STATE OF NEW YORK
VILLAGE OF GREENPORT
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BOARD OF TRUSTEE
WORK SESSION
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March 18, 2013
6:00 P.M.

BEFORE:

DAVID NYCE - MAYOR (Excused)

GEORGE HUBBARD, JR. - TRUSTEE

CHRISTINA KEMPNER - TRUSTEE

DAVID MURRAY - TRUSTEE

MARY BESS PHILLIPS - TRUSTEE

Sylvia Pirillo - Clerk

Joseph Prokop - Village Attorney

David Abatelli - Village Administrator

Charlene Kagel - Village Treasurer

Jack Naylor - Director of Utilities
TRUSTEE HUBBARD: Call the meeting to order. Please stand for the Pledge of Allegiance to the flag.

(Whereupon, all stood for the Pledge of Allegiance.)

TRUSTEE HUBBARD: Okay. So Chief Manwaring of the fire department.

CHIEF MANWARING: Hi.

TRUSTEE HUBBARD: Does anyone have any questions for the Chief?

(No Response.)

TRUSTEE HUBBARD: Charlene is working on the budget. So we will have a printout of that soon. So that's in the process. So we will be able to talk about that in the next couple of weeks. Thank you very
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much.

CHIEF MANWARING: Okay. See ya at the next one.

TRUSTEE HUBBARD: Charlene? Treasurer Kagel?

MS. KAGEL: I think we hit the mother load of budget mod's. So we have a certain amount of budget mod's that as recommended by department's at this time of year. We have taken a little bit of a different approach with the month by month. I was hoping by taking the approach of let's sit down and take the budget now, it's -- do a budget mod now to see what we need for the next few months. It is my sincere hope, it would not be like this. That said, in addition to that, I am going to request that a motion be placed on the agenda to approve the five year IMA with Southold. That is attached to my Treasurer's Report. KVS Software -- we actually had an IMA with
them so that they shared their information with us to do our tax bills. We did it last year. We had an IMA approved by the Board. So we decided that it would be a lot easier to do it with five years. In the foreseeable future, I don't see any change in the assessments. To maintain the assessments on the property. So at this time, we're going to request the five years. Joe has looked at this.

TRUSTEE HUBBARD: I was just going to ask that.

MR. PROKOP: I looked at it. It's fine.

MS. KAGEL: It is attached, if you have any questions about it.

TRUSTEE KEMPNER: Okay.

TRUSTEE PHILLIPS: At the last work session, I had asked Jack if there were any correspondences with Peconic Landing, and I
wanted to know what was involved and it's all in the beginning phases.

TRUSTEE HUBBARD: Yes. They are planning that out. They have to approach and provide the work. I talked to one of their directors the other night and it hadn't been approved. They didn't know any numbers to come to us, so we can give them an answer on what the cost would be.

TRUSTEE KEMPNER: Okay.

TRUSTEE HUBBARD: So we're still waiting on that.

MS. KAGEL: So that is one motion. Another motion, which may or may not be, would be for the Village Board to authorize the Treasurer to create a Capital Reserve in the Electric Fund. We have -- the situation with the transfer credits. The

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Mayor has been on the phone with NYAPPA. It says they have requested us to do a year of projection for the electric fund. They
also requested that we have the audit done a little earlier. So I contacted Bill Freitag as well, and we're going to be working on year end results next week. I have to tell Jack. I didn't get a chance to speak to him today. We have to come up with a year end projection and statement that gets us through October when that next payment is due. So I will be working on that. And as also part of recommendation that came from NYAPPA, we set up this reserve, we have all of our surplus in the electric fund. It's not segregated. It's all in non-reserve surplus. So we're allowed to put in an amount because of the depreciation. We have been given a number that we estimate to be somewhere around $550,000.00. In addition to that, any unspent proceeds that we have for capital funds for the borrowing that we did at the upgrade, that can be on a separate sheet. So we have to work up the numbers and the
details. But the Board would have to
authorize a separate item on our
financial's. We have the surplus. NYAPPA
basically says we should be earmarking that
for future capital expansion. So it's a
probably good time to do that.

TRUSTEE PHILLIPS: I have a question
for you. The long-term transmission. They
are advising him, but I didn't see any
paperwork, but they are working in means of
distributing 5% payment over the following
months rather than requiring a lump sum
payment. Are you aware of that, because
that is going to come out of the Electric
Fund?

MS. KAGEL: I am basically working on
that with NYAPPA with what they have
requested. That is actually by April 15th,
y they are requesting these financial
statements. So I --

TRUSTEE HUBBARD: So when do they want
the audit?

MS. KAGEL: By the second week of July.

So we're going to have them here in June.

TRUSTEE HUBBARD: I thought that

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wasn't the beginning of July --

MS. KAGEL: They did but what they
have asked us to do -- The amount of time
that takes from the beginning to completion
on -- is taken a little bit less time
because they are able to close things up a
little quickly. But what they want to do
from their standpoint, they want to come
down earlier and do the Electric Funds.
Instead of the last week of July, they want
to come down like the third week in June.

TRUSTEE HUBBARD: Okay.

MS. KAGEL: And then the beginning of
September for the financial audit. They
are trying to -- they are having a little
bit of crunch with scheduling. So we
should have the NYAPPA report done on time.
TRUSTEE HUBBARD: It's very hard to do an audit on something that you are just projecting out.

MS. KAGEL: It is. Of course it's hard to project usage.

TRUSTEE HUBBARD: As long as that's a projection. Just don't want them starting the audit until the fiscal year has ended.

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MS. KAGEL: Right. The projections, the Deputy Treasurer and I are going to work on them in-house. He is familiar with the format in which NYAPPA would like to see it. It has certain elements that standard cash flow doesn't have.

TRUSTEE PHILLIPS: That's in-house?

MS. KAGEL: Yes. Robert and I are going to work on that next week. We have the payroll projections and salary projections, we're going to work on that on Monday.
TRUSTEE KEMPNER: Are you able to weigh in on the Water Assessments?

MS. KAGEL: Actually Joe was handling that at this point. Do you want to speak on that now?

MR. PROKOP: It's there. It's something that has to be dealt with on a budget standpoint. We are in discussions with them.

TRUSTEE KEMPNER: Okay.

MS. KAGEL: So I guess, we managed to get the amount locked in.

TRUSTEE HUBBARD: Okay.

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MS. KAGEL: In addition, we have the Wastewater Treatment report. I submitted my report in the new system and I was a little confused. We're waiting on release of the retainage of the two budgets to submit the final closeout. That is a FCC requirement. We're waiting on the release of retainage to closeout and then that can
get submitted. And the budget, which is
tomorrow and Wednesday. The Mayor and I
have been working diligently on that. I
have had meetings with Department heads,
basically to get more involved. Basically,
just to trim the budget rather than just
come up with a number. I am going to ask,
if there are no other questions after my
report, I will retire and go back and work
on the budget. I have been working with
Dave over the phone, since he is not
feeling good.

TRUSTEE HUBBARD: You are excused to
go back to work.

MS. KAGEL: Thank you.

TRUSTEE HUBBARD: We're all looking
forward to see a copy.

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MS. KAGEL: Thank you.

TRUSTEE HUBBARD: Good evening,

Sylvia.
CLERK PIRILLO: I wanted to report that the tax sale was run by the office and it went well. It was held on the 12th. The full outstanding owed to the Village was over $18,000.00 was still uncollected. Secondarily, I would like to let the public know as well that the closing date for the emergency benefit components was this past Friday. And that is an important date and that may effect a lot of our residences. Cathy in our office has been working with helping residents sign up, and if they qualify, they can get benefits from various sources to help pay.

As an addition, of course, Shelly Soggins asked today that the Waiter Race be again for April 27th. It was last time held on a Sunday. April 27th is a Saturday. It will begin at 10:00 A.M. It would run 45 minutes maximum. Just to clarify the area, it goes from the area of where Bay Avenue to the circle of

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1       Claudio's.
2               TRUSTEE MURRAY:  What do you close the
3           roads down for, an hour and a half?
4               CLERK PIRILLO:  She says the entire
5           race is a maximum of 45 minutes.  So just
6           say an hour and a half for safety.  We will
7           make sure that the police department is
8           aware of it.  It worked out very well.  It
9           was fun.  David Abatelli and I have been
10           working on different ideas to upgrade on
11           our mass public assembly permit
12           application.  One of them has to do with
13           alcohol in any park.  The basic idea is to
14           allow the Board a two part approval.  It
15           would keep the standard application that we
16           have now of the event in its entirety.
17           Then we would have a separate application
18           if alcohol is to be served.  It do, we have
19           a second application with questions and
20           rules and regulations.  And our idea is
21           this way it could be voted on two parts.
22           Some of our ideas are that of course we
need controlled area. So that the general
public could not be included. We need a
controlled amount. We need a control of

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1
distribution. We would like to prevent the
sale of alcohol. Dave, am I forgetting
anything?

MR. ABATELLI: There are some other
things on there.

CLERK PIRILLO: Those are the most
salient points. We're also contemplating
having one person in charge of just the
alcohol part of the event. For an example,
if there is a group sponsoring the event,
there will be an actual alcohol content
person in charge and responsible and also
the group has to understand, that their
group can be shut down by us at any time.
So we are working on upgrading the permit
application to include all the points.

TRUSTEE HUBBARD: Okay. Just getting
something together, like a draft, so the
Board can review it. For us to see and
modify it and change it, that way.

TRUSTEE PHILLIPS: We're not just
talking about Mitchell Park, we're talking
about all the parks?

CLERK PIRILLO: All the parks. All
the parks. I was asked that question

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previously and it's all the parks.

TRUSTEE MURRAY: So we will be voting
on two things?

CLERK PIRILLO: Yes.

TRUSTEE MURRAY: Whether or not they
could drink?

CLERK PIRILLO: It would be a second
additional part to the application. In the
event that someone checks the "yes" box
that alcohol is to be served, then they
would do the secondary part of the
application.

CLERK PIRILLO: We have had some
confusion with the events that are being held and the ones coming in from the marina.

MR. ABATELLI: This is what we have had all along. In order to have alcohol in any park, it says that you have to have a permit. It is in our present code. We just come to the Board and they say they want to do this. Even what happens at the carnivals. I am not sure if there is alcohol at the carnivals?

TRUSTEE HUBBARD: There is no alcohol at the carnivals. They are making the recommendation. And we want to review it.

TRUSTEE MURRAY: I understand.

TRUSTEE HUBBARD: We police our own people in doing that. Just to control it, I think it's a good idea. We will have the final vote and idea on whether to do it that way.
CLERK PIRILLO: We intend to be very specific with our questions. Such as what is your method of control? Is it a wristband? Also, is there a certain amount of drinks per person? We intend to be very specific with our questions.

TRUSTEE HUBBARD: Okay.

TRUSTEE KEMPNER: Has there ever been a problem really with --

MR. ABATELLI: No. This is just relative to people coming for a mass assembly permit and who will be providing alcohol to their people in their event. Whether it be a fundraiser, a yacht club event. The only place we allow drinking right now is on the floating docks for the people on the boats. They can't come off the floating docks itself.

TRUSTEE MURRAY: So how will the Mass Assembly look for Dances in the Park, for example? They don't serve it but everyone
brings it.

MR. ABATELLI: That is a case by case.

That can be stopped.

TRUSTEE MURRAY: I know that.

MR. PROKOP: They are not serving it.

TRUSTEE KEMPNER: I am just saying too restrictive -- there are a lot of businesses that revolve around beer and wine. You don't want to go too far with being restrictive.

MR. ABATELLI: It's the bigger thing.

TRUSTEE HUBBARD: I don't think that is the intention. I know it was more questions with the issues with the tents. The tent being too big. There was a lot of different things that happened last summer. With Dances in the Park, we don't want to infringe on that. You know, people sitting down with their dinner and having a glass of wine. It's very nice. Okay.

TRUSTEE MURRAY: Joe, is there an extra
liability issue?

MR. PROKOP: Yes, there is. We would have to notify the insurance company that it is taking place. I think it would be important to notify the applicants as well.

TRUSTEE MURRAY: Not selling it. Just allowing them to bring it.

MR. PROKOP: I thought I heard Sylvia mention selling it.

CLERK PIRILLO: No. Not selling it. We're specifically not selling it.

MR. PROKOP: Okay.

CLERK PIRILLO: Preventing selling.

MR. PROKOP: They would be required to get SLA approvals.

TRUSTEE PHILLIPS: I would like to see it first.

CLERK PIRILLO: Absolutely, we were just presenting it to the Board.

TRUSTEE HUBBARD: Absolutely. Just get something in draft form and have the Board review it.
MR. PROKOP: Post Liability, there is a specific section in the New York State Law and we have to notify our insurance company.

TRUSTEE PHILLIPS: I think we also have to be very, very careful as to the number of events. I could see Mitchell Park turning into some issues. Also Maritime Festival, that is another thing that we need to talk about. We have plenty of establishments in the Village that serve alcohol.

CLERK PIRILLO: We normally have the approval for the application and then a month or so later, we suspend the open container law. For the lack of expediency, I put them together. We could still have some discussions.

TRUSTEE PHILLIPS: I would like to hear exactly what they are doing in the park first. Are they going with the theme of
actual Maritime events. So I would like to
not have to deal with the suspension until
we see how they will proceed with their
event.

TRUSTEE HUBBARD: It's not just
Mitchell Park.

TRUSTEE PHILLIPS: I understand that.

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TRUSTEE HUBBARD: I was just saying
it's not just for Mitchell Park. The whole
law pertains to everything.

TRUSTEE PHILLIPS: Yes.

CLERK PIRILLO: I wanted to let the
Board know that Cathy in our office will be
attending a webinar from the Office of
State Controller for Fraud and Identity
Theft, prevention thereof. Her and Debbie
Boyle in our office have began to undergo
various trainings on KVS as well, and this
is one of them. So I will be letting the
Board know how that go.
Of course, there is an election tomorrow. The polls will be open from 6:00 A.M. to 9:00 P.M. here at the Third Street Firehouse.

Are there any questions?

TRUSTEE PHILLIPS: Can I have an update on the software that was purchased and where we're at?

CLERK PIRILLO: Yes. Thank you. As we see, Treasurer Kagel's report was completed in the new system, as was mine. This is last time that we're running parallel. We only intended to run parallel for a few months. Some of the administrative are not yet familiar with it the software but the deadline will be for the April meeting. By the April meeting, everything needs to be put into the new system. Everything has been a slow process for that reason. The organizational meeting has already been put into the new
system. And that's it.

TRUSTEE MURRAY: Charlene's was done in that program. I am curious, the headings don't look very similar?

CLERK PIRILLO: All the headings will look like Charlene's.

TRUSTEE MURRAY: Okay.

CLERK PIRILLO: When everything is printed out, everything will look like Charlene's. That's the way that we set it up with all the fonts and templates. That is how we set it up and we set up different structures for each manager. So hopefully we got it right. In April, everything will look the same.

TRUSTEE PHILLIPS: The fee for that is $350.00, is that the monthly fee? It was $350.00 on the abstract, that is why I am asking.

TRUSTEE HUBBARD: I don't know.
CLERK PIRILLO: They are giving as much training as possible for anyone that wants it. They can also do training from home on iPad's and laptops. We have that training as well. We distributed that to our managers and administrators. We will let everyone know that by the April meeting, everything has to be run through the program and if not, it will not go through.

TRUSTEE PHILLIPS: Okay.

MR. PROKOP: My report and resolutions and things like that, can I send that to you in a certain type of file?

CLERK PIRILLO: Yes.

MR. PROKOP: Okay.

CLERK PIRILLO: We will treat your report separately.

TRUSTEE HUBBARD: Okay. Anything else for Sylvia?

(No Response.)

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MR. NAYLOR: Good evening all. As Charlene mentioned, we have some budget mod's. Starting with seventh month, we start looking where we are at the seventh month through the year. The eighth month and the ninth month with all the changes. There were a lot of budget mod's. I will note that the Sewer Budget is tight. We wound up taking a few hundred dollars from some items to cover the means. We are working on a design to use plant water to provide that service instead of paying -- purchase that water. Other than that, if there are any other specific questions on budget --
TRUSTEE MURRAY: I am looking at where we're pulling some monies from, asphalt patching.

TRUSTEE PHILLIPS: That's out of the Road Department's budget for street lights?

MR. NAYLOR: That is a road like item. Those street lights are used to light the roads. It comes out the road budget.

TRUSTEE MURRAY: My question is, we have very little funds for road repairs now and we're pulling money out of that. I understand that we have to pull money out of somewhere but this is --

TRUSTEE KEMPNER: We have some deep potholes that needs to be taken care of.

TRUSTEE MURRAY: I rather see a budget mod from somewhere else rather than asphalt materials. That would tell me that something is getting done over there.

MR. NAYLOR: My thought process was to
hit other materials and throw it back into
the asphalt patch. I didn't want to wipe
out the materials and get hit with a big
storm. I figured that if I had to steal in
March, I would rather steal from asphalt in
March then from those materials in April.

TRUSTEE KEMPNER: So wouldn't you

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generally want to spend this before
November?

MR. NAYLOR: We generally don't spend
during the winter months because of the
cold weather. Come April and May that is
when we will be doing the asphalt patching.

TRUSTEE PHILLIPS: I have a question,
is this something that you conferred with
Pete as far as --

MR. NAYLOR: Yes. All budget mod's
were coordinated with each of the
department heads. Generally, in some
instances you will see there were asterisks
when I was on vacation. They were
submitted by Pete and when I got back they were formalized. I sat down when I got back and looked at the problems. Looked at the available places to take from. We went back to the office and talked about it.

The $3500.00 remaining in the budget is enough for us to get by with what we need. Again, going through March, I would --

TRUSTEE PHILLIPS: You have one that is taking out $5400.00 for gas and fuel, when you already have -- it already has issues.

MR. NAYLOR: The reason why we took out of administrative salaries is it's a redundant --

TRUSTEE PHILLIPS: I understand that.

MR. NAYLOR: If you look at Budget Mod #3, I needed $3500.00 to get that dollar level. I could take a $100.00 out but that is not going to make a dent.
TRUSTEE HUBBARD: I think in general, Jack, when you take the money out and you look at where it's going to, you know, the street lights, how come it's so different this year than the past years? Why did we under budget to start with?

MR. NAYLOR: We had a drastic increase in fuel cost.

TRUSTEE HUBBARD: The patch and asphalt, you are moving that over into street lights?

MR. NAYLOR: Right. Street lights is electricity. Electricity is generated by fuel. The fuel effects the electricity.

TRUSTEE KEMPNER: Maybe we should try and put the LED lights quicker, so we can

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save money?

MR. NAYLOR: We are going as fast as we can.

If you go down the list and look for money, there is very few places to go.
Once the grant comes in, we would be able to see the impact. We have thousands of street lights. We're buying them, 30 or 40 at a time.

TRUSTEE PHILLIPS: The one thing that I don't understand and I think what George is trying to say is, on this particular line item for street lights, I think that is what we have always budgeted from year to year. You reduced it last year. Already this year, you have completely gone through 85-90% of it. So what's changed?

MR. NAYLOR: The cost of electricity.

TRUSTEE PHILLIPS: The cost of electricity as what we charge the same rate to rate payers? Is that what you're telling me?

MR. NAYLOR: Yes. The Village rate is affected by the PPA, which is different every month. When the PPA goes up,
everyone pays more for electricity.

TRUSTEE HUBBARD: Basically you're
taking these from eight line items. When
you look at them, street signs that have
been asked to be repaired and replaced,
haven't been done yet. We have spent
nothing. You are taking $2500.00 out.

There are other places that money is being
taken out and nothing has been taken care
of. A lot of this stuff should have been
done.

MR. NAYLOR: George, I agree with you
100%. Again, we need to turn off the
lights --

TRUSTEE PHILLIPS: Come on, Jack.

MR. NAYLOR: There is no other line
item.

TRUSTEE HUBBARD: But it's also
showing lack of activity of places that we
should have taken care of something and
nothing has been done.

MR. NAYLOR: There is an issue worth
the signs. We have additional signs on
delivery. That item was added as a last minute item. Everything that has been ordered, is on delivery. That is why that item was hit.

TRUSTEE HUBBARD: It says four and you still have four. So you haven't spent anything on signs.

MR. NAYLOR: No, that is not correct.

TRUSTEE HUBBARD: Well, I am reading your paperwork here, Jack.

MR. NAYLOR: That is not what it says. The budgeted amount was $4,000.00. That means that we have not changed the budget. We have spent $370.00 year to date. Pete has advised us, that every requested sign has been purchased and that no new sign has to be purchased over the next two months. So that tells me that I have room there.

TRUSTEE HUBBARD: We're going around in circles. There are signs that have been requested on Main Street. There are a lot
of signs that have been requested that have
not been replaced.

MR. NAYLOR: Pete has advised me that
all the requested signs have been ordered.
I will confirm that and make sure that they
have them.

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TRUSTEE HUBBARD: They should have
been ordered and taken care of last June
and not waited for the budget year and none
of them have been taken care of. Just give
me a list of the signs that have been
ordered and where they are going. We
discussed about changing signs. People
can't see the signs. We talked about it
last summer and last spring. A lot of
them, you can't see them. They are
completely blank, and none of them have
changed for the whole year. Now the money
that we would have used for that, is used
for something else.
TRUSTEE PHILLIPS: I would ask that you go back and make sure that you have not had some other things charged in A2 and A4 that don't belong. These numbers are not adding up. If I am taking January's numbers and I don't have February's yet, but these numbers are not adding up correctly. You need to take a look. Should have been done before you even did a budget mod.

TRUSTEE HUBBARD: Let's move on.

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MR. NAYLOR: Capital improvements, we have a small change order. The contractor had removed the door because every municipal safety standard requires that they do that. Greenport doesn't have that. They wanted to go with standard safety and code. We agreed with them. All of the dollar value for this was reasonable. The labor hours were exaggerated. And I asked them to submit documentation for that.
Because it was so close to the work session meeting. So I wanted the Board to discuss it this month or next month. Or the Board can make a motion and I can discuss it with Joe and we can make the final --

TRUSTEE PHILLIPS: Jack, in all honesty. I am not comfortable with that option. I would rather see the documentation.

MR. NAYLOR: That's fine.

TRUSTEE PHILLIPS: That's my opinion.

MR. NAYLOR: It's for the Board convenience.

TRUSTEE PHILLIPS: I would like to see the documentation first. I don't want to see it after it was completed.

TRUSTEE HUBBARD: This was not part of the original upgrade?

MR. NAYLOR: No, it was not. He asked for it ten months ago. They have been
concentrating on the things that needed to be for completion.

TRUSTEE MURRAY: Where is this door again, Jack?

MR. NAYLOR: It's inside the transformer fencing. The one that was blocked off with the cincher blocks.

TRUSTEE MURRAY: So you would do it in the glass to match the windows, that is why the cost is so high?

MR. NAYLOR: Yes. The doors in the plant are hollow and wood. This would be a fire proof steal door. The glass block price is reasonable. The door price is reasonable. I thought the labor was excessive.

TRUSTEE HUBBARD: It does sound excessive. How is the overall project? Are we almost completed with that?

MR. NAYLOR: They are all indicating completion by the end of the month.

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Everything working by the end of the month.

TRUSTEE MURRAY: Wasn't there a communication issue?

MR. NAYLOR: When we -- we did have a problem when we did the fine tuning. There was a problem in that the governor control wasn't working. Instead of -- when we put out of the plan, it was to retrofit. They said for a new one. The new one had two wires that weren't wired properly. They had to be re-wired. They provided a sketch. They have been out there last week and this week, and I have not been out there to see if that was done.

TRUSTEE HUBBARD: So we will know that by the end of the month?

MR. NAYLOR: Yes.

TRUSTEE HUBBARD: The end of the month is very short.

TRUSTEE PHILLIPS: Jack, on the building. Some of the numbers for the work completed is 25% and not anywhere near 75% on some of these contractors.
MR. NAYLOR: A lot of these items are smaller. So they're not covered into the final payment. One copy was submitted to the engineer for review and was submitted back for modification. I am told they have agreed upon it but they have not submitted a formal proposal yet. One of the contractors said they were passed that.

TRUSTEE HUBBARD: Okay. I am looking forward to having them run by the end of the month.

TRUSTEE PHILLIPS: I had a question on engine repairs because in last months report in February, #6, in March's Item #6, they are close to each other. Did nothing take place?

MR. NAYLOR: In order to do the engine repairs, you have to take the pumps off, which make them non-runnable. Without the fuel pumps, we can't do any of the testing.
So we have to make sure -- they have to finish their work. They have to start it up. The have to do the ENC test.

TRUSTEE PHILLIPS: It seems to be the same thing each month. It has been the same. So have we done the test yet?

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MR. NAYLOR: Once they complete the work then we will do the ENC test, then we will do the repairs.

TRUSTEE PHILLIPS: Okay.

MR. NAYLOR: So the roof replacement. The bids came in rather high, which was rather confusing. We took steps to reduce the project. It was a lesser set of documents. We only got two bidders. One of them was twice the other guy. And the low bid was about $30,000.00 higher than the lower bid last time. So it's baffling. I have been trying to find out why the people who submitted last time, did not. Whether there was a scheduling conflict.
TRUSTEE PHILLIPS: Are we going to delay the project again? Is that what I am starting to hear?

MR. NAYLOR: No. What I have done, I have collected all the information I can, that I was able to accomplish and try and get a solution, summarize that. Joe and I need to sit down and talk and decide where we're going to go from there.

TRUSTEE HUBBARD: So the motion to March 18, 2013

TRUSTEE HUBBARD: So the motion to award the bid, you're not at that point yet?

MR. NAYLOR: No. I guess tomorrow, I will try and get some answers. Where Joe and I can sit and discuss it. I would like to get your input, Dave.

TRUSTEE MURRAY: Sorry. I was in Texas.

MR. NAYLOR: It's rather baffling.

The one thing that I was concerned about,
the single payment. I am really baffled as to why the prices went up.

TRUSTEE HUBBARD: We're not going to put that on the agenda without having an idea of where we're going. We have to review that. So if you can get that back to us as soon as possible. We will keep a spot on the agenda, but we're not going to award it, unless we know where we're going. So we can review it as soon as possible. I hate to push it off again.

TRUSTEE PHILLIPS: Trustee Murray and I were discussing it today during the Audit Committee and it's not going to get any better. We just seem to hit more road blocks.

MR. NAYLOR: The problem is the flashing. I think that is one of the major concerns. That's why I would like to have Dave's input.

TRUSTEE MURRAY: I am shocked at where
the numbers are. Shocked.

MR. NAYLOR: The project was divided up into sections. So if you want to award the bids in sections, there were four separate sections. They could be awarded separately. We did have the top warranty as part of the project. That adds about less than 1% to the cost of the project. The historical committee recommends a shingle that was high def. That is a 2% increase in cost. So we're looking at -- if we went from -- my father would say from the Cadillac to the Dodge. I am baffled.

TRUSTEE MURRAY: I think one of the issues why we're having problems with the roof right now is, a lot of the roofing companies are swamped right now. That is my personal opinion. I could be completely wrong. We didn't get a lot of the bidders that I thought would come in. Guys in the
roofing business right now, they don't -- I mean, I would love this job. I can't believe the numbers. They're ridiculous high. My guesstimate on materials is about $60,000.00.

TRUSTEE PHILLIPS: This was divided into four different sections when they sent the bid out. The numbers that have come in over the two of them, are just over the top. I am not sure if they are under the impression that we're doing this because of Sandy or -- these bids are way over the top. Perhaps the shingles that were --

TRUSTEE MURRAY: They are not ridiculous.

TRUSTEE PHILLIPS: I don't know.

TRUSTEE HUBBARD: The first bids, we rejected them because there was too much in the bids. So we simplified them and make it easier to bid on it and cheaper, and it came in even more.

MR. NAYLOR: There was one contractor that called up and asked when it was due
the day after it was due. He was one of

TRUSTEE HUBBARD: He had plenty of

chance to bid on it.

MR. NAYLOR: Through me a loop.

TRUSTEE HUBBARD: Can't walk them

through their job.

MR. NAYLOR: People are busy but they

are not that busy. Coverage and repairs.

We have a few more items to take care of.

TRUSTEE KEMPNER: The light grant.

Are we waiting on the easement document?

MR. PROKOP: Yes.

TRUSTEE KEMPNER: I would just say

spend it. It's not like they are going to

renig on us. I would just say we do it.

MR. NAYLOR: I was told that it would

actually be illegal to do it.

TRUSTEE KEMPNER: There is a budget

line for it?

TRUSTEE PHILLIPS: There was.
TRUSTEE KEMPNER: The County would never not reimburse us. It's a very straightforward project.

MR. NAYLOR: I don't remember it being

--

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TRUSTEE PHILLIPS: I remember it being budgeted.

MR. NAYLOR: I will e-mail Charlene about it.

TRUSTEE PHILLIPS: Jack, why don't you e-mail all of us?

MR. NAYLOR: Okay.

TRUSTEE PHILLIPS: Thank you.

TRUSTEE KEMPNER: It just seems like we are waiting and losing money.

MR. NAYLOR: I would love to be able to get that over with. The next item is the NYAPPA annual conference for April. The Mayor asked that I add him to this. The monies are provided for this. We are
far from depleting those line items. I had a conversation with the NYAPPA about the 75%. They made an error. They said it didn't make sense to send it back to them and send it us, so they would leave it prepaid. They see how this is hitting the municipal systems and trying to figure out how that payment can be made over months and rather than one shot. Nothing is formalized yet.

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MR. PROKOP: Does the ISO make the payment for us? Who made the payment for us?

MR. NAYLOR: NYAPPA.

MR. PROKOP: So don't we owe money to NYAPPA now?

MR. NAYLOR: Yes. We owe 50% to ISO and 25% to NYAPPA.

TRUSTEE PHILLIPS: That's a little confusing. So you are keeping Charlene up to date on this?
MR. NAYLOR: Yes. As soon as I know, she knows. I have had this conversation with her when these conversations take place.

We have three vehicles that are in poor shape that are proposed to be surplused.

TRUSTEE MURRAY: When you put them in surplus, do you scrap them? Is that what you mean?

MR. NAYLOR: We advertise them.

CLERK PIRILLO: Trustee Murray, generally speaking, we speak with the department head, because the department heads know about the vehicle and we try and figure out a value for it. Do we advertise? Do we try and go out to bid.

TRUSTEE MURRAY: Gotcha.

CLERK PIRILLO: So I will be doing that in this case as well.
MR. NAYLOR: On the upgrade, the punch list was done to $30,000.00.

TRUSTEE HUBBARD: When is that going to be completed? That is what is holding up the retainage.

MR. NAYLOR: A good portion of it is landscaping. So it's a little bit earlier to do that. The seeding that they did last year did not take. We are still having items pop up. September 4th is our completion date. So although we can submit and close everything up to date and pay $30,000.00 and be done, we're still going to have the contractors here to September 4th.

TRUSTEE HUBBARD: I just want to get this completed. The treasurer said she can't close this out until we get the retainage. I would like to get the punch list done and completed, so we can close out the punch list and get this thing
finished. They could have done more of this. People are out doing their lawns now. Maybe not seeding. But this can get completed and done.

MR. NAYLOR: If something happens and something breaks --

TRUSTEE HUBBARD: I understand that. For months and months, you keep saying the same thing. The punch list should be completed by now. It's functioning and completed. Let's get this thing done. This is stuff that they have to do. If you have a warranty. You will still have it whether you close it out or not.

MR. NAYLOR: There is still a few items that we are waiting on. Most of them are done. The one of most concern is the proposal for the sludge project. That is one that would cost a lot of money.

TRUSTEE PHILLIPS: And how long has it been hanging out there?

MR. NAYLOR: September.

TRUSTEE PHILLIPS: Since September.
And that's the engineer's situation, is that what you are telling me?

MR. NAYLOR: We can make do.

TRUSTEE PHILLIPS: No. Not make do. What action are we taking? Are we calling them on the phone. Are we writing letters.

MR. NAYLOR: I brought it up to the Mayor. The Mayor called them in for a meeting on this issue last month. Failure to get action at this point --

TRUSTEE HUBBARD: Well, if you met with the Mayor, I don't have an answer yet. The Mayor is not here. So I don't know. We just need to keep working on this. We talk about this every month. We have Item's #9 to #15 are here every month.

MR. NAYLOR: #15 is done. I have an e-mail that came in on Friday. I have information that came in on #13 that was received and submitted. There is basically
TRUSTEE PHILLIPS: What about #10?

MR. NAYLOR: The pump supplier came out. When he came out he was to do the test on Clark's Beach, but when he came out he didn't tell anyone that he came out. When he came out, he did what he had to do and didn't tell anyone. We will have to do the test on our own next week. So #10 and #11, at this point --

TRUSTEE PHILLIPS: And #9?

MR. NAYLOR: We have the grant monies. I have not received the proposal.

TRUSTEE PHILLIPS: When are you looking to get this done?

MR. NAYLOR: It appears that we have proposed is not feasible.

TRUSTEE PHILLIPS: That's double talk.

Okay. I am asking you when you had a discussion to get this completed and now you are telling me that it's not feasible.
Is that what I just understood from you?

MR. NAYLOR: Let me say it differently. We contacted the supplier. He came to the site. We gave a list of what we wanted to be done. They came back and the money that they asked for, was too high.

Last week, we submitted another one, if it comes back the same way, it's either we don't spend it or spend it, or find another way. If the money comes in too high again, we will have to go back to Plan A.

TRUSTEE KEMPNER: How much money?

MR. NAYLOR: Our grant has $125,000.00 left in it. It doesn't look like it's going to work.

TRUSTEE KEMPNER: Can you get those off the County contract?

MR. NAYLOR: No.

TRUSTEE KEMPNER: You can get quotes, as long as they are on that list.
MR. NAYLOR: We can go around with a pitch fork and take totals of what we need. Hour by hour. Minute by minute.

TRUSTEE HUBBARD: It needs to get done.

MR. NAYLOR: The original grant was for engineering studies and engineering analysis.

TRUSTEE KEMPNER: Okay. I thought you said the problem you had was that you can't find someone to do the work. Why don't you find students or someone that can make a presentation.

MR. NAYLOR: You can't have a student do this. This is highly technical stuff. It's a combination of equipment and programming.

TRUSTEE KEMPNER: Okay.

TRUSTEE HUBBARD: If we need to use the money that is leftover from the grant, and it's not worth wild to do it, then we
just don't do it. If it's not feasible,
then -- just because there is grant money
available, there's no reason to use it and
put more money on top of it.

MR. NAYLOR: There is no change
orders. The planning grants, Joe and I
have had some discussions on this. I
presented some information to Joe and he is
reviewing it.

TRUSTEE PHILLIPS: Jack, do you have
money in the budget for the designs?

MR. NAYLOR: No. We have been doing
that in house. We're looking --

TRUSTEE PHILLIPS: I am talking about
the redesign of the in-house portion.

MR. NAYLOR: Yes. Nothing new on the
water. Roads and Highways, the engineer is
out and due back on the 21st. There is not

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enough time for the 25th meeting. So we
will wait for the meeting in April. We
will report on that when we have a change.

As far as the designation of authorized
authorizers, I have done an addendum. At
the time of the original resolutions were
done, it said that it should have been done
as per the accordance of the website.

TRUSTEE HUBBARD: Okay.

MR. NAYLOR: Any other questions?

TRUSTEE HUBBARD: No. Anything else
for Jack?

(No Response.)

MR. NAYLOR: Okay.

TRUSTEE HUBBARD: That's it. Thank
you.

MR. ABATELLI: Good evening,
everybody. I guess I do have a fair amount
of things to go over. Just to run through
this, with the cemetery, we need to award a
small project for tree work that is over
there. I have a bid of $3,000.00 that is
going to be reimbursed by FEMA. This might
go up to $3500.00 we do get reimbursed by
FEMA. Kind of doing the same work at the
campground. That is around $1500.00. It's
the same contractor that will probably be
doing that.

TRUSTEE HUBBARD: Okay.

MR. ABATELLI: Nothing to talk about Mitchell Park.

TRUSTEE PHILLIPS: Dave, I see here that they have been advised with the 6%?

MR. ABATELLI: That is what is approved now. It probably will mean, it will be more
as you get a little bit landward and a little bit less as you get further away. It
will be processed over the next year or so. This is all kind of tied in. It depends on
how the budget is straightened out.

TRUSTEE PHILLIPS: Okay.

MR. ABATELLI: It is likely that the programs will get cut.

TRUSTEE PHILLIPS: Okay.

MR. ABATELLI: I have some slightly good news. In this total of $75,000.00,
it's actually closer to $80,000.00. It looks like our total revenue considered that. There are still other expenses, but I am really optimistic that those will be low. When it's going, it's good. The youth program is great. Great when we had the hockey games. I do want to advertise for our summer jobs. We do this every year. I want to do this before the Spring Break before the kids come back. Not really sure I need a resolution for that. Want to get this done by spring break.

TRUSTEE HUBBARD: Well, Spring Break is the 22nd. Easter came very early.

MR. ABATELLI: It's next week?

TRUSTEE HUBBARD: Just get it in.

MR. ABATELLI: Okay. I guess the big thing would be the electrical upgrade for the marina. I guess we need to award the contract. I set it up that in April, we can
sign the contract. So any time after March 28th. So it would either be a combination of awarding the bid and the Mayor to sign the contract.

MR. PROKOP: We have done this before. That's fine.

MR. ABATELLI: We do want to try and move this along.

TRUSTEE HUBBARD: Just make sure the wording is correctly.

TRUSTEE PHILLIPS: I think you want to move it along because --

MR. ABATELLI: Yes. It should be completed by June. A lot of it is the cost of materials and running it to the dock.

TRUSTEE HUBBARD: Okay.

MR. ABATELLI: So that is that. I am kind of struggling along with this sidewalk and road repair. I did look at these maps and it goes back some way. So it seems like it's going to work. So I am pretty
optimistic that I can put this together in
the next few weeks. I think along with the
staff can do this survey can put it
together in a nice and neat format, to
estimate costs and things like that.

TRUSTEE HUBBARD: Okay.

MR. ABATELLI: I have some places and a
list of things that need to get done.

TRUSTEE HUBBARD: I understand that. I
did some driving around and I also have a
list. Make a list and we will put them
together and we will look over it.

MR. ABATELLI: I actually did a walk.

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TRUSTEE HUBBARD: Okay.

MR. ABATELLI: I am preparing the
whole bid. We are going to go out to bid.
I also started down on Fourth and Fifth
Street places.

TRUSTEE KEMPNER: Moore's Land is
pretty bad shape. I don't use it because
it's bad. It's breaking up cars.

TRUSTEE PHILLIPS: Dave you mentioned something here about the DOT --

MR. ABATELLI: To try and make a long story short, what they are doing is a bid force overlay. Essentially, very similar to what micro-surfacing used to be. I would have to agree that Main Street is just a coating of less than a half an inch of asphalt. They are suggesting that we pursue more of a few milling, filling project. Looking at drainage and curbs. Looking at the whole thing. It should be looked at as a whole project. One of the things that I did find out is part of that road is a State Touring Route. It's not a state road. It's a State Touring Route. Whatever that means.

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TRUSTEE KEMPNER: How could it not be their responsibility if you come off that road and get to the Orient Point?
MR. ABATELLI: It's not.

TRUSTEE KEMPNER: I think you should talk to Senator LaValle or someone and not the County.

MR. ABATELLI: For whatever should have happened. They are also saying what we could do is to really have the road repaired. For them to even consider this milling, thin course overlay, we would have to repair the road first. To do it on a road on that kind of a condition, is a waste.

TRUSTEE HUBBARD: The deed of the road still says New York State. I researched that from the Town. It does say New York State road. Even by the liquor store and do that portion, it still is that part of it. We can patch up the upper portion of Main Street. Patch that. Mill it to whatever you can do. To just get a base coat. Right now, it's horrendous again. It would definitely make sense.
TRUSTEE KEMPNER: I think before we spend any Village money, we should pursue it the right way and through the staff at DOT.

MR. ABATELLI: That is what they are saying. They are dealing with Suffolk County.

TRUSTEE KEMPNER: We have to sort of establish that is not the Village's responsibility to handle the traffic coming from the state road to the east-end. That is not our problem. That is a big undertaking. It's a State route.

TRUSTEE HUBBARD: The maintenance has been put on the Town to take care of it. It starts from Muncel to Route 48. It's the Village responsibility.

TRUSTEE PHILLIPS: The ambulance is coming down that road.

TRUSTEE HUBBARD: After this past weekend, the road is in pretty bad shape.
I have written a letter and I didn't want to submit it without talking to the Board, to Senator LaValle trying to get this worked out. Even if it is only a half inch, it helps. The worse was that section coming into Greenport. The engineer said that section is not even on their map.

MR. ABATELLI: It's going to be an embarrassment when all these roads look better and this one is going to stick out like a sore thumb.

TRUSTEE KEMPNER: I don't understand. The State route disappears? It's just --

MR. ABATELLI: I kept asking that same question. It is Route 25. They said, it's really not and they consider it a state touring route.

TRUSTEE KEMPNER: It's a small fix.

MR. ABATELLI: It is a fairly involved project. It does come off the state specs. The one downside is the road is too narrow.
for what the Town has. It's going to be bad -- that is a little further down. We have been going over this year after year and it does have to get cleared.

TRUSTEE HUBBARD: Changing deeds from a hundred years ago, it never got changed. There has to be somewhere we can compromise and get that taken care of. Get together with Joe and come up with some wording and get it taken care of. I wanted everyone's support doing it. Let him be aware. He knows the spot. He stands right in the pothole when he does the Washington Birthday parade. He knows where it is. He's very understanding. So let's go forward with that.

MR. ABATELLI: I think the last thing I have on here is the dedication of Mr. Tutle -- are you familiar with that?

TRUSTEE HUBBARD: I looked at the
plans.

MR. ABATELLI: So they want to do that. I guess they need approval from us.
I don't really know the details.

TRUSTEE HUBBARD: It doesn't cost us anything. I think it's a good project that they are doing. It's a win, win.

MR. ABATELLI: That's all I have.

TRUSTEE PHILLIPS: Other than the carousel, there is an article mentioned about the lighting project.

MR. ABATELLI: Next September or October, actually a year from now, the

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Carousel Association, this May they are coming to scout the Village.

TRUSTEE MURRAY: It's like the Super Bowl. Is it a big group?

MR. ABATELLI: It is a national group.

TRUSTEE PHILLIPS: Yes.

TRUSTEE KEMPNER: If they are going to put that much effort in the planning, then
capitalize on the marketing.

MR. ABATELLI: It's a relatively small project but it's nice.

TRUSTEE KEMPNER: We might even get an award or plaque.

MR. ABATELLI: That's all.

TRUSTEE HUBBARD: Thank you.

Good evening, Joe.

MR. PROKOP: Good evening. I will just go through a couple of highlights and answer any questions. We had a couple of tickets regarding snow removal and parking. They were all noticed to be in court last week -- I'm sorry, March 1st. I was assisted in court by Dave Abatelli and Eileen Wingate. And probably about half of the defendants showed up the first round. The rest had excuses or asked for adjournments and would be dealing with them April 1st. We dealt with some -- some
individual situations were explained to us. We dealt with them as best as we can. As you heard from Mr. Naylor, there will be some resolutions on the agenda dealing with SEQRA. We were requested by the EFC to amend the SEQRA resolutions and we did. I am working on that right now with Jack. The Board approved an agreement with Optimum to put equipment in. Basically run a broadband line to 75 Washington Street to where the cellphone tower is. And the -- we went back and forth with the wording. In the discussions about that, it became a little more clear that they were doing more than just running a broadband cable to this site to service Sprint. Basically, their goal is to service anyone that is there. I suggested to them that to give us compensation in the form of a franchise fee, which is generally 5% of the gross revenues. And they turned that down. So I don't know how the Board feels about that.

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We thought in the beginning it was going to be goodwill by the Village to accommodate Sprint. It looks like they are going to be making out well in revenue.

TRUSTEE KEMPNER: Are there other contracts and agreements out there?

MR. PROKOP: Yes. I am reviewing them now. As stated, I have been helping out TRUSTEE HUBBARD: Village with the KVS matters that have come up. One has been about tax sale. There was a Local Law that I have been working on. I do have one item that I need to bring to your attention and it cannot wait and I have to bring it up in Executive Session.

Does anyone have any questions for me?

(No Response.)

MR. PROKOP: Thank you.

TRUSTEE HUBBARD: Thank you.

TRUSTEE PHILLIPS: The Code Committee was canceled because we didn't have a quorum. The Mayor was not feeling well.
There is a couple of recommendations that is going to be presented to the Board. The other one is dealing with -- looking at the electric reserve. The Village brought to our attention that there are some things that the auditor and NYAPPA, we have too much money in those reserves. There is some changes that are going on. That is pretty much all that was from those committees.

TRUSTEE HUBBARD: Okay. I just had a couple of things. I just wanted to put on for announcements, the tree has their annual report. They have a draft copy. So I will read that into the record. Dave Abatelli mentioned about the trees. The main part of it is going to be covered by FEMA. There could be another five to ten trees that might be coming down. If the price is fair, maybe have them taken down.
A couple of these trees are just leaning
down on these gravestones and it would cost
more to have those gravestones repaired.

I talked to Pete to finish up the
building for the Little League. I know
they have registrations this week. Going
to get that painted. Set up a building for
them and have it safe for them. Just have

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it utilized by them. So the coach will
have a key for that so they could put their
stuff in there instead of the trunk of
their cars. I think that is it. I have a
couple of things that I need to talk to
Jack about.

Trustee Kempner?

TRUSTEE KEMPNER: I just wanted to
mention that the Legislator Krupski, he is
areally good resource for the Village. He
knows the Town really well. I have worked
with him on some Riverhead issues. That's
about that.
TRUSTEE HUBBARD: Okay. Thank you.

Trustee Murray?

TRUSTEE MURRAY: I want to apologize for not having more information on the roof bid for tonight. I just got back late last night. So I apologize for not being able to help about that.

TRUSTEE HUBBARD: Okay. That would be helpful.

MR. ABATELLI: Yes. Joe has some ideas that we talked about but it might be difficult. So I will get in touch with everyone this week. And that is really much about it.

TRUSTEE HUBBARD: Okay. Thank you.

TRUSTEE PHILLIPS: Carousel is moving forward. I understand that there is a meeting with Dave Abatelli and Friends of Mitchell Park. Basically, the Business Improvement Committee is trying to think

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about things to move forward for the next month. And one of the things have crossed my mind, because I have had hesitant discussions with people, a desire to have the Southold Police Chief come and do a presentation as to some of the problems that we are finding in the Village of Greenport. I think it would be nice for the public to hear what is going on. They are here but it would be nice to hear. I know the Mayor has spoken to the police chief. I think it would be nice for the police chief to come and tell us what's going on. Other than that, it has been a busy winter with the snow. Spring is coming. Other than that, that's it.

TRUSTEE HUBBARD: All right. I will entertain a motion to adjourn to Executive Session for contract discussions.

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TRUSTEE PHILLIPS: Second.

TRUSTEE HUBBARD: All in favor?
TRUSTEE KEMPNER: Aye.

TRUSTEE MURRAY: Aye.

TRUSTEE PHILLIPS: Aye.

TRUSTEE HUBBARD: Aye.

We're adjourned into Executive Session.

(Whereupon, the meeting concluded.)
CERTIFICATION

I, Jessica DiLallo, a Notary Public for and within the State of New York, do hereby certify:

THAT, the witness(es) whose testimony is herein before set forth, was duly sworn by me, and

THAT the within transcript is a true record of the testimony given by said witness(es).

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

IN WITNESS WHEREOF, I have hereunto set my hand this day, April 1, 2013.

____________________
(Jessica DiLallo)

* * * * *