



236 THIRD STREET
GREENPORT, NY 11944

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

villageofgreenport.org

MAYOR
KEVIN STUESSI
EXT 215

TRUSTEES
MARY BESS PHILLIPS
DEPUTY MAYOR

PATRICK BRENNAN

LILY DOUGHERTY-JOHNSON

JULIA ROBINS

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

CLERK
SYLVIA PIRILLO, RMC

TREASURER
STEPHEN GAFFGA
EXT 217

May 18, 2023 at 6:00 PM

Mayor and Board of Trustees - Work Session Meeting

Third Street

Firehouse

Greenport, NY 11944

MONTHLY REPORTS FOR THE FOLLOWING:

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

BOARD DISCUSSION ON (IF NECESSARY AFTER PRIOR PUBLIC MEETING)

**BOARD DISCUSSION ON NYS SLA APPLICATION LOCAL MUNICIPAL
COMMENT 30 DAY ADVANCE NOTIFICATIONS**

1. Application of Zeytin 443 Greenport LLC for a full liquor license for a Hotel with full on premises restaurant to be located at 441 Main Street, Greenport, New York
2. Application of Zach Baba 314 Greenport LLC (trade name Zerdem) for a liquor license for a Restaurant with full kitchen and full menu to be located at 314 Main Street, Greenport, New York

**BOARD DISCUSSION ON NET METERING
(IF NECESSARY AFTER PRIOR PUBLIC MEETING)**

Proposed addition of provisions regarding net metering to the Village of Greenport electric service tariff, with any approved changes to be filed with the New York State Power Authority

MAYOR AND VILLAGE BOARD OF TRUSTEES

PUBLIC TO ADDRESS THE BOARD



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Submitted: May 12, 2023
Meeting: May 18, 2023 6:00 PM
Work Session Meeting

To: Mayor Kevin Stuessi
Board of Trustees

Prepared By: Jeanmarie Odden, *Deputy Clerk*

From: Jeanmarie Odden, *Deputy Clerk*

Department: Village Clerk Department

Fire Department Work Session Report for May 2023

Attachments:

Fire Dept. Work Session May 2023 Report (PDF)

GREENPORT FD MAY 2023

DUTY COMPANIES 8-3-2 & 8-3-3 FIRST 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 RELIEF HOSE mtg STANDARD HOSE mtg	2 EAGLE HOSE mtg	3 Company Officers Mtg Sta #1 6pm Marine Fire/Rescue 7pm	4 Fire School -Yaphank Class "A" Iv. 6:15pm 8-3-4, 8-3-14, 8-3-17 CME class (core) @ Peconic Landing	5 6 NFVFA Dinner Riverhead	
7	8 STAR HOSE mtg	9 RESCUE SQUAD mtg 7PM FINANCE COMM. mtg 7:30PM	10 PHENIX H&L mtg Hose Testing 8am Gpt School 11am Show & Tell 8-3-17	11 Dept Training ResQ Jacks/Airbags Sta #1 7pm	12 13 May Mile - Peconic Landing 9am	
14	15	16 Fire Police mtg. Sta. #1 6pm CME class (core) @ Peconic Landing	17 WARDENS mtg 7pm Dept. Physicals	18 19 Riverhead FD s/by 6pm-12midnight 8-3-2	20	
21	22	23	24	25 Star Hose Carnival	26 Star Hose Carnival	27 Star Hose Carnival Fireworks 8-3-1, 8-3-4, 8-3-17
28 Star Hose Carnival	29 Memorial Day Parade Mattituck 10am 8-3-1, 8-3-5, 8-3-17	30	31	Chief Wayne 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 !

Thursday, June 1

Fund Raiser Envelope stuffing – Sta #1 – 6pm

Sunday, June 11

GFD Memorial Service

Thursday, June 15

Fire School – Yaphank – Taxpayer Lv. Sta #1 @ 6:15pm

Physicals - Wednesday, June 21

sign in sheet posted at Sta #1

Wednesday, June 21

Wardens Meeting, Sta #1 7pm

Thursday, June 22

CME class (core) @ Peconic landing

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
Greenport Fire Department period ending April 30, 2023																								
1																								
2																								
3																								
4																								
5	Arnold, Jordan		26	38	%	25	22	11	%	25	0	7	6	13	0	0	0	76			X	X	X	
6	Barron, Megan		39	57	%	25	39	19	%	25	0	4	11	19	0	0	0	84						
7	Barszczewski, Joseph		0	0	%	0	0	0	%	0	0	1	0	0	0	0	0	1						
8	Barszczewski, Joseph III	L	12	17	%	25	0	0	%	0	0	5	4	4	0	3.75	41.75				X	X	X	
9	Betz, James		1	1.4	%	0	53	26	%	25	0	5	2	6	0	0	38				X	X	X	
10	Birmingham, Kenneth		0	0	%	0	0	0	%	0	0	4	9	4	0	0	17				X	X	X	
11	Breese, Harry	D	23	33	%	25	2	1	%	0	0	2	8	0	0	0.75	35.75							
12	Brennan, Patrick	W	10	14	%	25	1	0.5	%	0	0	9	4	21	0	8	67				X	X	X	
13	Britt, Harley		0	0	%	0	0	0	%	0	0	0	0	0	0	0	0							
14	Buchanan, Shawn		18	26	%	25	1	0.5	%	0	0	2	6	4	0	0	37			X	X	X	X	
15	Bumble III, Charles	T	0	0	%	0	0	0	%	0	0	4	3	0	0	5	12							
16	Bumble, Samantha		0	0	%	0	0	0	%	0	0	2	0	4	0	0	6				X	X	X	
17	Butler, Michael		18	26	%	25	0	0	%	0	0	3	0	4	0	0	32				X	X	X	
18	Capon, George		17	25	%	25	35	17	%	25	0	6	9	5	0	0	70				X	X	X	
19	Carey, Patrick		6	8.7	%	0	5	2.5	%	0	0	4	3	4	0	0	11				X	X	X	
20	Charters, Gary		0	0	%	0	0	0	%	0	0	0	0	0	0	0	0							
21	Clark III, Henry		0	0	%	0	0	0	%	0	0	0	0	0	0	0	0							
22	Clark, James	S	13	19	%	25	2	1	%	0	0	5	8	4	0	5	47				X	X	X	
23	Clark, Jeffrey		31	45	%	25	1	0.5	%	0	0	3	9	11	0	0	48				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	st/by	mtes	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap						
4																									
24	Corazzini, Jeffrey	9	13 %	25	16	8 %	0	0	2	1	10	0	0	38											
25	Corazzini, Warren	12	17 %	25	0	0 %	0	0	2	0	0	0	0	27											
26	Corwin, Everett	8	12 %	25	39	19 %	25	0	7	8	5	0	0	70	X	X	X	X							
27	Corwin, Norma	21	30 %	25	65	32 %	25	0	7	11	10	0	12	90	X	X	X	X							
28	Corwin, Robert E.	37	54 %	25	94	47 %	25	0	8	15	13	4	10	100	X	X	X	X							
29	Corwin, Robert J.	11	16 %	25	22	11 %	25	0	6	7	5	0	3.75	71.75		X	X	X							
30	Corwin, Scott	9	13 %	25	1	0.5 %	0	0	14	7	3	0	0	49	X										
31	Costas, Tom	13	19 %	25	2	1 %	0	0	6	6	4	0	0	41		X	X	X							
32	Creedon, Daniel	41	59 %	25	116	58 %	25	0	7	4	21	0	5	87		X	X	X							
33	Creighton, Ryan	0	0 %	0	0	0 %	0	0	0	0	0	0	0	0											
34	De Kerillis, Alain	40	58 %	25	95	47 %	25	0	14	15	23	4	25	131											
35	DeGaudio, Malysa	9	13 %	25	47	23 %	25	0	2	5	9	0	0	66		X	X	X							
36	Detrick, Gary	0	0 %	0	0	0 %	0	0	0	2	0	0	0	2											
37	Diaz, Juan	0	0 %	0	0	0 %	0	0	1	5	4	0	0	10		X	X	X							
38	Diaz, Nicolas	0	0 %	0	0	0 %	0	0	0	0	0	0	0	0											
39	Edwards, Alson	18	26 %	25	4	2 %	0	0	5	6	9	0	0	45		X	X	X							
40	Ellis, Scott	0	0 %	0	1	0.5 %	0	0	0	0	0	0	0	0											
41	Ferguson, Peter	0	0 %	0	0	0 %	0	0	3	1	4	0	0	8		X	X	X							
42	Ficurilli, Michael	21	30 %	25	0	0 %	0	0	5	7	0	0	0	37											
43	Flora, Michael	0	0 %	0	0	0 %	0	0	0	0	0	0	0	0											
44	Fogarty, Jonathan	9	13 %	25	1	0.5 %	0	0	3	2	4	0	5	39		X	X	X							
45	Garcia-Dinizio, Gloria	0	0 %	0	0	0 %	0	0	0	0	0	0	0	0											

	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	st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap					
4																									
46	Grattan, Timothy		3	4.3 %	0	0	0 %	0	0	1	2	0	0	0	3										
47	Gray, Enya		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0										
48	Gray, Sally Anne	(L)	8	12 %	25	4	2 %	0	0	1	0	5	0	1.25	32.25										
49	Grilli, Jennifer	L	0	0 %	0	1	0.5 %	0	0	4	3	4	0	5	16		X	X	X				X	X	
50	Grilli, John	(W)	0	0 %	0	1	0.5 %	0	0	6	3	4	0	2	15		X	X	X				X	X	
51	Hamilton Jr., Robert	D	38	55 %	25	10	5 %	0	0	6	5	2	0	0.75	38.75										
52	Hanold, Christopher	C,T	0	0 %	0	1	0.5 %	0	0	5	5	0	0	13	23										
53	Hanold, Christopher, Jr.		0	0 %	0	0	0 %	0	0	1	0	0	0	0	1										
54	Harris, Cliff	C,W	1	1.4 %	0	0	0 %	0	0	7	6	4	0	4	21		X	X	X				X	X	
55	Harris, Peter	L,T,D,W	31	45 %	25	5	2.5 %	0	0	4	11	5	0	19	64		X	X	X				X	X	
56	Harvey, Russell		5	7.2 %	0	2	1 %	0	0	2	1	5	0	0	8		X	X	X				X	X	
57	Hollid, Scott	W	9	13 %	25	0	0 %	0	0	5	5	0	0	8	43										
58	Holmes, Joseph	L	11	16 %	25	3	1.5 %	0	0	3	6	10	0	3.75	47.75		X	X	X				X	X	
59	Hubbard Jr, George		5	7.2 %	0	1	0.5 %	0	0	4	5	4	0	0	13		X	X	X				X	X	
60	Hughes, Colleen	S	14	20 %	25	20	10 %	25	0	6	11	7	0	5	79	X									
61	Huzsek, Andrew H		33	48 %	25	1	0.5 %	0	0	6	7	6	0	0	44	X	X	X	X				X	X	
62	Hydell, Carol	C,(S)	3	4.3 %	0	0	0 %	0	0	6	5	2	0	9.25	22.25										
63	Hydell, Charles		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0										
64	Hydell, Charles, Jr.		0	0 %	0	0	0 %	0	0	1	0	0	0	0	1										
65	Jensen, Warren		25	36 %	25	2	1 %	0	0	7	1	15	0	0	48		X	X	X				X	X	
66	Jester, Robert	(W)	3	4.3 %	0	2	1 %	0	0	13	5	17	0	2	37		X	X	X				X	X	
67	Jimenez, Susano		0	0 %	0	0	0 %	0	0	3	5	5	0	0	13	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																									
68	Jobs, Craig	L,(W)	41	59%	25	80	40%	25	0	7	13	11	0	7	88		X	X							
69	Johnson, Craig	CH	32	46%	25	68	34%	25	0	8	7	2	0	25	92										
70	Kalin, James		54	78%	25	145	72%	25	0	5	6	5	0	0	66	X	X	X							
71	King, Kendra		0	0%	0	0	0%	0	0	0	0	0	0	0	0										
72	Luke, Alexander		34	49%	25	12	6%	0	0	5	5	7	0	0	42										
73	Mantzopoulos, John		1	1.4%	0	0	0%	0	0	1	0	0	0	0	1										
74	Manwaring, Julia		26	38%	25	28	14%	25	0	10	5	15	0	0	80		X	X	X						
75	Manwaring, Wayde	CH	54	78%	25	68	34%	25	0	17	7	25	0	25	124		X	X	X						
76	Marczewski, Macy		4	5.8%	0	0	0%	0	0	5	10	1	0	0	16										
77	Martocchia, Jerome		14	20%	25	3	1.5%	0	0	7	4	9	0	0	45	X	X	X							
78	Miller, Wayne	W	9	13%	25	0	0%	0	0	7	9	11	0	8	60		X	X	X						
79	Milovich Jr., Joseph		34	49%	25	7	3.5%	0	0	5	4	4	0	0	38		X	X	X						
80	Musto, Francis	S, Ch	24	35%	25	50	25%	25	0	12	15	23	4	10	114	X	X	X	X						
81	Mysiborski, Linda		0	0%	0	0	0%	0	0	2	2	0	0	0	4										
82	Narkiewicz, Piotr		15	22%	25	65	32%	25	0	6	1	0	0	0	57										
83	Nedoszytko, William	S	0	0%	0	0	0%	0	0	4	0	4	0	5	13			X	X	X					
84	Nyce, David	(C)	39	57%	25	18	9%	0	0	8	10	21	0	2	66										
85	O'Brien, Michael		13	19%	25	0	0%	0	0	4	3	0	0	0	32										
86	Pal-Singh, Vijay		0	0%	0	0	0%	0	0	0	0	0	0	0	0										
87	Petrigliano, Victor		0	0%	0	0	0%	0	0	0	0	0	0	0	0										
88	Piel, Jeffrey		0	0%	0	0	0%	0	0	2	2	2	0	0	6										
89	Pirillo, James A.		29	42%	25	1	0.5%	0	0	6	7	9	0	0	47		X	X	X						

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
4		elect/app	# Fire	%	pts	# EMS	%	pts	%	pts	st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap			
90	Pope, George		13	19	%	25	29	14	%	25	0	10	8	15	4	C	87		X	X	X				
91	Purcell, Bernard	W	67	97	%	25	168	84	%	25	0	17	14	17	4	8	110		X	X	X				
92	Quillin, Michael	D	12	17	%	25	0	0	%	0	0	4	8	1	0	0.75	38.75								
93	Raynor, Dale	L	22	32	%	25	18	9	%	0	0	5	8	2	0	5	45								
94	Reed, Michael		3	4.3	%	0	8	4	%	0	0	1	1	4	0	0	6		X	X	X				
95	Reed, Taylor	L	23	33	%	25	62	31	%	25	0	5	6	6	0	5	72		X	X	X				
96	Reiss, Helen		0	0	%	0	5	2.5	%	0	0	1	2	4	0	0	7		X	X	X				
97	Richter, Michael	T,T	2	2.9	%	0	9	4.5	%	0	0	3	2	2	0	10	17		X						
98	Robins, William	L	11	16	%	25	2	1	%	0	0	4	6	4	0	3.75	42.75		X	X	X				
99	Rosa, Lisa		9	13	%	25	0	0	%	0	0	6	8	9	0	0	48		X	X	X				
100	Ruffner, William		0	0	%	0	0	0	%	0	0	0	0	0	0	0	0								
101	Rung, Rosalie		3	4.3	%	0	42	21	%	25	0	1	1	0	0	0	27								
102	Rutkowski, Stephen	(L),D	40	58	%	25	106	53	%	25	0	11	11	12	0	4.25	88.25		X	X	X				
103	Skrezec, John		0	0	%	0	0	0	%	0	0	0	0	0	0	0	0								
104	Spanos, James		1	1.4	%	0	0	0	%	0	0	2	1	0	0	0	3								
105	Staples, Halsey		22	32	%	25	52	26	%	25	0	5	1	4	0	0	60		X	X	X				
106	Stoner, Gary		0	0	%	0	0	0	%	0	0	0	0	0	0	0	0								
107	Strickland, Samuel	L,D	32	46	%	25	84	42	%	25	0	13	13	21	4	8	109		X	X	X				
108	Swetland, Jessica		5	7.2	%	0	25	12	%	25	0	7	5	25	4	0	66								
109	Tamin, John		14	20	%	25	28	14	%	25	0	4	7	5	0	0	66		X	X	X				
110	Tejada, Yira		2	2.9	%	0	3	1.5	%	0	0	2	0	4	0	0	6		X	X	X				
111	Thorp, Thomas	L	0	0	%	0	0	0	%	0	0	0	0	3	0	5	8		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		st/by	mths	misc	train	drill	pos(dis)	points		phys	haz	bb	wp/sh	yap	
4																									
112	Vandenburgh, Richard		1	1.4	%	0	0	0	0	0	0	0	3	4	4	0	0	11			X	X	X		
113	VanEtten, George	D	19	28	%	25	4	2	%	0	0	0	6	6	12	0	3	52			X	X	X		
114	Verity, Michael		0	0	%	0	0	0	%	0	0	0	0	1	0	0	0	1		X					
115	Verley, Joseph, Jr.		0	0	%	0	0	0	%	0	0	0	0	0	0	0	0	0							
116	Volinski, Antone, III	W,L	17	25	%	25	65	32	%	25	0	0	9	7	8	0	11.75	85.75		X	X	X	X		
117	Volinski, Darryl		3	4.3	%	0	13	6.5	%	0	0	0	2	0	4	0	0	6			X	X	X		
118	Walters, Joseph		0	0	%	0	0	0	%	0	0	0	3	1	4	0	0	8			X	X	X		
119	Zaymayar, Elias	(L),C	27	39	%	25	10	5	%	0	0	0	6	8	12	4	7.25	62.25		X	X	X	X		
120	Zurek, Gregory		14	20	%	25	0	0	%	0	0	0	5	6	2	0	0	38							
121	Zurek Jr, Stanley		10	14	%	25	0	0	%	0	0	0	12	3	5	0	0	45		X					
122																									

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: gfdfire@optonline.net
www.greenportfd.org

Greenport Fire Department Monthly Report April, 2023

Number of calls this month: 74

Number of calls to date: 270

Breakdown of calls by signal numbers:

9 (stand/by) 0
12 (brush fire) 0
13 (automatic alarm, smoke, etc.) 17
13-35 (working structure fire) 0
14 (vehicle fire) 0
16 (ambulance/rescue) 54
16-23 (MVA, water rescue, misc.) 1
16-59 (routine transport) 0
23 (CO alarm, medi-vac) 2
24/13-35 (mutual aid working structure fire) 0
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 36
Within the East/West Fire Protection District 38
Other (mutual aid) 0

(6 calls ahead of last year)

Prepared by: James Kalin, Secretary 05/01/2023

Wardens Organizational Meeting
18, 2023

Tuesday

Chief Wayde Manwaring Opened Meeting at 19:05 With A Salute to Flag And a moment of Silence For Departed Member Ex-Chief Fred Rempe.

Dinner Meeting was Held at Townsend Manor Inn With Chief Manwaring Recognizing New Mayor Kevin Steussi and GFD Liaison And Deputy Mayor Trustee Mary Bess Phillips.

In attendance were 1st Assistant Chief de Kerillis , Joseph Walters, Berni Purcell, Joseph Milovich, Tony Volinski, Patrick Brennan, Wayne Miller, Peter Harris , Clifford Harris, John Grilli, Robert Jester.

Excused were 2nd Assistant Chief Craig Johnson, Scott Hollid, Norma Corwin and Robert Corwin.

Chief Manwaring Recognized Newly Appointed wardens.

Finance Meeting Read and Accepted MM Miller 2nd Volinski to Accept.

Communication Filed and Notice From Riverhead Fire department requesting One Pumper to Stand by at their HQ's May 19th From 18:00-24:00 Hours. MM Harris 2nd Miller for Approval.

Building and Grounds Update Draft is Made and must go out to Bid.

Discussion on Finding Estimate to reseal the Floors at Station One.

Wardens Unanimously voted to Keep the regular Meeting on the Third Wednesdays of each Month at 19:00 Hours.

Stove at Station One being repaired Thursday.

May 13, 2023 May Mile Reminder.

Po Request Approved to repair Split rail Fence And Gate.

NFVA Dinner Meeting at Greenport April 26th 2023 at 18:00.

Ms. Corwins Request for Tables and Chairs In June was declined. Citing Past Thefts of Equipment.

Budget Requests

1-Budget Items

2- Budget Items

3-Budget Items

4- Budget Items/ Refrigerator Repair \$800.00

5- Budget Items/ Truck mounted radio.

To be Edited By Chief Manwaring and Emailed to Rebecca.

Thanks 31.

Respectfully Submitted,

Alain de Kerillis , Department Secretary/Treasurer.



236 THIRD STREET
GREENPORT, NY 11944

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Fax: (631)477-1877

villageofgreenport.org

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EXT 215

TRUSTEES
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TREASURER
STEPHEN GAFFGA
EXT 217

Submitted: May 11, 2023
Meeting: May 18, 2023 6:00 PM
Work Session Meeting
To: Mayor Kevin Stuessi
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 18, 2023

Administrator's Office

Statistics

Work Orders:

Electric = 37 Written, 374 Completed

Water = 07 Written, 07 Completed

Sewer = 59 Written, 59 Completed

Road = 51 Written, 51 Completed

Reports

- ❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 4-05-2023. 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 4-05-2023.

Discussion

- Microgrid Project Status
- Ferry Queue Project Status/Resolution for Bid Authorization
- Net Metering Tariff

Resolutions

- Wastewater treatment plant change order
- MS4 Consultant
- Fire Department Bathrooms - Authorization to Bid
- Pad Mounted Switch Purchase
- Downtown Revitalization Documents Approval

Road/Water Department

Statistics

Water Distribution:

5,091,000 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 = 0.50 mg/L

Third Street Firehouse - Kitchen Sink

Total Coliform = Absent

E Coli = Absent

Residual Chlorine = 0.46 mg/L

The form, DOH-360, was filed with the DOH on April 5, 2023, with the above results.

Report

Tasks Accomplished:

- ❖ Did all normal highway tasks.
- ❖ Performed water machine maintenance.
- ❖ Assisted with water machines funds collection.
- ❖ Removed trees via tree list throughout village.
- ❖ Replaced stop signs throughout the Village.
- ❖ Weeded and edged baseball field.
- ❖ Did oil change on street sweeper.
- ❖ Helped Building department board up houses on Wiggins Street, 3rd street and Webb street.
- ❖ Started brush pick up for the season.
- ❖ Swept the Village after completion of brush pick up.

- ❖ Repaired ramp at Village Hall.
- ❖ Cleaned and mowed all parks in the Village.
- ❖ Weeded flower beds in all parks.
- ❖ Removed brush piles at camp ground.
- ❖ Assisted with earth day clean up on 4/23/23.
- ❖ Wired lights on new G-66.



Sewer Department

Flow and Sampling:

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

Total plant flow for the month of April = 9,289,000 Gallons

Average Daily Flow = .310 (MGD) Permit Limit = .650 MGD

Total Suspended Solids percent removal (TSS) = 94% Permit Limit = 75%

CBOD percent removal = 99% Permit Limit = 75%

Coliform Fecal General = <4.5 MPN. Permit limit 200 MPN/100

Coliform Total General = 13 MPN. Permit limit 700 MPN/100

Total Nitrogen = 6.9 LBS/day

Sludge Removal:

115,000 Gallons of sludge hauled in April

Report

- ❖ Treatment Plant:
SCDH Inspection

Cleaned and greased UV system

Drained and cleaned algae from East and West clarifiers

Adjusted level transducer for Effluent pumps at Treatment Plant

Performed intensive coliform sampling

❖ Collection System:

Contractor fixed flow meter at Peconic Landing Pump Station

Doug J. replaced high level float at Peconic Landing

Electric Department

Statistics

Monthly Power Usage:

Maximum usage day = April 1 @ 79.937 Mwh

Minimum usage day = April 16 @ 63.733 Mwh

Peak demand for the month = 4.032 MW April 29 5:45 pm

Monthly total usage = 2,136.745 Mwh

Service calls/call outs = 12

Street light repairs = 10

Customers shut off for nonpayment = 0

Customers turned on for payment = 0

Customers turned on for the season = 1

New Services = 14

Tasks Accomplished:

- The load was transferred from transformer #1 to transformer #2 for a few days to facilitate diagnostic work on the load tap changer, then the load was split between both transformers.
- Silver Sands upgrade is now completed, this involved reconductoring the overhead setting 3 pad mount transformers and terminating the new underground cables for the primary. Installed 2 current rated meters, and 12 residential type meters.
- Removed 3 trees for the Road crew.
- Service several streetlights as needed.
- At the radio tower site, the replacement AC units were installed, started the replacement of the automatic transfer switch for the site. Will be completed later during the month of May.
- At the Mini RR site, the overhead primary, underground primary, and transformer are all installed. Waiting for final inspection of electrical service, to energize the transformer.
- General shop and truck clean up and maintenance.

Attachments:

Greenport Meter 4-2023 (PDF)

Total Usage: 2,136,745.0000 KWH
 Peak Demand: 4,032.00 KW
 Occured On: Apr 29 2023 17:45
 Load Factor: 73.60%
 Date Start: Saturday, April 1, 2023
 Date End: Sunday, April 30, 2023

Period Ending	KWH
4/1/2023	79,937.00
4/2/2023	77,482.00
4/3/2023	79,819.00
4/4/2023	71,659.00
4/5/2023	78,641.00
4/6/2023	75,387.00
4/7/2023	74,570.00
4/8/2023	78,351.00
4/9/2023	73,469.00
4/10/2023	73,358.00
4/11/2023	68,826.00
4/12/2023	65,017.00
4/13/2023	66,854.00
4/14/2023	69,354.00
4/15/2023	64,997.00
4/16/2023	63,733.00
4/17/2023	66,996.00
4/18/2023	67,383.00
4/19/2023	69,665.00
4/20/2023	69,233.00
4/21/2023	67,361.00
4/22/2023	70,178.00
4/23/2023	68,833.00
4/24/2023	66,869.00
4/25/2023	66,327.00
4/26/2023	67,610.00
4/27/2023	70,302.00
4/28/2023	73,357.00
4/29/2023	78,869.00
4/30/2023	72,308.00



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Department: Village Administrator

Building

Work Session Report for Building Department & Enforcement

May 18, 2023

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.
- ❖ Carousel Committee May 4, 2023
- ❖ Planning Board Work Session and Regular Session May 4, 2023
- ❖ Tree Committee May 9, 2023
- ❖ Zoning Board Regular Session May 16, 2023
- ❖ BID Meeting May 17, 2023
- ❖ Historic Preservation Commission May 18, 2023
- ❖ Board of Trustees Work Session May 18, 2023

- ❖ **Planning Board Work Session and Regular Session May 25, 2023**
- ❖ **Board of Trustees Regular Session May 25, 2023**
- ❖ **Housing Authority Meeting May 30, 2023**

NOTES & TIPS:

Please ensure you pay attention to parking regulations when parking.

Attachments:

March 2023 Building CO Report (PDF)

March 2023 Building Report (PDF)

March 2023 CODE (PDF)



Village of Greenport Building Department

Monthly Report CERTIFICATE OF OCCUPANCY 3/1/2023 - 4/1/2023

WORK TYPE	PERMIT NO.	PERMIT DATE	PARCEL ID	LEGAL ADDRESS	CO ISSUED
Certificate of Occupancy	02857	2/26/2021	1001-4.-1-8	516 Madison Ave Greenport NY 11944	3/7/2023
Certificate of Occupancy	02912	4/7/2022	1001-6.-2-20	311 Front Street Greenport NY 11944	3/28/2023
Certificate of Occupancy	02968	3/30/2023	1001-5.-4-33.1	125 Main Street Greenport NY 11944	3/30/2023



Village of Greenport Building Department

March 1, 2023 -
April 1, 2023

Monthly Report

REPORT COVERING
12/1/2022 through 1/1/2023

PERMIT TYPE	PERMIT NO.	PERMIT DATE	PARCEL ID	LEGAL ADDRESS	STATUS
Alteration & Pool Installation	02965	3/7/2023	1001-7.-1-4	223 Sixth Street Greenport NY 11944	Open
Fence Installation	02966	3/20/2023	1001-4.-2-35.2	422 Second Street Greenport NY 11944	Open
Pool Installation	02967	3/24/2023	1001-4.-4-28.1	502 Front Street Greenport NY 11944	Open
Alteration & Renovations	02968	3/30/2023	1001-5.-4-33.1	123 Main Street Greenport NY 11944	Open



Village of Greenport Enforcement Report

CODE ENFORCEMENT & FIRE PREVENTION

March 1, 2023 -
April 1, 2023,

Monthly Report REPORT COVERING

Incorporated Village

238 5 th Avenue Greenport NY 11944	3/15/2022	Work Without Permits	Code Enforcement inspected. Permits were issued. Inspection pending
408 Wiggins Street Greenport NY 11944	3/30/2023	Abandoned House	Code Enforcement contacted landlord. House has been secured..

RENTAL PERMIT INFORMATION

INFORMATION

*The following statistics represent the status of rental permits and rental permit violations from
March 1, 2023 – April 1, 2023*

New Applications/Renewal Applications Received: 4

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

Applications Pending Inspection: 43

Applications Pending Re-Inspection 0

Completed/Permits Issued: 10

Applications Completed/Permits Issued: 301



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Department: Village Administrator

Recreation

Work Session Report Recreation Department

May 18, 2023

Mitchell Park Marina/Parks

- ❖ The Beach Permit application was completed and approved by the Department of Health. We received the permit for Fifth Street Beach this month.
- ❖ The Beach Safety plan was updated for the upcoming season.
- ❖ Concrete floater in Mitchell Park Marina has been repaired.
- ❖ Plumbing repairs scheduled for early May on floating docks and pier due to winter wave activity.
- ❖ Mitchell Park vegetation has been cut back and cleaned up next to Post Office, along with weekly weed and grass trimming.
- ❖ Irrigation has been charged and now functional for the growing season at Mitchell Park.
- ❖ Carousel is slated for the beginning of the restoration project.
- ❖ Tree removal has been scheduled for Mitchell Park for the three rotted trees prior to fence installation.
- ❖ Transformer privacy fence installation has been scheduled and waiting on supplies.
- ❖ Part-time office staff has begun as Dockwa reservation requests are increasing in

frequency.

- ❖ No Wake buoy project has been completed with new chain, hardware, anchors for ten new larger no wake zone buoys.
- ❖ Railroad dock fender, pole and klead repairs has been scheduled.
- ❖ Renumbered new moorings and old moorings to be accurate to vessel owners.

Monthly Revenue Reports are attached.

Recreation Center

Statistics

Attendance:

After School Program=13 Children Enrolled

Reports

- ❖ The After-Care Program is going very well.
- ❖ The children continue to enjoy the weekly literacy program. They continue to enjoy the crafts, individual games, music and reading programs.
- ❖ The recreation center sanitized daily.
- ❖ Enrollment for the Summer Day Camp continues and is going very well.
- ❖ Attended three Job Fair Events this month at Greenport, Southold and Mattituck Schools to recruit seasonal summer help for the Summer Day Camp, Carousel, Lifeguards and mini railroad.
- ❖ All deposits are being taken for the summer Day Camp.
- ❖ Activity schedules and programs are being developed with the Northfork Libraries.
- ❖ The recreation center is planning fun-filled activities on and off site for the summer program.

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. Water systems were turned on as well.
- ❖ The campground office was set up for the season.
- ❖ Deposits and reservations continue for the season for camp sites.
- ❖ Reservations continue to be taken for the 2023 season.
- ❖ Site map updated.

Attachments:

RECREATION MONTHLY REVENUE REPORT APRIL 2023 (PDF)

	MARINA				CAMPGROUND				MOORINGS			
	FISCAL YEAR 2020	FISCAL YEAR 2021	FISCAL YEAR 2022	FISCAL YEAR 2023	FISCAL YEAR 2020	FISCAL YEAR 2021	FISCAL YEAR 2022	FISCAL YEAR 2023	FISCAL YEAR 2020	FISCAL YEAR 2021	FISCAL YEAR 2022	FISCAL YEAR 2023
JUNE	\$ 189,694.54	\$ 105,335.55	\$ 402,754.97	\$ 531,545.11	\$ 80,435.00	\$ 54,920.51	\$ 69,227.00	\$ 118,817.75	\$ 36,400.00	\$ 35,400.00	\$ 32,100.00	\$ 32,000.00
JULY	134,727.53	182,091.44	96,808.51	158,655.93	25,360.00	26,350.00	26,767.00	28,995.00	-	-	-	-
AUGUST	117,311.08	164,930.68	122,897.70	200,293.25	17,539.50	23,517.00	31,338.00	32,442.50	-	-	-	-
SEPTEMBER	101,314.05	91,698.56	50,520.90	53,564.48	19,015.00	13,675.00	20,520.00	24,215.00	-	-	-	-
OCTOBER	17,715.25	48,943.46	46,422.76	37,998.32	10,349.50	17,725.00	16,565.00	9,905.00	-	-	-	900.00
NOVEMBER	-	(17,719.06)	-	1,596.00	-	9,985.00	9,940.00	3,640.00	2,200.00	1,700.00	3,000.00	500.00
DECEMBER	-	134.61	-	-	-	-	-	-	1,400.00	3,800.00	3,500.00	2,200.00
JANUARY	-	-	7,278.87	2,415.99	3,155.00	3,075.00	5,865.02	1,030.00	5,900.00	5,700.00	5,600.00	7,400.00
FEBRUARY	1,811.50	-	1,095.37	533.03	490.00	-	(729.99)	690.00	1,900.00	1,500.00	900.00	500.00
MARCH	2,007.99	6,769.59	4,743.09	2,605.94	1,290.00	2,975.00	100.00	2,780.00	2,600.00	1,300.00	500.00	-
APRIL	-	(2,306.36)	580.01	-	-	1,135.00	6,200.00	3,020.00	500.00	-	900.00	-
MAY	1,818.05	10,479.55	27,622.20	-	3,645.00	7,075.00	3,647.96	-	1,300.00	-	400.00	-
YEAR TO DATE	\$ 565,899.99	\$ 590,358.02	\$ 760,724.38	\$ 989,208.05	\$ 161,279.00	\$ 160,432.51	\$ 189,439.99	\$ 225,535.25	\$ 52,200.00	\$ 48,900.00	\$ 46,900.00	\$ 43,500.00
	CAMERA OBSCURA				CAROUSEL				ICE RINK			
	FISCAL YEAR 2020	FISCAL YEAR 2021	FISCAL YEAR 2022	FISCAL YEAR 2023	FISCAL YEAR 2020	FISCAL YEAR 2021	FISCAL YEAR 2022	FISCAL YEAR 2023	FISCAL YEAR 2020	FISCAL YEAR 2021	FISCAL YEAR 2022	FISCAL YEAR 2023
JUNE	\$ 30.00	\$ -	\$ 19.00	\$ 19.00	\$ 19,439.00	\$ -	\$ 16,753.55	\$ 8,653.55	-	-	-	-
JULY	108.00	-	13.00	15.00	55,026.85	-	45,122.05	53,917.73	-	-	-	-
AUGUST	106.00	-	51.00	7.00	55,430.64	-	41,894.85	55,033.65	-	-	-	-
SEPTEMBER	37.00	18.00	-	10.00	22,070.65	-	19,080.77	22,289.00	-	-	-	-
OCTOBER	14.00	5.00	2.00	11.00	10,096.43	-	8,692.00	10,237.50	300.00	-	-	-
NOVEMBER	-	-	-	-	8,976.38	-	6,984.00	7,470.75	950.00	-	-	-
DECEMBER	-	-	-	-	1,861.00	-	4,083.00	5,248.00	20,709.50	-	1,975.00	-
JANUARY	-	-	-	-	4,524.00	-	3,648.80	6,347.00	15,574.52	-	14,072.28	300.00
FEBRUARY	-	-	-	-	6,275.00	-	5,103.50	7,030.50	15,282.00	-	6,755.00	2,497.00
MARCH	-	-	-	-	1,678.00	-	5,541.40	3,978.50	1,743.00	-	450.00	-
APRIL	-	-	-	10.00	150.00	7,575.05	10,664.00	-	-	-	-	-
MAY	-	5.00	29.00	-	-	8,224.00	15,566.54	-	-	-	-	-
	\$ 295.00	\$ 28.00	\$ 114.00	\$ 72.00	\$ 185,527.95	\$ 15,799.05	\$ 183,134.46	\$ 180,206.18	\$ 54,559.02	\$ -	\$ 23,252.28	\$ 2,797.00



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STEPHEN GAFFGA
EXT 217

Submitted: May 10, 2023
Meeting: May 18, 2023 6:00 PM
Work Session Meeting
To: Mayor Kevin Stuessi
Board of Trustees
Prepared By: Stephen Gaffga, *Village Interim Treasurer*
From: Stephen Gaffga, *Village Interim Treasurer*
Department: Treasurer's Department

TREASURER REPORT MAY 2023

REQUEST A MOTION BE PLACED ON THE AGENDA FOR:

RESOLUTION authorizing Treasurer Gaffga to perform attached Budget Amendment # 5175 to appropriate Sewer Fund Reserves to fund Change Order 006 from Construction Consultants to lower grade at Diffusion Well at WWTP, and directing that Budget Amendment # 5175 be included as part of the formal meeting minutes of the May 25, 2023 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Gaffga to perform attached Budget Amendment # 5176 to appropriate General and Sewer Fund reserves to fund replacement/ repair of various Village Roofs per Roof Bid Opening from March 3, 2023, and directing that Budget Amendment # 5176 be included as part of the formal meeting minutes of the May 25, 2023 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Gaffga to perform attached Budget Amendment # 5177 to appropriate Electric Fund reserves to fund new load tap changers on transformer #1 at Light Plant, and directing that Budget Amendment # 5177 be included as part of the formal meeting minutes of the May 25, 2023 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Gaffga to perform attached Budget Amendment # 5178 to appropriate Electric, Sewer, and Water Fund reserves to fund total not to exceed cost for NexGen

Rate Study Proposal, and directing that Budget Amendment # 5178 be included as part of the formal meeting minutes of the May 25, 2023 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Gaffga to perform attached Budget Transfer # 5179 to reallocate General Fund Park Payroll Expense to General Fund Carousel Expense to fund prevailing wage revision of cost proposal from Restoration Experts, and directing that Budget Transfer # 5179 be included as part of the formal meeting minutes of the May 25, 2023 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Gaffga to perform attached Budget Amendment # 5180 to appropriate General Fund reserves to fund start up materials for Mitchell Park Marina and recovery of sunken mooring, and directing that Budget Amendment # 5180 be included as part of the formal meeting minutes of the May 25, 2023 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Gaffga to perform attached Budget Amendment # 5181 to appropriate General, Electric, Water, and Sewer fund reserves to purchase two new copy machines at Village Hall, and directing that Budget Amendment # 5181 be included as part of the formal meeting minutes of the May 25, 2023 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Gaffga to perform attached Budget Amendment # 5182 to appropriate Electric Fund reserves to fund the purchase of a replacement switch for #1 transformer ltc step operator of voltage regulator, and directing that Budget Amendment # 5182 be included as part of the formal meeting minutes of the May 25, 2023 Regular Meeting of the Board of Trustees.

BUDGET:

The 2023/2024 Budget was approved and submitted to NYS OSC.

FIRE DEPARTMENT LADDER TRUCK BONDING

The process is underway to go out to Bond Sale. There was a Moody's rating call Tues May 16.

After talking with Chief Manwaring I was also made aware the truck will now not be ready until July. I still believe going through with the Bond Sale is the correct course of action to lock our rates in before they go up.

PROPERTY TAX BILLS:

Property Tax bills have been produced and mailed out.

UTILITY BILLING

Sector 1 Bills have been produced and mailed.

Sector 2 Bill are currently being read to be produced by week of 05/17/23.

I have met with 3 Utility Billing Software companies and am recommending to the Board that we proceed with Invoice Cloud for our Online Billing solution. While there were other companies that provided attractive offers, Invoice Cloud would seem to be the easiest to manage and would produce the most savings for the Village of Greenport by passing along fee associated with the software directly to those who utilize it.

COMMUNITY HOUSING ADVISORY BOARD

The Draft Community Housing Plan was presented to the Southold Town Board and their internal discussions have begun. We do not have future meetings set up yet but I will update when more information becomes available

COMMUNITY DEVELOPMENT/ HOUSING AUTHORITY

5 recertifications and 5 interims were performed for April 2023.

1 voucher holder's participation was terminated due to the family's failure to request a fair hearing.

One family relinquished their voucher due to their inability to find housing.

One family ported and is searching for housing.

1 family was issued a voucher and leased up 5/1/2023

SHORT TERM RENTAL SOFTWARE

I have met with two companies and have scheduled two additional demos. So far, the first two software companies have provided attractive solutions. The main themes that seem to be in play are the identification of properties and then coordination of compliance through evidence-based data gathering. I hope to be able to recommend a company by the end of the month for the June meeting.

SIGNIFICANT COLLECTIONS

Rents received for April 2023: \$81,309.64

2022 Property Tax Collected through April 2023: 1,020,989.45

East West contract payment 2nd half: \$421,268.00

SIGNIFICANT PAYMENTS

None for April 2023

INFORMATIONAL:

Cash Holdings Report - See attached

Utility Billing Statistics Report - See attached

Attachments:

BANK BALANCE SHEET APRIL 2023 (PDF)

END OF MONTH STATISTICS FOR APRIL 2023 (PDF)

PROPERTY TAX COLLECTED THROUGH APRIL 2023 (PDF)

HA FINANCIALS APRIL 2023 (PDF)

CD FINANCIALS APRIL 2023 (PDF)

BUDGET AMENDMENT 5175 (PDF)

BUDGET AMENDMENT 5176 (PDF)

BUDGET AMENDMENT 5177 (PDF)

BUDGET AMENDMENT 5178 (PDF)

BUDGET TRANSFER 5179 (PDF)

BUDGET AMENDMENT 5180 (PDF)

BUDGET AMENDMENT 5181 (PDF)

BUDGET AMENDMENT 5182 (PDF)

**BANK ACCOUNT BALANCES
FOR THE MONTH OF APRIL 2023**

FUND	BANK ACCOUNT NAME	G/L ACCT#	TYPE	BALANCE	
A	General	A.0200.000	Checking	19,527.20	
A	Repair & Maintenance	A.0200.400	Checking	110,437.02	
A	Greenhill Cemetery	A.0201.100	Savings	33,666.88	
A	Money Market	A.0201.130	Money Market	1,193,825.13	
A	Fire Apparatus	A.0221.110	Savings	829,946.33	
A	Bulding Department Escrow	A.0235.101	Checking	56,047.59	
A	Parks and Recreation	A.0200.200	Checking	5,116.45	
A	General Investment Savings	A.0201.110	Muni Investment Pool	1,111,919.21	
A	American Recovery Plan	A.0200.415	Checking	-	
				TOTAL GENERAL FUND	\$ 3,360,485.81
CD	Small Cities Rehab.	CD.0200.000	Savings	15,540.86	
CD	NYS CDBG Funds	CD.0200.400	Public Funds Acct	226.21	
				TOTAL COMMUNITY DEVELOPMENT	\$ 15,767.07
E	Light Fund	E.0121.100	Checking	33,823.67	
E	Light Depreciation Savings	E.0116.100	Savings	2,130,274.13	
E	Light Investment Savings	E.0201.110	Muni Investment Pool	961,676.78	
E	TTC Collections	E.0121.120	Savings	288,940.93	
E	Renewable Energy Savings	E.0121.130	Savings	167,840.32	
E	Consumer Deposit Savings	E.0191.100	Savings	125,427.95	
E	Consumer Deposit Checking	E.0244.200	Checking	6,818.13	
				TOTAL LIGHT FUND	\$ 3,714,801.91
F	Water	F.0200.000	Checking	41,457.36	
F	Water Fund Capital	F.0200.400	Savings	8,397.21	
F	Water Investment Savings	F.0201.120	Muni Investment Pool	455,838.67	
F	Water Fund CD (MM)	F.0201.000	Money Market	203,579.05	
F	Water Fund Money Market	F.0201.130	Money Market	488,108.16	
					\$ 1,197,380.45
G	Sewer	G.0200.000	Checking	97,392.05	
G	NYS DEC Consent	G.0201.000	Savings	31,557.22	

G	Sewer Fund I	G.0201.100	Money Market	296,957.82	
G	Sewer Investment Savings	G.0201.110	Muni Investment Pool	729,506.25	
G	NYSEFC	G.0205.000	Checking	185,851.61	
G	Sewer Wastewater	G.0220.110	Savings	12,180.71	
G	NYSERDA	G.0525.000	Checking	111.01	
				TOTAL SEWER FUND	\$ 1,353,556.67
H	Capital	H.0200.000	Checking	441,090.27	
H	Capital Reserve	H.0200.400	Savings	49,941.20	
				TOTAL CAPITAL FUND	\$ 491,031.47
TA	Trust & Agency	TA.0200.000	Checking	22,921.29	
TA	Retirement Savings	TA.0201.000	Savings	49,290.07	
TA	WWI Memorial Trust	TA.0201.001	Savings	731.96	
TA	T & A Special Escrow	TA.0201.002	Savings	6,611.89	
TA	Justice Court	TA.0201.004	Savings	4,799.30	
TA	Global Common	TA.0201.009	Savings	271,880.44	
TA	Basketball Court Donations	TA.0200.101	Checking	1,992.00	
TA	Tree Committee	TA.0200.102	Checking	5,690.73	
TA	Summer Day Camp Donations	TA.0200.103	Checking	1,680.00	
TA	Recreation Center Donations	TA.0200.104	Checking	19,156.86	
TA	Friends of Fifth Street	TA.0200.106	Checking	113.00	
TA	American Legion Bldg	TA.0200.107	Checking	200.00	
TA	Fifth Street Rehab	TA.0200.120	Checking	13,796.00	
TA	Carousel Committee	TA.0200.113	Checking	16,478.03	
TA	Mitchell Park Bathrooms Rehab	TA.0200.115	Checking	30,000.00	
TA	Accounts Payable	TA.0202.000	Checking	938,973.35	
				TOTAL TRUST & AGENCY FUND	\$ 1,384,314.92
	Wire Account			715.51	
	Utility Clearing			105,186.24	
					\$ 105,901.75
				TOTAL VILLAGE WIDE	\$ 11,623,240.05

EOM Billing Statistics Report

Rate Summary - All Routes

Service	Rate# - Description	Bills	Min. Bills	Usage	Charge	Usage	Demand	Contract	PCA	NYSCES	Comm Tax	Res Tax
Electric	2 - Electric - Flat Charge	10	0	0	0	0	0	491.04				7.99
	9 - Residential (1, 1)	1381	0	725551	84,678.29	0	0		23,626.16	3,421.67		2,691.21
	10 - Water Heating (2, 2)	11	0	1225	102.67	0	0		39.89	5.78		3.71
	11 - All Electric (3, 3)	352	0	226728	25,690.36	0	0		7,509.12	1,070.04		849.00
	13 - Demand - Class 3 (5, 5)	5	0	286800	16,032.12	799	9,512.38		9,339.06	1,352.55	663.00	
	14 - Village St. Lighting (6, 6)	5	0	21846.55	2,514.54	0	0		711.39	103.03		
	15 - Town St Lighting (7, 7)	1	0	841.93	96.91	0	0		27.42	3.97		
	19 - Traffic Lights (11, 11)	1	0	1019	108.18	0	0		33.18	4.81		
	20 - Contract St Lighting (12, 12)	3	0	420.5	0.00	0	0					
	21 - Sterling Harbor (13, 13)	2	0	1047.25	120.53	0	0		34.10	4.94	13.75	
	67 - NSF Fee	2	0	0	0	0	0	46.66				
Electric Total		1773	0	1265479.23	129,343.60	799	9,512.38	*537.70	41,320.32	5,966.79	676.76	3,551.91
Sewer	3 - Sewer -INSIDE Flat Charge	31	0	0	1,633.70	0	0					
	23 - Sewer - IN VILL 3/4" W/SEWER (14, 14)	898	620	2948.7	49,763.00	0	0					
	25 - Sewer - IN VILL 1" W/SEWER (15, 15)	30	10	490.2	6,164.34	0	0					
	27 - Sewer - IN VILL 1 1/2" W/SEWER (16, 16)	12	4	22.8	291.87	0	0					
	29 - Sewer - IN VILL 2" W/SEWER (17, 17)	28	17	228.6	3,620.85	0	0					
	31 - Sewer - IN VILL 3" W/SEWER (18, 18)	1	1	2.7	42.00	0	0					
	33 - Sewer - IN VILL 4" W/SEWER (19, 19)	3	1	444.9	6,809.85	0	0					
	54 - Sewer - OUTSIDE RES SEWER (50, 50)	80	53	909.2056	18,133.68	0	0					
	57 - SPLIT SEWER BILLING (52, 52)	1	0	0	0.00	0	0					
	62 - O/S DRIFTWOOD COVE 52	1	1	98.9604	3,276.00	0	0					
	63 - O/S DRIFTWOOD COVE 49	1	1	91.5552	3,087.00	0	0					
	64 - O/S PECONIC LANDING 301	1	1	0	18,963.00	0	0					
	65 - O/S CLIFFSIDE CONDOS-SEWER	1	1	130	4,410.00	0	0					
	69 - Sewer NSF	1	0	0	0	0	0	11.67				
Sewer Total		1089	710	5367.6212	116,195.29	0	0	11.67				
Water	5 - Water - Flat Charge	32	0	0	901.50	0	0					
	22 - RES VILL 3/4" W/SEWER (14, 14)	924	408	3286	24,511.37	0	0					
	24 - RES VILL 1" W/SEWER (15, 15)	31	4	544	2,673.30	0	0					
	26 - COMM VILL 1 1/2" W/SEWER (16, 16)	13	10	100	711.18	0	0					
	28 - COMM VILL 2" W/SEWER (17, 17)	30	21	255	1,875.81	0	0					
	30 - COMM VILL 3" W/SEWER (18, 18)	1	1	3	44.46	0	0					
	32 - COMM VILL 4" W/SEWER (19, 19)	3	2	493	2,355.37	0	0					
	46 - COMM VILLAGE 1 1/2" (42, 42)	1	1	0	44.46	0	0					
	47 - COMM VILLAGE 2" (43, 43)	7	5	45	371.16	0	0					
	48 - RES VILLAGE 3/4" (44, 44)	126	111	365	3,764.48	0	0					
	49 - RES VILLAGE SEWER ONLY (45, 45)	6	0	1	0.00	0	0					
	52 - FLAT-FIRE SPRINKLERS (49, 49)	32	0	0	0.00	0	0					
	53 - OUTSIDE RES SEWER (50, 50)	78	0	1010.548	0.00	0	0					
	68 - Water NSF	1	0	0	0	0	0	11.66				
Water Total		1285	563	6102.548	37,253.09	0	0	11.66				
electric-small commercial	12 - Commercial (4, 4)	366	0	647289.3	73,809.54	0	0		21,077.77	3,052.49	6,974.63	
	16 - Operating Municipalt (8, 8)	33	0	20623	2,616.83	0	0		671.54	97.27		
	17 - Water Department (9, 9)	2	0	0	24.86	0	0					
	18 - Sewer Department (10, 10)	10	0	58522	6,386.15	0	0		1,905.66	275.99		
	73 - Electric Power Plant	5	0	47219	0.00	0	0					

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EOM Billing Statistics Report

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Rate Summary - All Routes

<u>Service</u>	<u>Rate# - Description</u>	<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>NYSCEs</u>	<u>Comm Tax</u>	<u>Res Tax</u>
electric-small commercial Total		416	0	773653.3	82,837.38	0			23,654.97	3,425.75	6,974.63	
Grand Total		4563	1273	2050802.6992	365,629.36	799	9,512.38	561.03	64,975.29	9,392.54	7,651.39	3,551.91

EOM Billing Statistics Report

Rate Summary - All Routes

Service	Rate# - Description	Total	
Electric	2 - Electric - Flat Charge	499.03	
	9 - Residential (1, 1)	114,417.33	
	10 - Water Heating (2, 2)	152.05	
	11 - All Electric (3, 3)	35,118.52	
	13 - Demand - Class 3 (5, 5)	36,899.11	
	14 - Village St. Lighting (6, 6)	3,328.96	
	15 - Town St Lighting (7, 7)	128.30	
	19 - Traffic Lights (11, 11)	146.17	
	20 - Contract St Lighting (12, 12)	0.00	
	21 - Sterling Harbor (13, 13)	173.33	
	67 - NSF Fee	46.66	
	Electric Total	190,909.46	
	Sewer	3 - Sewer -INSIDE Flat Charge	1,633.70
		23 - Sewer - IN VILL 3/4" W/SEWER (14, 14)	49,763.00
25 - Sewer - IN VILL 1" W/SEWER (15, 15)		6,164.34	
27 - Sewer - IN VILL 1 1/2" W/SEWER (16, 16)		291.87	
29 - Sewer - IN VILL 2" W/SEWER (17, 17)		3,620.85	
31 - Sewer - IN VILL 3" W/SEWER (18, 18)		42.00	
33 - Sewer - IN VILL 4" W/SEWER (19, 19)		6,809.85	
54 - Sewer - OUTSIDE RES SEWER (50, 50)		18,133.68	
57 - SPLIT SEWER BILLING (52, 52)		0.00	
62 - O/S DRIFTWOOD COVE 52		3,276.00	
63 - O/S DRIFTWOOD COVE 49		3,087.00	
64 - O/S PECONIC LANDING 301		18,953.00	
65 - O/S CLIFFSIDE CONDOS-SEWER		4,410.00	
69 - Sewer NSF		11.67	
Sewer Total	116,206.96		
Water	5 - Water - Flat Charge	901.50	
	22 - RES VILL 3/4" W/SEWER (14, 14)	24,511.37	
	24 - RES VILL 1" W/SEWER (15, 15)	2,673.30	
	26 - COMM VILL 1 1/2" W/SEWER (16, 16)	711.18	
	28 - COMM VILL 2" W/SEWER (17, 17)	1,875.81	
	30 - COMM VILL 3" W/SEWER (18, 18)	44.46	
	32 - COMM VILL 4" W/SEWER (19, 19)	2,355.37	
	46 - COMM VILLAGE 1 1/2" (42, 42)	44.46	
	47 - COMM VILLAGE 2" (43, 43)	371.16	
	48 - RES VILLAGE 3/4" (44, 44)	3,764.48	
	49 - RES VILLAGE SEWER ONLY (45, 45)	0.00	
	52 - FLAT-FIRE SPRINKLERS (49, 49)	0.00	
	53 - OUTSIDE RES SEWER (50, 50)	0.00	
	68 - Water NSF	11.66	
Water Total	37,264.75		
electric-small commercial	12 - Commercial (4, 4)	104,914.43	
	16 - Operating Municipalt (8, 8)	3,385.64	
	17 - Water Department (9, 9)	24.86	
	18 - Sewer Department (10, 10)	8,567.80	
	73 - Electric Power Plant	0.00	

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EOM Billing Statistics Report

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Rate Summary - All Routes

<u>Service</u>	<u>Rate# - Description</u>	<u>Total</u>
electric-small commercial Total		116,892.73
Grand Total		461,273.90

Report Setup Information:

Report Design EOM Billing Statistics Report
Output Type Graphics

<u>Start Route</u>	<u>End Route</u>	<u>Start Date</u>	<u>End Date</u>
51	56	3/7/2023	4/7/2023
57	63	3/15/2023	4/14/2023
64	72	3/28/2023	4/24/2023
73	79	4/1/2023	5/1/2023
82	82	4/1/2023	5/1/2023
80	80	4/1/2023	5/1/2023
81	81	4/1/2023	5/1/2023

VILLAGE OF GREENPORT

Payment 05/26/2022 To 04/30/2023 Report

	Count	Payment Amt	Count	Refunds	Payment Total	Writeoff
Grand Totals						
BID	99	44,491.43			44,491.43	
BUYER	3	4,319.90			4,319.90	
SEWER	23	13,634.71			13,634.71	
VILLT	859	938,051.20			938,051.20	
WATER	25	8,478.19			8,478.19	
Total PRINCIPAL		<u>1,008,975.43</u>			<u>1,008,975.43</u>	
ADV	15	270.00			270.00	
BYINT	3	60.35			60.35	
PEN	105	11,683.67			11,683.67	
Total PENALTY		<u>12,014.02</u>			<u>12,014.02</u>	
Total		<u>1,020,989.45</u>			<u>1,020,989.45</u>	

Financial Data Schedule - Monthly Revenue & Expenses (HAP REGISTER) - APRIL 2023				77	TOTAL VOUCHERS	TOTAL HAP, PORT, UTILITIES	97,121.00	\$ 248.00	-	\$ -	
REVENUE:				75	Vouchers Leased on last day of month						
PHA HUD Operating Grants						1					
Admin fee revenues						1					
Interest Earned - HAP											
Interest Earned - ADMIN											
Fraud recovery											
TOTAL REVENUE											
EXPENSES:				0	Portable Vouchers						
Administrative				77	All other Vouchers						
Auditing fees											
Salaries - Asha (\$28.43), Stephen Column E, Paul Column F 2 payperiods					Admin Salaries total						
Medical											
Dental											
Pension T4 15.7%, T5 12.9%											
Payroll Taxes FICA											
Employee Benefit Contribution											
TOTAL					Benefits Total						
MRI Software (HAPPY)											
A Gallacher Reimb											
A Gallacher Mileage											
Office Expenses Total											
Administrative Total											
Other General Expenses (Office Rent)											
TOTAL OPERATING EXPENSES					TERMINATED						
970 EXCESS OPERATING REVENUE OVER OPERATING EXPENSES											
PHA Utility Allowance											
HAP payments											
PORT payments											
(HAP, PORT and UTILITY TOTAL)											
HAP & UTIL less Port payments											
Total Admin Revenue											
Net ADMIN											
Total Hap Revenue											
Net HAP											
900 TOTAL EXPENSES											
1000 EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPEN											

FDS - 213 Center St & 278 2nd Street Monthly Revenue & Expenses - April 2023

\$ 5,000.00 50.00

Account Description	REVENUE: 213 Center 213 Center	REVENUE: 278 2nd Street					
		UNIT 1 - 8124	UNIT 2 - 8327	UNIT 3	HOUSE		
Rent	\$ 1,125.00	\$ 1,475.00	1,125.00	\$ 1,275.00			
Late Fees/Credits	\$ 50.00						
TOTAL REVENUE	\$ 1,175.00	\$ 1,475.00	\$ 1,125.00	\$ 1,275.00	\$ 3,875.00	\$ 5,050.00	
EXPENSES:	EXPENSES: 213 Center	EXPENSES: 278 2nd Street					
	213 CENTER	UNIT 1 - 8124	UNIT 2 - 8327	UNIT 3 - 8328	HOUSE - 8590 RE/8361 SW		
<u>Utilities</u>							
Electric	\$ 65.36				\$ 22.74		
Water/Sewer	\$ 64.17				\$ 143.55		
Propane/Heating Oil					\$ 504.90		
Propane/Heating Oil							
<u>Admin</u>							
Salaries & Benefits (Ashu, Robert, Paul)	\$ 571.38				\$ 1,714.14	\$ 2,285.52	
Payment Agreement to Village					\$ 1,000.00		
Total	\$ 700.91	\$ -	\$ -	\$ -	\$ 3,385.33		
					\$ 3,385.33		
	213 CENTER	UNIT 1	UNIT 2	UNIT 3	HOUSE		
<u>Maintenance Repairs/Other</u>							
Hands Fuel Co				171.00			
Southold Hardware (Ace)					\$ 22.50		
Mattituck Enviro Services					\$ 44.53		
Pine Oaks Landscaping							
	\$ -	\$ -	\$ -	\$ 171.00	\$ 67.03		
Total Expenses	\$ 700.91	\$ -	\$ -	\$ 171.00	\$ 238.03		
MONTHLY FINANCIAL SUMMARY	213 CENTER	278 2nd STREET					
Interest Earned							
Total Revenue	\$ 1,175.00			\$ 3,875.00			
Total Expenses	\$ 700.91			\$ 3,623.36			
NET REVENUE	\$ 474.09			\$ 251.64			
EXCESS (DEFICIENCY) OF TOTAL REVENUE							
OVER (UNDER) TOTAL EXPENSES	\$ 474.09			\$ 251.64			



236 THIRD STREET
GREENPORT, NY 11944

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

villageofgreenport.org

MAYOR
KEVIN STUESSI
EXT 215

TRUSTEES
MARY BESS PHILLIPS
DEPUTY MAYOR

PATRICK BRENNAN

LILY DOUGHERTY-
JOHNSON

JULIA ROBINS

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

CLERK
SYLVIA PIRILLO, RMC
EXT 206

TREASURER
STEPHEN GAFFGA
EXT 217

Submitted: May 16, 2023
Meeting: May 18, 2023 6:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Jeanmarie Oddon, *Deputy Clerk*
From: Jeanmarie Oddon, *Deputy Clerk*
Department: Village Clerk Department

Village Deputy Clerk Jeanmarie Oddon Work Session Report 2023

Attachments:

Village Deputy Clerk Jeanmarie Oddon Work Session Report 2023 (2) (PDF)

Village Deputy Clerk, Jeanmarie Oddon, May 2023 Work Session Report

Liquor license applications:

A new application was received from Zach Baba 314 Greenport LLC located at 314 Main Rd. on May 12, 2023; it was noticed on May 16, 2023, in the edition of the newspaper

A new application was received from Zeytin 443 Greenport LLC located at 441 Main St. on May 12, 2023; it was noticed on May 16, 2023, in the edition of the newspaper

Public assembly permit applications received:

New application was received from Saint Agnes RC Church on May 8, 2023 for an event date on Saturday, June 10, 2023 notification email was distributed

New application was received from Standard Hose Co# 4 Greenport Fire Department on May 12, 2023 for an event date of August 19, 2023 notification email was distributed

New application was received from joint applicants Southold Police Department and Paul Drum Life Experience Project on May 16, 2023 for an event date of August 2, 2023 notification email was distributed

New application was received from AGENC on May 8, 2023 for an event date of July 21- 23 (flexible based on availability) notification email was distributed

Resolutions:

Received application for membership for the Greenport Fire department, Vernetta Taylor

Pending receipt of the signed annual agreement between Town of Southold and Village of Greenport regarding the IMA for the marine pump out station for the 2023 season. Referred to the Village Attorney for further action.

Dances in the Park Resolutions for the Bands and Sound Services to be created for the May 2023 Regular Board meeting.

Resolution rehiring Abigail Elizabeth Kunz as part-time seasonal lifeguard at Fifth Street Beach at an hourly wage of \$22.00 per hour, effective, June 14, 2023.

Resolution rehiring Christina LaPera as a part-time seasonal lifeguard at Fifth Street Beach at an hourly wage of \$22.00 per hour, effective June 14, 2023.

Resolution rehiring Anabelle Odell as a part-time seasonal lifeguard at Fifth Street Beach at an hourly wage of \$22.00 per hour, effective June 14, 2023.

Resolution hiring Luke Weir as a part-time seasonal lifeguard at Fifth Street Beach at an hourly rate of \$22.00 per hour, effective June 14, 2023.

Resolution hiring Christina Linda Marie North as a part-time seasonal Carousel/Camp Counselor employee at an hourly rate of \$15.00 per hour, effective June 1, 2023.

Resolution approving an increase in the hourly wage rate of part-time Recreation Department employee Joanne Jackson from \$18.00 per hour to \$20.00 per hour, effective May 25, 2023.

Resolution hiring of Paul E. Parks, III, as a full-time Wastewater Treatment Plant Helper for the Village of Greenport, at a pay rate of \$20.00 per hour, effective May 31, 2023. All health insurance and other full-time employment benefit provisions specified in the current contract between the Village of Greenport and CSEA Local 1000 apply to this hiring, as does the standard twenty-six week Suffolk County Civil Service probationary period.

Public Hearings to be scheduled for June 22, 2023 Regular Board meeting for Wetlands Permits:

Wetlands Permit Application submitted by Costello Marine Contracting Corp on behalf of Research Charters, Inc., c/o Walter Gezari property located at 204 Carpenter Street, Greenport, NY 11944

Wetlands Permit Application submitted by Kate Rummel – Agent on behalf of 67 Sound Cheshire LP property located at 520 Madison Avenue, Greenport, NY 11944

Announcements:

Village hall will be closed on May 29 in observance of Memorial Day



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

CLERK
SYLVIA PIRILLO, RMC

TREASURER
STEPHEN GAFFGA
EXT 217

Submitted: May 15, 2023
Meeting: May 18, 2023 6:00 PM
Work Session Meeting
To: Mayor Kevin Stuessi
Board of Trustees
Prepared By: Mary Bess Phillips, *Trustee*
From: Mary Bess Phillips, *Trustee*
Department: Mayor and Board of Trustees

Village Trustee Mary Bess Phillips

May 4, 2023 - meeting with Village Administration Pallas and Mayor Stuessi to review status of grant funding, bid package progress, along with discussion of actions that will need to be set in motion once the construction begins in the staging area for the North Ferry.

May 6, 2023 - meet and greet meeting of the Waterfront Planning Advisory Committee held at the Red Schoolhouse reviewing the updated process, adding two new subcommittees, setting meeting times, and deadlines dates for actions dealing with Code and LWRP within the moratorium goals.

Committees: Code Updates

Transportation Parking & Wayfinding

Communication & Community Engagement

Harbor & Waterfront

LWRP Updates

May 10, 2023 - Waterfront Planning Advisory Committee members meet at the Red Schoolhouse at 4:00 PM. The major portion of the meeting was reviewing the permitted uses and conditional uses discussions and decisions from previous meetings to update Planning Board Chairperson Patricia Hammes as a new member of the committee. The WPAC Code committee will be meeting every Wednesday at 4:00PM at the Red Schoolhouse.

Requested a meeting with Historic Preservation Commission Chairperson Jane Ratsey-

Williams and Village Attorney Prokop to start the working on the following resolution approved in April of 2022. This would include seeking funding for the designation as a local historic landmark.

*Greenport Village
New York*

Resolution

RESOLUTION # 04-2022-36

RESOLUTION authorizing the Village of Greenport and the Village of Greenport Historic Preservation Commission to initiate the process of designating as a local historic landmark the Village of Greenport Greenhill Cemetery and authorizing the Village of Greenport and the Village of Greenport Historic Preservation Commission to take all actions necessary to obtain the designation.

I am requesting that we revisit the discussion to use Zoom or whatever technology available for the public to interact with the Village Board during our work session and regular meetings.

Attachments:



236 THIRD STREET
GREENPORT, NY 11944

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

villageofgreenport.org

MAYOR
KEVIN STUESSI
EXT 215

TRUSTEES
MARY BESS PHILLIPS
DEPUTY MAYOR

PATRICK BRENNAN

LILY DOUGHERTY-
JOHNSON

JULIA ROBINS

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

CLERK
SYLVIA PIRILLO, RMC

TREASURER
STEPHEN GAFFGA
EXT 217

Submitted: May 12, 2023
Meeting: May 18, 2023 6:00 PM
Work Session Meeting
To: Mayor Kevin Stuessi
Board of Trustees
Prepared By: Jeanmarie Oddon, *Deputy Clerk*
From: Jeanmarie Oddon, *Deputy Clerk*
Department: Village Clerk Department

Trustee Brennan Work Session May 2023

VILLAGE OF GREENPORT

WORK SESSION REPORT

TO: MAYOR KEVIN STUESSI & TRUSTEES
FROM: TRUSTEE BRENNAN
DATE: 5/11/2023
RE: 5/18/2023 WORK SESSION

UPDATES & COMMENTARY ON -
WATERFRONT ADVISORY & PLANNING COMMITTEE (WAPC)

- ORGANIZATIONAL STRUCTURE
- SIX-MONTH MORATORIUM CALENDAR
- INITIAL SUBCOMMITTEE AGENDA
- SUBCOMMITTEE MONTHLY REPORT TEMPLATE

FACILITY CONDITION ASSESSMENT

- INVENTORY OF VILLAGE FACILITES
 - USE
 - LOCATION
 - DIMENSION/SIZE

- AGE & EFFECTIVE LIFESPAN
- CONDITION - OVERALL & COMPONENT PARTS
 - ENVELOPE (ROOFING, SIDING, WINDOWS & DOORS)
 - STRUCTURAL
 - MECHANICAL, ELECTRICAL, PLUMBING SYSTEMS
- CODE COMPLIANCE & ACCESSIBILITY
- OBSOLESCENCE
 - FUNCTIONAL
 - PHYSICAL
- COST ESTIMATING
 - MAINTAIN
 - REPLACE
- PREVENTATIVE MAINTENANCE CALENDAR (PMC)
- LONG RANGE CAPITAL PLAN

VILLAGE PROCUREMENT & CONTRACTING POLICIES

- RFQ
- RFP
- INSTRUCTIONS TO BIDDERS
- CONTRACTS/AGREEMENTS
- INSURANCE REQUIREMENTS
- HOLD HARMLESS AGREEMENT

MARINA POLICIES & DOCKING AGREEMENT

- CONTRACTS
- TERMS & CONDITIONS
- FEES
- FEE WAIVER POLICY

CAROUSEL STATUS UPDATE & RECOMMENDATIONS

Attachments:



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From: Jeanmarie Oddon, *Deputy Clerk*
Department: Village Clerk Department

**Trustee Lily Dougherty-Johnson Work Session Report May
2023**

May Work Session Report, Village of Greenport

Submitted: May 11, 2023
Meeting: May 18, 2023
To: Mayor Kevin Stuessi
Board of Trustees
From: Lily Dougherty-Johnson, Trustee
Prepared by: Lily Dougherty-Johnson

Dances in the Park:

The following bands have committed to performances for the 2023 season:

- July 3 - Gene Casey and the Lonesharks
- July 10- Bachatu
- July 17 - Mambo Loco
- July 24 - Winston Irie
- July 31 - The Vendettas

August 7 - Foster Europe featuring The Second Hands

August 14 - Southbound

August 21 - REEB (Real East End Brass)

August 28 - The Hoodoo Loungers

Note: all funding for Dances in the Park comes from sponsorships and donations. Sponsorships are still available for any interested businesses.

Jamie Schott has requested an increased fee for discussion by the Board.

Earth Day Clean Up Update:

We had around 30 volunteers, and at least as many bags of garbage. Many volunteers from Rotary came. Planning to make this an annual event, and possibly include Monsell Trail, the sandpits, and the end of Webb Street in future clean ups. Thanks to everyone who came and the Mayor and the road crew for their help.

Southold Young Democrats are planning a beach clean up at 5th and 6th Street beach this Saturday, May 20 from 9-11am.

Waterfront Communication and Community Engagement Planning Committee:

First meeting Friday, May 12th at 10am at the Schoolhouse.

Tentative weekly Friday 10am Schoolhouse meetings.

Attachments:



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Prepared By: Jeanmarie Odon, *Deputy Clerk*
From: Jeanmarie Odon, *Deputy Clerk*
Department: Village Clerk Department

Trustee Julia Robins Work Session Report 2023

Summary of work by the WAPC Subcommittee on

Infrastructure, Traffic and Parking

We discussed how to implement a paid parking program for all municipal parking lots and prime curb parking in the commercial district. The group thinks that most municipal lots should be subject to paid parking. The lot next to the IGA should exempt residents with time limits and

How long?

There should be a dedicated parking/traffic enforcement employee.

This could be either a seasonal or full time employee.

If a full time employee what are the additional duties for this employee?

Village code enforcement can not write tickets for u-turns which are moving violations.

This has to be done by Southold PD.

How to stop trucks that stop and unload by adding infractions to the list of fineable offenses.

Investigate the use of cameras to identify offenders.

Check with Southold PD about use of this technology.

Increased revenue in the form of metered parking and fines could potentially pay for an additional code enforcement officer.

Evaluate the fine/fee structure for parking violations and consider an increase in fines and penalties for repeat offenders.

Group members to check the ParkMobile website for information and video.

Presentation by company rep scheduled for March 30

Carousel Committee Meeting 5/4/23

The meeting was well attended with all members of the committee in attendance and including elder member Bob Wissman. Bob has been involved with the carousel from the beginning and has overseen many repairs and painting touch-ups of the horses.

Mayor Kevin gave a very thorough explanation of the Village's decision and process for the clean-up and remediation.

He was well received by the committee.

We confirmed with Doug Jacobs that there is a spare horse at the light plant which has been carefully stored.

BID Meeting 4/19/23

Introduce Mayor Kevin Steussi

Deborah requests that the Mayor participate in GATE meetings

Mayor Kevin asked if there are any updates to the BID by-laws

Gayle will send last years meeting deck and committees

Deborah think BID should have own counsel to review by-laws.

Treasurer's Report

Deborah Rivera

P&L

Fundraising should surpass \$7,000

(How much to donate to donate to tree committee)

Check payment to holiday lighting contractor, there could be an accounting issue.

SOBO

David Abatelli

Daffodils are doing well

Geraniums will be planted Friday May 12

Cost \$1,027

There are 25 planters adding one over by Craft Hair

BID will use some of the round planters from the parklets in a few locations

Looking for a carpenter to build planters.

Mayor Kevin asked how the Village can assist BID with watering the planters.

Initiate a complete inventory of trash cans that incorporates continuity and functionality.

Donate daffodil bulbs for replanting in parks.

PRIDE

Linda Kessler

The egg roll was successful and the magician delighted the children.

There was lag time between the entertainment and egg roll.

Next year they will announce that the egg roll will begin directly after the magician's performance

Nicki Gohorel

Update on the 5K scheduled for Saturday April 29.

There are 20 sponsors

Tee shirts are being ordered

Members of the Greenport HS chorus will sing the national anthem

Cherry Blossom map produced by AgriCouncil

SMILE

Gayle Barlow

Google Drive

Share a sample form for a data survey of businesses and residents in the BID district

There should be an up to date BID district map.

Mayor Kevin would like to provide free wi-fi in Mitchell Park as part of the new Altice contract with the Village

Website design continues

How to identify actual addresses of related members

GATE

Parking

Funds for beautification

Signage to facilitate movement throughout the Village

Old business

Pride Parade

BID Elections in June

EESM asked the BID for a letter of support for the Economic Development Grant for the total restoration of BUG Light.

Linda requests a letter of invitation to businesses involved with the Maritime Festival and include new businesses

Vote permission for Steve Benthall to draft and send letter

Discussion

Request a resolution to restore meter parking in the Village.

Options for mobile parking apps

Attachments: