

236 Third Street Greenport NY 11944

Tel: (631)477-0248 Fax: (631)477-1877

> MAYOR DAVID NYCE Ext. 215

TRUSTEES
GEORGE HUBBARD JR.
DEPUTY MAYOR

**DAVID MURRAY** 

MARY BESS PHILLIPS

**JULIA ROBINS** 

### VILLAGE ADMINISTRATOR

PAUL J. PALLAS, P.E. Ext. 219

CLERK

SYLVIA LAZZARI PIRILLO, RMC Ext. 206

TREASURER ROBERT BRANDT

Ext. 217

### October 20, 2014 at 6:00 PM

### Mayor and Board of Trustees - Work Session Meeting

Third Street

Firehouse

Greenport, NY 11944

### **PLEDGE OF ALLEGIANCE**

### MONTHLY REPORTS FOR THE FOLLOWING:

- FIRE DEPARTMENT CHIEF HARRY BREESE
   Including compilation of all monthly meeting minutes
- VILLAGE ADMINISTRATOR PAUL J. PALLAS
   Road and Water Department
   Sewer Department
   Light Department
   Building Department
   Recreation Department
   Harbor Department
   Marina Manager
- VILLAGE TREASURER ROBERT BRANDT Meter Department Housing Authority & Community Development
- VILLAGE CLERK SYLVIA PIRILLO
- VILLAGE ATTORNEY JOSEPH PROKOP

### **REPORTS FROM COMMITTEES**

### POINTS OF DISCUSSION

- Local Law creating Chapter 114 of the Village of Greenport Code and amending Chapter 150 of the Village of Greenport Code
- o Local Law creating Chapter 114A of the Village of Greenport Code

### **MAYOR AND VILLAGE BOARD OF TRUSTEES**



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> TREASURER ROBERT BRANDT Ext. 217

Submitted: October 14, 2014

Meeting: October 20, 2014 6:00 PM

Work Session Meeting

To: Mayor David Nyce / Board of Trustees

Prepared By: Debbie Boyle, Assistant

From: Debbie Boyle, Assistant

Department: Fire Department

### **Fire Department Work Session**

### **Attachments:**

Fire Department October Work Session (PDF)



(631) 477-9801 - STATION 1 (631) 477-8261 - STATION 2 (631) 477-1943 - CHIEFS OFFICE (631) 477-4012 - FAX THIRD STREET · P.O. BOX 58 GREENPORT, NY 11944 Email: gfdfire@optonline.net www.greenportfd.org

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### Request/Resolutions

### September 2014

Please accept all reports for the month September.

Also the wardens would like to have a meeting with the trustees to discuss a proposal on repair or replacement of station 1.

There are 3 options. A copy of H2M'S Proposal is included.



### architects + engineers

538 Broad Hollow Road, 4th Floor East Melville, NY 11747

tel 631.756.8000 fax 631.694.4122

September 8, 2014

Harry Breese, Chief of Department Greenport Fire Department P.O. Box 58 Greenport, NY 11944

Re:

**Preliminary Construction Budgeting** 

Review Various Options for Fire Department Headquarters Reconstruction

**GRPT 1301** 

Dear Chief Breese:

Transmitted herewith for your review and consideration are three (3) Project Cost Opinion options prepared by this office.

A summary of the options are as follows:

Option 1 – Infrastructure/Building Upgrade work at Headquarters

\$1,987,621

Option 2 - Addition and Alterations to Headquarters

\$3,857,242

Option 3 - New Headquarters (on same site)

\$7,161,468

It is important to be mindful of the fact that these Project Cost Opinions are conceptual, in that they have been prepared without a formal programming process or schematic design phase process.

The objective of this task was to develop "ball park" estimates of the various options so that the Fire Department and the Village could evaluate project funding alternatives.

After your review of the attached documentation, we would like to meet with yourself and the Board of Wardens to discuss this information in greater detail.

In the meantime, if you have any questions, please do not hesitate to contact me at 631-756-8000 x1355.

Very truly yours,

H2M architects + engineer

seph w. Mottola, RA

Vice President

Cc: Joe Melovich, Warden - Greenport Fire Department

X:\GRPT (Inc. Village of Greenport) - 10470\1301 - Visual Inspections & Budgeting Report\Correspondence\14\_0908 preliminary construction budgeting.docx

Greenport Fire Department Option 3-New Headquarters (on same site)

Preliminary Project Cost Opinion-DRAFT

Price Provided per Square Foot, public bid, prevailing wage Price per Percent of Construction Price per Percent of Construction Price per Percent of Construction included in item 1 included in item Page 1 of 2 Allowance Allowance Allowance Allowance Allowance Comments 481,250.00 481,250.00 240,625.00 1,203,125.00 6,015,625.00 4,687,500.00 100,000,001 25,000.00 4,812,500.00 4,812,500.00 Cost G 375.00 10.00% 10.00% \$ per sf Area (sf) 12500 12500 Demolition of Existing Building Environmental Remediation-Asbestos and Lead (If Required) Total Building Hard Costs with Contingencies Heated Concrete Exterior Ramp (front ramp only) Construction of New One Story Fire Station Description Sheeting and Shoring Allowance Elective Work Items and Allowances 13 Subtotal Elective Building Costs 16 Construction Cost Contingency Subtotal Base Building Costs 17 Construction Cost Escalation Total Building Hard Costs 18 Subtotal Contingency Costs Utility Upgrade Allowance 15 Design Cost Contingency Total Square Footage Special Inspections 9 Custom Casework Signalization Cost Opinion 10 Antenna Contingencies Hard Costs 14

## Greenport Fire Department Option 3-New Headquarters (on same site)

				一日の日本の一日の日本の日本の日本の日本の日本の日本の日本の日本の日本の日本の日本の日本の日本
Description Area (sf)	<u>\$ per sf</u>		Cost	Comments
19 Total Building Hard Cost with Contingencies		\$	6,015,625.00	
Allowance Items (by Department)				
20 Eumitus Fixtures and Folliament	The state of the s	မှာ	100,000.00	Allowance
		S	25,000.00	Allowance
		မာ	50,000.00	Allowance
100		မာ	15,000.00	Allowance
24 Subtotal Department Allowance Item Costs		ઝ	190,000:00	
Total Construction Cost Opinion	では、	w	6,205,625.00	
Soft Costs				
25 H2M A/E fee - Construction Documents Through Bidding (excluding civil)	7.00%	es-	393,593.75	
26 H2M A/E fee - Construction Administration	3.00%	ક	180,468.75	
200	2.00%	S	300,781.25	
	0.00%	ક્ક		
29 Soil Borings		s	7,500.00	Allowance
100		ઝ	10,000.00	Allowance
		cs.	2,500.00	Allowance
		જ	3,500.00	Allowance
		€9-	3	Allowance
		<b>6</b>	•	Allowance
-		69	50,000.00	Estimate
		s	5,000.00	Estimate-Assumes Short Form
1-		சு		Allowance
		63	2,500.00	Allowance
		s	955,843.75	
Total Project Cost Oninion		2 \$	\$ 7,161,468.75	

## Greenport Fire Department Option 2-Addition and Alterations to Headquarters

Cost Opinion						1 5 · 385 ·
<u>Description</u>	Area (sf)	S	\$ per sf		Cost	Comments
Hard Costs						
1 Carry Over Work from Option 1				₩	1,260,000.00	Refer to Option 1 Cost Opinion less Duplication of Work Items
2 Addition of Meeting Room/Community Room	1500	63	250.00	63	375,000.00	Price Provided per Square Foot, public bid, prevailing wage
3 Addition of Kitchen	250	69	550.00	<del>63</del>	137,500.00	Price Provided per Square Foot, public bid, prevailing wage
4 Addition of HC Accessible Bathrooms	250	63	550.00	63	137,500.00	Price Provided per Square Foot, public bid, prevailing wage
5 Addition of Additional Storage Space	250	49	150.00	69	37,500.00	Price Provided per Square Foot, public bid, prevalling wage
	150	69	250.00	€	37,500.00	Price Provided per Square Foot, public bid, prevalling wage
	7115	67	75.00	43	533,625.00	Price Provided per Square Foot, public bid, prevailing wage
8 Convert Existing Chiefs Office to New Ready Room				<del>ss</del>	7,500.00	Price Provided per Square Foot, public bid, prevailing wage
9 Environmental Remediation-Asbestos and Lead (If Required)				s	•	Allowance
10 Utility Upgrade Allowance				€7-	20,000.00	Allowance
11 Sheeting and Shoring Allowance				<del>63</del>	•	Allowance
12 Special Inspections	9			<del>(A)</del>	15,000.00	Allowance
13 Subtotal Base Building Costs				4	2,591,125.00	
14 Total Square Footage of Addition	2400					
Elective Work Items and Allowances			3			
15 Custom Casework	3			63	•	Allowance
16 Antenna				49		Allowance
17 Heated Concrete Exterior Ramp (front ramp only)				69		Allowance
18 Signalization			0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	ક્ક		Allowance
19 Subtotal Elective Building Costs	SP.			s.	and the second	
20 Total Building Hard Costs				S	2,591,125.00	
Contingencles				5 - 120 b		
21 Design Cost Contingency		10.	10.00%	40	259,112.50	Price per Percent of Construction
22 Construction Cost Contingency		10.	10.00%	s	259,112.50	Price per Percent of Construction
23 Construction Cost Escalation		5.(	2.00%	\$	129,556.25	Price per Percent of Construction
24 Subtotal Contingency Costs				S	647,781.25	
Total Building Hard Costs with Contingencies				မာ	3,238,906,25	
			STOREST SECTION	The second second	A STATE OF THE PROPERTY OF THE	

## Greenport Fire Department Option2-Addition and Alterations to Headquarters

Gost Opinion					
Description Area (sf)	\$ persi		<u>so</u>	Comments	
25 Total Building Hard Cost with Contingencies		\$	3,238,906.25		
Allowance Items (by Department)					
26 Furniture, Fixtures and Equipment	12 12 13 13 1	မာ	50,000.00	Allowance	
27 Radio room Equipment/Computer Equipment		မာ	20,000.00	Allowance	-
28 Security System		49	20,000.00	Allowance	
29 Telephone System		မာ	7,500.00	Allowance	
1		49	97,500.00		
Total Construction Cost Opinion		₩.	3,336,406.25		
Soft Costs					
31 H2M A/E fee - Construction Documents Through Bidding (excluding civil)	7.00%	<b>6</b>	199,223.44		
32 H2M A/E fee - Construction Administration	3.00%	43	97,167.19		
33 Construction Manager Fees	2.00%	49	161,945.31		
34 Attorney Fees	%00.0	<del>()</del>			
35 Soil Borings		G	6,500.00	Allowance	
36 Survey		<del>cs</del>	10,000.00	Allowance	
37 Final survey for Certificate of Occupancy		υ	2,500.00	Allowance	
38 Environmental Testing (asbestos and lead)		မာ	3,500.00	Allowance	
39 Building permit expediting (Not including permit fees)		ь	•	Allowance	
40 Permit fees		s,		Allowance	
41 Civil Engineering, Site Plan Approval, Agency Approval, SCDHS		မာ	35,000.00	Estimate	4 T
42 Environmental Assessment Form		G	2,500.00	Estimate-Assumes Short Form	
43 Relocation Costs		8		Allowance	
		æ	2,500.00	Allowance	
		\$	520,835.94		
Total Project Cost Opinion		\$ 3	\$ 3,857,242.19		
		Participation of the second	BUNCH CONTRACTOR OF THE PROPERTY OF THE PROPER	the state of the first of the state of the s	

Greenport Fire Department Option 1-Infrastructure/Building Upgrade Work at Headquarters

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<u>Description</u>	Area (sf) S per sf		<u>ज्</u> र	Comments
Hard Costs				
1 Lots and Grounds		es.	415,000.00	Refer to H2M report dated 6/27/2013
2 Exterior Walls, Windows and Doors		es.	67,500.00	Refer to H2M report dated 6/27/2013
3 Roof Related Items		es.	10,000.00	Refer to H2M report dated 6/27/2013
4 Conf. Rm., Hall, Radio Rm. Upgrades		s	16,500.00	Refer to H2M report dated 6/27/2013
5 Meeting Room, Kitchen Upgrades		ss.	147,500.00	Refer to H2M report dated 6/27/2013
6 Basement Upgrades		မှ	28,500.00	Refer to H2M report dated 6/27/2013
7 Apparatus Room Upgrades		<del>69</del>	137,500.00	Refer to H2M report dated 6/27/2013
8 Heating and Air Conditioning Upgrades	555	69	316,000.00	Refer to H2M report dated 6/27/2013
9 Plumbing Upgrades		69	26,000.00	Refer to H2M report dated 6/27/2013
10 Electrical Upgrades		4	332,000.00	Refer to H2M report dated 6/27/2013
1 Subtotal Base Building Costs		s	1,496,500.00	
Elective Work Items and Allowances				
12				Allowance
13		S		Allowance
14				Allowance
(15)		ક		Allowance
16 Subtotal Elective Building Costs		s	•	
17 Total Building Hard Costs		<b>*</b>	1,496,500.00	
Contingencies				
18 Design Cost Contingency	2.00%	\$	74,825.00	Price per Percent of Construction
19 Construction Cost Contingency	2.00%	\$	74,825.00	Price per Percent of Construction
20 Construction Cost Escalation	2.00%	\$	74,825.00	Price per Percent of Construction
21 Subtotal Contingency Costs		<del>63</del>	224,475.00	
Total Building Hard Costs with Continuencies	± 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	v	1 720 975.00	

# Greenport Fire Department Option 1-Infrastructure/Building Upgrade Work at Headquarters

Cost Opinion				
Description Area (sf)	\$ persf		Cost	Comments
22 Total Building Hard Cost with Contingencies		ss.	1,720,975.00	
Allowance Items (by Fire Department)				
23 Furniture, Fixtures and Equipment				Allowance
24 Radio room Equipment/Computer Equipment				Allowance
25 Security System	enter de la constante de la co			Allowance
26 Telephone System				Allowance
		\$		
Total Construction Cost Opinion		\$	1,720,975.00	
Soft Costs				
28 H2M A/E fee - Construction Documents Through Bidding (excluding civil)	7.00%	65	92,968.25	
29 H2M A/E fee - Construction Administration	3.00%	6 <del>5</del>	51,629.25	
30 Construction Manager Fees	2.00%	\$	86,048.75	
31 Attorney Fees	0.00%	₩		
32 Soil Borings				
33 Survey		<del>G</del>	10,000.00	Allowance
1.8		<del>69</del>	2,500.00	Allowance
35 Environmental Testing (asbestos and lead)	100	ь	3,500.00	Allowance
36 Building permit expediting (Not including permit fees)		ь		Allowance
37 Permit fees		<del>(A</del>		Allowance
38 Civil Engineering, Site Plan Approval, Agency Approvals, SCDHS		89	15,000.00	Estimate
39 Environmental Assessment Form		69	2,500.00	Estimate-Assumes Short Form
40 Relocation Costs		69		Allowance
41 Printing and Reproduction		ь	2,500.00	Allowance
		65	266,646.25	
Total Project Cost Opinion		\$ 1,9	\$ 1,987,621.25	
	The state of the s	Contract of the last of the la		



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Wednesday Sept 17, 2014

### **OPENING:**

Chief Harry Breese opened the meeting at 7:05 pm with the pledge of allegiance to the flag and a moment of silence for departed members

<u>ATTENDANCE</u>: 1<sup>st</sup> Assistant Chief Wayne Miller, 2<sup>nd</sup> Assistant Chief Jeff Weingart ,Wardens Warren Jensen, Joe Milovich , Tony Volinski, Darryl Volinski , Joseph Barszczewski , Ray Corwin , James A Pirillo , James J. Pirillo, James Kalin .

Warden John Grilli in @ 7:46

THOSE WISHING TO SPEAK TO THE BOARD: Warden Kalin introduced new member to Phenix Hook & Ladder Mike Flora .

### **READING OF THE PREVIOUS MINUTES:**

Motion made by Warden Warren Jensen seconded by Warden James Kalin , to approve the minutes of the Aug 20, 2014 meeting of the Board of Wardens as printed and distributed. Motion carried.

### **COMPANY OFFICERS MEETING MINUTES:**

Chief Jeff Weingart read the minutes of the Sept 16, 2014 meeting of the company officers for information only.

### TREASURER'S REPORT:

The treasurer's report for the period of Aug 21, 2014 through Sept 17, 2014 was read by Secretary / Treasurer James Kalin. Motion made by Warden Warren Jensen seconded by Warden Joe Barszczewski to accept the treasurer's report as read. Motion carried.

BILLS: none

### **COMMUNICATIONS RECEIVED:**

1. Invite to Peconic Landing Ground Breaking Ceremony Sept 23<sup>rd</sup> 3-5 PM

- 2. Connor Widdle thank you card for allowing him to go to Boys State
- 3. Rescue Squad letter requesting permission to sell 50/50 & chicken dinner tickets at Maritime Festival.
- 4. Cast requested use of meeting room December 19th & 20th.
- 5. Suffolk County bowling tournament to be held November 15,2014
- 6. Donation from the Bell family in honor of Ken Robins \$250.00
- 7. Donation from Gail Starkie for the 2 rescue alarms we were called to , \$200.00
- 8. Home coming parade Oct 10,2014 Line up 5:45 behind IGA
- 9. Donation \$25.00 in Memory of Henry Clark Jr, from Duncan Monroe

### **APPLICATION(S) FOR NEW MEMBERSHIP:**

- 1. Norma Corwin to Relief Hose
- 2. Mike Flora to Phenix Hook & Ladder
- 3. Brandii Aguero to Rescue Squad
- 4. Mayor David Nyce to Standard Hose.

Motion by Warden Joe Milovich seconded by James A. Pirillo to accept application(s). Pending all paperwork comes back approved . Motion carried

REPORT OF COMMITTEES: Chief\_Harry Breese read the Picnic report.

### **BUILDING AND GROUNDS:**

1. Joe Milovich questioned meeting with the Engineer, Chief Breese stated has not opened email from him will print out after meeting to Committee to read. Meeting to be set up with Engineer on Oct 9<sup>th</sup> and Special Meeting with wardens on Sept 25<sup>th</sup> @ 7:00 to go over Engineer email.

2.

3.

**BY-LAWS:** None

FINANCE: Read by Chief Harry Breese

**FIRE DISTRICT: None** 

**PRE-INCIDENT PLANNING:** None

**SERVICE AWARDS: None** 

**RECRUITMENT:** None

**CASUALTY FUND:** None

FUNERAL: Warden Grilli working on change in by -laws

**COMMUNICATION:** None

**TRIPS AND TRAVEL: None** 

**COMPANY REQUESTS** 

**EAGLE HOSE CO. # 1 Hi Band radios / Finance** 

<u>RELIEF HOSE CO. #2</u> Warden Tony Volinski read resignation letter from Larry Bumble And Company has placed him on Honorary Status and to be dropped from the roll call.

<u>STAR HOSE CO.# 3</u> Joe Barszczewski requested if any tools left over from what was received from Southold can they have to put on new truck when it come in. Chief Harry Breese stated he has given permission to member Chris Hanold to go over and look in Standard Hose shed.

Chief Harry Breese also stated that opening bids for 833 new truck will be at 3pm over at Village hall.

STANDARD HOSE CO. # 4 Warden James J. Pirillo request permission to hold Turkey shoot on Nov 15<sup>th</sup> @ station 2.

PHENIX HOOK & LADDER CO. # 1 Warden Kalin requested executive session.

<u>RESCUE SQUAD:</u> I (Jen Grilli) spoke on behalf of the Rescue Squad about doing duty crew. Explained to Wardens and Chiefs what are intentions are.

WATER RESCUE: None

**FIRE POLICE: None** 

**UNFINISHED BUSINESS:** None

### **REPORT OF DELEGATES None**

### **NEW BUSINESS None**

### **GOOD OF THE DEPARTMENT:**

Chief Harry Breese introduced Richard Lark Attorney from Cutchogue.

1. Richard Lark attorney spoke on Peconic Landing contact, much discussion. Also read draft agreement between Peconic Landing and Fire Department.

Warden Milovich questioned if members that become EMT's at Peconic Landing can they become members of the Fire Department, as per Warden Darryl Volinski that is still in the works.

Mayor Nyce in on discussion.

Motion made Warden Warren Jensen to except the contract draft and to send over to Village Hall for approval seconded by Warden John Grilli. Motion carried. Warden Darryl Volinski was sustained from vote.

Warden Tony Volinski requested a letter to go to the Southold Town Planning Board to make them aware we are in contract with Peconic Landing. Richard Lark to draft up letter and send to planning board.

- 2. Warden James A Pirillo asked about pack training. Chief Harry Breese stated will set up something in Oct.
  - 3. Chief Harry Breese introduced new Standard Hose member Mayor Dave Nyce
- 4. Warden Tony Volinski mentioned meeting to be held on Oct 2<sup>nd</sup> @ 7:00 pm on Radio Communication.
- 5. Warden Joe Milovich asked about the benevolent committee, Chief Harry Breese advices the meeting is going to be held Sept 18<sup>th</sup>. Defensive driving class. (Members free, family member \$35.00)
- 6. Warden James Kalin also read article from Suffolk times in reference to new Spa / Wellness center to be built in East Marion.
- 7. Warden James Kalin also requested to hold Defensive Driving Class on Oct 21<sup>st</sup> & Oct 22, in meeting room.

Motion made by Warden Tony Volinski to give permission for rescue Squad to sell 50/50 & Chicken Dinner Ticket @ Maritime, Permission to have Dept to attend Home coming Parade, for Standard Hose to hold Turkey Shoot @ station 2. & for Cast to use the Meeting room in December also for

Warden James Kalin to hold his Defensive Driving class . Seconded by Warden Warren Jensen. Motion Carried.

Motion made by Warden James Kalin to approve the Finance seconded by Warden Ray Corwin . Motion Carried.

Motion Made by Warden James Kalin to have all donations deposited in proper accounts and to file all communications Seconded by Warden Joe Milovich. Motion carried.

7. Warden John Grilli requested a donation to be given to the OL 33 Mack to finish it up.

Motion made by Warden James Kalin Seconded by Warden Tony Volinski to have money come out of May Mile fund for OL 33 Mack. Motion carried.

Chief Jeff Weingart questioned the use of the van for Sept 28<sup>th</sup> for Chris Hanold to drive member for the tunnel of tower.

Motion made by Warden Tony Volinski to give permission for use of van Seconded by Warden James Kalin. Motion carried.

Warden Joe Milovich questioned if money was given to the OL 33 Mack before. And yes they have.

Warden James J. Pirillo questioned if there will be no parking behind the post office for the maritime.

EXECUTIVE SESSION Motion by Warden Warren Jensen seconded by Warden Joe Milovich to adjourn to an executive session to discuss personnel. Motion carried. Into an executive session at 8:21 pm.

Motion by Warden James Kalin seconded by Warden Warren Jensen to return to the regular meeting. Motion carried. Regular meeting at 8:36 pm.

### **READING OF THE MINUTES**

Motion made by Warden Ray Corwin seconded by Warden Warren Jensen to dispense with the reading of the minutes of tonight's meeting. Motion carried.

### **ADJOURNMENT**

Motion made by Warden Ray Corwin seconded by Warden James Kalin to adjourn.

Motion carried. The meeting was adjourned at 8:36 pm

Respectfully Submitted by,

Jennifer Grilli **Recording Secretary** 



Organized 1845

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### Finance Meeting

### Tuesday September 9, 2014

In attendance were Chief Breese, 1<sup>st</sup> Assistant Chief Miller, Wardens Jensen, Barszczewski, & J.A. Pirillo. Ex-Chief Manwaring & Warden A. Volinski were excused.

All bills were reviewed and the fire safety account was also reviewed.

### Company Requests:

- 831: budget items and 24U sawzall battery
- 832: excused
- 833: budget items
- 834: budget items
- 835: absent
- Rescue: Medical supplies

Respectfully submitted,

Harry R. Breese II Chief Engineer Greenport Fire Dept.



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### Organized 1845

### Company Officers Meeting September 16<sup>th</sup>, 2014

**Opening:** Chief Breese opened the meeting @ 18:05 with the Pledge to the Flag & moment of silence for departed members.

<u>Attendance</u>: Chiefs Breese, Miller & Weingart; Sr Captain B. Land Captains Ray Corwin, Hays, Rosa; 1<sup>st</sup> Lts Capon, Dimos, Ruffner; 2<sup>nd</sup> Lts Hanold, Hollid, Parker Rescue Capt Grilli and 2<sup>nd</sup> Lt Mysliborski

Reading of Previous Minutes: M/M/S/C Hanold/ Parker to dispense with reading of previous minutes.

Communications: Montauk 75<sup>th</sup> Anniversary Parade October 11<sup>th</sup> 8-3-1 to leave at 10am 12pm parade

Committee Reports: Picnic report will be read at wardens meeting

Unfinished Business: None

New Business: 8-3-1 50/50 raffle 6 chances to win

### **Good of the Department:**

- Maritime Parade 11am Class C start on Broad St no trucks in the parade as in the past years.
- > Wear gear during calls especially if there's smoke in the building.

### **Company Requests**

831 budget, 832 budget, 833 budget, 834 radios, 835 budget/harnesses, 8316 EMS gear and new ambulance.

Reading of Minutes: M/M/S/C Ruffner/Dimos to dispense with reading of tonight's minutes, MC

Adjourn: M/M/S/C Hanold/Mysliborski to adjourn @ 18:14,

Respectfully submitted,

Jeffrey L Weingart Second Asst. Chief



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### Organized 1845

### Greenport Fire Department Monthly Report For the Month of September 2014

Num	ber of calls this month:	59		
Nun	nber of Calls to Date:	493		
Brea	kdown of calls by signal n	umbers:		
9	(stand-by):			3
12	(brush fire):			0
13	(auto alarm, smoke, etc.):			9
13-35	(working structure fire):			0
14	(vehicle fire):			1
16	(ambulance/ rescue):			43
16-23	(mva, water rescue, misc.):			3
16-59	(routine transport):			0
23	(co detector, medi-vac):			0
24/13-35	(mutual aid; working struct	ture fire):		0
24/16	(mutual aid; ambulance/res	scue):		0
24/16-23	(mutual aid; mva			0
24/23	(mutual aid; misc., water re	escue):		0
26	(boat fire):			0
Brea	akdown of calls by location	n		
	Village:			23
	East/West:			35
	Other:			1
	Total number of Persons	nel:		725
	Number of hours:			50.57
	Total personnel hours:			36,663.25
	Average personnel per ca	all:		12.29
	Average call time in min	utes:		51.42
	Number of calls to Peco	nic Landing:		10
	Number of calls to San S	Simeon by th	e Sound:	6

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Disp	2:38	7:49	18:43	1:52	6:53	11:23	6:28	23:07	4:28	5:14	16:52	23:48	7:12	22:07	22:38	11:48	15:33	16:30	5:59	3:11	22:50	16:46	14:22	18:47	11:50	17:23	12:53	19:17	8:10	0:21	3:05	19:49	16:10	19:34	20:53	10:00
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Run#	14-435	14-436	14-437	14-438	14-439	14-440	14-441	14-442	14-443	14-444	14-445	14-446	14-447	14-448	14-449	14-450	14-451	14-452	14-453	14-454	14-455	14-456	14-457	14-458	14-459	14-460	14-461	14-462	14-463	14-464	14-465	14-466	14-467	14-468	14-469	14-470

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# Greenport Fire Dept.

Su. No. 17. We. Th. F. Su. Normber 2014  Su. No. 17. We. Th. F. Su. No. 17. We Th. F. Su	Monday Tuesday Wednesday 7	7:00pm Water Rescue	7	Relief Hose Bagle Hose Hook & Ladder 7:00pm FP Refresher 5:45pm Homecoming 9:30am 12:00pm  Standard Hose Montauk FD 75th  all trucks) Anniversary Parade (831)	13	uniors (St. 1) Star Hose 7:00pm Rescue Squad 12:00pm RS 7:00pm RS 7:00pm Dept. Training 7:30pm Finance Chicken Dinner (832, 833 Mitchell (Soundview) Park) 7:00pm Wardens (St. 1)	20 23 24 75	6:00pm Village Wk   6:00pm Company   7:30pm Smokehouse   Session   Officers (St. 2)   Rescue depart @   Chiefs (Southold FD)   Chiefs (Southold FD)	2,	6:00pm Village BD    Hose Test (all trucks)   Halloween (United Stales)   Groupm Standby
October 2014	Sep 28 29	£/01 - 8Z/6	2	01 - 5/01		10:00am Juniors (St. 1)	19 20	10:00am 7:00pm STC Casino Trip (Depart Orient)	2,	9:00am Hydrant Testing

8331: 831-5645 Chief Miller

8330: 831-0985 Chief Breese

8332: 445-0204 Chief Weingart



236 THIRD STREET GREENPORT NY 11944

Tel: (631)477-0248 Fax: (631) 477-1877

> MAYOR DAVID NYCE Ext. 215

TRUSTEES GEORGE HUBBARD JR. DEPUTY MAYOR

DAVID MURRAY

MARY BESS PHILLIPS

JULIA ROBINS

VILLAGE ADMINISTRATOR PAUL J. PALLAS, P.E. Ext. 219

CLERK SYLVIA LAZZARI PIRILLO, RMC Ext. 206

> TREASURER ROBERT BRANDT Ext. 217

Submitted: O

October 8, 2014

Meeting:

October 20, 2014 6:00 PM

Work Session Meeting

To:

Mayor David Nyce / Board of Trustees

Prepared By:

Derryl Baumer, Engineering Aide

From:

Paul Pallas, P.E. Village Administrator

Department: Village Administrator

### Work Session Report Village Administrator - Building

### Work Session Report Building Department

October 20, 2014

### **Statistics**

### **Summary of Transactions**

Building permit applications	5
Certificate of Occupancy searches	5
C of O application fees	4
Wetland Permits	1
ZBA applications	2
Planning Board applications	2
HPC applications	2
Yard sale permits	2
Road opening permits	1

Total fees collected \$4036.52

### Violations and Complaints issued by Building Inspector

Orders to remedy violation 2 Complaints 1

### Report:

The Building Department has been very busy this fall. We are accepting higher than usual requests for building permits. As of right now NFHA alone has presented six new residential units for rent. All of which have had construction completed recently or are nearing completion.

Zoning Board is looking into using Skype to conduct winter meetings. Some of the members are anticipating missing scheduled meetings.

### **Attachments:**

Code Enforcement

(PDF)

### Notices of Violation

Date	SCTM #	Address	Nature of Violation	Remediation
9/5/2014	4,-2-11	213 & 215 North St	Public Nuisance	A complaint from neighbor Harvey Strange initiated a public nuisance investigation. A Notice of Violation and then a ticket were issued to Sophie Latham, the owner of the property. After receiving the ticket, Sophie Latham cleaned the property. An inspection on 10/8/2014 found the property to be in compliance with Village Code.
9/5/2014	46-2	221 Center St	Abandoned Refrigerator	Notices of Violation were posted on each residents door and property owner Steve Skopelitis was notified via phone. The refrigerator was removed on 9/6/2014.
9/5/2014		Preston's 102 Main St	The roof of the front porch of the building was damaged by a delivery truck. Loose debris posed a hazard to the public.	Store owner did not respond to a verbal request to remove all the loose debris that could potentially fall or be blown from the damaged roof. A Notice of Violation was issued. An inspection on 9/7/2014 determined that all the loose debris had been removed.
9/12/2014	66-4	444 Fifth St	Public Nuisance observed. Lumber, building material, junk and abandoned car observed in yard.	A Notice of Violation was sent to the property owner 444 Fifth Street Realty Corp and I spoke to the tenant Kenneth Farrand Jr. The property was inspected on 9/29/2014 and although it wasn't perfect, the abandoned car had been removed and the property was cleaned to a more reasonable state.

9/12/2014		Lucharito's 119 Main St	Unauthorized sign on rear of building.	A Notice of Violation was issued to business owner Marc Camaina. Several follow-up vistis have been made to remind Mr. Camaina to remove his sign but he has not yet complied. A ticket will be issued if the sign is not removed in a reasonable period of time.
9/30/2014	45-7	311 Fourth Ave	Dilapidated front porch	A letter and then a Notice of Violation were both sent to property owners Kevin and Gail Heaney. They have yet to make repairs to the porch or respond to the notices.
9/30/2014	42-28	430 Second St	Abandoned Vehicle	A Notice of Violation was sent to property owners Willie and Keasha King requesting that they remove an abandoned gold Chrysler from their driveway.
9/30/2014	42-14	437 Second St	Abandoned Vehicle	A Notice of Violation was sent to property owners Earl Waller and Pearl Jones requesting that they remove an abandoned old red vehicle from their

### New Complaints

Date	SCTM#	Address	Nature of Violation	Remediation
9/16/2014	63-13	505 Wiggins St	Bushes planted in the right-of-way at the corner Fifth St and Wiggins St are obstructing the view of motorists driving through the intersection.	Miguel Alvarez, the property owner, was contacted by letter and a Notice of Violation. The property was inspected on 10/4/2014 and it was observed that the bushes had been removed.
9/19/2014	63-7	430 Sixth St	The complainant reports that he is being awoken every morning between 4 AM and 5 AM by the crowing of his neighbor's rooaster.	The complainant reports that he is being awoken every morning between 4 Alvarez, the owner of the property, and I spoke with the Perez family, the house crowing of his neighbor's residents, and the rooster was removed.



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CLERK SYLVIA LAZZARI PIRILLO, RMC Ext. 206

> TREASURER ROBERT BRANDT Ext. 217

Submitted:

October 15, 2014

Meeting:

October 20, 2014 6:00 PM

Work Session Meeting

To:

Mayor David Nyce / Board of Trustees

Prepared By:

Derryl Baumer, Engineering Aide

From:

Paul Pallas, P.E. Village Administrator

Department: Village Administrator

### Work Session Report Village Administrator - Recreation

### Work Session Report Recreation Department

October 20, 2014

### Marina

- The Marina revenue was up by \$4433.00 this September. This can most likely be attributed to the successful Maritime Festival. This year Mega-yachts have been staying longer in Greenport which also contributes to the additional revenue.
- The winter stakes have been painted and are ready for placement in the harbor. The workboat has been brought back to the Bayman's Dock to get it ready to pull the moorings.
- We have put out a request for quotes to have the final 13 moorings inspected. When completed the entire mooring field will have been inspected in the last four years. Next year we will start at the beginning again.
- With assistance from a local Captain we were able to pull out the speed buoys for the Village. They are currently being stored on the Railroad Dock.
- Maintenance assessments of the East Pier are currently being done to see what if any repairs need to be made now that we are in the off season.
- The Carousel Convention was a big success. Visitors marveled our Carousel and the Village as a whole. We attracted visitors from Arizona and even Alaska!

Monthly Revenue Reports are attached.

### Recreation Center

### **Statistics**

### Attendance:

Kids =64 Enrolled

### Reports

- The Recreation Center resumed the After-School Program on September 8. Due to an increase in enrollment we have had to make some adjustments to accommodate the number of kids enrolled. We have an additional 14 kids over last year at this time. Things seem to be running smoothly. The kids participate in art and craft exercises as well as creating Lego masterpieces.
- Currently we are looking into obtaining a license that will hopefully add to the integrity of our program, while providing more benefits. Preliminary orientations were done and the application will be submitted upon completion.
- Children participated in the "Read a Recipe for Literacy Program" at the Library. They also took a field trip to the Hallockville Farm.
- We have great field trips planned for next month as well. We will be visiting the Charnews Farm in Southold, which is part of the Peconic Land Trust. We also plan on attending Movie Night at the Library on Wednesdays, weather permitting.

### Campground

- The campground had some business during the Columbus Day weekend and the following weekend as well
- ❖ We are already starting to fill up spots for the 2015 season.
- The campground officially closes on November 1.

### Attachments:

Revenue Reports

(PDF)

Marina

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Submitted:

October 15, 2014

Meeting:

October 20, 2014 6:00 PM

Work Session Meeting

To:

Mayor David Nyce / Board of Trustees

Prepared By:

Derryl Baumer, Engineering Aide

From:

Paul Pallas, P.E. Village Administrator

Department: Village Administrator

### Work Session Report Village Administrator - Utilities

### Work Session Report for Road and Utilities

October 20, 2014

### **Utilities Office**

### **Statistics**

Work Orders:

Electric = 5 Issued, 5 Completed

Water = 1 Issued, 1 Completed

Sewer = 2 Issued, 2 Completed

Road = 4 Issued, 4 Completed

### Reports

- DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 09-29-2014. The results are detailed below in the Road Department's *Sampling* section.
- GADS Data: This is a monthly report about run and usage data for the generators at the Power Plant, it was sent on 10-16-2014.

### Resolutions:

Stephen Rutkowski: Wage Increase

# Road/Water Department

#### **Statistics**

Water Distribution:

9,427,500 Gallons Sold

#### Sampling:

All water samples complied with Department of Health requirements.

Locations:

Harbor Front Deli

Total Coliform = Negative

E Coli = Absent

Residual Chlorine = 0.59 mg/L

Third Street Firehouse

Total Coliform = Negative

E Coli = Absent

Residual Chlorine = 0.48 mg/L

The form, DOH-360, was filed with the DOH on September 29, 2014 outlining the above results.

#### Report

Tasks Accomplished:

- Removed 13 trees with the Electric Department.
- Replaced rocks after Carnival.
- Removed the planters from the downtown area and brought to storage.
- Stored beach and park seasonal equipment.
- Repaired a water leak on Second Street.
- \* Replaced all filters and performed recommended maintenance on Water Machines.
- Crew worked the Maritime Festival. They kept the garbage cans empty and directed traffic safely through the turn style at Adams Street and Main Street.

#### Projects:

Crew worked on removing all damaged and rotted wood from old benches at Third Street Basketball Court. The support posts were painted green to restore their appearance. The upper parts of the benches were completely rebuilt.

The awning at the Road Barn was completely ripped by the Road Crew and re-shingled with asphalt shingles. The new roof now covers what will eventually be the salt and sand storage bins. New Bunker Blocks were purchased and delivered upon the completion of the roof. The crew worked to place all twenty blocks to create the new storage bins.

# Sewer Department

#### **Statistics**

Flow and Sampling:

The plant continues to run well, and performs under DEC permit requirements. Total plant flow for the month of September, = 8,175,000 gallons. Average Daily Flow = 0.273 million gallons day. (MGD). Permit limit = 0.650 MGD Total Suspended Solids, (TSS) % removal = 99 %. Permit limit = 75% Carbonaceous BOD Removal, (CBOD) = 99% Permit limit = 75 % Coliform Fecal General = < 6 MPN/100 Permit limit = 200 MPN/100 Coliform Total General = < 2 MPN/100 Permit limit = 700 MPN/100 Total Nitrogen in effluent = 2.87 mg/1 & 7.5 lbs/day

#### Sludge Removal:

28,000 Gallons of sludge hauled during September.

#### Report

#### Treatment Plant:

The Variable Frequency Drive has been repaired.

Basin number 1 has been taken out of service for the season. During the seasonal decommissioning the basin will have routine maintenance performed.

Headworks screen was serviced on September 23.

Aqua-Aerobics system has been delivered and is expected to be installed during the second week in October.

## Collection System:

Crew responded to a possible sewer issue on South Street. The main was checked and no issues were found. Resident was instructed to consult with plumber if problem persists.

# Electric Department

#### **Statistics**

Monthly Power Usage:

Maximum usage day = September 29 @ 150.12 MWh Minimum usage day = September 8 @ 58.55 MWh Average usage for the month per day = 86.84 MWh Monthly total usage = 1725.38 MWh

Service calls/call outs = 8

Street light repairs = 3

Customers shut off for none payment = 4

Customers turned on for payment = 2

Customers turned on for the season = 0

New Services = 2

#### Tasks Accomplished:

- DMNC test was performed on all three engines, and submitted to NYPA on September 12, 2014
- Plant personnel assisted electrical contractors with troubleshooting some control circuits in the new switch gear.
- Preformed some general maintenance on equipment in the plant, and continued cleaning up the grounds and buildings.
- Met with NYPA/PSEG at incoming meter to witness the testing of the supply meter. The meter passed test with 100% accuracy.
- Performed site walk though for Cooling Tower Project bid.
- Received quotes for replacement of old Ingersoll Rand air compressor. The unit was purchased and
  is expected to be installed sometime in mid-October
- A tree limb caused an outage on feeder 6. Power was restored to the circuit in about an hour.

#### **Attachments:**



236 THIRD STREET GREENPORT NY 11944

Tel: (631) 477-0248 Fax: (631) 477-1877

> MAYOR DAVID NYCE Ext. 215

TRUSTEES GEORGE HUBBARD JR. DEPUTY MAYOR

DAVID MURRAY

MARY BESS PHILLIPS

JULIA ROBINS

VILLAGE ADMINISTRATOR PAUL J. PALLAS, P.E. Ext. 219

SYLVIA LAZZARI PIRILLO, RMC Ext. 206

> TREASURER ROBERT BRANDT Ext. 217

Submitted: October 10, 2014

Meeting: October 20, 2014 6:00 PM

Work Session Meeting

To:

Mayor David Nyce / Board of Trustees

Prepared By: Robert Brandt, Treasurer

From:

Robert Brandt, Treasurer

Department: Treasurer's Department

#### TREASURERS REPORT

# **REQUEST A MOTION BE PLACED ON THE AGENDA FOR:**

- Resolution authorizing Treasurer Brandt to create general ledger revenue and expense accounts in the Recreation Fund for the Tall Ships 2015 event.
- Resolution authorizing Treasurer Brandt to perform attached Budget Amendment # 1182 to fund the Tall Ships 2015 port fee, and directing that Budget Amendment # 1182 be included as part of the formal meeting minutes for the October 27, 2014 regular meeting of the Board of Trustees.
- Resolution authorizing Treasurer Brandt to create a temporary interfund loan from the General Fund to the Recreation Fund in the amount of \$50,000.00 for the purpose of funding the payment of the Tall Ships 2015 port fee.

# **DEBT SERVICE PAYMENTS**

- 2014 DTC bond payment \$ 134,906.40
- 2012 EFC bond payment \$20,000.00

# **SIGNIFICANT PAYMENTS**

• TCC payment - \$ 500,431.80

# **UTILITY BILLING**

- Completed September meter reading and billing on schedule.
- Currently working on October billing.
- Replacing 2 inch water meters

# **Community Development/ Housing Authority**

 Housing Authority Board Meeting - No August meeting due to a lack of a quorum. Next meeting scheduled for September 30, 2014.

# **Activity for the month:**

- #3VC was absorbed by Southampton HA.
- #35HAP unit was purchased by a new owner.
- #43HAP relinquished their voucher.
- #11HAP voucher was issued but will be ported to RHDC as the client wants to remain in Riverhead.
- 3 new clients found units and leased up 10/1/2014.
- 5 re-certifications were done this month; 3 interims.
- Monthly Financials see attached reports

## SIGNIFICANT COLLECTIONS

- Property Tax Collected \$ 1,078,296.09
- Rents Received -September 2014 \$89,317.79

# **INFORMATIONAL:**

- Report Cash Holdings See attached
- Utility Billing see attached Billing Statistics Report

#### Attachments:

BANK BALANCE SHEET - SEPTEMBER 2014 (XLSX)
BILLING STATISTICS REPORT - SEPTEMBER 2014

HOUSING AUTHORITY BOARD MEETING SEPTEMBER 2014 (PDF)

HA FINANCIALS SEPTEMBER 2014 (PDF)

CD FINANCIALS SEPTEMBER 2014 (PDF)

BUDGET MOD 1182 (PDF)

	FC	OR THE MONTH C	F SEPTEMBER 2014		
FUND	BANK ACCOUNT NAME	G/L ACCT#	TYPE	BALANCE	
Α	General	A.0200.000	Checking	415,407.16	
Α	General Fund III	A.0201.000	Cert of Deposit	500,622.56	
Α	Greenhill Cemetery	A.0201.100	Savings	33,157.99	
Α	Clarks Beach Savings	A.0201.120	Savings	581,755.27	
Α	Money Market	A.0201.130	Money Market	798,820.96	
Α	General Fund CD	A.0201.150	Cert of Deposit	200,098.64	
Α	Fire Apparatus	A.0221.110	Money Market	787,830.55	
Α	General Reserve CD	A.0230.100	Cert of Deposit	500,246.62	
			ТОТА	L GENERAL FUND	3,817,939
CD	Small Cities Rehab.	CD.0200.000	Savings	71,370.23	-
CD	NYS CDBG Funds	CD.0200.400	Public Funds Acct	226.21	
CD	Moran	CD.0201.000	Savings	5,719.85	
CD	Watkins	CD.0201.001	Savings	17,923.69	
•			TOTAL COMMUNIT	TY DEVELOPMENT	95,239
E	Light Depreciation Savings	E.0116.100	Savings	583,433.80	
E	Light Ban	E.0118.000	Checking	1,251,488.38	
E	Light Fund	E.0121.100	Checking	419,771.12	
E	TTC Collections	E.0121.120	Money Market	338,849.33	
E	Consumer Deposit Savings	E.0191.100	Savings	119,054.06	
E	Consumer Deposit Checking	E.0244.200	Checking	1,525.70	
			то	OTAL LIGHT FUND	2,714,122
F	Water	F.0200.000	Checking	284,975.61	
F	Water Fund Capital	F.0200.400	SAVINGS	8,345.63	
F	Water Fund CD	f.0201.000	Cert of Deposit	200,394.86	
F	Water Fund Money Market	F.0201.130	Money Market	100,468.88	
			TO	TAL WATER FUND	594,184.
G	Sewer	G.0200.000	Checking	367,111.01	,104
G	NYS DEC Consent	G.0201.000	Savings	31,080.33	
G	Sewer Fund III	G.0201.120	Cert of Deposit	353,751.27	
G	NYSEFC	G.0205.000	Checking	185,851.61	
G	Sewer Wastewater	G.0220.110	Savings	12,094.37	
G	NYSERDA	G.0525.000	Checking	96.00	
				TAL SEWER FUND	949,984.

Н	Capital	H.0200.000	Checking	59,840.01	
Н	Capital Reserve	H.0200.400	SAVINGS	49,310.88	
			то	TAL CAPITAL FUND	109,150.89
R	Recreation Fund	R.0200.000	Checking	467,365.35	
			TOTAL	RECREATION FUND	467,365.35
TA	Trust & Agency	TA.0200.000	Checking	145,802.62	
TA	Retirement Savings	TA.0201.000	Savings	48,714.37	
TA	WWI Memorial Trust	TA.0201.001	Savings	726.78	
TA	T & A Special Escrow	TA.0201.002	Savings	6,571.36	
TA	Justice Court	TA.0201.004	InvestCheck	4,769.83	
TA	Concert Fund	TA.0201.008	Savings	2,905.37	
TA	Global Common	TA.0201.009	Savings	145,716.16	
TA	Accounts Payable	TA.0202.000	Checking	652,185.90	
			TOTAL TRUS	ST & AGENCY FUND	1,007,392.39
	Wire Account			1.00	1.00
	Utility Clearing			233,884.41	233,884.41
	3		ТО	TAL VILLAGE WIDE	9,989,265.73

# **EOM Billing Statistics Report**

#### AGENDA HOUSING AUTHORITY BOARD REGULAR MEETING September 2, 2014

- 1. Motion to approve minutes of July 29, 2014.
- 2. Motion to ratify accounts payable for September 2014 totaling \$72,909.55.
- 3. Motion to approve accounts payable for October 2014 totaling \$74,622.34 (see below):

#### October 2014 MONTHLY EXPENSES

TOTAL	\$74,622.34	
REIMB TO VILLAGE (PAYROLL, OFFICE RENT, EMP BENES)	\$8,586.22	
LEGAL FEES	\$	
PORT FEES	\$182.64	
OFFICE EXPENSES	\$34.48	
UTILITY PAYMENTS TO FAMILIES	\$115.00	
HAP & PORT RENTS (79 Units)	\$65,704.00	

#### 4. Section 8 Update

- a) Motion to discuss contingency plan for 12/2014 checks when Asha Gallacher is out on sick leave starting 11/18/2014.
- b) Charles McNally has been reassigned to another department, and will no longer be our Specialist. HUD has not assigned a replacement for Charles to date.
- c) #3VC was absorbed by Southampton HA.
- d) #35HAP unit was purchased by a new owner. #43HAP relinquished their voucher. #11HAP voucher was issued but will be ported to RHDC as the client wants to remain in Riverhead. #19HAP found a new unit and leased up for 10/1/2014.
- e) #7VC and #20HAP found units and leased up for 10/1/2014.
- f) 5 recertifications were done this month; 3 interims.

#### 5. Affordable Housing Update

- a) MOTION to ratify accounts payable for September 2014 for 213 Center Street totaling \$403.25 and 278 2nd Street totaling \$5,084.67.
- b) MOTION to approve accounts payable for October 2014 for 213 Center Street totaling \$332.23 and 278 2nd Street totaling \$2,097.83.

# October 2014 MONTHLY EXPENSES 213 Center Street

Beginning Balance 10/1/14	\$34,028.18
Village Electric	\$(63.94) cr
Village Water	\$118.03
	\$
	\$
Salary Reimb	\$214.20
TOTAL EXPENSES	\$332.23
Approx Ending Balance	\$33,695.95

#### 278 2nd Street

Beginning Balance 10/1/14	\$60,606.58
Payment for 278 2 <sup>nd</sup> St	\$1,000.00
Electric	\$15.13
Water	\$100.60
Greenport Plumbing and Htg	\$90.00
Hands fuel Co.	\$129.50
Pine Oaks Landscaping	\$120.00
VGHA Admin Fee Supplement	\$0.00
Salary Reimb	\$642.60
TOTAL EXPENSES	\$2,097.83
Approx Ending Balance	\$58,508.75

#### Income

Income	
278 # 1	\$1240.00
278 # 2	\$1125.00
278 # 3	\$1125.00
213 Center	\$1125.00
TOTAL	\$4,615.00

- 6. Next meeting date: Tuesday, October 28, 2014 at 5:00 PM.
- 7. Motion to adjourn.

Ę				4.0	44.00.300.0	men week	
112.00	A JAPA PERSON PLANTA PROPERTY OF THE STATE O	Ogen			· :		
\$		ABSORBED					
115.00		ADMIN FIFE	\$ 60.88 \$ 60.88 \$ 60.88 \$ 60.88	\$ 243.52			
		BILLED S	\$ 1,573.00 \$ 1,112.00 \$ 1,356.00 \$ 950.00	\$4,991.00	,		
\$ 64,579.00		BATE	3/1/2013 8/1/2013 9/1/2013 8/1/2014		:		
TOTAL HAP & PORT PAYMENT TOTAL HAP, PORY, UTILITIES	Municipal Control of the Control of				: :		
TOTAL UNITS		PORT IN TOTAL PORT IN	PORT OUT	TOTAL PORT OUT	IERMINATED	DECEASED ABSORBED I voucher 9/1/14	RELINQUISHED 1 voucher 9/15/14 BURSEMENTS
79	14 010) (714.020) af from CD	Admin Saleries total Medical Total Dental Total Pension Total	Benefits Total	TOTAL			1 voucher 9/15, 1 voucher 9/15, 72,909.85 TOTAL CASH DISBURSEMENTS 8.239.76
ept 14	56.00 Fraud Recovery HAP (714 010) 56.00 Fraud Recovery ADMIN (714.020) 832.00 Addf ADMIN 665.31 Admin Fee Supplemental from CD	\$ 3,235 40 \$ 1,714 19 \$ 88.22 \$ 672.96		. 6.508.28	÷	(245.24)	\$ 72,909.85 \$ 5.23976
Expenses -S	\$ \$ \$0.00 \$ \$ \$0.00 \$ \$ 832.00 \$ 2,655.31		· ·		: .		
Revenue &	69,291 00 5,249 00 112 00 78,149,31		2,475,57 600 00 120.00	743 75	550,00	115.00 59,588.00 4,991.00 64,694.00	7,703,10 7,970,31 69,347 60 4,653 00 (245,24) 72,909,58 NDER) TOTAL E
ith	05 KN XN XN	****	<u> </u>	N N	~ ~ _	NO S S S S S S S S S S S S S S S S S S S	VER (U
Financial Data Schedule - Monthly Revenue & Expenses -Sept 14	REVENUE: PHA HUD Operating Grants Admin fee revenues Indicast farmed - HAP Indicast farmed - ADMIN Frand recovery Frand recovery	EXPENSES:  Administrative  Audiung fees  Salaries - Asha(\$23, 11/2 periodis-(140 hrs/ 2)   Medical   Dental   Perisson 20.8% of paycheck   Payroll Taxes FFCA	Employee Benefit Contribution TOTAL Compensated absenses [Personnt Touch Painting Chein-Dry	Nina JG Stewart, Esq A Gallacher Reintb A Gallacher Mibeage Office Expenses Total Administrative Total	Other General Expenses (Office Rent) TOTAL OPERATING EXPENSES	970 EXCESS OPERATING REVENUE OVER OPERATING EXPENSES 973.1 PHA Utility Allowance 5 973.2 HAP payments 59.5 PORT payments 5 973 (HAP, PONT and UTILITY TOTAL) 5 64.65 PONT 10.10.9 (THE 1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.	1117   Total Admin Revenue   S 7,70,31
Кіпа	706s 706s 711	911 911a 911b 911b	915 914	918	596	970 EXCES 973.1 973.2 973	1117 1118 1118-02 900 TOTAL

FDS - 213 Center St & 278 2nd Street Monthly Revenue & Expenses - Sept 14	nthly Kevenue & Ex 	Same	4,615.00
	REVENUE: 213 Center 213 Center	REVENUE: 278 2nd Street UNIT 1 - 8124 8327 UNIT 3 HOUSE	
Rent Late Fees	\$ 1,125.00	\$ 1,240.00 1,125.00 \$ 1,125.00 \$	
1	\$ 1,125.00	\$ 1,240,00 \$ 1,125,00 \$ 1,125,00 \$ - \$ 3,490,00	
EXPENSES	EXPENSES: 213 Center 213 CENTER	EXPENSES: 278 2nd Street UNIT 1 - 8124 8327 8328 HOUSE - 8590 RE/8361 SW	E
Unities Electric	\$ 120.36	\$ 15.74	
Water/Sewer Propane/Heating Oil	\$ 140.09	\$ 137.26 \$ 687.96	
Admin Salary (\$4.08 X 2 payperiods 140 hrs=\$571.20 divide			
by 25% and 75%)	\$ 142.80	\$ 428.40 \$ 571.20	
Total	\$ 403.25	S - S - S - S - S - S - S - S - S - S -	
	MAINTENANCE: 213	MAINTENANCE: 278 2nd	
Maintenance Renairs/Other	213 CENTER	UNIT 1 UNIT 2 UNIT 3 HOUSE	
			:
VGHA Admin Pec Deficit 9/14		2,665.31	
Pine Oaks Landscaping		00 051	
	,	S - S - S 2,815,31	
Total Expenses     Total Expenses     MONTHLY FINANCIAL SUMMARY	S 403.25	\$ 2,815.31	
Interest Earned		Z/O ZNG SINCEI	
Total Revenue Total Expenses	\$ 1,125.00 \$ 403.25	\$ 3,490.00 \$ 5,084.67	
NET REVENUE	\$ 721.75	\$ (1,594.67)	
EXCESS (DEFICIENCY) OF TOTAL REVENUE 1000-OVER (UNDER) TOTAL EXPENSES	\$ 721.75	\$ (1,594.67)	

Date Prepared: 10/10/2014 12:16 PM

# **VILLAGE OF GREENPORT**

GLR4150 1.0 Page 1 of 1

# **Budget Adjustment Form**

Year:

2015

Period: 10

Trans Type:

B2 - Amend

Status: Batch

Trans No:

Trans Date: 10/10/2014

User Ref:

ROBERT

10/10/2014

Requested: R. BRANDT

Approved:

Created by: ROBERT

Description: TO FUND TALL SHIPS 2015 PORT FEE

Account # Order: No Print Parent Account: No

Account No.

**Account Description** 

Amount

R.2089.425

OTHER CULTURE AND RECREATION. TALL SHIPS

25,000.00

R.7989.425

TALL SHIPS

25,000.00

**Total Amount:** 

50,000.00



236 THIRD STREET GREENPORT NY 11944

Tel: (631)477-0248 Fax: (631) 477-1877

> MAYOR DAVID NYCE

TRUSTEES GEORGE HUBBARD JR. DEPUTY MAYOR

DAVID MURRAY

MARY BESS PHILLIPS

JULIA ROBINS

VILLAGE ADMINISTRATOR PAUL J. PALLAS, P.E. Evt. 210

CLERK SYLVIA LAZZARI PIRILLO, RMC Ext. 206

> TREASURER ROBERT BRANDT Ext. 217

Submitted: October 14, 2014

Meeting: October 20, 2014 6:00 PM

Work Session Meeting

To: Mayor David Nyce / Board of Trustees

Prepared By: Debbie Boyle, Assistant

From: Sylvia Pirillo, RMC, Village Clerk

Department: Village Clerk Department

## **Village Clerk Work Session**

#### **VILLAGE of GREENPORT - BOARD of TRUSTEES WORK SESSION**

to be presented at the meeting held on October 20, 2014 Report of Sylvia Lazzari Pirillo, Village Clerk

#### Bids and RFP's

- The Cooling Tower bid timing was extended to October 9<sup>th</sup> at 3 p.m. There was one response to this request for bids, which was properly disseminated.
- The GFD Apparatus RFP response timing was extended to October 9<sup>th</sup> at 3:15 p.m. There was one response to this RFP, which was properly disseminated.
- The Tall Ships Marketing RFP responses were opened on
   September 25<sup>th</sup> at 3:32 p.m. There were six respondents to this RFP.
- The Tall Ships Event Planner RFP was noticed in the October 9<sup>th</sup> edition of the paper, and is returnable on October 21<sup>st</sup>. The RFP is also available on the Village website.

#### **Boards and Committees**

Carousel Committee RFP

#### **Contracts and Agreements**

- The agreement between the GFD and Peconic Landing was signed by the FD Chief on 9/23. Three of the four originals were directed to Richard Lark, Esq.
- The submerged land license renewal for the Marina between the Village and the County - was received, and will expire on August 6, 2023.
- A confirmation of lease agreement termination was received from Sprint re the [former] Nextel site.

#### **Fire Department**

The annual hydrant testing notice was published in the newspaper on October 16<sup>th</sup> and 23<sup>rd</sup>. The date and times were also reported via: Twitter and Facebook, and were relayed for inclusion in the "Greenport" [communities] section of "The Suffolk Times".

#### **Forms and Applications**

- The Standard Workday Reporting form, corresponding resolution and affidavit of posting were sent to the Office of the State Comptroller via both hard copy and email.
- Determinations / finalizations of recent projects were supplied to the NYS DOL as requested.

#### **Grants**

#### Bioretention / Water Quality Improvements at Fifth and Manor

The required M/WBE report forms for the quarter were completed, and directed to the NYSEFC on October 6<sup>th</sup>, the due date. The Village attained 95% of the goal, which meets the intent of the program.

#### **Liquor License Application(s)**

- o New application from Carolyn Rusin for 314/316 Main Street.
- o Two renewal applications from James Kuhlmann of the Whiskey Wind Tavern

#### Tall Ships 2015

 A letter was created for potential primary sponsors, in conjunction with the event on the Intrepid for the Hermione, as held on the 14<sup>th</sup> of October. Suggestions for primary sponsors were also provided.

#### Resolution(s) requested

RESOLUTION approving the Public Assembly Permit application as submitted by Joe Cortale on behalf of the Floyd Memorial Library, to close Route 25 from the Carousel to the Greenport Schools, and for the gratis use of the Carousel for 60 children, on October 25, 2014 from 12:00 noon through 12:45 p.m. for the annual Halloween Ride/Parade.

RESOLUTION approving the 2014/2015 Length of Service Award Program Fee Agreement dated September 17, 2014 between Penflex, Inc. and the Village of Greenport.

RESOLUTION adopting the attached SEQRA resolution regarding the proposed local law of 2014 creating Chapter 114 of the Village of Greenport Code and amending Chapter 150 of the Village of Greenport Code, adopting lead agency status, determining the adoption of the local law to be an unlisted action, determining that the adoption of the local law will not have a significant impact on one or more aspects of the environment and adopting a negative declaration for purposes of SEQRA, as stated in the attached resolution.

RESOLUTION adopting the proposed Local Law of 2014 as attached creating Chapter 114 (Storm Water Management and Erosion and Sedimentation Control) of the Village of Greenport Code and amending Chapter 150 (Land Development Regulations, Site Plan Approval and Subdivision Regulations) of the Village of Greenport Code.

RESOLUTION adopting the attached SEQRA resolution regarding the proposed local law of 2014 creating Chapter 114A (Storm Water Management; Prohibition of Illicit Discharges, Activities and Connections to Separate Storm Sewer Systems) of the Village of Greenport Code and, adopting lead agency status, determining the adoption of the local law to be an unlisted action, determining that the adoption of the local law will not have a significant impact on one or more aspects of the environment and adopting a negative declaration for purposes of SEQRA, as stated in the attached resolution.

RESOLUTION adopting the proposed Local Law of 2014 as attached creating Chapter 114A (Storm Water Management; Prohibition of Illicit Discharges, Activities and Connections to Separate Storm Sewer Systems) of the Village of Greenport Code.

RESOLUTION directing Village Clerk Pirillo to schedule, and notice accordingly, a public hearing for November 24, 2014 at 6:00 p.m. at the Third Street Firehouse, Greenport, New York, 11944 regarding the Wetlands Permit Application as submitted by Nathaniel and Emily Ewing to:

o renovate and add on to the existing family residence including the addition of a swimming pool and patio; at 230 Fourth Street, Greenport, New York, 11944.

RESOLUTION appointing Gail Horton to the Carousel Committee.

RESOLUTION awarding the RFP for Tall Ships Marketing Services

#### Attachments: