



236 THIRD STREET
GREENPORT, NY 11944

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MAYOR
GEORGE W. HUBBARD, JR.
EXT. 215

TRUSTEES
JACK MARTILOTTA
DEPUTY MAYOR

PETER CLARKE

MARY BESS PHILLIPS

JULIA ROBINS

**VILLAGE
ADMINISTRATOR**
PAUL J. PALLAS, P.E.
EXT. 219

CLERK
SYLVIA PIRILLO, RMC
EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

**Audit Committee Meeting Minutes
February 11, 2019 4:00 p.m.
236 Third Street, Greenport, NY 11944
Village Hall Conference Room**

Attendance: Mayor George W. Hubbard Jr., Trustee Mary Bess Phillips, Trustee Douglas Roberts, Administrator Paul Pallas, Clerk Sylvia Pirillo, Treasurer Robert Brandt.

Call to Order:

Meeting called to order at 4:02 pm.

Motion made by Mayor Hubbard and seconded by Trustee Phillips to accept the minutes of the last meeting. Motion carried.

Old Business:

Escrow Report

- o As attached.
- o Village Administrator Pallas suggested that he may have to modify escrow amount based on permit fee.
- o According to Treasurer Brandt, no interest is paid on escrow monies.
- o Clerk Pirillo was tasked with checking on the stenography fees resolution.
- o Check on whether the four-part receipts are ordered/received.

Marina Year-End Review

- o See attached.

New Business:

Red Tag Procedures

- o Can be hand-delivered to someone 18 years or older, or else have to be sent via certified mail.
- o Procedure to mirror tariff.

Recommendations to Village Board - None

Close Meeting:

Motion made by Mayor Hubbard and seconded by Trustee Roberts at 4:46 p.m. to adjourn. All in favor. The next meeting will be held on April 8, 2019 at 4:00 p.m. at Village Hall.