



VILLAGE OF DOBBS FERRY BOARD OF TRUSTEES AGENDA

MEETING DATE: APRIL 12, 2022

AGENDA ITEM SECTION: DISCUSSION AND RESOLUTION ITEMS

AGENDA ITEM NO. : 6

AGENDA ITEM:

DISCUSSION: DISCUSSION OF DECLARING OLD CAMERAS AS SURPLUS EQUIPMENT AND THE PURCHASE OF NEW POLICE CAMERAS

RESOLUTION: CONSIDER A RESOLUTION DECLARING POLICE CAMERAS AS SURPLUS EQUIPMENT AND AUTHORIZE THE PURCHASE OF NEW POLICE CAMERAS

ITEM BACKUP DOCUMENTATION:

1. MEMORANDUM DATED APRIL 6, 2022 FROM MANUEL R. GUEVARA/CHIEF OF POLICE TO MAYOR ROSSILLO, BOARD OF TRUSTEES, MELISSA FERRARO/VILLAGE ADMINISTRATOR, JEFF CHUHTA/VILLAGE TREASURER AND LIZ DREAPER/VILLAGE CLERK
2. DRAFT RESOLUTION



POLICE DEPARTMENT VILLAGE OF DOBBS FERRY

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MANUEL R. GUEVARA
Chief of Police

To: Mayor Vincent Rossillo and Board of Trustees
Melissa Ferraro, Village Administrator
Jeff Chuhta, Village Treasurer
Liz Dreaper, Village Clerk

From: Manuel R. Guevara, Chief of Police

Subject: Authorization to purchase new crime scene digital camera

Date: April 6, 2022

On numerous occasions, the Dobbs Ferry Police Department's Detective Division is called out to conduct crime scene investigations. One facet of crime scene documentation involves the use of pictures to capture the crime scene in situ.

The Village's current crime scene digital camera is over 10 years old and no longer serviceable. The police department received three written quotes from three vendors per our procurement policy and the lowest price received is \$2,796.95 from B&H Foto, New York, NY.

I am requesting permission for the Village Treasurer to transfer budgeted funds from the police investigative line A.3120.471 to police equipment line A.3120.200 to purchase a new Nikon D-850 digital SLR camera body.

The Village's old crime scene camera will be declared surplus equipment.

Thank you very much for your assistance.

**RESOLUTION OF THE BOARD OF TRUSTEES TO DECLARE CERTAIN VILLAGE OWNED
PROPERTY AS A SURPLUS ASSET AND AUTHORIZING THE PURCHASE OF NEW
EQUIPMENT**

WHEREAS, the Village of Dobbs Ferry Police Department's Detective Division frequently conducts crime scene investigations and documents said crime scenes using various methods of digital media; and

WHEREAS, one necessary piece of equipment is a digital SLR camera; and

WHEREAS, the current Nikon SLR digital camera owned by the Village is over ten years of age and no longer serviceable should repairs be required;

WHEREAS, the Dobbs Ferry Police Department has received three quotes for the purchase of a digital SLR camera in compliance with the Village's procurement policy; and

WHEREAS, the lowest quote received is in the amount of \$2,796.95 from B&H Foto, 420 9th Avenue, New York NY; and

WHEREAS, the police department requests that \$2,796.95 be transferred from the Investigative Expense account A.3120.471 to the Police Equipment account A.3120.200 in order to purchase this item.

WHEREAS, the Dobbs Ferry Detective Division's former Nikon SLR digital camera shall be declared a surplus asset

NOW, THEREFORE, BE IT

RESOLVED that the Nikon SLR digital camera currently owned by the Village of Dobbs Ferry is hereby declared a surplus asset; and be it further

RESOLVED, that the Village Treasurer is hereby authorized to execute a transfer of \$2,796.95 from Investigative Expense account A.3120.471 to Police Equipment account A.3120.200; and be it further

RESOLVED, that the Village Administrator is authorized to execute a purchase agreement with B&H Foto, 420 9th Avenue, New York NY for the purchase of a new Nikon D-850 digital SLR camera body ; and be it further

RESOLVED, that the Village Administrator or her designee is hereby authorized to take all necessary steps to effectuate the intent of this Resolution; and be it further

RESOLVED, that this Resolution shall take effect immediately.