



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

June 15, 2023 at 6:00 PM  
Mayor and Board of Trustees - Work Session Meeting  
Third Street  
Firehouse  
Greenport, NY 11944

## **MOTION TO OPEN MEETING**

## **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** – STEPHEN GAFFGA  
Meter Department  
Housing Authority & Community Development
- **VILLAGE DEPUTY CLERK** – JEANMARIE ODDON
- **VILLAGE ATTORNEY** - JOSEPH PROKOP, ESQ.

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

- Mayoral Appointments

## **PUBLIC TO ADDRESS THE BOARD**

## **RESOLUTIONS**

RESOLUTION approving the Public Assembly Permit Application submitted by Brandi Hopkins on behalf of Greenport High School Class of 2023 for the use of specified Village streets from 8:30 a.m. through 11:30 a.m. on June 25, 2023, for the High School graduation parade, and further waiving the requisite \$ 50.00 Public Assembly Permit Application fee.

RESOLUTION approving the Public Assembly Permit Application submitted by Clinton Memorial A.M.E Zion Church & The Come to the Table Committee for the use of specified Village Streets from 10:00 am to 2 pm on June 17, 2023 for the Juneteenth Celebration and Community Picnic, and further waiving the requisite \$50.00 Public Assembly Permit Application fee.



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EXT 217

Submitted: June 7, 2023  
Meeting: June 15, 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

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## Village of Greenport Fire Department June Work Session 2023

### Attachments:

GFD Work Session Report June 2023 (PDF)

CHIEF WAYDE MANWARING  
1<sup>st</sup> ASST. CHIEF ALAIN DEKERILLIS  
2<sup>nd</sup> ASST. CHIEF CRAIG JOHNSON  
CHAPLAIN FRANK MUSTO  
ASST. CHAPLAIN CLAUDE KUNJIAN  
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: [gfdire@optonline.net](mailto:gfdire@optonline.net)  
[www.greenportfd.org](http://www.greenportfd.org)

## Meeting of the Board of Wardens

WEDNESDAY May 17, 2023

### OPENING

Chief Wayde Manwaring opened the meeting at 7:10pm with The Pledge of Allegiance to the Flag and a moment of silence for the departed members.

### ATTENDANCE

Chief Wayde Manwaring

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

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

Wardens Bernard Purcell and Joe Walters of Eagle Hose Co. #1

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

Warden Patrick Brennan of Star Hose Co. #3

Wardens Scott Hollid of Standard Hose Co. #4

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

Mary Bess Phillips VOG/GFD Liaison

Excused: Wayne Miller

Absent:

THOSE WISHING TO ADDRESS THE BOARD –

-Robert Corwin asking when the new ambulance specs will go out to Bid. Mary Bess Phillips states within the next week and a half as other bids will be going out with it.

-Robert Corwin also requested information on the status of parking on 4<sup>th</sup> Avenue against the fire house property. Mary Bess said it is up for code review.

READING OF THE PREVIOUS MINUTES

Motion made by P. Harris, seconded by C. Harris, to approve the minutes of the April 18<sup>th</sup>, 2023 meeting of the Board of Wardens as printed and distributed.  
Motion Carried.

FINANCE COMMITTEE

The finance committee report was read by Chief Dekerillis. Motion made by C. Harris seconded by P. Harris to accept the report. Motion Carried.

COMPANY OFFICERS' MEETING MINUTES-

No Report Available

TREASURER'S REPORT

The Treasurer's report for the period of Previous months through May 17, 2023 was read by Secretary/Treasurer Alain Dekerillis. Motion made by C. Harris seconded by Brennan to accept the treasurer's report as read. Motion carried. (report attached).

Note Warden Volinski would like to see a more in depth report of the account as to why there was only one account when it was made to believe there were multiple.

-Motion Made by T. Volinski, Second by C. Harris to bring Dept. Secretary and Former Warden Secretary/Treasurer before board to answer inquires to past activities in regards to the accounts.

-Motion Made by Hollids, second by Brennan to make a motion to draw up letter for resolution for Transfer of all signer Accounts to A. Dekerillis and C. Harris from the Former of James Kalin and direct A. Dekerillis to make the necessary changes to all accounts to bring the names current. Motion passed.

**BILLS-** Motion made by Hollids, second by Brennan to pay all bills as per finance report of any bills that are ready to be closed.

### **COMMUNICATIONS**

1. Thank you card from The Rempe Family.
2. NY Volunteers Association Raffle
3. North Sea Horseshoe Tournament 6/4
4. Central Islip Chief's Golf Outing
5. 5. Riverhead Fire Golf Outing 8/9
6. Ridge Fire Gold Outing 8/21
7. Islip FD Raffle
8. Billy Moon Fundraiser Raffle with included Donation to GFD
9. Jamesport Fire Association Raffle
10. Riverhead Fire Parade/Drill July 8<sup>th</sup> with include
11. Letter from Relief Hose to request to attend the West Glens falls Parade.
12. Village of Greenport Corpus Christie Mass-Assembly 6/10.
13. Suffolk County May 7<sup>th</sup> Firefighter Memorial
14. Letter in regards to request from the Southold Town Chiefs Council requesting number of calls made in a Calender Year from the hours of 1800 to 0600. Greenport sent in request at 238 Rescue/MVA calls. Did not include General Alarms.
15. Suffolk County 2<sup>nd</sup> Annual Fire District Vendor Expo 6/9 at Dix Hills FD
16. R. Corwin noted the Upgrade to retire from Low Band completely will happen in the Middle of June. Wanted to be made aware that IWTS charged orient FD \$900 to remote in to change the settings at Police HQ.

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

APPLICATIONS FOR MEMBERSHIP- none

REPORTS OF COMMITTEES - None

Buildings and Grounds:

-Building Bathrooms/Floors to layouts ready to go out to bid. Motion C. Harris second S. Hollids to have them go to bid to Village Board.

-Phone system to be installed starting May 31<sup>st</sup> 2 Days of work.

-T. Volinski brought a quote to replace entire bay floors of Station 1 which including Grinding Down, with Full repair on all defects. Total estimate is \$58,000.

By-laws - None

Finance - None

Fire District - None

Pre-Incident Planning- None

Service Awards- None

Recruitment- - None

Casualty Fund- None

Funeral - None

Communications – Last Stage of Switch gear upgrades to be completely finished over the next few weeks per M.B. Phillips.

Roof Bids will be awarded at Next VOG meeting. Greenport FD wishes to make the Following note for awareness:

AUGUST 19<sup>TH</sup> IS THE ANNUAL STANDARD HOSE CHICKEN BBQ AT STATION 1.

Trips & Travel- Motion Made by C.Harris/ Second by P. Harris to approve 8-3-2 to go outside of Suffolk County to the West Glenn's Falls Parade on June 17, 2023. Reimbursement for Accommodations, Food, Fuel.

### COMPANY REQUESTS

Eagle Hose Co. #1- Budget items request for Meeting Room for a May 20<sup>th</sup> Dinner for Dart league. Motion made C. Harris second by P. Harris Motion Passed

Relief Hose Co. #2- Budget Items. Request for 8-3-2 to convert from 30 minute bottles to 45 minute bottles with quote attached. Request executive Session.

Star Hose Co. #3- Budget items

Standard Hose Co. #4- Budget items, Helmet shields, Accountability Tags. Request us of Station 1 grounds for Aug. 19<sup>th</sup> Chicken BBQ. – Req Executive Session-

Phenix Hook & Ladder Co. #1- SCOTT Face Mask size medium. Budget items

Rescue Squad- Pediatric Pads, Budget items. – Executive Session-

Fire Police- Traffic Signs see attached list.

Water Rescue- Budget items

UNFINISHED BUSINESS – none

REPORTS OF DELEGATES- - None

NEW BUSINESS- - None

## GOOD OF THE DEPARTMENT –

- Pete Harris has not received his normal annual increase + retro for Jan-April in his service award May payment. It usually comes in May and did not. Mary Bess Phillips will check if it has gone through or not but said it should have and may be delayed one month.
- Star Hose Carnival upcoming and is requesting to do additional recruitment with 8-3-3 to be placed at the Carnival. Chief Manwaring said it would be fine. Be sure equipment and radios are secured.
- Patrick Brennan wanted to know the ages of Junior Members which is 12-17 and if there were any. Currently 2 are active with more interested but haven't met the age requirements.
- Patrick Brennan requested to know if there was a citizenship status on all applications. There is a check box on Department Applications.
- Annual Classes have been scheduled infrequently and wish that more classes. Online training platform to be available. Training officer to reach out to John Bancroft for these. Two additional Classes Scheduled. June 7<sup>th</sup> (Orient) and June 25<sup>th</sup> (Station 1).
- May 23<sup>rd</sup> EMS Luncheon at ELIH Grounds with a giveaway. Wear Department Shirt.
- N. Corwin requested status on Fit Testing. Chief Manwaring Said waiting on June budget.
- Bailout Ropes forms discussed. Request to 1 form broken into 2 forms for clarity.
- Duties discussion for New Houseman position job description (Provisional) with quarterly reviews. Adjustments made and to go to Village Administration and Labor council. Work Schedule to be determined.
- June 11<sup>th</sup> Department Memorial 11AM
- Tips Cert reimbursement request from Colleen Hughes for Washington Birthday.
- 6/1/23 Pump Flow Test for all Trucks
- May Mile Check is \$23,573 plus two additional checks that were made afterward. Motion Made by P. Harris and Second by Volinski to use the May Mile funds from all three checks to Establish a new May Mile Separate account and have A. Dekerillis and C. Harris to be account signers.
- Request from Village Administrator Paul Pallas to request use of meeting room the last Monday of Every month for Village administration.



Motion Made by C. Harris and Second by P. Harris to enter into executive session. At 2048

Motion Made P. Harris and second by T. Volinski to Return to regular meeting at 2145

Motion Made by Volinski and Second by C. Harris to Approve Standard Hose request for the Chicken BBQ. Motion Carried

Motion made by P. Harris and Second by C. Harris to attend the Suffolk Parade. Motion Carried

#### READING OF THE MINUTES

Motion by C. Harris, seconded by Corwin, to dispense with the reading of the minutes of tonight's meeting. Motion carried.

#### ADJOURNMENT

Motion by N. Corwin, seconded by J. Walters, to adjourn. Motion carried. The meeting was adjourned at 2159 Hours

Submitted by,

Craig M. Johnson

2<sup>nd</sup> Assistant Chief

# GREENPORT FD JUNE 2023

DUTY COMPANIES 8-3-2 & 8-3-3 • FIRST DUE ON SIGNAL 24s = 8-3-3

OFFICE 631.477.1943 gfdfire@optonline.net

FAX 631.477.4012 gfdsec@optonline.net

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Chief Wayne Manwaring 631.644.5430 1st. Ass't. Chief Alain DeKerillis 631.208.7506 2nd. Ass't. Chief Craig Johnson 631.466.5294				1 Pump Testing 10am Fundraiser Envelope Stuffing 6pm Sta #1	2	3
4	5 RELIEF HOSE mtg STANDARD HOSE mtg	6 EAGLE HOSE mtg	7 Marine Fire/Rescue 7pm Mandatory Training Classes (make up) @ Orient FD 6:30pm Legislative Dinner Sta. #2 6pm	8 Dept Training Relay Pumping Tanker Ops. Sta #1 7pm	9	10
11 Dept. Memorial Service 11am Sta. #1	12 STAR HOSE mtg	13 RESCUE SQUAD mtg 7PM FINANCE COMM. mtg 7:30PM	14 PHENIX H&L mtg	15 Fire School -Yaphank Taxpayer Iv. 6:15pm 8-3-1, 8-3-2, 8-3-17	16	17 West Glens Falls FD parade
18	19 Southold Town Chiefs @ East Marion	20 Fire Police mtg. Sta. #1 7pm	21 WARDENS mtg 7pm Dept. Physicals	22 CME class (core) @ Peconic Landing	23	24
25 Mandatory Training Classes (make up) Sta #1 9am	26	27	28 -	29	30	

Important Future Events on Reverse Side !

Tuesday, July 4 thru Saturday, July 8  
Phenix H & L and Relief Hose Carnival

Wednesday, July 5  
Carnival Fireworks 10pm  
(rain date Saturday, July 8)

Thursday, July 13  
Department training – Water Rescue Sta #1 7pm

Wednesday, July 19  
Wardens Meeting, Sta #1 7pm

Physicals – Monday, July 24 and Wednesday, July 26  
sign in sheet posted at Sta #1

Wednesday, July 26  
North Fork Vol. FF Ass'n dinner & meeting – Jamesport FD

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1<sup>ST</sup> ASST. CHIEF ALAIN DEKERILLIS  
2<sup>ND</sup> ASST. CHIEF CRAIG JOHNSON  
CHAPLAIN FRANK MUSTO  
ASST. CHAPLAIN CLAUDE KUMJIAN  
SECRETARY/TREASURER ALAIN DEKERILLIS  
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## Greenport Fire Department Monthly Report May 2023

Number of calls this month: 75

Number of calls to date: 345

Breakdown of calls by signal numbers:

9 (stand/by) 2  
12 (brush fire) 0  
13 (automatic alarm, smoke, etc.) 14  
13-35 (working structure fire) 0  
14 (vehicle fire) 0  
16 (ambulance/rescue) 57  
16-23 (MVA, water rescue, misc.) 1  
16-59 (routine transport) 0  
23 (CO alarm, medi-vac) 1  
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 31  
Within the East/West Fire Protection District 43  
Other (mutual aid) 1

(3 calls behind last year)

Prepared by: James Kalin, Secretary 06/01/2023

	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 May 31, 2023																									
3																										
4																										
5	Arnold, Jordan		31	36	%	25	31	12	%	25		0	8	6	13	0	0	77								
6	Barron, Megan		51	60	%	25	61	24	%	25		1	6	12	21	1	0	91								
7	Barszczewski, Joseph		0	0	%	0	0	0	%	0		0	1	0	0	0	0	1								
8	Barszczewski, Joseph III	L	13	15	%	25	1	0.4	%	0		0	7	4	4	1	3.75	44.75								
9	Betz, James		4	4.7	%	0	60	23	%	25		0	6	2	6	0	0	39								
10	Birmingham, Kenneth		1	1.2	%	0	1	0.4	%	0		0	5	9	4	0	0	18								
11	Breese, Harry	D	24	28	%	25	4	1.6	%	0		0	2	8	0	0	0.75	35.75								
12	Brennan, Patrick	W	10	12	%	25	1	0.4	%	0		0	11	4	21	0	8	69								
13	Britt, Harley		0	0	%	0	0	0	%	0		0	0	0	0	0	0	0								
14	Buchanan, Shawn		26	31	%	25	3	1.2	%	0		0	3	6	4	1	0	39								
15	Bumble III, Charles	T	0	0	%	0	0	0	%	0		0	5	3	0	0	5	13								
16	Bumble, Samantha		0	0	%	0	0	0	%	0		0	2	0	4	0	0	6								
17	Butler, Michael		22	26	%	25	1	0.4	%	0		0	3	0	4	0	0	32								
18	Capon, George		21	25	%	25	39	15	%	25		0	7	12	5	0	0	74								
19	Carey, Patrick		7	8.2	%	0	5	1.9	%	0		0	5	3	4	0	0	12								
20	Charters, Gary		1	1.2	%	0	0	0	%	0		0	1	1	3	0	0	5								
21	Clark III, Henry		0	0	%	0	0	0	%	0		0	0	0	0	0	0	0								
22	Clark, James	S	17	20	%	25	3	1.2	%	0		0	6	8	4	0	5	48								
23	Clark, Jeffrey		39	46	%	25	2	0.8	%	0		0	4	10	12	0	0	51								

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																								
24	Corazzini, Jeffrey	12	14 %	25	26	10 %	25	0	3	1	10	0	0	64										
25	Corazzini, Warren	15	18 %	25	1	0.4 %	0	0	2	0	0	0	0	27										
26	Corwin, Everett	9	11 %	25	41	16 %	25	0	8	9	5	0	0	72	X	X	X	X						
27	Corwin, Norma	23	27 %	25	76	29 %	25	1	11	11	10	1	12	96	X	X	X	X						
28	Corwin, Robert E.	46	54 %	25	127	49 %	25	1	12	15	13	5	10	106	X	X	X	X						
29	Corwin, Robert J.	14	16 %	25	35	14 %	25	2	8	7	5	1	3.75	76.75	X	X	X	X						
30	Corwin, Scott	14	16 %	25	1	0.4 %	0	0	15	7	3	0	0	50	X									
31	Costas, Tom	16	19 %	25	4	1.6 %	0	0	8	7	4	0	0	44		X	X	X						
32	Creedon, Daniel	51	60 %	25	154	60 %	25	0	9	5	21	0	5	90		X	X	X						
33	Creighton, Ryan	2	2.4 %	0	0	0 %	0	0	0	1	0	0	0	1										
34	De Kerillis, Alain	45	53 %	25	117	45 %	25	1	17	15	24	5	25	137										X
35	DelGaudio, Malysa	11	13 %	25	54	21 %	25	1	2	6	9	0	0	68		X	X	X						
36	Detriok, Gary	0	0 %	0	0	0 %	0	0	0	2	0	0	0	2										
37	Diaz, Juan	1	1.2 %	0	1	0.4 %	0	1	2	5	4	0	0	12		X	X	X						
38	Diaz, Nicolas	0	0 %	0	0	0 %	0	0	0	0	0	0	0	0										
39	Edwards, Alson	21	25 %	25	4	1.6 %	0	0	6	6	9	0	0	46		X	X	X						
40	Ellis, Scott	0	0 %	0	1	0.4 %	0	0	0	0	0	0	0	0										
41	Ferguson, Peter	0	0 %	0	0	0 %	0	0	4	1	4	0	0	9		X	X	X						
42	Ficurilli, Michael	25	29 %	25	1	0.4 %	0	0	6	7	0	0	0	38										
43	Flora, Michael	0	0 %	0	0	0 %	0	0	0	0	0	0	0	0										
44	Fogarty, Jonathan	12	14 %	25	2	0.8 %	0	0	4	3	4	1	5	42	X	X	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	vap					
4																								
46	Grattan, Timothy	3	3.5 %	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
47	Gray, Enya	0	0 %	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
48	Gray, Sally Anne (L)	9	11 %	25	11	4.3 %	0	1	1	0	5	0	1.25	33.25										
49	Grilli, Jennifer (L)	0	0 %	0	3	1.2 %	0	0	5	3	4	0	5	17		X	X	X						
50	Grilli, John (W)	0	0 %	0	2	0.8 %	0	0	7	3	4	0	2	16		X	X	X						
51	Hamilton Jr, Robert (D)	44	52 %	25	12	4.7 %	0	0	7	5	2	0	0.75	39.75										
52	Hanold, Christopher (C,T)	0	0 %	0	1	0.4 %	0	0	6	5	0	0	13	24										
53	Hanold, Christopher, Jr.	0	0 %	0	0	0 %	0	0	1	0	0	0	0	1										
54	Harris, Cliff (C,W)	1	1.2 %	0	0	0 %	0	0	8	6	4	0	4	22		X	X	X						
55	Harris, Peter (L,T,D,W)	33	39 %	25	6	2.3 %	0	0	7	12	5	0	19	68		X	X	X						
56	Harvey, Russell	5	5.9 %	0	2	0.8 %	0	0	3	1	5	0	0	9		X	X	X						
57	Hollid, Scott (W)	15	18 %	25	0	0 %	0	0	6	5	0	0	8	44										
58	Holmes, Joseph (L)	13	15 %	25	3	1.2 %	0	0	4	7	10	0	3.75	49.75		X	X	X						
59	Hubbard Jr, George	7	8.2 %	0	2	0.8 %	0	0	5	5	4	0	0	14		X	X	X						
60	Hughes, Colleen (S)	15	18 %	25	27	10 %	25	0	7	12	7	0	5	81						X				
61	Huzsek, Andrew H	41	48 %	25	3	1.2 %	0	0	7	7	7	0	0	46		X	X	X						
62	Hydell, Carol (C,S)	3	3.5 %	0	1	0.4 %	0	1	9	6	2	0	9.25	27.25		X								
63	Hydell, Charles	0	0 %	0	0	0 %	0	0	1	0	0	0	0	1										
64	Hydell, Charles, Jr.	0	0 %	0	0	0 %	0	0	1	0	0	0	0	1										
65	Jensen, Warren	27	32 %	25	3	1.2 %	0	0	9	1	15	0	0	50		X	X	X						
66	Jester, Robert (W)	3	3.5 %	0	2	0.8 %	0	0	14	5	18	0	2	39		X	X	X						
67	Jimenez, Susano	1	1.2 %	0	0	0 %	0	0	4	5	5	0	0	14		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	44	52%	25	96	37%	25	37%	25	0	9	13	11	1	7	91		X	X	X				
69	Johnson, Craig	40	47%	25	85	33%	25	33%	25	0	11	8	3	0	25	97								
70	Kalin, James	63	74%	25	183	71%	25	71%	25	1	5	7	5	0	0	68	X	X	X					
71	King, Kendra	0	0%	0	0	0%	0	0%	0	0	0	0	0	0	0	0								
72	Luke, Alexander	41	48%	25	14	5.4%	0	5.4%	0	0	5	5	7	0	0	42								
73	Mantzopoulos, John	5	5.9%	0	1	0.4%	0	0.4%	0	0	1	0	0	0	0	1								
74	Manwaring, Julia	30	35%	25	37	14%	25	14%	25	1	12	6	15	0	0	84		X	X	X				
75	Manwaring, Wayde	67	79%	25	87	34%	25	34%	25	1	20	9	25	0	25	130		X	X	X				
76	Marczewski, Macy	5	5.9%	0	1	0.4%	0	0.4%	0	1	6	11	2	0	0	20								
77	Martocchia, Jerome	16	19%	25	6	2.3%	0	2.3%	0	0	9	4	9	0	0	47	X	X	X					
78	Miller, Wayne	13	15%	25	0	0%	0	0%	0	0	9	9	12	0	8	63		X	X	X				
79	Milovich Jr., Joseph	44	52%	25	9	3.5%	0	3.5%	0	1	6	4	4	0	0	40		X	X	X				
80	Musto, Francis	30	35%	25	55	21%	25	21%	25	0	14	15	24	4	10	117		X	X	X				
81	Mysliborski, Linda	0	0%	0	0	0%	0	0%	0	0	2	2	0	0	0	4								
82	Narkewicz, Piotr	21	25%	25	82	32%	25	32%	25	0	6	2	0	0	0	58	X							
83	Nedoszytko, William	0	0%	0	0	0%	0	0%	0	0	5	0	4	0	5	14		X	X	X				
84	Nyce, David	49	58%	25	25	9.7%	0	9.7%	0	1	10	11	22	0	2	71								
85	O'Brien, Michael	15	18%	25	1	0.4%	0	0.4%	0	0	5	3	0	0	0	33								
86	Pal-Singh, Vijay	0	0%	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	0	0								
88	Piel, Jeffrey	0	0%	0	0	0%	0	0%	0	0	2	2	2	0	0	6								
89	Pirillo, James A.	37	44%	25	3	1.2%	0	1.2%	0	1	8	7	10	1	0	52		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/bv	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap					
90	Pope, George	20	24 %	25	50	19 %	25	2	14	9	16	5	0	96		X	X	X	X					
91	Purcell, Bernard	82	96 %	25	217	84 %	25	1	20	15	19	4	8	117		X	X	X						
92	Quillin, Michael	13	15 %	25	1	0.4 %	0	1	5	9	2	1	0.75	43.75										X
93	Raynor, Dale	23	27 %	25	23	8.9 %	0	1	6	9	3	1	5	50										X
94	Reed, Michael	3	3.5 %	0	9	3.5 %	0	0	1	1	4	0	0	6		X	X	X						
95	Reed, Taylor	29	34 %	25	87	34 %	25	2	6	7	6	0	5	76		X	X	X						
96	Reiss, Helen	0	0 %	0	6	2.3 %	0	0	1	2	4	0	0	7		X	X	X						
97	Richter, Michael	6	7.1 %	0	14	5.4 %	0	0	5	3	2	0	10	20		X	X	X						
98	Robins, William	14	16 %	25	4	1.6 %	0	1	6	6	4	1	3.75	46.75		X	X	X						X
99	Rosa, Lisa	9	11 %	25	0	0 %	0	0	7	8	9	0	0	49		X	X	X						
100	Ruffner, William	0	0 %	0	0	0 %	0	0	0	0	0	0	0	0										
101	Rung, Rosalie	5	5.9 %	0	52	20 %	25	0	2	2	0	0	0	29										
102	Rutkowski, Stephen	44	52 %	25	118	46 %	25	0	12	11	12	0	4.25	89.25		X	X	X						
103	Skrezec, John	0	0 %	0	0	0 %	0	0	0	0	0	0	0	0										
104	Spanos, James	1	1.2 %	0	0	0 %	0	0	2	1	0	0	0	3										
105	Staples, Halsey	27	32 %	25	61	24 %	25	0	6	1	4	0	0	61		X	X	X						
106	Stoner, Gary	0	0 %	0	0	0 %	-0	0	0	0	0	0	0	0										
107	Strickland, Samuel	37	44 %	25	96	37 %	25	0	16	14	22	4	8	114		X	X	X						
108	Swetland, Jessica	9	11 %	25	26	10 %	25	2	9	7	25	4	0	97										
109	Tamin, John	21	25 %	25	37	14 %	25	0	5	7	5	0	0	67		X	X	X						
110	Tejada, Yira	2	2.4 %	0	4	1.6 %	0	0	3	2	4	0	0	9		X	X	X						
111	Thorp, Thomas	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	pts	pts	st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap			
4																								
112	Vandenburgh, Richard	1	1.2	0	0	0	0	0	0	0	3	4	4	0	0	11		X	X	X				
113	VanEtten, George	22	26	25	4	1.6	0	0	0	0	8	6	12	0	3	54		X	X	X				
114	Verity, Michael	1	1.2	0	0	0	0	0	0	0	1	1	0	0	0	2	X							
115	Verley, Joseph, Jr.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0								
116	Volinski, Antone, III	22	26	25	81	31	25	25	25	1	12	8	8	0	11.75	90.75	X	X	X	X				
117	Volinski, Darryl	3	3.5	0	14	5.4	0	0	0	0	2	1	4	0	0	7		X	X	X				
118	Walters, Joseph	0	0	0	0	0	0	0	0	0	5	1	4	0	6	16		X	X	X				
119	Zaymayar, Elias	32	38	25	13	5	0	0	0	2	8	10	13	5	7.25	70.25	X	X	X	X				X
120	Zurek, Gregory	16	19	25	0	0	0	0	0	0	6	6	2	0	0	39								
121	Zurek Jr, Stanley	12	14	25	0	0	0	0	0	0	13	3	5	0	0	46	X							
122																								



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Submitted: June 8, 2023  
Meeting: June 15, 2023 6:00 PM  
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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

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## Work Session

# Work Session Report for Road and Utilities

June 15, 2023

## Administrator's Office

### Statistics

#### Work Orders:

Electric = 52 Written, 52 Completed

Water = 05 Written, 05 Completed

Sewer = 45 Written, 45 Completed

Road = 42 Written, 42 Completed

### Reports

- ❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 5-08-2023. 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 5-08-2023.

### Discussion

- Microgrid Project Status
- Ferry Queue Project Status
- Net Metering Tariff Status
- NYSERDA Grants

### Resolutions

- Pad Mounted Switch Purchase

## Road/Water Department

### Statistics

Water Distribution:

5,747,000 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 = 0.62 mg/L

Third Street Firehouse - Kitchen Sink

Total Coliform = Absent

E Coli = Absent

Residual Chlorine = 0.52 mg/L

The form, DOH-360, was filed with the DOH on May 8, 2023, with the above results.

**Report**

Tasks Accomplished:

- ❖ Did all normal highway tasks.
- ❖ Performed water machine maintenance.
- ❖ Assisted with water machines funds collection.
- ❖ Ongoing mowing of Village property.
- ❖ Mulched and planted flowers around the Village.
- ❖ Ongoing street sweeping in the morning.
- ❖ Patched throughout the Village.
- ❖ Cleaned and removed debris in parking lots.
- ❖ Ongoing watering of plants throughout the Village.
- ❖ Ran irrigation at Steamboat corner for flowers.
- ❖ Prepared baseball and softball field ready for use.
- ❖ Performed maintenance on salters.
- ❖ Repaired and replaced various street signs around the Village.

❖ Continued to work on tree list.



## Sewer Department

### Flow and Sampling:

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

Total plant flow for the month of May = 9,853,000 Gallons

Average Daily Flow = .318 (MGD) Permit Limit = .650 MGD

Total Suspended Solids percent removal (TSS) = 96% Permit Limit = 75%

CBOD percent removal = 98% Permit Limit = 75%

Coliform Fecal General = <1.8 MPN. Permit limit 200 MPN/100

Coliform Total General = 2.0 MPN. Permit limit 700 MPN/100

Total Nitrogen = 6.7 LBS/day

Mercury = 1.22 ng/L

### Sludge Removal:

45,000 Gallons of sludge hauled in May

## Report

### ❖ Treatment Plant:

Cleaned and re calibrated Effluent level transducer at Treatment Plant

Fire extinguisher inspection

Preventative maintenance performed on UV disinfection system

Placed BNR Basin #2 in service

### ❖ Collection System:

Cleaned all floats and probes at pump stations

Jet rodded Hospital Station collection system for preventative maintenance

Cleared blockage on Main St. in front of Lucharitos

## Electric Department

### Statistics

#### Monthly Power Usage:

Maximum usage day = May 28 @ 81.751 Mwh

Minimum usage day = May 7 @ 65.953 Mwh

Peak demand for the month = 4.176 MW May 27 5:45 pm

Monthly total usage = 2,187.640 Mwh

Service calls/call outs = 9

Street light repairs = 13

Customers shut off for nonpayment = 0

Customers turned on for payment = 0

Customers turned on for the season = 0

New Services = 1

#### Tasks Accomplished:

- ❖ At the radio tower, completed replacement of generator automatic transfer switch. This required relocating some electrical components on the H structure, relocated the electric service feed to the emergency radio building.
- ❖ Installed the class of 2023 graduation banners throughout the village.
- ❖ Serviced a electric pedestals at the marina, one was a complete replacement, and



repaired to another. Replaced outlets at the campground.

- ❖ Removed 4 trees with the Road Department and trimmed a trees per customer requests.
- ❖ Removed the generator at Mitchell Park and the inground propane tank was removed.
- ❖ Marked out the underground cables for the new fencing to be installed around the transformers at Mitchell Park.
- ❖ Repaired/replaced several streetlights throughout the village.
- ❖ Removed utility poles that were no longer needed.
- ❖ Performed electrical service upgrades at residents, requiring new meter installs, new solar system installed and changed to net metering.
- ❖ Repaired services that were damaged by weather, tree limbs falling and pulling the services of the houses.
- ❖ Annual inventory completed, also general shop and truck maintenance done.

**Attachments:**

Greenport Meter 5-2023 (PDF)

Total Usage: 2,187,640.0000 KWH  
 Peak Demand: 4,176.00 KW  
 Occured On: May 27 2023 17:45  
 Load Factor: 70.41%  
 Date Start: Monday, May 1, 2023  
 Date End: Wednesday, May 31, 2023

Period Ending	KWH
5/1/2023	67,368.00
5/2/2023	70,420.00
5/3/2023	69,453.00
5/4/2023	71,200.00
5/5/2023	70,673.00
5/6/2023	68,008.00
5/7/2023	65,953.00
5/8/2023	65,962.00
5/9/2023	65,330.00
5/10/2023	65,783.00
5/11/2023	67,593.00
5/12/2023	73,405.00
5/13/2023	74,588.00
5/14/2023	68,812.00
5/15/2023	67,016.00
5/16/2023	68,187.00
5/17/2023	67,254.00
5/18/2023	68,315.00
5/19/2023	71,040.00
5/20/2023	73,493.00
5/21/2023	70,600.00
5/22/2023	69,971.00
5/23/2023	68,194.00
5/24/2023	70,054.00
5/25/2023	71,195.00
5/26/2023	75,822.00
5/27/2023	80,726.00
5/28/2023	81,751.00
5/29/2023	76,448.00
5/30/2023	71,031.00
5/31/2023	71,995.00



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Submitted: June 8, 2023  
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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

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## Building

# Work Session Report for Building Department & Enforcement

June 15, 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 June 6, 2023
- ❖ Tree Committee June 13, 2023
- ❖ Vision for Greenport Updates & Discussion June 13, 2023
- ❖ Historic Preservation Commission June 15, 2023

- ❖ **Board of Trustees Work Session June 15, 2023**
- ❖ **Planning Board Work Session and Regular Session June 19, 2023**
- ❖ **Village Hall Closed / Juneteenth June 19, 2023**
- ❖ **Zoning Board Regular Session June 20, 2023**
- ❖ **BID Committee Zoom Meeting June 21, 2023**
- ❖ **Board of Trustees Regular Session June 22, 2023**
- ❖ **Housing Authority Meeting June 29, 2023**

**NOTES & TIPS:**

**Please ensure you pay attention to parking regulations when parking.**

**Attachments:**

- May 2023 Building Report (PDF)
- May 2023 Building CO Report (PDF)
- May 2023 CODE (PDF)



## Village of Greenport Building Department

May 1, 2023 -  
June 1, 2023

### Monthly Report REPORT COVERING 5/1/2022 through 6/1/2023

PERMIT TYPE	PERMIT NO.	PERMIT DATE	PARCEL ID	LEGAL ADDRESS	STATUS
Installation of Fence	02970	5/1/2023	1001-6.-5-4	331 Sixth Street Greenport NY 11944	Open
Installation of Fence	02971	5/1/2023	1001-4.-4-26	218 Sixth Ave Greenport NY 11944	Open
Installation of Fence	02973	5/15/2023	1001-6.-4-6	407 Wiggins Street Greenport NY 11944	Open
Installation of Fence	02974	5/15/2023	1001-3.4-33	117 Sterling Street Greenport NY 11944	Open
Repair Screened Porch	02976	5/17/2023	1001-4.-2-26	410 Second Street Greenport NY 11944	Open
Bathroom Addition	02977	5/17/2023	1001-4.-2-35.2	Second Ave Greenport NY 11944	Open
Fire Suppression	02978	5/26/2023	1001-5.-4-38.1	218 Sixth Ave Greenport NY 11944	Open



# Village of Greenport Building Department

## Monthly Report CERTIFICATE OF OCCUPANCY 5/1/2023 - 6/1/2023

WORK TYPE	PERMIT NO.	PERMIT DATE	PARCEL ID	LEGAL ADDRESS	CO ISSUED
Addition	02889	12/14/2021	1001-4.-3-32	511 Carpenter Street Greenport NY 11944	5/1/2023
Installation of Sprinkler	02895	12/31/2021	1001-4.-3-32	511 Carpenter Street Greenport NY 11944	5/1/2023
Replace Retaining Wall	02964	5/1/2023	1001-5.-1-11	168 Central Ave Greenport NY 11944	5/1/2023
Demolition	02969	5/11/23	1001-6.2-14	408 Wiggins Street Greenport NY 11944	5/11/2023



# Village of Greenport Enforcement Report

*CODE ENFORCEMENT & FIRE PREVENTION*

May 1, 2023 -  
June 1, 2023,

**Monthly Report**  
REPORT COVERING

Incorporated Village


# **RENTAL PERMIT INFORMATION**

## **INFORMATION**

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

**New Applications/Renewal Applications Received: 8**

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

**Applications Pending Inspection: 10**

**Applications Pending Re-Inspection 0**

**Completed/Permits Issued: 16**

**Applications Completed/Permits Issued: 319**

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Department: Village Administrator

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## Recreation

# Work Session Report Recreation Department

June 15, 2023

## Mitchell Park Marina/Parks

- ❖ Railroad Dock received repairs to the fendering system, additional pilings, and new reinforcements for Cleating.
- ❖ Removed boarding systems to the Peconic Star's Charter boats so the vessels can relocate to free up additional space for other commercial vessels.
- ❖ Fifth Street plumbing repairs completed.
- ❖ Mitchell Park Marina concrete floater on A dock received substantial repairs to the larger finger with reinforced A frame bracing to mitigate damage due to increased wave action.
- ❖ Concrete floaters received plumbing repairs to main manifold and multiple pedestals.
- ❖ East pier received plumbing repairs to main manifold for pedestal potable water.
- ❖ Additional rubber fendering added to pilings along Mitchell Park bulkhead.
- ❖ New cleating and piling chains added to visitors floating dock.
- ❖ Lost Sterling Harbor #1 mooring anchor and chain located by diver after pendent hardware failure.

- ❖ Carousel power back up generator's buried propane tank was successfully removed from site in preparation for the future transformer fencing. The carousel generator was also removed with cooperation from the village power department.
- ❖ Carousel's lead abatement completed by an encapsulation process, which resulted in negative test results for lead exposure which now allows for the safe operation of the Carousel.
- ❖ The Carousel reopened on Memorial Day Weekend.
- ❖ Pumpout vessel program begins Memorial Day weekend, with the commencement of the weekly schedule until the end of September.
- ❖ Weekly grass trimming and mowing of Mitchell Park perimeter regions performed.
- ❖ Mitchell Park Marina concrete floaters weeded weekly, and power washed.
- ❖ Litter debris pickup and safety patrols performed twice daily at Mitchell Park and all recreation department sites.
- ❖ Hourly restroom cleaning performed to ensure a safe and healthy environment for the public.
- ❖ Park garbage cans maintained on a daily basis as public activity increases for the season.
- ❖ Flowers and mulching performed in Mitchell Park and the Little Red School House gardens.
- ❖ No wake buoys received solar LED lighting to increase nighttime visibility.
- ❖ Mitchell Park Public restrooms received new paint jobs and additional baby changing stations.
- ❖ Installation of volleyball net and court preparation completed at Fifth Street Beach.
- ❖ Part-time seasonal employees are currently being hired for the Summer Day Camp, Fifth Street Beach, Carousel and Mini Railroad.

Monthly Revenue Reports are attached

## Recreation Center

### Statistics

Attendance:

After School Program=13 Children Enrolled

### Reports

- ❖ The After-Care Program continues going very well.
- ❖ The last day of After School Program is scheduled for June 16<sup>th</sup>.
- ❖ 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.
- ❖ The Recreation Calendar for all three groups is currently being developed.
- ❖ Programs and special events are also being developed with The Paul Drum Program at First Street Station and East End Seaport Museum.
- ❖ Deposits and enrollments continue for Summer Day Camp.
- ❖ The Summer Day Camp Safety Plan was updated and will be reviewed during the post-operational inspection.
- ❖ The Fire Extinguishers were inspected and updated on May 25<sup>th</sup>.

## Campground

### Tasks Accomplished

- ❖ McCann's Campground opening Day was May 1<sup>st</sup>. The opening was seamless and went well. Seasonal RV's, trailers and tents checked in on opening day.
- ❖ All necessary supplies were ordered.
- ❖ General grounds and maintenance continue daily.
- ❖ Deposits and reservations continue to be taken through May.
- ❖ Bathrooms cleaned daily.
- ❖ Site map updated.

### **Attachments:**

RECREATION MONTHLY REVENUE REPORT MAY 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	1,200.00	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	1,311.50	-	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	2,640.00	2,600.00	1,300.00	500.00	-
APRIL	-	(2,306.36)	580.01	-	-	1,135.00	6,200.00	2,045.00	500.00	-	900.00	-
MAY	1,818.05	10,479.55	27,622.20	40,407.84	3,645.00	7,075.00	3,647.96	3,370.50	1,300.00	-	400.00	1,200.00
YEAR TO DATE	\$ 565,899.99	\$ 590,358.02	\$ 760,724.38	\$ 1,029,615.89	\$ 161,279.00	\$ 160,432.51	\$ 189,439.99	\$ 227,790.75	\$ 52,200.00	\$ 48,900.00	\$ 46,900.00	\$ 44,700.00
	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	8,785.00	-	-	-	-
	\$ 295.00	\$ 28.00	\$ 114.00	\$ 72.00	\$ 185,527.95	\$ 15,799.05	\$ 183,134.46	\$ 188,991.18	\$ 54,559.02	\$ -	\$ 23,252.28	\$ 2,797.00



236 THIRD STREET  
GREENPORT, NY 11944

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[villageofgreenport.org](http://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: June 8, 2023  
Meeting: June 15, 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

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### **TREASURER REPORT JUNE 2023**

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

RESOLUTION authorizing Mayor Stuessi to sign the attached Engagement Letter between the Village of Greenport and the Village of Greenport audit firm of Cullen & Danowski, per Resolution # 12-2020-8.

RESOLUTION authorizing the continued participation by the Village of Greenport with the Suffolk County Consortium and approving the Second Amendment of Agreement for another three-year term and authorizing Mayor Stuessi to sign the attached agreement and all related paperwork for the three-year period relating to HUD CDBG projects.

RESOLUTION authorizing Treasurer Gaffga to perform attached Budget Amendment #5200 appropriating General Fund Reserves for the purchase of a new Walker ride-on lawnmower for Road Department, and requesting that Budget Amendment #5200 be included as part of the formal meeting minutes of the June 22, 2023 Regular Meeting of the Board of Trustees.

## **UTILITY BILLING**

May Billing Completed

Sector 1 Billing calculated and mailed out. Sector 2 currently being read.

Village Attorney is currently working with Software Company on an Agreement.

## **RATE STUDY**

The Village has provided around 80% of the requested material including the majority of customer usage data. The remaining data points relate to capital expenditures and future planning. I would expect this data to be provided within next 2 weeks.

NexGen appears to be about 25% through their proposal based on their billing invoices. We anticipate setting up a conference call with Administrator, NexGen, and myself to go over remaining requested data and to clarify anything already provided.

## **COMMUNITY HOUSING ADVISORY BOARD**

We are in the process of holding community informational meetings. There will be an informational meeting held at Floyd Memorial Library from 6:00- 7:30pm. Members of the Community Housing Advisory Board will be in attendance.

## **COMMUNITY DEVELOPMENT/ HOUSING AUTHORITY**

5 Interims and 5 recertifications were issued in May 2023

1 family gave up their voucher 05/01/2023.

1 voucher was issued 05/24/2023.

## **FIRE DEPARTMENT LADDER TRUCK BONDING**

The Village of Greenport had our formal discussion with Moody's regarding our Bond Sale held 06/05/2023.

The Village of Greenport had their Bond Rating upgraded from Aa3 to Aa2 due to strong fiscal management and oversight as well as a strengthening of the fiscal environment around the Village. This is a strong benefit to remain competitive with interest rates.

We have received the Bond Funds plus a significant premium that can potentially be used to pay down the Bond debt.

## **SHORT TERM RENTAL SOFTWARE**

We have received three proposals for a potential STR software monitoring program which has been forwarded to the Board.



**SIGNIFICANT COLLECTIONS**

Rents received for April 2023: \$80,001.69

2023 Property Tax Collected through May 2023: \$580,524.35

Bond for Fire Dept Ladder Truck: \$1,350,000.00

**SIGNIFICANT PAYMENTS**

Historic Transmission Congestion Contract (Last Year of TCC)-  
\$172,518.08

**INFORMATIONAL:**

Cash Holdings Report - See attached

Utility Billing Statistics Report - See attached

**Attachments:**

BANK BALANCE SHEET MAY 2023 (PDF)

BILLING STATISTICS FOR MAY 2023 (PDF)

2023 PROPERTY TAX COLLECTED THROUGH MAY 31 2023 (PDF)

HA FINANCIALS MAY 2023 (PDF)

CD FINANCIALS MAY 2023 (PDF)

EngLtr 2023 CULLEN DANOWSKI (PDF)

V of Greenport Consortia Renewal Agreement 2023 Amendment (PDF)

BUDGET AMENDMENT 5200 (PDF)

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

<b>FUND</b>	<b>BANK ACCOUNT NAME</b>	<b>G/L ACCT#</b>	<b>TYPE</b>	<b>BALANCE</b>	
A	General	A.0200.000	Checking	127,419.66	
A	Repair & Maintenance	A.0200.400	Checking	110,437.02	
A	Greenhill Cemetery	A.0201.100	Savings	33,669.73	
A	Money Market	A.0201.130	Money Market	1,494,906.31	
A	Fire Apparatus	A.0221.110	Savings	830,697.02	
A	Bulding Department Escrow	A.0235.101	Checking	57,047.59	
A	Parks and Recreation	A.0200.200	Checking	26,765.98	
A	General Investment Savings	A.0201.110	Muni Investment Pool	1,116,505.43	
A	American Recovery Plan	A.0200.415	Checking	-	
					<b>TOTAL GENERAL FUND \$ 3,797,448.74</b>
CD	Small Cities Rehab.	CD.0200.000	Savings	15,557.36	
CD	NYS CDBG Funds	CD.0200.400	Public Funds Acct	226.21	
					<b>TOTAL COMMUNITY DEVELOPMENT \$ 15,783.57</b>
E	Light Fund	E.0121.100	Checking	47,950.89	
E	Light Depreciation Savings	E.0116.100	Savings	2,132,200.13	
E	Light Investment Savings	E.0201.110	Muni Investment Pool	965,643.30	
E	TTC Collections	E.0121.120	Savings	403,970.29	
E	Renewable Energy Savings	E.0121.130	Savings	167,992.07	
E	Consumer Deposit Savings	E.0191.100	Savings	127,616.98	
E	Consumer Deposit Checking	E.0244.200	Checking	6,305.11	
					<b>TOTAL LIGHT FUND \$ 3,851,678.77</b>
F	Water	F.0200.000	Checking	33,186.76	
F	Water Fund Capital	F.0200.400	Savings	8,397.56	
F	Water Investment Savings	F.0201.120	Muni Investment Pool	457,718.82	
F	Water Fund CD (MM)	F.0201.000	Money Market	203,613.08	
F	Water Fund Money Market	F.0201.130	Money Market	488,549.66	
					<b>\$ 1,191,465.88</b>
G	Sewer	G.0200.000	Checking	97,969.78	
G	NYS DEC Consent	G.0201.000	Savings	31,559.90	

G	Sewer Fund I	G.0201.100	Money Market	296,983.05	
G	Sewer Investment Savings	G.0201.110	Muni Investment Pool	732,515.18	
G	NYSEFC	G.0205.000	Checking	185,851.61	
G	Sewer Wastewater	G.0220.110	Savings	12,181.23	
G	NYSERDA	G.0525.000	Checking	111.01	
					<b>TOTAL SEWER FUND \$ 1,357,171.76</b>
H	Capital	H.0200.000	Checking	396,028.90	
H	Capital Reserve	H.0200.400	Savings	49,994.25	
					<b>TOTAL CAPITAL FUND \$ 446,023.15</b>
TA	Trust & Agency	TA.0200.000	Checking	65,108.56	
TA	Retirement Savings	TA.0201.000	Savings	49,342.43	
TA	WWI Memorial Trust	TA.0201.001	Savings	731.96	
TA	T & A Special Escrow	TA.0201.002	Savings	6,612.17	
TA	Justice Court	TA.0201.004	Savings	4,799.51	
TA	Global Common	TA.0201.009	Savings	271,892.73	
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	471,077.77	
					<b>TOTAL TRUST &amp; AGENCY FUND \$ 958,671.75</b>
	Wire Account			564.89	
	Utility Clearing			119,961.96	
					<b>\$ 120,526.85</b>
					<b>TOTAL VILLAGE WIDE \$ 11,738,770.47</b>

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		491.04				7.99
	9 - Residential (1, 1)	1379	0	590445	70,811.59	0			-4,050.80	2,787.87		1,669.17
	10 - Water Heating (2, 2)	11	0	1209	102.01	0			-8.17	5.69		2.49
	11 - All Electric (3, 3)	352	0	150464	18,057.45	0			-1,019.12	708.86		440.56
	13 - Demand - Class 3 (5, 5)	5	0	317200	17,731.48	799	9,512.38		-2,142.05	1,494.32	623.77	
	14 - Village St. Lighting (6, 6)	5	0	18152.05	2,089.30	0			-122.59	85.52		
	15 - Town St Lighting (7, 7)	1	0	699.23	80.48	0			-4.72	3.29		
	19 - Traffic Lights (11, 11)	1	0	1019	108.18	0			-6.88	4.80		
	20 - Contract St Lighting (12, 12)	3	0	367.5	0.00	0						
	21 - Sterling Harbor (13, 13)	2	0	869.75	100.11	0			-5.87	4.09	8.48	
	67 - NSF Fee	1	0	0		0		35.00				
Electric Total		1770	0	1080425.53	109,080.60	799	9,512.38	526.04	-7,360.20	5,094.44	632.25	2,120.21
Sewer	3 - Sewer -INSIDE Flat Charge	31	0	0	1,633.70	0						
	23 - Sewer - IN VILL 3/4" W/SEWER (14, 14)	897	592	3043.1	49,680.40	0						
	25 - Sewer - IN VILL 1" W/SEWER (15, 15)	30	11	157.3	2,623.94	0						
	27 - Sewer - IN VILL 1 1/2" W/SEWER (16, 16)	12	3	158.4	2,257.20	0						
	29 - Sewer - IN VILL 2" W/SEWER (17, 17)	28	11	313.6	4,556.20	0						
	31 - Sewer - IN VILL 3" W/SEWER (18, 18)	1	1	2.7	42.00	0						
	33 - Sewer - IN VILL 4" W/SEWER (19, 19)	3	1	433.8	6,684.30	0						
	54 - Sewer - OUTSIDE RES SEWER (50, 50)	81	53	998.5376	21,360.63	0						
	57 - SPLIT SEWER BILLING (52, 52)	1	0	70	0.00	0						
	62 - O/S DRIFTWOOD COVE 52	1	1	79.4376	3,276.00	0						
	63 - O/S DRIFTWOOD COVE 49	1	1	67.9932	3,087.00	0						
	64 - O/S PECONIC LANDING 301	1	1	1029	18,963.00	0						
	65 - O/S CLIFFSIDE CONDOS-SEWER	1	1	149	4,410.00	0						
Sewer Total		1088	676	6502.8684	118,574.37	0						
Water	5 - Water - Flat Charge	32	0	0	901.50	0						
	22 - RES VILL 3/4" W/SEWER (14, 14)	923	380	3478	24,895.56	0						
	24 - RES VILL 1" W/SEWER (15, 15)	31	3	247	1,219.79	0						
	26 - COMM VILL 1 1/2" W/SEWER (16, 16)	13	6	197	1,010.14	0						
	28 - COMM VILL 2" W/SEWER (17, 17)	30	18	348	2,091.33	0						
	30 - COMM VILL 3" W/SEWER (18, 18)	1	1	3	44.46	0						
	32 - COMM VILL 4" W/SEWER (19, 19)	3	2	483	2,311.81	0						
	46 - COMM VILLAGE 1 1/2" (42, 42)	1	1	0	44.46	0						
	47 - COMM VILLAGE 2" (43, 43)	7	2	309	1,310.21	0						
	48 - RES VILLAGE 3/4" (44, 44)	126	76	682	4,651.96	0						
	49 - RES VILLAGE SEWER ONLY (45, 45)	6	0	0	0.00	0						
	52 - FLAT-FIRE SPRINKLERS (49, 49)	32	0	0	0.00	0						
	53 - OUTSIDE RES SEWER (50, 50)	78	0	1130.976	0.00	0						
Water Total		1283	489	6877.976	38,481.22	0						
electric-small commercial	12 - Commercial (4, 4)	368	0	586890.6	67,371.74	0			-3,963.30	2,764.82	4,758.24	
	16 - Operating Municipalt (8, 8)	33	0	21554	2,716.48	0			-145.55	101.57		
	17 - Water Department (9, 9)	2	0	0	24.86	0						
	18 - Sewer Department (10, 10)	10	0	49694	5,441.57	0			-335.58	234.11		
	73 - Electric Power Plant	5	0	19391	0.00	0						
electric-small commercial Total		418	0	677529.6	75,554.65	0			-4,444.43	3,100.50	4,758.24	
Grand Total		4559	1165	1771335.9744	341,690.84	799	9,512.38	526.04	-11,804.63	8,194.94	5,390.49	2,120.21

## EOM Billing Statistics Report

## Rate Summary - All Routes

<u>Service</u>	<u>Rate# - Description</u>	<u>Total</u>
Electric	2 - Electric - Flat Charge	499.03
	9 - Residential (1,1)	71,217.83
	10 - Water Heating (2, 2)	102.02
	11 - All Electric (3, 3)	18,187.75
	13 - Demand - Class 3 (5, 5)	27,219.90
	14 - Village St. Lighting (6, 6)	2,052.23
	15 - Town St Lighting (7, 7)	79.05
	19 - Traffic Lights (11, 11)	106.10
	20 - Contract St Lighting (12, 12)	0.00
	21 - Sterling Harbor (13, 13)	106.81
	67 - NSF Fee	35.00
Electric Total		119,605.72
Sewer	3 - Sewer -INSIDE Flat Charge	1,633.70
	23 - Sewer - IN VILL 3/4" W/SEWER (14, 14)	49,680.40
	25 - Sewer - IN VILL 1" W/SEWER (15, 15)	2,623.94
	27 - Sewer - IN VILL 1 1/2" W/SEWER (16, 16)	2,257.20
	29 - Sewer - IN VILL 2" W/SEWER (17, 17)	4,556.20
	31 - Sewer - IN VILL 3" W/SEWER (18, 18)	42.00
	33 - Sewer - IN VILL 4" W/SEWER (19, 19)	6,684.30
	54 - Sewer - OUTSIDE RES SEWER (50, 50)	21,360.63
	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	18,963.00
	65 - O/S CLIFFSIDE CONDOS-SEWER	4,410.00
Sewer Total		118,574.37
Water	5 - Water - Flat Charge	901.50
	22 - RES VILL 3/4" W/SEWER (14, 14)	24,895.56
	24 - RES VILL 1" W/SEWER (15, 15)	1,219.79
	26 - COMM VILL 1 1/2" W/SEWER (16, 16)	1,010.14
	28 - COMM VILL 2" W/SEWER (17, 17)	2,091.33
	30 - COMM VILL 3" W/SEWER (18, 18)	44.46
	32 - COMM VILL 4" W/SEWER (19, 19)	2,311.81
	46 - COMM VILLAGE 1 1/2" (42, 42)	44.46
	47 - COMM VILLAGE 2" (43, 43)	1,310.21
	48 - RES VILLAGE 3/4" (44, 44)	4,651.96
	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
Water Total		38,481.22
electric-small commercial	12 - Commercial (4, 4)	70,931.50
	16 - Operating Municipalt (8, 8)	2,672.50
	17 - Water Department (9, 9)	24.86
	18 - Sewer Department (10, 10)	5,340.10
	73 - Electric Power Plant	0.00
electric-small commercial Total		78,968.96
Grand Total		355,630.27

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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	4/8/2023	5/5/2023
57	63	4/15/2023	5/12/2023
64	72	4/25/2023	5/22/2023
73	79	5/2/2023	5/30/2023
82	82	5/2/2023	5/30/2023
80	80	5/2/2023	5/30/2023
81	81	5/2/2023	5/30/2023

# VILLAGE OF GREENPORT

## Payment 05/10/2023 To 05/31/2023 Report

<b>Grand Totals</b>		Count	Payment Amt	Count	Refunds	Payment Total	Writeoff
BID	MT	41	21,682.43			21,682.43	
SEWER	MT	5	4,311.63			4,311.63	
VILLT		398	553,034.04			553,034.04	
WATER	MT	5	1,496.25			1,496.25	
<b>Total PRINCIPAL</b>			<u>580,524.35</u>			<u>580,524.35</u>	
<b>Total</b>			<u>580,524.35</u>			<u>580,524.35</u>	

Financial Data Schedule - Monthly Revenue & Expenses (HAP REGISTER) - MAY 2023				75	TOTAL VOUCHERS	TOTAL HAP, PORT, UTILITIES	101,969.00	\$ 236.00	-	#REF!	
Account Description				74	Vouchers Leased on last day of month						
				1	New Vouchers Issued/No Lease/Searching						
<b>REVENUE:</b>											
706	PHA HUD Operating Grants	\$ 87,447.00				1					
706	Admin fee revenues	\$ 9,762.00	\$ -	FR HAP (714.010)							
711	Interest Earned - HAP	\$ -	\$ -	FR ADMIN (714.020)							
	Interest Earned - ADMIN			Add'l HAP	0	Portable Vouchers					
714	Fraud recovery			Supplemental	75	All other Vouchers					
700	<b>TOTAL REVENUE</b>	<b>\$ 97,209.00</b>		Add'l ADMIN from HUD							
<b>EXPENSES:</b>											
<b>Administrative</b>											
912	Auditing fees										
	Salaries - Asha (\$28.43), Stephen Column E, Paul Column F 2					Admin Salaries total					
911	payperiods	\$ 3,980.64	\$ 239.24	\$ 576.92	\$ 4,796.80		PORT BREAKDOWN	DATE	BILLED	ADMIN FEE	ABSORBED
911c	Medical	\$ 2,858.28	\$ 47.84	\$ 138.19	\$ 3,044.31	Medical Total	PORT IN				
911d	Dental	\$ 180.74	\$ 3.06	\$ 3.82	\$ 187.62	Dental Total					
911e	Pension T4 15.7%, T5 12.9.%	\$ 624.96	\$ 30.86	\$ 90.58	\$ 746.40	Pension Total					
914	Payroll Taxes FICA	\$ 304.52	\$ 18.30	\$ 44.13	\$ 366.96	FICA Total	TOTAL PORT I	0			
915	Employee Benefit Contribution	\$ 7,949.14	\$ 339.30	\$ 853.64	\$ 6,856.56	Benefits Total	PORT OUT				
	<b>TOTAL</b>										
	MRI Software (HAPPY)	\$ 6,518.40			\$ 3,597.60	Admin Salaries total	75%				
	Quickbooks Annual Fee 2023	558.88			\$ 2,283.23	Medical Total					
	Quickbooks Online	29.87			\$ 140.72	Dental Total					
917	A Gallacher Reimb				\$ 559.80	Pension Total					
918	A Gallacher Mileage				\$ 275.22	FICA Total	TOTAL PORT				
910	Office Expenses Total	\$ 7,107.15			\$ 6,856.56	Benefits Total	OUT	0			
910	Administrative Total	\$ 13,963.71		\$ 7,406.56		Village of Greenport total					
962	Other General Expenses (Office Rent)	\$ 550.00				TERMINATED					
969	<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 14,513.71</b>				DECEASED					
	<b>EXCESS OPERATING REVENUE OVER OPERATING EXPENSES</b>			\$ (4,751.71)		ABSORBED					
973	PHA Utility Allowance	\$ 236.00									
973	HAP payments	\$ 101,733.00									
	PORT payments	\$ -									
973	<b>(HAP, PORT and UTILITY TOTAL)</b>	<b>\$ 101,969.00</b>		(VMS - HAP TOTAL)							
	HAP & UTIL less Port payments	\$ 101,969.00		(VMS- ALL OTHER VOUCHERS HAP)							
906	Total Admin Revenue	\$ 9,762.00				RELINQUISHED					
1117	Net ADMIN	\$ (4,751.71)				#42HAP 5/1/23					
1118	Total Hap Revenue	\$ 87,447.00									
900	Net HAP	\$ (14,522.00)				TOTAL CASH DISBURSEMENTS 1/2023					
	<b>TOTAL EXPENSES</b>	<b>\$ 116,482.71</b>		\$ 116,482.71							



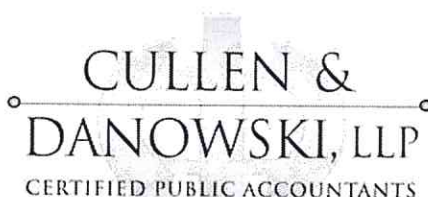
EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES	\$ (19,273.71)								
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**FDS - 213 Center St & 278 2nd Street Monthly Revenue & Expenses - May 2023**

\$ 5,000.00 50.00

Account Description	REVENUE: 213 Center	REVENUE: 278 2nd Street					
	213 Center	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						
<b>TOTAL REVENUE</b>	<b>\$ 1,175.00</b>	<b>\$ 1,475.00</b>	<b>\$ 1,125.00</b>	<b>\$ 1,275.00</b>	<b>\$ 3,875.00</b>	<b>\$ 5,050.00</b>	
<b>EXPENSES:</b>	<b>EXPENSES: 213 Center</b>	<b>EXPENSES: 278 2nd Street</b>					
	213 CENTER	UNIT 1 - 8124	UNIT 2 - 8327	UNIT 3 -	HOUSE - 8590 RE/8361 SW		
<u>Utilities</u>							
Electric	\$ 80.68				\$ 32.25		
Water/Sewer	\$ 60.84				\$ 311.95		
Propane/Heating Oil	\$ 208.32				\$ 505.10		
<u>Admin</u>							
Salaries & Benefits (Ashta, Robert, Paul)	\$ 571.38				\$ 1,714.14	<u>\$ 2,285.52</u>	
Payment Agreement to Village					\$ 1,000.00		
<b>Total</b>	<b>\$ 921.22</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,563.44</b>	<b>\$ 3,563.44</b>	
<u>Maintenance Repairs/Other</u>	213 CENTER	UNIT 1	UNIT 2	UNIT 3	HOUSE		
JP McHale Pest Mgmt monthly plan (3/23 & 4/23)	\$ 110.00						
Mattituck Enviro Services					\$ 44.35		
Pine Oaks Landscaping					\$ 90.00		
	\$ 110.00	\$ -	\$ -	\$ -	\$ 134.35		
<b>Total Expenses</b>	<b>\$ 1,031.22</b>				<b>\$ 134.35</b>		
<b>MONTHLY FINANCIAL SUMMARY</b>	<b>213 CENTER</b>	<b>278 2nd STREET</b>					
Interest Earned							
Total Revenue	\$ 1,175.00				\$ 3,875.00		
Total Expenses	\$ 1,031.22				\$ 3,697.79		
<b>NET REVENUE</b>	<b>\$ 143.78</b>				<b>\$ 177.21</b>		
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUE</b>							
<b>OVER (UNDER) TOTAL EXPENSES</b>	<b>\$ 143.78</b>				<b>\$ 177.21</b>		

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 23, 2023

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, 2023.

#### **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, 2023:

- Financial statements of:
  - the governmental activities
  - each major fund
  - the proprietary funds
- 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:

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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, 2023

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- 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

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.

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.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Revenue recognition
- Management override
- Implementation of GASB 87, *Leases*

Our audit of financial statements do not relieve you of your responsibilities.

### **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. 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, 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 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.

**Incorporated Village of Greenport**  
For the Year Ended May 31, 2023

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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, 2023

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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, 2023

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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 \$35,000 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, 2023

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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](http://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 remediating 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.*

**SUFFOLK  
URBAN COUNTY COOPERATION  
SECOND AMENDMENT OF AGREEMENT**

**This Second Amendment of Agreement** is between the **County of Suffolk ("County")**, a municipal corporation of the State of New York, acting through its duly constituted **Office of Community Development, ("Department")**, located at 100 Veterans Memorial Highway, P.O. Box 6100, Hauppauge, N.Y. 11788, and the **Village of Greenport ("Municipality")**, a municipal corporation duly organized and existing under the laws of the State of New York, located at 236 Third Street, Greenport, NY 11944.

The **County** is currently qualified as an Urban County by the U.S. Department of Housing and Urban Development (hereinafter referred to as "HUD"); the parties hereto desire to cooperate to undertake, or assist in undertaking, community renewal and lower-income housing assistance activities.

The parties hereto desire to amend the Urban County Cooperation Agreement, last dated June 12, 2019, ("Cooperation Agreement") to clarify contract provisions in compliance with current HUD requirements.

**Term of Agreement:** As provided in paragraph 11 of the Cooperation Agreement between Greenport and the County of Suffolk.

**Terms and Conditions:** Shall be as set forth in the original Agreement, any amendments thereto, and this Second Amendment of Agreement.

**In Witness Whereof**, the parties hereto have executed this Second Amendment of Agreement as of the latest date written

**VILLAGE OF GREENPORT**

**COUNTY OF SUFFOLK**

By: \_\_\_\_\_  
Kevin Stuessi  
Fed. Tax ID # 11-6002115  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Lisa Black  
Chief Deputy County Executive  
Date: \_\_\_\_\_

Kevin Stuessi., hereby certifies under penalties of perjury that I am an officer of Village of Greenport, that I have read and I am familiar with §A5-8 of Article V of the Suffolk County Code, and that the municipality meets all requirements to qualify for exemption thereunder.

\_\_\_\_\_ Date \_\_\_\_\_  
Kevin Stuessi., Mayor

**Approved:**  
Department of Economic Development &  
Planning  
Department of Econi

By: \_\_\_\_\_  
Name: Sarah Lansdale  
Title: Commissioner  
Date: \_\_\_\_\_

**Approved as to Form:**  
**Dennis M. Brown**  
**Acting Suffolk County Attorney**

By: \_\_\_\_\_  
Michael J. Camacho  
Assistant County Attorney  
Date: \_\_\_\_\_

### Amendment

WHEREAS, the County applied to HUD for designation as an Urban County in 1999 in accordance with 24 CFR 570.307(a) of the Community Development Block Grant (“CDBG”) regulations under Title I of the Housing and Community Development Act of 1974, as amended, Public Law 93-383 (“Acts”); and

WHEREAS, HUD approved the County’s application for said designation and Suffolk County became a qualified Urban County and received an Entitlement Grant for Fiscal Years 2000, 2001 and 2002; and

WHEREAS, Suffolk County has successfully requalified as an Urban County for every three-year qualification period thereafter; and

WHEREAS, Suffolk County, pursuant to New York General Municipal Law §503(a), as well as the authority given to the Suffolk County Executive by resolution of the Suffolk County Legislature, entered into a cooperative agreement (“Agreement”) for the purpose of establishing a Suffolk Urban County Consortium (“Consortium”) to undertake essential community development, housing assistance and HOME Investment Partnerships Program (“HOME”) activities authorized under the Acts; and

WHEREAS, in 2019 the County of Suffolk and the Village of Greenport entered into a Cooperation Agreement to participate in the programs set forth in the Acts; and

WHEREAS, pursuant to paragraph 11 of the original Agreement, the Agreement automatically renews for participation in CDBG programs in successive three-year qualification periods; and

WHEREAS, pursuant to paragraph 11 of the original Agreement, the County and Municipality agree to adopt any amendment to the Agreement necessary to meet HUD’s current requirements for cooperation agreements and any amendment to the Agreement that is mutually beneficial to the County and Municipality; and

WHEREAS, the original Agreement was amended again in 2020 (hereinafter referred to as “the 2020 Amendment”) to reflect the altered membership of the Consortium; and

WHEREAS, the County and the Municipality seek to amend the agreement to meet HUD’s current requirements for cooperation agreements.

NOW THEREFORE, the parties hereto agree as follows:

#### 1. Term of Agreement

As provided in paragraph 11 of the original Agreement and shall automatically renew for participation in successive three-year qualification periods as provided for in Paragraph 11 of the original Agreement, unless sooner terminated as provided for therein.

#### 2. Definitions

- a. Suffolk County Consortium – a consortium comprised of the County of Suffolk, the Towns of East Hampton, Riverhead, Shelter Island, Smithtown, Southampton, and Southold and the Villages of

Greenport, Sag Harbor, Southampton, The Branch, Westhampton Beach, and Westhampton Dunes and Town of Huntington (HOME only).

**3. Additional Terms**

The Parties agree to the following amended provisions in compliance with current HUD requirements:

The County and the Cooperating Municipality shall take all actions necessary to assure: (i) compliance with the urban County's certification under Section 104(b) of Title I of the Housing and Community Development Act of 1974, (ii) that the grant will be conducted and administered in conformity with Title VI of the Civil Rights Act of 1964, and the implementing regulations at 24 CFR Part 1, and the Fair Housing Act, and the implementing regulations at 24 CFR Part 100, and will affirmatively further fair housing, (iii) compliance with Section 109 of Title I of the Housing and Community Development Act of 1974, and the implementing regulations at 24 CFR Part 6, which incorporates Section 504 of the Rehabilitation Act of 1973, and the implementing regulations at 24 CFR Part 8, Title II of the Americans with Disabilities Act, and the implementing regulations at 28 CFR Part 35, the Age Discrimination Act of 1975, and the implementing regulations at 24 CFR Part 146, and Section 3 of the Housing and Urban Development Act of 1968, (iv) compliance with any other applicable laws.

The County is prohibited from providing Urban County funding for activities in, or in support of, any cooperating jurisdiction, including the Municipality, if that cooperating jurisdiction does not affirmatively further fair housing or impedes the County's actions to comply with the County's fair housing certification. The Municipality agrees to execute, at the County, or HUD's request, the assurances and certifications required in the HUD 424-B.

The Cooperating Municipality agrees that, pursuant to 24 CFR §570.501(b), the Municipality is subject to the same requirements applicable to subrecipients, including the requirement of a written agreement as described in 24 CFR §570.503.

**4. Agreement Continues, As Amended**

Except as herein amended, all other representations, terms and conditions of said original Agreement, including any and all amendments or budget modifications executed prior to the date hereof, are hereby ratified and confirmed to be in full force and effect.

# VILLAGE OF GREENPORT

## Budget Adjustment Form

Year:	2023	Period: 5	Trans Type:	B2 - Amend	Status:	Batch
Trans No:	5200	Trans Date:	05/31/2023	User Ref:	STEPHEN	
Requested:	M FLORA	Approved:	Created by:	STEPHEN	06/08/2023	
Description:	TO APPROPRIATE GENERAL FUND RESERVES TO FUND PURCHASE OF NEW WALKER LAWNMOWER PURCHASED 05-31-23				Account # Order:	No
					Print Parent Account:	No

Account No.	Account Description	Amount
A.5990	APPROPRIATED FUND BALANCE	16,508.00
A.5110.200	STREET MAINT.EQUIPMENT	16,508.00
	<b>Total Amount:</b>	<b>33,016.00</b>





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: June 9, 2023  
Meeting: June 15, 2023 6:00 PM  
*Work Session Meeting*  
To: Mayor Kevin Stuessi  
Board of Trustees  
Prepared By: Jeanmarie Odon, *Deputy Clerk*  
From: Jeanmarie Odon, *Deputy Clerk*  
Department: Village Clerk Department

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### **Village Deputy Clerk Jeanmarie Odon June 2023 Work Session report**

#### **Liquor license applications:**

A new application was received from LH 326 Front Street Tenant LLC located at 326 Front Street, on May 30 2023; it will be published in the June 15, 2023, in the edition of the newspaper

#### **Public assembly permit applications received to be voted on at the June 15, 2023**

##### **Work Session meeting:**

RESOLUTION approving the Public Assembly Permit Application submitted by Brandi Hopkins on behalf of Greenport High School Class of 2023 for the use of specified Village streets from 8:30 a.m. through 11:30 a.m. on June 25, 2023 for the High School graduation parade, and further waiving the requisite \$ 50.00 Public Assembly Permit Application fee.

RESOLUTION approving the Public Assembly Permit Application submitted by Clinton Memorial A.M.E Zion Church & The Come to the Table Committee for the use of specified Village Streets from 10:00 am to 2 pm on June 17, 2023 for the Juneteenth Celebration and Community Picnic, and further waiving the requisite \$50.00 Public Assembly Permit Application fee.

#### **Public assembly permit applications received to be voted on at the June 22, 2023**

##### **Regular Session meeting:**

New application was received from John Kramer / Central Ave 2<sup>nd</sup> Annual Block party for an event date of July 30 2023, notification email was distributed.

**Resolutions:**

RESOLUTION hiring Ainsley Williams as a Summer Camp Counselor at an hourly wage of \$15.00 per hour, effective, June 26, 2023.

RESOLUTION ratifying the hiring of Annie Antonucci as a Summer Camp Counselor at an hourly wage of \$15.00 per hour, effective, June 1, 2023.

RESOLUTION hiring Brianna McElroy as a Summer Camp Counselor at an hourly rate of \$15.00 per hour, effective, June 26, 2023.

RESOLUTION hiring Amelia E. Woods, as a Summer Camp Counselor at an hourly rate of \$15.00 per hour, effective, June 26, 2023.

**Public Hearings to be scheduled for July 27, 2023 Regular Board meeting for Wetlands Permits:**

Wetlands Permit Application submitted by En-Consultants for Stirling Cove Condominium on behalf of Robert Ward, President property located at 49 Stirling Cove (property located at eastern end of Central Avenue)

Wetlands Permit Application submitted by Greenport Yacht and Shipbuilding Co. Inc., on behalf of Stephen Clarke, Owner property located at 201 Carpenter Street, Greenport, NY

**Mayoral Appointments**

To be announced

**Attachments:**



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**TREASURER**  
STEPHEN GAFFGA  
EXT 217

Submitted: June 9, 2023  
Meeting: June 15, 2023 6:00 PM  
*Work Session Meeting*  
To: Mayor Kevin Stuessi  
Board of Trustees  
Prepared By: Jeanmarie Odon, *Deputy Clerk*  
From: Jeanmarie Odon, *Deputy Clerk*  
Department: Village Clerk Department

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## Trustee Lily Dougherty-Johnson June 2023 Work Session Report

### Attachments:

Trustee Lily Dougherty-Johnson June 2023 Work Session Report (PDF)  
Coast Collaborative Infographic (JPEG)  
Relic-Clean-Up-2023-10 (2) (JPG)  
Beach Cleanup Station Example (JPG)  
Sponsorship Sign Close Up Example (JPEG)

## June Work Session Report, Village of Greenport

Submitted: June 8, 2023

Meeting: June 15, 2023

To: Mayor Kevin Stuessi  
Board of Trustees

From: Lily Dougherty-Johnson, Trustee

Prepared by: Lily Dougherty-Johnson

### Dances in the Park:

Sponsorships and posters are finalized.

Erika Cabral is organizing student performers as opening acts.

Performance agreements and sound contract are being sent out.

### Waterfront Communication and Community Engagement Planning Committee:

Two community events on June 13 and July 6 at 6:30pm at the movie theater (soon to be North Fork Arts Center)

### Relic Sustainability Beach Clean Up Stations:

"In a collaborative effort to fight coastal pollution, our organization - Relic - has been working with municipalities on Long Island for the past three years to build and establish clean up stations at our beaches. By providing beachgoers with recycled plastic baskets, it is our goal to leverage community volunteerism to help keep our coastlines clean from plastic pollution throughout the year.

As a small team, we have established and maintained more than 75 beach clean up stations on Long Island, working with 16 different municipalities including Suffolk County, Town of Easthampton, Town of Brookhaven, Smithtown, and the Town of Southold. Our program, *The Coastal Collaborative*, is built around a collective model (please see the attachment), where the major stakeholders in our beaches are involved as part of the solution:

**Relic:** Build, install, and maintain beach clean up stations at no cost to the municipality.

**Township:** Maintain existing trash management at beach sites (it is our goal to seamlessly integrate into pre-existing routines, ideally trash cans are maintained year-round).

**Community Members:** Take baskets with them on walks, pick up trash, empty into pre-existing trash cans, and return.

**Local Sustainable Businesses:** Provide program funding via our sponsorship model (like adopt a highway).

We have seen first-hand the immense number of appreciative community members who use these baskets daily. An equally encouraging development is the local community members telling us that these sites are looking consistently cleaner. It is our goal to work together to build a long lasting program that adapts to the needs of our beaches and their stakeholders as we move forward together in the fight against coastal pollution.”

Aiden Kravitz  
Relic Co-founder and Engineer

Possibly at 5/6th Street Beach and Glass Beach in Mitchell Park

# Relic's Coastal Collaborative

## Community

By taking baskets on walks, beachgoers are the boots on the ground that create the impact we need. By removing trash and reporting pollution, we can network together to make clean up efforts more efficient.

## Relic

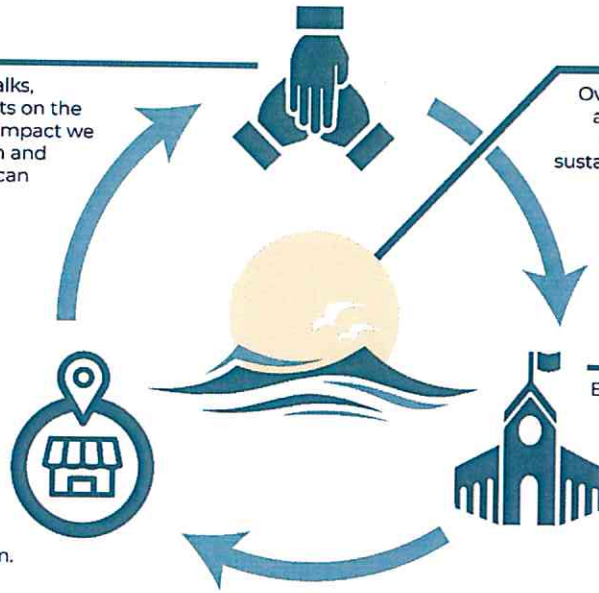
Overseeing the establishment and maintenance of stations while curating a network of sustainable organizations, beach stewards, and community members to bridge the gap between stakeholders.

## Local Business

Through an annual sponsorship program, local businesses help fund and support the maintenance and expansion of the program.

## Municipalities

By removing collected trash, approving site locations, and helping monitor the station network, government plays a critical role in the collaborative model.





relic

HOW YOU WALK IS HOW YOU PICK UP  
relic  
PROTECT OUR BEACHS



Working Together To Keep Our Beaches Clean

Take a Basket. Pick Up Debris. Empty & Return.

FOR BASKETS AND INSTRUCTIONS  
PLEASE VISIT [www.beachcleanup.com](http://www.beachcleanup.com)

HELP US MAINTAIN THIS STATION

PROTECT OUR OCEANS

POO

PROTECT OUR OCEANS

BE THE CHANGE 



# Working Together To Keep Our Beaches Clean



Take a Basket.



Pick Up Debris.



Empty & Return.

**OUR BEACHES ARE THREATENED  
AND MORE TRASH IS COMING**  
Grab a basket and join us in the  
fight against coastal pollution

### HELP US MAINTAIN THIS STATION

Using your phone, scan the code on the right to notify  
us of any concerns. Interested in helping us grow our  
program? Email Us: [Sponsorships.Relic@gmail.com](mailto:Sponsorships.Relic@gmail.com)



This Station is Proudly Sponsored By:

Organized and Maintained By:

EAT AND  
LIVE  
CLEAN.



Please do not be so greedy  
all of our food, plastic,  
and reusable  
are recycled  
helping to protect the  
beauty of our beach!

