



236 THIRD STREET  
GREENPORT, NY  
11944

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villageofgreenport.org

**MAYOR**  
KEVIN STUESSI  
EXT 215

**TRUSTEES**  
MARY BESS PHILLIPS  
DEPUTY MAYOR

PATRICK BRENNAN

LILY DOUGHERTY-  
JOHNSON

JULIA ROBINS

**TREASURER**  
ADAM BRAUTIGAM  
EXT 217

**VILLAGE CLERK**  
CANDACE HALL  
EXT 214

May 23, 2024 at 6:00 PM  
Mayor and Board of Trustees – Regular Meeting  
Third Street Firehouse  
Greenport, NY 11944

**MOTION TO OPEN THE REGULAR SESSION MEETING**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

Mary Canaris  
Patricia Fountain  
Ernestine Marie Sells Roye  
Marion V. Kruszkeski

**BOARD PUBLIC MEETING TO RECEIVE COMMENTS ON THE  
FOLLOWING STATE LIQUOR AUTHORITY APPLICATION**

**Application from The Greenport Brewing Company, LLC; 234  
Carpenter Street, Greenport.**

**ANNOUNCEMENTS**

- Village Hall will be closed on Monday, May 27, 2024, in observance of Memorial Day.
- Village Hall will be closed on Wednesday, June 19, 2024, in observance of Juneteenth.
- The Greenport American Legion will be hosting this year's Memorial Day parade on Monday, May 27, 2024, followed by light refreshments served at the Legion Hall. All are welcome and encouraged to attend.
- The Village of Greenport water machines at the power plant are now back in service. The machines will only accept exact change until June 1<sup>st</sup>, 2024.

**PRESENTATION**

- 30-Year Anniversary of the Village of Greenport Business Improvement District (BID) - Nancy Kouris

**PUBLIC HEARING****Motion to Open Public Hearing**

1. Public hearing regarding the Wetlands Permit Application submitted by Costello Marine Contracting Corp. as agent for the property located at 222 4<sup>th</sup> Street, Greenport, New York, 11944, SCTM # 1001-7-3-19.2 to perform the following work: Install +/- 205' rock to existing rock barrier spit consisting of 1-2 ton stone. Top of stone not to exceed 24" above Mean High Water (MHW). Public hearing remained open from the May 16, 2024 Work Session.
2. Public hearing regarding the Wetlands Permit Application submitted by Costello Marine Contracting Corp. as agent for the property located at 230 4<sup>th</sup> Street, Greenport, New York, 11944, SCTM # 1001-7-3-16 to perform the following work: Install +/- 100' rock to existing rock barrier spit consisting of 1-2 ton stone. Top of stone not to exceed 24" above Mean High Water (MHW). Public hearing remained open from the May 16, 2024 Work Session.
3. Public hearing regarding the Wetlands Permit Application submitted by Rosemary W. Gutwillig, owner of the property located at 109 Bay Avenue, Greenport, New York, 11944, SCTM # 1001-5-3-1.2 to perform the following work:  
Remove 260 LF of double wood bulkhead w/ single 10 LF return and 113 LF of single wood bulkhead (383 LF total). Dismantle stone and concrete wall and store on site. Remove 25 SF wood landing.  
Construct new vinyl bulkhead in place of seaward existing wood bulkhead (130 LF) w / 10ft. return along the northerly property line.  
Construct new vinyl bulkhead in place of existing wood bulkhead (113 LF) along southerly property line (253 LF total).  
New vinyl bulkhead is set at same elevation as existing wood bulkhead.  
Reconstruct stone and concrete wall in same location.  
Replace wood landing in kind and in same location.  
Restore disturbed vegetation and backfill with coarse sand as necessary. Public hearing remained open from the May 16, 2024 Work Session.

**PUBLIC TO ADDRESS THE BOARD**

**RESOLUTIONS****RESOLUTION # 05-2024-2**

RESOLUTION adopting the May, 2024 agenda as printed.

**RESOLUTION # 05-2024-3**

RESOLUTION accepting the monthly reports of the Greenport Fire Department, Village Administrator, Village Treasurer, Village Clerk, Village Attorney, Mayor and Board of Trustees.

**FIRE DEPARTMENT****RESOLUTION # 05-2024-4**

RESOLUTION approving the application for membership of Emely Rivas to the Rescue Squad of the Greenport Fire Department, as approved by the Village of Greenport Fire Department Board of Wardens on May 15, 2024.

**RESOLUTION # 05-2024-5**

RESOLUTION approving the application for membership of Joseph Tar Schmidt, Sr. to the Greenport Fire Department, as approved by the Village of Greenport Fire Department Board of Wardens on May 15, 2024.

**VILLAGE TREASURER****RESOLUTION # 05-2024-6**

RESOLUTION authorizing Treasurer Brautigam to perform attached budget Amendment #6032, to appropriate Sewer fund reserves to fund the replacement of the drive sprocket ring and hub, and directing that Budget amendment #6032 be included as part of the formal meeting minutes of the May 23rd Regular Meeting of the Board of Trustees.

**RESOLUTION # 05-2024-7**

RESOLUTION authorizing Treasurer Brautigam to perform attached budget Amendment #5903, to appropriate Light fund reserves to fund the replacement of transformer #2 computer and directing that Budget amendment #5903 be included as part of the formal meeting minutes of the May 23rd Regular Meeting of the Board of Trustees.

**RESOLUTION # 05-2024-8**

RESOLUTION authorizing Treasurer Brautigam to perform attached budget Amendment #5927, to appropriate General fund reserves to fund 50% of the new cedar planters for the Business Improvement District and directing that Budget amendment #5927 be included as part of the formal meeting minutes of the May 23rd Regular Meeting of the Board of Trustees.

**RESOLUTION # 05-2024-9**

RESOLUTION authorizing Treasurer Brautigam to perform attached budget Amendment #5933, to appropriate Light fund reserves to fund an emergency repair of Transformer #1 and directing that Budget amendment #5933 be included as part of the formal meeting minutes of the May 23rd Regular Meeting of the Board of Trustees.

**RESOLUTION # 05-2024-10**

RESOLUTION authorizing Treasurer Brautigam to perform attached budget Amendment #5942, to appropriate General fund reserves to cover costs associated with brush pickup and trash removal, and directing that Budget amendment #5942 be included as part of the formal meeting minutes of the May 23rd Regular Meeting of the Board of Trustees.

**RESOLUTION # 05-2024-11**

RESOLUTION authorizing Treasurer Brautigam to perform attached budget Amendment #5947, to appropriate General fund reserves to repair bluestone at Mitchell Park and directing that Budget amendment #5947 be included as part of the formal meeting minutes of the May 23rd Regular Meeting of the Board of Trustees.

**RESOLUTION # 05-2024-12**

RESOLUTION authorizing Treasurer Brautigam to perform attached budget Amendment #6000, to appropriate General fund reserves to fund the purchase of a new trash truck for the Road Department and directing that Budget amendment #6000 be included as part of the formal meeting minutes of the May 23rd Regular Meeting of the Board of Trustees.

**RESOLUTION # 05-2024-13**

RESOLUTION approving the purchase of new cedar planters within the Business District to replace the current cedar planters.

**RESOLUTION # 05-2024-14**

WHEREAS, the Board members have received and reviewed proposed local law 5 Chapter 105, (Sewers) of 2024, NOW, THEREFORE, the Board hereby schedules a public hearing on proposed local law 5 of 2024 for Work Session 6:00 p.m. on Thursday, June 20, 2024 at the Third Street Fire Station, Third and South Streets, Greenport, NY 11944 and directs the Clerk to post and publish notice of the public hearing as required by law.

**RESOLUTION # 05-2024-15**

WHEREAS, the Board members have received and reviewed proposed local law 6 Chapter 136, (Water) of 2024, NOW, THEREFORE, the Board hereby schedules a public hearing on proposed local law 6 of 2024 for Work Session 6:00 p.m. on Thursday, June 20, 2024 at the Third Street Fire Station, Third and South Streets, Greenport, NY 11944 and directs the Clerk to post and publish notice of the public hearing as required by law.



**RESOLUTION # 05-2024-16**

RESOLUTION authorizing the issuance of a check made payable to Candace Hall as Village Clerk in the amount of \$55.00 to be used to set up the required Water Machine money for the Village of Greenport.

**VILLAGE CLERK****RESOLUTION # 05-2024-17**

RESOLUTION ratifying the hiring of Molly Veronica Rocco as a part-time Carousel worker, at a pay rate of \$16.00 per hour, effective April 28, 2024.

**RESOLUTION # 05-2024-18**

RESOLUTION ratifying the hiring of Sean Joseph Furman as a part-time Carousel worker, at a pay rate of \$16.00 per hour, effective May 4, 2024.

**RESOLUTION # 05-2024-19**

RESOLUTION approving the increase in the hourly wage rate of part-time Recreation department employee Joanne Jackson from \$20.00 per hour to \$22.00 per hour, effective May 23, 2024.

**RESOLUTION # 05-2024-20**

RESOLUTION approving the increase in the hourly wage rate of part-time Recreation department employee Jordyn Maichin from \$18.00 per hour to \$20.00 per hour, effective May 23, 2024.

**RESOLUTION # 05-2024-21**

RESOLUTION approving the Public assembly application received from Colin Van Tuyl on behalf of The Greenport Band for the annual concert series held in Mitchell Park from 7:30 – 8:45 p.m. to run on the following Fridays: July 5, 12 and 19, August 2, 9, 16, 23 and 30. The Greenport Band has requested a waiver of the \$250 application fee and for the Village of Greenport to keep the Mitchell Park bathrooms open for the event.

**RESOLUTION # 05-2024-22**

RESOLUTION approving the Public assembly application received from St Agnes RCC for an event to be held on June 1, 2024; street closures requested for a processional with the following route: start on Front Street at RCC Church walking east to 5th Street, make a right turn, continue South to Wiggins Street, turn right, walk to 6th Street, turn right, walk to Front Street, turn right to return to the church.

**RESOLUTION # 05-2024-23**

RESOLUTION approving the Public assembly application received from Relief Hose and Phenix H & L of the Greenport Fire Department for the annual Carnival to be held at the Polo Grounds July 2-6, 2024, from 6:00 – 11:00 p.m. Fireworks will be on July 3, 2024 and July 6, 2024.

**RESOLUTION # 05-2024-24**

RESOLUTION approving the Public assembly application received from Floyd Memorial Library to host a Children's Concert in Mitchell Park on Tuesday, July 9, 2024 from 6:00 – 8:00 p.m. This concert is free for the community to attend, and the applicant is requesting a waiver of the application fee.

**RESOLUTION # 05-2024-25**

RESOLUTION approving the Public assembly application received from Arthur Blenk of the Karuna Hot Yoga studio to host free yoga classes in Mitchell Park every Sunday, weather permitting, from 8:00 – 9:00 a.m. in July, August and September.

**RESOLUTION # 05-2024-26**

RESOLUTION approving the Public assembly application received from The North Fork Arts Center Inc. for an event to be held on Friday, May 31, 2024 from 4:30 – 7:00 p.m. The North Fork Arts Center will be hosting a film premier and requesting a road closure of Front Street between 1st Street and 3rd Street for the duration of the event. The applicant is requesting a waiver of the application fee.

**RESOLUTION # 05-2024-27**

RESOLUTION approving the Public assembly application received from Brandi Hopkins on behalf of GHS Class of 2024 for the annual Graduation Parade. The requested date of the event/parade is Sunday, June 23, 2024; line up on Broad Street at 8:30 a.m. for the parade to begin at 9:00 a.m.

**RESOLUTION # 05-2024-28**

RESOLUTION approving the Public assembly application received from Mary Vines of the Dances in the Park Committee for the annual Monday Night Dances in the Park co-hosted by the Village of Greenport and Friends of Mitchell Park. The event dates in Mitchell Park are as follows: July 1, 8, 15, 22 and 29 and August 5, 12, 19, and 26 from 7:30 – 9:30 p.m.

**RESOLUTION # 05-2024-29**

RESOLUTION approving the use of the attached Public Assembly Permit Application to replace the existing General Public Assembly Permit Application and Mitchell Park Public Assembly Permit Application effective June 1, 2024.

**MAYOR****RESOLUTION # 05-2024-30**

RESOLUTION accepting the Annual MS4 Report for the period ending March 9, 2024.

**RESOLUTION # 05-2024-31**

WHEREAS, the Board members have received and reviewed proposed local law 7 no overnight parking of 2024, NOW, THEREFORE, the Board hereby schedules a public hearing on proposed local law 7 of 2024 for Work Session 6:00 p.m. on Thursday, June 20, 2024 at the Third Street Fire Station, Third and South Streets, Greenport, NY 11944 and directs the Clerk to post and publish notice of the public hearing as required by law.

**RESOLUTION # 05-2024-32**

WHEREAS, the Board members have received and reviewed proposed local law 8 stop sign on 5th street at the intersection of Johnson Place of 2024, NOW, THEREFORE, the Board hereby schedules a public hearing on proposed local law 8 of 2024 for Work Session 6:00 p.m. on Thursday, June 20, 2024 at the Third Street Fire Station, Third and South Streets, Greenport, NY 11944 and directs the Clerk to post and publish notice of the public hearing as required by law.

**RESOLUTION # 05-2024-33**

WHEREAS, the Board members have received and reviewed proposed local law 9 to adopt traffic and parking regulations of 2024, NOW, THEREFORE, the Board hereby schedules a public hearing on proposed local law 9 of 2024 for Work Session 6:00 p.m. on Thursday, June 20, 2024 at the Third Street Fire Station, Third and South Streets, Greenport, NY 11944 and directs the Clerk to post and publish notice of the public hearing as required by law.

**RESOLUTION # 05-2024-34**

WHEREAS, the Board members have received and reviewed Chapter 101, Recreation Areas and Beaches of Village of Greenport Code, NOW, THEREFORE, the Board hereby schedules a public hearing on Chapter 101, Recreation Areas and Beaches of the Village of Greenport Code for Work Session 6:00 p.m. on Thursday, June 20, 2024 at the Third Street Fire Station, Third and South Streets, Greenport, NY 11944 and directs the Clerk to post and publish notice of the public hearing as required by law.

**RESOLUTION # 05-2024-35**

RESOLUTION amending RESOLUTION 04-2024-35 approving amended an increase in the hourly wage rate for William Schulz, from \$32.00 per hour to \$ 34.50 per hour, from effective June 1, 2024 to effective date May 1, 2024 owing to the acquisition of substantial expertise in his area of employment by virtue of work experience, per Article VII (Salaries and Compensation), Section 9 (b) - Merit Clause – of the collective bargaining agreement currently in force between the Village of Greenport and CSEA Local 1000.

**RESOLUTION # 05-2024-36**

MOTION to correct and confirm appointment terms made at April 25, 2024 Annual Organizational meeting; WHEREAS, at the April 25, 2024 Annual Organizational meeting appointments were made by the Mayor and approved by the Board of Trustees for various positions; and WHEREAS, those appointments and approvals are set forth in Resolutions 2-26 of the Regular Session and Annual Organizational meeting minutes; WHEREAS, the end date identified for those appointments was identified as April 25, 2025, which corresponds with the 2025 scheduled Annual Organizational meeting date; and WHEREAS, the official year ends at 12:00 pm on April 7, 2025; NOW; the Mayor and Board of Trustees hereby correct and confirm the appointments, as made in Resolutions 2-26 at the April 25, 2024 Regular Session and Annual Organizational Meeting are for the official year ending at 12:00 pm on April 7, 2025.

**RESOLUTION # 05-2024-37**

WHEREAS, the Board of Trustees deems it prudent to establish a credit card policy for the use of Village credit cards by Village officers and employees. NOW THEREFORE, IT IS HEREBY RESOLVED, that the Village of Greenport hereby adopts the following policy which is intended to apply to the Village's use of Constant Contact and the procurement of goods and services by use of an authorized credit card in the name of the Village of Greenport as provided herein:

**RESOLUTION # 05-2024-38**

RESOLUTION hiring Yan Albaladejo as a part-time seasonal, Summer Intern at an hourly wage of \$18.00 per hour, effective, May 28, 2024.

**VOUCHER SUMMARY****RESOLUTION # 05-2024-39**

RESOLUTION approving all checks per the Voucher Summary Report dated May 22, 2024, in the total amount of \$789,629.98 consisting of:

- o All regular checks in the amount of \$724,719.77, and
- o All prepaid checks (including wire transfers) in the amount of \$ 64,910.21.

**Bill VOG 08-24.**

A local law providing for no overnight parking in certain locations in the Village of Greenport.

**Section 1.** Village Code §132-54: Schedule XVI is hereby amended to include the following additional time limit restrictions:

<b>Name of Street</b>	<b>Sides</b>	<b>Hours</b>	<b>Location</b>
Clark Street	Both	11pm-6am	East of 4 <sup>th</sup> Street
4 <sup>th</sup> Street	Both	11pm-6am	South of Clark Street
5 <sup>th</sup> Street	Both	11pm-6am	South of Johnson Place
6 <sup>th</sup> Street	Both	11pm-6am	South of Johnson Place

**Section 2.** Severability. If a court determines that any clause, sentence, paragraph, subdivision, or part of this local law or the application thereof to any person, firm or corporation, or circumstance is invalid or unconstitutional, the court's order or judgment shall not affect, impair, or invalidate the remainder of this local law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this local law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

**Section 3.** Effective date. This local law shall take effect immediately upon filing with the Secretary of State.

**Bill VOG 09-24.**

A local law providing for a stop sign on 5<sup>th</sup> Street, at the intersection of Johnson Place.

**Section 1.** Village Code §132-43: Schedule V: Stop Intersections is hereby amended to include the following additional stop sign location:

<b>Stop Sign On</b>	<b>Direction of Travel</b>	<b>At Intersection Of</b>
5 <sup>th</sup> Street	North	Johnson Place

**Section 2. Severability.** If a court determines that any clause, sentence, paragraph, subdivision, or part of this local law or the application thereof to any person, firm or corporation, or circumstance is invalid or unconstitutional, the court's order or judgment shall not affect, impair, or invalidate the remainder of this local law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this local law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

**Section 3. Effective date.** This local law shall take effect immediately upon filing with the Secretary of State.



**Bill VOG 10-24.**

A local law authorizing the Board of Trustees of the Village of Greenport to adopt traffic and parking regulations by resolution.

**Section 1.** Village Code §132-3 is hereby amended, to read as follows:

**“§ 132-3. Implementation of provisions.**

The provisions of this chapter shall be implemented by the adoption of regulations by the Board of Trustees or an officer or agency authorized by it pursuant to § 1603 of the Vehicle and Traffic Law. Such regulations shall designate the specific area within which the provisions of this chapter shall be in effect by reference to the appropriate schedule established by this chapter for the recording of such regulations. Such schedules shall be attached to and form a part of this chapter, and a violation of any regulation contained in said schedules shall be deemed a violation of this chapter. The Board of Trustees may adopt such regulations, including the provisions within the Schedules in this chapter, by resolution, from time to time.”

**Section 2. Severability.** If a court determines that any clause, sentence, paragraph, subdivision, or part of this local law or the application thereof to any person, firm or corporation, or circumstance is invalid or unconstitutional, the court's order or judgment shall not affect, impair, or invalidate the remainder of this local law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this local law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

**Section 3. Effective date.** This local law shall take effect immediately upon filing with the Secretary of State.

Bill VOG 07-24.

A local law amending and restating Chapter 101 of the Code of the Village of Greenport, to modify the regulation of recreation areas and beaches.

## Chapter 101 Recreation Areas and Beaches

### § 101-1 **Purpose.**

The Village of Greenport, for the preservation and maintenance of suitable recreation facilities for its citizens and their guests, hereby enacts this chapter so as to ensure the peaceful, orderly and most beneficial use of any and all recreational facilities supported, in whole or in part, maintained or owned by the Village of Greenport.

### § 101-2 **Definitions.**

#### **ADDITIONAL EQUIPMENT OR STRUCTURES**

Has the meaning specified in Chapter 44.

#### **BEACH**

Any land lying within the jurisdictional boundaries of the Village of Greenport between the mean high water line of a body of water and the base of any bluff or dune or where no bluff or dune is present, between such body of water and the naturally occurring beach grass or upland vegetation if no naturally occurring beach grass is present.

#### **MASS ASSEMBLY EVENT**

Has the meaning specified in Chapter 44.

#### **MASS ASSEMBLY PERMIT**

Has the meaning specified in Chapter 44.

#### **MITCHELL PARK**

Has the meaning specified in Chapter 44.

#### **PERSON**

Has the meaning specified in Chapter 44.

#### **PUBLIC PARK**

Any park, playground, athletic field, boat-launching ramp, skate park or beach that is owned by, leased by, maintained by, or otherwise under the control of, the Village of Greenport, regardless of whether zoned as "Park District" or otherwise, including without limitation, the park and beach area located at the south ends of Fifth and Sixth Streets, the playground located at Third Street adjacent to the Village of Greenport Firehouse, the basketball court located at Third Street north of Center Street, the skatepark located at Moore's Woods and Mitchell Park.

**PUBLIC RIGHT-OF-WAY**

Has the meaning specified in Chapter 88.

**UNREASONABLE NOISE**

Has the meaning specified in Chapter 88.

**§ 101-2 Hours.**

- A. All public parks shall open at sunrise and close at one hour after sunset or such later hour as may be specified in any applicable mass assembly permit, with the following exceptions to closing time:
  - (1) The area set aside for the village campsite;
  - (2) Mitchell Park which shall close at 12:00 a.m.; and
  - (3) the public park located at Moore’s Woods (including the skate park) which shall close at 10:00 p.m.
- B. No person or persons shall remain in or enter a public park before opening time and/or after the closing time thereof without the prior written permission of the Board of Trustees.

**§ 101-3 Littering.**

No person shall bring in or dump, deposit or leave any bottle, broken glass, ashes, paper boxes, cans, dirt, rubbish, waste, garbage, refuse, brush, gravel, fill or other similar materials in any public park or any adjacent public right-of-way except in proper trash receptacles provided by the Village of Greenport expressly therefor. Where receptacles are not so provided, all such items shall be carried away from the public park by the person responsible for its presence and properly disposed of elsewhere.

**§ 101-4 Alcoholic beverage restrictions.**

Except to the extent specifically permitted pursuant to any duly issued mass assembly permit, no person or persons shall consume alcoholic beverages from any container in any public park.

**§ 101-5 Animals.**

- A. Dogs or domestic animals shall not be allowed on or within (1) any designated bathing beach during such time that a lifeguard is on duty or (2) any public park that is posted with signage indicating that dogs or domestic animals are prohibited.
- B. To the extent not prohibited pursuant to clause (A) above, dogs or domestic animals shall only be allowed on or within any public park (including any beach) in compliance with the conditions set forth in Chapter 39 and shall at all times be on a leash and restrained no more than four (4) feet from the owner or custodian of such dog or domestic animal.

**§ 101-6 Liability for injuries and stolen property.**

Anyone using any public park or any related facilities shall do so with the understanding that the Village assumes no responsibility for any injury or damage which such person may sustain while an occupant of the applicable public park or while using any related facilities; and the Village shall not be responsible in any manner for any article that may be stolen from any public park, any structure located on any public park or from any motor vehicle or motorboat parked on a right-of-way adjacent to any public park.

**§ 101-7 Selling; vending; distribution of certain goods**

The selling, vending or offering for sale of any wares or merchandise or any tickets for admission to

entertainment or other functions or chances or letters or whatsoever is strictly prohibited, except in such case and instances as the Board of Trustees has issued a permit therefor.

§ 101-8 **Other Prohibitions.** Except to the extent expressly provided for to the contrary in any mass assembly permit or any other permit issued by the Board of Trustees from time to time, the following activities are prohibited in any public park and on any public waterway or public right-of-way immediately adjacent thereto:

- A. Except for areas designated for parking, parking aisles and driveways providing access to such parking areas, driving or use of a motor vehicle in any public park; placement of any motorboat in any public park (except to the extent that there is a marina expressly provided therefor).
- B. Any mass assembly event without a permit as required pursuant to Chapter 44 (other than any event that is not required to obtain a mass assembly permit pursuant to Chapter 44, including any demonstration).
- C. Conduct or activities, including any fighting or other violent, tumultuous or threatening behavior, that: (1) significantly interferes with ordinary park use by the public, (2) jeopardizes the safety of the public or (3) is indecent or disorderly.
- D. (1) Digging or removing sand, gravel, rocks or other similar materials located in any public park or adjacent public waterway or (2) cutting, carving, removing or otherwise damaging any tree or plant in any public park.
- E. Erecting, constructing or placing any additional equipment or structure, fence, barricade or sign without having obtained the express permission of the Board of Trustees of the Village of Greenport.
- F. Unreasonable noise.
- G. The playing or operation of any sound reproduction device (as defined in Chapter 88) except to the extent permitted under the terms of Chapter 88.
- H. The kindling, building, maintaining or use of any fire in any place or portable receptacle, except in places or receptacles provided by the Village of Greenport or as expressly permitted pursuant to any mass assembly permit.
- I. Any marking, defacing, injuring or damage to any building, structure, property or equipment located therein.
- J. Undressing or dressing either by changing from ordinary street clothes into bathing or beach attire or otherwise except in any building or structure provided therefore.
- K. Camping or sleeping or the erection of any additional building or structure, temporary or otherwise for such a purpose.
- L. Possession or discharge of fireworks.
- M. The playing of any games involving thrown or otherwise propelled objects, such as balls, stones, arrows, javelins or model airplanes except in areas set apart for such forms of recreation, including any field or court or other similar area established therefor.

- N. Distribution of any leaflets or handbills containing harassing, threatening or intimidating text or images.
- O. Harassing, threatening or intimidation of another person of reasonable sensitivities.

§ 101-9 **Use of Picnic Areas.** No person shall, in any public park:

- A. Picnic in a location in such public park other than a place designated for such purpose.
- B. Violate the regulation that use of any Village provided for grills or fireplaces, together with tables and benches provided therefor, follows generally the rule of first come, first served, except if it is an organized mass assembly event that exhibits a mass assembly permit.
- C. Use any portion of a picnic area or any of the equipment, furnishings, buildings or structures located at any public park for the purpose of holding a picnic to the exclusion of other persons or for an unreasonable time if the facilities are crowded.
- D. Leave a picnic area before a fire is completely extinguished and before all trash in the nature of boxes, papers, cans, bottles or other refuse is placed in prior disposal receptacles where provided or carried away from the applicable picnic area.

§ 101-10 **Mitchell Park.**

- A. No person shall organize any private event or activity involving the congregation of twenty-five (25) or more persons (other than any use of the carousel, the camera obscura or skating park in the ordinary course of its business<sup>1</sup>) that is intended to take place in any portion of Mitchell Park without first obtaining a mass assembly permit in accordance with Chapter 44 (unless such event or activity is a type that is not required to have a mass assembly permit pursuant to §44-2(B) and is an otherwise permitted activity conducted during the hours that Mitchell Park is open).
- B. No additional equipment or structure or sound reproduction device shall be placed, used or operated by any person in Mitchell Park except to the extent expressly permitted pursuant to any Mass Assembly Permit or other resolution enacted by the Village Board of Trustees from time to time.
- C. Except as specifically permitted in section 101-10(A), the use of Mitchell Park by any person is subject to all of the other provisions set forth in this Chapter 101 with respect to the use of any public park.

§ 101-11 **Beaches.**

- A. No person shall swim, bathe or wade in any waters or waterways in or adjacent to any beach except in such waters and at such places as are provided therefor and in compliance with such regulations as are herein set forth or may otherwise be adopted from time to time.
- B. Any designated bathing or swimming area shall be kept free from any form of motorboat, water equipment or other floating objects that may cause inconvenience, injury or discomfort to bathers, except of such equipment is intended for the protection of life.
- C. No person shall bring into or operate any boat, raft or watercraft, whether motor-powered or not, upon

any water places designated for bathing.

- D. No person shall (1) fish within 20 feet of any designated bathing or swimming area or (2) use any surfboard, paddleboard or windsurfing equipment (except for the launch thereof) within 150 feet of any designated bathing or swimming area.

**§ 101-12 Penalties for offenses.**

- A. Any person or persons who shall violate or aid in, take part in or assist in the violation of this chapter shall be subject to: (a) a minimum fine of not less than \$500 and not more than \$1,000 for the first offense and (b) a minimum fine of \$1,000 or a maximum fine of \$5,000 for each additional offense occurring within twelve (12) months of the first offense. Any penalties payable under this § 101-15 shall be in addition to any other penalties that such person or persons may be liable for pursuant to any other provision of this Code, including, without limitation, pursuant to Chapter 88.
- B. A code enforcement officer or police officer of Southold Town Police Department shall have the authority to enforce and/or eject from any public park any person violating the provisions of this Chapter or any other provisions of the Code.

**§ 101-12 Concurrent remedies.** Nothing contained herein shall be deemed or construed so as to prevent the enforcement of any other remedy at law, concurrent or otherwise, available to the Board of Trustees or other law enforcement authority to avoid or prevent any violation or attempted violation of this chapter, such as but not limited to an injunction or restraining order. The Village of Greenport may maintain any action or proceeding in a court of competent jurisdiction to compel compliance with or to restrain by injunction the violation of this chapter.

**§ 101-13 Supplementary provisions.** This chapter is in addition to any other law, ordinance or regulation affecting the subject matter herein and is not in limitation thereof.





## **Village of Greenport: Credit Card Procedure & Policy**

### **PURPOSE:**

To establish a convenient, efficient and cost-effective method of paying for Constant Contact (which company requires that payment be made by credit card) and purchasing goods and services when vendors will not accept purchase orders and/or when cost savings may be achieved by purchasing goods or services online.

### **POLICY:**

The Village authorizes a credit card for the Village Treasurer to be used for purchases of goods and services online, payment to Constant Contact, and/or to pay Village expenses when attending conferences, workshops and/or courses when purchase orders are not accepted by the vendor.

### **PROCEDURE:**

The Village will obtain one credit card from the financial banking institute in which it has established its account.

One credit card will be issued for the Village Treasurer. A credit limit of \$2,000.00 shall be established. The credit card may be used for the purchase of goods, software, Village's website account and other items that require either prepayment through the Internet, or when purchasing via the internet will achieve cost savings for the Village.

The Village card also may be used for purchases that cannot be performed with vouchers and to pay for business meals, fuel and any other goods and services in connection with attendance at conferences, workshops and/or courses that cannot be obtained by purchase order. If the amount of the credit card purchase is less than \$250, no prior authorization for the credit purchase is required, but at least 2 oral quotations must be obtained prior to the purchase, and the purchase must be specially approved by the Village Treasurer and Mayor. All credit card purchases of \$250 or more, except for payments to Constant Contact, are subject to approval by the Board of Trustees.

Only the Treasurer shall have the authority to use the Village credit card for internet purchases. Employees and Board members may request the use of the Village card through the Village Treasurer. Employees and Board members may only use a Village credit card when attending conferences, workshops or courses for purchases and approved expenses in accordance with this policy.

## **GENERAL:**

Employees and Board members will be required to sign out the card when possession of the card is necessary to use for the purposes provided in this policy. Use of the Village credit cards will be blocked for cash advances. Each employee and board member using a Village credit card shall be responsible for the security of his or her purchases. Each employee and Board member using a Village credit card shall return the card and provide itemized receipts for each purchase to the Village Treasurer at the first available instance after use of the card. All receipts must indicate the reason and nature of purchase. All receipts and expenditures shall be reconciled with the monthly statements and audited by the Village Board of Trustees. If the officer, employee or Board member using a Village credit card cannot produce a receipt, he or she shall be responsible for reimbursement to the Village.

No personal purchases may be made with the card. No expenditures for entertainment or non-Village business purposes shall be made. All purchases not expressly authorized in the budget must be approved by the Board.

Any loss or theft of a credit card must be reported within 24 hours of discovery to the Village Treasurer. In the event of willful or negligent default of the obligations and responsibilities of the cardholder, the Mayor shall take such recovery action as deemed appropriate by law.

The Village Treasurer will maintain all credit cards in a safe location and will ensure the return of the credit card to the Village Clerk upon the request of the Board or upon termination of the Treasurer's term of office. The Village card may also be used for purchases that cannot be done with vouchers, and to pay for business meals, fuel and any other goods and services in connection with attendance at conferences, workshops and / or courses that cannot be obtained by purchase order. IF the amount of the credit card purchase is less than \$250, no prior authorization for the credit purchase is required, but at least 2 oral quotations must be obtained prior to the purchase, and the purchase must be specifically approved by the Village Treasurer and Village Mayor. All credit card purchases of \$250 or more must be pre-approved by the Board of Trustees.

Only the Village Treasurer shall have the authority to use the Village credit cards for internet purchases. Employees and Board members may request the use of the Treasurer's credit card through the Treasurer. Employees and Board members may only use a Village credit card when attending conferences, workshops or courses for purchases and approved expenses in accordance with this policy.



236 THIRD STREET  
GREENPORT, NY 11944  
PHONE: (631) 477-0248  
FAX: (631) 477-1877

## PUBLIC ASSEMBLY PERMIT APPLICATION

This application applies to any form of public assembly or entertainment expected to attract or involve twenty-five (25) or more people. Approval by the Board of Trustees is required, and this permit application must be submitted no later than 60 days prior to the proposed event.

The Clerk's Office will only accept complete applications, including the following:

- **Public Assembly Application**
- **Cover Letter** - outlining the event details, including map of road closures if applicable and site plan.
- **\$500.00 Security Deposit** – refundable if there is no damage or cost incurred by The Village
- **Non-refundable Application Fee**
  - \$50.00
  - \$250.00 - Mitchell Park Only

### SECTION 1:

Name of Applicant and/or Organization: \_\_\_\_\_

Address of Applicant/Organization: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Location of Event: \_\_\_\_\_ Type of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Hours of Event: \_\_\_\_\_

Event Description: \_\_\_\_\_

Estimated Number of attendees: \_\_\_\_\_ Fees to be Charged: \_\_\_\_\_

Clean Up Plans: \_\_\_\_\_

Have you previously obtained a permit for this event? YES NO

If yes, when? \_\_\_\_\_

**PLEASE CIRCLE APPROPRIATE ANSWER**

Road(s) to be Closed? YES NO Sidewalk(s) blocked? YES NO

Food to be served? YES NO \*Tent or structure to be erected? YES NO

\*YOU MUST FILL OUT THE ATTACHED APPLICATION FOR A TEMPORARY TENT IF THE TENT EXCEEDS 400 SQUARE FEET

**SECTION 2:**

**Insurance Required:** Applicant will provide proof of liability insurance in the amount of one-million dollars (1,000,000.00) per occurrence naming The Village of Greenport as additional insured for risks or as may otherwise be determined by the Board of Trustees.

**Alcoholic Beverages:** No person shall consume alcoholic beverages in any Village park, playground, beach or any other Village park property or facility, nor shall any person possess any alcoholic beverage with intent to consume or facilitate consumption by others in any Village park, playground, beach, or other park property without first obtaining written approval from the Board of Trustees.

**I hereby declare that I/we will comply with The Village of Greenport Code and all conditions of this permit.**

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Signature of Applicant

Date

**SECTION 3: FOR OFFICIAL USE ONLY**

This application is hereby: \_\_\_\_\_ Approved \_\_\_\_\_ Denied

---

Village Clerk

Date

Board of Trustees Resolution Number/Decision Date: \_\_\_\_\_

Cc: Finance Department Fire Department DPW/Utilities  
Police Department Code Enforcement Village Administration

**PUBLIC ASSEMBLY APPLICATION PERMIT (APPROVED \_\_\_\_\_)**

**MAYOR AND BOARD OF TRUSTEES**  
**2024 ANNUAL ORGANIZATION MEETING REVISION**

- 1. Motion to appoint Mayor Kevin Stuessi to the following, for a term of one (1) year to expire April 7, 2025:**

Emergency Management Officer  
Liaison to the (BID) Business Improvement District  
Audit Committee (Deputy Mayor in his absence)

- 2. Motion to appoint Trustee Mary Bess Phillips to the following, for a term of one (1) year to expire April 7, 2025:**

Deputy Mayor  
Village Representative Greenhill Cemetery Committee  
Audit Committee (in absence of the Mayor)  
Greenport Fire Department Liaison  
Chair of LWRP Sub-Committee on Code  
Representative Committee Person Southold Town Transportation Commission

- 3. Motion to appoint Trustee Patrick Brennan to the following, for a term of one (1) year to expire April 7, 2025.**

Vice Chairperson of LWRP Committee  
LWRP Sub-Committee Chairperson of Harbor Management  
Liaison for Mini Railroad

- 4. Motion to appoint Trustee Julia Robins to the following, for a term of one (1) year to expire April 7, 2025.**

Village Representative Carousel Committee  
LWRP Sub-Committee Chair for Pedestrian, Bicycle, Parking, Wayfinding

- 5. Motion to appoint Trustee Lily Dougherty-Johnson to the following, for a term of one (1) year to expire April 7, 2025:**

LWRP Chair of Communications  
Liason for Tree Committee  
Village Representative of Dances in the Park Committee

- 6. Motion to appoint Candace Hall to the following, for the balance of the two-year term to expire April 7, 2025:**

Village Clerk  
Records Access Officer  
Deputy Village Registrar  
Member of Dances in the Park Committee

- 7. Motion to appoint Jeanmarie Odden to the following, for the balance of the two-year term to expire April 7, 2025:**

Village Deputy Clerk  
Village Registrar  
Deputy Records Access Officer

- 8. RESOLUTION appointing Adam Brautigam as Village Treasurer effective April 25, 2024, for a balance of the two-year term ending in April 7, 2025 under the Village standard management contract approved at the July 28th, 2008 Board of Trustees meeting, at an annual salary of \$86,750.**

- 9. Motion to appoint Adam Brautigam to the following, for the balance of the two-year term to expire April 7, 2025:**

Audit Committee



**10. Motion to appoint Jared A. Kasschau and Brian S. Stolar of Harris Beach PLLC to the following for term of one (1) year to expire April 7, 2025:**

Village Attorneys as legal counsel and special counsel  
Records Access Appeal Officers  
Prosecutors for non-building code related matters  
Village of Greenport Planning Board  
Village of Greenport Zoning Board of Appeals  
Village of Greenport Historic Preservation Commission

**11. Motion to appoint Richard Zuckerman and Alyssa Zuckerman of Keane & Beane, PC as Village Labor Counsel for a term on one (1) year to expire April 7, 2025.**

**12. Motion to appoint the following to the Village of Greenport Business Improvement District for a term of one (1) year to expire April 7, 2025:**

James Shuford, as Treasurer's appointment

Mario Corrado, as Owners Representative

**13. Motion to appoint the following to the Village of Greenport Carousel Committee for a term of one (1) year to expire April 7, 2025:**

Trustee Julia Robins, Liaison to Village Hall  
David Abatelli, Chairperson  
Arlene Klein  
Theresa Pringle  
Robert Wissman  
Christine Kelly  
Valerie Shelby  
Margo DeVito (attends meetings)

- 14. Motion to appoint the following to the Village of Greenport Conservation Advisory Council for a term of one (1) year to expire April 7, 2025:**

Gregg J. Rivara  
Paul Kreiling  
John Saladino

- 15. Motion to appoint the following to the Village of Greenport Greenhill Cemetery Committee for a term of one (1) year to expire April 7, 2025:**

David Abatelli, Chairperson

- 16. Motion to appoint the following to the Village of Greenport Historians for a term to expire Tuesday April 7, 2025:**

Gary Charters  
Marilyn Corwin  
Carlos DeJesus

- 17. Motion to re-appoint Jane Ratsey Williams as Chairperson of the Village of Greenport Historic Preservation Commission, for a term of one (1) year to expire on April 7, 2025.**

- 18. Motion to re-appoint Janice Claudio, as a Member of the Village of Greenport Historic Preservation Commission for a term of one (1) year to expire April 7, 2025.**

- 19. Motion to re-appoint Tina Finne as Chairperson of the Village of Greenport Housing Authority for a term of one (1) year to expire April 7, 2025.**

- 20. Motion to re-appoint Patricia Hammes as Chairperson to the Village of Greenport Planning Board for a term of one (1) year to expire April 7, 2025.**

**21. Motion to re-appoint Shawn Buchanan as a Member of the Village of Greenport Planning Board for a one (1) year term to expire April 7, 2025.**

**22. Motion to appoint the following to the Village of Greenport Tree Committee for a term of one (1) year to expire April 7, 2025:**

Jane Ratsey Williams, as Co-Chairperson  
Polly Dixon, as Co-Chairperson  
John Quinlan  
Jack Weiskott  
Carol Edwards

**23. Motion to re-appoint John Saladino as Chairperson of the Village of Greenport Zoning Board of Appeals for a term of one (1) year to expire April 7, 2025.**