§ 237-a. Functions, powers and duties of traffic camera violations bureaus. The traffic camera violations bureau shall have the following functions, powers and duties:

1. To hear and determine the liability of owners for violations of section eleven hundred seventy-four of this chapter when meeting a school bus marked and equipped as provided in subdivisions twenty and twenty-one-c of section three hundred seventy-five of this chapter imposed pursuant to a local law or ordinance imposing monetary liability on the owner of a vehicle for failure of an operator thereof to comply with school bus red visual signals through the installation and operation of school bus photo violation monitoring systems, in accordance with article twenty-nine of this chapter;

2. To provide for penalties in accordance with a local law or ordinance establishing a demonstration program imposing monetary liability on the owner of a vehicle for failure of an operator thereof to comply with school bus red visual signals through the installation and operation of school bus photo violation monitoring systems, in accordance with article twenty-nine of this chapter;

3. To adopt rules and regulations not inconsistent with any applicable provision of law to carry out the purposes of this article, including but not limited to rules and regulations prescribing the internal procedures and organization of the bureau, the manner and time of entering pleas, the conduct of hearings, and the amount and manner of payment of penalties;

4. To issue subpoenas to compel the attendance of persons to give testimony at hearings and to compel the production of relevant books, papers and other things;

5. To enter judgments and enforce them, without court proceedings, in the same manner as the enforcement of money judgments in civil actions in any court of competent jurisdiction or any other place provided for the entry of civil judgment within the state of New York;

6. To compile and maintain complete and accurate records relating to all notices of liability and dispositions and to prepare complete and accurate transcripts of all hearings conducted by the bureau and to furnish such transcripts to the person issued the notice of liability at said person's own expense upon timely request, and upon said person complying with the regulations of the bureau;

7. To remit to the chief financial officer of the county, city, town, or village, on or before the fifteenth day of each month, all monetary penalties or fees received by the bureau during the prior calendar month, along with a statement thereof, and, at the same time, to file duplicate copies of such statement with the comptroller; and

8. To answer within a reasonable period of time all relevant and reasonable inquiries made by a person issued a notice of liability or such person's attorney concerning the notice of liability issued to that person. The bureau must also furnish within a reasonable period of time to the person issued a notice of liability, on such person's request and upon complying with the regulations of the bureau, a copy of the original notice of liability including all information contained thereon. Failure by the bureau to comply with the provisions of this subdivision or any part of the provisions of this subdivision, within forty-five days of such inquiry, forwarded to the bureau by certified or registered mail, return receipt requested, will result, upon the request of the person issued the notice of liability, in an automatic dismissal of all liability relating to and only to that notice of liability to which the inquiry was made.