



236 THIRD STREET  
GREENPORT, NY 11944

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

[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

April 20, 2023 at 6:00 PM  
Mayor and Board of Trustees – Work Session Meeting  
Third Street  
Firehouse  
Greenport, NY 11944

**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 CLERK – SYLVIA PIRILLO, RMC**
- **VILLAGE ATTORNEY - JOSEPH PROKOP, ESQ.**

**REMINDER**

The public hearing regarding a proposed local law of 2023 creating Section 150-51 of the Greenport Village Code creating a six-month moratorium on development in the WC Waterfront Commercial, CR Retail Commercial and CG General Commercial zoning districts of the Village of Greenport remains open.

A public hearing regarding the proposed addition of provisions regarding net metering to the Village of Greenport electric service tariff, with any approved changes to be filed with the New York State Power Authority remains open.

**MAYOR AND VILLAGE BOARD OF TRUSTEES**

**PUBLIC TO ADDRESS THE BOARD**



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EXT 217

Submitted: April 14, 2023  
Meeting: April 20, 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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## Fire Department April 2023 Work Session Report

### Attachments:

Fire Department April 2023 Work Session Report (PDF)

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



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

## Meeting of the Board of Wardens

WEDNESDAY MARCH 15, 2023

### OPENING

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

### ATTENDANCE

Chief Wayde Manwaring

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

Wardens Bernard Purcell and Craig Jobes of Eagle Hose Co. #1

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

Warden Patrick Brennan of Star Hose Co. #3

Warden Scott Hollid of Standard Hose Co. #4

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

Mary Bess Phillips VOG/GFD Liaison

Excused: 1<sup>st</sup> Ass't Chief Alain de Kerillis, Warden Robert Jester of Star Hose Co. #3, Wayne Miller of Standard Hose Co. #4

### THOSE WISHING TO ADDRESS THE BOARD –

- 2<sup>nd</sup> Asst Chief Johnson introduced new member of the Rescue Squad/Peconic Landing, Janet Yagle.

### READING OF THE PREVIOUS MINUTES

Motion made by Cliff Harris, seconded by Antone Volinski III, to approve the minutes of the February 15, 2023 meeting of the Board of Wardens as printed and distributed. Motion Carried.

### FINANCE COMMITTEE

The finance committee report was read by Chief Manwaring. Motion made by C. Harris, seconded by A. Volinski III, to accept the report and approve purchases. Motion Carried.

### COMPANY OFFICERS' MEETING MINUTES- None.

### TREASURER'S REPORT

There was not a Treasurer's report for the period of February 16, 2023 through March 15, 2023 because 1<sup>st</sup> Asst Chief de Kerillis' computer was hacked.

Chief Manwaring requested an executive session.

### BILLS- None

### COMMUNICATIONS

- Southold Fire Department Installation Dinner, East Wind, April 20, 2023.



- Thank you card from Frank Musto for having him be the Grand Marshall.
- Peconic Landing Community Fireworks and Music, September 3, 2023. Requesting the GFD be on site for the fireworks.
- Memo about learning grant writing online event, April 6 & 7 2023.
- West Babylon FD- truck skills beyond textbook March 27, 2023.
- Man vs. Machine hands on training at Islip Town Fire Fighting Museum, May 5, 2023.
- Brookhaven FD Vendor Journal- pay for an ad.
- Riverhead FD Motorized and old fashioned drill, July 8, 2023.
- Memo from Waterway Long Island saying GFD is due for hose, pump, and weigh testing. Chief Johnson to schedule.
- Nofo Volunteer Fire Fighter's Association installation and awards dinner at Birchwood May 6, 2023.
- Peconic Landing May Mile, May 13, 2023. 9AM-12PM
- Southampton FD Chicken and Ribs BBQ August 19,2023.

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

#### **APPLICATIONS FOR MEMBERSHIP-**

- Addison Johnson to Juniors.

#### **REPORTS OF COMMITTEES**

##### **Buildings and Grounds**

- Cliff Harris reported that a letter was written to Paul Pallas stating that we want to go forward with going out to bid for the bathroom

project.

- Scott Hollid said the fence on the side is messed up, the gate is blown off and there are a few rails that are rotted out.
- Chief Manwaring said that the unofficial bid results came in for the roof for station 2. The lowest bid was for \$12,600 for repairing the problem and the highest price was \$52,000 to replace it. John Grilli asked when the last time it was replaced. Scott Hollid said that the flat roof and the roof over the social room was done 8 or 10 years ago but it has been a long time for the main roof. The shingles are shot. Chief Manwaring said that the Village is reviewing it.

Bylaws- No Report.

Finance-

- John Grilli asked what was wrong with the one boat. Chief Manwaring said that they are putting a list together. P. Brennan said it was not able to maintain speed, but it can idle. Chief Johnson said that it is at Goldsmiths now. They are seeing if they can get it running and then will put it in the water to test run it. Lt. Jensen wants them to leave it in the water and he will pick it up from the water.
- Robert Corwin said Relief Hose asked for a 60 volt blower not a 20 volt. 2<sup>nd</sup> Asst. Chief Johnson said that he will take care of it.

Fire District – No Report.

Pre-Incident Planning- No Report.

Service Awards-

- Robert Corwin mentioned that the point sheet still has percentages and thought that they have to be whole numbers now, not decimals. Chief Manwaring said he did not realize that and will find out. R. Corwin will look through his emails and send the info to the Chief.

Recruitment- No Report.

Casualty Fund- No Report.

Funeral – No Report.

Communications

- C. Harris said that they are working on a project now and will be working on the switch gear for the tower next.

Trips & Travel- No Report.

COMPANY REQUESTS

Eagle Hose Co. #1- Dewalt power equipment, budget items.

Relief Hose Co. #2- Budget items.

Star Hose Co. #3- Budget items.

Standard Hose Co. #4- Budget items, (6) new 45 min bottles. 2<sup>nd</sup> Asst Chief Johnson said the order has been placed for (5) 45 minute bottles and (2) 60 minute bottles on state contract, it is due to come in May.

Phenix Hook & Ladder Co. #1- Face piece

Rescue Squad- Budget items.

Fire Police- Budget items.

Water Rescue- Budget items.

UNFINISHED BUSINESS –

- Antone Volinski III said that the boards haven't been updated since 2018, this is a reoccurring issue, and we have to go back and figure out who is who. It needs to be done every year. 2<sup>nd</sup> Asst Chief Johnson said that he thinks Hanold was working on it. He also mentioned that the molding on the wall is coming off which he has mentioned at the last meeting and it still isn't fixed.



- B. Purcell asked what the status of accountability tags and helmet shields are. 2<sup>nd</sup> Asst. Chief Johnson said we need a list for who needs the tags and Dave Nyce can take care of it. The helmet shields have been taken care of.

**REPORTS OF DELEGATES-** No Report.

**NEW BUSINESS-**

- Mary Bess Phillips said there is going to be a parade in the Village in June called the pride parade and someone will be reaching out to see if GFD wants to participate in the parade. They want to have activities in Mitchell Park and she is assuming they might want rescue there as well.

**GOOD OF THE DEPARTMENT**

- Scott Hollid reported that he is taking over the Fire Safety Prevention and if there is anything in anyone's locker just inventory it so he can figure out what we have and find a place to put everything. A. Volinski said he thinks there is a lot of stuff upstairs for that.
- Craig Jobs mentioned that 8-3-1 has 5 cylinders that are going to be up in the next 2 months so everyone should check their trucks to see how many need to be tested. There are two on the rack that need to be done as well. R. Corwin mentioned that years ago they used to be marked with who is who's. Now they are all over the place and it's hard to keep track. We should go back to the companies taking care of their own cylinders, it will make the process easier. Each company will get back to 2<sup>nd</sup> Asst. Chief Johnson about how many cylinders are needed.
- Motion made by Cliff Harris, seconded by Antone Volinski III, to accept Addison Johnson's application for membership to the Junior Program. Motion Carried.
- Chief Manwaring mentioned the ambulance specs reads something about the logo on upholstery, it should be the manufacturers logo or no logo at all. Motion made by Scott Hollid, seconded by Robert



Corwin, to accept the specs for the ambulance if the proper changes are made. Motion Carried.

### **EXECUTIVE SESSION**

Motion made by C. Harris, seconded by A. Volinski III, to adjourn to an executive session to discuss personnel matters. Motion Carried. Adjourned to executive session at 7:38 pm.

Upon returning from executive session, a motion made by S. Hollid, seconded by J. Grilli, to resume with the regular meeting. Motion Carried. Regular meeting resumed at 8:04 pm.

- Update on sign- GFD to go forward with repair. There are 3 quotes on the table. Will wait until next budget.
- Motion made by Scott Hollid, seconded by B. Purcell to allow Relief/Phoenix Hose to host their annual carnival from July 4<sup>th</sup>- July 8<sup>th</sup>. Motion Carried.
- Request by J. Grilli and B. Purcell to the Village to establish an account for FD to fill Marine Vessels for the GFD.
- Motion made by C. Jobs, seconded by B. Purcell, to move forward with the hose/pump test. Motion Carried.

### **READING OF THE MINUTES**

Motion by S. Hollid, seconded by R. Corwin, to dispense with the reading of the minutes of tonight's meeting. Motion carried.

### **ADJOURMENT**

Motion by R. Corwin, seconded by S.Hollid, to adjourn. Motion carried. The

meeting was adjourned at 8:08pm.

Submitted by,

Rebecca J. McKnight

Recording Secretary

• • • • •

	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 March 31, 2023																								
3																									
4																									
5	Arnold, Jordan		19	39 %	25	25	16	11 %	25	25		0	5	4	13	0	0	0	72			X	X	X	X
6	Barron, Megan		24	49 %	25	21	14 %	25	25		0	2	2	6	9	0	0	0	67						
7	Barszczewski, Joseph		0	0 %	0	0	0 %	0	0	0	0	0	1	0	0	0	0	0	1						
8	Barszczewski, Joseph III		7	14 %	25	0	0 %	0	0	0	0	0	4	3	4	0	0	0	36			X	X	X	X
9	Betz, James		1	2 %	0	44	30 %	25	25		0	5	5	2	6	0	0	0	38			X	X	X	X
10	Birmingham, Kenneth		0	0 %	0	0	0 %	0	0	0	0	0	3	8	4	0	0	0	15			X	X	X	X
11	Breese, Harry	D	17	35 %	25	2	1.4 %	0	0	0	0	0	1	4	0	0	0.75	30.75							
12	Brennan, Patrick	W	9	18 %	25	1	0.7 %	0	0	0	0	0	7	3	11	0	2	48			X	X	X	X	X
13	Britt, Harley		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0	0	0	0	0						
14	Buchanan, Shawn		14	29 %	25	1	0.7 %	0	0	0	0	0	1	3	4	0	0	33			X	X	X	X	X
15	Bumble III, Charles	T	0	0 %	0	0	0 %	0	0	0	0	0	3	3	0	0	1.25	7.25							
16	Bumble, Samantha		0	0 %	0	0	0 %	0	0	0	0	0	1	0	4	0	0	5			X	X	X	X	X
17	Butler, Michael		14	29 %	25	0	0 %	0	0	0	0	0	2	0	4	0	0	31			X	X	X	X	X
18	Capon, George		12	24 %	25	31	21 %	25	25		0	4	4	2	5	0	0	61			X	X	X	X	X
19	Carey, Patrick		2	4.1 %	0	3	2 %	0	0	0	0	0	2	2	4	0	0	8			X	X	X	X	X
20	Charters, Gary		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0	0	0	0	0						
21	Clark III, Henry		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0	0	0	0	0						
22	Clark, James	S	10	20 %	25	2	1.4 %	0	0	0	0	0	4	4	4	0	1.25	38.25			X	X	X	X	X
23	Clark, Jeffrey		25	51 %	25	1	0.7 %	0	0	0	0	0	2	7	6	0	0	40			X	X	X	X	X



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
4		elect/app	# Fire	%	%	pts	# EMS	%	pts	st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap				
24	Corazzini, Jeffrey		6	12	%	25	11	7.5	%	0	0	2	0	5	0	0	32								
25	Corazzini, Warren		7	14	%	25	0	0	%	0	0	1	0	0	0	0	26								
26	Corwin, Everett		8	16	%	25	33	22	%	25	0	6	7	5	0	0	68	X	X	X	X	X	X	X	X
27	Corwin, Norma		15	31	%	25	55	37	%	25	0	6	8	8	0	0	72	X	X	X	X	X	X	X	X
28	Corwin, Robert E.	C,D,I,D,W	25	51	%	25	68	46	%	25	0	7	9	11	0	6	83	X	X	X	X	X	X	X	X
29	Corwin, Robert J.		7	14	%	25	11	7.5	%	0	0	5	5	5	0	0	40					X	X	X	X
30	Corwin, Scott		9	18	%	25	1	0.7	%	0	0	14	6	3	0	0	48	X							
31	Costas, Tom		11	22	%	25	1	0.7	%	0	0	5	5	4	0	0	39					X	X	X	X
32	Creedon, Daniel	S	28	57	%	25	82	56	%	25	0	5	2	16	0	1.25	74.25					X	X	X	X
33	Creighton, Ryan		0	0	%	0	0	0	%	0	0	0	0	0	0	0	0								
34	De Kerillis, Alain	CH,S,T	30	61	%	25	72	49	%	25	0	12	9	13	0	8.75	92.75								
35	DeGaudio, Malysa		2	4.1	%	0	25	17	%	25	0	1	4	4	0	0	34					X	X	X	X
36	Detrick, Gary		0	0	%	0	0	0	%	0	0	0	1	0	0	0	1								
37	Diaz, Juan		0	0	%	0	0	0	%	0	0	1	4	4	0	0	9					X	X	X	X
38	Diaz, Nicolas		0	0	%	0	0	0	%	0	0	0	0	0	0	0	0								
39	Edwards, Alson		15	31	%	25	3	2	%	0	0	4	6	9	0	0	44					X	X	X	X
40	Ellis, Scott		0	0	%	0	0	0	%	0	0	0	0	0	0	0	0								
41	Ferguson, Peter		0	0	%	0	0	0	%	0	0	3	1	4	0	0	8					X	X	X	X
42	Ficurilli, Michael		15	31	%	25	0	0	%	0	0	3	3	0	0	0	31								
43	Flora, Michael		0	0	%	0	0	0	%	0	0	0	0	0	0	0	0								
44	Fogarty, Jonathan	T	7	14	%	25	1	0.7	%	0	0	2	1	4	0	1.25	33.25					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	mtes	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap					
4																								
46	Grattan, Timothy	3	6.1 %	0	0	0	0	0	1	1	0	0	0	2										
47	Gray, Enya	0	0 %	0	0	0	0	0	0	0	0	0	0	0										
48	Gray, Sally Anne	2	4.1 %	0	4	2.7 %	0	0	1	0	0	0	1.25	2.25										
49	Grilli, Jennifer	0	0 %	0	0	0	0	0	3	2	4	0	1.25	10.25		X	X	X						
50	Grilli, John	0	0 %	0	0	0	0	0	5	2	4	0	2	13		X	X	X						
51	Hamilton Jr., Robert	25	51 %	25	6	4.1 %	0	0	5	4	2	0	0.75	36.75										
52	Hanold, Christopher	0	0 %	0	1	0.7 %	0	0	4	3	0	0	3.25	10.25										
53	Hanold, Christopher, Jr.	0	0 %	0	0	0	0	0	1	0	0	0	0	1										
54	Harris, Cliff	1	2 %	0	0	0	0	0	6	3	4	0	4	17		X	X	X						
55	Harris, Peter	22	45 %	25	4	2.7 %	0	0	2	7	5	0	3.25	42.25		X	X	X						
56	Harvey, Russell	4	8.2 %	0	2	1.4 %	0	0	2	0	5	0	0	7		X	X	X						
57	Hollid, Scott	5	10 %	25	0	0	0	0	4	2	0	0	2	33										
58	Holmes, Joseph	8	16 %	25	2	1.4 %	0	0	3	5	5	0	0	38		X	X	X						
59	Hubbard Jr, George	5	10 %	25	1	0.7 %	0	0	3	5	4	0	0	37		X	X	X						
60	Hughes, Colleen	8	16 %	25	18	12 %	25	0	4	5	2	0	1.25	62.25	X									
61	Huzsek, Andrew H	25	51 %	25	1	0.7 %	0	0	5	5	6	0	0	41		X	X	X						
62	Hydell, Carol	2	4.1 %	0	0	0	0	0	5	4	2	0	3.25	14.25										
63	Hydell, Charles	0	0 %	0	0	0	0	0	0	0	0	0	0	0										
64	Hydell, Charles, Jr.	0	0 %	0	0	0	0	0	1	0	0	0	0	1										
65	Jensen, Warren	20	41 %	25	0	0	0	0	6	0	10	0	0	41		X	X	X						
66	Jester, Robert	3	6.1 %	0	1	0.7 %	0	0	12	3	12	0	2	29		X	X	X						
67	Jimenez, Susano	0	0 %	0	0	0	0	0	3	5	5	0	0	13	X	X	X	X						

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
		elect/app	# Fire	%	pts	# EMS	%	pts	%	pts	st/bv	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap			
4																									
68	Jobes, Craig	L,W	32	65	%	25	58	39	%	25	0	5	8	11	0	3.25	77.25		X	X	X				
69	Johnson, Craig	CH	24	49	%	25	49	33	%	25	0	7	5	2	0	6.25	70.25								
70	Kalin, James		41	84	%	25	112	76	%	25	0	4	0	5	0	0	59		X	X	X				
71	King, Kendra		0	0	%	0	0	0	%	0	0	0	0	0	0	0	0								
72	Luke, Alexander		26	53	%	25	8	5.4	%	0	0	4	3	7	0	0	39								
73	Mantzopoulos, John		0	0	%	0	0	0	%	0	0	1	0	0	0	0	1								
74	Manwaring, Julia		21	43	%	25	22	15	%	25	0	8	3	10	0	0	71		X	X	X				
75	Manwaring, Wayde	CH	40	82	%	25	52	35	%	25	0	15	5	20	0	6.25	96.25		X	X	X				
76	Marczewski, Macy		1	2	%	0	0	0	%	0	0	3	4	1	0	0	8								
77	Martocchia, Jerome		10	20	%	25	1	0.7	%	0	0	7	2	4	0	0	38		X	X	X				
78	Miller, Wayne	W	8	16	%	25	0	0	%	0	0	5	4	6	0	2	42		X	X	X				
79	Milovich Jr., Joseph		22	45	%	25	2	1.4	%	0	0	4	3	4	0	0	36		X	X	X				
80	Musto, Francis	S, Ch	17	35	%	25	40	27	%	25	0	9	10	13	0	2.5	84.5		X	X	X				
81	Myslitorski, Linda		0	0	%	0	0	0	%	0	0	1	0	0	0	0	1								
82	Narkiewicz, Piotr		13	27	%	25	53	36	%	25	0	6	1	0	0	0	57								
83	Nedoszytko, William	S	0	0	%	0	0	0	%	0	0	3	0	4	0	1.25	8.25		X	X	X				
84	Nyce, David	C	29	59	%	25	16	11	%	25	0	6	6	9	0	2	73								
85	O'Brien, Michael		10	20	%	25	0	0	%	0	0	3	1	0	0	0	29								
86	Pal-Singh, Vijay		0	0	%	0	0	0	%	0	0	0	0	0	0	0	0								
87	Petrigliano, Victor		0	0	%	0	0	0	%	0	0	0	0	0	0	0	0								
88	Piel, Jeffrey		0	0	%	0	0	0	%	0	0	2	1	2	0	0	5								
89	Pirillo, James A.		17	35	%	25	1	0.7	%	0	0	4	4	9	0	0	42		X	X	X				



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
4		elect/app	# Fire	%	pts	# EMS	%	pts			st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap			
90	Pope, George		8	16 %	25	16	11 %	25			0	8	4	10	0	0	72		X	X	X				
91	Purcell, Bernard	W	47	96 %	25	127	86 %	25			0	14	7	7	0	2	80		X	X	X				
92	Quillin, Michael	D	9	18 %	25	0	0 %	0			0	3	4	1	0	0.75	33.75								
93	Raynor, Dale	L	13	27 %	25	12	8.2 %	0			0	4	4	2	0	1.25	36.25								
94	Reed, Michael		3	6.1 %	0	7	4.8 %	0			0	0	0	4	0	0	4		X	X	X				
95	Reed, Taylor	L	15	31 %	25	43	29 %	25			0	5	4	6	0	1.25	66.25		X	X	X				
96	Reiss, Helen	(C)	0	0 %	0	5	3.4 %	0			0	1	0	4	0	0	5		X	X	X				
97	Rempe Jr, Fred		2	4.1 %	0	7	4.8 %	0			0	0	3	4	0	0	7		X	X	X				
98	Richter, Michael	T,T	0	0 %	0	2	1.4 %	0			0	2	0	0	0	2.5	4.5								
99	Robins, William		6	12 %	25	2	1.4 %	0			0	3	2	4	0	0	34		X	X	X				
100	Rosa, Lisa		8	16 %	25	0	0 %	0			0	5	7	9	0	0	46		X	X	X				
101	Ruffner, William		0	0 %	0	0	0 %	0			0	0	0	0	0	0	0								
102	Rung, Rosalie		2	4.1 %	0	29	20 %	25			0	1	0	0	0	0	26								
103	Rutkowski, Stephen	L,D	35	71 %	25	90	61 %	25			0	10	10	12	0	2	84		X	X	X				
104	Skrezec, John		0	0 %	0	0	0 %	0			0	0	0	0	0	0	0								
105	Spanos, James		1	2 %	0	0	0 %	0			0	1	1	0	0	0	2								
106	Staples, Halsey		17	35 %	25	38	26 %	25			0	4	0	4	0	0	58		X	X	X				
107	Stoner, Gary		0	0 %	0	0	0 %	0			0	0	0	0	0	0	0								
108	Strickland, Samuel	L,D	22	45 %	25	59	40 %	25			0	11	9	11	0	2	83		X	X	X				
109	Swetland, Jessica		2	4.1 %	0	14	9.5 %	0			0	5	3	0	0	0	8								
110	Tamin, John		9	18 %	25	23	16 %	25			0	3	6	5	0	0	64		X	X	X				
111	Tejada, Yira		2	4.1 %	0	2	1.4 %	0			0	2	0	4	0	0	6		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																									
112	Thorp, Thomas	L	0	0	0	0	0	0	0	0	0	0	3	0	1.25	4.25		X	X	X					
113	Toussaint, Gabrielle		0	0	0	12	8.2	0	0	0	1	4	0	0	0	5									
114	Trapani, Heather		0	0	0	0	0	0	0	0	0	0	0	0	0	0									
115	Vandenburgh, Richard		1	2	0	0	0	0	0	0	2	4	4	0	0	10		X	X	X					
116	VanEtten, George	D	14	29	25	1	0.7	0	0	0	5	4	12	0	0.75	46.75		X	X	X					
117	Verity, Michael		0	0	0	0	0	0	0	0	0	1	0	0	0	1	X								
118	Verley, Joseph, Jr.		0	0	0	0	0	0	0	0	0	0	0	0	0	0									
119	Volinski, Antone, III	W	13	27	25	49	33	25	25	0	8	4	6	0	2	70		X	X	X					
120	Volinski, Darryl		1	2	0	8	5.4	0	0	0	1	0	4	0	0	5		X	X	X					
121	Walters, Joseph		0	0	0	0	0	0	0	0	2	0	4	0	0	6		X	X	X					
122	Zaymayar, Elias	L	14	29	25	4	2.7	0	0	0	5	4	12	0	1.25	47.25		X	X	X					
123	Zurek, Gregory		11	22	25	0	0	0	0	0	4	5	2	0	0	36									
124	Zurek Jr, Stanley		8	16	25	0	0	0	0	0	11	2	5	0	0	43	X								
125																									



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



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

## Greenport Fire Department Monthly Report March, 2023

Number of calls this month: 76

Number of calls to date: 196

Breakdown of calls by signal numbers:

9 (stand/by) 0  
12 (brush fire) 0  
13 (automatic alarm, smoke, etc.) 17  
13-35 (working structure fire) 0  
14 (vehicle fire) 0  
16 (ambulance/rescue) 52  
16-23 (MVA, water rescue, misc.) 1  
16-59 (routine transport) 0  
23 (CO alarm, medi-vac) 5  
24/13-35 (mutual aid working structure fire) 0  
24/16 (mutual aid ambulance/rescue) 1  
24/16-23 (mutual aid MVA) 0  
24/23 (mutual aid water rescue/misc.) 0  
26 (boat fire) 0

Breakdown of calls by location:

Within the Incorporated Village of Greenport 35  
Within the East/West Fire Protection District 40  
Other (mutual aid) 1

(11 calls ahead of last year)

Prepared by: James Kalin, Secretary 03/01/2023

# GREENPORT FD APRIL 2023

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

OFFICE 631.477.1943

FAX 631.477.4012

gfdfire@optonline.net

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
2 Boater Safety Course Sta #1 9am	3	4 Company Annual Meetings	5 Marine Fire/Rescue 7pm	6 CHIEFS' ELECTIONS Sta #1 6-8pm	7	8
9	10	11 RESCUE SQUAD mtg 7PM FINANCE COMM. mtg 7:30PM	12	13 Dept Training Victim Removal Sta #1 7pm	14	15 Propane Emergencies Sta #1 8am-4pm Pre-reg @ 7am
16 Marine FF Class Sta #1 9am	17 physicals	18 Wardens Organizational Mtg 7pm	19 physicals	20	21	22
23	24 DEFENSIVE DRIVING Sta. #1 6-9pm	25 DEFENSIVE DRIVING Sta. #1 6-9pm	26 NFVFA dinner/mtg Sta #1	27	28	29 Chiefs' Fundraiser Spaghetti Dinner Sta #1 4-7pm
30						

Important Future Events on Reverse Side !

Thursday, May 4

Fire School – Yaphank – Class “A”

Saturday, May 6

NFVFA Dinner – Riverhead

Thursday, May 11

Dept. Training – Sta #1 – Res”Q” Jacks / Airbags 7pm

Saturday, May 13

Peconic Landing May Mile 9am

Physicals - Monday, May 15 & Wednesday, May 17

sign in sheet posted at Sta #1

Wednesday, May 17

Wardens Meeting, Sta #1 7pm

Thursday, May 25 thru Sunday, May 28

Star Hose Co. #3 Carnival

Monday, May 29

Memorial Day Parade – Mattituck – 10am

Thursday, May 4  
Fire School – Yaphank – Class “A”

Saturday, May 6  
NFVFA Dinner – Riverhead

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# GREENPORT FD APRIL 2023

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Important Future Events on Reverse Side !

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1<sup>ST</sup> ASST. CHIEF ALAIN DEKERILLIS  
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## REPORT OF ELECTIONS

Department elections for the positions of chiefs were held on Thursday, April 06, 2023 at Station #1 of the Greenport Fire Department. Voting started at 6:00PM and ended at 8:00PM.

The elections were conducted by the Fire Wardens of the five companies of the Greenport Fire Department.

The candidates for the following positions and the results of the election were: ( \* denotes winner)

Chief Engineer: Wayde Manwaring 57 \*

blank and other 9

1st. Ass't. Chief Engineer: Alain DeKerillis 60 \*

blank and other 6

2nd. Ass't. Chief Engineer: Craig M. Johnson 43 \*

blank and other 23

There were 136 eligible voters. 66 members cast ballots.



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EXT 215

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SYLVIA PIRILLO, RMC  
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**TREASURER**  
STEPHEN GAFFGA  
EXT 217

Submitted: April 12, 2023  
Meeting: April 20, 2023 6:00 PM  
*Work Session Meeting*  
To: Mayor Kevin Stuessi  
Board of Trustees  
Prepared By: Paul Pallas, P.E. *Village Administrator*  
From: Paul Pallas, P.E. *Village Administrator*  
Department: Village Administrator

---

## Work Session

### Work Session Report for Road and Utilities

April 20, 2023

### Administrator's Office Statistics

#### Work Orders:

Electric = 64 Written, 64 Completed

Water = 07 Written, 07 Completed

Sewer = 40 Written, 40 Completed

Road = 55 Written, 55 Completed

#### Reports

- v DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 3-02-2023. The results are detailed below in the Road Department's *Sampling* section.
- v GADS Data: This is a monthly report about run and usage data for the generators at the Power Plant, it was sent on 3-07-2023.



## Discussion

- Microgrid Project Status
- Ferry Queue Project Status
- Net Metering Tariff
- Effluent Reuse additional funding request
- Substation transformer repair
- Dock repair

## Resolutions

- Administrator attendance at American Public Power Association Annual meeting

## Road/Water Department

### Statistics

Water Distribution:

5,206,000 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 = 0.42 mg/L

Third Street Firehouse - Kitchen Sink

Total Coliform = Absent

E Coli = Absent

Residual Chlorine = 0.51 mg/L

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

**Report**

Tasks Accomplished:

- ❖ Did all normal highway tasks.
- ❖ Performed water machine maintenance.
- ❖ Cleaned and maintained all parks.
- ❖ Repaired hydraulic lines on CAT.
- ❖ Repaired lighting on G-44.
- ❖ Assisted with removal of Ice Rink.
- ❖ Patched throughout the Village.
- ❖ Clean leaves at the cemetery.
- ❖ Changed oil on all riding mowers.
- ❖ Replaced various stop signs throughout the Village.
- ❖ Added 4 way signs on 1<sup>st</sup> street, 2<sup>nd</sup> street and 3<sup>rd</sup> street.
- ❖ Added RCA to highway road barn fence.
- ❖ Ongoing coverage of Sunday garbage run.

- ❖ Cleaned out State drain on 3rd street.
- ❖ Cleaned up sand on 5th street beach.
- ❖ Removed Johnson Tree Company trees from outside the transfer station.
- ❖ Replaced remotes for fence on all highway vehicles.

## Sewer Department

### Flow and Sampling:

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

Total plant flow for the month of March = 11,702,000 Gallons

Average Daily Flow = .377 (MGD) Permit Limit = .650 MGD

Total Suspended Solids percent removal (TSS) = 91% Permit Limit = 75%

CBOD percent removal = 98% Permit Limit = 75%

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

Coliform Total General = 9.2 MPN. Permit limit 700 MPN/100

Total Nitrogen = 9.6 LBS/day

### Sludge Removal:

42,000 Gallons of sludge hauled in March

### Report

- ❖ Treatment Plant:
  - Organized parts and tools in shop
  - Removed winter cover for Huber headworks screen
  - Huber screen out of service for repair, broken screen basket
  - De-ragged Aerotors in BNR Basin #2
  - Contractor removed broken diffuser on Aerotor #2 in BNR Basin #1
  - De-ragged Nitrate recirculation pump #1



❖ Collection System:

Jet rodded First St. for partial blockage

Jet rodded 4<sup>th</sup> Ave. Cleared blockage

Cleaned level transducer at Central Pump Station

## Electric Department

### Statistics

#### Monthly Power Usage:

Maximum usage day = March 15 @ 98.675 Mwh

Minimum usage day = March 23 @ 78.489 Mwh

Peak demand for the month = 4.692 MW March 14 7:30 pm

Monthly total usage = 2,694.839 Mwh

Service calls/call outs = 12

Street light repairs = 15

Customers shut off for nonpayment = 4

Customers turned on for payment = 3

Customers turned on for the season = 0

New Services = 1

Tasks Accomplished:

- Transferred load from transformer 1, to transformer 2, due to the load tap changer on transformer 1 not operating ( would not raise or lower voltage when called for). Investigation and repair process ongoing. Note that transformer 1 is still available for operation if needed.
- Completed the new supply to the truck garage from the plant, this includes a circuit from the plant stand-by generator for the overhead door operators and lighting.
- Materials for miniature railroad electric service were ordered and installed, the riser pole also has been installed. Will be installing the road crossing, and installing the underground primary to the transformer next to the building.
- Sliver Sands - existing overhead primary single-phase service has been converted the to a three phase circuit. Set in place 3 - 3 phase transformers on the property.
- Installed electrical feed for the gate operator at the Road Barn.
- Removed a trees with the Road crew.
- Removed the osprey nest from the siren behind the fire station, installed a new pole to the north of the siren with a nesting platform.
- Assisted Wastewater with a few issues.
- General shop and truck maintenance, cleaning, and stocking.

**Attachments:**

Greenport Meter 3-2023 (PDF)

Total Usage: 2,741,191.0000 KWH  
 Peak Demand: 4,692.00 KW  
 Occured On: Mar 14 2023 19:30  
 Load Factor: 78.63%  
 Date Start: Wednesday, March 1, 2023  
 Date End: Friday, March 31, 2023

Period Ending	KWH
3/1/2023	96,193.00
3/2/2023	92,289.00
3/3/2023	92,247.00
3/4/2023	98,968.00
3/5/2023	87,379.00
3/6/2023	88,169.00
3/7/2023	91,249.00
3/8/2023	95,589.00
3/9/2023	87,352.00
3/10/2023	87,065.00
3/11/2023	92,881.00
3/12/2023	84,228.00
3/13/2023	92,844.00
3/14/2023	97,949.00
3/15/2023	98,675.00
3/16/2023	92,422.00
3/17/2023	85,873.00
3/18/2023	81,853.00
3/19/2023	91,680.00
3/20/2023	91,894.00
3/21/2023	84,356.00
3/22/2023	80,005.00
3/23/2023	78,489.00
3/24/2023	82,044.00
3/25/2023	92,312.00
3/26/2023	79,470.00
3/27/2023	79,361.00
3/28/2023	82,899.00
3/29/2023	81,025.00
3/30/2023	86,244.00
3/31/2023	88,187.00





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Submitted: April 12, 2023  
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*Work Session Meeting*  
To: Mayor Kevin Stuessi  
Board of Trustees  
Prepared By: Paul Pallas, P.E. Village Administrator  
From: Paul Pallas, P.E. Village Administrator  
Department: Village Administrator

Building

## Work Session Report for Building Department & Enforcement

April 20, 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 April 4, 2023
- ❖ Ceremonial Swearing in April 6, 2023
- ❖ Village Hall Closes at Noon April 7, 2023
- ❖ Tree Committee April 11, 2023
- ❖ Public Hearing Tentative Budget April 13, 2023
- ❖ Zoning Board Regular Session April 18, 2023

- ❖ **BID Meeting April 19, 2023**
- ❖ **Historic Preservation Commission April 20, 2023**
- ❖ **Board of Trustees Work Session April 20, 2023**
- ❖ **Housing Authority Meeting April 25, 2023**
- ❖ **Planning Board Work Session and Regular Session April 27, 2023**
- ❖ **Board of Trustees Regular Session April 27, 2023**

**NOTES & TIPS:**

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

**Attachments:**

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



# Village of Greenport Building Department

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

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





# Village of Greenport Building Department

March 1, 2023 -  
April 1, 2023

## Monthly Report REPORT COVERING 12/1/2022 through 1/1/2023

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



# Village of Greenport Enforcement Report

## CODE ENFORCEMENT & FIRE PREVENTION

March 1, 2023 -  
April 1, 2023,

### Monthly Report REPORT COVERING

Incorporated Village

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

# RENTAL PERMIT INFORMATION

## INFORMATION

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

**New Applications/Renewal Applications Received: 4**

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

**Applications Pending Inspection: 43**

**Applications Pending Re-Inspection 0**

**Completed/Permits Issued: 10**

**Applications Completed/Permits Issued: 301**

---





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

## Recreation

# Work Session Report Recreation Department

April 20, 2023

## Mitchell Park Marina/Parks

- ❖ Sterling Basin Mooring pendants have been reinstalled. Ten new full replacements will be received this month.
- ❖ Ice rink dismantled and transported to Building 10.
- ❖ Receiving bids for new exterior paint at the School House.
- ❖ Bids are being received for state and stonework repairs in Mitchell Park.
- ❖ One Village pumpout vessel has been launched after receiving new hydraulic trim and ignition work.
- ❖ CVAP funding has been processed and a \$6773.00 check was received.
- ❖ The Marina office and Carousel has received an upgraded telephone system.
- ❖ The Railroad Dock is scheduled for fendering, piling and klead repairs.
- ❖ The Carousel permit application was completed and submitted to the Department of Health

Monthly Revenue Reports are attached.

## Recreation Center

### Statistics

Attendance:

After School Program=13 Children Enrolled

### Reports

- ❖ The After-Care Program is going very well.
- ❖ The children continue to enjoy the weekly literacy program. They continue to enjoy the crafts, individual games, music and reading programs.
- ❖ The recreation center sanitized daily.
- ❖ The 2023 Summer Day Camp Packet has been posted on the Village website.
- ❖ Enrollment for the Summer Day Camp continues and is going very well.
- ❖ The Fire Alarm System's annual inspection at the Recreation Center by Suffolk Security Systems was held on March 15<sup>th</sup>. Five new Fire Alarms were installed.
- ❖ All alarms are in working order and a report was submitted to the Department of Health.
- ❖ A Self-Inspection Certification form for the pre-operational inspection to run the Summer Day Camp was submitted this month.
- ❖ The permit application for the 2023 Summer Day Camp was completed and submitted to the Department of Health.

## Campground

### Tasks Accomplished

- ❖ McCann's Campground is closed for the season.
- ❖ Reservations continue to be taken for the 2023 season.
- ❖ Site map updated.

### **Attachments:**

RECREATION MONTHLY REVENUE REPORT MARCH 2023 (PDF)



	MARINA				CAMPGROUND				MODRINGS			
	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	1,000.00	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	2,780.00	2,600.00	1,300.00	500.00	-
APRIL	-	(2,306.36)	580.01	-	-	1,135.00	6,200.00	-	500.00	-	900.00	-
MAY	1,818.05	10,479.55	27,622.20	-	3,645.00	7,075.00	3,647.96	-	1,300.00	-	400.00	-
YEAR TO DATE	\$ 565,899.99	\$ 590,358.02	\$ 760,724.38	\$ 989,208.05	\$ 161,279.00	\$ 160,432.51	\$ 189,439.99	\$ 222,515.25	\$ 52,200.00	\$ 48,900.00	\$ 46,900.00	\$ 43,500.00
	CAMERA OSCURA				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	-	-	-	-	150.00	7,575.05	10,664.00	-	-	-	-	-
MAY	-	5.00	29.00	-	-	8,224.00	15,566.54	-	-	-	-	-
	\$ 295.00	\$ 28.00	\$ 114.00	\$ 62.00	\$ 185,527.95	\$ 15,799.05	\$ 183,134.46	\$ 180,206.18	\$ 54,559.02	\$ -	\$ 23,252.28	\$ 2,797.00



236 THIRD STREET  
GREENPORT, NY 11944

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

[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: April 13, 2023  
Meeting: April 20, 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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## APRIL 2023 TREASURER REPORT

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

RESOLUTION authorizing Treasurer Gaffga to perform attached Budget Amendment # 5166 to appropriate Electric Fund Reserves to fund the Annual Water Treatment Contract for Cooling Tower for Power Plant Engines, and directing that Budget Amendment # 5166 be included as part of the formal meeting minutes of the April 27, 2023 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Gaffga to perform attached Budget Amendment # 5167 to appropriate Sewer Fund Reserves to purchase new chains for the BNR rotors at the Wastewater Treatment Plant, and directing that Budget Amendment # 5167 be included as part of the formal meeting minutes of the April 27, 2023 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Gaffga to perform attached Budget Amendment # 5168 to appropriate General Fund Reserves to fund a new Village Hall Server Firewall appliance and installation, and directing that Budget Amendment # 5168 be included as part of the formal meeting minutes of the April 27, 2023 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Gaffga to perform attached Budget Amendment # 5169 to appropriate General Fund Reserves to fund the purchase, installation, and licensing of a new Village Hall Server, and directing that Budget Amendment # 5169 be included as part of the formal meeting minutes of the April 27, 2023 Regular



Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Gaffga to perform attached Budget Amendment # 5170 to appropriate Electric, Water, and Sewer fund Reserves to fund the materials and supplies to install Electric, Water, and Sewer services to Mini Railroad Project, and directing that Budget Amendment # 5170 be included as part of the formal meeting minutes of the April 27, 2023 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Gaffga to perform attached Budget Amendment # 5171 to appropriate General Fund Reserves to fund the purchase and installation of 2 split A/C units to replace failed A/C unit and Radio Tower building, and directing that Budget Amendment # 5171 be included as part of the formal meeting minutes of the April 27, 2023 Regular Meeting of the Board of Trustees.

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

**BUDGET:**

There will be additional resolutions amending the Tentative Budget pending the results of the Tentative Budget Hearing

This will be done prior to a Resolution for the Adoption of the Budget

**UTILITY BILLING**

Sector four bills completed and mailed. End of month reports for March calculated.



Sector one billing completed and mailed on 4/12/23.

Currently reading sector two, to be finished on 4/14/23 and mailed by 4/18/23.

Sector two red tags due 4/18/23.

There have been continued meetings with potential Online Billing Software platforms. We have received two in depth proposals so far and have a follow-up meeting schedule with a third potential vendor. All three vendors work with our current Utility Billing software.

### **COMMUNITY HOUSING ADVISORY BOARD**

We are currently in the finalizing stage of the Draft Community Housing Plan to present to the Town Board. As of this writing we have voted on Sections 1 and 2 of the Draft Plan, which was circulated to the Board and Mayor, and have scheduled votes on section 4 for Friday April 14 and another Meeting the following week to discuss/vote on sections 5 and 6.

The goal is to have a finalized by April 20<sup>th</sup> with a formal presentation to the Town Board on April 25<sup>th</sup>.

I will continue to circulate the revisions and sections as I receive them to make sure I am receiving input from the Mayor and Board.

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

5 recertifications and 3 interims were performed for March 2022.

There has been discussion about a nuisance problem at 278 Second Street. There has been loiterers that hang out in the parking lot behind the house and create issues for the Tenants and disturb their peace. I am going to be looking into adding a natural buffer between

the back of the house and Parking Lot as well as possible new security lighting in order to add some level of security for the Tenants.

### **SHORT TERM RENTAL SOFTWARE**

We have begun the process of reaching out to other Long Island municipalities to gauge the type of software they use, if any, for the management of Short Term Rentals.

We haven't received many responses but will compile a list of potential programs that are in use on Long Island.

There is a scheduled introductory meeting with Granicus software for April 18<sup>th</sup> to see what options they offer.

### **SIGNIFICANT COLLECTIONS**

Rents for March 2023 - \$ 86,973.69

Property Tax Collected through March 2023 - \$ 1,019,239.88

East West Contract: We had received the first half payment on 02-14-23 and have sent out the invoice for the second half payment which should be received before the end of the month.

### **SIGNIFICANT PAYMENTS**

2014 Bond Interest Payment: \$51,696.88

2021 Bond Interest Payment: \$19,375.00

**INFORMATIONAL:**

Cash Holdings Report - See attached

Utility Billing Statistics Report - See attached

**Attachments:**

BANK BALANCES MARCH 2023 (PDF)

BILLING STATISTICS FOR MARCH 2023(PDF)

PROPERTY TAX COLLECTED THROUGH MARCH 2023 (PDF)

HA FINANCIALS FOR MARCH 2023 (PDF)

CD FINANCIALS FOR MARCH 2023 (PDF)

BUDGET AMENDMENT 5166 (PDF)

BUDGET AMENDMENT 5167 (PDF)

BUDGET AMENDMENT 5168 (PDF)

BUDGET AMENDMENT 5169 (PDF)

BUDGET AMENDMENT 5170 (PDF)

BUDGET AMENDMENT 5171 (PDF)

GreenportVL Agreement 2023 (PDF)



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

FUND	BANK ACCOUNT NAME	G/L ACCT#	TYPE	BALANCE	
A	General	A.0200.000	Checking	49,172.36	
A	Repair & Maintenance	A.0200.400	Checking	110,437.02	
A	Greenhill Cemetery	A.0201.100	Savings	33,661.25	
A	Money Market	A.0201.130	Money Market	1,192,909.68	
A	Fire Apparatus	A.0221.110	Savings	829,309.91	
A	Bulding Department Escrow	A.0235.101	Checking	55,047.59	
A	Parks and Recreation	A.0200.200	Checking	28,724.00	
A	General Investment Savings	A.0201.110	Muni Investment Pool	858,280.65	
A	American Recovery Plan	A.0200.415	Checking	-	
			<b>TOTAL GENERAL FUND</b>		<b>\$ 3,157,542.46</b>
CD	Small Cities Rehab.	CD.0200.000	Savings	15,524.90	
CD	NYS CDBG Funds	CD.0200.400	Public Funds Acct	226.21	
			<b>TOTAL COMMUNITY DEVELOPMENT</b>		<b>\$ 15,751.11</b>
E	Light Fund	E.0121.100	Checking	105,662.63	
E	Light Depreciation Savings	E.0116.100	Savings	2,128,641.20	
E	Light Investment Savings	E.0201.110	Muni Investment Pool	957,976.58	
E	TTC Collections	E.0121.120	Savings	231,424.54	
E	Renewable Energy Savings	E.0121.130	Savings	167,711.66	
E	Consumer Deposit Savings	E.0191.100	Savings	123,609.84	
E	Consumer Deposit Checking	E.0244.200	Checking	6,157.08	
			<b>TOTAL LIGHT FUND</b>		<b>\$ 3,721,183.53</b>
F	Water	F.0200.000	Checking	44,967.52	
F	Water Fund Capital	F.0200.400	Savings	8,396.86	
F	Water Investment Savings	F.0201.120	Muni Investment Pool	454,084.72	
F	Water Fund CD (MM)	F.0201.000	Money Market	203,579.05	
F	Water Fund Money Market	F.0201.130	Money Market	487,733.87	
					<b>\$ 1,198,762.02</b>
G	Sewer	G.0200.000	Checking	70,665.46	
G	NYS DEC Consent	G.0201.000	Savings	31,554.62	

G	Sewer Fund I	G.0201.100	Money Market	896,902.19	
G	Sewer Investment Savings	G.0201.110	Muni Investment Pool	427,698.82	
G	NYSEFC	G.0205.000	Checking	185,851.61	
G	Sewer Wastewater	G.0220.110	Savings	12,180.21	
G	NYSERDA	G.0525.000	Checking	111.01	
				<b>TOTAL SEWER FUND</b>	<b>\$ 1,624,963.92</b>
H	Capital	H.0200.000	Checking	450,826.02	
H	Capital Reserve	H.0200.400	Savings	49,889.92	
				<b>TOTAL CAPITAL FUND</b>	<b>\$ 500,715.94</b>
TA	Trust & Agency	TA.0200.000	Checking	20,833.17	
TA	Retirement Savings	TA.0201.000	Savings	49,239.46	
TA	WWI Memorial Trust	TA.0201.001	Savings	731.93	
TA	T & A Special Escrow	TA.0201.002	Savings	6,611.62	
TA	Justice Court	TA.0201.004	Savings	4,799.11	
TA	Global Common	TA.0201.009	Savings	271,870.01	
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	331,372.33	
				<b>TOTAL TRUST &amp; AGENCY FUND</b>	<b>\$ 774,564.25</b>
	Wire Account			623.00	
	Utility Clearing			112,838.95	
					<b>\$ 113,461.95</b>
				<b>TOTAL VILLAGE WIDE</b>	<b>\$ 11,106,945.18</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	11	0	0		0		523.60				8.80
	9 - Residential (1, 1)	1380	0	946335	108,055.51	0			-6,679.38	4,214.32		2,549.85
	10 - Water Heating (2, 2)	11	0	1759	124.40	0			-12.39	7.83		2.99
	11 - All Electric (3, 3)	347	0	345854	38,268.68	0			-2,439.35	1,540.89		928.05
	13 - Demand - Class 3 (5, 5)	5	0	295600	16,524.04	787	9,371.38		-2,084.87	1,316.91	521.27	
	14 - Village St. Lighting (6, 6)	5	0	23878.525	2,748.41	0			-168.42	105.37		
	15 - Town St Lighting (7, 7)	1	0	920,415	105.94	0			-6.49	4.10		
	19 - Traffic Lights (11, 11)	1	0	1019	108.18	0			-7.19	4.54		
	20 - Contract St Lighting (12, 12)	4	0	634.75	0.00	0						
	21 - Sterling Harbor (13, 13)	2	0	1144.875	131.77	0			-8.08	5.10	11.11	
Electric Total		1767	0	1617145.565	165,065.93	787	9,371.38	523.60	-11,406.17	7,200.06	532.38	3,489.69
Sewer	3 - Sewer -INSIDE Flat Charge	31	0	0	1,633.70	0						
	23 - Sewer - IN VILL 3/4" W/SEWER (14, 14)	898	610	2935.6	49,622.30	0						
	25 - Sewer - IN VILL 1" W/SEWER (15, 15)	30	9	364.1	4,455.04	0						
	27 - Sewer - IN VILL 1 1/2" W/SEWER (16, 16)	12	6	-56.4	-895.58	0						
	29 - Sewer - IN VILL 2" W/SEWER (17, 17)	28	16	228.7	3,666.30	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	441.9	6,809.85	0						
	54 - Sewer - OUTSIDE RES SEWER (50, 50)	80	53	867,7548	17,315.85	0						
	57 - SPLIT SEWER BILLING (52, 52)	1	0	0	0.00	0						
	62 - O/S DRIFTWOOD COVE 52	1	1	99,6336	3,276.00	0						
	63 - O/S DRIFTWOOD COVE 49	1	1	92,9016	3,087.00	0						
	64 - O/S PECONIC LANDING 301	1	1	0	17,475.00	0						
	65 - O/S CLIFFSIDE CONDOS-SEWER	1	1	39	4,410.00	0						
Sewer Total		1088	700	5015.89	110,896.46	0						
Water	5 - Water - Flat Charge	32	0	0	901.50	0						
	22 - RES VILL 3/4" W/SEWER (14, 14)	924	407	3341	24,817.84	0						
	24 - RES VILL 1" W/SEWER (15, 15)	31	3	404	1,959.84	0						
	26 - COMM VILL 1 1/2" W/SEWER (16, 16)	13	8	178	1,033.49	0						
	28 - COMM VILL 2" W/SEWER (17, 17)	30	22	254	1,907.87	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	491	2,355.37	0						
	46 - COMM VILLAGE 1 1/2" (42, 42)	1	1	0	44.46	0						
	47 - COMM VILLAGE 2" (43, 43)	7	6	45	397.80	0						
	48 - RES VILLAGE 3/4" (44, 44)	126	116	488	4,483.78	0						
	49 - RES VILLAGE SEWER ONLY (45, 45)	6	0	2	0.00	0						
	52 - FLAT-FIRE SPRINKLERS (49, 49)	32	0	0	0.00	0						
	53 - OUTSIDE RES SEWER (50, 50)	78	0	958,936	0.00	0						
Water Total		1284	566	6164.936	37,945.41	0						
electric-small commercial	12 - Commercial (4, 4)	366	0	777884.9	87,783.18	0			-5,486.39	3,465.42	5,615.83	
	16 - Operating Municipal (8, 8)	33	0	54360	6,226.71	0			-383.41	242.17		
	17 - Water Department (9, 9)	2	0	0	24.86	0						
	18 - Sewer Department (10, 10)	10	0	68958	7,289.82	0			-472.27	298.30		
	73 - Electric Power Plant	5	0	64312	0.00	0						
electric-small commercial Total		416	0	963514.9	101,323.57	0			-6,342.07	4,005.89	5,615.83	
Grand Total		4555	1266	2591841.291	416,232.37	787	9,371.38	523.60	-17,748.24	11,205.95	6,148.21	3,489.69

EOM Billing Statistics Report

Rate Summary - All Routes

Service	Rate# - Description	Total
Electric	2 - Electric - Flat Charge	532.40
	9 - Residential (1, 1)	108,140.30
	10 - Water Heating (2, 2)	122.83
	11 - All Electric (3, 3)	38,298.27
	13 - Demand - Class 3 (5, 5)	25,648.73
	14 - Village St. Lighting (5, 6)	2,686.36
	15 - Town St Lighting (7, 7)	103.55
	19 - Traffic Lights (11, 11)	105.53
	20 - Contract St Lighting (12, 12)	0.00
	21 - Sterling Harbor (13, 13)	139.90
Electric Total		175,777.87
Sewer	3 - Sewer -INSIDE Flat Charge	1,633.70
	23 - Sewer - IN VILL 3/4" W/SEWER (14, 14)	49,622.30
	25 - Sewer - IN VILL 1" W/SEWER (15, 15)	4,455.04
	27 - Sewer - IN VILL 1 1/2" W/SEWER (16, 16)	-896.58
	29 - Sewer - IN VILL 2" W/SEWER (17, 17)	3,666.30
	31 - Sewer - IN VILL 3" W/SEWER (18, 18)	42.00
	33 - Sewer - IN VILL 4" W/SEWER (19, 19)	6,809.85
	54 - Sewer - OUTSIDE RES SEWER (50, 50)	17,315.85
	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	17,475.00
	65 - O/S CLIFFSIDE CONDOS-SEWER	4,410.00
Sewer Total		110,896.46
Water	5 - Water - Flat Charge	901.50
	22 - RES VILL 3/4" W/SEWER (14, 14)	24,817.84
	24 - RES VILL 1" W/SEWER (15, 15)	1,958.84
	26 - COMM VILL 1 1/2" W/SEWER (16, 16)	1,033.49
	28 - COMM VILL 2" W/SEWER (17, 17)	1,907.87
	30 - COMM VILL 3" W/SEWER (18, 18)	44.46
	32 - COMM VILL 4" W/SEWER (19, 19)	2,355.37
	46 - COMM VILLAGE 1 1/2" (42, 42)	44.46
	47 - COMM VILLAGE 2" (43, 43)	397.80
	48 - RES VILLAGE 3/4" (44, 44)	4,483.78
	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		37,945.41
electric-small commercial	12 - Commercial (4, 4)	91,378.04
	16 - Operating Municipal (8, 8)	6,085.47
	17 - Water Department (9, 9)	24.86
	18 - Sewer Department (10, 10)	7,114.85
	73 - Electric Power Plant	0.00
electric-small commercial Total		104,603.22
Grand Total		429,222.96



4/13/2023 11:38:29 AM

## EOM Billing Statistics Report

Page 16 of 16

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	2/4/2023	3/6/2023
57	63	2/11/2023	3/15/2023
64	72	2/21/2023	3/27/2023
73	79	3/2/2023	3/31/2023
82	82	3/2/2023	3/31/2023
80	80	3/2/2023	3/31/2023
81	81	3/2/2023	3/31/2023

# VILLAGE OF GREENPORT

## Payment 05/26/2022 To 03/31/2023 Report

	Count	Payment Amt	Count	Refunds	Payment Total	Writeoff
<b>Grand Totals</b>						
BID MT	99	44,491.43			44,491.43	
BUYER	1	2,604.63			2,604.63	
SEWER MT	23	13,634.71			13,634.71	
VILLT	859	938,051.20			938,051.20	
WATER MT	25	8,478.19			8,478.19	
<b>Total PRINCIPAL</b>		<u>1,007,260.16</u>			<u>1,007,260.16</u>	
ADV	15	270.00			270.00	
BYINT	1	26.05			26.05	
PEN	105	11,683.67			11,683.67	
<b>Total PENALTY</b>		<u>11,979.72</u>			<u>11,979.72</u>	
<b>Total</b>		<u>1,019,239.88</u>			<u>1,019,239.88</u>	

Financial Data Schedule - Monthly Revenue & Expenses (HAP REGISTER) - MARCH 2023				78	TOTAL VOUCHERS	TOTAL (HAP, PORT, UTILITIES)	97,732.00	\$ 248.00	500.00
Account Balances				75	Vouchers Leased on last day of month				
				3	New Vouchers Issued/No Lease/Searching				
<b>REVENUE:</b>									
PHA HUD Operating Grants	\$ 98,452.00								
Admin fee revenues	\$ 9,845.00		FR HAP (714.010)						
Interest Earned - HAP		\$ 500.00	FR ADMIN (714.020)						
Interest Earned - ADMIN			Add'l HAP Admin Fee Supplemental from CD	0	Portable Vouchers				
Fraud recovery	\$ 500.00			78	All other Vouchers				
# TOTAL REVENUE	\$ 108,797.00		Add'l ADMIN from HUD						
<b>EXPENSES:</b>									
<b>Administrative</b>									
Auditing fees									
Salaries - Asha (\$28.43), Stephen Column E, Paul Column F 2 payperiods					Admin Salaries total				
	\$ 3,980.64	\$ 239.24	\$ 576.92	4,796.80		PORT BREAKDOWN	DATE	BILLED	ADMIN FEE
9 Medical	\$ 2,858.28	\$ 47.84	\$ 138.19	3,044.31	Medical Total	PORT IN			
9 Dental	\$ 180.74	\$ 3.06	\$ 3.82	187.62	Dental Total				
9 Pension T4 15.7%, T5 12.9%	\$ 624.96	\$ 30.86	\$ 90.58	746.40	Pension Total				
Payroll Taxes FICA	\$ 304.52	\$ 18.30	\$ 44.13	366.95	FICA Total	TOTAL PORT II	0	\$ -	\$ -
Employee Benefit Contribution	\$ 7,949.14	\$ 339.30	\$ 853.64	8,142.08	Benefits Total	PORT OUT			
TOTAL	\$ 7,949.14	\$ 339.30	\$ 853.64	8,142.08					
Deluxe	\$ 43.39								
Nina JG Stewart, Esq	\$ 2,450.00								
A Gallacher Reimb									
A Gallacher Mileage	\$ 103.13					TOTAL PORT OUT	0	\$ -	\$ -
Office Expenses Total	\$ 483.39								
# Administrative Total	\$ 8,109.95	\$ 7,906.54			Village of Greenport total				
Other General Expenses (Office Rent)	\$ 550.00								
# TOTAL OPERATING EXPENSES	\$ 10,003.08								
<b>970 EXCESS OPERATING REVENUE OVER OPERATING EXPENSES</b>									
PHA Utility Allowance	\$ 7,500.00				TERMINATED				
HAP payments	\$ 97,484.00				20VC 3/31/23				
PORT payments					DECEASED				
(HAP, PORT and UTILITY TOTAL)	\$ 97,732.00	(VMS - HAP TOTAL)			ABSORBED				
HAP & UTIL less Port payments	\$ 7,220.00	(VMS- ALL OTHER VOUCHERS HAP)							
Total Admin Revenue	\$ 10,355.00				RELINQUISHED				
Net ADMIN	\$ 17,500.00				#39VC 3/31/23				
Total Hap Revenue	\$ 98,452.00								
Net HAP	\$ 720.00								
900 TOTAL EXPENSES	\$ 107,735.08	\$ 107,735.08	TOTAL EXPENSES						
<b>1000 EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES</b>									

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

\$ 5,000.00

Account Description	REVENUE: 213 Center 213 Center	REVENUE: 278 2nd Street				
		UNIT 1 - 8124	UNIT 2 - 8327	UNIT 3	HOUSE	
Rent	\$ 1,125.00	\$ 1,475.00	#REF!	\$ 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 - 8328	HOUSE - 8590 RE/8361 SW	
<b>Utilities</b>						
Electric	\$ 71.08				\$ 25.94	
Water/Sewer	\$ 60.84				\$ 640.05	
Propane/Heating Oil	\$ 199.54					
Propane/Heating Oil	\$ 256.81				\$ 439.63	
<b>Admin</b>						
Salaries & Benefits (Asha, Robert, Paul)	\$ 571.38				\$ 1,714.14	\$ 2,285.52
Payment Agreement to Village					\$ 1,000.00	
<b>Total</b>	<b>\$ 1,159.65</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,819.76</b>	<b>\$ 3,819.76</b>
	213 CENTER	UNIT 1	UNIT 2	UNIT 3	HOUSE	
<b>Maintenance Repairs/Other</b>						
Van Etten Plumbing		450.00				
Hands Fuel Co					\$ 150.00	
JP McHale Pes Mgmt	\$ 308.00					
Mattituck Enviro Services					\$ 44.88	
Pine Oaks Landscaping					\$ 525.00	
	\$ 308.00	\$ 450.00	\$ -	\$ -	\$ 719.88	
<b>Total Expenses</b>	<b>\$ 1,467.65</b>				<b>\$ 1,169.88</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	\$ 1,467.65			\$ 4,989.64		
NET REVENUE	\$ (292.65)			\$ (1,114.64)		
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES</b>	<b>\$ (292.65)</b>			<b>\$ (1,114.64)</b>		

















April 13, 2023

## MUNICIPAL ADVISOR SERVICES AGREEMENT

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

### RECITALS

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

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

### AGREEMENT

NOW THEREFOR, the Parties agree as follows:

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



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

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

Company	Search	Page	which	is	currently	available	at
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<https://www.sec.gov/edgar/searchedgar/companysearch.html> and searching for either "Munistat Services Inc." or for our CIK number which is 0001608472.

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

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

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

*[Signature page follows]*



**SIGNATURE PAGE**

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

**VILLAGE OF GREENPORT**

**MUNISTAT SERVICES, INC.**

By: \_\_\_\_\_

By:  \_\_\_\_\_

Name: \_\_\_\_\_

Name: Tom Cartwright

Title: \_\_\_\_\_

Title: Vice President

## APPENDIX A

### SERVICES

Munistat shall provide, upon request, services related to the issuance of debt, as applicable, and set forth below. The Village acknowledges and agrees that most tasks requested by the Village will not require all the services described below, and as such, the specific scope of services for such task shall be limited to those services required to complete the transaction. Any material changes in or additions to the scope of services described below shall be promptly reflected in an amendment to this Agreement.

#### Bond Financings:

- Meet with appropriate Village Officials to discuss plan of finance and establish the timeline.  
  
Preparation of maturity and estimated debt service schedules for bond issues in accordance with Local Finance Law.
- We will assist the Village with the preparation of the Official Statement, based on information provided by the Village and/or third parties, including Bond Counsel for certain language relating to legal matters. Munistat will make no representation, warranty or guarantee regarding the accuracy or completeness of the information in the Preliminary Official Statement or Official Statement, and its assistance in preparing these documents should not be construed as a representation that it has independently verified such information.
- We distribute Official Statements and/or Notices of Sale to the investment community through various information repositories and post the documents on "Ipreo", a third party, distribution and electronic bidding platform.
- If necessary, we submit requested documents and information to the rating agencies and, if we feel the situation warrants, we will make an appointment with a credit analyst in order to present our views regarding the Village's rating.
- Prior to the bond sale, we submit the required information to the CUSIP Service Bureau. It is generally the function of bond counsel and the underwriter to ensure that the bonds are printed in correct form and on a timely basis.
- For issues over \$5 million, we ensure the publication of the Notice of Sale for bond issues within the required time limits.
- For issues over \$5 million, we prepare the Debt Statement for certain bond issues and file it with the State Comptroller's office.
- We handle the bid opening at our office and verify the calculation of the winning bid.
- We coordinate the financial details of the closing with the Village, bond counsel, the underwriter, and the bond insurance company (if applicable).
- We coordinate the preparation of the Final Official Statement with the underwriter, bond counsel and, where applicable, the bond insurance company.

- We prepare the final Debt Service Schedule (and, where applicable, the apportionments of such overall Debt Service Schedule into the appropriate funds), and distribute copies of such schedules to the issuer, and bond counsel.

**Note Financings:**

- Meet with appropriate Village Officials to discuss plan of finance and establish the timeline.
- We will assist the Village with the preparation of the Official Statement, based on information provided by the Village and/or third parties, including Bond Counsel for certain language relating to legal matters. Munistat will make no representation, warranty or guarantee regarding the accuracy or completeness of the information in the Preliminary Official Statement or Official Statement, and its assistance in preparing these documents should not be construed as a representation that it has independently verified such information.
- We distribute Official Statements and Notices of Sale to the investment community through various information repositories and post the documents on “Ipreo”, a third party, distribution and electronic bidding platform.
- Prior to the sale, we submit the required information to the CUSIP Service Bureau. It is generally the function of bond counsel and the underwriter to ensure that the bonds are printed in correct form and on a timely basis.
- We handle the bid opening at our office and verify the calculation of the winning bid.
- We coordinate the financial details of the closing with the Village, bond counsel, the underwriter, and the bond insurance company (if applicable).
- We coordinate the preparation of the Final Official Statement with the underwriter, bond counsel and, where applicable, the bond insurance company.
- We prepare the computation of note interest and principal payment due (and, where applicable, the apportionments of such overall payments due into the appropriate funds), and distribute copies of such schedules to the issuer.

**EFC Financings:**

- We assist the Village in short-term and long-term financings with the Environmental Facilities Corporation. Such financings require much of the services described above. Additional services include, but are not limited to: coordinate the collection of financial and operating information during the application process, participation in conference calls, prepare various estimated debt service schedules, determine amounts to be included in ensuing operating budgets, and tax impact analysis.

**Lease Financings:**

- If appropriate, we assist the Village in lease financings (energy performance contract, vehicle, LED lighting, etc.). Such services include but are not limited to: coordinate the collection of financial and operating information, verify and analyze the projected cash flows, draft the Request for Proposals, accept the bids via competitive public sale on the lease and help determine the award, prepare various estimated debt service schedules, determine amounts to be included in ensuing operating budgets, and coordinate the closing.

**Continuing Disclosure:**

- In accordance with SEC Rule 15c2-12 and the Undertaking to Provide Continuing Disclosure as executed by the Village in connection with the sale of certain bonds and delivered at the closing for such bonds, the Village may be obligated to file a Statement of Annual Financial and Operating Information with the Electronic Municipal Market Access System (“EMMA”) according to the Agreement. When necessary, we are available to help the Village to ensure compliance with its Continuing Disclosure Undertakings.



## APPENDIX B

### FEES AND EXPENSES

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

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

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

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

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

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

## APPENDIX C

### DISCLOSURE OF CONFLICTS OF INTEREST

#### **Fixed Fee**

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

#### **Contingent Compensation**

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

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

#### **Other Material Conflicts of Interest**

Munistat Services, Inc. has determined, after exercising reasonable diligence, that it has no other known material conflicts of interest that would impair its ability to provide advice to the Village in accordance with its fiduciary duty to municipal entity clients. To the extent any such material conflicts of interest arise after the date of this Agreement, Munistat Services, Inc. will provide information with respect to such conflicts in the form of a written amendment or supplement to this Agreement.



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: April 14, 2023  
Meeting: April 20, 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 Clerk April 2023 Work Session Report

**VILLAGE of GREENPORT - BOARD of TRUSTEES WORK SESSION**  
to be presented at the meeting held on April 20, 2023  
Report of Sylvia Lazzari Pirillo, Village Clerk

### Agreements and Contracts

The fully executed agreement between The Village of Greenport and Clear River was transmitted to Clear River on March 17, 2023.

### Legal Notices

The legal notice regarding the 2023 Annual Organizational Meeting date and time was published in the March 23, 2023 edition of the paper.

The legal notice regarding the 2023/2024 Tentative Budget Hearing was published in the March 30, 2023 edition of the paper.

### Moratorium

### Website update(s)

The net metering tariff was updated on the website on March 17, 2023.

The 2023/2024 Tentative Budget was posted to the website.

The brush pick-up schedule was posted to the website.



## **Resolutions for the Regular Meeting**

RESOLUTION approving the Public Assembly Permit Application submitted by Denise Gillies on behalf of The Friends of Mitchell Park, for the use of a portion of Mitchell Park from 9:00 a.m. through 10:00 a.m. every Saturday from May 6, 2023 through October 28, 2023 for Tai Chi instruction, which will be offered at no cost to the public, and further approving a waiver of the requisite public assembly permit fee.

RESOLUTION approving the Public Assembly Permit Application submitted by Tanya Doggwiler on behalf of Claudio's Restaurants to host an in-water boat show including community and vendor pop-up booths from 12 noon through 5:00 p.m. on June 3, 2023.

### **Attachments:**





236 THIRD STREET  
GREENPORT, NY 11944

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

villageofgreenport.org

**MAYOR**  
KEVIN STUESSI  
EXT 215

**TRUSTEES**  
MARY BESS PHILLIPS  
DEPUTY MAYOR

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JULIA ROBINS

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

**CLERK**  
SYLVIA PIRILLO, RMC  
EXT 206

**TREASURER**  
STEPHEN GAFFGA  
EXT 217

Submitted: April 13, 2023  
Meeting: April 20, 2023 6:00 PM  
*Work Session Meeting*  
To: Mayor Kevin Stuessi  
Board of Trustees  
Prepared By: Mary Bess Phillips, *Trustee*  
From: Mary Bess Phillips, *Trustee*  
Department: Mayor and Board of Trustees

### Village Trustee Mary Bess Phillips

Mayor Stuessi, Trustee Brennan, and Trustee Dougherty-Johnson congratulations on your election results. The work now begins to govern our Village of Greenport with increased communication and outreach to our residential and business community.

During the month of March, I have been working on the following projects.

- Ø Village of Greenport Fire Department fire/rescue boat project. Attached correspondence to the Village Board April 11, 2023
- Ø A new format for voter absentee ballots. Copy of an example from the Village of Northport attached.
- Ø Outline of a proposed informational package for anyone wishing to run for village Mayor or Trustees. Outline attached.
- Ø Would like to create on the Village Website a section for volunteering to serve on the Planning Board, Zoning Board of Appeals, Historic Preservation Commission and other committees and the roles and responsibilities.

#### Attachments:

MB's suggested item in Running for Office folder 4-13-2023 (DOCX)

Absentee-Ballot-English-2- Northport (PDF)

MB's email to the Mayor and Village Board (DOCX)

Document date 4/13/2023

OUTLINE OF ITEMS TO BE IN AN INFORMATIONAL PACKAGE  
RUNNING FOR OFFICE IN THE VILLAGE OF GREENPORT

**The following suggested items to be included in a Candidate's folder.**

- QUALIFICATIONS TO RUN FOR OFFICE
- INSTRUCTIONS AND DATES FOR FILING AN INDEPENDENT NOMINATING PETITION
- COPY OF INDEPENDENT NOMINATING PETITION
- INCLUDE A COPY OF THE CURRENT ELECTION YEAR NYCOM CHECKLIST FOR RUNNING AN ELECTION
- DESCRIPTION OF THE MAYOR AND VILLAGE TRUSTEES ROLES AND RESPONSIBILITIES IN VILLAGE OF GREENPORT GOVERNMENT
- REQUIRED INFORMATION AND DATES FOR CAMPAIGN EXPENDITURE AND CONTRIBUTION STATEMENTS
- INFORMATION WHERE AND HOW TO OBTAIN VILLAGE OF GREENPORT'S CURRENT VOTERS REGISTRATION INFORMATION
- PREPARE AND UPDATE YEARLY A PACKAGE THAT CAN BE PROVIDED FOR ANYONE WISHING TO RUN FOR OFFICE
- A FREQUENTLY ASKED QUESTIONS DOCUMENT

Whether to be posted on the website in full or the wording that such information is available at Village Hall are two options.

The workload involved in this type of document will be to keep it current and who will be responsible for that job.





Village of Northport  
 224 Main Street  
 Northport, NY 11768  
 (631) 261-7502 [www.northportny.gov](http://www.northportny.gov)

AD: \_\_\_\_\_ ED: \_\_\_\_\_  
 Clerk Use Only - Rev. 12/2021

**VILLAGE OF NORTHPORT ABSENTEE BALLOT APPLICATION**

Please print clearly. See detailed instructions on back.

This application must either be personally delivered to the Village Clerk not later than the day before the election, or postmarked by governmental postal service not later than the 7<sup>th</sup> day before Election Day. The ballot itself must be personally delivered to the Village Clerk no later than the close of polls on Election Day.

1. I am requesting, in good faith, an absentee ballot due to (check one reason):

<input type="checkbox"/> absence from county on election day	<input type="checkbox"/> patient or inmate in a Veterans' Administration Hospital
<input type="checkbox"/> temporary illness or physical disability	<input type="checkbox"/> detention in jail/prison, awaiting trial, awaiting action by a grand jury, or in prison for a conviction of a crime or offense which was not a felony
<input type="checkbox"/> permanent illness or physical disability	
<input type="checkbox"/> duties related to primary care of one or more individuals who are ill or physically disabled	

2. absentee ballot(s) requested for the following election(s):

Primary Election only       General Village Election only       Special Election only

Any election held between these dates: absence begins: \_\_\_/\_\_\_/\_\_\_ absence ends: \_\_\_/\_\_\_/\_\_\_

3. last name or surname \_\_\_\_\_ first name \_\_\_\_\_ middle initial \_\_\_\_\_ suffix \_\_\_\_\_

4. date of birth: \_\_\_/\_\_\_/\_\_\_ county where you live: \_\_\_\_\_ phone number (optional): \_\_\_\_\_

5. address where you live (residence) street \_\_\_\_\_ apt \_\_\_\_\_ city \_\_\_\_\_ state **NY** zip code \_\_\_\_\_

6. Delivery of Primary Election Ballot (check one)

I authorize (give name): \_\_\_\_\_ to pick up my ballot at the Village Clerk's Office.

Mail ballot to me at: (mailing address)

street no. \_\_\_\_\_ street name \_\_\_\_\_ apt. \_\_\_\_\_ city \_\_\_\_\_ state \_\_\_\_\_ zip code \_\_\_\_\_

7. Delivery of General (or Special) Election Ballot (check one)

I authorize (give name): \_\_\_\_\_ to pick up my ballot at the Village Clerk's Office.

Mail ballot to me at: (mailing address)

street no. \_\_\_\_\_ street name \_\_\_\_\_ apt. \_\_\_\_\_ city \_\_\_\_\_ state \_\_\_\_\_ zip code \_\_\_\_\_

**Applicant Must Sign Below**

8. I certify that I am a qualified and a registered voter; and that the information in this application is true and correct and that this application will be accepted for all purposes as the equivalent of an affidavit and, if it contains a material false statement, shall subject me to the same penalties as if I had been duly sworn.

Sign Here:   X   Date: \_\_\_/\_\_\_/\_\_\_

If applicant is unable to sign because of illness, physical disability or inability to read, the following statement must be executed: By my mark, duly witnessed hereunder, I hereby state that I am unable to sign my application for an absentee ballot without assistance because I am unable to write by reason of my illness or physical disability or because I am unable to read. I have made, or have the assistance in making, my mark in lieu of my signature. (No power of attorney or preprinted name stamps allowed. See detailed instructions).

Date: \_\_\_/\_\_\_/\_\_\_ Name of Voter: \_\_\_\_\_ Mark: \_\_\_\_\_

I, the undersigned, hereby certify that the above named voter affixed his or her mark to said application in my presence and I know him or her to be the person who affixed his or her mark to said application and understand that this statement will be accepted for all purposes as the equivalent of an affidavit and if it contains a material false statement, shall subject me to the same penalties as if I had been duly sworn.

\_\_\_\_\_  
 (address of witness to mark)

\_\_\_\_\_  
 (signature of witness to mark)

**INSTRUCTIONS:**

**Who may apply for an absentee ballot?**

Each person must apply for themselves. It is a felony to make a false statement in an application for an absentee ballot, to attempt to cast an illegal ballot, or to help anyone to cast an illegal ballot.

**Where and when to return your application:**

**Applications must be mailed seven days before the election, or hand-delivered to your Village Clerk by the day before the election.**

**Options available to you if you have an illness or disability:**

If you check the box indicating your illness or disability is permanent, once your application is approved you will automatically receive a ballot for each election in which you are eligible to vote, without having to apply again. You may sign the absentee ballot application yourself, or you may make your mark and have your mark witnessed in the spaces provided on the bottom of the application. Please note that a power of attorney or printed name stamp is not allowed for any voting purpose.

**When your ballot will be sent:**

Your absentee ballot materials will be sent to you at least 6 days before the election in which you are eligible to vote. If applicant or agent deliver the application to the Village Clerk in person after the seventh day before the village election and not later than the day before the election, the Village Clerk shall deliver such absentee ballots for those applicants who he determines are qualified to make such applications and to receive such ballots to such applicants or the agents named in the applications when such applicants or agents appear in the Village Clerk's office.

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**RETURN TO:**

Village of Northport  
Clerk's Office  
224 Main Street  
Northport, NY 11768



Mayor Kevin, Julia, Patrick, and Lily.

The Marine Fire/Rescue Squad this week will have representatives from their unit going over to Plum Island to check out this vessel on Plum Island surplus list.

The members of this group in commitment to training, effort towards finding funding for a boat has brought to light how important this type of firefighting equipment is to our waterfront community.

The two current vessels listed in the assets of the fire department are less than marginal and ineffective for any major rescue or fire. Please take a moment to think about our village's waterfront. The marinas within Stirling Harbor, Mitchell Marina, houses, and businesses on the shoreline.

Should they wish to move forward with a request to purchase, after a thorough review, request and approval of the Board of Wardens funding will be the next step. The Board of Wardens and the Village Board need to work together should this be a viable option for now.

We as a waterfront village community have been fortunate in our volunteer firemen are looking at all avenues to provide a fire/rescue service with the proper equipment. The goal to purchase a new vessel is moving forward in trying to obtain grant funding. We just need to have an upgrade from what is currently being used on the water.

The Marine/Rescue project for a vessel has been one that is close to home for my family.

Thank you for taking the time to read the update as Liaison to the Board of Wardens.

Mary Bess Phillips  
Village of Greenport Trustee



236 THIRD STREET  
GREENPORT, NY 11944

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

[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: April 14, 2023  
Meeting: April 20, 2023 6:00 PM  
*Work Session Meeting*  
To: Mayor Kevin Stuessi  
Board of Trustees  
Prepared By: Patrick Brennan, *Trustee*  
From: Patrick Brennan, *Trustee*  
Department: Mayor and Board of Trustees

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Attachments: Village Trustee Patrick Brennan April 2023 Work Session Report

**VILLAGE OF GREENPORT  
WORK SESSION REPORT**

**TO: MAYOR KEVIN STUESSI & TRUSTEES**

**FROM: TRUSTEE BRENNAN**

**PREPARED BY: PATRICK BRENNAN**

**DATE: 4/16/2023**

**RE: 4/20/2023 WORK SESSION**

**UPDATES & COMMENTARY ON -**

**VILLAGE PROCUREMENT & CONTRACTING POLICIES**

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

**MARINA POLICIES & DOCKING AGREEMENT**

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

**CAROUSEL STATUS UPDATE & RECOMMENDATIONS**



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**TREASURER**  
STEPHEN GAFFGA  
EXT 217

Submitted: April 13, 2023  
Meeting: April 20, 2023 6:00 PM  
*Work Session Meeting*  
To: Mayor Kevin Stuessi  
Board of Trustees  
Prepared By: Lily Dougherty-Johnson, *Trustee*  
From: Lily Dougherty-Johnson, *Trustee*  
Department: Mayor and Board of Trustees

---

**Village Trustee Lily Dougherty-Johnson:**

Planning an Earth Day Clean up of Moore's Woods for Saturday, April 22<sup>nd</sup>  
(possible rain date Sunday).

Volunteers will meet at the trailhead by the mini train station at 10 am.

Over a dozen volunteers have RSVPed already, anticipating more.

It's been listed with the Northforker, North Fork Patch, and WLIW.

Flyers will be distributed, and there will be a PSA on WLIW as well as a mention on  
Gianna Volpe's Heart of the East End show on WLIW.

I'll also be coordinating with Rotary, and planning to get the flyer on the village  
website as well as a village email sent out. Any help spreading the word and  
gathering volunteers is much appreciated.

**Attachments:** social media ad





# EARTH DAY

SATURDAY, APRIL 22, 10AM

MOORE'S WOODS

MEET AT TRAILHEAD BY MINI TRAIN STATION.

BRING GLOVES

AND TICK PROTECTION.

RAIN DATE SUNDAY. CONTACT

[LDOUGHERTY@GREENPORTVILLAGE.ORG](mailto:LDOUGHERTY@GREENPORTVILLAGE.ORG)



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STEPHEN GAFFGA  
EXT 217

Submitted: April 13, 2023  
Meeting: April 20, 2023 6:00 PM  
*Work Session Meeting*  
To: Mayor Kevin Stuessi  
Board of Trustees  
Prepared By: Julia Robins, *Trustee*  
From: Julia Robins, *Trustee*  
Department: Mayor and Board of Trustees

---

**Attachments: Village Trustee Julia Robins April 2023 Work Session Report**

**Subject:** Work Session Report  
Trustee Robins

BID Meeting 3/15/23

Minutes accepted from last meeting

Treasurers Report

Deborah Rivera suggests billing early for Sag Express checks so small shops have funds before winter season

FEMA communication on finalizing Covid grant

Quickbooks online: question can extra service to pay bills be used at no additional cost

### **Committee reports**

#### **SOBO**

Dave Abatelli

Planters

Next week they will be removing branches from planters

Daffodils on Friday

Needs 2-3 volunteers

Approx cost \$750 plus accessories asking ok for up to \$1,000

Germanium's by Mother' Day

The total cost of new plantings is \$2,000

Looking into new planters with 2 carpentry shops with some improvements

Approve \$3,000 for planters

#### **PRIDE**

Linda Kessler

Pride Parade

Working on Awareness Day

Can use pledge cards

Easter weekend event Egg Roll and Magician

Need to buy eggs

500 + 300 for magician - motion to approve \$900 for

Theater fundraiser event

Pledge for Theater

Nicki Gohorel

5K update

Already getting sign ups

Working with Chief Flatley

Sponsors already asking to be on tee shirts

#### **Guest**

Kristie Lutz

North Fork Arts Center

Greenport Theater

Raising 1M to run the nonprofit



April 14 & 15  
Businesses 10% receipts  
Ad in Suffolk Times publicizing event  
4 levels of participation  
Start at \$250 up to \$1,000  
Size of business  
Fundraising goal for event suggest using a thermometer

Kristie Lutz is working with Tony Spirodakis  
Create a unique QR Code  
Open house at Theater  
Red Carpet  
Photo op available with logo opportunities  
Dates propose  
April 14 & 15 Friday and Saturday  
Kim asked if Noah Doyle  
Linda will call

#### **Guests**

Brian Rosen [brosen@lgbtnetwork.org](mailto:brosen@lgbtnetwork.org)  
and  
Robert Vitelli 631-835-5466  
[robert@lgbtnetwork.org](mailto:robert@lgbtnetwork.org)  
LGBT Network  
Pride Parade  
June 24  
Parade and events at Mitchell Park  
5-8 Am Legion Dance  
Sponsorships of different kinds available  
Rich offers beer truck in parade  
Linda Kessler will reach out to FD  
Food and beverage not permitted to be sold in Mitchell Park  
Linda  
Should look at sponsorship levels

#### **SMILE**

Gail Barlow  
Emails are set up for [@greenportvillage.com](https://www.greenportvillage.com)  
president treasurer office support  
Google Drive training will maintain institutional knowledge  
Social media  
Calendar  
Merchant spotlights  
Explore Greenport  
Event promotions  
Insights survey  
Member mixer at Greenhill Kitchen late in April  
Quarterly reports on calendar



Website  
Visual Content  
BID Branding  
Kim suggests mixer a week before the Annual Meeting in June

#### **GATE**

Report on WAPC Subcommittee summary of work on infrastructure  
Rich last meeting as president  
Co- presidents  
Dave Abatelli and Steve Benthall

Next Meeting April 19

Zoom link for the meeting:

Join Zoom

Meeting <https://us06web.zoom.us/j/87644505944?pwd=WTJYR1BUMUZvUWZuRW5SZlBENzVTZz09>

#### **Notes from WAPC Subcommittee on Infrastructure Traffic and Parking**

We discussed how to Implement a paid parking program like ParkMobile for prime curbside parking in the commercial district.

There should be a dedicated parking/traffic enforcement employee.

This could be either a seasonal or full time employee.

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

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

This has to be done by Southold PD.

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

Investigate the use of cameras to identify offenders.

Check with Southold PD about use of this technology.

Increased revenue in the form of metered parking can be used for sidewalk maintenance.

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

Group members check the ParkMobile website for information and video.

We had a presentation with Ron Ross from Park Mobile on March 30.

Thank you to committee members Eric Elkin, Chris Hamilton and William Swiskey.

Discussion

§ 132-56 Schedule XVIII: Diagonal Parking Areas.

**Code/Ch 132: Vehicles and Traffic/Ch 132 Art VII: Schedules**

... § 132-56, Schedule XVIII, Parking Meter Zones, was repealed ... See now § 132-54B, Two-hour parking.  
[Added 6-17-1999 by L.L. ... are designated as diagonal parking areas: Name of Street Side ...  
parking (4)  
parking meter (1)