report totals	6,127,272.00	552,652.91	2,279,275.56	0.00	24,237.18	3,823,759.26	37.59

Village of Brockport

Statement of Revenues - Water Fund

Statement of Actual & Estimated Revenue

Village of Brockport

For Period Ending 10/31/2020

Selecting on FUND from F to F

ACCOUNT	DESCRIPTION	ESTIMATED REVENUE	MONTH-TO-DATE REVENUE	YEAR-TO-DATE REVENUE	UNREALIZED REVENUE	ACTUAL YTD % REALIZED
F0599.0000	Appropriated Fund Balance	125,000.00			125,000.00	
F2140.0000	Metered Water Sales	713,133.00	63,312.96	288,031.85	425,101.15	40.39
F2141.0000	Meter Water Sales O/G	580,000.00	45,236.08	178,050.62	401,949.38	30.70
F2144.0000	Water Service Charges	9,000.00	520.00	8,480.00	5.78	
F2148.0000	Interest & Penalties	10,000.00	869.28	5,210.47	4,789.53	52.10
F2401.0000	Interest & Earnings	6,000.00	36.74	374.08	5,625.92	6.23
F9999.1000	C/S Misc for Reclassification		266.94-			
Report Totals		1,443,133.00	109,188.12	472,187.02	970,945.98	32.72

Village of Brockport

Statement of Expenditures, Encumbrances & Appropriations - Water Fund

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport
For Period Ending 10/31/2020
Selecting on FUND from F to F

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
F1440.4000							
Engineer-Contractual Exp	7,500.00					7,500.00	
F1620.4060							
Bldg. Repairs - Water Dept.	500.00					500.00	
F1680.2000							
It Hardware	1,000.00					1,000.00	
F1680.4000							
IT Hardware Software	12,500.00					12,500.00	
F1910.4000							
General Insurance	24,000.00		24,000.00				100.00
F1990.4000							
Water-Contingency	26,250.00					26,250.00	
F8310.1000							
Water-Supervision	103,980.00	5,988.00	24,790.50			79,189.50	23.84
F8310.4010							
Payroll Charges	250.00		20.98			229.02	8.39
F8310.4040							
Office Expense	1,800.00	56.00	130.99			1,669.01	7.28
F8310.4090							
Miscellaneous	900.00					900.00	
F8310.4200							
Postage	2,500.00					2,500.00	
F8320.4000							
Water Purchases	615,000.00	57,091.61	202,085.28			412,914.72	32.86
F8340.1000							
Water-Labor	180,756.00	16,538.74	64,494.75			116,261.25	35.68
F8340.2020							
Vehicles	87,898.00		30,159.91			57,738.09	34.31
F8340.2040							
Meters	5,000.00		1,224.17			3,775.83	24.48
F8340.2050							
Wtr Transm - Equipment Other	20,000.00		6,376.40			13,623.60	31.88
F8340.4000							
Wtr Transm-Ttl Cont Exp	52,000.00	1,529.22	4,081.99			47,918.01	7.85
F8340.4010							
Water Main Supplies	10,000.00		1,908.11			8,091.89	19.08
F8340.4020							
Vehicle Parts & Supplies	5,427.00	25.98	1,789.59			3,637.41	32.98
F8340.4030							
Meter Supplies	1,000.00		822.00			178.00	82.20
F8340.4040							
Curb Box Supplies	2,100.00		624.00			1,476.00	29.71

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport
For Period Ending 10/31/2020
Selecting on FUND from F to F

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
F8340.4041							
Fuel	5,000.00					5,000.00	
F8340.4050							
Stone	4,000.00		1,881.56			2,118.44	47.04
F8340.4060							
Asphalt	10,000.00	1,782.10	1,782.10			8,217.90	17.82
F8340.4070							
Dirt	3,100.00					3,100.00	
F8340.4080							
Water Transm-Uniforms	1,250.00		162.50			1,087.50	13.00
F8340.4090							
Miscellaneous	6,750.00	31.00	671.00			6,079.00	9.94
F8340.4100							
Water Transm-Telephone	2,500.00	56.46	156.46			2,343.54	6.26
F8340.4110							
Water Transm-Electricity	3,000.00	55.64	239.71			2,760.29	7.99
F8340.4120							
Transm - Sample Testing	42,000.00	7,418.06	17,175.04			24,824.96	40.89
F8340.4130							
Wtr Transm-Drug/Alcohol Testing	250.00					250.00	
F8340.4140							
Wtr Trans-Equip Repair	850.00					850.00	
F8340.4150							
Wtr Trans-Training	1,500.00					1,500.00	
F8340.4160							
Wtr Trans-Concrete	1,700.00					1,700.00	
F8340.4170							
Wtr Transm-Gas			28.67-			28.67	
F8340.4171							
Heating Oil	3,000.00	17.46	95.03			2,904.97	3.17
F8340.4180							
Water Transm-Publications	1,500.00					1,500.00	
F9010.8000							
NYS Retirement	35,000.00					35,000.00	
F9030.8000							
Social Security	22,000.00	1,671.56	6,590.66			15,409.34	29.96
F9040.8000							
Workers Compensation	23,000.00					23,000.00	
F9045.8000							
Life Insurance	1,100.00					1,100.00	
F9050.8000							
Unemployment Insurance	800.00					800.00	

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport
For Period Ending 10/31/2020
Selecting on FUND from F to F

ACCOUNT DESCRIPTION	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
F9060.8000					24,000.00	
Hospital Insurance	24,000.00					
F9061.8000						
HRA	7,000.00	22,000.00				100.00
F9070.8000					5,500.00	
Dental Insurance	5,500.00					
F9710.6000					40,383.00	
Serial Bond - Principle payments	40,383.00					
F9710.7000					22,589.00	
Serial Bond - Interest payments	22,589.00					
Report totals	1,443,133.00	413,234.06	0.00		1,029,898.94	28.63

Village of Brockport

Statement of Revenues - Sewer Fund

Statement of Actual & Estimated Revenue

Date: 11/10/2020
Time: 9:45:06AM

Village of Brockport

For Period Ending 10/31/2020

Selecting on FUND from G to G

ACCOUNT	DESCRIPTION	ESTIMATED REVENUE	MONTH-TO-DATE REVENUE	YEAR-TO-DATE REVENUE	UNREALIZED REVENUE	ACTUAL YTD % REALIZED
G2122.0000	Sanitary Sewer- Sewer Charges	150,161.00	13,138.70	59,612.63	90,548.37	39.70
G2128.0000	Sanitary Sewer- Interest and Penalties	100.00			100.00	
G2401.0000	Interest and Earning- Sewer Fund	1,000.00	4.46	41.00	959.00	4.10
Report Totals		151,261.00	13,143.16	59,653.63	91,607.37	39.44

Village of Brockport

Statement of Expenditures, Encumbrances & Appropriations - Sewer Fund

Statement of Expenditures, Encumbrances & Appropriations

Village of Brockport

For Period Ending 10/31/2020

Selecting on FUND from G to G

ACCOUNT DESCRIPTION	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	PRIOR YEAR OUTSTANDING ENCUMBRANCES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	PERCENT USED
G1910.4000							
Unallocated Insurance	6,500.00		6,500.00				100.00
G8120.2000						15,000.00	
Sanitary Sewers- Equipment	15,000.00						
G8120.4000							
Contractual	25,000.00	780.13	877.93			24,122.07	3.51
G8120.4010							
Sanitary Sewers- Truck Parts	3,500.00	164.22	210.18			3,289.82	6.01
G8120.4020							
Sanitary Sewers- Supply Parts	500.00		93.95			406.05	18.79
G9710.6000							
Bond Principal	64,617.00					64,617.00	
G9710.7000							
Bond Interest	36,144.00					36,144.00	
Report totals	151,261.00	944.35	7,682.06	0.00		143,578.94	5.08

AGREEMENT

This agreement, effective as of December 1, 2020, or upon execution by both parties, by and between the VILLAGE BOARD TRUSTEES OF THE VILLAGE OF BROCKPORT, Monroe County, New York, (the "Village") with office at 127 Main Street, Brockport, New York 14420, and the BROCKPORT VOLUNTEER AMBULANCE CORPS, INC., A EMS provider for the Village of Brockport (the "Ambulance Corp") having an office at 3 Burroughs Terrace, Brockport New York 14420 in the Village of Brockport, Monroe County, New York.

WITNESSETH:

WHEREAS, the Ambulance Corp and the Village wish to enter into this municipal cooperative agreement in the spirit of cooperation, and in an attempt to cut costs and share equipment and facilities, and

WHEREAS, the Ambulance Corp owns and/or operates property located in the Village, at 3 Burroughs Terrace, Brockport, New York, and

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

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

WHEREAS, the Ambulance Corp in its capacity in providing emergency medical service to its constituents, which include the village residents, is in need of accessibility to the facility and building that store its Ambulances on a 24-hour, 7 day a week basis, and

WHEREAS, the Village plows villages streets located adjacent to and in close proximity to the property of the Ambulance Corp.

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

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

SNOWPLOWING

1. The Village will remove snow and/or ice at Ambulance Corp property in the Village of Brockport located at 3 Burroughs Terrace, Brockport, New York, when there is an accumulation of snow on the property of the Ambulance Corp, as necessary to keep the parking lot of the property open for use by the Ambulance Corps. and their personnel.
2. The Village will plow and/or de-ice ramps and the parking lot at said site during and after snowstorms and will push back the heavy accumulation of snow on the site using its own equipment and when necessary remove such snow from the property.
3. The Village will not be responsible for the restoration of pavements, or turf damage because of the Village's work.
4. To the extent as reasonably possible, the Village will render such services at times commensurate with the Village's removal of snow or de-icing on its own facilities.

5. The Ambulance Corp will not be required to notify the Village when the Ambulance Corp needs the Village's services. The Village will schedule the services, taking into account the Ambulance Corp needs. It is anticipated that when the Village will plow and/or de-ice ramps, the parking lots, and driveways of its own facilities, that it will do the same on the Ambulance Corp property.
6. The consideration exchanged for this service shall be \$ [REDACTED] and the Village will provide these services under the authority of 5119-0 of the General Municipal Law.
7. The Ambulance Corp waives all damages against the Village and hereby indemnifies and agrees to hold harmless the Village from all liability and damages, including attorney's fees, that the Village may incur due to the service to be rendered by the Village to the Ambulance Corp.

GENERAL PROVISIONS

8. This Agreement shall commence on December 1, 2020, or upon execution by both the District and Village, and shall terminate on the 30th day of November 2025.
9. Either party may terminate this Agreement, with or without cause, upon written notice to the other party.
10. At least ninety (90) days before the end of the term of the Agreement, this agreement may be renewed for an additional agreed upon term, not to exceed five years, by giving written notice to the other party of its intention to renew this agreement. The terms and conditions of this Agreement shall remain the same unless otherwise amended in writing.
11. The Village and the Ambulance Corp agree to comply with all federal, state, and local laws, resolutions, ordinances, codes, rules, and regulations applicable to the performance of the terms of this agreement.
12. This Agreement contains the entire agreement between the parties and may be modified or assigned only in writing signed by duly authorized representatives of both parties. This Agreement is binding on the parties, their successors, legal representatives, and assigns. Any provision of this Agreement prohibited by law will be deemed amended to conform to such law without in any way invalidating or affecting the remaining provisions.
13. If any provision of this Agreement is held invalid by a court of law, the remainder of this Agreement shall not be affected thereby if such remainder would then continue to conform to the laws of the State of New York.
14. This Agreement will be deemed to have been made in and will be construed in accordance with the laws of the State of New York.
15. Any notice required to be given to either party will be written and sent to The Ambulance Corp or Village addresses shown on page one, by either registered or certified mail.
16. This Agreement may be executed in any number of counterparts, each of which will be deemed an original and will not become effective and binding upon the Ambulance Corp or Village until accepted and executed by the authorized signatory as set forth in the respective resolutions of the Brockport Volunteer Ambulance Corps., Inc. and the Village of Brockport of Trustees.

IN WITNESS WHEREOF, the parties herein have executed the foregoing Agreement, pursuant to resolutions of the Brockport Volunteer Ambulance Corps., Inc. and the Village of Brockport of Trustees.

Dated:

Brockport Volunteer Ambulance Corps., Inc.

By: _____

President of the Brockport Volunteer Ambulance Corps., Inc.

Dated:

Village of Brockport

By: _____

Margaret Blackman, Mayor

STATE OF NEW YORK)

COUNTY OF MONROE) ss:

On _____ 2020, before me, the undersigned, personally appeared _____ personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument pursuant to resolution of the Brockport Volunteer Ambulance, Corp., Inc. dated _____.

Notary Public

STATE OF NEW YORK)

COUNTY OF MONROE) ss:

On _____ 2020, before me, the undersigned, personally appeared Margaret Blackman personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in his capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument pursuant to the resolution of the Village of Brockport Board of Trustees, dated _____.

Notary Public

Draft of MEMORANDUM OF UNDERSTANDING

Submitted for review by: **Clarkson, Brockport, Sweden**

(Includes 7/7 Sweden Edits and 7/15 Library Edits, July 2020 and addresses Brockport comments - note in email)

This Memorandum of Understanding ("MOU") is entered into by and between the Village of Brockport ("Brockport"), the Town of Clarkson, ("Clarkson"), the Town of Sweden, ("Sweden", and the foregoing parties are referred to individually as a "Municipality" and collectively as the "Municipalities") and the Seymour Library (the "Library", and all of the foregoing parties are hereinafter referred to collectively as the "Parties").

WHEREAS it is the stated purpose of the Parties to ensure the stability, sustainability and long-term fiscal health of the Library (the "Common Purpose"); and

WHEREAS the parties have engaged in a process since early 2018 to evaluate the current operational and fiscal status of the Library, including through the joint commissioning by the Municipalities of a feasibility study performed by the Bonadio Group; and

WHEREAS said feasibility study culminated in the production and release of the Seymour Library Feasibility Study (the "Bonadio Report"); and

WHEREAS the Bonadio Report made many recommendations for improving the operational and fiscal status of the Library; and

WHEREAS in light of the Bonadio Report, the Parties are desirous of adjusting and confirming their roles and responsibilities with respect to one another in a joint effort to achieve the Common Purpose.

NOW, THEREFORE, the parties do hereby agree as follows:

PURPOSE

The purposes of this MOU are:

1. To provide a general framework for amending or replacing the Seymour Library Joint Operating Agreement, last dated September 26, 2017 (the "Agreement") (the municipal and Library attorneys will decide on whether an amendment or replacement of the Agreement is necessary); and
2. To provide a structure for the creation of a lease (the "Lease") for the real property owned by the Municipalities and used for the Library's operations, located at 161 East Avenue, Brockport (T/Clarkson), New York 14420 (the "Property").

After the ratification hereof, it is the Parties' intention to provide this MOU to their respective legal counsels who will use it to collaborate in the drafting of the Lease and an amendment to the Agreement. Each of the Parties will then review said documents, and once all of the Parties have agreed in principle upon the contents thereof, the Parties will demonstrate their approval by formal resolutions. While the drafting of such documents will certainly entail additional negotiations and the development of additional terms, it is the Parties' sincere intention to abide by the text and spirit of this MOU in all such future efforts.

ROLES AND RESPONSIBILITIES OF THE PARTIES

The Parties agree as to Library operations and finances:

1. The Library will regularly provide data regarding its operations to the Municipalities.
 - a. The Library will use its long-range plan and data to prioritize, select and develop programs that meet the needs of the community, with literacy and lifelong learning as the Library's purpose.
 - b. The Library will develop measurable outcomes to meet the above objectives during the triennial strategic and annual planning process, while recognizing that outcomes may evolve throughout the plan's duration.
 - c. The Library will include metrics for evaluating programs in the monthly Board of Trustees minutes and the minutes will be e-mailed to the Municipalities and posted on the Library's website monthly. On an annual basis the Library will update trends on annual Circulation, Door Count, Annual Library Hours, ILL (Borrowed), ILL (Lending), Programs ~~(cost)~~, Program Attendance, Computer Sessions Logins, Meeting Room Requests, Display & Exhibit Requests.
 - d. Such reporting for programming will include the goal(s) for each program that aligns with Library's objective, as well as the number of participants. Patron level of satisfaction, as determined empirically by the Library Director, will be recorded at the end of the program.
 - e. Should there be an emergency event lasting more than three days, that prevents the Library from opening, the ~~Library will consult with the Municipalities~~ ~~Parties will confer~~ **Parties will confer promptly** to determine operational logistics and financial implications.
2. The Library will regularly provide financial information on its operations to the Municipalities.
 - a. The Library's Financial Committee will provide to the Library Trustees and the Municipalities on a monthly basis a comprehensive financial reporting package, includ-

ing, but not limited to, a month end balance sheet, statement of revenues and expenditures, and statement of cash flows, and, at least annually, long-term financial forecasts.

- b. As part of its budget presentation to the Municipalities each year, the Library will include detailed fundraising efforts coordinated with the Library Foundation, to ensure efforts are inline with objectives (reference: Bonadio). Will also provide a breakdown of its fee structure for any charged-for services.
 - c. The Library will ensure that the budget presented to the Municipalities each year is both balanced, and within the municipalities calculated Property Tax Cap mandated by the State of New York. In exceptional circumstances the Library may make budgetary requests in excess of Tax Cap but will provide compelling justification to the municipalities and any such budgetary increases shall be within the sole and absolute discretion of each municipality.
 - d. The Library's Finance Officer and the Finance Committee will directly and actively oversee the Library's financial planning, accounting and reporting.
 - e. The Library will be audited for the year 2020 and every five years (2025) unless directed to do more frequently by New York State Law. If an audit is not performed annually, then the Library shall at least provide NYS Library Association Report and AUD to the Municipalities on an annual basis.
3. The Municipalities will appoint a Treasurer to assume control of the finances of the Library in accordance with New York State Education Law §259.
- a. The supervisors for the Towns of Clarkson and Sweden, and the treasurer for the Village of Brockport, are the financial officers named in the applicable statute to act as the Library's Treasurer. If needed, the Municipalities may employ a qualified accountant/CPA* to assist with the work to be done, with the appropriate municipal official providing oversight.
* The Treasurer decides who will act on their behalf, (doing the work in-house or accountant/CPA) and the Library will pay the cost per NYS.
 - b. The Parties agree that, the Treasurer shall serve for a two (2) year rotating period, with Clarkson occupying the position for the first two (2) years (Library FY2020 & 2021), followed by Sweden (Library FY2022 & 2023) and last Brockport (Library FY2024 & 2025) etc. (Education Law §259(2)).
Note: Brockport is on a different FY schedule therefore term will begin in middle of their FY
 - c. The Treasurer shall maintain Library funds. The Parties agree that all municipal contributions to the Library and other monies belonging to the Library must be put into this fund and all Library expenses paid from it. As provided for in the statute, the

Library shall only retain possession of "petty cash", as detailed in Education Law §259(3) and (4).

Note: Library funds are not set up in new muni accounts; rather assigned Treasurer became the signatory on all Library accounts. This reduces cost to change bank accounts/checkbooks every two years.

- d. Per Education Law §259(1)(a), on a monthly basis, the Library bookkeeper will generate, and Library Board will review/approve vouchers. ~~Info~~ **Approved vouchers** will be given to the accountant (treasurer's designee) who will prepare monthly financial reports. Once approved the Treasurer will sign all checks in person, other than payroll. Note: The Treasurer doesn't approve the validity of vouchers/expenditures (library board) nor payroll/benefits (Village Board).
- e. The costs related to the Treasurer position shall be paid at least annually from the Library's funds as provided for in Education Law §259(2).

4. To improve the collaboration between the Municipalities and the Library.

- a. The Library's organizational structure will be shared with the Municipalities as often as it changes, but not less than annually.
- b. A Library Trustee from each Municipality will attend their appointing Municipality's board meeting on at least a quarterly basis, with frequency to be determined by the Municipality to provide a verbal and or written report, to answer any questions from the Municipal Board, and to receive input from the Municipal Board.
- c. Each Municipality may, at its option, also appoint a liaison to the Library from its Municipal Board, and the Library agrees to allow such liaison to attend any and all meetings of the Library Board, except as prohibited by law. The role of the liaison is to serve as an observer and to bridge communication between the library board and their respective municipality. Each Library Board meeting agenda will include an agenda item of Municipal Liaisons.
~~Note: Bonodie Report recommended removing liaison.~~
- d. The Library will create and provide a triennial strategic plan to the Municipalities in January of 2020, and will continue to regularly develop and update such plans every three (3) years. Annual goals should align with the Library's Objectives. Each time such a plan is created or updated, a copy shall be promptly provided to the Municipalities.
- e. The Seymour Library agrees to work together with the Sweden-Clarkson Community Center (SCCC) to ensure that both Parties coordinate the majority of their programming in such a way as to avoid duplication. The Library agrees to collaborate with the SCCC to enhance and provide quality programming for the residents of each

municipality.

~~Art & Craft/Recreational programs that can be offered at the SCCC should be directed to and offered at that location.~~

- f. The Parties agree to have a joint meeting between all four (4) boards each year to discuss strengths, weakness, opportunity and threats (SWOT).
- g. The Municipalities will each ensure that their respective appointed Library Trustees have public officials liability insurance, paid for by the respective Municipality. Library will ensure Director will have the same, paid for by the Library.

The Parties agree as to the Property:

1. The Property is titled to the Municipalities as tenants in common, with each Municipality owning an undivided one-third (1/3) share. The Library is a tenant of the Property. In light of this ownership structure, the Municipalities shall assume responsibility for specifically enumerated items of capital maintenance, repair and/or replacement for the Property. The Library shall assume all other costs related to the Property. This arrangement will be confirmed in the Lease.

a. The Municipalities are solely and equally responsible for the maintenance, repair and/or replacement of the following specifically enumerated capital elements of the Property, as needed:

- i. Driveway, sidewalks, parking lot and associated lighting;
- ii. Exterior walls and roof;
- iii. Indoor and outdoor plumbing, to include bathroom fixtures and connections, sewer and water connections to the main, but not routine unplugging of sinks and toilets.;
- iv. HVAC (including annual maintenance as determined by the Municipalities);
- v. Electrical system;
- vi. Exterior windows and doors;
- vii. Sprinkler system;
- viii. Plowing of the sidewalks, driveway and parking lot on a rotating basis:

November	2020/April	21	-	Town	of	Clarkson
November	2021/April	22	-	Village	of	Brockport
November	2022/April	23	-	Town	of	Sweden
November	2023/April	24	-	Town	of	Clarkson

November 2024/April 25 – Village of Brockport
November 2025/April 26 – Town of Sweden
November 2026/April 27 – Town of Clarkson
November 2027/April 28 – Village of Brockport, etc

ix. Gutters and site drainage.

- b. The Municipalities will each maintain autonomy in decision-making as to the timing, necessity and manner of such maintenance, repair and/or replacement at the Property. Municipalities agree to coordinate efforts to ensure that items are addressed in a timely manner, as each Municipality provides for its other facilities. The decision to perform any such work must be unanimous between the Municipalities. The specific procedures that the Parties will use to arrange for any necessary maintenance at the Property are contained in a document entitled “Seymour Library Maintenance Projects Procurement Procedures”, a copy of which is attached hereto as Exhibit A.
 - c. The Library shall have no right to arrange for maintenance, repair and/or replacement of any of the capital elements enumerated above on behalf of the Municipalities. Should the Library make any such arrangements, they shall be at the Library's expense.
 - d. The Municipalities determine the source of any monies appropriated to pay for such expenses, whether from reserves or otherwise.
 - e. The Municipalities will make best efforts, considering unknowns and budgetary limitations, to develop a capital plan for the Property and to continue to set aside sufficient funds in reserve accounts to finance the maintenance, repair, and/or replacement costs as is already provided for their other facilities.
 - f. The Parties will each make reasonable efforts to identify potential grants that would help to offset the costs of the capital maintenance, repair and/or replacement apportioned to the Municipalities under this MOU. The Village of Brockport's grant writer will gather information and make application for such grants.
2. The Library shall be responsible for all other expenses associated with the Property not specifically reserved to the Municipalities above.
- a. These expenses include, but are not limited to:
 - i. Taxes;
 - ii. Insurance (premises and liability), with the Municipalities listed as additional insureds and loss payees. The Library will provide the Municipalities with Certificates of Insurance not less than annually;

- iii. Grounds care, including landscaping and mowing;
- iv. Interior painting;
- v. Interior cleaning;
- vi. Any inspections required by third parties (other than Clarkson);
- vii. Trash removal;
- viii. Utilities;
- ix. Network cabling and IT; and
- x. Furnishing and fixtures, including lightbulbs.

b. The Parties will each make reasonable efforts to identify potential grants that would help to offset the expenses apportioned to the Library under this MOU, and the parties will work together collaboratively to make application for such grants.

3. Any future modifications (whether interior or exterior) or expansion of any elements at the Property must be agreed upon by all Parties.

CONCLUSION

The Library provides a vital service to the residents of Brockport, Clarkson and Sweden. With this MOU the municipalities will provide additional funding for the Property as described, and the Library is committed to meeting the purpose set forth. All Parties recognize that by working together, they are working to build a better community.

IN WITNESS WHEREOF, and in furtherance of the Common Purpose, the undersigned have hereunto set their hands on the date(s) below written.

Date: _____

_____ Seymour Library by
Taysie Pennington, President

Date: _____

_____ Village of Brockport by
Margay Blackman, Mayor

Date: _____

_____ Town of Clarkson by
Christa Filipowicz, Town Supervisor

Date: _____

_____ Town of Sweden by
Kevin Johnson, Town Supervisor

v. 11.3.20