



236 Third Street
Greenport NY
11944

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

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

May 19, 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.**

MAYOR AND VILLAGE BOARD OF TRUSTEES

PUBLIC TO ADDRESS THE BOARD



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ROBERT BRANDT
EXT. 217

Submitted: May 12, 2022
Meeting: May 19, 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

Fire Department May 2022 Work Session Report

Attachments:

Fire Department May 2022 Work Session Report (PDF)

CHIEF WAYDE MANWARING
1ST ASST. CHIEF ALAIN DEKERILLIS
2ND 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: gdfire@optonline.net
www.greenportfd.org

Meeting of the Board of Wardens

TUESDAY April 19, 2022

OPENING

Chief Wayde Manwaring opened the meeting at 7:30pm with The Pledge of Allegiance to the Flag and a moment of silence for the departed members.

ATTENDANCE

Chief Wayde Manwaring

2nd Ass't Chief Craig Johnson

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

Warden Antone Volinski, III of Relief Hose Co. #2

Warden Robert Jester of Star Hose Co. #3

Warden 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

Excused: 1st Ass't Chief Alain de Kerillis, Warden Norma Corwin of Relief Hose Co. #2, Warden Scott Hollid of Standard Hose Co. #4

1. A. Volinski III asked if the Chief's Election is going to be split by the companies. Chief Manwaring said that it is.
2. A. Volinski also expressed his concern with continuing to take money from a negative account and asked how we were going to pay the money back. Chief Manwaring said that he doesn't have answers without talking to Jim Kalin. A. Volinski also asked why so much money was spent for the Montauk parade. It was almost \$500. He said that we never go to dinner after a parade. J. Milovich said that he thinks members going to parades and training is a good thing and it's money well spent. Bob Corwin asked to speak- he said that they left at 8am for the parade and didn't get back until 5pm so yes they stopped and ate and there were 2 ferries. Chief Manwaring said that 1st Asst Chief de Kerillis and C. Harris will be meeting with J. Kalin to go over the Secretary/Treasurer responsibilities.

BILLS- No Report.

COMMUNICATIONS

1. Letter from Bob Syron from Peconic Landing. GFD was selected to be the recipient of 2022 Peconic Landing's Older American Champion Award which will be awarded at the May Mile on May 7, 2022.
2. Peconic Landing's The Center for Well-Being opening on May 18, 2022 at 3:00PM.
3. Central Islip FD Golf Outing June 27, 2022 AT Rock Hill Country Club.
4. 150th Annual FASNY Convention of Firemen's Association of the State of NY August 10 – 13th. Looking for contributions for the Hospitality Room.
5. Manorville FD Co. 1 Raffle and Cocktail Party July 9 2022.
6. Southampton FD Chicken and Ribs fundraiser Aug 20 2022.
7. Southern NY Volunteer Firemen's Association 125th Installation Dinner June 24th Leonards Palazzo.
8. Lindenhurst FD's 62nd Annual LI Invitational Parade & Drill June 4 2022.
9. Proposals from Village Overhead Doors to renew contracts for all the doors- Station 1: \$1,850 Rear Building: \$1,480 and Station 2: \$740.
10. Patchogue FD 14th Annual Golf Outing July 11, 2022 at West Sayville Golf Course.
11. Save the Dates from Suffolk County Volunteer Firemen's Association: 5/1 Memorial Service, 5/14 Seminar, 5/24 Membership meeting, 9/18 LI day, 10/22 Fire Fighter of the Year Ceremony.

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

APPLICATIONS FOR MEMBERSHIP- None.

REPORTS OF COMMITTEES

1. The committee assignments were passed out and went over.

Buildings and Grounds

1. C. Harris said that the RFP is being reviewed by the Village Administrator. Two people gave proposals. H2M-\$89,900 which is more than what was 1st quoted & Sendlewski- \$45,200.
2. C. Harris brought up the flooring at Station 2 for the back of the main floor and the second floor. If it is done together it saves 6%. Motion made by Cliff Harris, seconded by John Grilli, to go ahead with the floors. Motion Carried.
3. A. Volinski III asked if we had to use Village Overhead Doors. He wanted to know if we could put it out to bid and go with someone else. He said when we called them to fix the doors they didn't show up. W. Miller asked if there is anyone on county or state contract that does overhead door work. B. Purcell asked if Standard Hose has Brookhaven Overhead Doors do theirs. J. Milovich said that was many years ago. Wayne Miller said if we find any on contract we can avoid going out to bid all together. He will look into it.
4. J. Milovich asked what the status of the kitchen was. C. Harris said that we are waiting for the RFP for some guidance. A. Volinski asked if the cabinet company got paid. Mary Bess Phillips looked at the abstract and said that it is on this month's abstract. A. Volinski said we need space for them and he can get them delivered- they need to be delivered before it is paid.

Bylaws -No Report.

Finance- No Report.

Fire District – No Report.

Pre-Incident Planning-

1. Mary Bess Phillips asked if Paul Pallas gave an update about 123 Sterling. They have new owners. Chief Manwaring said that he did and he is going to give all the new info.
2. Mary Bess Phillips wanted to give a heads up that there are applications for pre-submission. D'Angelo Leather wants two apartments above the store. Sweet Indulgences old building has plans for a new hotel and Golden's furniture has plans as well. She said that they are major changes and its something that you should keep your eye on as Wardens.

Service Awards- No Report.

Recruitment- No Report.

Casualty Fund- No Report.

Funeral – No Report.

Communications- No Report.

Trips & Travel- No Report.

COMPANY REQUESTS

Eagle Hose Co. #1-wish list items, accountability tags for dept.

Relief Hose Co. #2- Budget items.

Star Hose Co. #3- Budget items.

Standard Hose Co. #4- Budget items, as per finance report.

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

Rescue Squad- As per Finance report.

Fire Police- Budget items.

Water Rescue- Budget items.

UNFINISHED BUSINESS – No Report.

REPORTS OF DELEGATES- No Report.

NEW BUSINESS-

1. Robert Jester said that there is a program in the summer called the Paul Drum program. R. Jester volunteered to teach one of the classes. He wants to use the meeting room on July 21st from 8AM – 1PM and use the projector. Motion made by C. Harris, seconded by W. Miller, to allow Robert Jester to use the meeting room on July 21st to teach his class. Motion Carried.
2. Mary Bess Phillips asked if the Cherry Blossom race (April 30) got straightened out. Chief Manwaring said yes they just want to use one spot for a registration tent.

GOOD OF THE DEPARTMENT

1. B. Purcell said that we should start looking into doing something with the console system and also the radio room- it needs to be rebuilt. He said it is cold in the winter and in the summer you can't open the window. He said maybe we can do both together.
2. B. Purcell also brought up the air machines. C. Harris said that we have asked for there to be an administrator and it hasn't been done. We need to get them here to make a new administrator so they can then make more administrators. C. Harris is going to call Coastal.
3. A. Volinski III brought up the memorial outside. The prices are the same as previous years. To restore and wax the bronze statue and monument- \$1,800. To do the bricks/walkway and seal everything is another \$1,500. It hasn't been done in two or three years. Motion made by A. Volinski III, seconded by C. Harris, to take \$1,500 out of the Memorial Fund and the \$1,800 out of the May Mile fund to do the bell, statue, walkways. Motion carried.
4. A. Volinski III passed out the Fundraiser letter for this year. He added Fire Prevention history info and info on how to use a fire extinguisher and what extinguishers are used for what types of fires. Info on choking was also added. He would like to get it approved. Envelope stuffing is set up for May 23rd. Motion made by A. Volinski III, seconded by W. Miller, to accept the fundraiser letter as printed. Motion Carried.
5. Cliff Harris asked what the status was of the fans. Chief Manwaring said that he is going to find that out.
6. A. Volinski III asked what was happening with the Dept. Secretary Position. Chief Manwaring said that Jim Kalin is keeping it as of now.

7. A. Volinski III requested an executive session.
8. Motion made by C. Harris, seconded by W. Miller to hold the Warden's Meeting on the 3rd Wednesday of every month at 7pm. Motion Carried.
9. C. Harris asked if the raffle for the jewelry is over. Chief Manwaring said that he has to talk to Jim about that.
10. W. Miller asked about the Warden's Dinner. 2nd Asst Chief Johnson is taking care of it.

Executive Session

Motion made by A. Volinski III, seconded by C. Harris, to adjourn to an executive session to discuss personnel matters. Motion Carried. Adjourned to executive session at 8:43PM.

Upon returning from executive session, a motion made by C. Harris, seconded by W. Miller, to resume regular meeting. Regular meeting resumed at 8:57 pm.

11. Motion made by John Grilli, seconded by W. Miller, to keep Rebecca Jensen as Recording Secretary for the Board of Warden's. Motion Carried.

READING OF THE MINUTES

Motion by Cliff Harris, seconded by Wayne Miller, to dispense with the reading of the minutes of tonight's meeting. Motion carried.

ADJOURMENT

Motion by Joseph Milovich, seconded by Bernard Purcell, to adjourn. Motion carried. The meeting was adjourned at 9:00pm.

Submitted by,

Rebecca J. Jensen

Recording Secretary

GREENPORT FIRE DEPARTMENT
TREASURERS REPORT

03/17/2022 thru 04/19/2022

GENERAL FUND		<u>balance unchanged</u>	<u>(\$1,765.97)</u>
	<u>receipts</u>	J. Kalin def drv rebate	+ \$17.25
		necklace raffle	+ \$275.00
	<u>expenditures</u>	Touch of Venice-Sou Town Ch	- \$140.78
		Polywoda Bev	- \$171.09
		Montauk parade exp	- \$471.44
		C. Martin Auto Parts	- \$29.20
		McMann Price df drv x1	- \$35.00
		Hellenic Snack- training	- \$190.10
		Chiefs Election expenses	- \$611.92
			<u>(\$3,123.25)</u>

WOODS TRUST		<u>balance unchanged</u>	<u>\$14,461.43</u>
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MEMORIAL FUND		<u>balance unchanged</u>	<u>\$1,130.35</u>
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MAY MILE FUND		<u>beginning balance</u>	\$ 29,794.10
	<u>expenditures</u>	All American - install gifts	\$ - 2,512.50
		C Martin Auto Ol'33 batt	\$ - 298.18
		<u>ending balance</u>	<u>\$ 26,983.42</u>

WASH. B'DAY FUND		<u>beginning balance</u>	(\$110.16)
	<u>receipts</u>	add'tl income	+ \$365.00
		<u>ending balance</u>	<u>\$254.84</u>

RESCUE SQUAD 2% FUND		<u>balance unchanged</u>	<u>\$1,789.48</u>
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submitted by James H. Kalin

	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	Greenport Fire Department period ending April 30, 2022																								
3																									
4																									
5	Aguilera, Hermogenes		4	5.2 %	0	2	1.1 %	0	0	0	0	0	1	2	8	0	0	11				X	X	X	
6	Arnold, Jordan		37	48 %	25	63	34 %	25	0	10	4	25	1	4	25	1	0	90				X	X	X	X
7	Barszczewski, Joseph (W)		0	0 %	0	0	0 %	0	0	3	3	3	0	3	3	0	2	11				X	X	X	
8	Barszczewski, Joseph III		13	17 %	25	5	2.7 %	0	0	3	5	4	1	4	1	0	38				X	X	X	X	
9	Betz, James		1	1.3 %	0	0	0 %	0	0	4	0	4	0	4	0	0	8				X	X	X	X	
10	Birmingham, Kenneth		0	0 %	0	0	0 %	0	0	2	5	3	0	2	3	0	10				X	X	X	X	
11	Breese, Harry D		11	14 %	25	2	1.1 %	0	0	5	5	3	0	5	3	0	41				X	X	X	X	
12	Brennan, Patrick		1	1.3 %	0	2	1.1 %	0	0	11	4	25	0	4	25	0	40				X	X	X	X	
13	Britt, Harley		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0	0	0	0							
14	Buchanan, Shawn		24	31 %	25	4	2.2 %	0	0	2	7	3	0	2	7	3	0	37			X	X	X	X	
15	Bumble III, Charles T		0	0 %	0	1	0.5 %	0	0	4	4	0	0	4	4	0	5	13							
16	Bumble, Samantha		0	0 %	0	2	1.1 %	0	0	3	0	3	0	3	0	3	0	6				X	X	X	
17	Butler, Michael		20	26 %	25	7	3.8 %	0	0	3	0	4	0	3	0	4	0	32			X	X	X	X	
18	Capon, George		40	52 %	25	99	53 %	25	0	5	6	3	0	5	6	3	0	64			X	X	X	X	
19	Carey, Patrick		3	3.9 %	0	8	4.3 %	0	0	3	2	3	0	3	2	3	0	8			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
		elect/app	# Fire	%	pts	# EMS	%	pts	pts	st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap				
4																									
20	Charters, Gary		0	0	0	0	0	0	0	0	0	0	1	3	0	0	0	4	X	X		X	X		
21	Clark III, Henry		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
22	Clark, James	S,T	10	13	25	3	1.6	0	0	0	5	5	3	0	10	48		X	X		X	X			
23	Clark, Jeffrey		31	40	25	8	4.3	0	0	0	5	6	3	0	0	39		X	X		X	X			
24	Corazzini, Warren		8	10	25	3	1.6	0	0	0	1	1	0	0	0	27									
25	Corwin, Everett		21	27	25	54	29	25	25	0	6	6	4	0	0	66	X	X	X		X	X			
26	Corwin, Norma	W	20	26	25	65	35	25	25	0	11	11	5	1	8	86	X	X	X		X	X		X	
27	Corwin, Robert E.	C,D,ID	28	36	25	68	37	25	25	0	16	15	11	1	16	109	X	X	X		X	X		X	
28	Corwin, Robert J.		22	29	25	55	30	25	25	0	9	11	10	1	0	81		X	X		X	X		X	
29	Corwin, Scott		17	22	25	8	4.3	0	0	0	3	1	0	0	0	29	X								
30	Costas, Tom		11	14	25	9	4.8	0	0	0	7	2	3	0	0	37		X	X		X	X			
31	Creedon, Daniel	S	35	45	25	102	55	25	25	0	4	3	3	0	5	65		X	X		X	X			
32	Creighton, Ryan		6	7.8	0	4	2.2	0	0	0	4	3	3	0	0	10	X	X	X		X	X			
33	DeFrancesco, James		5	6.5	0	8	4.3	0	0	0	3	0	3	0	0	6		X	X		X	X			
34	De Kerillis, Alain	CH	39	51	25	80	43	25	25	0	16	10	3	1	25	105		X	X		X	X		X	
35	Detrick, Gary		0	0	0	0	0	0	0	0	0	0	0	0	0	0									
36	Diaz, Juan		1	1.3	0	0	0	0	0	0	4	4	3	1	0	12		X	X		X	X		X	
37	Diaz, Nicolas		0	0	0	0	0	0	0	0	3	0	1	0	0	4									

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
	elect/app	# Fire	%	pts	# EMS	%	pts		pts		st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap		
4																								
38	Edwards, Alson	1	1.3 %	0	1	0.5 %	0	1	0	0	0	1	2	25	0	0	28							
39	Ellis, Scott	0	0 %	0	0	0 %	0	0	0	0	0	1	1	0	0	0	2							
40	Ferguson, Peter	0	0 %	0	1	0.5 %	0	0	0	0	0	4	4	3	0	0	11	X	X	X	X			
41	Ficurilli, Michael	28	36 %	25	2	1.1 %	0	0	0	0	0	4	5	3	0	0	37		X	X	X			
42	Flora, Michael	0	0 %	0	0	0 %	0	0	0	0	0	0	0	0	0	0	0							
43	Fogarty, Jonathan	4	5.2 %	0	0	0 %	0	0	0	0	0	5	5	0	0	0	10							
44	Garcia-Dinizio, Gloria	0	0 %	0	0	0 %	0	0	0	0	0	0	0	0	0	0	0							
45	Grattan, Timothy	3	3.9 %	0	0	0 %	0	0	0	0	0	2	0	0	0	0	2							
46	Gray, Enya	1	1.3 %	0	2	1.1 %	0	0	0	0	0	1	3	4	0	0	8		X	X	X			
47	Gray, Sally Anne	6	7.8 %	0	10	5.4 %	0	0	0	0	0	2	4	3	0	5	14		X	X	X			
48	Grilli, Jennifer	0	0 %	0	1	0.5 %	0	0	0	0	0	4	4	3	0	5	16		X	X	X			
49	Grilli, John	0	0 %	0	1	0.5 %	0	0	0	0	0	8	4	3	0	8	23		X	X	X			
50	Hamilton Jr., Robert	39	51 %	25	18	9.7 %	0	0	0	0	0	8	7	4	0	3	47		X	X	X			
51	Hanold, Christopher	7	9.1 %	0	10	5.4 %	0	0	0	0	0	6	5	2	0	11.75	24.75							
52	Hanold, Christopher, Jr.	0	0 %	0	0	0 %	0	0	0	0	0	0	0	0	0	0	0							
53	Harris, Cliff	0	0 %	0	0	0 %	0	0	0	0	0	7	1	0	0	16	24							
54	Harris, Peter	32	42 %	25	14	7.5 %	0	0	0	0	0	6	6	3	0	13	53		X	X	X			
55	Harvey, Russell	13	17 %	25	6	3.2 %	0	0	0	0	0	2	1	3	0	1	32		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
		elect/app	# Fire	%	%	pts	# EMS	%	pts	pts	st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap			
4																									
56	Hollid, Scott	W	11	14	%	25	0	0	0	0	0	7	5	3	0	8	48		X	X	X				
57	Holmes, Joseph		0	0	%	0	0	0	0	0	0	0	0	0	0	0	0								
58	Hubbard Jr, George		10	13	%	25	3	1.6	0	0	0	5	5	3	0	0	38		X	X	X				
59	Hughes, Colleen	S	12	16	%	25	22	12	25	25	0	7	7	3	0	5	72	X	X	X	X				
60	Huzsek, Andrew H		37	48	%	25	7	3.8	0	0	0	6	7	3	0	0	41	X	X	X	X				
61	Hydell, Carol	L,S	1	1.3	%	0	1	0.5	0	0	0	10	5	4	0	10	29		X	X	X				
62	Hydell, Charles		1	1.3	%	0	1	0.5	0	0	0	4	6	3	0	0	13		X	X	X				
63	Hydell, Charles, Jr.		0	0	%	0	0	0	0	0	0	1	3	25	0	0	29								
64	Jensen, Warren	(W)	14	18	%	25	1	0.5	0	0	0	14	5	3	0	2	49		X	X	X				
65	Jester, Robert	W	0	0	%	0	3	1.6	0	0	0	16	6	3	0	8	33		X	X	X				
66	Jimenez, Susano		0	0	%	0	0	0	0	0	0	4	4	3	0	0	11		X	X	X				
67	Jobes, Craig	L	43	56	%	25	80	43	25	25	0	8	8	10	1	5	82		X	X	X			X	
68	Johnson, Craig	CH, (C)	34	44	%	25	80	43	25	25	0	15	7	9	0	20.75	101.8		X	X	X				
69	Kalin, James	(CH),(T)	64	83	%	25	152	82	25	25	0	16	8	4	0	7.5	85.5	X	X	X	X				
70	King, Kendra		0	0	%	0	1	0.5	0	0	0	0	0	2	0	0	2								
71	Luke, Alexander		40	52	%	25	25	13	25	25	0	5	8	4	0	0	67		X	X	X				
72	Mantzopoulos, John		33	43	%	25	11	5.9	0	0	0	4	5	11	1	0	46		X	X	X			X	
73	Manwaring, Julia		27	35	%	25	38	20	25	25	0	7	7	3	0	0	67		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
	elect/app	# Fire	%	pts	# EMS	%	pts	pts	st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap				
4																								
74	Manwaring, Wayde	CH	51	66	25	69	37	25	0	17	7	3	0	25	102		X	X	X			X	X	
75	Marczewski, Macy		0	0	0	2	1.1	0	0	4	5	3	0	0	12		X	X	X			X	X	
76	Martocchia, Jerome		12	16	25	4	2.2	0	0	3	2	3	0	0	33	X	X	X	X			X	X	
77	Miller, Wayne	W	12	16	25	1	0.5	0	0	11	5	3	0	8	52		X	X	X			X	X	
78	Milovich Jr., Joseph	W	24	31	25	5	2.7	0	0	9	4	3	0	8	49		X	X	X			X	X	
79	Musto, Francis	S, Ch	28	36	25	73	39	25	0	12	10	5	1	10	88	X	X	X	X			X	X	X
80	Mysliborski, Linda		0	0	0	7	3.8	0	0	0	0	3	0	0	3		X	X	X			X	X	
81	Narkiewicz, Piotr		28	36	25	79	42	25	0	2	4	3	0	5	64		X	X	X			X	X	
82	Nedoszytko, William	S	0	0	0	0	0	0	0	4	0	0	0	5	9									
83	Nyce, David	C	48	62	25	64	34	25	0	11	7	3	2	8	81		X	X	X			X	X	X
84	O'Brien, Michael		17	22	25	2	1.1	0	0	4	4	1	0	0	34									
85	Pal-Singh, Vijay		0	0	0	0	0	0	0	1	0	3	0	0	4		X	X	X			X	X	
86	Petrigliano, Victor		2	2.6	0	2	1.1	0	0	0	2	3	0	0	5									
87	Piel, Jeffrey		0	0	0	0	0	0	0	4	0	0	0	0	4									
88	Pirillo, James A.		36	47	25	4	2.2	0	0	10	6	3	0	0	44		X	X	X			X	X	
89	Pope, George		15	19	25	11	5.9	0	0	6	4	4	2	0	41		X	X	X			X	X	X
90	Purcell, Bernard		75	97	25	126	68	25	0	10	12	7	2	0	81		X	X	X			X	X	X
91	Purcell, Ryan		25	32	25	33	18	25	0	6	10	5	0	0	71	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
	elect/app	# Fire	%	pts	pts	# EMS	%	pts	pts	st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap			
4																								
92	Quillin, Michael	D	10	25	0	0	0	0	0	0	5	6	3	1	3	43		X	X	X	X	X	X	X
93	Raynor, Dale	L	30	25	22	12	25	25	25	0	5	7	1	2	3.75	68.75								X
94	Reed, Michael		2.6	0	6	3.2	0	0	0	0	2	3	0	0	0	5	X							
95	Reed, Taylor	L	32	25	76	41	25	25	25	0	10	8	25	0	3.75	96.75		X	X	X	X	X	X	
96	Reiss, Helen	C	27	25	80	43	25	25	25	0	7	5	3	0	8	73	X	X	X	X	X	X	X	
97	Rempe Jr, Fred		14	25	46	25	25	25	25	0	0	5	3	0	0	58		X	X	X	X	X	X	
98	Richter, Michael	T,T	10	25	26	14	25	25	25	0	2	3	3	0	10	68	X	X	X	X	X	X	X	
99	Robins, William		31	25	3	1.6	0	0	0	0	4	6	4	1	0	40		X	X	X	X	X	X	X
100	Rosa, Lisa		13	25	1	0.5	0	0	0	0	5	8	3	0	0	41	X	X	X	X	X	X	X	
101	Ruffner, William		0	0	0	0	0	0	0	0	3	1	3	0	0	7		X	X	X	X	X	X	
102	Rung, Rosalie	L	6.5	0	32	17	25	25	25	0	3	1	0	0	1.25	30.25								
103	Rutkowski, Stephen	L,D	52	25	101	54	25	25	25	0	17	5	6	1	8	87		X	X	X	X	X	X	X
104	Skrezec, John		0	0	0	0	0	0	0	0	0	0	0	0	0	0								
105	Spanos, James		0	0	0	0	0	0	0	0	2	0	0	0	0	2								
106	Staples, Halsey		48	25	46	25	25	25	25	0	4	1	4	0	0	59		X	X	X	X	X	X	
107	Stoner, Gary		1.3	0	2	1.1	0	0	0	0	2	0	0	0	0	2								
108	Strickland, Samuel	L,D	48	25	65	35	25	25	25	0	18	12	5	1	8	94		X	X	X	X	X	X	X
109	Swetland, Jessica		1.3	0	2	1.1	0	0	0	0	0	0	3	0	0	3		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	
	elect/app	# Fire	%	pts	# EMS	%	pts	pts	st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap					
4																									
110	Tamin, John	27	35 %	25	47	25 %	25	25	0	5	7	3	0	0	65	X	X	X	X						
111	Tejada, Yira	5	6.5 %	0	5	2.7 %	0	0	0	3	4	0	0	1	8	X									
112	Thorp, Thomas	0	0 %	0	0	0 %	0	0	0	0	0	2	0	5	7		X					X			
113	Toussaint, Gabrielle	0	0 %	0	1	0.5 %	0	0	0	1	0	3	0	0	4		X	X	X						
114	Trapani, Heather	24	31 %	25	28	15 %	25	25	0	1	1	3	1	0	56		X	X	X			X	X	X	
115	Vandenburgh, Richard	0	0 %	0	1	0.5 %	0	0	0	0	0	0	0	0	0										
116	VanEtten, George	34	44 %	25	11	5.9 %	0	0	0	9	4	3	0	3	44		X	X	X						
117	Verity, Michael	0	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	0	1	0	3	0	0	4		X	X	X						
119	Volinski, Antone, III	20	26 %	25	61	33 %	25	25	0	11	4	3	0	8	76	X	X	X	X						
120	Volinski, Darryl	4	5.2 %	0	25	13 %	25	25	0	2	5	3	0	0	35		X	X	X						
121	Walters, Joseph	0	0 %	0	0	0 %	0	0	0	2	1	3	0	0	6		X	X	X						
122	Zaymayar, Elias	35	45 %	25	14	7.5 %	0	0	0	7	7	15	1	5	60	X	X	X	X					X	
123	Zurek, Gregory	11	14 %	25	3	1.6 %	0	0	0	5	7	3	0	0	40		X	X	X						
124	Zurek Jr, Stanley	6	7.8 %	0	1	0.5 %	0	0	0	4	1	3	0	0	8	X	X	X	X						
125																									

May 2022 - Greenport FD

DUTY COMPANIES 8-3-2 & 8-3-3 IST. DUE ON SIGNAL 24s = 8-3-2
 OFFICE 631.477.1943 gfdfire @optonline.net
 FAX 631.477.4012 gfdsec@optonline.net

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 RELIEF HOSE mtg STANDARD HOSE mtg	3 EAGLE HOSE mtg	4 Fire School - Yaphank lv. Sta. #1 6:15pm LIRR emerg. 8-3-4	5	6	7 Peconic Landing May Mile 9am 8-3-3, 8-3-5, 8-3-15, 8-3-16, OL'33
8	9 STAR HOSE mtg	10 RESCUE SQUAD mtg 7PM FINANCE COMM. mtg 7:30PM	11 PHENIX H&L mtg	12	13	14
15	16 Dept. Physicals	17 Fire Police Sra #1 6pm	18 WARDENS mtg 7pm Dept. Physicals	19	20	21
22	23 CME Class Sta #1 7:30pm	24	25 Wardens Dinner	26 Star Hose Carnival	27 Star Hose Carnival	28 Star Hose Carnival & Fireworks
29 Star Hose Carnival	30 Memorial Day Parade 11am at station GREENPORT	31	Chief Wayde Manwaring 631.644.5430 1st. Ass't. Chief Alain DeKerillis 631.208.7506 2nd. Ass't. Chief Craig Johnson 631.466.5294			

Important Future Events on Reverse Side !!

Saturday, June 4

Mass Casualty Incident Drill

Saturday, June 11

Boaters Safety Course - Sta #1 - 9am-5pm

Sunday, June 12

Department Memorial Service - Sta #1 11am

Wednesday, June 15

Wardens Meeting, Sta #1 7pm

Physicals - Monday, June 20 & Wednesday, June 22

sign in sheet posted at Sta #1

Thursday, June 23

Fire School - Yaphank - Class "A" - 7:30pm

Wednesday, June 29 thru Sunday, July 03

Phenix H & L and Relief Hose Carnival

CHIEF WAYDE MANWARING
1ST ASST CHIEF JAMES KALIN
2ND ASST CHIEF ALAIN DeKERILLIS
CHAPLAIN FRANK MUSTO
CHAPLAIN CLAUDE KUMJIAN
SECRETARY/TREASURER 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: gldfire@optonline.net
www.greenportfd.org

Greenport Fire Department Monthly Report April, 2022

Number of calls this month: 79

Number of calls to date: 264

Breakdown of calls by signal numbers:

9 (stand/by) 0
12 (brush fire) 0
13 (automatic alarm, smoke, etc.) 15
13-35 (working structure fire) 0
14 (vehicle fire) 0
16 (ambulance/rescue) 58
16-23 (MVA, water rescue, misc.) 2
16-59 (routine transport) 0
23 (CO alarm, medi-vac) 2
24/13-35 (mutual aid working structure fire) 2
24/16 (mutual aid ambulance/rescue) 0
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 26
Within the East/West Fire Protection District 51
Other (mutual aid) 2

Prepared by: James Kalin, Secretary 04/01/2022



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GREENPORT NY 11944

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TREASURER
ROBERT BRANDT
EXT. 217

Submitted: May 9, 2022
Meeting: May 19, 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

May 19, 2022

Administrator's Office

Statistics

Work Orders:

Electric = 47 Written 47 Completed
Water = 03 Written, 03 Completed
Sewer = 35 Written, 35 Completed
Road = 47 Written, 47 Completed

Reports

❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 4-07-2022. 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 4-07-2022.

Discussion

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

Resolutions

- Fire Department Annex Building Engineering
- Sunset Motel Wastewater Connection Contract
- Clark's Beach Access agreement

Trustee Reminders Awaiting information/comments

- Moratorium on WC development - proposed by Trustees Robins and Phillips
- Infrastructure project ideas for potential federal grant monies
- Feedback on Historic property recommendations from HPC
- Peconic Estuary Protection Sign ideas

Road/Water Department

Statistics

Water Distribution:

4,867,000 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 = 0.51 mg/L

Third Street Firehouse - Kitchen Sink
Total Coliform = Absent
E Coli = Absent
Residual Chlorine = 0.61 mg/L

The form, DOH-360, was filed with the DOH on April 7, 2022, with the above results.

Report

Tasks Accomplished:

- ❖ Did all normal highway tasks.
- ❖ Performed water machine maintenance.
- ❖ Performed bi-weekly G-44 maintenance.
- ❖ Facilitated repair of G-2 back window.
- ❖ Removal of trees that were dumped at 5th street beach.
- ❖ Started weekly street sweeping.
- ❖ Started bi-weekly brush pick up.
- ❖ Assisted Corazzini with milling and paving of streets.
- ❖ Repaired and replaced water meter at campground.
- ❖ Painted parking spots on 1st and South Street.
- ❖ 811 mark outs continue to be done.
- ❖ Repaired brush hog and skid steer.
- ❖ Added sand to 3rd street park playground.
- ❖ Continued to seek CDL schooling via FMCSA guidelines.
- ❖ Repaired flower beds throughout village.
- ❖ Began mowing for the season.
- ❖ Ordered replacement amber lights for work vehicles.
- ❖ Picked up water and sewer risers for paving project.
- ❖ Moved misters to Mitchell Park for installation.

Sewer Department

Flow and Sampling:

The plant continues to run well, exceeding DEC permit requirements.
Total plant flow for the month of April = 7,471,000 Gallons
Average Daily Flow = .249 (MGD) Permit Limit = .650 MGD
Total Suspended Solids percent removal (TSS) = 92% Permit Limit = 75%
CBOD percent removal = 98% Permit Limit = 75%
Coliform Fecal General = 86 MPN. Permit limit 200 MPN/100
Coliform Total General = 11 MPN. Permit limit 700 MPN/100
Total Nitrogen = 7.7 LBS/day

Sludge Removal:

42,000 Gallons of sludge hauled in April

Report

❖ Treatment Plant:

Purchased new nozzles for Jet-Rodder

Backflushed effluent pumps and reset level transducer

SCDH Inspection

Cleaned UV channels and cleaned and greased UV system

Changed ballast on UV Bank 1A

Intensive coliform sampling

❖ Collection System:

Installed manhole risers on 6th Ave to Kaplan/North St. for paving project

Installed manhole risers on Wiggins and 4th Ave. for paving project

Jet-rodged outfall pipe for storm drain system- All clear

Electric Department

Statistics

Monthly Power Usage:

Maximum usage day = April 07 @ 82.778 Mwh
Minimum usage day = April 14 @ 66.700 Mwh
Peak demand for the month = 4.1112 MW April 7 7:45 pm
Monthly total usage = 2,220.080 Mwh

Service calls/call outs = 5

Street light repairs = 10

Customers shut off for nonpayment = 0

Customers turned on for payment = 0

Customers turned on for the season = 0

New Services/Upgrades = 5

Tasks Accomplished:

- ❖ The distribution part of the Micro Grid project is progressing very well, with transfers of conductors, transformers, and other equipment to the new poles being accomplished at this time.
- ❖ The Fire Department part of the Micro Grid project is in the final stages, majority of the electrical work has been completed, new generator has been installed, load and function tested with the automatic transfer switch. The remaining work includes the installation of the batterie system and final connections for the solar system.
- ❖ Coordinating with Verizon and Optimum for pole transfers associated with Microgrid project through a joint use notification web site.
- ❖ Changed out several electric meters during the month.
- ❖ Serviced at 10 streetlights.
- ❖ 2 services change over to underground from overhead.
- ❖ Installed 1 new underground service with 2 meters for a new building.
- ❖ Serviced several power pedestals at the campground.
- ❖ Removed trees with the Road Department.
- ❖ Assisted Wastewater Department with electrical issues at the plant and lift stations.
- ❖ Installed event banners.
- ❖ Started the replacement of the power pedestals at the marina.
- ❖ Replace one of three transformers in a 3Ø power bank.
- ❖ General shop work, clean up and maintenance of vehicles.

Attachments:

Greenport Meter 4-2022 (PDF)

Total Usage: 2,220,080.000 KWH
 Peak Demand: 4112.00 KW
 Occured On: Aor 7 2022 19:45
 Load Factor: 74.99%
 Date Start: Friday, April 1, 2022
 Date End: Saturday, April 30, 2022

Period Ending	KWH
4/1/2022	76,373.00
4/2/2022	80,934.00
4/3/2022	82,659.00
4/4/2022	78,163.00
4/5/2022	75,487.00
4/6/2022	81,518.00
4/7/2022	82,778.00
4/8/2022	75,117.00
4/9/2022	72,196.00
4/10/2022	75,035.00
4/11/2022	75,273.00
4/12/2022	72,746.00
4/13/2022	67,690.00
4/14/2022	66,700.00
4/15/2022	67,120.00
4/16/2022	68,872.00
4/17/2022	69,110.00
4/18/2022	73,915.00
4/19/2022	78,835.00
4/20/2022	75,275.00
4/21/2022	74,625.00
4/22/2022	71,190.00
4/23/2022	70,172.00
4/24/2022	69,799.00
4/25/2022	70,301.00
4/26/2022	72,394.00
4/27/2022	71,724.00
4/28/2022	78,068.00
4/29/2022	75,182.00
4/30/2022	70,829.00



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ROBERT BRANDT
EXT. 217

Submitted: May 9, 2022
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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**

May 19, 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.
- ❖ Village Hall will be closed May 30, 2022 Memorial Day.

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:

- April 2022 Building CO Report (PDF)
- April 2022 Building Report (PDF)
- April 2022 CODE (PDF)



Village of Greenport Building Department

Monthly Report CERTIFICATE OF OCCUPANCY 4/1/2022 through 5/1/2022

WORK TYPE	PERMIT NO.	PERMIT DATE	PARCEL ID	LEGAL ADDRESS	CO ISSUED
Interior Renovation	02678	12/19/2017	6.-2-20	311 Sixth Street. Greenport, New York 11944	4/7/2022



Village of Greenport Building Department

April 2022

Monthly Report REPORT COVERING 4/1/2022 through 5/1/2022

Incorporated Village

PERMIT TYPE	PERMIT NO.	PERMIT DATE	PARCEL ID	LEGAL ADDRESS	STATUS
Building Permit Addition/Alteration	02910	4/5/2022	5.-4-7.2	209 Front Street. Greenport, New York 11944	OPEN
Building Permit Repair/Alteration	02911	4/5/2022	4.-7-19	455 Main Street. Greenport, New York 11944	OPEN
Building Permit Repair/Alteration	02912	4/7/2022	6.-2-20	311 Front Street. Greenport, New York 11944	OPEN
Building Permit Repair/Alteration	02913	4/7/2022	2.-5-33.7	727 First Street. Greenport, New York 11944	OPEN
Building Permit New Construction	02914	4/11/2022	2.-4-1	324 Johnson Ct. Greenport, New York 11944	OPEN
Building Permit Repair/Alteration	02915	4/14/2022	2.-2-17	304 Sterling Place Greenport, New York 11944	OPEN
Building Permit Repairs	02916	4/14/2022	5.-4-19	47 Front Street. Greenport, New York 11944	OPEN
Building Permit Addition/Alteration	02817	4/29/2022	4.-10-11	211 Carpenter Street. Greenport, New York 11944	OPEN
Antenna Installation	02918	4/29/2022	2.-2-21.1	Webb Street. Greenport, New York 11944	OPEN



Village of Greenport Enforcement Report

CODE ENFORCEMENT & FIRE PREVENTION

March 2022,

Monthly Report REPORT COVERING 4/01/2022 through 5/1/2022

Incorporated Village

LOCATION	DATE	FACTUAL	DISPOSITION
600 Front Street Greenport NY 11944	4/12/2022	Complaint	Complaint of unsecured chickens. Code Enforcement inspected. No chickens were found, Code Enforcement will continue to monitor.

RENTAL PERMIT INFORMATION

INFORMATION

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

New Applications/Renewal Applications Received: 74

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

Applications Pending Inspection:74

Applications Pending Re-Inspection 01

Completed/Permits Issued: 18

Applications Completed/Permits Issued: 173



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From: Paul Pallas, *P.E. Village Administrator*
Department: Village Administrator

Recreation

Work Session Report Recreation Department

May 19, 2022

Mitchell Park Marina/Parks

- ❖ Railroad Dock Fender Repair completed. Additional lateral supports needed next month.
- ❖ Mooring field seasonal hardware installed, and winter sticks removed.
- ❖ Camera Obscura and Carousel lubrication and maintenance ongoing.
- ❖ Marina reservations are above normal; east pier is fully booked for July and August.
- ❖ The Marina is in the process of being prepared for the upcoming season with scheduled power pedestal upgrades and East pier fendering improvements.
- ❖ Bayman's Dock received upgraded plumbing for its water systems.
- ❖ The Beach permit application has been completed and submitted to the Department of Health.
- ❖ The Beach Safety Plan was updated and submitted to the Department of Health.

Monthly Revenue Reports are attached

Recreation Center

Statistics

Attendance:

After School Program = 16 children enrolled in After School Program

Reports

- ❖ The After-School Program continues to be running very well.
- ❖ The Library Programs with Ms. Vicky Kutola continue and are going very well. The children are enjoying the crafts, individual games, music and reading programs.
- ❖ The children will be going to Floyd Memorial Library twice in May for outdoor planting projects.
- ❖ A notice of Permit Application Review to run the Summer Day Camp was received and approved with no corrections needed.
- ❖ Summer programs at all the Northfork libraries are being developed for the Summer Day Camp
- ❖ Attended two job fairs this month, one at Mattituck High School on April 13th and Greenport High School on April 26th to recruit staff for the marina, Summer Day Camp, Carousel and Lifeguards.
- ❖ Self-Inspection and Certification form for Summer Day Camp completed and submitted to Department of Health.
- ❖ Summer Beach Safety plan updated and will be reviewed during the post-operational inspection.

Campground

Tasks Accomplished

- ❖ All tasks completed for opening day at the campground on May 1st. Leaf and brush removal completed as well as needed repairs on site. Bathrooms painted, water systems dewatered and the campground was sprayed for ticks at the end of April. Plants were purchased for the planters.
- ❖ Reservations continue to be made for the season.

Attachments:

RECREATION MONTHLY REVENUE REPORT 4-2022 (PDF)



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Fax: (631)477-1877

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: May 10, 2022
Meeting: May 19, 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

TREASURER'S REPORT

REQUEST A MOTION BE PLACED ON THE AGENDA FOR:

RESOLUTION approving the attached Municipal Advisor Services agreement between the Village of Greenport and Munistat Services Inc. in the amount of \$ 3,500.00, to be expensed from account A.1325.433 (Bond Counsel/ Financial Advisor), and authorizing Mayor Hubbard to sign the Municipal Advisor Services Agreement between the Village of Greenport and Munistat Services Inc.

RESOLUTION authorizing Mayor Hubbard to sign the attached engagement letter and all subsequent engagement letters between the Village of Greenport and the auditing firm of Cullen & Danowski, per Resolution # 12-2020-8

UTILITY BILLING

Sector four is completed.
End of Month reports for April completed.
Sector 1 printed and mailed.
Red tags for Sector 3 printed and mailed.

COMMUNITY DEVELOPMENT/ HOUSING AUTHORITY

6 recertifications and 4 interims were performed for May 2022.
3 vouchers were issued this month but 2 of the families decided not to participate.
There are 2 vouchers that are looking for housing but are not having any success in availability or affordability.
1 voucher holder could not find housing after 6 months of searching and did not request an extension.

SIGNIFICANT COLLECTIONS

Rents for April 2022 - \$ 79,912.74

East West Fire Protection District Payment # 2 - \$ 406,521.50

INFORMATIONAL:

Cash Holdings Report - See attached

Utility Billing Statistics Report - See attached

Property Tax Bills printed & mailed

Attachments:

BANK ACCOUNT BALANCES APRIL 2022 (PDF)

APRIL 2022 BILLING STATISTIC REPORT (PDF)

CD FINANCIALS APRIL 2022 (PDF)

HA FINANCIALS APRIL 2022 (PDF)

Munistat - GreenportVL Agreement 2022 (PDF)

CULLEN & DANOWSKI ENGAGEMENT LETTER FISCAL 2022 (PDF)

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

FUND	BANK ACCOUNT NAME	G/L ACCT#	TYPE	BALANCE
A	General	A.0200.000	Checking	694,690.39
A	Repair & Maintenance	A.0200.400	Checking	93,224.16
A	Greenhill Cemetery	A.0201.100	Savings	33,640.83
A	Money Market	A.0201.130	Money Market	1,701,892.97
A	Fire Apparatus	A.0221.110	Savings	683,556.62
A	Bulding Department Escrow	A.0235.101	Checking	57,347.59
A	Parks and Recreation	A.0200.200	Checking	3,525.90
A	American Recovery Plan	A.0200.415	Checking	114,409.92
TOTAL GENERAL FUND				\$ 3,382,288.38
CD	Small Cities Rehab.	CD.0200.000	Savings	454.22
CD	NYS CDBG Funds	CD.0200.400	Public Funds Acct	226.21
TOTAL COMMUNITY DEVELOPMENT				\$ 680.43
E	Light Fund	E.0121.100	Checking	700,418.39
E	Light Depreciation Savings	E.0116.100	Savings	2,097,989.65
E	TTC Collections	E.0121.120	Savings	346,339.10
E	Renewable Energy Savings	E.0121.130	Savings	143,026.72
E	Consumer Deposit Savings	E.0191.100	Savings	122,744.44
E	Consumer Deposit Checking	E.0244.200	Checking	5,803.05
TOTAL LIGHT FUND				\$ 3,416,321.35
F	Water	F.0200.000	Checking	590,603.12
F	Water Fund Capital	F.0200.400	Savings	8,393.00
F	Water Fund CD (MM)	F.0201.000	Money Market	203,438.27
F	Water Fund Money Market	F.0201.130	Money Market	386,496.46
TOTAL WATER FUND				\$ 1,188,930.85
G	Sewer	G.0200.000	Checking	870,632.95
G	NYS DEC Consent	G.0201.000	Savings	31,532.81
G	Sewer Fund I	G.0201.100	Money Market	996,206.75
G	NYSEFC	G.0205.000	Checking	185,851.61
G	Sewer Wastewater	G.0220.110	Savings	12,174.61

G	NYSERDA	G.0525.000	Checking	111.01	
					TOTAL SEWER FUND \$ 2,096,509.74
H	Capital	H.0200.000	Checking	1,017,964.30	
H	Capital Reserve	H.0200.400	Savings	49,658.55	
					TOTAL CAPITAL FUND \$ 1,067,622.85
TA	Trust & Agency	TA.0200.000	Checking	14,705.20	
TA	Retirement Savings	TA.0201.000	Savings	49,011.10	
TA	WWI Memorial Trust	TA.0201.001	Savings	731.60	
TA	T & A Special Escrow	TA.0201.002	Savings	6,608.58	
TA	Justice Court	TA.0201.004	Savings	4,796.90	
TA	Global Common	TA.0201.009	Savings	271,744.90	
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	14,248.48	
TA	Accounts Payable	TA.0202.000	Checking	927,756.34	
					TOTAL TRUST & AGENCY FUND \$ 1,341,835.50
	Wire Account			400.89	
	Utility Clearing			137,954.73	
					\$ 138,355.62
					TOTAL VILLAGE WIDE \$ 12,632,544.72

EOM Billing Statistics Report

<u>Bills</u>	<u>Min. Bills</u>	<u>Usage</u>	<u>Charge</u>	<u>Usage</u>	<u>Demand</u>	<u>Contract</u>	<u>PCA</u>	<u>NYSSES</u>	<u>Comm Tax</u>	<u>Res Tax</u>
4537	1263	2057095.3796	361,221.90	800.5	9,477.13	548.60	22,901.21	9,945.13	6,950.14	3,033.53

FDS - 213 Center St & 278 2nd Street Monthly Revenue & Expenses - April 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	\$ 1,175.00
Late Fees/Credits \$ 50.00		
TOTAL REVENUE	\$ 1,175.00	\$ 3,675.00

EXPENSES: 213 Center	EXPENSES: 278 2nd Street UNIT 1 - 8124 UNIT 2 - 8327 8328	UNIT 3 - HOUSE - 8590 RE/8361 SW
<u>Utilities</u>		
Electric \$ 96.58		\$ 29.90
Water/Sewer \$ 64.17		\$ 103.86
Propane/Heating Oil \$ 486.67		\$ 847.50
<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		\$ 724.50
Payment Agreement to Village		\$ 1,000.00
Total	\$ 888.92	\$ 2,705.76

MAINTENANCE: 213 Center	MAINTENANCE: 278 2nd Street UNIT 1	UNIT 2	UNIT 3	HOUSE
Total	\$ 888.92	\$ -	\$ -	\$ 2,705.76

Maintenance Repairs/Other	HOUSE
Mattituck Enviro Services	\$ 39.49
Pine Oaks Landscaping	

Total Expenses	278 2nd STREET
\$ 888.92	\$ 39.49

MONTHLY FINANCIAL SUMMARY	278 2nd STREET
Interest Earned	
Total Revenue	\$ 3,675.00
Total Expenses	\$ 2,745.25
NET REVENUE	\$ 929.75
EXCESS (DEFICIENCY) OF TOTAL REVENUE	\$ 929.75
1000 OVER (UNDER) TOTAL EXPENSES	\$ 929.75

Financial Data Schedule - Monthly Revenue & Expenses (HAP REGISTER) - APR 2022

Account Description		81	TOTAL VOUCHERS	TOTAL HAP, PORT, UTILITIES	92,029.00		
		Vouchers Leased on last day of month					
		78	New Vouchers Issued/No Lease/Searching				
		3	Smith	1			
			Caglin	1			
			Quintana	1			
		0	Portable Vouchers				
		81	All other Vouchers				
Account Description							
REVENUE:							
706 PHA HUD Operating Grants	\$ 91,575.00						
706a Admin fee revenues	\$ 9,324.00		Fraud Recovery HAP (714.010)				
711 Interest Earned - HAP	\$ -		Fraud Recovery ADMIN (714.020)				
Interest Earned - ADMIN			Add'l HAP				
714 Fraud recovery			Admin Fee				
700 TOTAL REVENUE	\$ 100,899.00		Supplemental from CD				
EXPENSES:			Add'l ADMIN from HUD				
Administrative							
912 Auditing fees							
Salaries - Asha (\$27.60), Robert			Admin Salaries total				
911 Column E, Paul Column F 2 payperiods	\$ 3,864.70	\$ 576.92		4,767.78			
911a Medical	\$ 2,487.37	\$ 47.84		2,673.40			
911b Dental	\$ 170.23	\$ 8.51		178.74			
911c Pension 14 15.7%, 15 12.9%	\$ 606.76	\$ 42.07		739.41			
914 Payroll Taxes FICA	\$ 295.65	\$ 24.95		364.74			
915 Employee Benefit Contribution TOTAL	\$ 3,264.36	\$ 89.91		3,591.54			
917 Nina JG Stewart, Esq							
916 A Gallacher Reimb							
918 A Gallacher Mileage							
916 Office Expenses Total	\$ -						
910 Administrative Total	\$ 8,724.06						
962 Other General Expenses (Office Rent)	\$ 550.00						
969 TOTAL OPERATING EXPENSES	\$ 9,274.06						
970 EXCESS OPERATING REVENUE OVER OPERATING EXPENSES							
973.1 PHA Utility Allowance	\$ -	\$ 49.94					
973.2 HAP payments	\$ 92,029.00						
PORT payments	\$ -						
(HAP, PORT and UTILITY TOTAL)	\$ 92,029.00	(VMS - HAP TOTAL)					
1117-020 Total Admin Revenue	\$ 9,324.00	(VMS - ALL OTHER VOUCHERS HAP)					
1117 Net ADMIN	\$ 49.94						
1118 Total Hap Revenue	\$ 91,575.00						
1118-020 Net HAP	\$ (454.00)						
900 TOTAL EXPENSES	\$ 101,303.06						
1000 EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES	\$	\$ 101,303.06	TOTAL CASH DISBURSEMENTS				
			(404.06)				



May 3, 2022

MUNICIPAL ADVISOR SERVICES AGREEMENT

THIS MUNICIPAL ADVISOR SERVICES AGREEMENT (the "Agreement") is entered into as of _____ (the "Effective Date") between the Village of Greenport, ("Village") and Munistat Services, Inc. ("Munistat") (collectively referred to herein as the "Parties").

RECITALS

WHEREAS, Munistat is a Municipal Advisory firm specializing in municipal finance and municipal government related matters; and

WHEREAS, the Village desires to engage Munistat to provide certain services relative to the issuance of the certain obligations as set forth in **Appendix A** ("Work Orders"), and Munistat desires to provide services to the Village in connection with such Work Orders.

AGREEMENT

NOW THEREFOR, the Parties agree as follows:

1. Municipal Advisory Services. The Parties hereto agree that Munistat shall provide those services set forth in the Work Orders, and Munistat's services as the Village's Municipal Advisor shall be expressly limited to the services noted therein.
2. Term and Termination. This Agreement shall be effective as of the Effective Date and shall remain in effect until terminated by either party upon (30) days written notice; provided, however, that in the event of termination of any such engagement, Munistat reserves that right to assess fees for any work performed pursuant to a Work Order in accordance with the Fee Schedule set forth in **Appendix B**.
3. Agreement to Provide Information. The Village agrees to provide Munistat with factual, not misleading information as shall be required by Munistat in furtherance of the services set forth herein, including financial statements, budgets, and other relevant documents. The Village further agrees to not intentionally omit any material information relevant to Munistat's provision of services. Munistat agrees to promptly amend or supplement this Agreement to reflect any material changes or additions to this Agreement, including material changes to the information provided.
4. Compensation. Munistat shall receive a fee for any services rendered to the Village pursuant to this Agreement in accordance with the fee schedule set forth in Appendix B attached hereto and incorporated herein by reference.

5. Indemnity. Each party shall defend, indemnify and hold harmless the other from and against any and all claims, demands, expenses, cost or causes, arising out of or in connection with any claim, suit, action, or proceeding for personal injury, death or property damage sustained or incurred as a result of any act, failure, or default by the other party's employee while acting within the scope of their duties as determined by this Agreement.

6. Required Regulatory Disclosures. Munistat is registered as a "Municipal Advisor" pursuant to Section 15B of the Securities Exchange Act and rules and regulations adopted by the United States Securities and Exchange Commission ("SEC") (Registration #867-00429) and the Municipal Securities Rulemaking Board ("MSRB") (Registration #K0114). As part of this SEC registration Munistat is required to disclose to the SEC information regarding criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation involving Munistat. Pursuant to MSRB Rule G-42, Munistat is required to disclose any legal or disciplinary event that is material to the Village's evaluation of Munistat or the integrity of its management or advisory personnel. Munistat has determined that no such event exists. Copies of Munistat's filings with the United States Securities and Exchange Commission can currently be found by accessing the SEC's EDGAR system Company Search Page which is currently available at www.sec.gov and searching for either "Munistat Services Inc." or for our CIK number which is 0001608472

The MSRB has made available on its website (www.msrb.org) a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the appropriate regulatory authority.

7. Disclosure of Conflicts of Interest. The Village acknowledges that it has received those disclosures set forth and contained within **Appendix C** attached hereto and incorporated herein by reference. The Village further acknowledges that it has been given the opportunity to raise questions and discuss such disclosures with Munistat and that it fully appreciates the nature of such disclosures and any and all conflicts noted therein. The Village hereby waives such conflicts and authorizes Munistat to provide services pursuant to this Agreement. From time to time, Munistat may provide additional conflict of interest disclosures to the Village as noted in Appendix C and such disclosures shall be incorporated by reference into this Agreement to the same extent as if set forth herein. In this regard, Village hereby authorizes the Village Treasurer to acknowledge and/or waive any such additional conflict of interest disclosures of Munistat on behalf of the Village.

Munistat certifies, under penalty of perjury, that it has and implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all of its employees. Our policy meets the requirements of section 201-g of the Labor Law.

[Signature page follows]

SIGNATURE PAGE

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be duly executed by their respective representatives as of the date first written above.

VILLAGE OF GREENPORT

MUNISTAT SERVICES, INC.

By: _____

By:  _____

Name: _____

Name: Tom Cartwright

Title: _____

Title: Vice President

APPENDIX A

SERVICES

- Meet with appropriate Village Officials to discuss plan of finance and establish the timeline.
- Preparation of maturity schedules for bond issues which will be acceptable to the Village and to Bond Counsel, in accordance with Local Finance Law. We will offer options, i.e. traditional versus level debt, term of bonds so that the Village may make an informed decision regarding current as well as future budgetary impact.
- We will assist the Village with the preparation of the Official Statement, based on information provided by the Village and/or third parties, including Bond Counsel for certain language relating to legal matters. Munistat will make no representation, warranty or guarantee regarding the accuracy of completeness of the information in the Preliminary Official Statement or Official Statement, and its assistance in preparing these documents should not be construed as a representation that it has independently verified such information.
- We distribute Official Statements and Notices of Sale to the investment community through various information repositories and post the documents on “Ipreo”, a third-party distribution and electronic bidding platform.
- We submit requested documents and information to the rating agencies and, if we feel the situation warrants, we will make an appointment with a credit analyst in order to present our views regarding the Village’s rating.
- Since almost all bond and note issues are issued in book-entry-only form, we coordinate with the Village, bond counsel and The Depository Trust Company (DTC) to ensure that the procedure is accomplished smoothly and efficiently.
- Prior to the bond sale, we submit the required information to the CUSIP Service Bureau. It is generally the function of bond counsel and the underwriter to ensure that the bonds are printed in correct form and on a timely basis.
- We ensure the publication of the Notice of Sale for bond issues within the required time limits.
- We prepare the Debt Statement for certain bond issues and file it with the State Comptroller’s office.
- We handle the bid opening at our office and verify the calculation of the winning bid.
- We coordinate the financial details of the closing with the Village, bond counsel, the underwriter, and the bond insurance company (if applicable).
- We coordinate the preparation of the Final Official Statement with the underwriter, bond counsel and, where applicable, the bond insurance company.
- We prepare the final Debt Service Schedule (and, where applicable, the apportionments of such overall Debt Service Schedule into the appropriate funds), and distribute copies of such schedules to the issuer, to the fiscal agent (or DTC) and bond counsel.

- We assist the Village in short-term and long-term financings with the Environmental Facilities Corporation. Such financings require much of the services described above. Additional services include, but are not limited to: coordinate the collection of financial and operating information during the application process, participation in conference calls, prepare various estimated debt service schedules, determine amounts to be included in ensuing operating budgets, and tax impact analysis.
- If appropriate, we assist the Village in lease financings (energy performance contract, vehicle, LED lighting, etc.). Such services include but are not limited to: coordinate the collection of financial and operating information, verify and analyze the projected cash flows, draft the Request for Proposals, accept the bids via competitive public sale on the lease and help determine the award, prepare various estimated debt service schedules, determine amounts to be included in ensuing operating budgets, and coordinate the closing.
- In accordance with SEC Rule 15c2-12 and the Undertaking to Provide Continuing Disclosure as executed by the Village in connection with the sale of certain bonds and delivered at the closing for such bonds, the Village may be obligated to file a Statement of Annual Financial and Operating Information with the Electronic Municipal Market Access System (“EMMA”) according to the Agreement. When necessary, we are available to help the Village to ensure compliance with its Continuing Disclosure Undertakings.

APPENDIX B

FEES AND EXPENSES

The fee for preparation and filing of the Statement of Annual Financial and operating Information in accordance with SEC Rule 15c2-12, and the Village's Continuing Disclosure Undertaking will be \$3,500. There is no charge for the filing of material event notices.

The fees for our services for capital project financings will *not exceed* the following: Serial Bonds - \$9,500 for each bond issue with an Official Statement and \$0.85 per \$1,000 thereafter; Refunding Serial Bonds - \$16,500 and \$1.85 per \$1,000 thereafter; Bond Anticipation Notes – Base fee of \$3,500 for each note and \$0.45 per \$1,000 thereafter; Lease Financings - \$6,500 and \$0.35 per \$1,000 thereafter; Environmental Facilities Corporation Financings - \$3,500 due upon closing of short-term financings and an additional \$12,500 due upon closing of the long-term financings. The fee for general consulting services will be \$225 per hour with the terms of the service agreed upon prior to the engagement.

All of the above fees represent our experience in working with local governments for the last several years, a general understanding of the capital project plans and the necessary time expected to execute each transaction.

It should be noted that these fees represent a “not to exceed” amount. Munistat has historically discounted much of the above fees due to size, the issuance of more than one bond issue in a given year, or single-purpose borrowings.

The fees for our services include all out-of-pocket expenses. Other normal issuing costs, such as bond counsel fees, rating agency fees and publication of resolutions and Notices of Sale are billed directly to the Village by the respective parties.

Munistat Services, inc. will not charge to attend meetings of the Board, work sessions, meetings with bond counsel, rating agencies, or any other meetings associated with a capital project. We do not charge any fees for services delivered prior to a referendum, including preparation of estimated debt service and tax rate impact schedules. There will be no charge until, and unless the closing of the bonds or note take place.

APPENDIX C

DISCLOSURE OF CONFLICTS OF INTEREST

FIXED FEE

Under a fixed fee form of compensation, the municipal advisor is paid a fixed amount established at the outset of the transaction. The amount is usually based upon an analysis by the client and the advisor of, among other things, the expected duration and complexity of the transactions and the agreed-upon scope of work that the advisor will perform. This form of compensation presents a potential conflict of interest because, if the transaction requires more work than originally contemplate, the advisor may suffer a loss. Thus, the advisor may recommend less time-consuming alternatives, or fail to do a thorough analysis of alternatives. There may be additional conflicts of interest if the municipal advisor's fee is contingent upon the successful completion of a financing, as described below.

CONTINGENT COMPENSATION

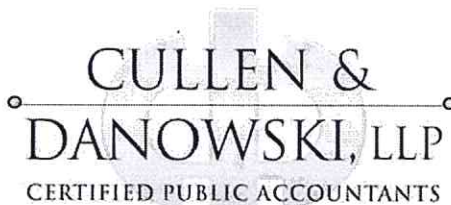
The fees to be paid by the Village to Munistat Services, Inc. are contingent on the size and successful closing of the transaction. Although this form of compensation may be customary, it presents a conflict because Munistat Services, Inc. may have an incentive to recommend unnecessary financings or to recommend a larger transaction to the Village. For example, when facts or circumstances arise that could cause the financing or other transaction to be delayed or fail to close, Munistat Services, Inc. may have an incentive to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction.

Munistat Services, Inc. manages and mitigates this conflict primarily by adherence to the fiduciary duty which it owes to municipal entities which require it to put the interests of the Village ahead of its own.

OTHER MATERIAL CONFLICTS OF INTEREST

Munistat Services, Inc. has determined, after exercising reasonable diligence, that it has no other known material conflicts of interest that would impair its ability to provide advice to the Village in accordance with its fiduciary duty to municipal entity clients. To the extent any such material conflicts of interest arise after the date of this Agreement, Munistat Services, Inc. will provide information with respect to such conflicts to the Village and such additional information shall be incorporated by reference into this Agreement to the same extent as if set forth herein.

JAMES E. DANOWSKI, CPA
JILL S. SANDERS, CPA
DONALD J. HOFFMANN, CPA
MICHAEL J. LEONE, CPA
CHRISTOPHER V. REINO, CPA
ALAN YU, CPA



VINCENT D. CULLEN, CPA
(1950 - 2013)
PETER F. RODRIGUEZ, CPA
(RET.)

May 6, 2022

Mayor and Board of Trustees
Incorporated Village of Greenport
236 Third Street
Greenport, New York 11944

Dear Members of the Board:

We are pleased to confirm our understanding of the services we are to provide the Incorporated Village of Greenport (Village) for the year ended May 31, 2022.

Audit Scope and Objectives

We will audit the following, which collectively comprise the basic financial statements of the Village as of and for the year ended May 31, 2022:

- Financial statements of:
 - the governmental activities
 - each major fund
 - the fiduciary fund
- Disclosures

Accounting principles generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Village's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Village's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

T:\Office\80,000's\88800\Engagement\2022\Engltr 2022.Docx

1650 ROUTE 112, PORT JEFFERSON STATION, NEW YORK 11776-3060

PHONE: 631-473-3400 • FAX: 631-473-4863 • WWW.CDLLP.NET

Incorporated Village of Greenport
For the Year Ended May 31, 2022

- Management's Discussion and Analysis
- Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – General Fund
- Schedule of the Village's Proportionate Share of the Net Pension Asset/Liability
- Schedule of Village Pension Contributions
- Schedule of the Village's Proportionate Share of the Length of Service Award Program Liability
- Schedule of Changes in the Village's Total OPEB Liability and Related Ratios

The following additional information accompanies the financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS and we will provide an opinion on it in relation to the financial statements as a whole.

- Schedule of Expenditures of Federal Awards

If applicable, the following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

- Management's Responses to the Schedule of Findings
- Corrective Action Plan

We will also audit the Incorporated Village of Greenport's Justice Court Funds which is reported on the cash basis of accounting.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions on whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgement and maintain professional skepticism throughout the audit.

Audit Procedures - General

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the Village. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits, nor do they expect the auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as the auditor is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as the auditor.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Village's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of certain assets, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement and they may bill you for responding to this inquiry.

Audit Procedures – Internal Controls

We will obtain an understanding of the Village and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Village's compliance with provisions of applicable laws, regulations, contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable federal statutes, regulations and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the Village's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the Village's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will prepare the financial statements, including GASB 34 conversion entries, schedule of expenditures of federal awards, and related notes in conformity with GAAP, and the Data Collection Form, based on information provided by you. We will also prepare the justice court financial statement and related notes in accordance with the cash basis of accounting based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, including GASB 34 conversion entries, schedule of expenditures of federal awards and related notes, the Data Collection Form, the justice court financial statement and related notes, and services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with GAAP, and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including awards agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records and related information available to us, and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the Village from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, grant agreements, and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

Incorporated Village of Greenport
For the Year Ended May 31, 2022

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the Village involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the Village received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the Village complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review upon commencement of our interim audit work.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received and COVID-19 related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Incorporated Village of Greenport
For the Year Ended May 31, 2022

You agree to assume all management responsibilities relating to the financial statements (including GASB 34 conversion entries), schedule of expenditures of federal awards and related notes, the Data Collection Form, the justice court financial statement and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements (including GASB 34 conversion entries), the schedule of expenditures of federal awards and related notes, the Data Collection Form, and the justice court financial statement and related notes, and that you have reviewed and approved the financial statements (including GASB 34 conversion entries), the schedule of expenditures of federal awards and related notes, the Data Collection Form, and the justice court financial statement and related notes, prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees and Other

We understand that your employees will prepare all related parties or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and the Village-prepared corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the Village; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of our firm and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the agencies of New York State, or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under our supervision. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by the cognizant agency or pass-through entity. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Incorporated Village of Greenport
For the Year Ended May 31, 2022

Christopher V. Reino, CPA, CITP, is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

To ensure that Cullen & Danowski, LLP's independence is not impaired under the AICPA *Code of Professional Conduct*, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel.

Our fee for these services of \$34,500 is based upon our projection of the time that we will spend on the engagement at our government audit hourly rates. Our invoices for these fees will be rendered as work progresses and are payable upon presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We may use the Village's name in a list of our clients for marketing purposes.

Reporting

We will issue written reports upon completion of the audit and our Single Audit. Our reports will be addressed to the Mayor and Board of Trustees of the Incorporated Village of Greenport. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Village's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Village's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

A copy of our most recent external peer review report dated October 29, 2021, accompanies this letter.

Incorporated Village of Greenport
For the Year Ended May 31, 2022

We appreciate the opportunity to be of service to the Incorporated Village of Greenport and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Cullen & Danowski, LLP
For the Firm:



Christopher V. Reino, CPA, CITP
Partner

RESPONSE:

This letter correctly sets forth the understanding of the Incorporated Village of Greenport.

Signature: _____

Name: _____

Title: _____

Date: _____



BRIDGES, HORNING
& COMPANY, P.C.

Certified Public Accountants

Report on the Firm's System of Quality Control

October 29, 2021

To the Partners of Cullen & Danowski, LLP
and the Peer Review Committee of the PICPA

We have reviewed the system of quality control for the accounting and auditing practice of Cullen & Danowski, LLP (the firm) in effect for the year ended December 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remedial weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act, and audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Cullen & Danowski, LLP, in effect for the year ended December 31, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Cullen & Danowski, LLP has received a peer review rating of *pass*.

BRIDGES, HORNING & CO., P.C.

Bridges, Horning & Co., P.C.



236 THIRD STREET
GREENPORT NY 11944

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Fax: (631)477-1877

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: May 12, 2022
Meeting: May 19, 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

Village Clerk May 2022 Work Session Report

VILLAGE of GREENPORT - BOARD of TRUSTEES WORK SESSION

to be presented at the meeting held on May 19, 2022
Report of Sylvia Lazzari Pirillo, Village Clerk

Agreements and Contracts

The agreement for the management of the Campground between the Village and Lisa Otis was fully executed on April 28th.

The IMA between the Village and the Town of Southold, regarding the Marine Pump-Out Station, was fully executed on May 2nd.

The proposal from JR Holzmacher regarding the annual MS4 Report was signed by the Mayor on May 2nd.

The contract between the Village and Christina Sun (for the provision of swimming lessons) was mailed to Christina Sun for execution on May 5th.

The contract between the Village and Jamie Scott (for the provision of sound services for Dances in the Park) was mailed to Jamie Schott for execution on May 5th.

The contract between the Village and Construction Consultants Li, Inc (for site improvements at the WWTP) was fully executed on May 4th. Corresponding contract copies were distributed, at which time a Notice to Proceed was created and sent by J.R. Holzmacher.

Dances in the Park

Thank you to Haugland Energy Group for their \$ 2,000 contribution to this season's Dances in the Park program.

Thank you to the Friends of Mitchell Park for their \$ 4,000 contribution to this season's Dances in the Park program.

Financial

The amount of \$ 406,521.50 was received from Southold Town as a 50% payment for the East/West Fire District contract.

Justice Court fees of \$ 1,825 (from March 2022) were received from Southold Town on April 29, 2022.

Informational

The Village has advertised twice for applicants for the open seasonal part-time Traffic Control Officer position(s), and has received one response.

Legal Notices

The public hearing notice regarding the proposed amendments to the curb cut law was published in the May 12th edition of the paper.

The public hearing notice regarding the proposed amendments to the parking law was published in the May 12th edition of the paper.

Resolutions for the Work Session Meeting

RESOLUTION approving the attached SEQRA resolution regarding the project detailed in the application by The Friends of Mitchell Park for Round 20 of the Suffolk County Downtown Revitalization Grant for the renovation of the public restrooms in Mitchell Park, adopting lead agency status, determining that the restoration of the public restrooms will not have a significant negative impact on the environment, declaring the renovation of the public restrooms to be an Unlisted Action for purposes of SEQRA, and adopting a negative declaration for purposes of SEQRA.

RESOLUTION approving the attached resolution supporting the application by The Friends of Mitchell Park for Round 20 of the Suffolk County Downtown Revitalization Grant for the renovation of the public restrooms in Mitchell Park, approving an Inter-Municipal Agreement between The Village of Greenport and Suffolk County, and executing an easement.

Resolutions for the Regular Meeting

RESOLUTION authorizing Mayor Hubbard to sign the attached Letter of Support to the New York State Department of Environmental Conservation for the permit modification of the Widow's Hole Preserve Restoration Project undertaken by Peconic Land Trust.

RESOLUTION accepting the Annual MS4 Report for the period ending March 9, 2022 and authorizing Village Administrator Pallas to sign the Certification Statement in the accepted MS4 Report.

RESOLUTION approving the "Guidelines for Applications to the Historic Preservation Commission for a Certificate of Appropriateness for Buildings in the Greenport Historic District (as of November 2021)" as recommended to the Village of Greenport Board of Trustees by the Village of Greenport Historic Preservation Commission.

RESOLUTION awarding the contract for the replacement of batteries and battery racks at the Village of Greenport Power Plant to Haugland Energy LLC - the sole bidder - at a total cost of \$ 44,800.00, per the bid opening on February 7, 2022 and authorizing Mayor Hubbard to sign the contract between The Village of Greenport and Haugland Energy LLC.

RESOLUTION awarding the contract for engineering design services for modifications to the Third Street Fire Station building and the "annex building" at the Third Street Fire Station to Sendlewski Architects PC - the lowest bidder - at a total cost of \$ 45,200.00, per the bid opening on March 31, 2022 and authorizing Mayor Hubbard to sign the contract between The Village of Greenport and Sendlewski Architects PC.

RESOLUTION scheduling a public hearing for 7:00 p.m. on June 23, 2022 at the Third Street Fire Station, Third and South Streets, Greenport, New York, 11944 regarding the Wetlands Permit Application submitted by Costello Marine Contracting Corp. on behalf of Nathaniel and Emily Ewing for the property located at 230 Fourth Street, Greenport, New York, 11944 to: remove the existing wood ramp leading to the existing fixed dock, elevate the existing 5' x 85' fixed dock approximately 16", re-deck the dock using 5/4" x 6" untreated lumber, extend the fixed dock by 24', install a 3' x 16' ramp leading to an 8' x 24' floating dock secured in-place by three 10" diameter mooring pilings, remove the existing 42" x 24' ramp and 6' x 20' floating dock, construct a new 166' +/- low sill bulkhead in front of remains of existing 106' steel bulkhead, reclaim approximately 30 cubic yards of fill within a 10' x 30' area to a depth of - 4.0', with dredge spoil to be used to fill void between old and new bulkhead sheathing, remove remnants of old steel sheathing in one area only; and directing Clerk Pirillo to notice the public hearing accordingly.

RESOLUTION scheduling a public hearing for 7:00 p.m. on June 23, 2022 at the Third Street Fire Station, Third and South Streets, Greenport, New York, 11944 regarding the Wetlands Permit Application submitted by Cole Environmental Services on behalf of Paula Casey for the property located at 20 Beach Street (aka Sandy Beach Road), Greenport, New York, 11944 to construct an 8' x 12.25' raised deck leading to a 4' x 89' catwalk 4.5' above grade with open grate decking, leading to a 3' x 14' ramp and 6' x 16' float, with the existing bulkhead to be removed and replaced, and the 10' return on the northwestern side to be realigned on the property line; and directing Clerk Pirillo to notice the public hearing accordingly.

RESOLUTION accepting the resignation of Inessa Bittner as an Account Clerk for the Village of Greenport, effective May 23, 2022; per the resignation letter dated May 10, 2022.

RESOLUTION hiring Camryn Sara Trant as a part-time seasonal Camp Counselor, at an hourly wage rate of \$15.00 per hour, effective June 1, 2022.

RESOLUTION hiring David Malcolm Mallin-Latney as a part-time seasonal Camp Counselor, at an hourly wage rate of \$15.00 per hour, effective June 1, 2022.

RESOLUTION hiring Aidan Charles Harper as a part-time seasonal Carousel employee at an hourly wage rate of \$15.00 per hour, effective June 1, 2022.

RESOLUTION ratifying the hiring of Christopher Mathew Malinowski as a part-time seasonal Carousel employee at an hourly wage rate of \$15.00 per hour, effective April 30, 2022.

RESOLUTION ratifying the hiring of Andrea Malinowski as a part-time seasonal Carousel and Marina Office employee at an hourly wage rate of \$15.00 per hour, effective May 14, 2022.

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

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

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

RESOLUTION hiring Juan Diaz as a part-time seasonal Park Attendant for the Mitchell Park Marina at an hourly wage rate of \$ 20.00 per hour, effective May 28, 2022.

Attachments:

BOARD OF TRUSTEES

VILLAGE OF GREENPORT

SEQRA RESOLUTION REGARDING
THE PROJECT DETAILED IN THE APPLICATION BY THE FRIENDS
OF MITCHELL PARK FOR ROUND 20 OF THE SUFFOLK COUNTY
DOWNTOWN REVITALIZATION GRANT FOR THE RESTORATION
OF THE PUBLIC RESTROOMS IN MITCHELL PARK

WHEREAS the Friends of Mitchell Park of the Village of Greenport has applied for grant funding from Suffolk County for the proposed restoration of the public restrooms in Mitchell Park and is proposing the commencement of this project, and:

WHEREAS the Board of Trustees of the Village of Greenport has duly considered the obligations of the Board of Trustees of the Village of Greenport in its consideration and possible action on the proposed restoration of the public restrooms in Mitchell Park with regard to SEQRA, it is therefore;

RESOLVED that the Board of Trustees adopts Lead Agency status for purposes of SEQRA, and it is further;

RESOLVED that the Board of Trustees of the Village of Greenport hereby determines that the proposed restoration of the public restrooms in Mitchell Park is considered 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 a 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 or does not involve two or more related actions each of which is not significant but when reviewed together are significant, and that it is therefore;

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

Downtown Revitalization Program Resolution re: Village-Owned Land

WHEREAS, the Village of Greenport is always desirous to improve the economy and quality of life within the Village of Greenport; and

WHEREAS, through the Suffolk County Downtown Revitalization Program, the County of Suffolk participates with local governments in the development, support and funding of projects located in Suffolk County that will have an important and sustainable impact on downtowns and business districts; and

WHEREAS, as part of the application process in conformity with Suffolk County Resolution No. 808-1998, the County of Suffolk requires a resolution of the Village of Greenport Board of Trustees showing local support for the proposed project; and

WHEREAS, upon the County's approval of the project, the Village of Greenport would be required to enter into an intermunicipal agreement with the County under Article 5-G of the General Municipal Law pursuant to which the Village of Greenport would be required to undertake and complete the project and the County would be responsible for providing financing for all or part of the cost of the project; and

WHEREAS, in order to provide County financing for all or part of the project, the County of Suffolk must obtain a leasehold, easement or other real property interest in the site of the project; and

WHEREAS, the Friends of Mitchell Park is desirous of proposing that the Village of Greenport participate in such program in connection with the restoration of he public restrooms in Mitchell Park and the Village will be applying for \$ 30,000.00 under the program;

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Greenport hereby states its support of the restoration of the public restrooms in Mitchell Park project proposed by the Friends of Mitchell Park pursuant to the Suffolk County Downtown Revitalization Program through the Village of Greenport; and be it further

RESOLVED, that the Village Board of the Village of Greenport authorizes the Mayor to sign any and all necessary documents, including but not limited to the required easement/lease documents and an intermunicipal agreement, subject to review and approval of the Village Attorney, to participate in the above-referenced program.

May 9, 2022

Susan Ackerman
NYS Department of Environmental Conservation
50 Circle Rd
Stony Brook, NY 11790-3409

RE: Letter of Support – Peconic Land Trust’s Widows Hole Preserve Restoration Project,
Permit Modification

Dear Ms. Ackerman:

The Village of Greenport, wherein lies the Widow’s Hole property, is pleased to support the Peconic Land Trust’s permit modification and dredge permit application for the above-referenced project.

Widow’s Hole Preserve was donated to the Trust in 2012. Only a 10-minute walk from the village, the preserve is located on the corner of Fourth and Clark Streets and extends into Greenport Harbor. Over the years, volunteers and Trust staff have cleaned up debris, removed invasive species, and planted a variety of native plants to beautify and protect the site.

The initial restoration work in 2019 included restoring the shoreline and creating a coastal dune, by bolstering the shoreline and upland with the installation of a cobble band and the planting of American beachgrass and smooth cordgrass plants. A series of storms late in 2019 identified a vulnerability of the WHP shoreline to wind-driven waves from the northeast. Consequently, an expanded revegetation and re-enforcement plan was developed to address this issue and to continue restoration of the shoreline.

Dredging of the mouth of Widow’s Hole for the facilitation of small vessel navigation is also planned. Dredge materials will be used at WHP for beach replenishment and habitat restoration, which is a requirement of the Village of Greenport Trustees. In addition, the restoration work includes continuing the creation of a living shoreline to reduce erosion, serve as a natural buffer for the impact of storms and runoff, and improve upland habitat. Living shorelines use native plants and materials to protect an area rather than artificial structures like bulkheads. The boardwalk will expand accessibility of the shoreline to more people, using design to assist people with physical mobility issues. In addition, bi-lingual (English/Spanish) interpretive and educational signs will be installed. This will allow for greater enjoyment and understanding of the preserve.

The Trust was recently awarded \$250,000 for Phase II of our restoration project. The grant came from the Regional Economic Development Council Initiative – an initiative that supports community revitalization and growth throughout New York. The Village of Greenport is happy to support the continued restoration work at Widow’s Hole Preserve.

Sincerely,

George W. Hubbard, Jr. / Mayor, Village of Greenport

December 17, 2021

TO: Paul Pallas, P.E.
Sylvia Pirillo, RMC

FR: Karen A. Doherty
Chair, Historic Preservation Commission

RE: Revisions to Current HPC Guidelines for a Certificate of
Appropriateness

Dear Paul and Sylvia,

I would like to recommend to the Greenport Village Trustees that they consider approving revisions to our Guidelines for a Certificate of Appropriateness for Buildings in Greenport's Historic District.

Several HPC members and our legal counsel, Joseph Prokop, added some additions and modifications to our current Guidelines. The Commission voted to recommend these changes to the Trustees at our December 16, 2021 meeting.

They include additions on building materials, Dark Sky Friendly lighting requirements, demolition and temporary installations. Some wording was also sharpened and clarified.

Building Materials

It is important for the HPC to keep pace with the building industry, since people want to use environmentally sound materials, materials that help conserve energy, and materials that are low maintenance and affordable in comparison with work by artisans which is no longer readily available. The materials we specified may be used since they replicate historic materials.

Dark Sky Lighting

Homeowners today are used to a lot more exterior lighting for security and decoration than was the case in the 19th and 20th centuries. Dark Sky Friendly Lighting is intended to reduce glare, light trespass and skyglow. It also will help to preserve our rural nighttime environment and character and keep the night sky visible in Greenport.

Some other Historic Preservation Commissions in the US have enacted Dark Sky Lighting requirements. Also, several towns on the East End, including East Hampton, Southampton, Southold, Shelter Island and Westhampton Beach have all have Dark Sky Lighting provisions and regulations.

Demolition

We included one additional provision for demolition of buildings that sustain massive structural damage from a storm.

Temporary Installations

We wanted to address the issue of temporary installations – such as commercial extensions or Instagram walls—to ensure that they are in keeping with the character and decorum of Greenport’s Historic District.

We wish to enact these suggested changes in response to issues we encountered, and suggestions by Historic District homeowners.

Thank you very much.



*Guidelines for Applications
to the Historic Preservation Commission
for a Certificate of Appropriateness
for Buildings in the Greenport Historic District
(As of November 2021)*



*Andrew J. Wiggins' House, Greenport Historic District
Courtesy of Roselle Borrelli*

*Historic Preservation Commission
Village of Greenport, New York*

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I. THE FORMATION OF THE GREENPORT HISTORIC DISTRICT

BOUNDARIES OF THE HISTORIC DISTRICT¹

The Greenport Village Historic District consists of a dense concentration of (primarily wood frame) residential and commercial structures radiating out in a fan shape from the village's Main Street waterfront business district (on the south). This large district comprises Greenport's historic eighteenth-century core and surrounding areas of nineteenth and early twentieth century development. The Greenport Village Historic District represents the largest, most intact concentration of historic resources in the village. There are 264 buildings within the 80-acre Greenport Village Historic District, with 254 contributing historic structures and ten non-contributing structures. Additional Greenport buildings listed in the National Register of Historic Places appear in an appendix to this document.

HISTORIC DISTRICT MAP

A map of Greenport's historic district is available in the Appendix to this document and on the Village website at <http://villageofgreenport.org/files/Zoning-Map-06-29-09-D-size.pdf>

II. PURPOSE OF THE GREENPORT HISTORIC PRESERVATION COMMISSION

BACKGROUND

The Board of Trustees of the Village of Greenport has determined that the Village of Greenport includes sites, structures, buildings, and districts of special historic significance due to their maritime character, antiquity or uniqueness of architectural construction, design or waterfront location that are of particular significance to the heritage of the Village, town, county, and state. Further, the Trustees have deemed that the conservation, protection, appearance, and preservation of these historic sites, structures, buildings, and districts is necessary to promote the economic, cultural, educational and general welfare of the public. Therefore, Chapter 76 of the Village of Greenport Code outlines these procedures:

1. Identify, preserve, and enhance the landmarks and historic districts which represent distinctive elements of Greenport's historic, maritime, architectural, and cultural heritage
2. Foster civic pride in the accomplishments of the past,
3. Protect and enhance Greenport's attractiveness to residents and visitors, thereby supporting and stimulating the economy of the Village
4. Provide for architectural review so as to prevent such design and appearances as are incompatible with the historic or architectural characteristics of a landmark or historic district and

¹ The Greenport Village Historic District was listed on the National Register of Historic Places in 1984. Portions of the content on this page were adapted from a copy of the original nomination document.

5. Ensure the harmonious, orderly, and efficient growth and development of the Village, consistent with its historic integrity. The Historic Preservation Commission (HPC) is responsible for overseeing these processes. Enforcement of the decisions of the Commission is the responsibility of the Building Department.

CRITERIA FOR REQUIRED REVIEW

The architectural character and general composition of the **exterior of a structure**, including but not limited to the kind, color and texture of the building material and the type, design and character of all windows, doors, light fixtures, signs, and appurtenant elements are subject to review by the Historic Preservation Commission. Both the streetscape and areas of the property that are not visible from the street are subject to review.

Owners must complete an application requesting a Certificate of Appropriateness which may be obtained at Village Hall or on the Village website for an architectural review to ensure that the proposed design and appearance are not incompatible with the historic or architectural characteristics of a landmark or the historic district as defined in Chapter 76 of the Village code. Where a building permit is required, a Certificate of Appropriateness must be obtained prior to the issuance of a building permit and before carrying out any exterior alterations, restoration, reconstruction, demolition, new construction or moving of a landmark or property within the historic district

CERTIFICATE OF APPROPRIATENESS

A Certificate of Appropriateness is a certificate issued by the Greenport Historic Preservation Commission authorizing an alteration, removal, or demolition of a landmark or of a structure within an historic district or construction of a new structure in the district.

CRITERIA FOR APPROVAL

According to Chapter, 76, Commission members are to be guided by several principles when considering whether to issue a Certificate of Appropriateness for changes to the external features of any structure which is a landmark or which is located within the historic district. These principals are as follows:

1. Properties which contribute to the character of the historic district shall be retained, with their historic features altered as little as possible.
2. Any alteration of an existing property shall be compatible with its historic character or with the character of the surrounding historic district.
3. New construction shall be comparable with the historic district in which it is located.

III. HISTORIC PRESERVATION COMMISSION REVIEW PROCESS

COMMISSION MEMBERS

The Commission is comprised of five residents of the Village of Greenport who have been appointed by the Mayor and approved by the Village Board of Trustees. The members of the Commission Trustees serve for four-year terms and a chairperson is appointed annually.

PREPARING FOR AN HPC APPLICATION REVIEW

In brief, a completed application and supporting materials must be submitted to Village Hall followed by attendance at a meeting of the Historic Preservation Commission during which the application will be reviewed. After review and at the meeting, the members of the Historic Preservation Commission may approve the application and issue a Certificate of Appropriateness or request additional information and another presentation prior to voting on the application. Applicants should plan to attend or have a representative attend the Historic Preservation Commission meeting at which the application is considered to describe the project, provide samples of proposed materials and answer Board Members' questions. Attendance at the meeting on the application is highly recommended to facilitate the review process; the application may be deferred to a future meeting if the applicant or a designated representative is not present or available at the meeting and no prior arrangements are made with Village Hall.

STEPS TO OBTAIN A CERTIFICATE OF APPROPRIATENESS

Consult the Application Checklist included in this document for details about the steps necessary to obtain a Certificate of Appropriateness. In summary:

1. A completed application and the appropriate fees are required
2. A Building Permit if the proposal requires a permit
3. A site plan, photos of adjacent properties to illustrate that the proposed renovations/construction are compatible with the historic or architectural characteristics of the historic district
4. Details about the proposed materials including specifications, photos, and actual samples of the materials (catalog or online sales photographs may be helpful but should not be solely relied on)

Typically, most applications are acted on within 30 days from the receipt of a completed application although the process may take longer if the application is incomplete or if Commission members decide that they require additional information before acting on the application. For applications involving major alterations or new construction, the Commission may or may be required to hold a public hearing to provide the opportunity for the public to present their views on the project. If a public hearing is held, the Commission will typically approve, deny, or approve with modifications the application for a Certificate of Appropriateness within 30 days from the date of the public hearing.

Projects may become more complicated once repair work has begun. If major renovations or repairs become necessary, and the new scope of the project requires an HPC application, then the work should be suspended and an application for the additional work must be submitted to the Historic Preservation Commission.

RIGHTS OF PROPERTY OWNERS

Chapter 76 includes a process available to property owners who have been denied a Certificate of Appropriateness and who wish to obtain relief from the strict application of the historic preservation criteria on the grounds of economic hardship. Applications for a Certificate of Economic Hardship require that the Commission hold a public hearing to allow proponents and

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PROPOSAL FORM

**REPLACEMENT OF THE BATTERIES AND BATTERY RACKS AT THE VILLAGE OF GREENPORT
POWER PLANT - 2022**

Village of Greenport
236 Third Street
Greenport, New York 11944

Gentlepersons:

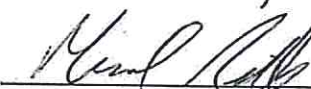
The undersigned proposer has carefully examined the Contract Documents for the proposed work and will provide all necessary labor, materials, equipment and incidentals as necessary and called for by the said contract Documents in the manner prescribed therein and in said Contract, and in accordance with the requirements of the Village of Greenport at the following unit and lump sum prices:

Name of Proposer: HAUGLAND ENERGY LLC

Address of Proposer: 336 SOUTH SERVICE ROAD, MELVILLE NY

Contact Phone No.: 516-336-6720

Contact E-mail: MRIELLO@HAUGLAND LLC.COM

Signature: 

Signed By: MICHAEL RIELLO

Title: EXECUTIVE VICE PRESIDENT

Date: FEBRUARY 7, 2022

PROPOSAL FORM CONTINUED

REPLACEMENT OF THE BATTERIES AND BATTERY RACKS AT THE VILLAGE OF GREENPORT POWER PLANT - 2022

GENERAL DESCRIPTION OF WORK:

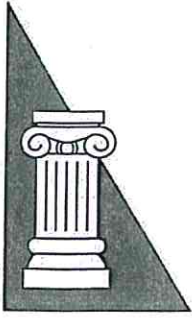
Replacement of the batteries and battery racks at the Village of Greenport Power Plant - 2022 with a scope of work that includes, but is not limited to: the procurement and installation of batteries and battery jars, corresponding hardware and accessories, seismic racks, a spill containment system, and the removal and disposal of the existing battery system.

1. Furnish and install the following:
 - A. Two (2) strings of 10 battery jars (60 cells per string), existing batteries are (6-TCX-100, 108 Amp 12-volt 1.250 SG) (each battery is 12 volts)
 - B. All hardware and necessary accessories included.
 - C. Two (2) 5' 2 tier light seismic racks
 - D. Spill containment system.
2. Remove and dispose of existing battery system excluding charger.
3. Start-up of new batteries:
 - A. Cell voltage, inspect and monitor that the batteries are up to the total string voltage and each battery jars are at the proper voltage.
4. Provide temporary power for outdoor battery string replacement.

Lump Sum Price: includes all materials, labor, supplies, equipment, transport, incidentals, disposal, etc. (Words)	Lump Sum Price (Numerals)
FOURTY FOUR THOUSAND, EIGHT HUNDRED DOLLARS	\$ 44,800 ⁰⁰

Pursuant to, and in compliance with, the advertisement for proposals and the instructions to proposers relating hereto, the undersigned, as a proposer, proposes and agrees, if this proposal is accepted, to furnish F.O.B Greenport, NY, the above-mentioned product(s) as required by the manner therein prescribed by the Purchaser prior to the opening of proposals.

Liquidated damages in the amount of \$200.00 per day maybe assessed for each consecutive calendar day of delay not excusable as provided in the Contract Documents. Contract work must be started within one (1) month and completed within four (4) months of issuance of the Notice of Commencement.



Sendlewski Architects PC

Architecture & Planning

Martin F. Sendlewski, AIA

Jeffrey M. Sendlewski, RA, LEED AP

March 31st, 2022

Village of Greenport
Office of the Village Clerk
236 Third Street
Greenport, NY 11944

Re: Proposed work for Greenport Fire Department

Based on the pre-bid meeting we attended on March 25th, we are pleased to provide the attached submission for services in accordance with the Request for Engineering Services provided by the Village of Greenport. Our proposal includes schematic design and preliminary site plan design services as required to estimate a preliminary budget and schedule for the overall project which would subsequently be followed by preparation of all necessary building design services and bidding document and construction contract administration services through completion of the project.

Service would be broken down into two parts with Phase 1 to include the services through schematic design, site plan design and budget estimate. Phase 2 would proceed based on your approval of Phase 1 and would include all services including full building design, bidding documents, permit submissions assistance and construction contract administration through project completion. Our services and fees for each phase are as follows:

Proposed Services Phase 1:

- Field review of existing site and facilities to verify existing conditions that will affect the work.
- Design meetings with Owner to establish overall building program.
- Prepare schematic design development site plans, building plans and elevations for owner review including review meetings and revisions based on owner requirements.
- Prepare preliminary budget estimates for construction.
- Assist the owner in SEQR review and assistance in securing bond authorizations for the project.
- Prepare presentation renderings of the schematic design.

Proposed Fees Phase 1:

Based on the scope of your project we propose using hourly billing per the attached schedule. Based on the scope of services we estimate the cost for this phase to be in the amount of nine thousand two-hundred and fifty dollars (\$9,250).

Proposed Services Phase 2:

We typically utilize the AIA B141 Standard form of Agreement Between Owner and Architect contract form and a fixed fee billing schedule for this phase. Our services include all building design and administrative services including all necessary engineering as required to bid and construct the project in accordance with municipal bidding requirements including the following:

- Complete construction documents integrating all aspects of the proposed design, including structural design and all mechanical trades including heating and air conditioning, plumbing, and electrical design as required.
- Preparation of complete written specifications and bidding documents as required to bid out all aspects of the work.
- Assisting with submission of plans to necessary agencies as required for permits and approvals.
- Coordination of bidding documentation and receipt of bids.
- Review and qualification of all bids and prospective contractors.
- Update final project budget based on bids received, soft costs, contingency and additional purchase items not included in the base bids (purchases from state bid, equipment, furnishings, etc.).
- Assist owner in presenting the project and budget to the public as required.
- Construction contract administration throughout the duration of construction including:
 - Attendance at weekly job meetings and additional site visits when necessary as required to monitor the overall progress of the work and to clarify information required by the contractors.
 - Review of all submittals, shop drawings etc.
 - Review of mandatory coordination documents between trades.
 - Review of any change orders submitted by trades during construction.
 - Review and approval of contractor's monthly payment requests.
 - Prepare final punch lists and close out documents required for contractors to be deemed complete with their contractual obligations.

Proposed Fees Phase 2:

Our fee for services would be a fixed fee proposal based on an hourly billing. The contract would include a billing rate schedule which would include the design and documents and bidding phase equal to 70% of contract service fees and the construction phase equal to 30% of contract service fees which would be subject to bond approval.

Exclusions (will be part of soft costs):

- Survey with topo and test holes
- Hazardous material investigation, abatement and removal including any environmental impact statements, etc. if required.

Project Preliminary Program & Budget:

Based on a very preliminary review of the scope of the program, we have attached a concept sketch to assist in your consideration of all of the program spaces that are required to be accommodated. Please note that the plans are considered to be preliminary for discussion purposes only. In conjunction with multiple reviews with the owner, the plans will be revised and developed to accommodate all program requirements. Based on the information to date, the extent the program requirements would impact 1,500 sq. ft. of the existing site and facilities. Please note that our approximate project cost below is based on the sketch attached.

Based on the concept plan, using unit cost estimating only at this time, the cost of the project would approximate the following:

New construction 1,000 sq. ft. x \$450.00	= \$450,000
Existing Alterations 500 sq. ft. x \$250.00	= \$125,000
<u>Sitework Allowance</u>	<u>= \$25,000</u>
Preliminary estimated hard cost	= \$600,000
5% Contingency	= \$30,000
<u>10% soft costs</u>	<u>= \$60,000</u>
Preliminary Budget	= \$690,000

Exclusions (not included):

- Furnishings.
- Equipment.
- Special systems (computer, phone, etc.)

We look forward to meeting with you in the near future and working with you through the successful completion of this project. If you have any questions, please feel free to contact us.

ATTACHMENT "A"

Services being provided are based on the following rates and anticipated timeframes required for each task for schematic design at the following rates:

Architect	\$175.00/Hr.
Project Manager	\$150.00/Hr.
Draftsman	\$125.00/Hr.

Phase 1 Fees			
	Architect Time	PM Time	Staff Time
Site review	0	4	0
Schematic Design Drawings	2	8	32
Design Review Meetings	4	12	0
Initial Construction Budget	0	4	0
TOTAL	6 X 175 = \$1,050	28 X 150 = \$4,200	32 X 125 = \$4,000
TOTAL ESTIMATED COST PHASE 1 = \$9,250			

Phase 2 Fees			
	Architect Time	PM Time	Staff Time
Design Development	4	16	24
Construction Documents	8	20	80
MEP Consultant		20	
Revised Construction Budget	2	8	0
Construction Administration	12	52	8
TOTAL	26 X 175 = \$4,550	116 X 150 = \$17,400	112 X 125 = \$14,000
TOTAL ESTIMATED COST PHASE 2 = \$35,950			

PROPOSAL FORM CONTINUED

The Village of Greenport is seeking qualified engineering firms to:
 Review existing conditions at the Village of Greenport Third Street Fire Station to determine the most cost-effective solution and produce a construction bid package consisting of plans and specifications to establish:

- ADA-compliant restrooms at the Station One Firehouse,
- An addition to the "Annex Building" at the Station One Firehouse to include storage and offices or, in the alternative, interior renovations for the same purpose, and
- The addition of a restroom, shower, "decon" room, and washer and dryer for the "Annex Building."

Lump Sum Price (Words)	Lump Sum Price (Numerals)
FORTY-FIVE THOUSAND, TWO-HUNDRED DOLLARS	\$ 45,200.00

Pursuant to, and in compliance with, the advertisement for proposals and the instructions to proposers relating hereto, the undersigned, as a proposer, proposes and agrees, if this proposal is accepted, to furnish F.O.B Greenport, NY, the above-mentioned product(s) as required by the manner therein prescribed by the Purchaser prior to the opening of proposals.

Liquidated damages in the amount of \$200.00 per day may be assessed for each consecutive calendar day of delay not excusable as provided in the Contract Documents. Contract work must be started within one (1) month and completed within four (4) months of issuance of the Notice of Commencement.



236 THIRD STREET
GREENPORT NY 11944

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

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: May 12, 2022
Meeting: May 19, 2022 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Debbie Boyle, *Assistant*
From: Sylvia Pirillo, *RMC, Village Clerk*
Department: Mayor and Board of Trustees

Trustee Robins May 2022 Work Session Report

Attachments:

Trustee Robins May 2022 Work Session Report (PDF)

Trustee Robins Work Session Report
May 19.2022

NYAPP Conference

I attended the NYAPP Conference with Paul Pallas in Saratoga Springs on 4/19 to 4/21

The key renewable energy initiative in NYS is the electrification of the state.

Expansion of electric vehicles is a goal.

Sources of clean energy include solar, wind, community heat pumps and green hydrogen.

The challenge for small municipal electric utilities and cooperatives is to deal with mandates and provide reliable electricity to their rate payers at a cost that protects low income customers.

Conference Highlights

Greenport: grant possibility for energy efficiency work, sewer plant, ferry project with DOT

Speaker: Richard Dewey, NYISO CEO (NY Independent System Operator)

Recommendations/Focus

- Carbon capture and battery technology R&D need to happen for commercial operations
- Focusing on winter and economic planning studies
- Need to incentivize and reward development of energy goals (reliability)
- Need to maximize market revenue
- Reward plants that can come online more quickly
- 10 yr plan for needed market rules and systems
- Nukes needed – small plants (working with state, NYSEG, NYSERDA, National Grid)

Climate Action Council Public Hearing/ Draft Scoping Plan

- Public meeting in Tupper Lake, May 10, 2022
- NYAPP will put together talking points
- We should bring up economic revitalization - munis and coops paid for hydro
- A clear simple message is necessary
- National security needs to be part of comments
- Govt affairs committee can create a strategy/timeline
- Need to add a market development element

NYSERDA RFP Update

- NYPA would like to work directly with NYAPP to vet ideas that may qualify for grants.

CLCPA

New York State's Climate Leadership and Community Protection Act (CLCPA)

Signed into Law in 2019

Objectives

- Carbon neutral economy, mandating at least an 85% reduction in emissions below 1990 levels
- 40% reduction in emissions by 2030
- 100% zero-carbon electricity by 2040
- 70% renewable electricity by 2030
- 9,000 MW of offshore wind by 2035
- 6,000 MW of distributed solar by 2025 (10,000 MW by 2030 under SOS)
- 3,000 MW of energy storage by 2030 (6,000 MW under SOS)
- 185 TBtu on-site energy savings by 2025
- Commitments to climate justice and just transition

Affordable housing

Housing Task Force

We had Mitchell Pally from the Long Island Builders Institute as a guest speaker at our last meeting on March 30.

Mr. Pally has served as a member of The Community Development Corp. of Long Island Advisory Board

The Suffolk County Workforce Housing Commission

The Nassau County Workforce Housing Commission

He shared his experience and ideas for possible affordable housing development in Greenport/Southold.

The group understands that Greenport must partner with Southold town on creating community affordable housing projects.

Mitchell noted that Greenport is the key factor in this because of our sewer.

He offered to organize a visit for Board members to a housing project in Patchogue with Mayor Paul Pontieri that was built near the train station.

Several of our group and members of the BID would like to attend.

The group will continue to advocate for Accessory apartment creation in the Village.

We also plan on developing a community housing prototype for Village/Town collaboration.

Carousel Meeting 5/3/22

Dave Abatelli, Arlene Klein, Margot DeVito, Julia Robins

Discussion of the condition carousel

Margot said the Annual inspection is thorough

Dave has concerns about long term maintenance and wear and tear on parts

Distribution of weight during ride should be a consideration

Discussion that coinage could be a big problem at the Carousel

Token machine

Payment options

Ideas for decorating the carousel for the seasons