



236 Third Street
Greenport NY
11944

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

MAYOR

GEORGE W. HUBBARD, JR.
EXT. 215

TRUSTEES

JACK MARTILOTTA
DEPUTY MAYOR

PETER CLARKE

MARY BESS PHILLIPS

JULIA ROBINS

**VILLAGE
ADMINISTRATOR**

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

CLERK

SYLVIA PIRILLO, RMC
EXT. 206

TREASURER

ROBERT BRANDT
EXT. 217

April 15, 2021 at 7:00 PM
Mayor and Board of Trustees - Work Session Meeting
Third Street
Firehouse
Greenport, NY 11944

PLEDGE OF ALLEGIANCE

MONTHLY REPORTS FOR THE FOLLOWING:

- **FIRE DEPARTMENT** – CHIEF WAYDE MANWARING
Including compilation of all monthly meeting minutes

- **VILLAGE ADMINISTRATOR** – PAUL J. PALLAS, P.E.
Road and Water Department
Sewer Department
Light Department
Building Department
Recreation Department
Harbor Department
Marina Manager

- **VILLAGE TREASURER** - ROBERT BRANDT
Meter Department
Housing Authority & Community Development

- **VILLAGE CLERK** – SYLVIA PIRILLO, RMC

- **VILLAGE ATTORNEY** - JOSEPH PROKOP, ESQ.

MAYOR AND VILLAGE BOARD OF TRUSTEES

PUBLIC TO ADDRESS THE BOARD



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ROBERT BRANDT
EXT. 217

Submitted: April 7, 2021
Meeting: April 15, 2021 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Debbie Boyle, *Assistant*
From: Debbie Boyle, *Assistant*
Department: Fire Department

Fire Department April 2021 Work Session Report

Attachments:

Fire Department April 2021 Work Session Report (PDF)

CHIEF WAYDE MANWARING
1ST ASST CHIEF JAMES KALIN
2ND ASST CHIEF ALAIN DeKERILLIS
CHAPLAIN FRANK MUSTO
CHAPLAIN CLAUDE KUMJIAN
SECRETARY/TREASURER JAMES KALIN



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GREENPORT, NY 11944
Email: gldfire@optonline.net
www.greenportfd.org

Meeting of the Board of Wardens

WEDNESDAY March 17, 2021

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

1st Ass't Chief James Kalin

2nd Ass't Chief Alain de Kerillis

Wardens Warren Jensen and Joseph Milovich of Eagle Hose Co. #1

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

Wardens Joseph Barszczewski and Robert Jester of Star Hose Co. #3

Wardens Scott Hollid and Wayne Miller of Standard Hose Co. #4

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

Mary Bess Phillips VOG/GFD Liaison

THOSE WISHING TO ADDRESS THE BOARD –

1. Cliff Harris mentioned in the Warden’s report it mentioned looking into hiring a full time secretary. He wanted to make a suggestion to the board that might benefit the dept. more than a secretary. He said another position that can be created is a maintenance mechanic. He said it should alleviate some of the problems as far as trucks being inspected, running tools on trucks etc. They can also do pack reports and make sure we are in compliance with PESH. He said that other departments do it, he does it in Orient. He is one of 3 of them. Whoever it is should have a CDL. He said the position should be taken into consideration, it would definitely benefit the department.
2. Chief Manwaring wanted to welcome Robert Jester of Star Hose Co. #3 to the Board of Wardens.

READING OF THE PREVIOUS MINUTES

Motion made by Peter Harris, seconded by John Grilli, to approve the minutes of the February 17, 2021 meeting of the Board of Wardens as printed and distributed. Motion Carried.

FINANCE COMMITTEE

The finance committee report was read by Chief Kalin. Motion made by Wayne Miller, seconded by Scott Hollid, to accept the report. Motion Carried.

COMPANY OFFICERS’ MEETING MINUTES- None.

TREASURER’S REPORT

The Treasurer’s report for the period of February 18, 2021 through March 17, 2021 was read by Secretary/Treasurer James Kalin. Motion made by Warren Jensen, seconded by Scott Hollid, to accept the treasurer’s report as read. Motion carried. (report attached)

1. Scott Hollid asked if the casualty fund has to be a certain amount of dollars outside of an investment portfolio. 1ST Asst Chief James Kalin said no. Scott Hollid said that's a lot of money to be sitting there not earning anything. Mary Bess Phillips asked what the investment policy was. James Kalin said that they don't have one. Mary Bess Phillips said that it is financially wise to have everyone understand how it's being invested and maybe you want to look at the Village of Greenport's investment policy. Mary Bess Phillips will get the Chiefs a copy of it.

BILLS- None

COMMUNICATIONS- None

APPLICATIONS FOR MEMBERSHIP-

1. Heather Trapani to Phenix Hook & Ladder Co. #1. She was a 10 year member of Rocky Point FD and lives in Greenport now. She is an EMT and has FF1. She is only pending her physical. Motion made by Antone Volinski III, seconded by Joseph Milovich, to accept her application of membership. Motion Carried.

REPORTS OF COMMITTEES

Buildings and Grounds

1. Joseph Milovich said he met with Adam West about the kitchen and they went over what needs to be done. He can't do the job because of the prevailing wage requirements. There is another gentleman coming tomorrow to look at it. Mr. West said that GFD should get a set of specs together before the guy comes tomorrow so he knows exactly what they're looking for.
2. Joseph Milovich met with Skrezec this morning and he looked at the pump and grease trap, he is going to come back. He asked him about the back building as well and he said he is pretty sure there is a manhole just outside the back building- it should be all set. RLB plumbing looked at

the bathroom downstairs he said that the grease trap should be serviced monthly.

Bylaws- No Report.

Finance- No Report.

Fire District- No Report.

Pre-Incident Planning-

1. Chief Manwaring reported that April 29th they'll be going to 123 Sterling at 7pm. Mary Bess Phillips asked if they are taking a look at outside as well. The ZBA voted down change of use variance. The plans have parking for the units coming off Sterling Avenue. Mary Bess Phillips said they should take a look at it for safety issues.

Service Awards

1. 1ST Asst Chief James Kalin reported that the 2020 report is posted and at the end of the month it goes to the Village.

Recruitment-

1. 1st Asst Chief James Kalin passed out a brochure the NY State Volunteer Firemen's Association is doing a recruit NY. They are doing both virtual and regular open houses. They are doing it April 24 & 25th. Chief Kalin said he told them they could possibly do an open house on Sunday the 25th. from 9am to 1pm. They could open the meeting room put some things on display, he has a video they could play. They can announce it in the paper and WLNG radio. He talked to a couple of guys that do some of the training and they can set something up like the forceable entry door. W. Jensen suggested putting it on the sign beforehand.

Motion by Warren Jensen, seconded by Wayne Miller to participate in Recruit NY on April 25th. Motion Carried.

Casualty Fund- No Report.

Funeral – No Report.

Communications- No Report.

Trips & Travel- No Report.

COMPANY REQUESTS

Eagle Hose Co. #1- Budget items, As per finance report.

Relief Hose Co. #2- Door opener for 8-3-2, nozzle and duck bill tool

Star Hose Co. #3- Budget items.

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

Phenix Hook & Ladder Co. #1- Budget items, new truck.

Rescue Squad- As per finance report.

Fire Police- Budget items.

Water Rescue- Budget items. 2nd Asst. Chief de Kerillis said he is waiting for estimate to fix motor.

UNFINISHED BUSINESS –

1. John Grilli said last year we talked about getting floor mats for out back for under the vehicles. He wanted to know if that was still going to happen. He also mentioned the hotspot and asked if anyone has done any research. 1st Asst Chief Kalin said that everything is ordered already.

REPORTS OF DELEGATES- No Report.

NEW BUSINESS- No Report.

GOOD OF THE DEPARTMENT

1. 2nd Asst. Chief Alain de Kerillis requested permission to send the bid specs for 2022 Chevy Tahoe to the Village. Wayne Miller said to make sure when they advertise it, they put 2021 or current production model. He also asked how it was getting paid for. Chief Manwaring said he heard from Village Treasurer Robert Brandt today that they were transferring all of last year's leftover money into the apparatus replacement fund. Warren Jensen asked if the turn out gear vault got included. 2nd Asst Chief de Kerillis said it should be in there, he is going to have them revise it. W. Jensen also asked if there is a plan to surplus the car. 2nd Asst Chief de Kerillis said if it's still working by that point, yes.

Motion made by Wayne Miller, seconded by Antone Volinski III, to send out the specs for the Chevy Tahoe to the Village so it can go out to bid and pay for it out of line item A3410463. Motion Carried.

2. Norma Corwin asked about the large door in the meeting room. She said she can see that it is stuck up- what's holding it in place and how safe is it. Chief Manwaring said the repair person put a bolt in there so it won't come down and the motor was disconnected. Mary Bess Phillips said that she was under the impression that it was fixed because it was open.
3. Scott Hollid asked about who was on the committee for the scholarship and how it works. 1st Asst Chief James Kalin said they have to do it through the school. Norma Corwin said the only stipulation for the scholarship through the FD is they don't get the money until they submit their transcript for the first semester.
4. Scott Hollid also mentioned that someone wanted to get permission to put a fence around the Ficurilli Memorial at Station #1. Warren Jensen said we need specifics about what exactly he wants. It's a rock and won't be easy to damage.
5. Norma Corwin said that GFD should consider asking the Village to do away with parking on one side of 4th Avenue behind Station #1 since there is the new Air B&B now. She said that they are not going to be able to make that turn coming out of the Fire House especially in the summer. More discussion ensued. Mary Bess Phillips said she will bring it up and come back with info.
6. Joseph Milovich asked if they are doing parklets again. Mary Bess Phillips said its up to DOT.

7. Chief Wayde Manwaring brought up the Chief's Elections. He asked if we will be doing it the same as last year where we mail the ballots. The Warden's agreed to have the Chief's Election in person this year. They will have tables set up 6ft apart and have people leave when they are done, no congregating and no food. The Chief's will make an announcement.
8. Antone Volinski III asked what the status is on the website. 1st Asst. Chief James Kalin said no one has sent him info on the companies. The Warden's and Chief's will bring it up at their meetings.
9. Antone Volinski III reported that the fundraiser is going out this year. He needs two people from each company to activate a committee. The envelopes need to be stuffed. Whoever is volunteering can contact Antone Volinski III to set up a date to meet. They will send it out the first week in June.
10. 2nd Asst. Chief Alain de Kerillis asked if the Phenix H&L/Relief Hose carnival is going to be held this year. Peter Harris said that they plan to as long as the State says it's allowed.
11. Joseph Milovich asked if there were still lights out on the back building. Antone Volinski III said there is still lights out. J. Milovich will call and have it repaired. .
12. Norma Corwin asked if the bathroom was fixed. 1st Asst. Chief James Kalin said no. He said the last plumber they spoke to came to look at it. When he came here he looked at pipes and toilet and thought they he wanted everything done at once. Antone Volinski III said that they just want the toilet for now and he can give us a price for everything else at another time. He is going on vacation on the 29th, but he will try to squeeze them in. Norma Corwin said that the sign is off the door.
13. Norma Corwin also brought up the air machine and wanted to know the status. Chief Manwaring said that something is being taken out and a new one being put in. They have to make it first.

READING OF THE MINUTES

Motion by James Kalin, seconded by Peter Harris, to dispense with the reading of the minutes of tonight's meeting. Motion carried.

ADJOURMENT

Motion by Warren Jensen, seconded by Peter Harris, to adjourn. Motion carried.
The meeting was adjourned at 8:04pm.

Submitted by,

Rebecca J. Jensen

Recording Secretary

GREENPORT FIRE DEPARTMENT
TREASURERS REPORT

02/18/2021 thru 03/17/2021

GENERAL FUND		<u>beginning balance</u>	\$ 10,351.01
	<u>receipts</u>	Kalin def drv rebate x4	\$ + 172.50
	<u>expenditures</u>	McMann Price - def drv x 4	- \$350.00
		Gpt. IGA - soda	- \$55.92
		Brickoven Pizza after training	- <u>\$129.33</u>
			<u>\$9,988.26</u>

WOODS TRUST		<u>beginning balance</u>	\$13,375.00
	<u>expenditures</u>	AED Superstore - 2 dummies	- <u>\$2,782.57</u>
		<u>ending balance</u>	<u>\$10,592.43</u>

MEMORIAL FUND		<u>balance unchanged</u>	<u>\$1,576.13</u>
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MAY MILE FUND		<u>balance unchanged</u>	<u>\$ 19,195.83</u>
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WASH. B'DAY FUND		<u>balance unchanged</u>	<u>\$1,833.46</u>
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RESCUE SQUAD 2% FUND		<u>balance unchanged</u>	<u>\$1,789.48</u>
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submitted by James H. Kalin, Secretary-Treasurer

GREENPORT F D

APRIL 2021

DUTY COMPANIES 8-3-2 & 8-3-3 FIRST DUE ON SIGNAL 24s = 8-3-3
 OFFICE 631.477.1942 FAX 631.477.4012 gfdire@optonline.net gfdsec@optonline.net

Sun	Mon	Tue	Wed	Thu	Fri	Sat
4 Chief Wayde Manwaring 631.644.5430	5 1st. Ass't. Chief Jim Kalin 631.466.5294	6 2nd. Ass't. Chief Alain DeKerillis 631.208.7506	7 COMPANY ANNUAL MEETINGS (see reverse for location)	8 CHIEFS ELECTION Sta. 1 7-9pm	9	10
11	12	13 RESCUE SQUAD mtg 7PM FINANCE COMM. mtg 7:30PM	14	15	16	17
18 DEPT. TRAINING Sta #1 9am Company Officers	19 Dept. Physicals	20 WARDENS Organizational mtg 7pm	21 Dept. Physicals	22 DEPT. TRAINING Sta #1 7pm RIT & Down FF	23	24
25 GFD Open House "Recruit NY" Sta 1 9am-1pm	26 Fire School - Yaphank Class "A" Lv. Sta 1 @ 6:15pm CME Class Sta 1 7pm	27	28	29 DEPT. TRAINING Pre-incident walk thru 123 Sterling Ave. Time t.b.a.	30	

IMPORTANT FUTURE EVENTS ON REVERSE SIDE !!

Company Annual Meetings

- Phenix H & L - Andy's Restaurant, Greenport
- Eagle Hose - Townsend Manor Inn, Greenport
- Relief Hose - O'Mally's Restaurant, Southold
- Star Hose - Townsend Manor Inn, Greenport
- Standard Hose - Station #2

Thursday, May 13

Department Training - Sta. #1 7pm Hose Handling, etc.

Monday, May 17 & Wednesday, May 19

Department Physicals (sign up required)

Wednesday, May 19

Wardens Mtg. Sta. #1 7pm

Monday, May 24

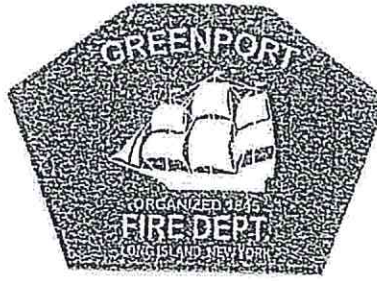
Fire School - Yaphank Taxpayer Lv. Sta. #1 @ 6:15pm

Monday, May 31

Southold Town memorial Day Parade

(time and location t.b.a.)

CHIEF WAYDE MANWARING
1ST ASST CHIEF JAMES KALIN
2ND ASST CHIEF ALAIN DeKERILLIS
CHAPLAIN FRANK MUSTO
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GREENPORT, NY 11944
Email: gfdfire@oplonline.net
www.greenportfd.org

Greenport Fire Department Monthly Report For the Month of March, 2021

Number of calls this month: 71

Number of Calls to Date for 2021: 199

Breakdown of calls by signal numbers:

9 (stand-by):	1
12 (brush fire):	0
13 (auto alarm, smoke, etc.):	15
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 detector, medi-vac):	2
24/13-35 (mutual aid; working structure fire):	0
24/16 (mutual aid; ambulance/rescue):	0
24/16-23 (mutual aid; mva):	0
24/23 (mutual aid; misc., water rescue):	0
26 (boat fire):	0

Breakdown of calls by location

Incorporated Village:	29
East/West Protection District:	42
Other:	0

CHIEF WAYDE MANWARING
1ST ASST CHIEF JAMES KALIN
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RECEIVED

APR 09 2021

VILLAGE OF GREENPORT
CLERK'S DEPARTMENT

Greenport FD anticipates that the following will be voted into the department as new members at the April 20th. meeting of the Fire Council.

Ryan Creighton Relief Hose Co. #2

Shawn Buchanan Standard Hose Co. #4

Jonathan Fogarty Standard Hose Co. #4

Thank you,

A handwritten signature in black ink, appearing to read "James Kalin". The signature is written in a cursive style with a large initial "J".

REPORT OF ELECTIONS

Department elections for the positions of chiefs were held on Thursday, April 08, 2021 at Station #1 of the Greenport Fire Department. Voting started at 7:00PM and ended at 9:00PM.

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 62 *

blank and other 0

1st. Ass't. Chief Engineer: James Kalin 55 *

blank and other 7

2nd. Ass't. Chief Engineer: Alain DeKerillis 58 *

blank and other 4

There were 127 eligible voters. 62 members cast ballots.

	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	Z
1																										
2	Greenport Fire Department period ending March 31, 2021																									
3																										
4																										
5	Aguilera, Hermogenes		10	20 %	25	4	2.7 %	0				0	4	4	4	0	0	5	42					X	X	X
6	Barszczewski, Joseph	W	7	14 %	25	10	6.8 %	0				0	7	3	3	0	2	5	45					X	X	X
7	Birmingham, Kenneth		0	0 %	0	1	0.7 %	0				0	2	3	3	0	0	5	13					X	X	X
8	Breese, Harry	D	11	22 %	25	4	2.7 %	0				0	2	4	3	0	0	5	39					X	X	X
9	Britt, Harley		2	4 %	0	3	2 %	0				0	1	0	0	0	0	5	6							
10	Bumble III, Charles		0	0 %	0	3	2 %	0				0	2	0	0	0	0	5	7							
11	Bumble, Samantha		0	0 %	0	3	2 %	0				0	2	0	3	0	0	5	10					X	X	X
12	Butler, Michael		18	36 %	25	4	2.7 %	0				0	3	3	1	0	0	5	37							
13	Capon, George		32	64 %	25	76	51 %	25				0	5	4	10	0	0	5	74					X	X	X
14	Carey, Patrick		3	6 %	0	3	2 %	0				0	2	1	3	0	0	5	11					X	X	X
15	Carrig, Melinda		0	0 %	0	0	0 %	0				0	0	0	0	0	0	5	5							
16	Charters, Gary		0	0 %	0	0	0 %	0				0	0	0	0	0	0	5	5							
17	Clark III, Henry		0	0 %	0	0	0 %	0				0	0	0	0	0	0	5	5							
18	Clark, James	S,T	11	22 %	25	1	0.7 %	0				0	3	0	3	0	2.5	5	38.5					X	X	X
19	Clark, Jeffrey		19	38 %	25	2	1.4 %	0				0	3	4	11	0	0	5	48					X	X	X

points as of MARCH 31, 2021 prepared by James H. Kalin, 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	Z
	elect/app	# Fire	%	pts	# EMS	%	pts		pts		st/by	mtgs	misc	train	drill	pos(dis)	C19	points	phys	haz	bb	wp/sh	yap		
20	Corazzini, Jeffrey	0	0	0	0	0	0	0	0		0	0	0	0	0	0	5	5							
21	Corazzini, Warren	0	0	0	0	0	0	0	0		0	0	0	0	0	0	5	5							
22	Corwin, Everett	27	54	25	51	34	25	25	25		0	4	4	5	0	0	5	68	X	X	X	X	X		
23	Corwin, Norma	9	18	25	60	41	25	25	25		1	9	4	9	0	4	5	82	X	X	X	X	X		
24	Corwin, Robert E.	15	30	25	67	45	25	25	25		1	6	4	6	0	1.25	5	73.25	X	X	X	X	X		
25	Corwin, Robert J.	13	26	25	64	43	25	25	25		1	5	3	7	0	0	5	71		X	X	X	X		
26	Corwin, Scott	16	32	25	4	2.7	0	0	0		0	4	3	3	0	0	5	40		X	X	X	X		
27	Costas, Tom	1	2	0	12	8.1	0	0	0		0	0	1	3	0	0	5	9		X	X	X	X		
28	Creedon, Daniel	31	62	25	110	74	25	25	25		1	5	3	4	0	1.25	5	69.25		X	X	X	X		
29	DeFrancesco, James	9	18	25	5	3.4	0	0	0		0	4	3	3	0	1.25	5	41.25		X	X	X	X		
30	De Kerillis, Alain	28	56	25	79	53	25	25	25		0	12	3	17	0	6.25	5	93.25		X	X	X	X		
31	Detrick, Gary	0	0	0	0	0	0	0	0		0	0	0	0	0	0	5	5							
32	Diaz, Juan	6	12	25	2	1.4	0	0	0		0	3	4	12	0	0	5	49							
33	Ellis, Scott	2	4	0	7	4.7	0	0	0		0	0	0	3	0	0	5	8		X	X	X	X		
34	Ferguson, Peter	10	20	25	1	0.7	0	0	0		0	1	0	3	0	0	5	34		X	X	X	X		
35	Ferrari, Dakota	0	0	0	0	0	0	0	0		0	0	0	0	0	0	5	5							
36	Ficurilli, Michael	21	42	25	0	0	0	0	0		0	3	3	8	0	0	5	44	X	X	X	X	X		
37	Flora, Michael	0	0	0	0	0	0	0	0		0	0	0	0	0	1.25	5	6.25							

points as of MARCH 31, 2021 prepared by James H. Kalin, 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	Z
		elect/app	# Fire	%	pts	# EMS	%	pts	%	pts	st/by	mtgs	misc	train	drill	pos(dis)	C19	points	phys	haz	bb	wp/sh	yap			
4																										
38	Golden, Danielle		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5								
39	Grattan, Timothy		3	6	0	4	2.7	0	0	0	0	1	0	3	0	0	5	9		X	X	X				
40	Gray, Sally Anne	L	5	10	25	26	18	25	25	25	0	1	0	6	0	1.25	5	63.25								
41	Grilli, Jared		0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	5								
42	Grilli, Jennifer		0	0	0	0	0	0	0	0	0	2	1	0	0	0	5	8	X							
43	Grilli, John	W	1	2	0	1	0.7	0	0	0	0	7	0	0	0	2	5	14								
44	Hamilton Jr., Robert	D	36	72	25	18	12	25	25	25	0	4	3	4	0	0	5	66		X	X	X				
45	Hanold, Christopher	C	5	10	25	8	5.4	0	0	0	0	3	3	4	0	2	5	42		X	X	X				
46	Hanold, Christopher, Jr.		0	0	0	0	0	0	0	0	0	1	0	0	0	0	5	6								
47	Harris, Cliff	C	10	20	25	4	2.7	0	0	0	0	3	3	3	0	2	5	41		X	X	X				
48	Harris, Peter	L,T,W	24	48	25	9	6.1	0	0	0	0	8	4	3	0	4.5	5	49.5	X	X	X	X				
49	Harvey, Russell		10	20	25	5	3.4	0	0	0	0	1	0	0	0	0	5	31								
50	Hollid, Scott	W	7	14	25	1	0.7	0	0	0	0	7	4	0	0	2	5	43								
51	Hubbard Jr, George		6	12	25	1	0.7	0	0	0	0	3	3	3	0	0	5	39		X	X	X				
52	Hughes, Colleen	S	8	16	25	19	13	25	25	25	0	6	4	9	0	1.25	5	75.25	X	X	X	X				
53	Huzsek, Andrew H		30	60	25	7	4.7	0	0	0	0	4	3	3	0	0	5	40		X	X	X				
54	Hydell, Carol	L	1	2	0	4	2.7	0	0	0	0	4	0	4	0	1.25	5	14.25		X	X	X				
55	Hydell, Charles	C	3	6	0	5	3.4	0	0	0	0	3	0	4	0	2	5	14		X	X	X				

points as of MARCH 31, 2021 prepared by James H. Kallin, 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	Z
		elect/app	# Fire	%	pts	# EMS	%	pts		pts	st/by	mtgs	misc	train	drill	pos(dis)	C19	points	phys	haz	bb	wp/sh	yap			
4																										
56	Jensen, Warren	W	7	14%	25	0	0%	0	0	0	0	4	0	3	0	2	5	39		X	X	X				
57	Jester, Robert		0	0%	0	1	0.7%	0	0	0	0	5	3	8	0	0	5	21		X	X	X				
58	Jimenez, Susano		0	0%	0	0	0%	0	0	0	0	1	0	3	0	0	5	9		X	X	X				
59	Jobes, Craig		28	56%	25	63	43%	25	25	25	0	3	0	6	0	0	5	64		X	X	X				
60	Johnson, Craig	L	15	30%	25	36	24%	25	25	25	0	3	0	4	0	1.25	5	63.25		X	X	X				
61	Kalin, James	CH,T	44	88%	25	106	72%	25	25	25	0	14	3	8	0	7.5	5	87.5		X	X	X				
62	Luke, Alexander		22	44%	25	15	10%	25	25	25	0	4	3	10	0	0	5	72		X	X	X				
63	Maloney, Michael	L	0	0%	0	0	0%	0	0	0	0	0	0	0	0	1.25	5	6.25								
64	Manwaring, Julia		18	36%	25	27	18%	25	25	25	0	5	3	10	0	0	5	73		X	X	X				
65	Manwaring, Wayde	CH	40	80%	25	65	44%	25	25	25	0	10	3	12	0	0	5	80		X	X	X				
66	Marczewski, Macy		1	2%	0	1	0.7%	0	0	0	0	4	4	10	0	0	5	23		X	X	X				
67	Martocchia, Jerome		6	12%	25	4	2.7%	0	0	0	0	2	1	3	0	0	5	36	X	X	X					
68	Melly, Megan	(L)	0	0%	0	0	0%	0	0	0	0	0	0	0	0	0	5	5								
69	Miller, Wayne	W	5	10%	25	0	0%	0	0	0	0	7	3	4	0	0	5	44		X	X	X				
70	Mills, William, III		1	2%	0	0	0%	0	0	0	0	1	0	0	0	0	5	6								
71	Milovich Jr., Joseph	W	9	18%	25	5	3.4%	0	0	0	0	6	3	0	0	0	5	39								
72	Morris, Gregory		6	12%	25	0	0%	0	0	0	0	0	3	0	0	0	5	33								
73	Musto, Francis	S, Ch	26	52%	25	64	43%	25	25	25	0	7	4	5	0	0	5	71	X	X	X					

points as of MARCH 31, 2021 prepared by James H. Kalin, 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	Z
		elect/app	# Fire	%	pts	# EMS	%	pts		pts	st/by	mtgs	misc	train	drill	pos(dis)	C19	points	phys	haz	bb	wp/sh	yap			
74	Mysliborski, Henry		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5								
75	Mysliborski, Linda		1	2	0	8	5.4	0	0	0	1	0	0	25	0	0	5	31		X	X	X				
76	Narkiewicz, Piotr		19	38	25	64	43	25	25	0	0	4	3	3	0	0	5	65		X	X	X				
77	Nedoszytko, William	S	0	0	0	0	0	0	0	0	0	2	0	0	0	1.25	5	8.25								
78	Nyce, David	C	38	76	25	57	39	25	25	0	0	6	4	7	0	2	5	74		X	X	X				
79	O'Brien, Michael		9	18	25	1	0.7	0	0	0	0	2	0	7	0	0	5	39								
80	Piel, Jeffrey		0	0	0	0	0	0	0	0	0	2	0	0	0	0	5	7								
81	Pirillo, James A.		24	48	25	7	4.7	0	0	0	0	4	4	6	0	0	5	44		X	X	X				
82	Pope, George		9	18	25	11	7.4	0	0	0	0	2	0	3	0	0	5	35		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	Z
4		elect/app	# Fire	%	pts	# EMS	%	pts	pts	pts	st/by	mtgs	misc	train	drill	pos(dis)	C19	points	phys	haz	bb	wp/sh	yap			
83	Purcell, Bernard		47	94	%	25	60	41	%	25	0	3	3	6	0	0	5	67		X	X	X				
84	Purcell, Ryan		0	0	%	0	0	0	%	0	0	3	0	3	0	0	5	11		X	X	X				
85	Quillin, Michael	D	10	20	%	25	2	1.4	%	0	0	4	4	11	0	0	5	49		X	X	X				
86	Raynor, Dale		12	24	%	25	6	4.1	%	0	0	3	1	2	0	0	5	36								
87	Reed, Taylor		16	32	%	25	48	32	%	25	0	7	4	7	0	0	5	73		X	X	X				
88	Reiss, Helen	C	21	42	%	25	37	25	%	25	0	6	3	3	0	2	5	69		X	X	X				
89	Rempe Jr, Fred		7	14	%	25	29	20	%	25	0	0	1	3	0	0	5	59		X	X	X				
90	Richter, Michael	T,T	8	16	%	25	29	20	%	25	0	5	1	4	0	2.5	5	67.5		X	X	X				
91	Robins, William		7	14	%	25	2	1.4	%	0	0	3	4	7	0	0	5	44								
92	Rosa, Lisa		9	18	%	25	2	1.4	%	0	0	4	4	5	0	0	5	43		X	X	X				
93	Ruffner, William		0	0	%	0	0	0	%	0	0	0	0	0	0	0	5	5								
94	Rung, Rosalie	L	1	2	%	0	26	18	%	25	0	2	0	3	0	1.25	5	36.25		X	X					
95	Rutkowski, Stephen	L,D,D	33	66	%	25	104	70	%	25	0	8	3	6	0	1.25	5	73.25		X	X	X				
96	Sieban, Edward	T,W	0	0	%	0	0	0	%	0	0	3	0	3	0	3.25	5	14.25		X	X	X				
97	Skrezec, John		0	0	%	0	0	0	%	0	0	0	0	0	0	0	5	5								
98	Spanos, James		2	4	%	0	4	2.7	%	0	0	2	0	3	0	0	5	10		X	X	X				
99	Staples, Halsey		12	24	%	25	19	13	%	25	0	3	0	4	0	0	5	62		X	X	X				
100	Strickland, Samuel		28	56	%	25	58	39	%	25	0	6	3	25	0	0	5	89		X	X	X				

points as of MARCH 31, 2021 prepared by James H. Kalin, Secretary

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	elect/app	# Fire	%	pts	# EMS	%	pts		pts	st/by	mtgs	misc	train	drill	pos(dis)	C19	points	phys	haz	bb	wp/sh	yap			
101	Swetland, Jessica	1	2 %	0	1	0.7 %	0	0	0	0	0	0	0	0	0	0	5								
102	Tamin, John	19	38 %	25	25	17 %	25	25	0	0	3	4	3	0	0	5	65	X	X	X	X			X	
103	Tejada, Yira	3	6 %	0	8	5.4 %	0	0	0	0	3	1	8	0	0	5	17	X	X	X	X			X	
104	Thorp, Thomas	8	16 %	25	5	3.4 %	0	0	0	0	1	0	2	0	0	5	33		X	X					
105	Trapani, Heather	2	4 %	0	3	2 %	0	0	0	0	0	0	0	0	0	0	0								
106	VanEtten, George	26	52 %	25	12	8.1 %	0	0	0	0	2	3	4	0	0	5	39		X	X	X			X	
107	Verity, Michael	0	0 %	0	0	0 %	0	0	0	0	0	1	0	0	0	5	6	X							
108	Verley, Joseph, Jr.	0	0 %	0	2	1.4 %	0	0	0	0	2	2	0	0	0	5	9								
109	Volinski, Antone, III	9	18 %	25	60	41 %	25	25	0	0	8	1	4	0	2	5	70	X	X	X	X			X	
110	Volinski, Darryl	6	12 %	25	13	8.8 %	0	0	0	0	1	3	6	0	0	5	40		X	X	X			X	
111	Walters, Joseph	0	0 %	0	0	0 %	0	0	0	0	1	0	8	0	0	5	14		X	X	X			X	
112	Weingart, Jeffrey	0	0 %	0	0	0 %	0	0	0	0	0	0	0	0	0	0	0								
113	Zaymayar, Elias	26	52 %	25	10	6.8 %	0	0	0	0	4	4	4	0	1.25	5	43.25		X	X	X			X	
114	Zurek, Gregory	11	22 %	25	2	1.4 %	0	0	0	0	3	3	10	0	0	5	46		X	X	X			X	
115	Zurek Jr, Stanley	8	16 %	25	0	0 %	0	0	0	0	3	1	3	0	0	5	37	X	X	X	X			X	
116																									



236 THIRD STREET
GREENPORT NY 11944

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

CLERK
SYLVIA PIRILLO, RMC
EXT. 205

TREASURER
ROBERT BRANDT
EXT. 217

Submitted: April 8, 2021
Meeting: April 15, 2021 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Paul Pallas, P.E. Village Administrator
From: Paul Pallas, P.E. Village Administrator
Department: Village Administrator

Work Session

Work Session Report for Road and Utilities

April 15, 2021

Administrator's Office

Statistics

Work Orders:

Electric = 39 Written 39 Completed
Water = 3 Written, 3 Completed
Sewer = 53 Written, 53 Completed
Road = 54 Written, 54 Completed

Reports

❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 3-04-2020. The results are detailed below in the Road Department's *Sampling* section.

❖ GADS Data: This is a monthly report about run and usage data for the generators at the Power Plant, it was sent on 3-17-2020.

Discussion

- Ferry Project update
- Microgrid Bid Update - Subrecipient Amendment and Bid
- Effluent Reuse EFC Status Update

Road/Water Department

Statistics

Water Distribution:

5,973,000 Gallons Sold - Note that this includes a 1,000,000-gallon downward adjustment from prior month

Sampling:

All water samples complied with Department of Health requirements.

Locations: 419 Sixth Street - Slop Sink
Total Coliform = Absent
E Coli = Absent
Residual Chlorine = 0.61 mg/L

Third Street Firehouse - Kitchen Sink
Total Coliform = Absent
E Coli = Absent
Residual Chlorine = 0.57 mg/L

The form, DOH-360, was filed with the DOH on March 4, 2021 with the above results.

Report

Tasks Accomplished:

- ❖ Did all normal highway tasks.
- ❖ Performed water machine maintenance.
- ❖ Performed bi-weekly G-44 maintenance.
- ❖ Finalized mounting brackets for G9 and sent to north fork welding for installation; replaced air brake tank on G-66. Serviced G-9 and G-66; performed skid steer maintenance and oil change; salters and removed from G-66 and G-9.
- ❖ Fixed water main break at Sewer Plant. Repaired water service at Adams Street.
- ❖ Backfilled 1st Street between curb and sidewalk with new soil and RCA.
- ❖ Cut down and removed tree from Moore's Lane.
- ❖ Expanded area where street sweepings are dumped.
- ❖ Continued new building maintenance.
- ❖ Constructed ballot boxes for upcoming election.
- ❖ Replaced stop sign at Adams Street and Main Street.
- ❖ Repaired planter boxes downtown.
- ❖ Patched IGA parking lot.
- ❖ Removed sand from 5th street beach parking lot.
- ❖ Brought street sweeper to Talbot to get inspected.
- ❖ Removed debris from Village Hall.
- ❖ Cleaned and edged flower beds throughout village.
- ❖ Removed old equipment and debris from building #10.
- ❖ RCA and topsoil placed in Sewer plant drive way.
- ❖ Patched 331 Wiggins street apron.
- ❖ Repainted IGA parking lot lines.
- ❖ Repaired little league shed.
- ❖ Removed trees from campground.
- ❖ Painted and installed 6ft markers at carousel.
- ❖ Weeded flagpole area at steamboat corner.

Sewer Department

Flow and Sampling:

The plant continues to run well, exceeding DEC permit requirements.
Total plant flow for the month of March = 8,529,000 Gallons
Average Daily Flow = .275 (MGD) Permit Limit = .650 MGD
Total Suspended Solids percent removal (TSS) = 97% Permit Limit = 75%
CBOD percent removal = 98% Permit Limit = 75%
Coliform Fecal General = 6.1MPN. Permit limit 200 MPN/100
Coliform Total General = 14 MPN. Permit limit 700 MPN/100
Total Nitrogen = 7.2 LBS/day

Sludge Removal:

56,000 Gallons of sludge hauled in

Report

❖ Treatment Plant:

Water main break at plant, Road Barn & Water Dept. fixed

Service for generator at main plant, replaced water heater

DEC Inspection

❖ Collection System:

Responded to report of backup at 220 5th St. - Cleared Blockage

Cleaned floats and probes at all pump stations

De-ragged pump #1 at Nursing Home pump station

Jet-rodged 5th St sewer main- preventative maintenance

Electric Department

Statistics

Monthly Power Usage:

Maximum usage day = March 2 @ 109.250 Mwh
Minimum usage day = March 31 @ 72.013 Mwh
Peak demand for the month = 5.192 MW March 2, 6:30 pm
Monthly total usage = 2,622,453 Mwh

Service calls/call outs = 2
Streetlight repairs = 4
Customers shut off for nonpayment = 0
Customers turned on for payment = 0
Customers turned on for the season = 0
New Services = 17

Tasks Accomplished:

- ❖ Repairs to the plant are substantially complete; the work included: 6 raw water motors installed and aligned, new water filter, water treatment system, oil pump motors and jacket water pump motors.
- ❖ DMNC test was completed on engine 6, after replacement of raw water motors.
- ❖ Electric service for 123 Sterling Ave has been installed and energized. 17 new electric meters were installed.
- ❖ Claudio's main building electrical service upgrade from a 400 amp to 600 amp.
- ❖ Set streetlight pole at Silver Sands public beach, replaces a rotted off pole, also replaced 2 streetlights.
- ❖ Wastewater worked with them on a couple electrical problems.
- ❖ Trimmed trees on Front street and the campground.
- ❖ Replaced 6 30-amp outlets at the campground
- ❖ Removed a large tree limb that fell on the primary on 9th St requiring a brief outage.
- ❖ Responded to flickering lights calls, found bad connection due to corrosion.
- ❖ Service upgrade at 5 Sandy Beach 100 amp to 200 amp.
- ❖ Reset time clocks for park lighting, due to time change.
- ❖ Serviced streetlights as reported.

Attachments:

Greenport Meter 3-2021 (PDF)

Total Usage: 2,622,459.0000 KWH
 Peak Demand: 5192.00 KW
 Occured On: Mar 2 2021 18:30
 Load Factor: 67.98%
 Date Start: Monday, March 1, 2021
 Date End: Wednesday, March 31, 2021

Period Ending	KWH
3/1/2021	89,408.00
3/2/2021	109,250.00
3/3/2021	92,237.00
3/4/2021	91,958.00
3/5/2021	103,513.00
3/6/2021	101,260.00
3/7/2021	96,918.00
3/8/2021	95,678.00
3/9/2021	81,423.00
3/10/2021	79,178.00
3/11/2021	76,839.00
3/12/2021	72,752.00
3/13/2021	82,095.00
3/14/2021	79,927.00
3/15/2021	103,729.00
3/16/2021	101,507.00
3/17/2021	88,134.00
3/18/2021	87,290.00
3/19/2021	89,343.00
3/20/2021	84,575.00
3/21/2021	77,377.00
3/22/2021	77,962.00
3/23/2021	75,176.00
3/24/2021	73,529.00
3/25/2021	72,400.00
3/26/2021	72,275.00
3/27/2021	69,347.00
3/28/2021	74,104.00
3/29/2021	75,966.00
3/30/2021	75,296.00
3/31/2021	72,013.00



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Submitted: April 8, 2021
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To: Mayor George W. Hubbard, Jr.
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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 15, 2021

Office of Code Enforcement & Fire Prevention

Reports

- ❖ Code Enforcement continues to patrol the Village and respond to complaints.
- ❖ Fire Safety inspections for public places of assembly will be scheduled over the next few weeks.
- ❖ Code Enforcement has helped Road Department in painting layout of marked spots.

NOTES & TIPS:

Please ensure your house and business have numerical identification visible from the public right of way. This helps emergency services locate calls for help and is required by code.

Code Enforcement Report is attached.
Building Permit Report is attached.
Traffic Enforcement Statistics Report is attached.

Attachments:

March 2021 Building (PDF)
March 2021 CODE (PDF)
March 2021 TRAFFIC (PDF)



PERMIT REPORT

From: 03/01/2021 To: 03/31/2021

Permit Number	Permit Date	Type	ParcelID	LegalAddress	Status
02858	3/12/2021	VG RESIDENTIAL - Alterations and Repair	3.-4-24	618 Carpenter St	OPEN
02859	3/19/2021	VG RESIDENTIAL - Alterations and Repair	4.-1-28	418 West St	OPEN
02860	3/19/2021	VG RESIDENTIAL - Alterations and Repair	4.-8-25	321 South St	OPEN
02861	3/23/2021	VG RESIDENTIAL - Alterations and Repair	4.-1-17.1	428 Kaplan Ave	OPEN



Village of Greenport Enforcement Report

CODE ENFORCEMENT & FIRE PREVENTION

April 1, 2021

Monthly Report
REPORT COVERING
3/01/2021 through 3/31/2021

Incorporated Village

LOCATION	DATE	FACTUAL	DISPOSITION
514 Main Street Greenport, New York 11944	3/1/2021	Illegal Dumping	Property has a couch in front of location. Notice of Violation sent to property owner, couch has been removed.
Ferry Area Greenport, New York 11944	3/1/2021	Litter *COMPLAINT*	Complaint of garbage and litter collecting in catch basins. Complainant was advised the Road Department will clear basins once snow has melted.
319 Fourth Avenue Greenport, New York 11944	3/2/2021	Construction Deviation	Final inspection determined deviation from approved plans. Property owner must submit new plans and energy code requirements to Building Department. New inspection date scheduled.
218 South Street Greenport, New York 11944	3/3/2021	Rental Permit Violation	Property owner issued appearance tickets for renting out property without required rental permit.
North Ferry Terminal Greenport, New York 11944	3/12/2021	Oil Tank *COMPLAINT*	Complainant states oil tank is not compliant. Investigation determined tank is complaint with NYS requirements for heating fuel storage.
519 Main Street Greenport, New York 11944	3/16/2021	Stop Work Order	Routine patrol found illegal construction commencing without a required building permit. Additionally, this property is located within the Historic District. Stop Work Order issued.
317 Fourth Street Greenport, New York 11944	3/22/2021	Light crossing lot lines *COMPLAINT*	Complainant has submitted photographs of excessive light crossing over property lines. Property owner issued an Order to Remedy violation. Property owner is actively attempting to correct issue.
Wiggins Street Greenport, New York 11944	3/24/2021	Driveway Blocked *COMPLAINT*	Complainant states ferry traffic has caused blocked driveways. Code Enforcement continues to monitor. South side of Wiggins Street parking restriction begins 4/1 and should alleviate issues.

RENTAL PERMIT INFORMATION

INFORMATION

*The following statistics represent the status of rental permits and rental permit violations from
January 1, 2018 – April 1, 2021*

Applications Received: 237

Incomplete Applications (Missing fees, docs, etc.): 1

Applications Pending Inspection: 2

Applications Pending Re-Inspection (Corrections needed to be made to rental unit): 1

Applications Completed/Permits Issued: 233



Village of Greenport Enforcement Report

TRAFFIC ENFORCEMENT (PARKING)

April 1, 2021

Monthly Report
 REPORT COVERING
 03/01/2021 through 03/31/2021

Incorporated Village

FINE COLLECTION BY MONTH: 2021

MONTH	No. OF TICKETS PAID	AMOUNT COLLECTED (VIA PLEA OF GUILTY OR COURT RULING)
January	16	\$2,195.00
February	38	\$4,225.00
March	33	\$3,315.00
April		
May		
June		
July		
August		
September		
October		
November		
December		
YTD	87	\$9,735.00

Fine Collection by Violation Type : MARCH 2021

VIOLATION	CASE	AMOUNT
PARKED FACING WRONG DIR.	3	\$375.00
PRKD LONGER THAN PERMITTED SCHD XVI.	6	\$525.00
PRKD OBSTR. FIRE HYDRANT	1	\$200.00
PRKD ON VILLAGE ST. DURING SNOW STORM	20	\$2,040.00
PRKD WHERE PROHIBITED SCHEDULE XI.	3	\$175.00
Totals	33	\$3,315.00

Case by Violation Type : TICKETS ISSUED: MARCH 2021

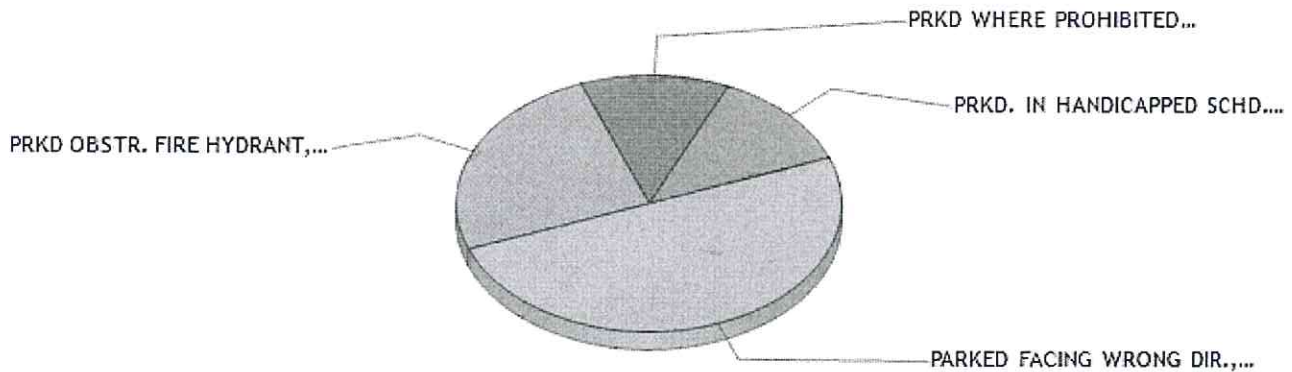
Code	Description	2021	Total
10	PRKD. IN HANDICAPPED SCHD. XIX.	1	1
11	PRKD OBSTR. FIRE HYDRANT	2	2
16	PARKED FACING WRONG DIR.	4	4
2	PRKD WHERE PROHIBITED SCHEDULE XI.	1	1
Total		8	8

Top five by Violation Types

- PARKED FACING WRONG DIR.
- PRKD OBSTR. FIRE HYDRANT
- PRKD WHERE PROHIBITED SCHEDULE XI.
- PRKD. IN HANDICAPPED SCHD. XIX.

These Violations combined represent 100% of issuance Village wide.

Frequently Issued Violations





236 THIRD STREET
GREENPORT NY 11944

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

MAYOR
GEORGE W. HUBBARD, JR.
EXT. 215

TRUSTEES
JACK MARTILLOTTA
DEPUTY MAYOR

PETER CLARKE

MARY BESS PHILLIPS

JULIA ROBINS

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

CLERK
SYLVIA PIRILLO, RMC
EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

Submitted: April 8, 2021
Meeting: April 15, 2021 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Paul Pallas, *P.E. Village Administrator*
From: Paul Pallas, *P.E. Village Administrator*
Department: Village Administrator

Recreation

Work Session Report Recreation Department

April 15, 2021

Mitchell Park Marina/Parks

- ❖ Full lubrication and safety runs of the Carousel prior to opening were completed.
- ❖ Skate Park received needed repairs on the plywood platforms.
- ❖ East Pier tightening and bulkhead sinkhole repairs have been scheduled to be finished prior to opening day at the Marina, which is May 15th.
- ❖ Carousel application for the 2021 permit was completed and submitted to the Department of Labor.

Monthly Revenue Reports are attached

Recreation Center

Statistics

Attendance:

After School Program = 14 children enrolled in After School Program

Reports

- ❖ The After-School Program continues to be running very well.
- ❖ Both Library Programs with Ms. Vicky Kutola and Ms. Julie Eister continue and are going very well. The children are enjoying the crafts, individual games, music and reading programs.
- ❖ An Easter Event at The Recreation Center was held with the children on March 24th. An egg hunt, games, music and individual snacks were enjoyed by all.
- ❖ All COVID 19 Protocols continue to be strictly enforced at the After-School Program.
- ❖ Preparing for the 2021 Summer Day Camp. Applications have been received through the month of March.
- ❖ The permit application for the 2021 Summer Day Camp was completed and submitted to the Department of Health.

Campground

Tasks Accomplished

- ❖ Preparing for McCann's Campground to open on May 1st. Water systems dewatered, electric, Wifi and credit card machine ready for the 2021 season.
- ❖ Some cancellations were received, however new reservations were made to fill the spots.
- ❖ Site maps updated.
- ❖ Several trees that needed to be removed was completed by the Road Department.
- ❖ New privacy barrier was put up around sewage pump station/cesspool.
- ❖ Leaf clean-up, painting and maintenance work are ongoing.

Attachments:

RECREATION MONTHLY REVENUE REPORT 41521 (PDF)



236 THIRD STREET
GREENPORT NY 11944

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Fax: (631)477-1877

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EXT. 219

CLERK
SYLVIA PIRILLO, RMC
EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

Submitted: April 7, 2021
Meeting: April 15, 2021 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Robert Brandt, *Treasurer*
From: Robert Brandt, *Treasurer*
Department: Treasurer's Department

TREASURER'S REPORT FOR APRIL 2021

REQUEST A MOTION BE PLACED ON THE AGENDA FOR:

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Transfer # 4771, to properly account for legal services rendered in conjunction with the Village of Greenport vs. NYMIR, and directing that Budget Transfer # 4771 be included as part of the formal meeting minutes of the April 22, 2021 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4778, to fund the ongoing repairs to Engine # 4 at the Light Plant, and directing that Budget Amendment # 4778 be included as part of the formal meeting minutes of the April 22, 2021 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4779, to fund the purchase of eight Power Pedestals for the East Pier at Mitchell Park Marina, and directing that Budget Amendment # 4779 be included as part of the formal meeting minutes of the April 22, 2021 Regular Meeting of the Board of Trustees.

RESOLUTION approving the attached agreement between The Village of Greenport and Nina J. Greenfield Stewart for the provision of legal services for the Village of Greenport Housing Authority, and authorizing Mayor Hubbard to sign the agreement between the Village of Greenport and Nina J. Greenfield Stewart.

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4780, to fund the extension of the temporary emergency generator rental for the Central Pump Station, and directing that Budget Amendment # 4780 be included as part of the formal meeting minutes of the April 22, 2021 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4782, to fund the first half of the Central Pump Station Rebuild Project, and directing that Budget Amendment # 4782 be included as part of the formal meeting minutes of the April 22, 2021 Regular Meeting of the Board of Trustees.

UTILITY BILLING

Billing statistics reports for the month of March have been completed. Sector 1 bills have been read, and are being mailed on April 9, 2021. Sector 2 is being read at this time, with a completion date of April 14, 2021.

COMMUNITY DEVELOPMENT/ HOUSING AUTHORITY

5 recertifications and 2 interims were performed for April 2021.

1 family that was searching for housing because their landlord is selling the property has found housing but is porting out of Greenport jurisdiction.

The family that has been searching since October 2020 has found housing and is leasing up April 1st.

One family could not find housing under portability and is back in our jurisdiction looking for housing.

Attorney Nina JG Stewart has submitted her 2021 legal services agreement.

The Housing Authority attorney has updated the COVID-19 Regulatory waivers that HUD issued. Most of the waivers have been extended until 6/30/2021.

SIGNIFICANT COLLECTIONS

Rents for March 2021 - \$ 83,695.54

Property Tax Collected - \$ 1,182,133.26

INFORMATIONAL:

Cash Holdings Report - See attached

Utility Billing Statistics Report - See attached

Property Tax Collections Report - See attached

Attachments:

- BANK BALANCE SHEET -MARCH 2021 (PDF)
- BILLINGS STATISTIC REPORT MARCH 2021 (PDF)
- HA FINANCIALS MARCH 2021 (PDF)
- CD FINANCIALS MARCH 2021 (PDF)
- PROPERTY TAX COLLECTIONS THROUGH MARCH 2021 (PDF)
- BUDGET TRANSFER 4771 (PDF)
- BUDGET AMENDMENT 4778 (PDF)
- BUDGET AMENDMENT 4779 (PDF)
- BUDGET AMENDMENT 4780 (PDF)
- BUDGET AMENDMENT 4782 (PDF)
- NINA STEWART HA LEGAL SERVICES AGREEMENT (PDF)

**BANK ACCOUNT BALANCES
FOR THE MONTH OF MARCH 2021**

FUND	BANK ACCOUNT NAME	G/L ACCT#	TYPE	BALANCE	
A	General	A.0200.000	Checking	278,877.62	
A	Repair & Maintenance	A.0200.400	Checking	84,908.77	
A	Greenhill Cemetery	A.0201.100	Savings	33,603.62	
A	Money Market	A.0201.130	Money Market	1,146,454.66	
A	Fire Apparatus	A.0221.110	Savings	304,526.34	
A	Bulding Department Escrow	A.0235.101	Checking	51,226.59	
A	Parks and Recreation	A.0200.200	Checking	12,134.86	
				TOTAL GENERAL FUND	\$ 1,911,732.46
CD	Small Cities Rehab.	CD.0200.000	Savings	74,528.27	
CD	NYS CDBG Funds	CD.0200.400	Public Funds Acct	226.21	
CD	Moran	CD.0201.000	Savings	5,738.60	
CD	Watkins	CD.0201.001	Savings	21,793.18	
				TOTAL COMMUNITY DEVELOPMENT	\$ 102,286.26
E	Light Fund	E.0121.100	Checking	263,988.35	
E	Light Depreciation Savings	E.0116.100	Savings	2,627,010.32	
E	TTC Collections	E.0121.120	Savings	288,735.30	
E	Renewable Energy Savings	E.0121.130	Savings	110,058.68	
E	Consumer Deposit Savings	E.0191.100	Savings	127,778.73	
E	Consumer Deposit Checking	E.0244.200	Checking	4,014.71	
				TOTAL LIGHT FUND	\$ 3,421,586.09
F	Water	F.0200.000	Checking	524,901.26	
F	Water Fund Capital	F.0200.400	Savings	8,388.47	
F	Water Fund CD (MM)	F.0201.000	Money Market	203,213.22	
F	Water Fund Money Market	F.0201.130	Money Market	386,287.91	
					\$ 1,122,790.86

G	Sewer	G.0200.000	Checking	566,196.85	
G	NYS DEC Consent	G.0201.000	Savings	31,497.92	
G	Sewer Fund I	G.0201.100	Money Market	364,244.43	
G	Sewer Fund III	G.0201.120	Money Market	1,380,325.20	
G	NYSEFC	G.0205.000	Checking	185,851.61	
G	Sewer Wastewater	G.0220.110	Savings	12,168.04	
G	NYSERDA	G.0525.000	Checking	111.01	
				TOTAL SEWER FUND	\$ 2,540,395.06
H	Capital	H.0200.000	Checking	349,822.49	
H	Capital Reserve	H.0200.400	Savings	49,640.18	
				TOTAL CAPITAL FUND	\$ 399,462.67
TA	Trust & Agency	TA.0200.000	Checking	22,182.57	
TA	Retirement Savings	TA.0201.000	Savings	48,992.97	
TA	WWI Memorial Trust	TA.0201.001	Savings	731.20	
TA	T & A Special Escrow	TA.0201.002	Savings	6,605.02	
TA	Justice Court	TA.0201.004	Savings	4,794.31	
TA	Global Common	TA.0201.009	Savings	271,598.28	
TA	Basketball Court Donations	TA.0600.101	Checking	1,992.00	
TA	Tree Committee	TA.0600.102	Checking	4,363.23	
TA	Summer Day Camp Donations	TA.0600.103	Checking	1,200.00	
TA	Recreation Center Donations	TA.0600.104	Checking	24,121.55	
TA	Friends of Fifth Street	TA.0600.106	Checking	113.00	
TA	American Legion Bldg	TA.0600.107	Checking	200.00	
TA	Fifth Street Rehab	TA.0600.120	Checking	125,000.00	
TA	Carousel Committee	TA.0600.113	Checking	13,216.94	
TA	Accounts Payable	TA.0202.000	Checking	239,442.24	
				TOTAL TRUST & AGENCY FUND	\$ 764,553.31
	Wire Account			1.00	
	Utility Clearing			62,478.63	
					\$ 62,479.63
				TOTAL VILLAGE WIDE	\$ 10,325,286.34

EOM Billing Statistics Report

Rate# - Description	Bills	Min. Bills	Usage	Charge	Usage	Demand	Contract	PCA	NYSCES	Comm. Tax	Res. Tax
2 - Electric - Flat Charge	12	0	0	0	0	0	556.16				
9 - Residential (1, 1)	1374	0	893050	102,403.22	0	0		2,771.15	3,686.91		9.61
10 - Water Heating (2, 2)	12	0	2027	140.10	0	0		6.30	8.38		2,637.23
11 - All Electric (3, 3)	334	0	339889	37,487.13	0	0		1,054.00	1,403.27		3.86
13 - Demand - Class 3 (5, 5)	5	0	252500	14,120.34	985	11,573.75		783.82	1,043.50	755.49	990.95
14 - Village St. Lighting (6, 6)	5	0	55252375	5,359.55	0	0		171.45	228.25		
15 - Town St. Lighting (7, 7)	1	0	2104825	242.27	0	0		6.53	8.70		
19 - Traffic Lights (11, 11)	1	0	1416	146.65	0	0		4.39	5.85		
20 - Contract St Lighting (12, 12)	2	0	295	0.00	0	0					
21 - Sterling Harbor (13, 13)	2	0	2618125	301.35	0	0		8.13	10.82	27.62	
Electric Total	1748	0	1549052325	161,200.51	985	11,573.75	556.16	4,805.77	6,397.68	783.11	3,641.67
3 - Sewer - INSIDE Flat Charge	33	0	0	1,739.10	0	0					
4 - Sewer - OUTSIDE Flat Charge	1	0	0	63.70	0	0					
23 - Sewer - IN VILL 3/4" W/SEWER (14, 14)	894	568	29603	47,969.60	0	0					
25 - Sewer - IN VILL 1" W/SEWER (15, 15)	30	12	219.2	2,738.74	0	0					
27 - Sewer - IN VILL 1 1/2" W/SEWER (16, 16)	12	6	80.1	1,244.70	0	0					
29 - Sewer - IN VILL 2" W/SEWER (17, 17)	28	10	1290	19,717.35	0	0					
31 - Sewer - IN VILL 3" W/SEWER (18, 18)	1	1	2.7	42.00	0	0					
33 - Sewer - IN VILL 4" W/SEWER (19, 19)	3	1	121.7	1,615.75	0	0					
54 - Sewer - OUTSIDE RES SEWER (50, 50)	80	54	619,1384	13,844.05	0	0					
57 - SPLIT SEWER BILLING (52, 52)	1	0	0	0.00	0	0					
62 - O/S DRIFTWOOD COVE 52	1	1	128,5812	3,276.00	0	0					
63 - O/S DRIFTWOOD COVE 49	1	1	115,1172	3,087.00	0	0					
64 - O/S PECONIC LANDING 301	1	1	485	18,953.00	0	0					
55 - O/S CLIFFSIDE CONDOS-SEWER	1	1	110	4,110.00	0	0					
Sewer Total	1987	686	6132,8368	118,910.99	0	0					
5 - Water - Flat Charge	31	0	0	866.95	0	0					
22 - RES VILL 3/4" W/SEWER (14, 14)	905	335	3354	23,974.10	0	0					
24 - RES VILL 1" W/SEWER (15, 15)	31	5	243	1,240.93	0	0					
26 - COMM VILL 1 1/2" W/SEWER (16, 16)	13	9	90	707.85	0	0					
28 - COMM VILL 2" W/SEWER (17, 17)	30	19	1433	7,322.17	0	0					
30 - COMM VILL 3" W/SEWER (18, 18)	1	1	3	44.46	0	0					
32 - COMM VILL 4" W/SEWER (19, 19)	3	2	134	622.65	0	0					
46 - COMM VILLAGE 1 1/2" (42, 42)	1	1	0	44.46	0	0					
47 - COMM VILLAGE 2" (43, 43)	7	6	243	1,328.05	0	0					
48 - RES VILLAGE 3/4" (44, 44)	120	105	473	4,193.87	0	0					
49 - RES VILLAGE SEWER ONLY (45, 45)	7	0	0	0.00	0	0					
52 - FLAT-FIRE SPRINKLERS (49, 49)	32	0	0	0.00	0	0					
53 - OUTSIDE RES SEWER (50, 50)	77	0	903.34	0.00	0	0					
Water Total	1259	483	6876.34	40,345.49	0	0					
12 - Commercial (4, 4)	365	0	562052.6	75,389.18	0	0		2,054.35	2,735.03	5,902.89	
15 - Operating Municipal (8, 8)	34	0	40474	4,753.35	0	0		125.56	167.20		
17 - Water Department (9, 9)	2	0	0	24.86	0	0					
18 - Sewer Department (10, 10)	10	0	56656	7,256.49	0	0					
73 - Electric Power Plant	6	0	46733	0.00	0	0		206.63	275.36		
electric-small commercial Total	418	0	815915.6	87,423.88	0	0					
Grand Total	4512	1169	2377977,1018	407,890.97	985	11,573.75	556.16	7,192.51	9,575.27	5,902.89	6,686.00

EOM Billing Statistics Report

Rate Summary - All Routes

Service	Rate# - Description	Total	
Electric	2 - Electric - Flat Charge	565.77	
	9 - Residential (1, 1)	111,500.51	
	10 - Water Heating (2, 2)	158.66	
	11 - All Electric (3, 3)	40,935.35	
	13 - Demand - Class 3 (5, 5)	28,276.90	
	14 - Village St. Lighting (6, 6)	6,759.25	
	15 - Town St Lighting (7, 7)	257.50	
	19 - Traffic Lights (11, 11)	156.89	
	20 - Contract St Lighting (12, 12)	0.00	
	21 - Sterling Harbor (13, 13)	347.92	
	Electric Total	188,958.75	
	Sewer	3 - Sewer - INSIDE Flat Charge	1,739.10
		4 - Sewer - OUTSIDE Flat Charge	63.70
		23 - Sewer - IN VILL 3/4" W/SEWER (14, 14)	47,969.60
		25 - Sewer - IN VILL 1" W/SEWER (15, 15)	2,738.74
		27 - Sewer - IN VILL 1 1/2" W/SEWER (16, 16)	1,244.70
		29 - Sewer - IN VILL 2" W/SEWER (17, 17)	19,717.35
		31 - Sewer - IN VILL 3" W/SEWER (18, 18)	42.00
		33 - Sewer - IN VILL 4" W/SEWER (19, 19)	1,815.75
		54 - Sewer - OUTSIDE RES SEWER (50, 50)	13,844.05
		57 - SPLIT SEWER BILLING (52, 52)	0.00
62 - O/S DRIFTWOOD COVE 52		3,276.00	
63 - O/S DRIFTWOOD COVE 49		3,087.00	
64 - O/S PECONIC LANDING 301		18,963.00	
65 - O/S CLIFFSIDE CONDOS-SEWER		4,410.00	
Sewer Total		118,910.99	
Water		5 - Water - Flat Charge	866.95
		22 - RES VILL 3/4" W/SEWER (14, 14)	23,974.10
		24 - RES VILL 1" W/SEWER (15, 15)	1,240.93
		26 - COMM VILL 1 1/2" W/SEWER (16, 16)	707.85
		28 - COMM VILL 2" W/SEWER (17, 17)	7,322.17
		30 - COMM VILL 3" W/SEWER (18, 18)	44.46
	32 - COMM VILL 4" W/SEWER (19, 19)	622.85	
	46 - COMM VILLAGE 1 1/2" (42, 42)	44.46	
	47 - COMM VILLAGE 2" (43, 43)	1,328.05	
	48 - RES VILLAGE 3/4" (44, 44)	4,193.87	
	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	40,345.49	
	electric-small commercial	12 - Commercial (4, 4)	86,081.45
		16 - Operating Municipalt (8, 8)	5,046.11
		17 - Water Department (9, 9)	24.86
		18 - Sewer Department (10, 10)	7,738.68
	73 - Electric Power Plant	0.00	
	electric-small commercial Total	98,891.10	
	Grand Total	447,106.33	

Financial Data Schedule - Monthly Revenue & Expenses (HAP REGISTER) - March 2021

Account Description				TOTAL VOUCHERS	TOTAL HAP, PORT, UTILITIES	83,641.00	146.00	\$
				Vouchers Leased on last day of month				
REVENUE:								
706 PHA HUD Operating Grants	\$ 83,032.00			79				\$
706a Admin fee revenues	\$ 12,406.00			76				\$
				3				
711 Interest Earned - HAP	\$ -							
714 Fraud recovery	\$ -			0				
715 CD Salary Reimbursement	\$ 12,194.00			79				
700 TOTAL REVENUE	\$ 96,153.00							
EXPENSES:								
Administrative								
912 Auditing fees	\$ 950.00							
911 Salaries - Asha (\$26.02), Robert Column	\$ 3,792.82	\$ 264.24	\$ 576.92	4,633.98				
911a Medical	\$ 2,207.02	\$ 42.99	\$ 122.61	2,372.62				
911b Dental	\$ 151.52	\$ -	\$ 7.58	159.10				
911c Pension T4 15.7%, T5 12.9%	\$ 595.47	\$ 34.09	\$ 74.42	703.98				
914 Payroll Taxes FICA	\$ 290.15	\$ 20.21	\$ 44.13	354.50				
915 Employee Benefit Contribution TOTAL	\$ 2,954.01	\$ 77.08	\$ 204.61	3,235.69				
914 Compensated absences								
917 Nina JG Stewart, Esq	\$ 613.00							
916 A Gallacher Reimb								
918 A Gallacher Mileage								
916 Office Expenses Total	\$ -							
910 Administrative Total	\$ 9,174.18		\$ 8,774.18	Village of Greenport total				
962 Other General Expenses (Office Rent)	\$ 550.00							
969 TOTAL OPERATING EXPENSES	\$ 10,337.18							
970 EXCESS OPERATING REVENUE OVER OPERATING EXPENSES								
973.1 PHA Utility Allowance	\$ 146.00		\$ 85,815.82					
973.2 HAP payments	\$ 83,495.00							
973 HAP, PORT and UTILITY TOTAL	\$ 83,641.00	(VMS - HAP TOTAL)						
1117-02 Total Admin Revenue	\$ 85,641.00	(VMS- ALL OTHER VOUCHERS HAP)						
1117 Net ADMIN	\$ 96,153.00							
1118- Total Hap Revenue	\$ 85,815.82							
1118-02 Net HAP	\$ 83,032.00							
900 TOTAL EXPENSES	\$ 93,978.18							
000 EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES								
	\$ 93,978.18		\$ 93,978.18	TOTAL CASH DISBURSEMENTS				
	\$ -		\$ 2,174.82					

FDS - 213 Center St & 278 2nd Street Monthly Revenue & Expenses - April 2021

\$ 4,800.00

Account Description

REVENUE: 213 Center 213 Center	REVENUE: 278 2nd Street UNIT 1 - 8124 UNIT 2 - 8327 UNIT 3	HOUSE
\$ 1,125.00	\$ 1,350.00	\$ 1,175.00
\$ 50.00		
TOTAL REVENUE	\$ 1,350.00	\$ 1,175.00
		\$ 3,650.00

<u>EXPENSES:</u>	HOUSE - 8590 RE/8361 SW
<u>Utilities</u>	
Electric	\$ 25.58
Water/Sewer	\$ 103.86
Propane/Heating Oil	\$ 459.85
<u>Admin</u>	
Salary (\$6.70 X 2 payperiods 140 hrs=\$938.00 divide by 25% and 75%) [\$26.80 x 25%=\$6.70]	\$ 703.50
Payment Agreement to Village	\$ 1,000.00
Total	\$ 2,292.79

MAINTENANCE: 213 Center	MAINTENANCE: 278 2nd Street	HOUSE
213 CENTER	UNIT 1 UNIT 2 UNIT 3	HOUSE
\$ 703.52	\$ - \$ - \$ -	\$ 39.49
		\$ 181.46

Maintenance Repairs/Other

Southold Ace Hardware	\$ 7.99
Joseph Aiello Contracting	133.98
Mattituck Enviro Services	\$ 39.49
Pine Oaks Landscaping	

Total Expenses	\$ - \$ - \$ -	\$ 141.97	\$ 39.49
			\$ 181.46

MONTHLY FINANCIAL SUMMARY

Interest Earned			
Total Revenue	\$ 1,175.00	\$ 3,650.00	
Total Expenses	\$ 703.52	\$ 2,474.25	
NET REVENUE	\$ 471.48	\$ 1,175.75	

EXCESS (DEFICIENCY) OF TOTAL REVENUE	\$	\$ 1,175.75
1000 OVER (UNDER) TOTAL EXPENSES	\$	\$ 1,175.75

VILLAGE OF GREENPORT

Payment to 03/31/2021, Balance as of 03/31/2021

Grand Totals		Count	Balance Amt	Count	Paid Amt	Count	Refunds	Payment Total	Writeoff
BID	MT	1	224.47	116	50,265.53			50,265.53	
SEWER	MT	5	1,462.14	35	39,909.47			39,909.47	
VILLT		11	11,459.45	1,018	1,063,985.75			1,063,985.75	
WATER	MT	5	705.92	34	16,666.24			16,666.24	
Total PRINCIPAL			<u>13,851.98</u>		<u>1,170,826.99</u>			<u>1,170,826.99</u>	
PEN				76	11,306.27			11,306.27	
Total PENALTY					<u>11,306.27</u>			<u>11,306.27</u>	
Total			<u>13,851.98</u>		<u>1,182,133.26</u>			<u>1,182,133.26</u>	

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2021 Period: 4 Trans Type: B1 - Transfer Status: Batch
 Trans No: 4771 Trans Date: 04/05/2021 User Ref: ROBERT
 Requested: R BRANDT Approved: Created by: ROBERT 02/23/2021
 Description: TRANSFER OF APPROPRIATIONS TO PROPERLY ACCOUNT FOR LEGAL
 SERVICES RENDERED IN CONJUNCTION WITH THE VILLAGE OF GREENPORT
 VS. NYMIR Account # Order: No
 Print Parent Account: No

Account No.	Account Description	Amount
E.0783.100	INSURANCE - AUTO..	-7,500.00
E.0783.200	INSURANCE - MULTI PERIL..	-2,631.00
E.0781.300	LEGAL FEES..	10,131.00
Total Amount:		0.00

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2021 Period: 4 Trans Type: B2 - Amend Status: Batch
 Trans No: 4778 Trans Date: 04/05/2021 User Ref: ROBERT
 Requested: D. JACOBS Approved: Created by: ROBERT 04/05/2021
 Description: TO APPROPRIATE RESERVES FOR REPAIRS TO ENGINE # 4 AT THE LIGHT PLANT
 Account # Order: No
 Print Parent Account: No

Account No.	Account Description	Amount
E.0715.600	REPAIR - ELECT EQUIP PLANT..	40,000.00
E.5990	APPROPRIATED FUND BALANCE	40,000.00
Total Amount:		80,000.00

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2021 Period: 4 Trans Type: B2 - Amend Status: Batch
 Trans No: 4779 Trans Date: 04/05/2021 User Ref: ROBERT
 Requested: P. PALLAS Approved: Created by: ROBERT 04/05/2021
 Description: TO APPROPRIATE RESERVES FOR THE PURCHASE OF EIGHT POWER
 PEDESTALS FOR THE EAST PIER AT THE MITCHELL PARK MARINA
 Account # Order: No
 Print Parent Account: No

Account No.	Account Description	Amount
A.5990	APPROPRIATED FUND BALANCE	10,950.00
A.7230.408	MITCHELL MARINA R & M	10,950.00
Total Amount:		21,900.00

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2021 Period: 4 Trans Type: B2 - Amend Status: Batch
 Trans No: 4780 Trans Date: 04/06/2021 User Ref: ROBERT
 Requested: P. PALLAS Approved: Created by: ROBERT 04/06/2021

Description: TO APPROPRIATE RESERVES TO FUND THE EXTENSION OF THE TEMPORARY EMERGENCY GENERATOR RENTAL FOR THE CENTRAL PUMP STATION
 Account # Order: No
 Print Parent Account: No

Account No.	Account Description	Amount
G.8130.200	PUMP STATION EQUIPMENT..	13,880.00
G.5990	APPROPRIATED FUND BALANCE	13,880.00
Total Amount:		27,760.00

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2021 Period: 4 Trans Type: B2 - Amend Status: Batch
 Trans No: 4782 Trans Date: 04/06/2021 User Ref: ROBERT
 Requested: P. PALLAS Approved: Created by: ROBERT 04/06/2021
 Description: TO APPROPRIATE RESERVES TO FUND THE FIRST HALF OF THE CENTRAL PUMP STATION REBUILD PROJECT
 Account # Order: No
 Print Parent Account: No

Account No.	Account Description	Amount
G.5990	APPROPRIATED FUND BALANCE	750,000.00
G.8130.200	PUMP STATION EQUIPMENT..	750,000.00
Total Amount:		1,500,000.00

**NINA J. GREENFIELD STEWART
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March 18th 2021

Ms. Asha Gallacher, Program Administrator
Village of Greenport Housing Authority
236 3rd Street
Greenport, New York 11944

Re- Legal Services Agreement for 2021

Dear Asha:

This agreement is retroactive to January 1st 2021, as I have provided my services thus far in 2021, due to Section 8 program mandates, as the program's critical legal demands must be met. This is especially true this year due to HUD's Covid-19 requirements. Based on work I have done and issues that arise constantly, given Section 8 program administration, this is to confirm retaining my services in connection with the Section 8 Housing Choice Voucher program on an ongoing basis for the Village of Greenport Housing Authority.

It is understood that my services will be provided on an as needed basis. It is important that the terms of such engagement are clear. Though many attorneys and/or their clients do not require such a written agreement, I have always found that putting all the terms and conditions in a written agreement avoid confusion and add to transparency.

My hourly fee for non-profit work is still only is \$175.00. I waive my retainer. This is usually paid before I start work. I will seek reimbursement for charges incurred in a timely manner. I will send timely accounting of my hours and charges. I will also include information as to what charges I am discounting.

I charge my hourly rate for meeting time, preparation of documents of any kind, review of additional documents and phone time with 3rd parties. I do not charge for general research and phone time consulting with representatives of your organization as to follow-up on cases. I expect the phone time and travel time to be reasonable and will

take into consideration specific details of a case when reviewing the time expended. I do understand there are situations when time is of the essence and I will take that into consideration.

I do not charge for local travel. (within 10 miles from my office), but do charge mileage at the prevailing federal reimbursement rate (IRS), for trips from my office in Bellport.

I charge for out of pocket costs such as federal express, priority or overnight postal cost and filing and/or document fees, when applicable. If a meeting is scheduled and it is canceled without at least 4 hours notice, a one hour fee of \$175.00 will be charged for the meeting time unless cancellation is due to illness or due to a 3rd party and beyond your ability. (as my client), to reschedule in a timely manner.

I promise to use my time wisely and will endeavor to keep you informed as to the status of all my activities frequently. From our discussions I understand the scope of the activities will be to consult on the case at hand and advise you as to courses of action, review all documents related to the case, recommend additional documentation, prepare and submit the documents to you as requested. I will also work with you to advise you on language and federal regulations, if you choose to prepare letters and other documents. If requested, I can represent you at an administrative hearing and prepare follow-up documents. Discussions with HUD and other government entities' representatives would also be included, if requested. This agreement does not include any future litigation, if that should become necessary.

I look forward to working with you and appreciate your confidence in me. I do appreciate that the more we are able to work together cooperatively, then the more effective we can be in moving ahead and minimizing legal and related fees.

If this is acceptable to you, please have a legal representative of your organization sign this and return a copy to me. I will send a fully executed copy in return.

Sincerely,

Nina J. Greenfield Stewart, Esq.

Signed:

Village of Greenport, Housing Authority
Authorized Representative

Date



236 THIRD STREET
GREENPORT NY 11944

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

MAYOR
GEORGE W. HUBBARD, JR.
EXT. 215

TRUSTEES
JACK MARTILOTTA
DEPUTY MAYOR

PETER CLARKE

MARY BESS PHILLIPS

JULIA ROBINS

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

CLERK
SYLVIA PIRILLO, RMC
EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

Submitted: April 8, 2021
Meeting: April 15, 2021 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Debbie Boyle, *Assistant*
From: Debbie Boyle, *Assistant*
Department: Village Clerk Department

Village Clerk April 2021 Work Session Report

VILLAGE of GREENPORT - BOARD of TRUSTEES WORK SESSION

to be presented at the meeting held on April 22, 2021
Report of Sylvia Lazzari Pirillo, Village Clerk

Agreements and Contracts

The agreement between the Village of Greenport and Lisa Otis was fully executed on March 31st.

Employment

The open position of Office Assistant (Spanish Speaking) was re-noticed in the April 1st edition of the paper. Resumes or applications are returnable on the 9th of April.

Executive Orders

The Order requiring the wearing of masks continues to be extended every five days.

Financial

A check in the amount of \$ 4,475 was received from the Southold Town Justice Court for February 2021 court case settlements.

Informational

The annual NYCOM informational personnel listing was updated and forwarded to NYCOM on April 5th.

Legal Notices Published

The solicitation for the Fire Department Chief's vehicle was noticed in the April 8th edition of the paper, and is returnable on the 29th.

The first of three required legal notices for the tax sale was published on April 8th.

Liquor License Applications

The legal notice for the new application for the restaurant at 314 Main Street, received on March 4th, was published in the March 11th edition of the paper.

Resolutions

RESOLUTION approving the Public Assembly Permit Application submitted by Denise Gillies on behalf of The Friends of Mitchell Park, to use a portion of Mitchell Park from 9:00 a.m. through 10:00 a.m. every Saturday from June 26, 2021 through October 30, 2021 for Tai Chi instruction, which will be at no cost to the public. The parameters for the logistics of this instructive program will follow all COVID directives and guidelines in place.

RESOLUTION authorizing the issuance of a check made payable to Paul Pallas as Village Administrator in the amount of \$1,112.50 to be used to set up the required cash drawer/banks for the Village of Greenport Mitchell Park Marina.

RESOLUTION appointing Gail Horton to the Village of Greenport Greenhill Cemetery Committee.

RESOLUTION hiring Nathaniel Robert Demchak as a part-time seasonal employee at the Village of Greenport Mitchell Park Marina at a pay wage of \$14.00 per hour, effective May 1, 2021.

Placeholder Resolutions

RESOLUTION approving the Public Assembly Permit Application submitted by John A. Yeamans on behalf of the United States Power Squadrons for the use of a portion of Mitchell Park from 9:00 a.m. through 11:00 p.m. on July 30, 2021 and July 31, 2021 for the annual District 3 Rendezvous.

RESOLUTION approving the Public Assembly Permit Application submitted by the East End Seaport Museum for the use of various Village streets and facilities, including Mitchell Park, from 7:00 a.m. through 5:00 p.m. from September 18, 2021 through September 19, 2021; for the annual Maritime Festival.

RESOLUTION authorizing the suspension of the open container law of the Village of Greenport, per Sections 35-3B and 35-3C of the Greenport Village Code, for the Festival parameters of the East End Seaport Museum Maritime Festival, from 9:00 a.m. through 5:00 p.m. on September 18, 2021 and from noon to 5:00 p.m. on September 19, 2021 for the annual Maritime Festival.

Attachments: