

1 VILLAGE OF GREENPORT
COUNTY OF SUFFOLK STATE OF NEW YORK
2 -----X

3 VILLAGE OF GREENPORT
BOARD OF TRUSTEES
4 WORK SESSION
5 -----X

6
7 Third Street Firehouse
Greenport, New York

8
9 October 15, 2012
6:00 P.M.

10

11 B E F O R E:

12

DAVID NYCE - MAYOR

13

GEORGE HUBBARD JR. - TRUSTEE

14

DAVID MURRAY - TRUSTEE

15

MARY BESS PHILLIPS - TRUSTEE

16

CHRIS KEMPNER - TRUSTEE (EXCUSED)

17

18 SYLVIA LAZZARI PIRILLO - CLERK

19 JOSEPH PROKOP - VILLAGE ATTORNEY

20 CHARLENE KAGEL - VILLAGE TREASURER

21 DAVID ABATELLI - VILLAGE ADMINISTRATOR

22 JACK NAYLOR - DIRECTOR OF UTILITIES

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1 MAYOR NYCE: Being six o'clock, I
2 will call this work session of the Board
3 of Trustees to order. Please stand for
4 the Pledge of Allegiance.

5 I don't see the Chief of Department
6 here tonight.

7 TRUSTEE HUBBARD: He is away. The
8 Assistant Chief should be here.

9 MAYOR NYCE: We can do this one or
10 two ways. I didn't see much of way in his
11 report. If no one has any questions, we -

12 TRUSTEE MURRAY: I have a question
13 dealing with the alarms.

14 TRUSTEE PHILLIPS: And I have a
15 question dealing with the abstract.

16 TRUSTEE MURRAY: Do you know what's
17 going on with the alarms?

18 TRUSTEE HUBBARD: There has been a
19 malfunction in the system. They are
20 trying to work on it. It has been going
21 off on the first activation, and then on
22 back-up tones, the siren goes on again at
23 night. It's not supposed to but they are
24 working on it. As of right now, it's a

25 malfunction and we know it is happening.

October 15, 2012

3

1 MAYOR NYCE: If you could e-mail us
2 after the wardens meeting that would be
3 great.

4 TRUSTEE HUBBARD: Yes. There is
5 something that is happening between the
6 dispatch center and here. They dispatch
7 and it's not going to the alarm. So when
8 it's not working, they use back-up tones
9 for the general alarm. Just so you know
10 you have some kind of alarm. There is
11 something in the software that is not
12 functioning the way it should be.

13 MAYOR NYCE: And your question about
14 the abstract, I may be able to answer it.
15 I don't know.

16 TRUSTEE MURRAY: Well, there is a
17 couple of things. In the past, there has
18 been some confusion in the findings, and I
19 have diligently worked around it. The
20 auditors were here and the CRT, said that
21 someone had to review their abstract
22 before, and we had always pushed that it
23 would be done before the work session. So
24 the Trustees had an opportunity -- not

25 just one Trustee looking at it, but

October 15, 2012

4

1 everyone else. The past couple of months
2 there has been some scheduling problems.
3 We have discussed it before and hopefully
4 I will get it to by Thursday but not
5 getting the stuff from the fire department
6 until Tuesday and the staff spending over
7 an hour and a half doing that other than
8 other things that need to be done for the
9 work session, I couldn't get to it. As
10 you are aware, I have some issues family
11 wise with my mother, which has caused
12 timing. I take responsibility very heavy
13 and I am upset that we seem not to be able
14 to get a system down, which I would hope
15 that the Treasurer and the Village Clerk
16 would back me up on in trying to get the
17 information to the Board in a timely
18 manner. I will not be able to get this
19 to you by Friday. I am hoping that we
20 could work out where either they are put
21 onto the KVS system and get that
22 started --

23 MAYOR NYCE: The KVS system is not

24 going to change. The problem is as we
25 discussed it at Audit Committee, the fire

October 15, 2012

5

1 department is always going to be at least
2 a day behind our set schedule, which is
3 fine. We discussed it at last month's
4 work session, were in fact, at least a
5 day behind. Their abstract is not ready
6 for the work session, so be it. They have
7 an additional layer of checking any how.
8 It first gets checked by the Finance
9 Committee, then by the Board of Wardens,
10 then by our Treasurer's Department, and
11 then it goes by for the warrant and gets
12 checked as well. So they have at least
13 one additional layer of checking. What
14 was said last month, is that their item
15 come in as a separate abstract and
16 submitted to the Trustees preliminary to
17 the meeting. Their finance committee
18 doesn't meet till tomorrow.

19 TRUSTEE HUBBARD: No, the second
20 Tuesday.

21 TREASURER KAGEL: So all we are going
22 to do, we are going to have a separate
23 section for the fire department. Their

24 preliminary will be separate from the rest
25 of the preliminary and it will be checked

October 15, 2012

6

1 by the finance committee in the fire
2 department, the Board of Wardens of the
3 fire department, our Treasurer's
4 Department, and it will be submitted to
5 this Board for final approval at the
6 regular meeting.

7 TRUSTEE PHILLIPS: So you are now
8 bypassing what we already put in place?

9 MAYOR NYCE: No. The Trustees can
10 check it. The Trustees will still check
11 the warrant prior to the final meeting,
12 and before approval. But because of the
13 timing, we are not going to be able to
14 have the fire department fit into our
15 schedule as it sits right now, and
16 therefore, because they have an
17 additional layer of checking anyhow, if
18 you need me to confirm with the
19 Comptroller's Office, I will do that as
20 well, but their corrective action plan is
21 a suggestion that we follow suggestion,
22 and what we have is a set of checks and

23 balances to make sure that they are
24 following our purchase policy the way it
25 is written. What is not happening is,

October 15, 2012

7

1 it is not all being done in the same
2 place at the same time. All because
3 timing doesn't allow it to be.

4 TRUSTEE PHILLIPS: I'm sorry, and I
5 understand where you are coming from and I
6 understand where the fire department is
7 coming from but logistically and from an
8 operational point of view, and this is
9 where I am coming from, I do not
10 understand why their billing can not be
11 put onto the abstract at the beginning
12 of the month, and when the department
13 meets and does their checks and balances,
14 it is far easier and time wise more
15 efficient to say that one is not approved
16 and pull it off, then come off with a
17 stack of 30 bills to get done. I am
18 sorry, logistically, that is where I am
19 having issues. I do not understand how
20 all the other departments are posting
21 stuff to the system throughout the whole
22 month.

23 MAYOR NYCE: Quite honestly, because
24 all the other departments are full-time,
25 paid. The fire department is part-time

October 15, 2012

8

1 and volunteer. So they are doing it when
2 they can. They are using the exact
3 process. After the finance committee
4 approves the expenditures, they are made
5 into a voucher and those vouchers are
6 approved by the Board of Wardens. And
7 yes, they can be in the system once we
8 have the KVS system as it is now. They
9 are not outside of our procurement policy.
10 All of their --

11 TRUSTEE PHILLIPS: You are not
12 hearing what I am saying.

13 MAYOR NYCE: I am hearing you.

14 TRUSTEE PHILLIPS: I understand
15 they're following procedure and whatever
16 needs to be done. I am asking that from
17 an operational point of view, they do have
18 a secretary, do they not, that could be
19 posting this throughout the month?

20 MAYOR NYCE: They do have a
21 secretary but they don't have the KVS

22 system now.

23 TRUSTEE PHILLIPS: Do they not have
24 a secretary that can bring them over,
25 maybe once at the end of the week for

October 15, 2012

9

1 staff to post them? You know, there
2 comes a point that you can only do but so
3 much. And this is something that is very
4 simple. It's just -- I think they also
5 need to understand that this Village
6 needs to also continue to be moving
7 forward on everything, and they are all
8 part of this Village.

9 MAYOR NYCE: Understood. And when I
10 hear a complaint from the Treasurer's
11 Department and the Village Clerk's
12 Department, then I agree with you. I have
13 not heard that complaint. So I will take
14 it up with the Treasurer's Department
15 tomorrow morning.

16 Anything else for the fire
17 department?

18 (No Response.)

19 MAYOR NYCE: We will move onto the
20 Treasurer's Report, Charlene Kagel.

21 TREASURER KAGEL: I am sorry. I

22 have not really been in the loop with the
23 fire department abstract this month. If
24 Robert were here he would probably be able
25 to elaborate on it. However, we did try

October 15, 2012

10

1 and make some type of accomodation and I
2 think that having separate abstract would
3 probably be the easiest solution. We
4 haven't gotten to that point yet. It has
5 been difficult for Trustee Phillips when
6 she comes over to -- carve out time during
7 her day to audit them.

8 MAYOR NYCE: All I am saying is that
9 she doesn't have to carve out time during
10 her day to worry about the fire
11 department. That creates an undue stress
12 on the scheduling. I had a conversation
13 with Deputy Treasurer Brandt and discussed
14 strategies and have one, that we suggest
15 that everyone move in that direction,
16 because it seems to keep everybody happy.
17 The fire department seems to follow their
18 process, and we are able to follow ours.

19 TREASURER KAGEL: So we have no
20 budget modifications as of today. Then

21 again, the fire department bills are not
22 in yet. Debt service payments, bidding
23 closes on that tomorrow, and we are going
24 to be -- that was old money renewal for
25 the upgrade. We have collection reports,

October 15, 2012

11

1 which are attached. An update on the
2 annual audit. We will have draft
3 financial's at the end of this week, and
4 after review of those, and given the go
5 ahead. We should have financial
6 statements next week.

7 MAYOR NYCE: Excellent. We should
8 also work with BFT and schedule their
9 presentation.

10 TREASURER KAGEL: Yes. That was my
11 next question. Did you want me to work
12 with Bill Fry and have him for the
13 November or --

14 MAYOR NYCE: He usually comes for the
15 Christmas meeting. If he wants to come
16 for the Thanksgiving meeting that is fine.
17 Our regular meeting is the Monday before
18 Thanksgiving.

19 TREASURER KAGEL: So that might be a
20 little bump.

21 MAYOR NYCE: At his convenience. I
22 would just prefer to do it at our regular
23 meeting.

24 TREASURER KAGEL: When I have them, I
25 will distribute them to the Board, and the

October 15, 2012

12

1 Clerk, so they have them as well.

2 MAYOR NYCE: The work session is
3 the 19th and the regular meeting is the
4 26th.

5 TREASURER KAGEL: The EFC update,
6 they are currently waiting for some of the
7 change orders to be processed. Draw Down
8 #10, I believe to be our final draw down.
9 That seems to be our final expenses coming
10 in, in addition to some of the older
11 expenses from a 2008/9 that we had not
12 submitted yet.

13 TRUSTEE PHILLIPS: Charlene, can I
14 ask you about Change Orders? I know in
15 the past we have presented change orders
16 and gotten approvals from EFC. Do we have
17 any outstanding approvals? I was
18 reviewing stuff last week and doing checks
19 and balances from EFC and Change Orders,

20 and I didn't see a couple of them. So are
21 we all current with them?

22 TREASURER KAGEL: I don't believe we
23 are. We have received approval for the
24 19,600 from Dvirka and Bartelluci. There
25 is an additional 10,000 from Dvirka and

October 15, 2012

13

1 Bartelluci that has not been processed
2 through engineering and EFC. I had sent
3 it up, and it was not approved. The
4 finance side had asked me about it. It
5 was approved by the Board, but somewhere
6 up in EFC, it has not gotten approved
7 yet.

8 TRUSTEE PHILLIPS: Can you explain to
9 me the difference between the engineering
10 finance, is that something where Jack has
11 to deal with the engineering department
12 for approval before it goes on?

13 TREASURER KAGEL: Well, Gary Tursick
14 is the engineer. So I guess what happens,
15 if a paper report gets sent up to
16 engineering, it doesn't always make it to
17 finance. And they said that finance
18 doesn't always make it to engineering.
19 Like, if there is a change order, it would

20 be prepared before it gets to the Board.
21 Jack -- from what he explained it to me,
22 he discusses it with Gary and then goes to
23 the engineering portion. And basically I
24 see it when its approved and signed and
25 ready to go to the -- for the work to be

October 15, 2012

14

1 performed. By the time I get it, the work
2 is already authorized. I do send it up to
3 finance so they have it, and they know its
4 drawn down. So since the money is all
5 drawn, we should be ready to start the
6 final project. We had a demo today, in
7 which Steven, one of our clerks in the
8 office, showed us a product called Invoice
9 Cloud, which is an online payment
10 processing for utility bills. And they
11 are actually powered with partner
12 management and KVS. We demo'd the project
13 today. If you want, you can go to the
14 website and see how it works. Folks don't
15 even have to register. You can go on and
16 make a single payment. It has up to 18
17 months of billing history. It fully
18 integrates with KVS. So we were actually

19 quite excited about it, because it looks
20 like people will be paying -- they can use
21 EFT, and electronic funds transfer check.
22 They can put in the account numbers and
23 routing numbers from the check or they
24 can put their credit card. From what I
25 have been told there is just a set-up

October 15, 2012

15

1 fee. They make money from the processing
2 fee of the payment. So that merchant fee
3 that gets charged to the folks that are
4 making that payment, it comes out of that
5 transaction and that is how they get
6 paid. We are going to get a proposal
7 from them and bring it to the Board for
8 approval, and if we decided to go with
9 this, I know the Board has wanted to do
10 this. They also have an online payment
11 for property taxes. So folks can go on
12 and pay their property taxes online. So
13 it was very user friendly. I think this
14 will help out a lot more folks that are
15 not here in the winter. So I think that
16 is all I have.

17 MAYOR NYCE: Anything for Treasurer
18 Kagel?

19 (No Response.)

20 MAYOR NYCE: Thank you very much.

21 Our next report will be from Village Clerk

22 Sylvia Pirillo.

23 CLERK PIRILLO: Good evening.

24 Additions first.

25 MAYOR NYCE: You have an addendum?

October 15, 2012

16

1 CLERK PIRILLO: Three. Actually one

2 I have already left space for the tree

3 committee. They will be formally asking

4 us in writing to award a bid to Chris

5 Moore for a total of \$4,000.00. We had a

6 bid opening on September 20th.

7 TRUSTEE HUBBARD: There was 18 trees

8 and 19 stumps on the list.

9 CLERK PIRILLO: Yes. The resolution

10 will be a little wordily because we had

11 put it into line items. I wanted to let

12 the Board know that we are -- Kathy and I

13 will be joining a conference call, which

14 we have annually. It will be this week,

15 the 17th from 10:00 to 11:30. And this is

16 at the point where we renew our vendor

17 paperwork with them. So that is

18 important.

19 MAYOR NYCE: So once this is done,
20 will you submit a report and make sure
21 that the Treasurer and Billing office
22 knows what is going on. The last time
23 Billing didn't know what was going on.
24 So if you can make sure that everyone
25 knows what is going on. It's a great

October 15, 2012

17

1 program. It's actually very actively used
2 in the Village.

3 CLERK PIRILLO: I will do that and
4 provide the paperwork. This conference
5 call is basically an overall generality.
6 Letting us know the general and how much
7 funding it is for, but it gives us a
8 better idea of what is happening.

9 MAYOR NYCE: It's good to make sure
10 that we are all on the same page.

11 CLERK PIRILLO: We have made a list
12 in the Clerks Office of various agencies
13 and local organizations that are willing
14 to help our residents. We received from
15 Penflex a few days ago, their annual
16 standard services fee schedule which was
17 incorrect. So I asked for an update and

18 received that today. It is very little
19 change from last year. It changed
20 literally \$100.00. Okay. So the total
21 would be \$5,200.00 as a standard. So I
22 will expect to be including that onto my
23 work session.

24 MAYOR NYCE: Okay.

25 CLERK PIRILLO: Informationally, for

October 15, 2012

18

1 our upcoming FOIL presentation by Mr.
2 Freeman, the -- I wanted to advise that
3 the Town of Southold has graciously
4 offered to split the costs of the taping
5 of that session with us. I thought that
6 was very nice.

7 MAYOR NYCE: Did they give an
8 indication -- I was going to talk to you
9 all about this. The EIS Meeting for Plum
10 Island is the same night. It's from 5:30
11 to 7:30 here. And at Greenport High
12 School from 6:00 to 8:00 is the EIS
13 meeting. I know both supervisors and
14 myself would like to be in both places at
15 once. We are not going to be able to.
16 Sylvia, if you can find out if any of the

17 counsel are going to attend this meeting,
18 if so, who. So we can make sure that we
19 have places set for them. I will be here
20 for the start of the attendance and then I
21 will go the next meeting. What goes on in
22 Plum Island is extremely important,
23 especially us as well. I want to at least
24 have a presence at both. So I am going to
25 ask you to take over the meeting on

October 15, 2012

19

1 Thursday and then I will be able to report
2 back at what happened at the EIS meeting.
3 So we are going to try and attend those
4 open meetings.

5 CLERK PIRILLO: I will, thank you.
6 We have an entirely new Planning Board, as
7 you all well know. And they will be all
8 be joining us at the upcoming meeting. We
9 are organizing carpools. I know Trustee
10 Murray will be joining us. I wanted to
11 expand upon what I wrote about the IQM2
12 program. There was the first of many
13 conference training calls the other day,
14 during which time I want to set up a
15 schedule. The schedule begins from the
16 31st, there is an hour and a half. It is

17 called a discovery session. And the
18 implementation of software will be taken
19 into steps. Step one involves six to
20 seven training sessions at 90 minutes
21 each. And Step 2, will be regarding
22 agenda and web portal live. Step 3 is a
23 parallel meeting and Step 4 is Press
24 Releases and Step 5 are live meetings. We
25 also arranged a class for other

October 15, 2012

20

1 submitters. Submitter and approval
2 training. For example, if the Trustees or
3 other managers wish to submit a report.
4 Right now it is tentatively scheduled for
5 the 10th of December, from 9:00 to 10:30,
6 and I will be putting an e-mail to that
7 effect. They were quite concerned about
8 moving quickly. I am less concerned about
9 that. I would rather move correctly. So
10 that being said, I would like to say that
11 -- I am confident that the January meeting
12 will be going live. Okay. They say
13 December. Again, it's a very rigorous
14 training. I have committed to this
15 training but of course there is other work

16 in the office that needs to take
17 precedence.

18 MAYOR NYCE: And obviously we are
19 going to have to train more than just you
20 on this program. But we can't take all
21 the staff at the same time. Are they --
22 will they -- if we want other members to
23 be familiar with the program, obviously we
24 do not want to take all of you at the same
25 time. Will they repeat these --

October 15, 2012

21

1 CLERK PIRILLO: There will be online
2 repeat training that can be redone at your
3 own discretion and time. That is what I
4 am hoping for. I am not sure. I will
5 find that out tomorrow.

6 MAYOR NYCE: Great.

7 CLERK PIRILLO: That's it. Is there
8 any questions?

9 TRUSTEE PHILLIPS: Sylvia, on the
10 bond resolution, has the time period
11 passed on that resolution?

12 CLERK PIRILLO: I think it has.

13 ATTORNEY PROKOP: It's either 10 or
14 20 days.

15 CLERK PIRILLO: It's 20 days.

16 TRUSTEE PHILLIPS: So it's moving
17 forward?

18 CLERK PIRILLO: Yes.

19 MAYOR NYCE: I think that is on
20 Jack's report.

21 CLERK PIRILLO: The next would be to
22 award the contract.

23 TRUSTEE PHILLIPS: And the Bob
24 Freeman presentation, Bob is setting up
25 the present?

October 15, 2012

22

1 CLERK PIRILLO: It's his
2 presentation.

3 TRUSTEE PHILLIPS: It's his format.
4 So that is all I want to know.

5 CLERK PIRILLO: It's a good question.
6 It's his format. He will be a very busy
7 gentleman because various groups will be
8 taking advantage of him on that day. So I
9 believe he is also giving two other
10 presentations on the same day. So he has
11 allotted two hours for each.

12 MAYOR NYCE: Anything else for
13 Sylvia?

14 (No Response.)

15 MAYOR NYCE: Thank you, Sylvia. The
16 next report will be from the Director of
17 Utilities, Jack Naylor. Good evening,
18 Jack.

19 MR. NAYLOR: Good evening all. I
20 will touch on a few items that I feel need
21 clarifications. If there are any
22 questions, please speak out. We have one
23 budget mod. It is for next month. It is
24 probably going to be for the mooring usage
25 for the treatment plant. The screen has

October 15, 2012

23

1 washed down to keep clean and it's using a
2 lot of water. So we had a substantial -

3 TRUSTEE PHILLIPS: Jack, you
4 accounting for that in the beginning of
5 this year, right?

6 MR. NAYLOR: No, we asked the
7 engineer. There was a last minute switch
8 right before it. The original equipment
9 that was specified, had had a problem at
10 the plant. Right before that, we switched
11 it out. We then asked what would be the
12 impact. We were told nothing of the
13 significance. So that has not proved to
14 be the case. So we will have to address

15 -- what I am going to do down the road. I
16 had actually suggested a plant water
17 system to be installed. The engineer was
18 not in favor of that because of previous
19 problems in the winter time. Given the
20 expense, I think it is worth looking at.
21 It requires the same filter system. The
22 town is looking at the system and --

23 MAYOR NYCE: In the meantime, please
24 make a note of this budget mod and project
25 out to the end of the year.

October 15, 2012

24

1 MR. NAYLOR: Already done.

2 MAYOR NYCE: So just make sure that
3 Charlene gets that. I want to make sure
4 that we are budgeted properly.

5 MR. NAYLOR: We have already had that
6 discussion. We have already budgeted for
7 next year. What we have done, I think you
8 are aware of, each time the budgets are
9 done, we looked at last years and for the
10 last four and half years -- right now, we
11 are looking at eight years worth of
12 spending from the past.

13 TRUSTEE PHILLIPS: Jack, can I ask

14 you one question?

15 MR. NAYLOR: Sure.

16 TRUSTEE PHILLIPS: Have you and the
17 engineer on record or Cameron started
18 looking at other functions that may need
19 to be popping up with oversight?

20 MR. NAYLOR: That has been an ongoing
21 discussion. Joe and I have had this
22 discussion, and is probably something that
23 we should have in Executive Session.

24 MAYOR NYCE: We will skip ahead,
25 under the sewer system, Part B, I made a

October 15, 2012

25

1 note, it says very frustrating, please
2 setup a meeting with the engineer and
3 yourself and myself and the Village
4 Attorney. It has been a while There has
5 been a bunch of stuff that we a few out
6 and --

7 TRUSTEE PHILLIPS: Yes. I mean --

8 MAYOR NYCE: If you would set up a
9 meeting with the principal, with you,
10 myself and the Village Attorney and there
11 are several things that we need to get
12 cleared up.

13 MR. NAYLOR: Excellent idea. No sure

14 if you heard, Jim Fogarty lost his mom
15 this morning.

16 MAYOR NYCE: I'm sorry. I will give
17 him a call tomorrow. Under the light
18 plant, I have asked the Village Attorney
19 to follow up and put some pressure on
20 them. We have not heard back from them in
21 a while. Jim is familiar with where it
22 is, and I have asked him to follow-up with
23 them.

24 MR. NAYLOR: Great. Plans and
25 Specifications, I have a huge pages of

October 15, 2012

26

1 over 175 specifications and plans. I can
2 give that to anyone whoever wants. Joe
3 and I exchanged e-mails today with regards
4 to the contractual provisions. If
5 everything is okay with Joe, we will have
6 that advertised at Monday's paper.

7 MAYOR NYCE: Fantastic. Also, I
8 e-mailed to you last week about a pole
9 that was at --

10 MR. NAYLOR: It was fixed this
11 morning.

12 MAYOR NYCE: If you could get on it

13 sooner next time that would be great.

14 MR. NAYLOR: With regards to -- here
15 are some extra copies for everyone to see.
16 This draft is for -- the gas lines are the
17 current limits. The little asterisks
18 after turning the plant on, we went up at
19 about 80%, and since March we have been in
20 full compliance. You have the bump in
21 July.

22 MAYOR NYCE: That's great.

23 MR. NAYLOR: There was questions
24 before about what EFC needs, he has all
25 the paperwork as far as the scope of the

October 15, 2012

27

1 project. What he does not have is the
2 Board's resolution of approval. On the
3 change orders you signed them.

4 MAYOR NYCE: The D&D?

5 MR. NAYLOR: The D&D we approved by
6 resolution. I just need a copy of the
7 resolution and that will be over. The
8 items that you referenced, I saw in an
9 e-mail today, I didn't get a chance to
10 read the attachments. There was a comment
11 of an October 5th deadline and we
12 requested new forms. New forms were

13 distributed on October 9th. So I don't
14 think they will be bugging us --

15 TRUSTEE PHILLIPS: What you are going
16 to see in that attachment is what was sent
17 to me originally and that is the completed
18 form along with the approval for Philip
19 Ross.

20 MR. NAYLOR: That's great news. If
21 those two attachments are okay, then there
22 is two things that we can cross off the
23 list.

24 MAYOR NYCE: Item#5.

25 MR. NAYLOR: Yes. You had asked me

October 15, 2012

28

1 what it would cost, again, in the recent
2 months, because when the engineers
3 contract was extended, it was extended at
4 a much lower rate. With all that being
5 done, I have a lot more time to address
6 this. If we wanted to address this months
7 ago, I would have had to say that we are
8 going to have to go outside. This is what
9 it is going to cost, if we did. I would
10 say starting in November. So I don't
11 anticipate us spending that money.

12 TRUSTEE PHILLIPS: This is for the
13 pumps?

14 MAYOR NYCE: Yes.

15 MR. NAYLOR: Basically everything
16 that was outlined in our grant to pay for
17 this stuff, was all in there.

18 MAYOR NYCE: I appreciate that these
19 things are starting to move along. In
20 that same spirit, I am writing down
21 November start. I am going to hold you to
22 the November start and I am going to keep
23 pushing.

24 MR. NAYLOR: Great. With most of
25 these, we did save a lot of money by

October 15, 2012

29

1 having people to do it.

2 MAYOR NYCE: You mentioned twice
3 under the meter department, vacant staff
4 position, I put in that margin with an
5 exclamation point that says fill now.

6 MR. NAYLOR: Yes. Thomas, what I
7 would like to do, if nobody objects, is
8 complete the interviews in the next two
9 days and have a recommendation to the
10 Board.

11 MAYOR NYCE: Absolutely. That will

12 be fantastic. In the meantime, you should
13 talk to Dan and Steve Gaffga and have the
14 two of them work together on that offset
15 in the meantime. To help expedite -- it's
16 just in the meantime.

17 MR. NAYLOR: What we are doing, we
18 are checking the reports that you guys
19 get. When it's up types up and nice and
20 neat --

21 MAYOR NYCE: As long as it is being
22 checked because that was the deal with Dan
23 taking on supervision of that department.
24 So if that is being done and all we are
25 talking about is the log books, for the

October 15, 2012

30

1 type written report, then I understand and
2 let's just fill that position ASAP.

3 TRUSTEE PHILLIPS: While we are on
4 water and meter, and I am trying to play
5 catch-up, I know there was a conversation
6 about Noah's.

7 MAYOR NYCE: Yes. That ends up on
8 Dave Abatelli's report. Apparently, the
9 need a sprinkler system.

10 MR. NAYLOR: Yes.

11 take on. It's an expenditure, but if you
12 could get us a cost estimate on that?

13 MR. NAYLOR: Yes. This is actually
14 discussed, with a four inch as it exist,
15 with the distances involved, it's doubtful
16 that they could get enough flow for both
17 spaces. Again, you know, looking for a
18 procedure to see how we did in the past, I
19 didn't find it. What I did, I prepared an
20 analyses and I would submit that to the
21 Water Department so that they could
22 perform a hydrant test, to determine if we
23 have enough water or don't have enough
24 water. Assuming that we don't, it's up to
25 the property owner to pay for the cost,

October 15, 2012

32

1 with what the code required. I suggested
2 to Noah that he go back with his sprinkler
3 person and tell him what the flow would be
4 and run a test, and if a tenant -- if it
5 turns out that the flow needed is less
6 than what we can provide, he can either do
7 that, in which I could make a
8 recommendation to do what we just said.
9 If the flow, is bigger than what we can

10 provide and he would have to go to the six
11 inch, then under the code, he would have
12 to go to the six inch. As you said, I
13 think other people would benefit.

14 MAYOR NYCE: I think it's probably
15 not a bad idea to look at that capital
16 improvement to extend that six inch up
17 Adams Street. They are going to need that
18 six inch main. So if you could just get
19 together and get a estimate of what it is
20 going to cost. Maybe we can offset some
21 costs.

22 MR. NAYLOR: And this is for Sylvia,
23 if you could put on the agenda a
24 resolution for the job position, as it was
25 done the last time that would be great. I

October 15, 2012

33

1 don't remember the wording.

2 MAYOR NYCE: I see that we award the
3 bid for the street sweeper. That is
4 fantastic. Absolutely fantastic.

5 Also, we are looking for part-time
6 meter readings. As you all know, we are
7 trying to get Dan trained to take over the
8 water department, and get that knowledge
9 from Pete. In the meantime, he is heading

10 up the meter department. An enormous
11 amount of his time is being spent just on
12 checking meters and not allowing him to do
13 other things that he needs to do and
14 stuff. What he has determined that a
15 part-time person is more than enough time
16 to help to check reads and help free-up
17 time, do the water stuff.

18 MR. NAYLOR: Yes. That would work
19 out if that could get done and will help
20 out. We did have a former meter reader
21 apply.

22 MAYOR NYCE: Okay.

23 MR. NAYLOR: Any other questions on
24 something I might have left off?

25 MAYOR NYCE: No. Thank you very

October 15, 2012

34

1 much, Jack.

2 Our next report will be from Village
3 Administrator Dave Abatelli. Good
4 evening, Dave.

5 MR. ABATELLI: Good evening. I do
6 have a few things. I guess right off, I
7 made mention of our wetlands permits
8 system.

9 MAYOR NYCE: For the Board, I was
10 approached by Jesse Gaffga, they have an
11 open wetlands permit to work on bulkhead
12 through that whole yard there. In
13 interest of doing this right away, our
14 wetland permit fees are set based on cost
15 of the project, and he has laid out all of
16 the things that they are willing to do
17 correctly with that permit and the fees
18 are astronomical. In talking with Dave,
19 we have a short term on ways they can
20 proceed. They can amend their current
21 application. Right now, where the fuel
22 deck is, that bulkhead runs underneath the
23 building. They are going to demolish that
24 building and put back a smaller one. So
25 what it is going to be, that is going to

October 15, 2012

35

1 be a separate building permit, and the
2 fees for that are no problem at all. But
3 we are going to mention that building in
4 their wetland permit application. So they
5 can continue on the permit that they have
6 existing to replace that bulkhead. We
7 want people to be able to replace the
8 infrastructure that is there and keep

9 improving it. We don't want to kill them
10 with permit fees for doing that. If its
11 just replacement in kind, maybe we should
12 set our fee schedules different. That is
13 something for the Code Committee to
14 discuss.

15 MR. ABATELLI: What might be in the
16 same spirit, is looking at other
17 communities, especially Southold, which is
18 right next to us. And there are other big
19 agencies. That is probably what we should
20 do. Our fees are to reflect our effort
21 and wetlands permits, are probably the
22 least amount of work from the Building
23 Department's standpoint because of the DEC
24 does all those plans and stuff.

25 MAYOR NYCE: And that is what we can

October 15, 2012

36

1 discuss at Code Committee. We want to
2 encourage people to improve the infrastructure
3 that they have.

4 MR. ABATELLI: So that's that. It's
5 pretty straightforward all the way
6 through. I do have one thing that is not
7 on here for Mitchel Park. That has to do

8 with what we have been talking about the
9 East Pier Electric, and we met last week
10 with the engineer. We have been trying to
11 get a meeting for a while. Long and short
12 about that, we feel that we would like to
13 go out to bid soon.

14 MAYOR NYCE: I think that is a really
15 good idea. And if it takes you between
16 now and next meeting, find an
17 authorization and get it quickly together.

18 MR. ABATELLI: I think we could in a
19 couple of weeks, because otherwise, we
20 will get caught up in the holidays.

21 MAYOR NYCE: Absolutely. Let's move
22 that along. This summer, I found that
23 there was a lot of big boats there, and if
24 we have had the additional for the boats,
25 it could have been a lot better. So I

October 15, 2012

37

1 don't want to miss out for next year.

2 MR. ABATELLI: We will work on that
3 and get that done in the next couple of
4 weeks.

5 MAYOR NYCE: Can you also contact Sag
6 Harbor Ferry and find out how they did
7 with the revenue side of it. I know they

8 are not going to give us an exact number,
9 but just to have an idea of what was the
10 revenue side.

11 MR. ABATELLI: Okay.

12 MAYOR NYCE: Another thing that I
13 would ask, that I would encourage that you
14 sit down with the Director of Utilities
15 and schedule out both the ice rink set-up,
16 I know you met with Mike Ryan already, if
17 you will schedule out time lines. And
18 also, we need to get ready for the
19 holidays. I had a meeting with the BID
20 president and they are anxious about
21 getting everything down in the Village
22 before the tree lighting. It was
23 wonderful. So I would like to do the same
24 and Jack and you van get together, and
25 maybe even his department supervisors and

October 15, 2012

38

1 set up timelines, so that we hit those
2 marks. That all the Christmas stuff is
3 out before Thanksgiving. So all that
4 stuff. So year by year it all becomes the
5 same thing.

6 MR. ABATELLI: Yes. I think we

7 trying to do that. I don't remember if
8 it's the Wednesday before Thanksgiving or
9 the Friday after --

10 MAYOR NYCE: It's the Friday after.

11 MR. ABATELLI: Okay. I have some
12 raises that I put in for a couple of
13 people. For Kathy --

14 MAYOR NYCE: Yes. She is doing
15 really wonderful things with these
16 programs. It's wonderful. Absolutely
17 wonderful. In the same thing, I e-mailed
18 to the Trustees, Dave Bergson is looking
19 to do much like he did in the beginning of
20 the summer, through the autumn and winter.
21 He would like to do the same thing and
22 start in November. Once I get an e-mail,
23 I would like to make a motion for the next
24 week's meeting for him to use the
25 schoolhouse --

October 15, 2012

39

1

2 TRUSTEE PHILLIPS: That's probably a
3 good idea since he is already advertising.

4 MAYOR NYCE: It's a really cool
5 program. He is really excited about it.
6 So I think he can continue the program

7 through the colder months.

8 MR. ABATELLI: I have a little thing
9 with the carousel, but they are going to
10 try and have a meeting inviting this Board
11 and the Friends of Mitchell Park, I will
12 be out at the schoolhouse just to go over
13 their plans. So that is something for the
14 future.

15 MAYOR NYCE: Dave, the paving, you
16 said the middle of this week?

17 MR. ABATELLI: Yes. We are going to
18 be starting Wednesday. So I put up No
19 Parking signs. He is doing the grinding
20 and the paving.

21 MAYOR NYCE: Cool.

22 MR. ABATELLI: The LWRP is doing
23 okay. We will have a meeting probably
24 with this Board sometime in early
25 November. So I will let you know about

October 15, 2012

40

1 that. Or you guys come up with some date.

2 At least two weeks or more.

3 MAYOR NYCE: We will set something
4 up. Absolutely.

5 MR. ABATELLI: I think that is most

6 of what I have.

7 MAYOR NYCE: Is there any questions
8 for Dave?

9 TRUSTEE HUBBARD: Yes. The building
10 by Wakefield should be almost done. I
11 closed the gates yesterday. We really
12 need to get the glass out of there. Just
13 an update, I spoke with Gene Harris, and
14 he went through the tax map. It is still
15 listed as them as the owner of maintaining
16 it. I understand that they ar3e not doing
17 by the Railroad Bridge, because it was
18 just recently done.

19 MAYOR NYCE: Right.

20 TRUSTEE HUBBARD: So it's like a lot
21 of mix mealing with everybody. That is
22 why we wanted to get a start of this
23 early.

24 MR. ABATELLI: I have actually spoken
25 to two people at BID, and they said that

October 15, 2012

41

1 it would actually be bad not doing it.

2 MAYOR NYCE: Dave, you do have the
3 information. Why don't you give them a
4 call and also inquire into it.

5 TRUSTEE PHILLIPS: Being that this is

6 coming in 2013, I think it's important to
7 let the business community know, as well
8 as the residences, that this is coming in
9 2013. To give them an idea of what the
10 plans are.

11 MAYOR NYCE: I think once we know, we
12 will let them know. Anything else for
13 Dave?

14 (No Response.)

15 MAYOR NYCE: Thank you, Dave.

16 MR. ABATELLI: Thank you.

17 MAYOR NYCE: The next report will be
18 from Village Attorney Prokop. Hi, good
19 evening.

20 ATTORNEY PROKOP: Good evening
21 everyone. Just to touch the high points,
22 in the closeout of the Wastewater
23 Treatment Plant Project, we have been
24 trying to have almost weekly meetings to
25 touch on the different issues that we have

October 15, 2012

42

1 to deal with and reviewing paperwork that
2 needs to be done. I worked on the Bid
3 Sweeper Package award, and there was some
4 information that I received from some of

5 the bidders. That I will pass along. I
6 reviewed the package and provided comments
7 to Jack. There has been a number of
8 contracts that I have done for the
9 Village. The most recent one was this
10 morning, the contract for the paving.
11 That we will be doing. Worked on Blue
12 Canoe and also Noah's Restaurant. With
13 regard to violations, we have one
14 significant fine that was paid. We had
15 another case that we will be having a
16 trial that will be coming up soon. We
17 have the Bow Hunting coming up, and
18 working on procedures that we need to have
19 in place.

20 MAYOR NYCE: Cool.

21 ATTORNEY PROKOP: Is there anything
22 that anyone has a question about?

23 (No Response.)

24 MAYOR NYCE: Thank you, Joe.

25 ATTORNEY PROKOP: Thank you.

October 15, 2012

43

1 MAYOR NYCE: The next one will be
2 reports of committees. There are none.
3 The Audit Committee and Code Committee did
4 not meet. I was not able to attend the

5 BID Committee. They actually did not have
6 a quorum either this month. I did meet
7 with the president just to touch base with
8 them. So We will move onto Trustee
9 Reports, Trustee Hubbard?

10 TRUSTEE HUBBARD: Most of what I had
11 on my report was brought up. We talked
12 about the tree committee. We had an
13 adventurous summer. Everything is
14 hydrated.

15 TRUSTEE PHILLIPS: He just needs to
16 shut the lights up.

17 TRUSTEE HUBBARD: Everything else
18 pretty much has been dealt with.

19 MAYOR NYCE: Trustee Murray?

20 TRUSTEE MURRAY: A lot of my stuff
21 has been covered under Dave Abatelli. I
22 was going to elaborate a little more on
23 the East Pier, but I don't think that we
24 should do that until we get a little more
25 numbers.

October 15, 2012

44

1 MAYOR NYCE: I agree. I have spoken
2 with a lot of the captains and several
3 have said to me, that if they had the

4 ability that they would be here. So I
5 appreciate you doing thing on your own. I
6 think this is a very valuable thing.
7 Thank you.

8 Trustee Phillips?

9 TRUSTEE PHILLIPS: Most of what I
10 would have gone through, the Code and
11 Audit Committee did not meet. The
12 Carousel was covered under Dave Abatelli's
13 report. Other than it's moving alone. I
14 would encourage all to attend when that
15 meeting is set up. Last month, I was
16 unable to attend the work session but did
17 have meeting and a two hour conversation
18 with the new chairman of the National
19 Fisheries. We had a great conversation.
20 Hopefully there are some things that can
21 come down to help out with the Village.
22 It was a wonderful meeting. Than k you
23 for excusing me for two hours. Other than
24 that, I am sure you are all aware that I
25 have had some family issues this month.

October 15, 2012

45

1 My mother is moving well into recovery,
2 and the Cross Sound Ferry and I have a
3 lovely relationship. So that is okay.

4 Other than that, that's it.

5 MAYOR NYCE: Okay. I have a request
6 here, I attended a meeting that the East
7 End Seaport Museum held as a wrap up to
8 the Maritime Festival. Trying to elicit
9 comments from merchants. I think the
10 outcome of that meeting is that people
11 feel that the changed formats modeled off
12 of Memorial Day was successful. There was
13 a lot more from the merchants. One thing
14 that did come out of that is that the fire
15 department needs to be more involved in
16 that process. The Rescue Squad needs to
17 be permanently located next to the police
18 department. The last thing was, if this
19 model does work moving forward, this does
20 become a win, win situation. If the
21 Museum makes the money that they need to
22 make. The merchants are happy because
23 they are making money. The last thing,
24 there would be no expense to the
25 taxpayers. So they are anxious to see

October 15, 2012

46

1 what happens. So there is no budget other
2 than we host the festival and parking is a

3 pain in the neck. But other than that, I
4 think it's an asset, merchants are happy.
5 People are making money and nothing is
6 additional for taxpayers. So it was a
7 very good meeting. I think it was a
8 wonderful event. They took a really big
9 chance and eliminated half of the vendors
10 and it worked out.

11 TRUSTEE PHILLIPS: One thing that we
12 need to think about is that some people
13 addressed the Brewery was in Mitchel Park.

14 MAYOR NYCE: That was discussed in
15 the meeting as well. The have also agreed
16 to have a group discussion of who the
17 merchants are. Some are more than
18 involved.

19 TRUSTEE PHILLIPS: That was what I
20 heard from a lot of people. It's a work
21 in progress.

22 MAYOR NYCE: The last thing that I
23 have, a letter was sent to me by Bob
24 Jester. A few years ago, George, they had
25 identified the small park with the

October 15, 2012

47

1 railroad property is. Just to the south
2 and east of the old rail terminal. The

3 members of the Greenport fire department
4 would like to do a memorial for Larry
5 Tuthil there, who was instrument in the
6 fire department and also our community.
7 So they're interested in doing some
8 upgrading in the benches and tables. I
9 said that we would like a propellor
10 installed and he said that he would try
11 and find one. They are looking not only
12 for approval, but also some help with it.
13 I will see to it, and make sure it gets to
14 everyone. I think it's a great idea. I
15 think its a beautiful park and could use a
16 little TLC. That was all that I had. As
17 there is nothing else, I would offer a
18 motion to adjourn.

19 TRUSTEE HUBBARD: Second.

20 MAYOR NYCE: All in favor?

21 TRUSTEE HUBBARD: Aye.

22 TRUSTEE PHILLIPS: Aye.

23 TRUSTEE MURRAY: Aye.

24 MAYOR NYCE: Aye.

25

October 15, 2012

48

1 (WHEREUPON, the meeting concluded.)

2

3

C E R T I F I C A T I O N

4

5

6 STATE OF NEW YORK)

7) SS:

8 COUNTY OF SUFFOLK)

9

10 I, Jessica DiLallo, a Court Reporter and Notary
11 Public for and within the State of New York, do hereby
12 certify:

13 THAT, the above and foregoing contains a true and
14 correct transcription of the proceedings, all of which
15 occurred in open court or in chambers, and were reported
16 by me.

17 I further certify that I am not related to any of
18 the parties to this action by blood or by marriage and
19 that I am in no way interested in the outcome of this
20 matter.

21 IN WITNESS WHEREOF, I have hereunto set my hand
22 this day, November 1, 2012.

23

24

25 (Jessica DiLallo)