



236 Third Street  
Greenport NY  
11944

Tel: (631)477-0248  
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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

June 16, 2022 at 7:00 PM  
Mayor and Board of Trustees - Work Session Meeting  
Third Street  
Firehouse  
Greenport, NY 11944

## **PLEDGE OF ALLEGIANCE**

### **MONTHLY REPORTS FOR THE FOLLOWING:**

- **FIRE DEPARTMENT** – CHIEF WAYDE MANWARING  
Including compilation of all monthly meeting minutes
- **VILLAGE ADMINISTRATOR** – PAUL J. PALLAS, P.E.  
Road and Water Department  
Sewer Department  
Light Department  
Building Department  
Recreation Department  
Harbor Department  
Marina Manager
- **VILLAGE TREASURER** - ROBERT BRANDT  
Meter Department  
Housing Authority & Community Development
- **VILLAGE CLERK** – SYLVIA PIRILLO, RMC
- **VILLAGE ATTORNEY** - JOSEPH PROKOP, ESQ.

### **BOARD DISCUSSIONS**

- A public hearing regarding a proposed local law creating Section 150-30.2 regarding curb cuts within the Village of Greenport and amending Section 115-13J of the Greenport Village Code.
- A public hearing regarding a proposed local law amending Section 150-12(C) and amending Sections 150-12(A), 150-16(A)(1) and 150-16(G) to amend the parking regulations of the Greenport Village Code remains open.

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

### **PUBLIC TO ADDRESS THE BOARD**



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**CLERK**  
SYLVIA PIRILLO, RMC  
EXT. 206

**TREASURER**  
ROBERT BRANDT  
EXT. 217

Submitted: June 6, 2022  
Meeting: June 16, 2022 7:00 PM  
*Work Session Meeting*  
To: Mayor George W. Hubbard, Jr.  
Board of Trustees  
Prepared By: Debbie Boyle, *Assistant*  
From: Debbie Boyle, *Assistant*  
Department: Fire Department

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### **Fire Department June 2022 Work Session Report**

**Attachments:**

Fire Department June 2022 Work Session Report (PDF)

CHIEF WAYDE MANWARING  
1<sup>ST</sup> ASST. CHIEF ALAIN DEKERILLIS  
2<sup>ND</sup> ASST. CHIEF CRAIG JOHNSON  
CHAPLAIN FRANK MUSTO  
ASST. CHAPLAIN CLAUDE KUMJIAN  
SECRETARY/TREASURER ALAIN DEKERILLIS  
DEPARTMENT SECRETARY JAMES KALIN



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

## Meeting of the Board of Wardens

WEDNESDAY May 18, 2022

### OPENING

Chief Wayde Manwaring opened the meeting at 7:00pm with The Pledge of Allegiance to the Flag and a moment of silence for departed members.

### ATTENDANCE

Chief Wayde Manwaring

1<sup>st</sup> Ass't Chief Alain de Kerillis

2<sup>nd</sup> Ass't Chief Craig Johnson

Wardens Bernard Purcell and Joseph Milovich of Eagle Hose Co. #1

Wardens Robert E. Corwin and Antone Volinski III of Relief Hose Co. #2

Wardens Patrick Brennan and Robert Jester of Star Hose Co. #3

Wardens Scott Hollid and Wayne Miller of Standard Hose Co. #4

Wardens Clifford Harris and John Grilli of Phenix Hook & Ladder Co. #1

Mary Bess Phillips VOG/GFD Liaison

### **THOSE WISHING TO ADDRESS THE BOARD –**

1. Steve Clark from Greenport Yacht brought copies of a proposal for a 3 Story Hotel where Sweet Indulgences used to be. He expressed his concern for roadway issues it will cause and being able to get a firetruck around the corner. He suggested the FD take a look at the blueprint. Mary Bess Phillips explained to him that it was just in the pre-submission phase.
2. Robert Corwin reported that Norma Corwin stepped down from Warden due to her new job and he will be standing in until they find someone else.
3. Dennis Kenter explained the Avtec dispatch console. There are two ways the department can go with the Avtec system. The Legacy system is the original design. It will give you everything the new system will give you, except it is hardware and firmware based rather than software based. Nothing else is different. If you get the Legacy system, there is a trade in system. The software system is \$25,000 installation and \$1,200 a month to rent the system. The Legacy System is also \$25,000 but there is a \$10,000 trade in and it's \$1,000 a month to rent. He also said that he would like to be the project manager for this project, he will handle communications between the department and vendor, the connectivity, making sure everything is done and performing the way it is supposed to, etc. Cliff Harris asked if the project manager is at a separate cost. Dennis said that it is a \$2,700 onetime fee. He said that he can also train someone as well. He said it is an initial 2 year rental and if the dept. is happy with everything you add on another 3 years and then discuss where to go from there.
4. Motion made by R. Jester, seconded by John Grilli, to remove Patrick Brennan from probation and to have him seated as Warden for Star Hose Co. #3 . Motion Carried

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

Motion made by R. Corwin, seconded by W. Miller, to approve the minutes of the April 19, 2022 meeting of the Board of Wardens as printed and distributed.  
Motion Carried.

### **FINANCE COMMITTEE**

The finance committee report was read by Chief De Kerillis. Motion made by A. Volinski III, seconded by Joseph Milovich, to accept the report. Motion Carried.

**COMPANY OFFICERS' MEETING MINUTES-** No Report.

**TREASURER'S REPORT-** No Report.

1. Chief Alain De Kerillis requested an executive session to discuss personnel matter.

**BILLS-** No Report.

**COMMUNICATIONS**

1. Mattituck FD 50<sup>th</sup> Annual Installation Dinner June 11, 2022 at East Wind.
2. 116<sup>th</sup> Annual Conference and Fire Expo June 15-18, Syracuse NY.
3. Westbury FD 125<sup>th</sup> Anniversary Parade July 9 2022.
4. 1<sup>st</sup> Annual Douglas Dunkirk Senior Memorial Horseshoe Tournament to benefit Northsea FD June 12,2022.
5. Suffolk County Parade Officials raffle- selling 50/50 tickets.
6. FASNY Museum of Firefighting flyer with upcoming events.
7. Ridge FD Annual Golf Outing Aug 8 2022- looking for sponsors.
8. NY State Parade and Drill Aug 20-21<sup>st</sup>, ad available to purchase.
9. County of Suffolk Board of Elections- GFD will be poll site. Primary June 28 and General Nov 8.
10. Yaphank FD Annual Golf Outing June 2, 2022, looking for sponsors.
11. GHS Senior Graduation Parade June 26, through the Village and back to the school. Looking for GFD to lead the parade with police.

Motion by W. Miller, seconded by C. Harris, to file and/or forward all communications , Motion carried.

**APPLICATIONS FOR MEMBERSHIP-**

1. Joseph Holmes Jr. to Star Hose Co. #3. Motion made by J. Milovich, seconded by C. Harris, to accept application for membership. Motion Carried.

## REPORTS OF COMMITTEES

### Buildings and Grounds

1. Chief Manwaring reported that the Village is working on the RFP. Mary Bess Phillips said that there is a resolution on the agenda to accept the bid from Sendlewski. Mary Bess Phillips asked if the Chief has seen the RFP. He said that he has not, but C. Harris has. Mary Bess Phillips will get a copy and get it to the Chiefs.
2. Mary Bess Phillips mentioned that there is a grant for curbing around 3<sup>rd</sup> Street Park and 4<sup>th</sup> Avenue and the work will begin soon. She is going to request that the two parking spots out by the exit in the back become no parking.
3. Mary Bess Phillips also reported that they are paving Kaplan and North Street and Wiggins and 4<sup>th</sup> Street. She also mentioned that Claudios has a project in to the planning board to extend the tent to the end of the dock. She also mentioned that there are major renovations to the Bartlett house, a doctor wants to make an office in the back. P. Brennan asked what the process is to get the GFD to weigh in on projects going on in Greenport. Mary Bess Phillips said that it would have to be requested through the planning board, but that's why she brings up the projects here so that if the GFD wants to give input, they can. She suggested that the Chief presents something at the meeting tomorrow to be involved in the projects so that it is on record.
4. Joseph Milovich asked if we can add redoing the radio room onto the RFP. Cliff Harris said that it can't be changed now.

Bylaws- No Report.

Finance- No Report.

Fire District – No Report.

Pre-Incident Planning-

1. Bernard Purcell mentioned that we should work with the Village to update the preplans. He said that we don't have floor plans on some projects that

are being planned. He mentioned that the Mills building doesn't have sprinklers. He asked if the GFD can look in there. Chief said that if there is a rescue or something then we can report to the building inspector. He also mentioned a house on Ludlum. Chief Manwaring said we can preplan the new buildings as they come. We can't do it with ones that are existing. You can make a complaint as an individual, but not as a FD we can't.

**Service Awards-** No Report.

**Recruitment-** No Report.

**Casualty Fund-** No Report.

**Funeral** – No Report.

**Communications-**

1. Robert Corwin said that he thinks it's a good idea to upgrade the system. Motion made by Wayne Miller, seconded by Clifford Harris, to go forward with the Legacy System console upgrade. Motion carried. C. Harris said that we still have \$184,585.31 total combined, unencumbered.
2. R. Corwin also mentioned the dual band radios and said that the Chiefs are going to need them with the direction the County is going. They are \$7,089.12 each- 3 are needed. The total would be \$21,267.36. Motion made by R. Corwin, seconded by C. Harris, to purchase the radios. Motion Carried.

**Trips & Travel-** No Report.

## **COMPANY REQUESTS**

**Eagle Hose Co. #1-** Budget items.

**Relief Hose Co. #2-** As per finance report, budget items.

**Star Hose Co. #3-** requesting to be reimbursed for printer, gloves and hoods that were purchased, garage door button doesn't work, they are refurbishing the over and under table and would like to be reimbursed for the materials. Motion made by W. Miller, seconded by S. Hollid, to reimburse them for the materials. Motion Carried.

Standard Hose Co. #4- Requesting use of the grounds for Chickken BBQ Aug 20<sup>th</sup>, Milwaukee tool list- total of \$3,092.03. Motion made by Wayne Miller, seconded by J.Milovich, to purchase the tools. Motion Carried. Mentioned that years ago money was donated and GFD started a welfare fund in case someone was down on their luck. There was supposed to be a trustee from each company to be on that Board. Cliff Harris said that they sat with the Village Attorney and they explained how it should be shelled out and a hierarchy that should have been established etc. No one wanted to take on the duties so the whole thing fell apart. He asked what happened to the money because someone approached him that could benefit from the money. He isn't sure if it went into the Wood's Trust or what happened to it. Request for an executive session.

Phenix Hook & Ladder Co. #1- Budget items.

Rescue Squad- Budget items.

Fire Police- Budget items.

Water Rescue- Budget items.

### **UNFINISHED BUSINESS –**

1. C. Harris asked if we are still locked out from adding people to be admins for the air machine. 2<sup>nd</sup> Asst. Chief Johnson said that he would take a look at it and can make Cliff an admin.
2. Scott Hollid asked if there was an update on the chairs. Chief Manwaring said that it is on his to do list.
3. Scott Hollid also asked if there is going to be transportation for the installation dinner. Chief said that there will be two buses.
4. Robert Jester mentioned that we need to get people involved with the envelope stuffing, it is important. He also wanted thank Tony for the great job he always does with it.
5. Robert Corwin mentioned that last month we discussed the garage door contract and asked if we got anywhere with using someone besides Village Overhead Doors. Wayne Miller said that there is a vendor on contract that does doors. He gave the info to the Chief. We just got to get him out here and get a proposal on how much everything would cost and then get the PO. You can avoid going out to bid that way. Scott Hollid said that we



should contact the company on County contract and go from there. Cliff Harris will reach out to him.

**REPORTS OF DELEGATES-** No Report.

**NEW BUSINESS-**

1. Robert Jester asked if we still get a monthly truck report. 2<sup>nd</sup> Asst. Chief Johnson said that we do. R. Jester asked if he can stop by and look at that to make sure everything is being done.
2. R. Jester said that we have a bunch of new members and he wants to start doing stuff to make sure new members stay with us. Patrick is giving him the textbook that they use for Firefighter 1 and we are going to put together a tutorial for a day or two before they take the test. We need to do more to maintain new members. He said that we should tell members that we will pay for them to get the app for the test as well.
3. R. Jester asked if there was a meeting on May 26<sup>th</sup> to discuss parking. Mary Bess Phillips said that there is a meeting to discuss the parking code. She said that it is more about doing away with the grandfathering of parking requirements for those going before the planning board. Some of the trustees are going to suggest that the hearing be postponed. People are offering money to get the parking spots they need. The document is available on the website under public hearings. Our code should reflect the current events and not how things were back in 1991.
4. R. Jester asked that if there is an alarm at a hotel or store, aren't they required to make everyone evacuate? Chief Manwaring said that they are supposed to, but don't. R. Jester asked who is in charge of making them do it. Chief Manwaring said that he writes it in his report. He said sends them over to the Village, but he doesn't know what happens to them after that.

**GOOD OF THE DEPARTMENT**

1. Motion made by J. Milovich, seconded by C. Harris, to help GHS out with their parade on Sunday, June 26, 9am. Motion Carried.
2. Motion made by R. Corwin, seconded by W. Miller, to allow Standard Hose use of the grounds for the Chicken BBQ Saturday, August 20. Motion Carried.

3. Chief Manwaring mentioned that Mattituck FD reported at the Chief's Council that they are going to be looking for help for the Strawberry Festival, but didn't mention for what.
4. Scott Hollid said that flooring is ordered for Station 2 and he will need to use the back building for trucks.
5. Bernard Purcell mentioned that the price of fuel has gone up a lot and he thinks we should hold a safety class for space heaters etc, he said that maybe we can combine something with the Village. Chief Manwaring said that Fire Prevention is coming up so maybe we can add it in with that.
6. R. Jester said that they are getting the final boat specs and will get them to the Wardens once they are complete. He said that C. Johnson is head of the committee as far as the Chiefs, but we should have a list of who is in charge of everything. It was a strong recommendation to make sure that everything is in place- how it will be maintained, where it would be docked, etc. We are going to hire a company to do a Port Security Fireboat grant. He is going to ask them to go to the people in Rhode Island who got the grant to see what was included in their grant. He would like the boat committee meetings be put on the calendar every month. 2<sup>nd</sup> Asst. Chief Johnson said that he has a list of people that are interested in the organizational structure and will bring names to the next meeting. More discussion ensued about parking/docking of the boat. R. Jester also mentioned that they would like to get points for the meetings.
7. Chief Manwaring said inside drivers door panel on the pickup was ruined because someone used it as a ladder. The speedometer is fixed. A. Volinski asked if the vehicles are being signed out. Chief Manwaring said that they are supposed to be. W. Miller said that both vehicles had almost no fuel when they went to look at the fire boat. He said he filled up the van and looked at the ledger and the discrepancy in miles was bad. Fuel needs to be put in it when it is used.
8. R. Corwin reported that we need to get IDs at the light plant for fuel for the new members. He also said we need to find out what door clicker we can purchase so we don't have to get out and open it.
9. R. Corwin also said that there were four (4) members that passed the Fire Police course and will be going to see Sylvia to be sworn in. The state changed how they do the yearly list for who is Fire Police, there is a website for it now so he will give the info to the Chiefs. 2<sup>ND</sup> Asst Chief Johnson said he only has 2 applications, not 4.

10. C. Harris asked if we got any prices on the phones. Chief Manwaring said that he didn't yet. He said that there are two appointments next week.
11. R. Jester asked if anyone knows any of the requirements for using firefighting foam for a marine fire. They have been talking about it for the boat but did not know the requirements. Mary Bess Phillips said that would be a question for the Coast Guard.

### **EXECUTIVE SESSION**

Motion made by A. Volinski III, seconded by R. Corwin, to adjourn to an executive session to discuss personnel matters. Motion Carried. Adjourned to executive session at 9:02PM.

Upon returning from executive session, a motion made by R. Corwin, seconded by W. Miller, to resume regular meeting. Motion Carried. Regular meeting resumed at 9:51 pm.

12. Chief Manwaring mentioned the MCI drill on June 4<sup>th</sup> and said we will need a lot of manpower.

### **READING OF THE MINUTES**

Motion by A. Volinski, seconded by W. Miller, to dispense with the reading of the minutes of tonight's meeting. Motion carried.

### **ADJOURMENT**

Motion by A. Volinski, seconded by W. Miller, to adjourn. Motion carried. The meeting was adjourned at 10:02 pm.

Submitted by,

Rebecca J. McKnight

Recording Secretary

CHIEF WAYDE MANWARING  
1<sup>ST</sup> ASST. CHIEF ALAIN DEKERILLIS  
2<sup>ND</sup> ASST. CHIEF CRAIG JOHNSON  
CHAPLAIN FRANK MUSTO  
ASST. CHAPLAIN CLAUDE KUMJIAN  
SECRETARY/TREASURER ALAIN DEKERILLIS  
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## Greenport Fire Department Monthly Report May, 2022

Number of calls this month: 84

Number of calls to date: 348

### Breakdown of calls by signal numbers:

9 (stand/by) 1  
12 (brush fire) 0  
13 (automatic alarm, smoke, etc.) 12  
13-35 (working structure fire) 0  
14 (vehicle fire) 1  
16 (ambulance/rescue) 60  
16-23 (MVA, water rescue, misc.) 3  
16-59 (routine transport) 0  
23 (CO alarm, medi-vac) 5  
24/13-35 (mutual aid working structure fire) 1  
24/16 (mutual aid ambulance/rescue) 1  
24/16-23 (mutual aid MVA) 0  
24/23 (mutual aid water rescue/misc.) 0  
26 (boat fire) 0

### Breakdown of calls by location:

Within the Incorporated Village of Greenport 28  
Within the East/West Fire Protection District 54  
Other (mutual aid) 2

Prepared by: James Kalin, Secretary 06/01/2022

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
1																									
2																									
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Greenport Fire Department period ending May 31, 2022

## maximum points in category

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
4		elect/app	# Fire	%	pts	# EMS	%	pts	st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap					
20	Charters, Gary		1	1	0	0	0	0	0	1	1	3	0	0	5	X	X	X	X						
21	Clark III, Henry		0	0	0	0	0	0	0	0	0	0	0	0	0										
22	Clark, James	S,T	17	17	25	5	2	0	0	6	5	3	0	10	49		X	X	X						
23	Clark, Jeffrey		37	37	25	8	3.2	0	0	6	7	3	0	0	41		X	X	X						
24	Corazzini, Jeffrey		0	0	0	0	0	0	0	4	1	0	0	0	5	X									
25	Corazzini, Warren		9	9.1	0	5	2	0	0	2	1	0	0	0	3										
26	Corwin, Everett		33	33	25	81	33	25	0	7	7	4	0	0	68	X	X	X	X						
27	Corwin, Norma	(W)	29	29	25	88	36	25	1	13	14	5	1	2	86	X	X	X	X						
28	Corwin, Robert E.	C,D,JD,W	37	37	25	85	34	25	1	18	15	11	1	22	118	X	X	X	X						
29	Corwin, Robert J.		29	29	25	63	26	25	1	11	14	16	1	0	93		X	X	X						
30	Corwin, Scott		19	19	25	8	3.2	0	0	4	1	0	0	0	30	X									
31	Costas, Tom		14	14	25	9	3.6	0	0	9	3	3	0	0	40		X	X	X						
32	Creedon, Daniel	S	51	52	25	152	62	25	0	7	4	3	0	5	69		X	X	X						
33	Creighton, Ryan		7	7.1	0	4	1.6	0	0	5	3	9	0	0	17	X	X	X	X						
34	De Kerillis, Alain	CH	48	48	25	105	43	25	0	19	13	3	2	25	112		X	X	X						
35	Detrick, Gary		0	0	0	0	0	0	0	0	0	0	0	0	0										
36	Diaz, Juan		2	2	0	0	0	0	0	5	5	3	1	0	14		X	X	X						
37	Diaz, Nicolas		0	0	0	0	0	0	0	4	0	1	0	0	5										

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
4		elect/app	# Fire	%	pts	# EMS	%	pts	st/by	mtes	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap					
38	Edwards, Alison		6	6.1	0	3	1.2	0	0	2	3	25	0	0	30										
39	Ellis, Scott		0	0	0	0	0	0	0	1	1	0	0	0	2										
40	Ferguson, Peter		1	1	0	1	0.4	0	0	5	4	3	0	0	12	X	X	X	X						
41	Ficurilli, Michael		32	32	25	2	0.8	0	0	5	6	3	0	0	39		X	X	X						
42	Flora, Michael		0	0	0	0	0	0	0	0	0	0	0	0	0										
43	Fogarty, Jonathan		5	5.1	0	0	0	0	0	5	6	5	0	0	16										
44	Garcia-Dinizio, Gloria		0	0	0	0	0	0	0	0	0	0	0	0	0										
45	Grattan, Timothy		6	6.1	0	1	0.4	0	0	3	1	0	0	0	4										
46	Gray, Enya		1	1	0	3	1.2	0	0	1	4	4	0	0	9		X	X	X						
47	Gray, Sally Anne	L	11	11	25	16	6.5	0	0	3	5	3	0	5	41		X	X	X						
48	Grilli, Jennifer	L	0	0	0	1	0.4	0	0	5	4	3	0	5	17		X	X	X						
49	Grilli, John	W	0	0	0	1	0.4	0	0	10	4	3	0	8	25		X	X	X						
50	Hamilton Jr., Robert	D	46	46	25	19	7.7	0	0	10	7	4	0	3	49		X	X	X						
51	Hanold, Christopher	C,T	11	11	25	19	7.7	0	0	7	7	2	0	11.75	52.75										
52	Hanold, Christopher, Jr.		0	0	0	0	0	0	0	0	0	0	0	0	0										
53	Harris, Cliff	C,W	3	3	0	1	0.4	0	0	9	4	0	0	16	29	X									
54	Harris, Peter	L,T,D	42	42	25	17	6.9	0	0	7	8	3	0	13	56		X	X	X						
55	Harvey, Russell		17	17	25	6	2.4	0	0	3	2	3	0	1	34	X	X	X	X						

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
4		elect/app	# Fire	%	pts	# EMS	%	pts	st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap					
56	Hollid, Scott	W	15	15	25	0	0	0	0	9	7	3	0	8	52		X	X	X						
57	Holmes, Joseph		0	0	0	0	0	0	0	0	0	0	0	0	0										
58	Hubbard Jr, George		11	11	25	4	1.6	0	0	6	8	3	0	0	42		X	X	X						
59	Hughes, Colleen	S	17	17	25	27	11	25	0	8	7	3	0	5	73	X	X	X	X						
60	Huzsek, Andrew H		48	48	25	12	4.9	0	0	7	8	3	0	0	43	X	X	X	X						
61	Hydell, Carol	C, (L),s	3	3	0	2	0.8	0	0	11	9	4	0	12.25	36.25	X	X	X	X						
62	Hydell, Charles		8	8.1	0	3	1.2	0	0	5	8	3	0	0	16		X	X	X						
63	Hydell, Charles, Jr.		0	0	0	1	0.4	0	0	1	4	25	0	0	30										
64	Jensen, Warren	(W)	16	16	25	2	0.8	0	0	15	5	3	0	2	50		X	X	X						
65	Jester, Robert	W	0	0	0	3	1.2	0	0	19	7	3	0	8	37		X	X	X						
66	Jimenez, Susano		1	1	0	0	0	0	0	5	4	3	0	0	12		X	X	X						
67	Jobes, Craig	L	60	61	25	103	42	25	1	9	11	10	1	5	87		X	X	X						
68	Johnson, Craig	CH, (C)	47	47	25	111	45	25	0	18	8	9	0	20.75	105.8		X	X	X						
69	Kalin, James	(CH),(T)	81	82	25	196	79	25	0	19	11	4	1	7.5	92.5	X	X	X	X						
70	King, Kendra		0	0	0	1	0.4	0	0	0	0	2	0	0	2										
71	Luke, Alexander		46	46	25	27	11	25	0	5	8	4	0	0	67		X	X	X						
72	Mantzopoulos, John		39	39	25	12	4.9	0	0	5	6	11	1	0	48		X	X	X						
73	Manwaring, Julia		35	35	25	48	19	25	0	10	8	3	0	0	71		X	X	X						



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
4		elect/app	# Fire	%	pts	# EMS	%	%	pts	st/by	ntes	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap				
74	Manwaring, Wayde	CH	69	70	25	100	40	%	25	0	20	11	3	0	25	109		X	X	X					
75	Marczewski, Macy		0	0	0	2	0.8	%	0	0	6	6	3	0	0	15		X	X	X					
76	Martocchia, Jerome		14	14	25	7	2.8	%	0	0	4	4	3	0	0	36	X	X	X	X					
77	Miller, Wayne	W	15	15	25	1	0.4	%	0	0	14	6	3	0	8	56		X	X	X					
78	Milovich Jr., Joseph	W	31	31	25	6	2.4	%	0	0	10	4	3	0	8	50		X	X	X					
79	Musto, Francis	S, Ch	36	36	25	99	40	%	25	0	15	13	5	1	10	94	X	X	X	X					X
80	Mysluborski, Linda		0	0	0	8	3.2	%	0	0	0	0	3	0	0	3		X	X	X					
81	Narkiewicz, Piotr		39	39	25	114	46	%	25	0	5	6	3	0	5	69		X	X	X					
82	Nedoszytko, William	S	0	0	0	0	0	%	0	0	5	1	0	0	5	11	X								
83	Nyce, David	C	62	63	25	83	34	%	25	0	13	9	3	3	8	86		X	X	X					X
84	O'Brien, Michael		24	24	25	4	1.6	%	0	0	5	6	1	0	0	37									
85	Pal-Singh, Vijay		0	0	0	0	0	%	0	0	1	0	3	0	0	4		X	X	X					
86	Perrigiano, Victor		2	2	0	2	0.8	%	0	0	0	2	3	0	0	5									
87	Piel, Jeffrey		0	0	0	0	0	%	0	0	5	0	0	0	0	5									
88	Pirillo, James A.		47	47	25	6	2.4	%	0	0	11	7	3	1	0	47		X	X	X					X
89	Pope, George		24	24	25	25	10	%	25	0	8	4	4	3	0	69		X	X	X					X
90	Purcell, Bernard		97	98	25	171	69	%	25	0	14	15	7	3	0	89		X	X	X					X
91	Purcell, Ryan	L	30	30	25	36	15	%	25	0	8	11	5	0	3.75	77.75	X	X	X	X					

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
4		elect/app	# Fire	%	pts	# EMS	%	pts	st/by	mtes	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap					
92	Quillin, Michael	D	13	13%	25	0	0%	0	0	6	10	3	2	3	49	X	X	X	X	X	X	X	X	X	X
93	Raynor, Dale	L	27	27%	25	25	10%	25	0	6	10	1	2	3.75	72.75										X
94	Reed, Michael		3	3%	0	7	2.8%	0	0	3	3	0	0	0	6	X									
95	Reed, Taylor	L	32	32%	25	95	38%	25	0	11	9	25	1	3.75	99.75		X	X	X	X	X	X	X	X	X
96	Reiss, Helen	C	34	34%	25	105	43%	25	0	9	6	3	0	8	76	X	X	X	X	X	X	X	X	X	
97	Remppe Jr, Fred		16	16%	25	52	21%	25	0	0	7	3	0	0	60		X	X	X	X	X	X	X	X	
98	Richter, Michael	T,T	14	14%	25	39	16%	25	0	4	4	3	0	10	71	X	X	X	X	X	X	X	X	X	X
99	Robins, William		33	33%	25	3	1.2%	0	0	5	8	4	1	0	43		X	X	X	X	X	X	X	X	X
100	Rosa, Lisa		10	10%	25	1	0.4%	0	0	6	8	3	0	0	42	X	X	X	X	X	X	X	X	X	
101	Ruffner, William		0	0%	0	0	0%	0	0	4	1	3	0	0	8		X	X	X	X	X	X	X	X	
102	Rung, Rosalie	(L)	8	8.1%	0	40	16%	25	0	3	1	0	0	1.25	30.25										
103	Rutkowski, Stephen	L,D	55	56%	25	128	52%	25	1	20	6	6	1	8	92		X	X	X	X	X	X	X	X	X
104	Skrezec, John		0	0%	0	0	0%	0	0	1	0	0	0	0	1										
105	Spanos, James		0	0%	0	0	0%	0	0	2	0	0	0	0	2										
106	Staples, Halsey		55	56%	25	74	30%	25	0	4	1	4	0	0	59		X	X	X	X	X	X	X	X	
107	Stoner, Gary		4	4%	0	2	0.8%	0	0	2	0	0	0	0	2										
108	Strickland, Samuel	L,D	47	47%	25	75	30%	25	1	20	15	11	1	8	106		X	X	X	X	X	X	X	X	X
109	Swetland, Jessica		1	1%	0	3	1.2%	0	0	0	0	3	0	0	3		X	X	X	X	X	X	X	X	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
4		elect/app	# Fire	%	pts	# EMS	%	pts	st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap					
110	Tamin, John		34	34%	25	54	22%	25	0	6	8	3	0	0	67	X	X	X	X						
111	Tejada, Yira		5	5.1%	0	6	2.4%	0	0	4	4	0	0	1	9	X									
112	Thorp, Thomas	L	11	11%	25	9	3.6%	0	0	1	5	3	0	5	39	X	X	X	X						
113	Toussaint, Gabrielle		0	0%	0	1	0.4%	0	0	1	0	3	0	0	4		X	X	X						
114	Trapani, Heather		24	24%	25	28	11%	25	0	1	1	3	1	0	56		X	X	X						X
115	Vandenburgh, Richard		0	0%	0	1	0.4%	0	0	0	0	0	0	0	0										
116	VanEtten, George	D	45	45%	25	16	6.5%	0	0	11	5	3	0	3	47		X	X	X						
117	Verity, Michael		0	0%	0	0	0%	0	0	0	1	0	0	0	1	X									
118	Verley, Joseph, Jr.		0	0%	0	0	0%	0	0	2	0	3	0	0	5		X	X	X						
119	Volinski, Antone, III	W	27	27%	25	78	32%	25	0	14	6	3	0	8	81	X	X	X	X						
120	Volinski, Darryl		5	5.1%	0	30	12%	25	0	2	6	3	0	0	36		X	X	X						
121	Walters, Joseph		0	0%	0	0	0%	0	0	3	1	3	0	0	7		X	X	X						
122	Zaymayar, Elias	L	44	44%	25	14	5.7%	0	1	8	8	15	2	5	64	X	X	X	X						X
123	Zurek, Gregory		11	11%	25	3	1.2%	0	0	6	7	3	0	0	41		X	X	X						
124	Zurek Jr, Stanley		8	8.1%	0	1	0.4%	0	0	5	1	3	0	0	9	X	X	X	X						
125																									

# June 2022 - Greenport FD

DUTY COMPANIES 8-3-2 & 8-3-3 IST. DUE ON SIGNAL 24s = 8-3-3

OFFICE 631.477.1943 [gfdfire@optonline.net](mailto:gfdfire@optonline.net)

FAX 631.477.4012 [gfdsec@optonline.net](mailto:gfdsec@optonline.net)

**Sun** Chief Wayde Manwaring 631.644.5430  
 1st. Ass't. Chief Alain DeKerillis 631.208.7506  
 2nd. Ass't. Chief Craig Johnson 631.466.5294

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						4 MCI Drill @ GHS
5	6 RELIEF HOSE mtg STANDARD HOSE mtg	7 EAGLE HOSE mtg	8 PHENIX H&L mtg	9	10	11 Boating Safety Course 9am-5pm Sta #1
12 GFD Memorial Service 11am	13 STAR HOSE mtg	14 RESCUE SQUAD mtg 7PM FINANCE COMM. mtg 7:30PM	15 WARDENS mtg 7pm	16 Dept. Training 7pm Hose Handling	17	18
19	20 Dept. Physicals	21	22 Dept. Physicals	23 Fire School - Yaphank Lv. Sta. #1 6:15pm Class "A"	24	25
26 GHS Gradution Parade	27 CME Class 7pm Sta #1	28	29 Phenix & Relief Carnival -Polo Grounds	30 Phenix & Relief Carnival -Polo Grounds (thru July 3)		

**Important Future Events on Reverse Side !!**

Friday, July 1

Fireworks 10pm Phenix & Relief Carnival

Thursday, July 14

Fire School - Yaphank - Flashover Simulator

Saturday, July 16

Department Installation Dinner

Physicals - Monday, July 18 & Wednesday, July 20

sign in sheet posted at Sta #1

Wednesday, June 20

Wardens Meeting, Sta #1 7pm

Thursday, July 21

Department Training



236 THIRD STREET  
GREENPORT NY 11944

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EXT. 206

**TREASURER**  
ROBERT BRANDT  
EXT. 217

Submitted: June 7, 2022  
Meeting: June 16, 2022 7:00 PM  
*Work Session Meeting*  
To: Mayor George W. Hubbard, Jr.  
Board of Trustees  
Prepared By: Paul Pallas, P.E. Village Administrator  
From: Paul Pallas, P.E. Village Administrator  
Department: Village Administrator

## Work Session

# Work Session Report for Road and Utilities

June 16, 2022

## Administrator's Office

### Statistics

#### Work Orders:

Electric = 53 Written 53 Completed  
Water = 01 Written, 01 Completed  
Sewer = 50 Written, 50 Completed  
Road = 41 Written, 41 Completed

### Reports

❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 5-06-2022. The results are detailed below in the Road Department's *Sampling* section.

❖ GADS Data: This is a monthly report about run and usage data for the generators at the Power Plant, it was sent on 5-06-2022.

## Discussion

- Microgrid Project Status
- Ferry Queue Project Status
- Suffolk County Downtown Revitalization Grant Application - Submitted
- NYSERDA Grant Application - Submitted

## Resolutions

### Trustee Reminders Awaiting information/comments

- Moratorium on WC development - proposed by Trustees Robins and Phillips
- Infrastructure project ideas for potential federal grant monies
- Peconic Estuary Protection Sign ideas

## Road/Water Department

### Statistics

Water Distribution:

5,846,000 Gallons Sold

Sampling:

All water samples complied with Department of Health requirements.

Locations: 419 Sixth Street - Slop Sink  
Total Coliform = Absent  
E Coli = Absent  
Residual Chlorine = 0.55 mg/L

Third Street Firehouse - Kitchen Sink  
Total Coliform = Absent  
E Coli = Absent  
Residual Chlorine = 0.51 mg/L

The form, DOH-360, was filed with the DOH on May 6, 2022, with the above results.

## Report

### Tasks Accomplished:

- ❖ Did all normal highway tasks.
- ❖ Performed water machine maintenance.
- ❖ Performed bi-weekly G-44 maintenance.
- ❖ Removed winter door at Mitchel Park Carousel facility
- ❖ Removed garbage dumped on Monsell Trail
- ❖ Painted stop bars on newly paved roads.
- ❖ Painted and marked loading zones throughout village
- ❖ Painted and marked handicap zones throughout village.
- ❖ Weeded flower beds at Steamboat corner.
- ❖ Planted and mulched flowers throughout the village.
- ❖ Moved highway blocks for train project.
- ❖ Cut back overgrowth at cemetery.
- ❖ Turned water on at Sandy beach.
- ❖ Installed new grills at 5th street beach.
- ❖ Serviced mowers and changed blades.
- ❖ Moved planter boxes to new locations throughout the village.
- ❖ Edged steamboat corner and set staging for parade
- ❖ Removed brush piles on parade route

## Sewer Department

### Flow and Sampling:

The plant continues to run well, exceeding DEC permit requirements.

Total plant flow for the month of May = 8,886,000 Gallons

Average Daily Flow = .287 (MGD) Permit Limit = .650 MGD

Total Suspended Solids percent removal (TSS) = 98% Permit Limit = 75%

CBOD percent removal = 99% Permit Limit = 75%

Coliform Fecal General = 10.2 MPN. Permit limit 200 MPN/100

Coliform Total General = 31 MPN. Permit limit 700 MPN/100

Total Nitrogen = 8.1 LBS/day



Sludge Removal:

84,000 Gallons of sludge hauled in May

**Report**

❖ Treatment Plant:

Trojan annual preventative maintenance

Commander repaired water heater for generator at Plant

Pumped out and cleaned UV channel

Cleaned and greased UV system

De ragged post anoxic mixers and nitrate recirculation pumps

Cleaned East and West clarifiers

❖ Collection System:

Backflushed pumps and cleaned level transducer at Hospital pump station

# Electric Department

## Statistics

### Monthly Power Usage:

Maximum usage day = May 31 @ 89.703 Mwh  
Minimum usage day = May 5 @ 68.224 Mwh  
Peak demand for the month = 5.360 MW May 31 3:30 pm  
Monthly total usage = 2,220.080 Mwh

Service calls/call outs = 8  
Street light repairs = 22  
Customers shut off for nonpayment = 0  
Customers turned on for payment = 0  
Customers turned on for the season = 0  
New Services = 2

### Tasks Accomplished:

- ❖ Haugland has completed majority of work on circuit 7 downtown, circuit 1 and 2 on Main St.
- ❖ Replaced 8 pedestals at the marina and serviced light fixtures on the docks
- ❖ Serviced several streetlights through the Village
- ❖ Installed banners for graduating seniors
- ❖ New underground service at 447 Main St.
- ❖ General maintenance of building and grounds
- ❖ Changed out several electric meters due service up-grade or request to replace
- ❖ Campground pedestals serviced
- ❖ Loss the incoming URD feed to the Village due a cable being damaged by others, power was restored very quickly, and the cable was repaired.
- ❖ Responded to flickering lights/half power calls

### Attachments:

Greenport Meter 5-2022 (PDF)

Total Usage: 2,320,514.000 KWH  
 Peak Demand: 5360.00 KW  
 Occured On: 31-May-22-15:30  
 Load Factor: 58.19%  
 Date Start: Sunday, May 1, 2022  
 Date End: Tuesday, May 31, 2022

Period Ending	KWH
5/1/2022	68,480.00
5/2/2022	73,730.00
5/3/2022	72,550.00
5/4/2022	71,114.00
5/5/2022	68,224.00
5/6/2022	70,808.00
5/7/2022	78,594.00
5/8/2022	76,543.00
5/9/2022	72,280.00
5/10/2022	70,134.00
5/11/2022	68,301.00
5/12/2022	69,015.00
5/13/2022	71,598.00
5/14/2022	74,098.00
5/15/2022	73,547.00
5/16/2022	71,733.00
5/17/2022	69,454.00
5/18/2022	69,503.00
5/19/2022	71,395.00
5/20/2022	73,113.00
5/21/2022	79,820.00
5/22/2022	87,037.00
5/23/2022	76,889.00
5/24/2022	71,447.00
5/25/2022	71,191.00
5/26/2022	73,075.00
5/27/2022	80,579.00
5/28/2022	83,131.00
5/29/2022	85,613.00
5/30/2022	87,815.00
5/31/2022	89,703.00



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Submitted: June 7, 2022  
Meeting: June 16, 2022 7:00 PM  
*Work Session Meeting*  
To: Mayor George W. Hubbard, Jr.  
Board of Trustees  
Prepared By: Paul Pallas, P.E. Village Administrator  
From: Paul Pallas, P.E. Village Administrator  
Department: Village Administrator

## Building

# Work Session Report for Building Department & Enforcement

June 16, 2022

## Office of Code Enforcement & Fire Prevention

### Reports

- ❖ Code Enforcement continues to patrol the Village and respond to complaints.
- ❖ Rental permit renewal review is being conducted. All property owners are being issued a letter of notification informing them that their permit is expired.

### NOTES & TIPS:

Please ensure you pay attention to parking regulations when parking.

Code Enforcement Report is attached.  
Building Permit Report is attached.  
Traffic Enforcement Statistics Report is attached.

### **Attachments:**

May 2022 Building Report (PDF)  
May 2022 Building CO Report (PDF)  
May 2022 CODE (PDF)



# Village of Greenport Building Department

May 2022

## Monthly Report

Incorporated Village

REPORT COVERING  
5/1/2022 through 6/1/2022

PERMIT TYPE	PERMIT NO.	PERMIT DATE	PARCEL ID	LEGAL ADDRESS	STATUS
Building Permit Hood Replacement	02919	5/3/2022	5.-4-38.1	111 Main Street. Greenport, New York 11944	OPEN
Building Permit Repair/Alteration	02920	5/4/2022	4.-2-34.2	525 First Street. Greenport, New York 11944	OPEN
Building Permit Solar Panels	02921	5/12/2022	7.-1-2	241 Sixth Street. Greenport, New York 11944	OPEN
Fence Permit	02922	5/12/2022	4.-4-18	260 Sixth Street. Greenport, New York 11944	OPEN
Building Permit Install Pool	02923	5/20/2022	2.-1-8	43 Washington Ave Greenport, New York 11944	OPEN
Wetlands Permit	W22-01	5/4/2022		746 Main Street Greenport New York 11944	OPEN



# Village of Greenport Building Department

## Monthly Report CERTIFICATE OF OCCUPANCY 5/1/2022 through 6/1/2022

WORK TYPE	PERMIT NO.	PERMIT DATE	PARCEL ID	LEGAL ADDRESS	CO ISSUED
Interior Renovation	02858	3/12/2021	3.-4-24	618 Carpenter Street Greenport, New York 11944	5/19/2022
Inground Pool	02854	1/21/2021	7.-1-2	241 Sixth Street Greenport New York 11944	5/19/2022
Interior Renovation	02767	2/11/2019	7.-5-14	417 Clark Street Greenport New York 11944	5/20/2022
Pre-Existing Use	00000	5/25/2022	4.-10-13	216 Main Street Greenport New York 11944	5/25/2022



# Village of Greenport Enforcement Report

## CODE ENFORCEMENT & FIRE PREVENTION

May 2022,

### Monthly Report REPORT COVERING 5/01/2022 through 6/1/2022

Incorporated Village

LOCATION	DATE	FACTUAL	DISPOSITION
168 Bay Ave Greenport NY 11944	5/22/2022	Complaint	Complaint of lack of maintenance. Grass overgrown. Code Enforcement inspected. Notice has been given. Code Enforcement will continue to monitor until problem is resolved.
6 <sup>th</sup> Avenue Greenport NY 11944	5/26/2022	Complaint	Chickens on 6 <sup>th</sup> Avenue and Front. Code Enforcement was able to conform. Notice has been given. Code Enforcement will continue to monitor until problem is resolved.

# RENTAL PERMIT INFORMATION

## INFORMATION

*The following statistics represent the status of rental permits and rental permit violations from  
May 1, 2022-June 1, 2022*

**New Applications/Renewal Applications Received: 21**

**Incomplete Applications** (Missing fees, docs, etc.): 0

**Applications Pending Inspection: 70**

**Applications Pending Re-Inspection 02**

**Completed/Permits Issued: 27**

**Applications Completed/Permits Issued: 200**

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Board of Trustees  
Prepared By: Paul Pallas, P.E. Village Administrator  
From: Paul Pallas, P.E. Village Administrator  
Department: Village Administrator

## Recreation

# Work Session Report Recreation Department

June 16, 2022

## Mitchell Park Marina/Parks

- ❖ The Volleyball court at Fifth Street Beach received fresh new equipment for the summer season including a new professional net and updating to the court boundary.
- ❖ The mobi mat also has been installed to allow the handicap to access the beach safely.
- ❖ Sterling Basin Mooring Field was inspected by a diver and the anchors, chains and hardware were in 100% compliance for the remainder of the season. The moorings are getting closer to the end of their life span, and a review will be conducted as to the appropriate replacement cycle.
- ❖ The East Pier's east facing pilings received new fendering strips for vessels under 75 feet docking for overnight reservations.
- ❖ The floating docks received seven new stronger stainless-steel pedestals along the T and flat side of C to allow us to accommodate larger vessels using higher amperage.
- ❖ Steamboat corner received a complete rejuvenation of its garden island borders, sidewalk edging, and curb clean up in preparation for the 2022 season.
- ❖ The pumpout program has begun for the season with the launching and commencement of the pumpout vessel and station.
- ❖ The no wake buoys have been installed using new lights, chains, buoys and anchors. A great big thank you to the commercial fisherman at the Railroad Dock, who volunteered to place the buoys in the correct positions and depths.

- ❖ The Railroad Dock has been very successful with the leasing of annual dockage to ten commercial fishing vessels. The dock is being used for its intended purpose.
- ❖ Received delivery of the new mister pump set up, and the underground high-pressure lines will be inspected and replaced. The system is scheduled to be started prior to the beginning of the summer.
- ❖ The Beach permit was received the 2022 season.
- ❖ The annual Carousel inspection from the Department of Labor is scheduled for June 13<sup>th</sup>.

Monthly Revenue Reports are attached

## Recreation Center

### Statistics

#### Attendance:

After School Program = 16 children enrolled in After School Program

### Reports

- ❖ The last day for the After School Program is scheduled for June 10<sup>th</sup>.
- ❖ The Library Programs with Ms. Vicky Kutola officially ended on May 25<sup>th</sup>.
- ❖ Summer Day Camp applications continue to be processed for the 2022 season.
- ❖ Summer programs at all the Northfork libraries have been developed and scheduled for the Summer Day Camp Program.
- ❖ Recreation Calendar for all three groups is currently being developed for the Summer Day Camp.
- ❖ The Fire Extinguishers were inspected on May 18<sup>th</sup>. No issues noted.
- ❖ CPR/First Aid classes are scheduled on June 9<sup>th</sup> for the counselors for Summer Day Camp.
- ❖ The Summer Day Camp Safety Plan was updated and will be reviewed during the post-operational inspection.

## Campground

### Tasks Accomplished

- ❖ The McCann's Campground opened on May 1<sup>st</sup>. The opening was seamless and went very well. All seasonal RV's and tents checked in on opening day.
- ❖ General grounds and maintenance continue daily.
- ❖ Bathrooms are cleaned daily.
- ❖ All necessary supplies ordered.
- ❖ All payments were processed for May.
- ❖ Site map updated.

### Attachments:

RECREATION MONTHLY REVENUE REPORT MAY 2022 (PDF)

	MARINA				CAMPGROUND					MOORINGS			
	FISCAL YEAR 2019	FISCAL YEAR 2020	FISCAL YEAR 2021	FISCAL YEAR 2022	FISCAL YEAR 2019	FISCAL YEAR 2020	FISCAL YEAR 2021	FISCAL YEAR 2022	FISCAL YEAR 2019	FISCAL YEAR 2020	FISCAL YEAR 2021	FISCAL YEAR 2022	
JUNE	\$ 201,996.91	\$ 189,694.54	\$ 105,335.55	\$ 402,754.97	\$ 63,499.00	\$ 80,435.00	\$ 54,920.51	\$ 69,227.00	\$ 40,023.90	\$ 36,400.00	\$ 35,400.00	\$ 32,100.00	
JULY	120,925.35	134,727.53	182,091.44	96,808.51	24,728.50	25,360.00	26,350.00	26,767.00	-	-	-	-	
AUGUST	153,314.62	117,311.08	164,930.68	122,897.70	19,490.00	17,539.50	23,517.00	31,338.00	-	-	-	-	
SEPTEMBER	78,674.19	101,314.05	91,698.56	50,520.90	14,400.00	19,015.00	13,675.00	20,520.00	-	-	-	-	
OCTOBER	25,199.87	17,715.25	48,943.46	46,422.76	7,947.50	10,349.50	17,725.00	16,565.00	1,300.00	-	-	-	
NOVEMBER	3,000.00	-	(17,719.06)	-	1,935.00	-	9,983.00	9,940.00	1,300.00	2,200.00	1,200.00	3,000.00	
DECEMBER	-	-	134.61	-	-	-	-	-	500.00	1,400.00	3,800.00	3,500.00	
JANUARY	-	-	-	7,278.87	1,700.00	3,155.00	3,075.00	5,865.02	8,000.00	5,900.00	5,700.00	5,600.00	
FEBRUARY	(20.00)	1,311.50	-	1,095.37	937.50	490.00	-	(729.99)	2,100.00	1,900.00	1,500.00	900.00	
MARCH	2,203.04	2,007.99	6,769.59	4,743.09	65.00	1,290.00	2,975.00	100.00	2,300.00	2,600.00	1,300.00	500.00	
APRIL	4,972.83	-	(2,306.36)	580.01	1,770.00	-	1,135.00	6,200.00	1,100.00	500.00	-	900.00	
MAY	17,237.16	1,818.05	10,479.55	27,622.20	8,792.50	3,645.00	7,075.00	3,647.96	-	1,300.00	-	400.00	
YEAR TO DATE	\$ 607,503.97	\$ 565,899.99	\$ 590,358.02	\$ 760,724.38	\$ 145,265.00	\$ 161,279.00	\$ 160,432.51	\$ 189,439.99	\$ 56,623.90	\$ 52,200.00	\$ 48,900.00	\$ 46,900.00	
					CAROUSEL								
									ICE RINK				
JUNE	\$ 172.00	\$ 30.00	\$ -	\$ 19.00	\$ 19,308.00	\$ 19,439.00	\$ -	\$ 16,753.55	-	-	-	-	
JULY	150.00	108.00	-	13.00	51,051.91	55,026.85	-	45,122.05	-	-	-	-	
AUGUST	117.00	106.00	-	51.00	58,950.67	55,430.64	-	41,894.85	-	-	-	-	
SEPTEMBER	24.00	37.00	18.00	-	19,858.80	22,070.65	-	19,080.77	-	-	-	-	
OCTOBER	13.00	14.00	5.00	2.00	8,027.82	10,096.43	-	8,692.00	-	300.00	-	-	
NOVEMBER	388.00	-	-	-	6,035.83	8,976.38	-	6,984.00	1,050.00	950.00	-	-	
DECEMBER	-	-	-	-	5,973.00	1,861.00	-	4,083.00	3,595.00	20,709.50	-	1,975.00	
JANUARY	-	-	-	-	2,657.69	4,524.00	-	3,648.80	15,983.00	15,574.52	-	14,072.28	
FEBRUARY	-	-	-	-	5,631.00	6,275.00	-	5,103.50	15,378.01	15,282.00	-	6,755.00	
MARCH	-	-	-	-	3,512.00	1,678.00	-	5,541.40	3,739.00	1,743.00	-	450.00	
APRIL	-	-	-	-	9,351.19	150.00	7,575.05	10,664.00	-	-	-	-	
MAY	25.00	-	5.00	29.00	13,541.75	-	8,224.00	-	-	-	-	-	
	\$ 889.00	\$ 295.00	\$ 28.00	\$ 114.00	\$ 203,899.66	\$ 185,527.95	\$ 15,799.05	\$ 167,567.92	\$ 39,745.01	\$ 54,559.02	\$ -	\$ 23,252.28	



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

**CLERK**  
SYLVIA PIRILLO, RMC  
EXT. 206

**TREASURER**  
ROBERT BRANDT  
EXT. 217

Submitted: June 8, 2022  
Meeting: June 16, 2022 7:00 PM  
*Work Session Meeting*  
To: Mayor George W. Hubbard, Jr.  
Board of Trustees  
Prepared By: Robert Brandt, *Treasurer*  
From: Robert Brandt, *Treasurer*  
Department: Treasurer's Department

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### June 2022 Report

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

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4981 to fund the purchase and programming of a ticketing kiosk for the carousel, and directing that Budget Amendment # 4981 be included as part of the formal meeting minutes of the June 23, 2022 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4988 to fund the replacement of batteries and battery rack at the Village of Greenport Power Plant, and directing that Budget Amendment # 4988 be included as part of the formal meeting minutes of the June 23, 2022 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4990 to fund the repair of the Wastewater Treatment Plant UV system, and directing that Budget Amendment # 4990 be included as part of the formal meeting minutes of the June 23, 2022 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Transfer # 4997 to fund engineering design services at Third Street Fire Station Building and Annex Building, and directing that Budget Transfer # 4997 be included as part of the June 23, 2022 Regular Meeting of the Board of Trustees.

### **UTILITY BILLING**

Sector 4 billing for May completed and mailed. End of month reports for May finalized. Sector 1 read, to be calculated and mailed by 6/10/22. Sector 2 currently being read. Sector 3 red tags mailed.

### **COMMUNITY DEVELOPMENT/ HOUSING AUTHORITY**

6 recertifications and 7 interims were performed for June 2022.  
One voucher holder has a lease in place, starting on the program for June 1, 2022.  
There are 2 vouchers that continue looking for housing.  
One voucher has been relinquished.  
Currently, 80 vouchers are active, with 76 having a lease in place

### **SIGNIFICANT COLLECTIONS**

Rents for May 2022 - \$ 89,438.23  
Property Tax Collected through May 2022 - \$ 305,703.72  
NYS AIM FUNDING - \$ 29,427.00

### **INFORMATIONAL:**

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

#### **Attachments:**

BANK ACCOUNT BALANCES MAY 2022 (PDF)  
BILLING STATISTICS REPORT MAY 2022 (PDF)  
PROPERTY TAX COLLECTION REPORT - THROUGH MAY 2022 (PDF)  
HA FINANCIALS MAY 2022 (PDF)  
CD FINANCIALS MAY 2022 (PDF)  
BUDGET AMENDMENT # 4981 (PDF)  
BUDGET AMENDMENT # 4988 (PDF)  
BUDGET AMENDMENT # 4990 (PDF)  
BUDGET AMENDMENT # 4997 (PDF)

**BANK ACCOUNT BALANCES  
FOR THE MONTH OF MAY 2022**

FUND	BANK ACCOUNT NAME	G/L ACCT#	TYPE	BALANCE	
A	General	A.0200.000	Checking	590,185.87	
A	Repair & Maintenance	A.0200.400	Checking	93,224.16	
A	Greenhill Cemetery	A.0201.100	Savings	33,642.31	
A	Money Market	A.0201.130	Money Market	2,111,977.68	
A	Fire Apparatus	A.0221.110	Savings	683,586.58	
A	Bulding Department Escrow	A.0235.101	Checking	50,547.59	
A	Parks and Recreation	A.0200.200	Checking	68,813.39	
A	American Recovery Plan	A.0200.415	Checking	114,409.92	
				<b>TOTAL GENERAL FUND</b>	<b>\$ 3,746,387.50</b>
CD	Small Cities Rehab.	CD.0200.000	Savings	454.22	
CD	NYS CDBG Funds	CD.0200.400	Public Funds Acct	226.21	
				<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>\$ 680.43</b>
E	Light Fund	E.0121.100	Checking	712,977.66	
E	Light Depreciation Savings	E.0116.100	Savings	2,098,008.04	
E	TTC Collections	E.0121.120	Savings	403,861.48	
E	Renewable Energy Savings	E.0121.130	Savings	141,027.97	
E	Consumer Deposit Savings	E.0191.100	Savings	120,648.90	
E	Consumer Deposit Checking	E.0244.200	Checking	5,750.61	
				<b>TOTAL LIGHT FUND</b>	<b>\$ 3,482,274.66</b>
F	Water	F.0200.000	Checking	579,449.07	
F	Water Fund Capital	F.0200.400	Savings	8,393.37	
F	Water Fund CD (MM)	F.0201.000	Money Market	203,447.19	
F	Water Fund Money Market	F.0201.130	Money Market	386,513.40	
				<b>TOTAL WATER FUND</b>	<b>\$ 1,177,803.03</b>
G	Sewer	G.0200.000	Checking	791,550.46	
G	NYS DEC Consent	G.0201.000	Savings	31,534.19	
G	Sewer Fund I	G.0201.100	Money Market	996,250.43	
G	NYSEFC	G.0205.000	Checking	185,851.61	
G	Sewer Wastewater	G.0220.110	Savings	12,175.14	

G	NYSERDA	G.0525.000	Checking	111.01	
				<b>TOTAL SEWER FUND</b>	<b>\$ 2,017,472.84</b>
H	Capital	H.0200.000	Checking	434,737.55	
H	Capital Reserve	H.0200.400	Savings	49,659.39	
				<b>TOTAL CAPITAL FUND</b>	<b>\$ 484,396.94</b>
TA	Trust & Agency	TA.0200.000	Checking	70,799.14	
TA	Retirement Savings	TA.0201.000	Savings	49,011.93	
TA	WWI Memorial Trust	TA.0201.001	Savings	731.63	
TA	T & A Special Escrow	TA.0201.002	Savings	6,608.87	
TA	Justice Court	TA.0201.004	Savings	4,797.11	
TA	Global Common	TA.0201.009	Savings	271,756.81	
TA	Basketball Court Donations	TA.0600.101	Checking	1,992.00	
TA	Tree Committee	TA.0600.102	Checking	5,540.73	
TA	Summer Day Camp Donations	TA.0600.103	Checking	1,680.00	
TA	Recreation Center Donations	TA.0600.104	Checking	22,350.67	
TA	Friends of Fifth Street	TA.0600.106	Checking	113.00	
TA	American Legion Bldg	TA.0600.107	Checking	200.00	
TA	Fifth Street Rehab	TA.0600.120	Checking	20,356.00	
TA	Carousel Committee	TA.0600.113	Checking	14,295.48	
TA	Accounts Payable	TA.0202.000	Checking	433,759.73	
				<b>TOTAL TRUST &amp; AGENCY FUND</b>	<b>\$ 903,993.10</b>
	Wire Account			301.03	
	Utility Clearing			212,210.98	
					<b>\$ 212,512.01</b>
				<b>TOTAL VILLAGE WIDE</b>	<b>\$ 12,025,520.51</b>





# VILLAGE OF GREENPORT

## Payment 05/01/2022 To 05/31/2022 Report

<b>Grand Totals</b>		Count	Payment Amt	Count	Refunds	Payment Total	Writeoff
BID	MT	34	14,894.83			14,894.83	
VILLT		299	290,808.89			290,808.89	
<b>Total PRINCIPAL</b>			<u>305,703.72</u>			<u>305,703.72</u>	
<b>Total</b>			<u>305,703.72</u>			<u>305,703.72</u>	

Financial Data Schedule - Monthly Revenue & Expenses (HAP REGISTER) - MAY										
2022	Account Description				80	TOTAL VOUCHERS	TOTAL HAP, PORT, UTILITIES	91,678.00	57.00	\$ 1,000.00
					76	Vouchers Leased on last day of month				
					4	New Vouchers Issued/No Lease/Searching				
	<b>REVENUE:</b>									
706	PHA HUD Operating Grants	\$ 93,511.00								
706a	Admin fee revenues	\$ 9,324.00	\$ 500.00	Fraud Recovery HAP (714.010)						
711	Interest Earned - HAP	\$ 500.00	\$ 500.00	Fraud Recovery ADMIN (714.020)						
	Interest Earned - ADMIN	\$ 5,130.00	\$ 5,130.00	Add'l HAP	0	Portable Vouchers				
714	Fraud recovery	\$ 1,000.00		Admin Fee Supplemental from CD	80	All other Vouchers				
<b>700</b>	<b>TOTAL REVENUE</b>	<b>\$ 116,022.00</b>	<b>\$ 7,057.00</b>	Add'l ADMIN from HUD						
	<b>EXPENSES:</b>									
	<b>Administrative</b>									
912	Auditing fees	\$ 830.00	help w/ RNP Balance							
	Salaries - Asha (\$27.60), Robert Column E, Paul Column F 2 payperiods	\$ 3,864.70	\$ 326.16	\$ 576.92	\$ 4,767.78	Admin Salaries total				
911a	Medical	\$ 2,487.37	\$ 47.84	\$ 138.19	\$ 2,673.40	Medical Total				
911b	Dental	\$ 170.23	\$ 8.51	\$ 178.74		Dental Total				
911c	Pension T4 15.7%, T5 12.9%	\$ 606.76	\$ 42.07	\$ 90.58	\$ 739.41	Pension Total				
914	Payroll Taxes FICA	\$ 295.65	\$ 24.95	\$ 44.13	\$ 364.74	FICA Total				
915	Employee Benefit Contribution TOTAL	\$ 3,264.36	\$ 89.91	\$ 237.28	\$ 3,591.54	Benefits Total				
	Academy Printing	\$ 168.53								
	MRI Happy Software Renewal	\$ 7,427.16								
917	Nina JG Stewart, Esq	\$ 850.00								
916	A Gallacher Reimb									
918	A Gallacher Mileage									
916	Office Expenses Total	\$ 7,595.69								
<b>910</b>	<b>Administrative Total</b>	<b>\$ 17,149.75</b>		\$ 9,274.06	Village of Greenport total					
962	Other General Expenses (Office Rent)	\$ 550.00								
<b>969</b>	<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 18,549.75</b>				TERMINATED				
<b>970</b>	<b>EXCESS OPERATING REVENUE OVER OPERATING EXPENSES</b>	<b>\$ 57.00</b>		\$ (1,668.75)						
973.1	PHA Utility Allowance	\$ 57.00				DECEASED				
973.2	HAP payments	\$ 91,621.00	\$ 91,621.00			ABSORBED				
	PORT payments	\$ -				Wind 5/31				
973	(HAP, PORT and UTILITY TOTAL)	\$ 91,678.00	(VMS - HAP TOTAL)							
	HAP & UTIL less Port payments	\$ 91,678.00	(VMS- ALL OTHER VOUCHERS HAP)							
1117-020	Total Admin Revenue	\$ 16,881.00				RELINQUISHED				
1117	Net ADMIN	\$ (1,668.75)								
1118	Total Hap Revenue	\$ 99,141.00								
1118-020	Net HAP	\$ 7,463.00								
<b>900</b>	<b>TOTAL EXPENSES</b>	<b>\$ 110,227.75</b>			\$ 110,227.75	TOTAL CASH DISBURSEMENTS				
<b>1000</b>	<b>EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES</b>	<b>\$ 5,794.25</b>			\$ 5,794.25					

**FDS - 213 Center St & 278 2nd Street Monthly Revenue & Expenses - May 2022**

\$ 4,800.00

Account Description	REVENUE: 213 Center 213 Center	REVENUE: 278 2nd Street UNIT 1 - 8124	UNIT 2 - 8327	UNIT 3	HOUSE	
Rent	\$ 1,125.00	\$ 1,375.00	1,125.00	\$ 1,175.00		
Late Fees/Credits	\$ 50.00					
<b>TOTAL REVENUE</b>	<b>\$ 1,175.00</b>	<b>\$ 1,375.00</b>	<b>\$ 1,125.00</b>	<b>\$ 1,175.00</b>	<b>\$ 3,675.00</b>	<b>\$ 4,850.00</b>
<b>EXPENSES:</b>	<b>EXPENSES: 213 Center</b>	<b>EXPENSES: 278 2nd Street</b>				
<u>Utilities</u>	213 CENTER	UNIT 1 - 8124	UNIT 2 - 8327	UNIT 3 - 8328	HOUSE - 8590 RE/8361 SW	
Electric	\$ 68.50				\$ 23.15	
Water/Sewer	\$ 64.17				\$ 117.09	
Propane/Heating Oil	\$ 408.84					
<u>Admin</u>						
Asha Salary Divide total salary \$27.60 by 25% to calculate CD portion of total work day. [\$27.60 x 25%=\$6.90] (\$6.90 X 2 payperiods 140 hrs=\$966.00 \$966 by 25% for 213 Center = \$241.50, \$966 by 75% for 278 2nd St = \$724.50	\$ 241.50				\$ 724.50	\$ 966.00
Payment Agreement to Village					\$ 1,000.00	
<b>Total</b>	<b>\$ 783.01</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,864.74</b>	<b>\$ 1,864.74</b>
<u>Maintenance Repairs/Other</u>	MAINTENANCE: 213 Center	MAINTENANCE: 278 2nd Street				
ServPro 1/2 deposit		UNIT 1	UNIT 2	UNIT 3	HOUSE	
Mattituck Enviro Services				1,700.87		
Pine Oaks Landscaping					\$ 38.78	
Total Expenses	\$ -	\$ -	\$ -	\$ 1,700.87	\$ 38.78	
<b>MONTHLY FINANCIAL SUMMARY</b>	<b>213 CENTER</b>	<b>278 2nd STREET</b>				
Interest Earned						
Total Revenue	\$ 1,175.00			\$ 3,675.00		
Total Expenses	\$ 783.01			\$ 3,604.39		
NET REVENUE	\$ 391.99			\$ 70.61		
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES</b>	<b>\$ 391.99</b>			<b>\$ 70.61</b>		

# VILLAGE OF GREENPORT

## Budget Adjustment Form

Year: 2023 Period: 6 Trans Type: B2 - Amend Status: Batch  
Trans No: 4981 Trans Date: 06/03/2022 User Ref: ROBERT  
Requested: P. PALLAS Approved: Created by: ROBERT 06/03/2022  
Description: TO APPROPRIATE RESERVES TO FUND THE PURCHASE AND PROGRAMMING OF A TICKETING KIOSK FOR THE CAROUSEL Account # Order: No  
Print Parent Account: No

Account No.	Account Description	Amount
A.5990	APPROPRIATED FUND BALANCE	14,500.00
A.7312.401	CAROUSEL EXPENSE	14,500.00
<b>Total Amount:</b>		<u>29,000.00</u>

# VILLAGE OF GREENPORT

## Budget Adjustment Form

Year: 2022 Period: 5 Trans Type: B2 - Amend Status: Batch  
 Trans No: 4988 Trans Date: 05/30/2022 User Ref: ROBERT  
 Requested: P. PALLAS Approved: Created by: ROBERT 06/08/2022  
 Description: TO APPROPRIATE RESERVES TO FUND THE REPLACEMENT OF BATTERIES AND BATTERY RACK AT THE VILLAGE OF GREENPORT POWER PLANT  
 Account # Order: No  
 Print Parent Account: No

Account No.	Account Description	Amount
E.0344	ACCESSORY ELECTRIC EQUIPMENT	44,800.00
E.5990	APPROPRIATED FUND BALANCE	44,800.00
<b>Total Amount:</b>		<u>89,600.00</u>

# VILLAGE OF GREENPORT

## Budget Adjustment Form

Year: 2023 Period: 6 Trans Type: B2 - Amend Status: Batch  
 Trans No: 4990 Trans Date: 06/08/2022 User Ref: ROBERT  
 Requested: A. HUBBARD Approved: Created by: ROBERT 06/08/2022  
 Description: TO APPROPRIATE RESERVES FOR THE REPAIR OF THE WASTEWATER TREATMENT PLANT UV SYSTEM  
 Account # Order: No  
 Print Parent Account: No

Account No.	Account Description	Amount
G.8120.401	EQUIPMENT REPAIR..	17,000.00
G.5990	APPROPRIATED FUND BALANCE	17,000.00
<b>Total Amount:</b>		<u>34,000.00</u>

# VILLAGE OF GREENPORT

## Budget Adjustment Form

Year: 2022 Period: 5 Trans Type: B1 - Transfer Status: Batch  
 Trans No: 4997 Trans Date: 05/30/2022 User Ref: ROBERT  
 Requested: W. MANWARING Approved: Created by: ROBERT 06/08/2022  
 Description: TRANSFER OF APPROPRIATIONS TO FUND ENGINEERING DESIGN SERVICES AT THIRD STREET FIRE STATION BUILDING AND ANNEX BUILDING  
 Account # Order: No  
 Print Parent Account: No

Account No.	Account Description	Amount
A.3410.412	FIRE.REPAIR & MAINT - BUILD..	45,200.00
A.3410.200	FIRE DEPT.EQUIPMENT	-2,288.00
A.3410.401	FIRE MATERIALS & SUPPLIES..	-1,991.00
A.3410.402	FIREFIGHTER TRAINING..	-4,290.00
A.3410.403	FIRE.UNIFORMS..	-4,368.00
A.3410.414	FIRE.REPAIR & MAINT - RADIOS..	-2,409.00
A.3410.430	FIRE.AUTO INSURANCE..	-1,338.00
A.3410.433	FIRE.LEGAL EXPENSE..	-1,412.00
A.3410.449	FIRE.FICA..	-2,900.00
A.3410.453	FIRE CHIEF EXP..	-5,339.00
A.3410.454	FIRE WARDEN EXPENSE..	-2,980.00
A.3410.457	FIRE DEPT INSPECTION DINNER..	-12,645.00
A.3410.420	FIRE.WATER/SEWER & ELECTRIC..	-3,240.00
<b>Total Amount:</b>		0.00



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**CLERK**  
SYLVIA PIRILLO, RMC  
EXT. 206

**TREASURER**  
ROBERT BRANDT  
EXT. 217

Submitted: June 9, 2022  
Meeting: June 16, 2022 7:00 PM  
*Work Session Meeting*  
To: Mayor George W. Hubbard, Jr.  
Board of Trustees  
Prepared By: Debbie Boyle, *Assistant*  
From: Debbie Boyle, *Assistant*  
Department: Village Clerk Department

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### **Village Clerk June 2022 Work Session**

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

to be presented at the meeting held on June 16, 2022  
Report of Sylvia Lazzari Pirillo, Village Clerk

#### **Agreements and Contracts**

The agreement between the Village and Higgins Marine was sent to Higgins Marine for execution on the 27th of May.

The Engagement Letter from Cullen & Danowski was signed by Mayor Hubbard on May 31, 2022 and is fully executed.

The Municipal Advisor Services Agreement from Munistat was signed by Mayor Hubbard on May 31, 2022 and is fully executed.

The contract between the Village and DeAI was sent to DeAI for execution on June 3<sup>rd</sup>.

The contract between the Village and Sendlewski was sent to Sendlewski for execution on June 3<sup>rd</sup>.

The contract between the Village and Haugland Energy Group was sent to Haugland for execution on June 3<sup>rd</sup>.

#### **Informational**



## **Informational**

The Letter of Support for Peconic Land Trust [regarding Widows' Hole] was relayed to Peconic Land Trust on the 2<sup>nd</sup> of June.

The LOSAP Annual Report and corresponding paperwork were received by the Village on June 7<sup>th</sup>. Executive Summaries, mailing labels and Individual Participant Statements were placed in the GFD mailbox at Village Hall on that same day.

## **Legal Notices**

The public hearing notice for the Casey Wetlands Permit Application was published in the June 9<sup>th</sup> edition of the newspaper.

The public hearing notice for the Ewing Wetlands Permit Application was published in the June 9<sup>th</sup> edition of the newspaper.

## **Resolutions for the Work Session Meeting**

RESOLUTION approving the Public Assembly Permit Application as submitted by the Relief Hose and Phenix Hook and Ladder Companies of the Greenport Fire Department, for the use of the Polo Grounds at Moore's Lane from 6:00 p.m. through 11:00 p.m. from June 29, 2022 through July 3, 2022 for the annual Carnival fundraiser, with fireworks scheduled for July 1, 2022.

## **Resolutions for the Regular Meeting**

RESOLUTION approving the Public Assembly Permit Application submitted by Vicky Kotula on behalf of The Floyd Memorial Library to use a portion of Mitchell Park from 5:00 p.m. through 8:00 p.m. on July 12, 2022 for the annual Brady Rymer Children's Concert, with the permit fee for the event to be waived.

RESOLUTION approving the Public Assembly Permit Application submitted by Standard Hose Company # 4 of the Greenport Fire Department for the use of the grounds at the Station One Firehouse from 7:00 a.m. through 10:00 p.m. on August 20, 2022 for the annual Chicken Barbecue Fundraiser.

RESOLUTION ratifying the hiring of Anabelle Odell as a part-time seasonal lifeguard at the Fifth Street Beach at an hourly wage of \$20.00 per hour, effective June 25, 2022.

RESOLUTION ratifying the hiring of Deanna Brice as a part-time Carousel employee at an hourly rate of \$15.00 per hour, effective June 4, 2022.

RESOLUTION ratifying the hiring of Samantha Silie as a part-time Carousel employee at an hourly rate of \$15.00 per hour, effective June 11, 2022.

RESOLUTION approving the attached SEQRA resolution regarding the proposed adoption of a local law creating Section 150-30.2 regarding curb cuts within the Village of Greenport and amending Section 115-13J of the Greenport Village Code per the public hearing held on March 24, 2022; adopting lead agency status, determining that the adoption of the local law is an Unlisted Action for purposes of SEQRA that will not have a significant negative impact on one or more aspects of the environment, and adopting a negative declaration for purposes of SEQRA.

RESOLUTION adopting a local law creating Section 150-30.2 regarding curb cuts within the Village of Greenport and amending Section 115-13J of the Greenport Village Code.

**Attachments:**

BOARD OF TRUSTEES - VILLAGE OF GREENPORT  
SEQRA RESOLUTION REGARDING THE ADOPTION OF A LOCAL LAW CREATING SECTION  
150-30.2 REGARDING CURB CUTS WITHIN THE VILLAGE OF GREENPORT AND AMENDING  
SECTION 115-13J OF THE GREENPORT VILLAGE CODE

WHEREAS The Village of Greenport intends to create Section 150-30.2 regarding curb cuts within the Village of Greenport and intends to amend Section 115-13J of the Greenport Village Code; and

WHEREAS the Board of Trustees of the Village of Greenport has duly considered the obligations of the Village of Greenport with respect to the creation of Section 150-30.2 and the amendment of Section 115-13J of the Village of Greenport Code and completed a short form EAF for purposes of SEQRA, it is therefore;

RESOLVED that the Board of Trustees adopts Lead Agency status for purposes of SEQRA with regard to the creation of Section 150-30.2 and the amendment of Section 115-13J of the Village of Greenport Code regarding curb cuts within The Village of Greenport; and it is further

RESOLVED that the Board of Trustees of the Village of Greenport hereby determines that the creation of creation of Section 150-30.2 and the amendment of Section 115-13J of the Village of Greenport Code regarding curb cuts within The Village of Greenport; is an Unlisted Action for purposes of SEQRA;

Will not have a significant negative impact on the environment in the action, and;  
Will not result in a substantial adverse change in existing air quality, ground or surface water quality or quantity, traffic or noise levels, substantial increase in solid waste production, a substantial increase in potential for erosion, flooding, leaching or drainage problems; and

Will not result in the removal or destruction of large quantities of vegetation or fauna, substantial interference with the movement of any resident or migratory fish or wildlife species, impacts on habitats, or other significant adverse impact on natural resources, impairment of a critical environmental area and

Will not result in the creation of a material conflict with the community's current plans or goals, and

Will not result in the creation of a hazard to human health, and

Will not result in a substantial change in land use, and

Will not encourage or attract an additional large number of people to a place for more than a few days, and

Will not result in the creation of a material demand for other actions, and

Will not result in changes in two or more elements of the environment, each of which is not significant but when reviewed together are significant two or more related actions each of which is not significant but when reviewed together are significant.

RESOLVED that a Negative Declaration is hereby adopted for purposes of SEQRA.

Upon motion by Trustee

/ seconded by Trustee

this resolution is carried as follows:

Dated: April 6, 2022

February 10, 2022

LOCAL LAW NO. OF THE YEAR 2022  
A LOCAL LAW CREATING SECTION 150-30.2  
REGARDING CURB CUTS AND AMENDING  
SECTION 115-13J  
OF THE GREENPORT VILLAGE CODE

BE IT ENACTED BY THE BOARD OF TRUSTEES OF THE INCORPORATED VILLAGE  
OF GREENPORT AS FOLLOWS:

Section 1.0 Title, Enactment, Effective Date,  
Purpose and Intent.

1.1 Title of Local Law

1.2 Enactment.

1.3 Effective Date.

1.4 Purpose and Intent of Local Law.

2.0 General Provisions.

2.1 Creating Section 150-30.2.

2.1 Amendment of Section 115-13J.

3.0 Severability.

1.1 Title.

This Local Law shall be entitled “Local Law of 2022 Creating Section 150-30.2  
Curb Cuts and Amending Section 115-13J of the Greenport Village Code”.

1.2. Enactment.

Pursuant to Section 10 of the Home Rule Law and the Village Law of the State  
of New York, the Incorporated Village of Greenport, County of Suffolk and State of  
New York, hereby enacts by this Local Law of 2022, a Local Law of the Village of

February 10, 2022

Greenport.

1.3. Effective Date.

This Local Law shall take effect on the filing of the approved Local Law with the Secretary of State of the State of New York, which shall be within twenty (20) days after its approval by the Board of Trustees of the Incorporated Village of Greenport.

1.4 Purpose and Intent of Local Law.

The purpose and intent of this Local Law is to create and orderly process for the creation or modification of curb cuts in the Village of Greenport.

**2.0 General Provisions.**

**2.1 Creation of Section 150-30.2**

Section 150-30.2 of the Greenport Village Code is hereby created to read as follows:

“150-30.2 Curb Cuts, Aprons Rules & Regulations

150-30.2(A); Permit Required for Curb Cuts

A person shall not, either at their own expense or on behalf of another person, make, construct or reconstruct, locate or relocate, relay or repair a driveway or curb cut abutting a Village street without first obtaining a Curb Cut Permit to be issued by the Village of Greenport Code Enforcement Official, or other village employee so designated by the Village Administrator, after approval of the permit application by the Greenport Village Planning Board.

150-30.2(B) Construction Specifications

All curb cuts and driveways shall be constructed as detailed in the plan and specifications included with the application that is approved by the Village.

150-30.2(C) Materials for Curb Cuts & Aprons

All aprons and curbs cuts must be constructed in concrete.

February 10, 2022

150-30.2(D) Application for Curb Cut Permit

Each application for a permit shall be signed and acknowledged by the applicant and shall set forth a fully dimensioned site plan showing the existing and proposed driveways, curbs, and sidewalks of the subject property and for the properties located on each side of the subject property. The applicant may only be the owner of the property or a person employed or contracted by the owner with written authorization signed by the owner with the owner's signature notarized.

Section 150-30.2(E) Planning Board Review

The Planning Board shall review each application and shall approve the issuance of such permit upon compliance by the applicant with the provisions of the Village Code provided and if the Village Planning Board shall determine that:

1. The proposed driveway entrance or curb cut will not interfere with the orderly and reasonable use of the adjacent properties or the properties across the street from the subject properties.
2. The proposed driveway entrance or curb cut will not create undue interference with vehicular traffic in the adjoining roadway.
3. The proposed curb cut and driveway entrance or curb cut will not adversely affect the health, safety, welfare, comfort, or convenience of the inhabitants of the town.
4. Any other condition considered relevant by the Planning Board.
5. The issuance of a permit as provided herein does not constitute a waiver of any requirements respecting the subject property which may exist pursuant to statute, local law, or ordinance.

February 10, 2022

150-30.2(F) Fees

A. For a residential or noncommercial curb cut permit, the application fee shall be \$55 for each single-car-width driveway (10 foot maximum) or \$75 for each double-car width driveway (greater than 10 foot width, with an 18 foot maximum). For a commercial permit, the application fee for each commercial-use driveway shall be \$300. See Section 150-30.2(H) for commercial specifications.

Section 150-30.2(F) Driveway / Curb Cut Specifications Residential

Each curb cut and driveway for noncommercial use constructed under a permit issued pursuant to this chapter shall be constructed in accordance with the following specifications:

1. Curb cuts for dwellings shall be no greater than 10 feet for one-car access at the curb line.
2. Curb cuts for dwellings shall be no greater than 18 feet for two-car access at the curb line.
3. For a corner property, the minimum distance permitted between any curb cut and the property line forming the adjoining street extended to the curb line shall be 25 feet.
4. A minimum distance of three feet from the side property lines shall be maintained at the curb line for all curb cuts.
5. Curb cuts for connected or U-shaped driveways shall comply with the following requirements:
  - a. Curb cuts for purposes of connected or U-shaped driveways shall require not less than 50 linear feet minimum frontage on a street or highway.
  - b. Each connected or U-shaped driveway permitted under this subsection



February 10, 2022

shall consist of either two ten-foot curb cuts, or one ten-foot curb cut and one eighteen-foot curb cut.

- c. A minimum of 18 feet shall be required between curb cuts.

Section 150-30.2(G) Adjusting Existing Curb Cuts

An existing curb cut may be supplemented by not more than one additional single-width ten-foot curb cut, provided that the proposed additional curb cut be located not less than 18 feet from the existing curb cut at the curb line, and the application otherwise meets all other requirements. An existing 10-foot curb cut for an attached garage may be widened to an 18-foot curb cut when the application otherwise meets all other requirements herein.

Section 150-30.2(H) Commercial Driveway & Curb Cut Specifications

Each curb cut and driveway for commercial use constructed under a permit issued shall be constructed in accordance with the following additional specifications:

1. Normal curb cuts for commercial use shall be not greater than 25 feet at the curb line.
2. For a corner property, the minimum distance permitted between any commercial-use curb cut and the property line forming the adjoining street extended to the curb line shall be 10 feet.
3. A minimum distance of 5 feet from side property lines shall be maintained at the curb line for all commercial-use curb cuts.
4. Commercial-use curb cuts may be supplemented by additional commercial-use curb cuts, provided that all such curb cuts are not less than 25 feet one from the other at the curb line, and the application otherwise meets all other requirements.

February 10, 2022

Section 150-30.2(I) Failure to Complete Permit Requirements

Each permit shall authorize the Village of Greenport to complete the repair, construction, or reconstruction of driveway entrances and curb cuts whenever the Village finds reasonable cause to conclude that the applicant fails, refuses, or neglects to complete such repair, construction, or reconstruction. The Village shall be reimbursed for the cost of such repair, construction, or reconstruction by assessment against, and collection from, the lots or parcels of land where such work was performed or services rendered for so much of the actual and complete costs as incurred upon and from each lot or lots.”

**2.2 Amendment of Section 115-13J**

Section 115-13J of the Greenport Village Code shall be amended to read as follows:

“115-13J; Curb cuts and driveway openings.

Any curb cut or driveway opening proposed in the Village of Greenport onto a street owned by the Village of Greenport will be considered a road opening and will be granted only upon the approval of the Greenport Village Planning Board and the Code Enforcement Official of the Village of Greenport as provided in section 150-30.2. Any decision of the Planning Board pursuant to this section may be appealed to the Village Board of Trustees within 60 days of the filing of the Planning Board's decision with the Village Clerk.”

**3.0 Severability**

In the event that any section or portion of this Local Law or Chapter shall be deemed void or not effective, the remaining provisions of this Local Law and Chapter shall remain in full force and effect.



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

Submitted: June 9, 2022  
Meeting: June 16, 2022 7:00 PM  
*Work Session Meeting*  
To: Mayor George W. Hubbard, Jr.  
Board of Trustees  
Prepared By: Debbie Boyle, *Assistant*  
From: Mary Bess Phillips, *Trustee*  
Department: Mayor and Board of Trustees

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### **Trustee Phillips June 2022 Work Session Report**

**Attachments:**

Trustee Phillips June 2022 Work Session Report (PDF)

Village Trustee Mary Bess Phillips  
June 16, 2022  
Work Session Report

Parking in the Village of Greenport has been an issue for decades. The recent Public Hearing on the proposed amendments for the deletion of "grandfathering" and the suggested changes to "pay in lieu of parking" in the Village Code is bringing to the forefront in the business district a broader discussion of intensification of use. So the question, Could it be that parking isn't the only issue? Or could it be the current uses in Sections 150-9 CR – Retail Commercial District and 150-11 WC Waterfront Commercial District need to be reviewed, discussed and perhaps some changes in zoning to be considered.

My thoughts as mentioned in the December, 2021 work session

"A recent editorial in Riverhead Local titled "Adapt, or die - the choice is ours" brought back memories of the 1990's with empty storefronts, traditional industries jobs disappearing, housing, traffic, parking as issues to name a few to the Village Board during that time frame. That administration worked on the LWRP, creation of Mitchell Park, working towards building a vibrant business district. All very well described in another opinion piece by former Mayor David Kapell, "Build it and they will come". Well they came and it is now our time, as elected officials, the policy decision makers, to take on the review of the Village Code in total with the discussion of ideas recently presented. Each one of us have expressed thoughts on parking, protecting our working waterfront, enforcement of Air BNB's, noise, the work of the Historic Commission, housing, a moratoria to name a few. Whatever the discussion or changes, we have become a destination where the quality of life for residents should be working together in harmony with the business district.

***In quoting the publication Riverhead Local "Adapt of die. "Either you embrace change or you become extinct. Because change happens with or without your consent. "***

A recent event before one of our village boards has brought home to me there needs to be a separate zone created for the properties that do not have waterfront, but water view in the business district properties along Front and Main Street. This also brings into the discussion the commercial retail zone as the current properties under the conditional uses in the WC are similar in description.

The LWRP is a policy document that guides the Village Board to discuss possible code changes. The 1988 version, the current 1996 updated document and the current draft that is being reviewed are similar in one theme to quote:

***That will achieve a compatible, well-serviced pattern of development and a mix of uses that are responsive to the needs of at least four constituent groups: year-round residents; marine industries; seasonal or week-end residents of the Village; and tourists.***

The term moratorium is a word that will bring forth many emotions. But as defined it is a "stopping of an activity for an agreed period of time".

I am requesting we start the process for a moratorium with a starting date as soon as possible with a suggested ending date of December 2022 with the option to renew to review for the following:

1. Discuss and review creating a waterfront enhanced zone for properties that have water view and not waterfront on Front and Main Street. This also needs to include the review of the Commercial retail as some uses may overlap.
2. In the current waterfront commercial zone reviewing section B – Conditional uses

Discussion – addition to Village of Greenport Code 103-7.

Currently a two family house with a long term tenant has the availability of short term renting the other rental unit. I am suggesting that within the application requirements that the unit that does not have a long term commitment for a tenant, the other unit needs to be registered on their permit as short term to assist in enforcement of the Rental permit code.



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From: Sylvia Pirillo, *RMC, Village Clerk*  
Department: Mayor and Board of Trustees

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### Trustee Robins June 2022 Work Session Report

**Attachments:**

Trustee Robins June 2022 Work Session Report(PDF)

## BID

The Greenport BID held its Annual Meeting on Tuesday June 2. There was an excellent powerpoint presentation that started with their Mission Statement.

It featured a project to build a new website, activities and events of the past year and planning for this year and a commitment to communicate with residents and businesses.

### Mission Statement

We seek to enhance the economic and cultural vitality of the Greenport Village Business District. Our work is the foundation and commitment to our Stakeholders through marketing, government relations, special events, and beautification projects. We establish a reason in every season to live in, work, and visit the Village of Greenport.

### Highlights from the powerpoint:

Develop a plan to create a more connected digital communications ecosystem for the Greenport BID that:

- Increases awareness of the value the BID provides
- Be the primary resource to connect our Greenport BID Members, visitors, residents, employees & Village government
- A refresh of our identity design & logo, a new website for [greenportvillage.com](http://greenportvillage.com), and investment in a member relations software

### The Committees

SMILE: Social Media, Information and Leading Engagement

PRIDE: Public Relations, Identity of District and Events

SOBO: Sidewalk Operations, Beautification and Order

GATE: Government Activities, Transportation and Enforcement

### SMILE

The SMILE Committee is responsible for both internal and external communication.

They execute on key initiatives including email marketing, social media and website maintenance.

We are the driving force behind our mantra:

“There’s a reason in every season” keeping Greenport top of mind as a year round destination.

## 2022 Key Initiatives

- Redesign of identity & logo
- Responsible for the website redesign

## 2021 Key Successes

- Over 1.5 million visitors to [greenportvillage.com](http://greenportvillage.com)
- Over 7,200 loyal Instagram followers
- Over 11,000 likes/followers on Facebook

## SMILE: Social Media, Information and Leading Engagement

- PRIDE: Public Relations, Identity of District and Events
- SOBO: Sidewalk Operations, Beautification and Order
- GATE: Government Activities, Transportation and Enforcement

## PRIDE

### Events in 2021-2022

- 5 years of celebrating the Halloween Parade
- 2nd Annual Greenport BID Haunted Village and Witches in the Window Scavenger Hunt.
- 5th Annual Greenport BID Holiday Village Lighting
- 2nd Annual Greenport BID Snow Globe Scavenger Hunt
- 4th Annual Winter Wonderland & Design Contest, 2021 our First Year sponsoring the event.
- 2nd Annual Greenport BID Spend to Win Raffle
- 5th Annual Greenport BID Holiday Crafts and Letters to Santa
- Sponsor of Cornell Cooperative Extension of Suffolk County, Greenport Shellabration
  
- 2nd Annual Greenport BID Greenport Eats & More Virtual Auction Fundraiser, raised \$3200
- 6th Annual Egg Roll featuring Prestino's Magic Show with Free



Carousel Rides sponsored by  
Greenport Village

1st Annual 5K Petal Run, Over 70  
Runners

Agri Council Cherry Blossom Festival Petal Tour  
Co-recipient  
of Map Listing; Proceeds With  
The Greenport Tree Committee,  
Generated from Greenport BID

### SOBO

In 2021, the BID donated 15 cherry tree and 75 spruces to the Greenport  
Tree Committee

Volunteer committee members generously cared for the remaining 25 planters  
from the former 36

### Future Plans

Engage the local High School to help us build more planter boxes  
Refurbish local monuments, litter/trash control, sidewalk and parking area  
care,  
and addressing sidewalk disrepair

### GATE Committee

- Noise Ordinance
- Parking Initiatives
- Transportation Center Improvements
- Shuttle Bus Initiatives
- Improved Lighting Projects
- Working Waterfront

### Comprehensive Plan for development in WC and CR Districts in the Village

The Planning Board has received numerous requests that, taken together, will have a  
big impact on the future of Greenport.

The Village needs to briefly 'stop the clock' so that it can thoughtfully develop  
specific goals and objectives for future development in the CR/WC district.

A moratorium should be put in place to update the LWRP and to develop a functional comprehensive plan to ultimately guide the Village and its residents.

We have had various discussions around the proposed parking Code amendments; concerns have been raised by various Trustees and the Planning Board. We need time to carefully consider this important issue.

I think the most effective approach involves a moratorium. During that time the Village should work diligently to update the LWRP, identify development goals for the WC/CR district, and identify amendments necessary to the Code to implement these goals.

Ideally, the moratorium would pause site plan submissions that relate to changes in use in the CR/WC zones and any intensification of an existing use.

Updating the LWRP and making decisions to modify the Code is a significant job and must be undertaken without added pressure.

To achieve this goal the Board should consider establishing a separate committee that includes Board Members, Village Administration, Village Attorney and The Planning Board/ ZBA.

There have been significant changes in housing that intensify the pressure on all types of development since the last draft of the LWRP was done.

To write a comprehensive plan, the LWRP needs to reflect the current state of the Village.

If we are hasty now we will endanger the current and future well being of the Village. I hope you agree that a moratorium with a specific goal is a sensible way to make lasting decisions.

#### Housing Crisis

Year Round Rental housing continues to disappear in the Village.

AirBnb and high priced seasonal rentals play a big role in this.

I want the board to reevaluate the Code pertaining to short term rentals.

Why is a rental functioning as a business permitted in residential zones?

Why are there no parking requirements?

What can the Board do to protect vital housing stock for the residents and workers that the Village needs to maintain and protect our infrastructure.

This is another reason that we need a comprehensive plan for the Village.