



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

March 17, 2022 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.

BOARD DISCUSSIONS

- The Wetlands Permit Application submitted by Paul Betancourt for the property at 200 Atlantic Avenue, Greenport, New York, 11944
- Request by the BID to reconstruct the parklets for the 2022 Season
- Proposed Landing Agreement from Peconic Jitney

MAYOR AND VILLAGE BOARD OF TRUSTEES

PUBLIC TO ADDRESS THE BOARD



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Submitted: March 7, 2022
Meeting: March 17, 2022 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 March 2022 Work Session Report

Attachments:

Fire Department March 2022 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



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

Greenport Fire Department Monthly Report February, 2022

Number of calls this month: 49

Number of calls to date: 114

Breakdown of calls by signal numbers:

9 (stand/by) 0
12 (brush fire) 1
13 (automatic alarm, smoke, etc.) 12
13-35 (working structure fire) 0
14 (vehicle fire) 0
16 (ambulance/rescue) 33
16-23 (MVA, water rescue, misc.) 1
16-59 (routine transport) 0
23 (CO alarm, medi-vac) 1
24/13-35 (mutual aid working structure fire) 0
24/16 (mutual aid ambulance/rescue) 0
24/16-23 (mutual aid MVA) 1
24/23 (mutual aid water rescue/misc.) 0
26 (boat fire) 0

Breakdown of calls by location:

Within the Incorporated Village of Greenport 11
Within the East/West Fire Protection District 37
Other (mutual aid) 1

Prepared by: James Kalin, Secretary 03/01/2022

CHIEF WAYDE MANWARING
1ST ASST CHIEF JAMES KALIN
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Meeting of the Board of Wardens

WEDNESDAY February 16, 2022

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

Warden Robert Jester of Star Hose Co. #3

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

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

Mary Bess Phillips VOG/GFD Liaison

Excused: Warden Joseph Barszczewski of Star Hose Co. #3

THOSE WISHING TO ADDRESS THE BOARD –

1. Bob Corwin reported that they received two letters back from the 2021 graduates were issued scholarships and completed their first semesters. They have not heard anything from the third.

READING OF THE PREVIOUS MINUTES

Motion made by Cliff Harris, seconded by John Grilli, to approve the minutes of the January 19, 2022 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 W. Jensen, seconded by W. Miller to accept the report. Motion Carried.

COMPANY OFFICERS' MEETING MINUTES-

Read by 1st Asst Chief James Kalin for info only. Motion made by Scott Hollid, seconded by John Grilli to accept minutes as read. Motion Carried

1. Scott Hollid asked if the Washington's Parade invitation made it to the Legion. 1st Asst. Chief James Kalin reported that Craig Johnson got it to them.

TREASURER'S REPORT

The Treasurer's report for the period of January 20, 2022 through February 16, 2022 was read by Secretary/Treasurer James Kalin. Motion made by W. Jensen, seconded by W. Miller, to accept the treasurer's report as read. Motion carried. (report attached)

BILLS- None

COMMUNICATIONS

1. Invite to Cutchogue FD's 60th Annual St. Patrick's Day Parade, March 12, 2022.
2. RecruitNY is happening again April 23 & 24th. GFD did an open house last year. Motion made by James Kalin, seconded by Antone Volinski III, to hold an open house at GFD on April 24th. Motion Carried.

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

APPLICATIONS FOR MEMBERSHIP-

1. Peter Miller to Star Hose Co. #3
2. Michael Reed to Phenix Hook and Ladder Co. #1
3. Vijay Pal-Singh to Phenix Hook and Ladder Co. #1

Motion made by Joseph Milovich, seconded by Wayne Miller, to accept all applications for membership pending arson reports. Motion Carried.

REPORTS OF COMMITTEES

Buildings and Grounds

1. Cliff Harris reported that he met with Paul to do an RFP for the engineer/architect services for GFD. It should go out to bid next week.

Bylaws – No Report.

Finance

1. 2nd Asst Chief Alain de Kerillis reported that he had sirens and lights provided by LI Vehicle Light Solutions approved 3 months ago at a finance meeting, but it was never completed. The price went up since then. The total for the siren/light package, installation, materials, etc is \$2,203.96 each van/truck. The price for lights, sirens, side lights on the mule is \$2,992.31. Maximum amount of hours being 15 hours. It could be less.

Motion made by Cliff Harris, seconded by John Grilli, to repair all siren and lights. Motion Carried.

Fire District – No Report.

Pre-Incident Planning- No Report.

Service Awards No Report.

Recruitment- No Report.

Casualty Fund- No Report.

Funeral- No Report.

Communications- No Report.

Trips & Travel- No Report.

COMPANY REQUESTS

Eagle Hose Co. #1- Flatheaded axe, hoping to start chipping away on the wish list turned in with inventory.

Relief Hose Co. #2- Seminar May 14th at Selden FD from 10-2pm. Requesting use of vehicle depending on interest and that GFD pay for the members who want to go, also requesting to change the time of the Chief's Election to 6-8pm or 6-9pm, and budget items.

Motion made by Joseph Milovich, seconded by Norma Corwin, to change the time of the Chief's Election to 6-8pm. Motion Carried.

Star Hose Co. #3- Budget items.

Standard Hose Co. #4- Driver's side mirror on 8-3-15 not working, requesting the carpet downstairs in Station 2 be looked at, flags on class A, hazmat cabinet, budget items, status of roof repair. Mary Bess Phillips reported that they are trying to combine everything and she will look into the current status.

Phenix Hook & Ladder Co. #1- Budget items.

Rescue Squad- Budget items.

Fire Police- Budget items.

Water Rescue- Budget items.

UNFINISHED BUSINESS –

1. Norma Corwin said that she stopped into Stony brook ELIH Physical Therapy and Fitness and for 12 months it is \$275 a person. For 6 months it's \$137.50 a person. She also stopped into Fitness Advantage and it is \$67 a month per person. 1st Asst. Chief James Kalin reported that he spoke with Mike Sirico who is the owner's husband and he said to check with insurance, sometimes they cover some physical fitness. N. Corwin recommended having guidelines- only people who have their physicals and active members who show up to calls. W. Jensen said that he likes the idea of reimbursing a percentage at the end of the year- it's the most economical. N. Corwin said that the other option is to buy equipment and put it here. W. Jensen said that it is a good idea, but we would have to discuss liability etc. He also said that he heard someone mention using downstairs. N. Corwin said that she just heard about the bathroom problem down there and she thinks we should get rid of the bathroom altogether and then we can use that wall for the gym equipment. Wayne Miller asked what was wrong with the bathroom. 1st Asst Chief James Kalin reported that the pump is broken. They are waiting for a quote from RLB. Mary Bess Phillips mentioned that maybe someone in the sewer department can help and she will call in the morning. Antone Volinski III said that we should order 2 more porta potties for the parade.
2. Scott Hollid asked what the status is of the chairs for the meeting room. 1st Asst. Chief James Kalin said that the armless chairs are more readily available. The color they wanted wasn't available, if we got mixed chairs, we would be able to order them now. We might have to consider getting another color.
3. 1st Asst Chief James Kalin reported that we ran out of fuel. GFD has an automatic delivery with Burt's. It was 57 degrees in the building. We have less than a quarter of a tank right now. 1st Asst Chief James Kalin said they

never had a maintenance contract. Mary Bess Phillips said that she will inquire about it and will email the Chief the agreement.

REPORTS OF DELEGATES- No Report.

NEW BUSINESS- No Report.

GOOD OF THE DEPARTMENT

1. Motion made by W. Jensen, seconded by Scott Hollid, to hold an open house for RecruitNY on Sunday, April 24, 2022. Motion Carried.
2. Motion made by W. Jensen, seconded by Wayne Miller, to put out a sign-up sheet and pay for members for the Selden seminar. Motion Carried.
3. 1st Asst Chief James Kalin asked how many parades we want to attend this year. He asked if we should only do one. After discussion, motion made by W. Jensen, seconded by W. Miller, to attend the Cutchogue St. Patrick's Day Parade on March 12th and Montauk's St. Patrick's Day Parade on March 27th. Motion Carried.
4. Chief Manwaring reported that Peconic Landing does not currently want anyone besides employees and residents using the gym. They will call when they open up completely.
5. Motion made by Cliff Harris, seconded by Warren Jensen, to allow Relief Hose and Phenix Hook & Ladder to hold their carnival June 29-July 3rd. Motion Carried.
6. Cliff Harris said that Morning Pride is the cheapest for turnout gear. The price is good until March 31st. They will get it for 5 members to start. A set of turn out gear through them is \$4,184.63. He still will get the free demo turn out gear from Globe. Motion made by Wayne Miller, seconded by Scott Hollid, to purchase the turn out gear before the price increase. Motion Carried.
7. Warren Jensen asked if there is an update on the air machine programming. 1st Asst Chief James Kalin said that there was an issue with it, the screen was blank and it wouldn't take the information from Cliff's tags or the Chief's tags. Bob Corwin rebooted the tablet and logged out of admin and used the fob and it worked.
8. Scott Hollid asked if there was going to be another training day. 1st Asst Chief James Kalin reported that they are going to do it online here at the FD with the screen. They just have to get dates.

9. Antone Volinski III said that on March 11th at 6:30pm there will be a fundraising meeting and there are a lot of companies that don't have participants. He also just wanted to let Standard Hose Co. know that they did not cash their check yet.
10. Warren Jensen asked if there is a CPR class scheduled. 2nd Ass't Chief Alain de Kerillis said Colleen is holding one on Sunday at 9:30am at Station 2. Norma Corwin said that for future reference you can do an online one and just have someone sign off on your skills.
11. Antone Volinski III asked when CME's are starting up again. Chief Manwaring said that they will be starting again in March.
12. Chief Manwaring asked if anyone looked at the draft. Warren Jensen said that it is a lot to digest and everyone should keep looking at it and we should bring it up each month.

READING OF THE MINUTES

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

ADJOURNMENT

Motion by Warren Jensen, seconded by John Grilli, to adjourn. Motion carried. The meeting was adjourned at 8:21pm.

Submitted by,

Rebecca J. Jensen

Recording Secretary

GREENPORT FIRE DEPARTMENT
TREASURERS REPORT



01/20/2022 thru 02/16/2022

GENERAL FUND		<u>beginning balance</u>	(\$1,304.79)
	<u>receipts</u>	donations	+ \$300.00
	<u>expenditures</u>	Dunkin Donuts	- \$149.66
		King Kullen	- \$356.02
		IGA	- \$255.50
		<u>ending balance</u>	<u>(\$1,765.97)</u>

WOODS TRUST		<u>balance unchanged</u>	<u>\$14,461.43</u>
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MEMORIAL FUND		<u>balance unchanged</u>	<u>\$1,130.35</u>
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MAY MILE FUND		<u>beginning balance</u>	\$ 30,416.50
	<u>expenditures</u>	Vill of Gpt - sign	\$ - 300.00
		Ink Spot - programs	\$ - 322.40
		<u>ending balance</u>	<u>\$ 29,794.10</u>

WASH. B'DAY FUND		<u>beginning balance</u>	\$2,041.64
	<u>receipts</u>	50/50 sales	+ \$405.00
	<u>expenditures</u>	Sou Town gaming license	- \$25.00
		<u>ending balance</u>	<u>\$2,421.64</u>

RESCUE SQUAD 2% FUND		<u>balance unchanged</u>	<u>\$1,789.48</u>
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submitted by James H. Kalin, Secretary-Treasurer

March 2022

Greenport FD

DUTY COMPANIES 8-3-2 & 8-3-3 1st DUE ON SIGNAL 24s = 8-3-2

OFFICE 631.477.1943 gfdfire@optonline.net

FAX 631.477.4012 gfdsec@optonline.net

Sun	Mon	Tue	Wed	Thu	Fri	Sat			
		1 EAGLE HOSE mtg	2 Boat Committee Sta #1 7pm		4	5			
	7 RELIEF HOSE mtg STANDARD HOSE mtg	8 RESCUE SQUAD mtg 7PM FINANCE COMM. mtg 7:30PM	9 PHENIX H&L mtg	10 Fire School - Yaphank Adv. Forcible Entry 7:30pm	11 Fund Raising Comm. Sta #1 6:30pm	12 St. Patricks Parade Cutchogue 2pm			
13	14 STAR HOSE mtg Dept. Physicals	15	16 WARDENS mtg 7pm Dept. Physicals	17	18	19			
20	21	22 Annual Department Mtg. Sta #1 7:30pm Fire Police Sta #1 6pm	23	24 CME Class Sta 1 7pm	25	26			
27 St. Patricks Parade Montauk 12noon	28 Defensive Driving Sta 1 6-9pm	29 Defensive Driving Sta 1 6-9pm	30	31	<table border="1"> <tr> <td>Chief Wayde Manwaring 631.644.5430</td> <td>1st. Ass't. Chief Jim Kalin 631.466.5294</td> <td>2nd. Ass't. Chief Alain DeKerillis 631.208.7506</td> </tr> </table>		Chief Wayde Manwaring 631.644.5430	1st. Ass't. Chief Jim Kalin 631.466.5294	2nd. Ass't. Chief Alain DeKerillis 631.208.7506
Chief Wayde Manwaring 631.644.5430	1st. Ass't. Chief Jim Kalin 631.466.5294	2nd. Ass't. Chief Alain DeKerillis 631.208.7506							

Important Future Events on Reverse Side !

Tuesday, April 5
Company Annual Meetings

Wednesday, April 6
Fire School - Yaphank
Flashover 7pm

Thursday, April 7
Department Election of Chiefs
Sta #1 6-8pm

Physicals Monday, April 18 & Wednesday, April 20
sign in sheet posted at Sta 1

Tuesday, April 19
Wardens Organizational Meeting, Sta #1 7pm

Sunday, April 24
RecruitNY Open House Sta #1 9am-1pm

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
	elect/app	# Fire	%	pts	# EMS	%	pts	st/by	msgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wr/sh	yap					
4																								
20	Charters, Gary		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
21	Clark III, Henry		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
22	Clark, James	S,T	4	11	%	25	2	2.6	%	0	0	2	4	3	0	2.5	36.5				X	X	X	
23	Clark, Jeffrey		17	47	%	25	5	6.4	%	0	0	3	5	3	0	0	36				X	X	X	
24	Corazzini, Warren		7	19	%	25	2	2.6	%	0	0	0	0	0	0	0	25				X	X	X	
25	Corwin, Everett		5	14	%	25	12	15	%	25	0	1	4	3	0	0	58				X	X	X	
26	Corwin, Norma	W	11	31	%	25	22	28	%	25	0	4	5	4	0	2	65				X	X	X	
27	Corwin, Robert E.	C,D,JD	13	36	%	25	27	35	%	25	0	6	9	4	0	4	73				X	X	X	
28	Corwin, Robert J.		11	31	%	25	29	37	%	25	0	4	7	4	0	0	65				X	X	X	
29	Corwin, Scott		5	14	%	25	0	0	%	0	0	1	0	0	0	0	26				X	X	X	
30	Costas, Tom		7	19	%	25	6	7.7	%	0	0	3	0	3	0	0	31				X	X	X	
31	Creedon, Daniel	S	16	44	%	25	52	67	%	25	0	3	2	0	0	1.25	56.25				X	X	X	
32	Creighton, Ryan		5	14	%	25	4	5.1	%	0	0	1	0	3	0	0	29				X	X	X	
33	DeFrancesco, James		3	8.3	%	0	5	6.4	%	0	0	2	0	3	0	0	5				X	X	X	
34	De Kerillis, Alain	CH	19	53	%	25	33	42	%	25	0	6	6	3	0	6.25	71.25				X	X	X	
35	Detrick, Gary		0	0	%	0	0	0	%	0	0	0	0	0	0	0	0				X	X	X	
36	Diaz, Juan		0	0	%	0	0	0	%	0	0	2	2	3	0	0	7				X	X	X	
37	Diaz, Nicolas		0	0	%	0	0	0	%	0	0	2	0	1	0	0	3				X	X	X	

points as of February 28, 2022

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
		elect/app	# Fire	%	pts	# EMS	%	pts	st/bv	mtes	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap					
4																									
38	Edwards, Alson		1	2.8	%	0	0	0	0	0	0	1	2	2	0	0	0		5						
39	Ellis, Scott		0	0	%	0	0	0	0	0	0	0	0	0	0	0	0		0						
40	Ferguson, Peter		0	0	%	0	0	0	0	0	0	1	1	3	0	0	0		5						
41	Ficourilli, Michael		19	53	%	25	2	2.6	0	0	2	4	3	0	0	0	0		34						
42	Flora, Michael		0	0	%	0	0	0	0	0	0	0	0	0	0	0	0		0						
43	Fogarty, Jonathan		1	2.8	%	0	0	0	0	0	0	2	4	0	0	0	0		6						
44	Garcia-Dinizio, Gloria		0	0	%	0	0	0	0	0	0	0	0	0	0	0	0		0						
45	Grattan, Timothy		1	2.8	%	0	0	0	0	0	0	1	0	0	0	0	0		1						
46	Gray, Enya		0	0	%	0	1	1.3	0	0	1	2	4	0	0	0	0		7						
47	Gray, Sally Anne	L	4	11	%	25	6	7.7	0	0	1	3	3	0	0	0	1.25		33.25						
48	Grilli, Jennifer	L	0	0	%	0	0	0	0	0	2	3	3	0	0	0	1.25		9.25						
49	Grilli, John	W	0	0	%	0	0	0	0	0	4	3	3	0	0	0	2		12						
50	Hamilton Jr, Robert	D	14	39	%	25	6	7.7	0	0	4	5	4	0	0	0	0.75		38.75						
51	Hanold, Christopher	C	1	2.8	%	0	4	5.1	0	0	3	3	2	0	0	0	2		10						
52	Hanold, Christopher, Jr.		0	0	%	0	0	0	0	0	0	0	0	0	0	0	0		0						
53	Harris, Cliff	C,W	0	0	%	0	0	0	0	0	0	0	0	0	0	0	4		4						
54	Harris, Peter	L,T,D	11	31	%	25	5	6.4	0	0	2	4	3	0	0	0	3.25		37.25						
55	Harvey, Russell		4	11	%	25	0	0	0	0	2	0	3	0	0	0	1		31						

points as of February 28, 2022

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
	elect/app	# Fire	%	pts	# EMS	%	pts	st/by	mtgs	misc	train	drill	pos(dls)	points	phys	haz	bb	wp/sh	yap					
4																								
56	Hollid, Scott	W	6	17	25	0	0	0	3	4	0	0	2	34										
57	Hubbard Jr, George		2	5.6	0	0	0	0	1	4	3	0	0	8		X	X	X						
58	Hughes, Colleen	S	5	14	25	5	6.4	0	1	4	3	0	1.25	34.25		X	X	X						
59	Huzsek, Andrew H		21	58	25	2	2.6	0	2	5	3	0	0	35		X	X	X						
60	Hydell, Carol	L,S	0	0	0	0	0	0	4	3	4	0	3.25	14.25		X	X	X						
61	Hydell, Charles		0	0	0	1	1.3	0	0	3	3	0	0	6		X	X	X						
62	Hydell, Charles, Jr.		0	0	0	0	0	0	0	3	1	0	0	4										
63	Jensen, Warren	W	5	14	25	0	0	0	6	4	3	0	2	40		X	X	X						
64	Jester, Robert	W	0	0	0	0	0	0	6	5	3	0	2	16		X	X	X						
65	Jimenez, Susano		0	0	0	0	0	0	2	2	3	0	0	7		X	X	X						
66	Jobes, Craig	L	22	61	25	38	49	25	3	4	9	0	1.25	67.25		X	X	X						
67	Johnson, Craig	C	9	25	25	22	28	25	4	3	4	0	2	63		X	X	X						
68	Kalin, James	CH,T	35	97	25	75	96	25	0	10	5	4	0	76.5		X	X	X						
69	King, Kendra		0	0	0	1	1.3	0	0	0	2	0	0	2		X	X	X						
70	Lutke, Alexander		15	42	25	7	9	0	2	5	4	0	0	36		X	X	X						
71	Mantzopoulos, John		18	50	25	4	5.1	0	2	4	6	0	0	37		X	X	X						
72	Manwaring, Julia		9	25	25	14	18	25	0	2	5	3	0	60		X	X	X						
73	Manwaring, Wayde	CH	22	61	25	22	28	25	0	5	5	3	0	69.25		X	X	X						

points as of February 28, 2022

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
		elect/app	# Fire	%	pts	# EMS	%	pts	st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap					
4																									
74	Marczewski, Macy		0	0 %	0	0	0 %	0	0	2	4	3	0	0	9		X	X	X						
75	Martocchia, Jerome		7	19 %	25	2	2.6 %	0	0	1	0	3	0	0	29		X	X	X						
76	Miller, Wayne	W	3	8.3 %	0	0	0 %	0	0	4	4	3	0	2	13		X	X	X						
77	Milovich Jr., Joseph	W	11	31 %	25	1	1.3 %	0	0	3	3	3	0	2	36		X	X	X						
78	Musto, Francis	S, Ch	15	42 %	25	36	46 %	25	0	4	8	4	0	2.5	68.5		X	X	X						
79	Myslitorski, Linda		0	0 %	0	2	2.6 %	0	0	0	0	0	0	0	0										
80	Narkiewicz, Piotr		11	31 %	25	26	33 %	25	0	0	2	3	0	1.25	56.25		X	X	X						
81	Nedoszytko, William	S	0	0 %	0	0	0 %	0	0	2	0	0	0	1.25	3.25										
82	Nyce, David	C	20	56 %	25	24	31 %	25	0	6	4	3	0	2	65		X	X	X						
83	O'Brien, Michael		11	31 %	25	2	2.6 %	0	0	2	3	1	0	0	31										
84	Pal-Singh, Vijay		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0										
85	Petrigliano, Victor		2	5.6 %	0	2	2.6 %	0	0	0	1	3	0	0	4										
86	Piel, Jeffrey		0	0 %	0	0	0 %	0	0	1	0	0	0	0	1										
87	Pirillo, James A.		16	44 %	25	2	2.6 %	0	0	3	4	3	0	0	35		X	X	X						
88	Pope, George		3	8.3 %	0	4	5.1 %	0	0	2	3	4	0	0	9		X	X	X						
89	Purcell, Bernard		35	97 %	25	54	69 %	25	0	2	8	5	0	0	65		X	X	X						
90	Purcell, Ryan		17	47 %	25	18	23 %	25	0	1	6	4	0	0	61		X	X	X						
91	Quillin, Michael	D	1	2.8 %	0	0	0 %	0	0	2	4	3	0	0.75	9.75		X	X	X						

points as of February 28, 2022

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
	elect/app	# Fire	%		pts	# EMS	%		pts	st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap			
4																								
92	Raynor, Dale		10	28	%	25	6	7.7	%	0	0	2	5	1	0	0								
93	Reed, Michael		0	0	%	0	0	0	%	0	0	0	0	0	0	0								
94	Reed, Taylor		10	28	%	25	33	42	%	25	0	4	6	25	0	0								
95	Reiss, Helen	C	5	14	%	25	24	31	%	25	0	3	2	3	0	2								
96	Remppe Jr, Fred		3	8.3	%	0	20	26	%	25	0	0	5	3	0	0								
97	Richter, Michael	T,T	1	2.8	%	0	0	0	%	0	0	0	0	0	0	2.5								
98	Robbins, William		12	33	%	25	0	0	%	0	0	2	5	4	0	0								
99	Rosa, Lisa		5	14	%	25	1	1.3	%	0	0	2	5	3	0	0								
100	Ruffner, William		0	0	%	0	0	0	%	0	0	2	0	3	0	0								
101	Rung, Rosalie	L	1	2.8	%	0	15	19	%	25	0	1	0	0	0	6								
102	Rutkowski, Stephen	L,D	14	39	%	25	34	44	%	25	0	6	3	5	0	2								
103	Skrezeec, John		0	0	%	0	0	0	%	0	0	0	0	0	0	0								
104	Spanos, James		0	0	%	0	0	0	%	0	0	1	0	0	0	0								
105	Staples, Halsey		15	42	%	25	15	19	%	25	0	2	0	4	0	0								
106	Stoner, Gary		0	0	%	0	0	0	%	0	0	0	0	0	0	0								
107	Stoner, Kelly		0	0	%	0	0	0	%	0	0	0	0	0	0	0								
108	Strickland, Samuel	L,D	15	42	%	25	24	31	%	25	0	6	7	4	0	2								
109	Swetland, Jessica		0	0	%	0	0	0	%	0	0	0	0	0	0	0								

points as of February 28, 2022

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
		elect/app	# Fire	%	pts	# EMS	%	pts	st/by	mtgs	misc	train	drill	pos(dls)	points	phys	haz	bb	wp/sh	yap					
4																									
110	Tamin, John		8	22 %	25	17	22 %	25	0	2	5	3	0	0	60	X	X	X	X						
111	Tejada, Yira		2	5.6 %	0	2	2.6 %	0	0	1	2	0	0	1	4										
112	Thorp, Thomas	L	0	0 %	0	0	0 %	0	0	0	0	2	0	1.25	3.25		X			X					
113	Toussaint, Gabrielle		0	0 %	0	1	1.3 %	0	0	1	0	3	0	0	4		X	X	X						
114	Trapani, Heather		9	25 %	25	12	15 %	25	0	1	0	3	0	0	54		X	X	X						
115	Vandenburgh, Richard		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0										
116	VanEtten, George	D	20	56 %	25	3	3.8 %	0	0	3	1	3	0	0.75	32.75		X	X	X						
117	Verity, Michael		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0										
118	Verley, Joseph, Jr.		0	0 %	0	0	0 %	0	0	0	0	3	0	0	3		X	X	X						
119	Volinski, Antone, III	W	9	25 %	25	23	29 %	25	0	4	1	0	0	2	57										
120	Volinski, Darryl		1	2.8 %	0	10	13 %	25	0	0	4	0	0	0	29										
121	Walters, Joseph		0	0 %	0	0	0 %	0	0	1	0	3	0	0	4		X	X	X						
122	Zaymayar, Elias	L	18	50 %	25	7	9 %	0	0	3	5	6	0	1.25	40.25	X									
123	Zurek, Gregory		4	11 %	25	2	2.6 %	0	0	2	5	3	0	0	35		X	X	X						
124	Zurek Jr, Stanley		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0										
125																									

points as of February 28, 2022



236 THIRD STREET
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TREASURER
ROBERT BRANDT
EXT. 217

Submitted: March 9, 2022
Meeting: March 17, 2022 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

March 17, 2022

Administrator's Office

Statistics

Work Orders:

Electric = 41 Written 41 Completed
Water = 06 Written, 06 Completed
Sewer = 41 Written, 41 Completed
Road = 57 Written, 57 Completed

Reports

❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 2-04-2022. 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 2-04-2022.

Discussion

- Effluent Reuse EFC Status Update
- Utility Rates
- Microgrid Project Status

Resolutions

- Change Order for Ferry Queue Re-Design
- NYAPP Annual Conference Attendance
- Sandy Beach Wastewater Agreement Revision
- Various Roof Replacements (Fire Department and Wastewater Facilities)

Trustee Reminders Awaiting information/comments

- Moratorium on WC development - proposed by Trustees Robins and Phillips
- Infrastructure project ideas for potential federal grant monies
- Feedback on Historic property recommendations from HPC
- Peconic Estuary Protection Sign ideas

Road/Water Department

Statistics

Water Distribution:

4,740,000 Gallons Sold

Sampling:

All water samples complied with Department of Health requirements.

Locations: 419 Sixth Street - Slop Sink
Total Coliform = Absent
E Coli = Absent
Residual Chlorine = 0.47 mg/L

Third Street Firehouse - Kitchen Sink
Total Coliform = Absent
E Coli = Absent
Residual Chlorine = 0.64 mg/L

The form, DOH-360, was filed with the DOH on February 4, 2022, with the above results.

Report

Tasks Accomplished:

- ❖ Did all normal highway tasks.
- ❖ Performed water machine maintenance.
- ❖ Performed vehicle maintenance/repairs including: bi-weekly G-44 maintenance, upkeep on all plow trucks, repaired G-66 salter and installed salter on G-55, repair of G-9 air brakes, repaired cat windshield, G-2 back window repaired
- ❖ Cleared Front and Main from snow event on 1/28/22.
- ❖ Transfer Christmas trees from tank yard to Cutchogue Sanitation.
- ❖ Patched throughout village.
- ❖ Assist wastewater crew with sewer line break on Kaplan Ave.
- ❖ Salted for snow event on (2/12 & 2/25).
- ❖ Salted and shoveled sidewalks and cleared fire hydrants of snow (2/12 & 2/25).
- ❖ Placed staging at Mitchell Park for parade.
- ❖ Reviewed street signs throughout village for replacement.
- ❖ Removed tree grate Main Street.
- ❖ Replaced and painted road barn door and replaced window.
- ❖ Moved filling cabinets from power plant to village hall.
- ❖ Clean and replaced signs at parks throughout the village.
- ❖ Repaired furnace at new road barn building.
- ❖ Pruned trees via tree list.

Sewer Department

Flow and Sampling:

The plant continues to run well, exceeding DEC permit requirements.
Total plant flow for the month of = 7,287,000 Gallons
Average Daily Flow = .260 (MGD) Permit Limit = .650 MGD
Total Suspended Solids percent removal (TSS) = 96% Permit Limit = 75%
CBOD percent removal = 98% Permit Limit = 75%
Coliform Fecal General = 4.2 MPN. Permit limit 200 MPN/100
Coliform Total General = 33 MPN. Permit limit 700 MPN/100
Total Nitrogen = 35.6 LBS/day

Sludge Removal:

42,000 Gallons of sludge hauled in February

Report

❖ Treatment Plant:

Replaced discharge piping for polymer system

DO controller for BNR basins recalibrated

Changed oil in screw pump gearboxes

Cleaned and greased UV System

NYSDEC Inspection

Effluent pump #1 repaired and returned to service

❖ Collection System:

Force main break on North St. Sewer Dept. contained spill and cleaned/disinfected area
Contractor repaired broken pipe.

Flowmeter at Peconic Landing recalibrated.

Cleared blockage at 121 Front St.

Electric Department

Statistics

Monthly Power Usage:

Maximum usage day = February 15 @ 120.811 Mwh

Minimum usage day = February 23 @ 80.346 Mwh

Peak demand for the month = 5.792 MW February 14 6:00 pm

Monthly total usage = 2,844.880 Mwh

Service calls/call outs = 6

Streetlight repairs = 9

Customers shut off for nonpayment = 0

Customers turned on for payment = 0

Customers turned on for the season = 0

New Services / Upgrade = 2

Tasks Accomplished:

- ❖ Micro Grid project is progressing very well, the overhead construction crews have been transferring the primary, transformers and secondary to several of the new poles.
- ❖ The Fire Department has some inside work to be completed once the new generator arrives and the solar panels are installed. There is site work also being done at the Wastewater Plant.
- ❖ The maintenance work has been completed on engines 5 and 6 in preparation for the semi-annual DMNC testing of all 3 units.
- ❖ General maintenance work performed around the plant, including pump replacements and small projects.
- ❖ Serviced at several streetlights throughout the village and also replace two 400-watt flood lights with 160-watt LED fixtures.
- ❖ Responded to calls for power issues, including: blown line fuse on 1st Street, due to a tree limb contacting the primary and half power calls.
- ❖ Assisted Wastewater with a pump and control problem at the lift station on Lower Main Street.

Attachments:

Greenport Meter 2-2022 (PDF)

Total Usage: 2,844,880.000 KWH
 Peak Demand: 5792.00 KW
 Occured On: Feb 14 2022 18:00
 Load Factor: 73.09%
 Date Start: Tuesday, February 1, 2022
 Date End: Monday, February 28, 2022

Period Ending	KWH
2/1/2022	113,619.00
2/2/2022	101,784.00
2/3/2022	95,625.00
2/4/2022	97,191.00
2/5/2022	115,557.00
2/6/2022	117,872.00
2/7/2022	105,623.00
2/8/2022	98,340.00
2/9/2022	99,653.00
2/10/2022	96,211.00
2/11/2022	89,837.00
2/12/2022	84,943.00
2/13/2022	102,260.00
2/14/2022	119,028.00
2/15/2022	120,811.00
2/16/2022	106,094.00
2/17/2022	88,237.00
2/18/2022	90,178.00
2/19/2022	109,753.00
2/20/2022	112,432.00
2/21/2022	92,425.00
2/22/2022	87,896.00
2/23/2022	80,346.00
2/24/2022	99,099.00
2/25/2022	108,616.00
2/26/2022	109,450.00
2/27/2022	98,748.00
2/28/2022	103,252.00



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ADMINISTRATOR**
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EXT. 219

CLERK
SYLVIA PIRILLO, RMC
EXT. 205

TREASURER
ROBERT BRANDT
EXT. 217

Submitted: March 9, 2022
Meeting: March 17, 2022 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

Building

Work Session Report for Building Department & Enforcement

March 17, 2022

Office of Code Enforcement & Fire Prevention

Reports

- ❖ **Code Enforcement continues to patrol the Village and respond to complaints.**
- ❖ **Rental permit renewal review is being conducted. All property owners are being issued a letter of notification informing them that their permit is expired.**
- ❖ **31 Rental Applications have been renewed.**
- ❖ **43 Snow removal violation were issued.**

NOTES & TIPS:

Please ensure you pay attention to parking regulations when parking.

Code Enforcement Report is attached.

Building Permit Report is attached.

Traffic Enforcement Statistics Report is attached.

Attachments:

February 2022 Building CO Report (PDF)

February 2022 Building Report (PDF)

February 2022 CODE (PDF)



Village of Greenport Building Department

Monthly Report CERTIFICATE OF OCCUPANCY 2/1/2022 through 3/1/2022

WORK TYPE	PERMIT NO.	PERMIT DATE	PARCEL ID	LEGAL ADDRESS	CO ISSUED
New Deck	02810	01/23/2020	7.-1-15.1	133 Sixth Street. Greenport, New York 11944	2/11/2022
Solar Panel Install	02886	01/18/2021	3.-5-1.1	130 Ludlum Pl Greenport, New York 11944	2/25/2022
Interior Renovation	02867	04/26/2021	6.-3-8	434 Sixth Street. Greenport, New York 11944	2/28/2022



Village of Greenport Building Department

February 2022

Monthly Report REPORT COVERING 2/1/2022 through 3/1/2022

Incorporated Village

PERMIT TYPE	PERMIT NO.	PERMIT DATE	PARCEL ID	LEGAL ADDRESS	STATUS
Building Permit Addition/Alteration	02897	2/14/2022	3.-3-26	3 Beach Place. Greenport, New York 11944	OPEN
Fence Permit	02898	2/24/2022	7.-1-1	311 Sixth Street. Greenport, New York 11944	OPEN
Fence Permit	02899	2/25/2022	2.-6-49.2	624 First Street. Greenport, New York 11944	OPEN
Building Permit Repair	02900	2/28/2022	2.-3-10	714 Main Street. Greenport, New York 11944	OPEN

RENTAL PERMIT INFORMATION

INFORMATION

*The following statistics represent the status of rental permits and rental permit violations from
February 1, 2022-March 1,2022*

New Applications/Renewal Applications Received: 4

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

Applications Pending Inspection:4

Applications Pending Re-Inspection 0

Completed/Permits Issued: 31

Applications Completed/Permits Issued: 321



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TREASURER
ROBERT BRANDT
EXT. 217

Submitted: March 9, 2022
Meeting: March 17, 2022 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

March 17, 2022

Mitchell Park Marina/Parks

- ❖ The Ice rink officially closed on February 21, 2022, due to warm weather conditions and rain.
- ❖ The second Free Skate Sunday sponsored by The Friends of Mitchell was cancelled due to warm weather conditions.
- ❖ The Ice Rink is being dismantled and stored for the season.
- ❖ Removal of the holiday decorations at the Carousel was completed by the Carousel Committee.
- ❖ The Carousel and Camera Obscura received a full routine cleaning and maintenance.
- ❖ Mooring Rental Fees continue to be processed this month.
- ❖ Dockwa reservations continue to be processed.
- ❖ The Baymans Dock received two new pilings.

Monthly Revenue Reports are attached.

Recreation Center

Statistics

Attendance:

After School Program=16 Children Enrolled

Reports

- ❖ The After-Care Program is going very well.
- ❖ The After-Care Program closed February 21st through February 25th for Winter break.
- ❖ The recreation center is sanitized daily.
- ❖ The Literacy and Library Programs will resume on March 3rd. The children continue to enjoy the games and projects this program has to offer.
- ❖ The annual AED Survey questionnaire was completed and submitted to the Department of Health.

Campground

Tasks Accomplished

- ❖ McCann's Campground is closed for the season.
- ❖ Reservations continue to be taken for the 2022 season.
- ❖ Many telephone call regarding status of sites available at McCanns Campground. A waitlist continues to be maintained.

Attachments:

RECREATION MONTHLY REVENUE REPORT 2-2022 (PDF)



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TREASURER
ROBERT BRANDT
EXT. 217

Submitted: March 7, 2022
Meeting: March 17, 2022 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 MARCH 2022

REQUEST A MOTION BE PLACED ON THE AGENDA FOR:

RESOLUTION authorizing the issuance of a Request for Proposals for the undertaking of utility rate studies for the Village of Greenport, and directing Clerk Pirillo to notice the Request for Proposals accordingly.

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 # 4927 to appropriate reserves to fund Wastewater Treatment Plant employee training at Brae Loche, and directing that Budget Amendment # 4927 be included as part of the formal meeting minutes of the March 24, 2022 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4928 to appropriate reserves to fund the Mooring Fields tackle inspections and replacements, and directing that Budget Amendment # 4928 be included as part of the formal meeting minutes of the March 24, 2022 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4929 to appropriate reserves to fund the repairs and piling fendering at Mitchell Park Marina East Pier, and directing that Budget Amendment # 4929 be included as part of the formal meeting minutes of the March 24, 2022 Regular Meeting of the Board of Trustees.

UTILITY BILLING

Red Tags Bills are printed and mailed for Sector 3.

Sector 4 is read, checked and printed.

Sector 1 is read, checked and printed.

Monthly reports are completed.

COMMUNITY DEVELOPMENT/ HOUSING AUTHORITY

8 recertifications and 5 interims were performed for March 2022.

SIGNIFICANT COLLECTIONS

Rents for February 2022 - \$ 82,611.18

Property Tax Collected - through January 2022 - \$ 1,159,928.75

East West Fire Protection Payment # 1 - \$ 406,521.50

SIGNIFICANT PAYMENTS

Bond Interest Payments:

2012 Refunding Serial Bonds - \$ 6,450.00

2017 PI Serial Bonds - \$ 6,128.13

2018 PI Serial Bonds - \$ 10,781.25

INFORMATIONAL:

Cash Holdings Report - See attached

Utility Billing Statistics Report - See attached

Property Tax Collections Report - See attached

Attachments:

BANK ACCOUNT BALANCES FEBRUARY 2022 (PDF)

BILLING STATISTICS REPORT FEBRUARY 2022 (PDF)

PROPERTY TAX COLLECTED THROUGH FEBRUARY 2022 FULL REPORT (PDF)

CD FINANCIALS FEBRUARY 2022 (PDF)

HA FINANCIALS FEBRUARY 2022 (PDF)

VGHA Legal Services Agreement for 2022 (PDF)

BUDGET AMENDMENT # 4927 (PDF)

BUDGET AMENDMENT 4928 (PDF)

BUDGET AMENDMENT 4929 (PDF)

**BANK ACCOUNT BALANCES
FOR THE MONTH OF FEBRUARY 2022**

FUND	BANK ACCOUNT NAME	G/L ACCT#	TYPE	BALANCE	
A	General	A.0200.000	Checking	182,522.24	
A	Repair & Maintenance	A.0200.400	Checking	93,224.16	
A	Greenhill Cemetery	A.0201.100	Savings	33,638.07	
A	Money Market	A.0201.130	Money Market	1,701,753.09	
A	Fire Apparatus	A.0221.110	Savings	683,500.44	
A	Bulding Department Escrow	A.0235.101	Checking	48,147.59	
A	Parks and Recreation	A.0200.200	Checking	4,289.76	
A	American Recovery Plan	A.0200.415	Checking	114,409.92	
				TOTAL GENERAL FUND	\$ 2,861,485.27
CD	Small Cities Rehab.	CD.0200.000	Savings	454.22	
CD	NYS CDBG Funds	CD.0200.400	Public Funds Acct	226.21	
				TOTAL COMMUNITY DEVELOPMENT	\$ 680.43
E	Light Fund	E.0121.100	Checking	639,882.76	
E	Light Depreciation Savings	E.0116.100	Savings	2,581,756.45	
E	TTC Collections	E.0121.120	Savings	173,799.82	
E	Renewable Energy Savings	E.0121.130	Savings	132,666.44	
E	Consumer Deposit Savings	E.0191.100	Savings	121,986.49	
E	Consumer Deposit Checking	E.0244.200	Checking	5,761.20	
				TOTAL LIGHT FUND	\$ 3,655,853.16
F	Water	F.0200.000	Checking	556,537.23	
F	Water Fund Capital	F.0200.400	Savings	8,392.31	
F	Water Fund CD (MM)	F.0201.000	Money Market	203,421.55	
F	Water Fund Money Market	F.0201.130	Money Market	386,464.70	
					\$ 1,154,815.79
G	Sewer	G.0200.000	Checking	1,040,531.37	
G	NYS DEC Consent	G.0201.000	Savings	31,530.21	
G	Sewer Fund I	G.0201.100	Money Market	996,124.88	
G	NYSEFC	G.0205.000	Checking	185,851.61	
G	Sewer Wastewater	G.0220.110	Savings	12,173.61	

G	NYSERDA	G.0525.000	Checking	111.01	
					TOTAL SEWER FUND \$ 2,266,322.69
H	Capital	H.0200.000	Checking	1,020,114.30	
H	Capital Reserve	H.0200.400	Savings	49,656.89	
					TOTAL CAPITAL FUND \$ 1,069,771.19
TA	Trust & Agency	TA.0200.000	Checking	27,207.73	
TA	Retirement Savings	TA.0201.000	Savings	49,009.46	
TA	WWI Memorial Trust	TA.0201.001	Savings	731.54	
TA	T & A Special Escrow	TA.0201.002	Savings	6,608.04	
TA	Justice Court	TA.0201.004	Savings	4,796.51	
TA	Global Common	TA.0201.009	Savings	271,722.57	
TA	Basketball Court Donations	TA.0600.101	Checking	1,992.00	
TA	Tree Committee	TA.0600.102	Checking	4,678.23	
TA	Summer Day Camp Donations	TA.0600.103	Checking	1,200.00	
TA	Recreation Center Donations	TA.0600.104	Checking	22,350.67	
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	20,356.00	
TA	Carousel Committee	TA.0600.113	Checking	14,137.47	
TA	Accounts Payable	TA.0202.000	Checking	565,009.56	
					TOTAL TRUST & AGENCY FUND \$ 990,112.78
	Wire Account			9.89	
	Utility Clearing			109,790.69	
					\$ 109,800.58
					TOTAL VILLAGE WIDE \$ 12,108,841.89

EOM Billing Statistics Report

Rate Summary - All Routes

Service	Rate# - Description	Bills	Min. Bills	Usage	Charge	Usage	Demand	Contract	PCA	NYSCE	Comm Tax	Res Tax	
Electric	2 - Electric - Flat Charge	11	0	0	0	0	0	523.60					
	9 - Residential (1, 1)	1371	0	848160	97,190.27				3,578.28	4,223.89		8.80	
	10 - Water Heating (2, 2)	11	0	1472	112.70				5.62	7.32		2,537.03	
	11 - All Electric (3, 3)	353	0	414769	45,745.03				1,578.98	2,066.36		3.15	
	13 - Demand - Class 3 (5, 5)	5	0	321000	17,943.90	786.5	9,312.63		1,222.04	1,599.22	593.34	1,226.53	
	14 - Village St. Lighting (6, 6)	5	0	44584.75	5,131.71	0			169.74	222.12			
	15 - Town St Lighting (7, 7)	1	0	1698.13	195.45	0			6.46	8.46			
	19 - Traffic Lights (11, 11)	1	0	472	55.18	0			1.80	2.35			
	20 - Contract St Lighting (12, 12)	2	0	238	0.00	0							
	21 - Sterling Harbor (13, 13)	2	0	2112.25	243.12	0			8.04	10.53	22.57		
	67 - NSF Fee	1	0	0	0	0		35.00					
	Electric Total		1763	0	1634506.13	166,617.36	786.5	9,312.63	558.60	6,570.96	8,140.25	615.91	3,775.51
	Sewer	3 - Sewer - INSIDE Flat Charge	33	0	0	1,739.10							
		23 - Sewer - IN VILL 3/4" W/SEWER (14, 14)	893	649	2582.2	46,406.50							
		25 - Sewer - IN VILL 1" W/SEWER (15, 15)	30	11	218.6	2,749.24							
		27 - Sewer - IN VILL 1 1/2" W/SEWER (16, 16)	12	6	81.9	1,237.95							
		29 - Sewer - IN VILL 2" W/SEWER (17, 17)	29	15	208	3,351.45							
		31 - Sewer - IN VILL 3" W/SEWER (18, 18)	1	1	1.8	42.00							
33 - Sewer - IN VILL 4" W/SEWER (19, 19)		3	1	481.5	7,428.15								
54 - Sewer - OUTSIDE RES SEWER (50, 50)		80	66	408.6324	10,564.61								
57 - SPLIT SEWER BILLING (52, 52)		1	0	10	0.00								
62 - O/S DRIFTWOOD COVE 52		1	1	97.614	3,276.00								
63 - O/S DRIFTWOOD COVE 49		1	1	105.0192	3,087.00								
64 - O/S PECONIC LANDING 301		1	0	-4550559	-24,933.00								
65 - O/S CLIFFSIDE CONDOS-SEWER		1	1	13	4,410.00								
Sewer Total			1086	752	-4546350.7344	59,359.00	0						
Water		5 - Water - Flat Charge	32	0	0	901.50							
		22 - RES VILL 3/4" W/SEWER (14, 14)	904	421	2890	22,901.53							
		24 - RES VILL 1" W/SEWER (15, 15)	31	6	252	1,260.64							
		26 - COMM VILL 1 1/2" W/SEWER (16, 16)	13	10	91	714.51							
	28 - COMM VILL 2" W/SEWER (17, 17)	31	26	231	1,873.34								
	30 - COMM VILL 3" W/SEWER (18, 18)	1	1	2	44.46								
	32 - COMM VILL 4" W/SEWER (19, 19)	3	1	549	2,594.66								
	46 - COMM VILLAGE 1 1/2" (42, 42)	1	1	0	44.46								
	47 - COMM VILLAGE 2" (43, 43)	7	5	660	3,264.48								
	48 - RES VILLAGE 3/4" (44, 44)	127	119	65	2,497.29								
	49 - RES VILLAGE SEWER ONLY (45, 45)	7	0	0	0.00								
	52 - FLAT-FIRE SPRINKLERS (49, 49)	32	0	0	0.00								
	53 - OUTSIDE RES SEWER (50, 50)	78	0	454.036	0.00								
	Water Total	1267	590	5194.036	36,096.87	0							
	electric-small commercial	12 - Commercial (4, 4)	367	0	757540	85,618.77				2,883.99	3,774.04	6,634.00	
		16 - Operating Municipalt (8, 8)	34	0	126507	13,958.89				481.60	630.27		
		17 - Water Department (9, 9)	2	0	0	24.86				272.16	356.20		
	electric-small commercial Total	18 - Sewer Department (10, 10)	10	0	71493	7,774.05							
73 - Electric Power Plant		6	0	74194	0.00								
Grand Total	419	0	1029734	107,376.57	0		558.60	10,208.71	12,900.76	7,249.91	6,634.00	3,775.51	

VILLAGE OF GREENPORT

Payment To 02/28/2022 Report

	Count	Payment Amt	Count	Refunds	Payment Total	Writeoff
BID	116	50,095.50			50,095.50	
SEWER	25	14,811.53			14,811.53	
VILLT	1,005	1,080,198.49			1,080,198.49	
WATER	27	9,332.79			9,332.79	
Total PRINCIPAL		<u>1,154,438.31</u>			<u>1,154,438.31</u>	
PEN	55	5,490.44			5,490.44	
Total PENALTY		<u>5,490.44</u>			<u>5,490.44</u>	
Total		<u>1,159,928.75</u>			<u>1,159,928.75</u>	

Grand Totals

FDS - 213 Center St & 278 2nd Street Monthly Revenue & Expenses - January 2022

Account Description	REVENUE: 213 Center 213 Center	REVENUE: 278 2nd Street UNIT 1 - 8124 UNIT 2 - 8327 UNIT 3	HOUSE	\$ 4,800.00
Rent	\$ 1,125.00	1,125.00	\$ 1,175.00	
Late Fees/Credits				
TOTAL REVENUE	\$ 1,125.00	\$ 1,125.00	\$ -	\$ 4,800.00
EXPENSES:	EXPENSES: 213 Center	EXPENSES: 278 2nd Street		
<u>Utilities</u>	213 CENTER	UNIT 2 - 8124 8327	UNIT 3 - 8328	HOUSE - 8590 RE/8361 SW
Electric	\$ 75.85			\$ 19.89
Water/Sewer	\$ 77.40			\$ 130.32
Propane/Heating Oil	\$ 378.42			\$ 472.59
Admin				
Salary (\$6.70 X 2 payperiods 140 hrs=\$938.00 divide by 25% and 75%) [\$26.80 x 25%=\$6.70]	\$ 234.50			\$ 703.50 \$ 938.00
Payment Agreement to Village				\$ 1,000.00
Total	\$ 766.17	\$ -	\$ -	\$ 2,326.30
	MAINTENANCE: 213 Center	MAINTENANCE: 278 2nd Street		
<u>Maintenance Repairs/Other</u>	213 CENTER	UNIT 1 UNIT 2 UNIT 3	HOUSE	
Pine Oaks Landscaping	\$ 2,250.00			\$ 525.00
Town of Southold Receiver of Taxes 2022	\$ 3,396.48			\$ 5,434.33
Asha Gallacher			679.96	
Mattituck Enviro Services				\$ 39.49
Pine Oaks Landscaping				\$ 35.00
Total Expenses	\$ 5,646.48	\$ -	\$ 679.96	\$ 6,033.82
	\$ 6,412.65			\$ 6,713.78
MONTHLY FINANCIAL SUMMARY	213 CENTER	278 2nd STREET		
Interest Earned				
Total Revenue	\$ 1,125.00	\$ 3,675.00		
Total Expenses	\$ 6,412.65	\$ 9,040.08		
NET REVENUE	\$ (5,287.65)	\$ (5,365.08)		
EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES	\$ (5,287.65)	\$ (5,365.08)		

Financial Data Schedule - Monthly Revenue & Expenses (HAP REGISTER) - FEB 2022

Account Description						80	TOTAL VOUCHERS Vouchers Leased on last day of month	TOTAL HAP, PORT, UTILITIES	92,407.00	300.00	\$ 1,000.00	\$ -
REVENUE:												
706 PHA HUD Operating Grants	\$ 91,992.00						1					
706a Admin fee revenues	\$ 9,522.00	\$ 500.00	Fraud Recovery HAP				1					
		\$ 500.00	Fraud Recovery ADMIN (714.020)				1					
711 Interest Earned - HAP	\$ 7,700.00		Add'l HAP			0						
			Admin Fee Supplemental from CD									
714 Fraud recovery	\$ 1,000.00		Add'l ADMIN from HUD			80						
700 TOTAL REVENUE	\$ 110,214.00											
EXPENSES:												
Administrative												
912 Auditing fees												
Salaries - Asha (\$27.60), Robert												
911 Column E, Paul Column F 2 payperiods	\$ 3,864.00	\$ 264.24	\$ 576.92	\$ 4,705.16								
911a Medical	\$ 2,118.74	\$ 44.71	\$ 127.52	\$ 2,290.97								
911b Dental	\$ 151.52	\$ 8.05	\$ 159.57									
911c Pension T4 15.7%, T5 12.9%	\$ 606.65	\$ 34.09	\$ 74.42	\$ 715.16								
914 Payroll Taxes FICA	\$ 295.60	\$ 20.21	\$ 44.13	\$ 359.94								
915 Employee Benefit Contribution TOTAL	\$ 2,876.91	\$ 78.80	\$ 209.99	\$ 3,165.69								
917 Nina JG Stewart, Esq												
916 A Gallacher Reimb												
918 A Gallacher Mileage												
916 Office Expenses Total	\$ -											
910 Administrative Total	\$ 8,230.80	\$ 8,780.80	Village of Greenport total									
962 Other General Expenses (Office Rent)	\$ 550.00											
969 TOTAL OPERATING EXPENSES	\$ 8,780.80											
EXCESS OPERATING REVENUE OVER OPERATING EXPENSES												
973.1 PHA Utility Allowance	\$ 300.00		\$ 1,241.20									
973.2 HAP payments	\$ 92,107.00	\$ 92,107.00										
PORT payments	\$ -											
973 (HAP, PORT and UTILITY TOTAL)	\$ 92,407.00	(VMS - HAP TOTAL)										
HAP & UTIL less Port payments	\$ 92,407.00	(VMS- ALL OTHER VOUCHERS HAP)										
1117-020 Total Admin Revenue	\$ 10,022.00											
1117 Net ADMIN	\$ 1,241.20											
1118 Total Hap Revenue	\$ 100,192.00											
1118-020 Net HAP	\$ 7,785.00											
TOTAL EXPENSES	\$ 101,187.80	\$ 101,187.80	TOTAL CASH DISBURSEMENTS									
EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES			\$ 9,026.20									

**NINA J. GREENFIELD STEWART
ATTORNEY & COUNSELOR AT LAW
CONSULTANT
8 SECOND STREET-BOX 463
BELLPORT, NEW YORK 11713**

Phone 631-286-0858
Facsimile 631-776-0609

e-mail: NJGSTEWART@AOL.COM

January 5th 2022

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

Re- Legal Services Agreement for 2022

Dear Asha;

This agreement is retroactive to January 1st 2022, as I have provided my services thus far in 2022, due to Section 8 program mandates, as the program's critical legal demands must be met without interruption. HUD's Covid-19 requirements have been revised several times during the last year and are evolving again based on HUD's management concerns in maintaining the program at a high level. 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 now \$200.00, after ten years of no increase and I also again waive any 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 \$200.00 will be charged for the meeting time unless cancelation 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

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2022 Period: 3 Trans Type: B2 - Amend Status: Batch
 Trans No: 4927 Trans Date: 03/07/2022 User Ref: ROBERT
 Requested: A. HUBBARD Approved: Created by: ROBERT 03/07/2022
 Description: TO APPROPRIATE RESERVES TO FUND WASTEWATER TREATMENT PLANT
 EMPLOYEE TRAINING AT BRAE LOCH Account # Order: No
 Print Parent Account: No

Account No.	Account Description	Amount
G.8110.407	EMPLOYEE TRAINING..	1,000.00
G.5990	APPROPRIATED FUND BALANCE	1,000.00
Total Amount:		<u>2,000.00</u>



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: March 9, 2022
Meeting: March 17, 2022 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 March 2022 Work Session Report

VILLAGE of GREENPORT - BOARD of TRUSTEES WORK SESSION

to be presented at the meeting held on March 17, 2022
Report of Sylvia Lazzari Pirillo, Village Clerk

Agreements and Contracts

An original of the fully executed CSEA EBF Agreement was received on February 22nd.

The Site Lease Agreement between the Village and DISH was forwarded to DISH for signature on February 25th.

The Communications Site Lease Agreement between the Village and the Southold Fire District was fully executed on February 28th, and that fully executed Agreement was faxed to the Southold Fire District.

The Proposal for the Annual Water Supply Statement preparation to be performed by H2M was fully executed on February 28th and scanned to H2M.

The Service Agreement between the Village and Garratt Callahan was e-mailed for signature to Garrat Callahan on March 1st.

The approved resolution dated February 24th and corresponding attached proposal were e-mailed to Cashin Associates on March 1st.

The contract between the Village and Johnson Tree Company was fully executed on the 2nd of March.

The Memorandum of Understanding between the Village and SHM Greenport, LLC was fully executed on March 2nd.

Financial

The annual tax lien sale was conducted on March 8th, and 11 of 14 tax liens were purchased, for a total purchase price of \$ 12,378.63. (The three liens that were not purchased total \$ 10,530.67.)

Informational

The Notice of Referral of the proposed local law to amend Chapter 150 and Chapter 115 of the Greenport Village Code (regarding sidewalks) was directed to the required Village Boards and the Town on March 1st, and to the Suffolk County Planning Department, NYS OPHP and NYS DOT on March 2nd.

The Notice of Referral of the proposed local law to amend Chapter 150 of the Greenport Village Code (regarding parking) was directed to the required Village Boards and the Town on March 1st, and to the Suffolk County Planning Department, NYS OPHP and NYS DOT on March 2nd.

Legal Notices Published

The new liquor license application received from The Menhaden was noticed in the February 24th edition of the newspaper.

The Notice of Adoption of the bond resolution for the fire truck was published in the March 3rd edition of the newspaper.

The public hearing for the Wetlands Permit Application of Costello Marine on behalf of Ewing for the property located at 230 Fourth Street was noticed in the March 3rd edition of the newspaper.

The public hearing notice for the proposed local law regarding curb cuts was published in the March 3rd edition of the newspaper.

The public hearing for the proposed local law to amend parking regulations was published in the March 3rd edition of the newspaper.

The re-notice of the RFP for LWRP Consulting Services was published in the March 3rd edition of the newspaper. This was also noticed in the NYS Contract Reporter.

The final tax lien sale notice was published in the March 3rd edition of the newspaper.

The Brush Pick-Up Schedule was published in the March 10th edition of the paper and posted to the official Village website.

The new liquor license application received from Gallery Bar LLC on March 3rd was noticed in the March 10th edition of the newspaper.

Resolutions for the Regular Meeting

RESOLUTION approving the Public Assembly Permit Application submitted by the Greenport Business Improvement District to use a portion of Mitchell Park from 9:30 a.m. through 12 noon on April 16, 2022 for the Annual Egg Roll and corresponding activities.

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 May 7, 2022 through October 30, 2022 for Tai Chi instruction, which will be at no cost to the public.

RESOLUTION approving the Public Assembly Permit Application submitted by Northeast Stage for the use of a portion of Mitchell Park from 4:00 p.m. through 11:00 p.m. from August 5, 2022 through August 7, 2022 for the annual Shakespeare in the Park performances.

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 24, 2022 through September 25, 2022; 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, within the Festival parameters of the East End Seaport Museum Maritime Festival, from 9:00 a.m. through 5:00 p.m. on September 24, 2022 and from noon to 5:00 p.m. on September 25, 2022 for the annual Maritime Festival.

RESOLUTION approving the attached SEQRA resolution regarding the Wetlands Permit Application submitted by Paul Betancourt per the public hearing held on February 24, 2022 to construct a proposed 4' wide x 32' long fixed dock, 30" wide x 14' long aluminum ramp and 6' wide x 20' long floating dock supported with two (2) 10" diameter piles, for the property located at 200 Atlantic Avenue, Greenport, New York, 11944; adopting lead agency status, determining that the approval of the Wetlands Permit Application is an Unlisted Action for purposes of SEQRA that will not have a significant negative impact on one or more aspects of the environment, and adopting a conditional negative declaration for purposes of SEQRA.

RESOLUTION approving the Wetlands Permit Application submitted by Paul Betancourt per the public hearing held on February 24, 2022 to construct a proposed 4' wide x 32' long fixed dock, 30" wide x 14' long aluminum ramp and 6' wide x 20' long floating dock supported with two (2) 10" diameter piles, for the property located at 200 Atlantic Avenue, Greenport, New York, 11944. The following Conservation Advisory Council conditions apply to this approval:

- Recognize the dock portion of the property as a marina instead of a private home dock, since Village Code allows only four (4) slips for a home dock. The property is located in the Waterfront Commercial District and must provide adequate off-street parking - recommended requirement of three (3) for the two-family house on the property (as per Village Code) and one for each boat slip, for a total of nine (9).
- Require a sanitary pump-out station.

- Flow-through decking for the new fixed dock portion should be designed and installed as flow-through to provide sunlight to marine bottom vegetation and surge control for extreme high tides.
- Verify there is a minimum of thirty inches (30") of water under the new floating dock at MLW [Mean Low Water], as required by the NYSDEC permit, and
- Provide plans (if any) for lighting, water and shore power to the new dock section.

As per the Code of the Village of Greenport, the term of this permit shall be two years.

RESOLUTION accepting the attached proposal submitted by Lisa Otis for the management of the Village of Greenport McCann Campground per the Request For Proposals opening on January 27, 2022 and authorizing Mayor Hubbard to sign the contract between the Village of Greenport and Lisa Otis for the management of the Village of Greenport McCann Campground.

RESOLUTION ratifying the hiring of Dyamond Walker as a seasonal part-time employee at the Village of Greenport Carousel, at a pay rate of \$15.00 per hour, effective February 26, 2022.

RESOLUTION authorizing the attendance of any interested Board Member or Management Staff Member at the SCVOA Legislative Dinner and Awards Night from 6:00 p.m. through 9:00 p.m. on April 13, 2022 at the Hotel Indigo in Riverhead, New York with all applicable travel expenses to be reimbursed per the Village of Greenport Travel Policy, and expensed from the corresponding line item(s).

Attachments:

BOARD OF TRUSTEES
VILLAGE OF GREENPORT

SEQRA RESOLUTION REGARDING THE WETLANDS PERMIT APPLICATION
OF APPLICANT PAUL BETANCOURT

WHEREAS an application for a wetlands permit approval was filed by applicant Paul Betancourt with the Board of Trustees of the Village of Greenport; and

WHEREAS the Board of Trustees of the Village of Greenport has duly considered the obligations of the Village of Greenport with respect to the wetlands permit application and the Board of Trustees of the Village of Greenport with regard to SEQRA, and completed a short form EAF for purposes of SEQRA, it is therefore;

RESOLVED that the Board of Trustees adopts Lead Agency status for purposes of SEQRA with regard to the consideration and approval of the wetlands permit application and it is further

RESOLVED that the Board of Trustees hereby determines that the approval of the wetlands permit application is an Unlisted Action for purposes of SEQRA; it is further;

RESOLVED that the Board of Trustees of the Village of Greenport hereby determines that the approval of the wetlands permit application;

Will not have a significant negative impact on the environment in the action, and;

Will not result in a substantial adverse change in existing air quality, ground or surface water quality or quantity, traffic or noise levels, substantial increase in solid waste production, a substantial increase in potential for erosion, flooding, leaching or drainage problems, and;

Will not result in the removal or destruction of large quantities of vegetation or fauna, substantial interference with the movement of any resident or migratory fish or wildlife species, impacts on habitats, or other significant adverse impact on natural resources, impairment of a critical environmental area and;

Will not result in the creation of a material conflict with a community's current plans or goals, and;

Will not result in the creation of a hazard to human health, and;

Will not result in a substantial change in land use, and;

Will not encourage or attract an additional large number of people to a place for more than a few days, and;

Will not result in the creation of a material demand for other actions, and;

Will not result in changes in two or more elements of the environment, each of which is not significant but when reviewed together are significant two or more related actions each of which is not significant but when reviewed together are significant.

RESOLVED that a conditional Negative Declaration is hereby adopted for purposes of SEQRA, and is subject to the following Conservation Advisory Council recommendations:

- Recognize the dock portion of the property as a marina instead of a private home dock, since Village Code allows only four (4) slips for a home dock. The property is located in the Waterfront Commercial District and must provide adequate off-street parking – recommended requirement of three for the two-family house on the property (as per Village Code) and one for each boat slip, for a total of nine.
- Require a sanitary pump-out station.
- Flow-through decking for the new fixed dock portion should be designed and installed as flow-through to provide sunlight to marine bottom vegetation and surge control for extreme high tides.
- Verify there is a minimum of thirty inches of water under the new floating dock at MLW, as required by the NYSDEC permit.
- Provide plans (if any) for lighting, water and shore power to the new dock section.
- This permit will be valid for two years, per Greenport Village Code.

Upon motion by Trustee

seconded by Trustee

this resolution is carried as follows:

Dated: February 28, 2022



Lisa Otis

2701 Connecticut Avenue
Medford, NY 11763
631-682-9630

Office of the Village Clerk
Village Hall
Village of Greenport
236 Third Street
Greenport, NY 11944

January 21, 2022

Dear Village Clerk:

Response To: Request For Proposal (RFP) issued by the Village of Greenport New York
for the Management of McCann Campground for the 2022 Season

In response to the above-referenced RFP, I propose the following scope of work and cost proposal for your consideration.

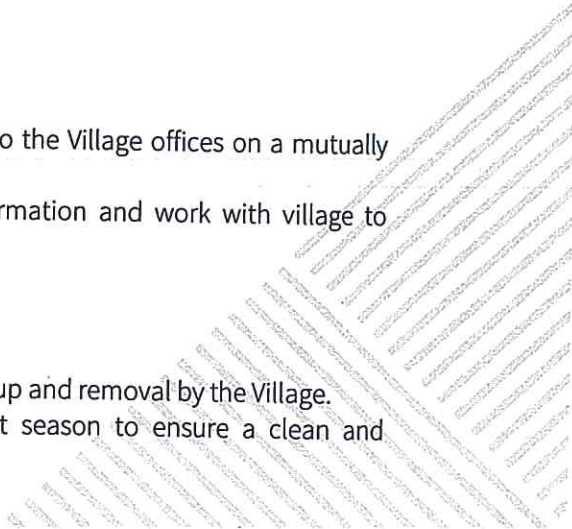
Opening & Closing Season:

- Clean-up of signage, office and bathrooms.
- Prepare campsites for campers and grounds by weed whacking and grass cutting where village equipment cannot reach.
- Verify that electricity, gas and water are turned on by village staff and working properly. Will notify village of any repairs to water/electricity prior to opening.
- Call to arrange waste management and gas delivery for the start of the season.
- Prepare campground for close of season and work with village to communicate year end procedure.
- Inform village when all trailers are removed from grounds to allow for services to be turned off at the end of the season.

Rents:

- Collect rents and fees when due and deliver to the receipts to the Village offices on a mutually agreed upon schedule.
- Maintain copies of daily records and seasonal camper information and work with village to maintain accurate records for accounting.

Grounds:

- Prepare campsites for opening day following spring leaf clean-up and removal by the Village.
 - Prepare grounds for opening day and maintain throughout season to ensure a clean and
- 

welcoming campground. Includes grass cutting and weed whacking where village equipment cannot reach (around campsites & picnic tables, office/ restrooms areas). Remove any refuse left behind, arranging picnic tables and firepits, make sure all planter boxes are planted and maintained for the season.

- Clean and paint bathrooms and signage as needed.
- Maintain entrance into campground for cleanliness and welcoming atmosphere.
- Notify Village staff electricians for repairs needed to maintain utilities and assure they remain working properly throughout the season and prepared to turn off at the end of the season.
- My proposal does not include spring leaf clean-up and removal, tree trimming, removal of downed large branches and stumps.

Bathroom Facilities:

- I will clean and maintain the bathrooms which will include daily checking, cleaning and disinfecting of high touch points and traffic areas to avoid the spread of Covid-19.
- Restock the bathrooms as need with supplies provided by the Village.
- Ensure that each bathroom is prepared and cleaned prior to opening day.
- Notify village of any necessary repairs.
- Keep track of cleaning and paper product supplies needed and refill as needed with Village supplies or will purchase myself and submit receipts for reimbursement.

Point of Contact for Campers:

- As a point of contact for all campers throughout season, I will handle camper inquiries, reservations and concerns. Resolve any conflicts as necessary.
- Off season, I propose to maintain limited phone hours to ensure seamless booking of reservations and organization for upcoming season. This activity will help maintain constant relations with both seasonal and transient campers and minimize mistakes due to overbooking.
- Will work with Village staff to process deposits off season.

Relevant Experience/Capabilities:

After the sudden passing of the prior Campground Manager in January of 2021, I applied and was chosen to be the Campground Manager for the 2021 Season. After having been a seasonal resident of the campground for eight years, I believe that my knowledge of the campground and my fortitude enabled me to provide a smooth transition with regard to reservations and campground operations on short notice. I provided the Village with a fully booked campground and a successful season. In addition, I established relationships with new and existing campers and worked hard to maintain the friendly rustic atmosphere that McCann's Campground is known for. I diligently worked with the Village to secure much needed repairs and improvements that were appreciated by the campers. Physically active, I was able to multitask and maintain order in a faced pace environment. As a camping and outdoor enthusiast, I am knowledgeable and capable enough to help campers with problems that may arise. On the other hand, I know when to alert the Village of issues that may arise that are beyond my capabilities and work with them for a proper solution.

I welcome the opportunity to return as Campground Manager and build on some of the accomplishments and friendships that I was able to achieve during the 2021 season.

Cost Proposal

My cost proposal for a one (1) year contract for the period April 1, 2022 through March 31, 2023 (to include assisting Village with off-season reservations) is:

Labor cost - \$15.00 per hour.

- Includes a minimum of fifteen (15) hours per week. During season, will work on-site five (5) days per week which will include one (1) weekend day.
- April and November - work on-site as necessary.
- December, January, February and March (off-season) - work 5-7 hours per month to assist the Village with reservations and charges.
 - In addition, I am willing to work up to thirty 30 hours per week, if necessary and warranted (holidays, maritime festival, opening week, etc.).

Full cost of trailer space for the full season, April – October. To include November if the campground stays open.

Respectfully Submitted,

Lisa Otis



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MARY BESS PHILLIPS

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

CLERK
SYLVIA PIRILLO, RMC
EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

Submitted: March 10, 2022
Meeting: March 17, 2022 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Debbie Boyle, *Assistant*
From: Sylvia Pirillo, *RMC, Village Clerk*
Department: Mayor and Board of Trustees

Trustee Robins March 2022 Work Session Report

Attachments:

Trustee Robins March 2022 Work Session Report (PDF)

Accessory Apartment Draft Law

Here are my comments based on the consensus of the Housing Task force that I am working with.

After a review of the draft Local Law relating to amendments to Chapter 150 of the Zoning Code in order to provide for regulations regarding accessory apartments and affordable accessory apartments.

The Accessory Apartment Law as drafted will provide negligible (if any) creation of additional full time (whether affordable or not) residential units in the Village.

As you know I believe that the Village is currently facing a serious crisis with respect to the lack of availability of full time residential living accommodations for community members.

With this in mind, I think at a minimum the following changes need to be made to the law before I could consider supporting its advancement:

1. **Affordable Accessory Apartments should be permitted in BOTH R1 and R2 districts.** There is no good reason not to permit these units in the R1 zone.

I would support addressing accessory units in the CR zone as part of the Code amendment (since the Code already provides this) **However** I think that we should postpone any changes relating to accessory apartments in the WC zone until we have worked through an update to the LWRP.

2. **There should be no limitation on the number of accessory apartments in the R1/R2 and CR zones.** If the creation of two or more accessory apartments on a lot otherwise meets the requirements of the Code including applicable District Bulk regulations, the owner should be permitted to create such units.

3. Accessory Apartments that meet the Code requirements should be permitted **AS OF RIGHT** and not require any Planning Board/Trustee/ZBA approvals.

Accessory apartments that might be established in the

Village's historic district should still be subject to HPC approval (to the extent otherwise required under the Code).

4. All requirements relating to accessory apartments (whether affordable units or not) should be set forth in the Code. Any additional regulations that might apply to selection of tenants for affordable accessory apartments should be included in whatever Code is adopted. The same would apply to the setting of any fees.

5. **Minimum square footage of an accessory apartment should be reduced to 250 sq ft for units located in the R1/R2 zones.**

For many single individuals a garage studio apartment would be acceptable.

For many single individuals a

6. **Accessory apartments should not be limited to one floor.**

There is no good reason that an accessory apartment couldn't be on two floors .

For example a garage conversion using both the first and second floor created by raising the roof might be combined into one living unit.

There are apartments in some existing housing units that already span two floors.

There are apartments in some

7. The District Bulk regulations applicable to accessory apartments should be reduced from those that are otherwise applicable to a lot that does not have an accessory apartment- with a greater reduction applicable to those accessory apartments that are affordable accessory units.

reduction in:

This should include a

-The maximum lot coverage (to not less than 45% for accessory apartments generally and 55% for affordable accessory units)

-Lot area (if a house is on a substandard lot it should be able to have an affordable unit as long as other requirements are satisfied)

-Side yard and rear yard setbacks.

1. Any existing structures other than the principal residence located on a lot (i.e garages) as of the date of the adoption of the Code should be permitted to be converted into accessory apartments even if the structure does not otherwise comply with the District Bulk regulations (including with respect to setbacks). Owners should be able replace any such existing structure with a new structure without regard to the application of the District Bulk regulations so long as such new structure doesn't reduce the setbacks that applied with respect to the original structure (or otherwise apply to affordable units).

2. Property owners should be permitted as of right to increase the height of any existing structure or new structure (including adding an additional floor)

without regard to the application of any District Bulk regulations other than those regulations applicable to the permitted number of floors/building height so long as the structure's roof will not be higher than the roof level of the principal residence located on the lot –

Specifically, property owners should be able to add a second floor to a garage to provide for an accessory unit.

3. **The off street parking requirements (both in the commercial retail and residential zones) applicable to accessory units are unreasonable and unobtainable in most circumstances.** Accessory apartments in the CR zone are currently not required to provide off street parking and the proposed change would result in almost all apartments in the CR zone being non compliant. We don't even have any parking requirements that are applicable to Air BnBs.

4. The owner of a property that includes an accessory apartment should not be required to reside on the property so long as the principal residence and any accessory apartments on the property are subject to the following:

-Leases with a term of not less than one year and the person(s) residing therein (whether in the principal building or accessory unit) are full time year round residents with the property as their principal place of address

The owner of such property resides within the Town of Southold. Owners should be required to have and comply with any applicable rental permit laws.

5. We should include language that permits any pre-existing accessory apartment in the Village to become a permitted use so long as it would otherwise comply with the adopted Code.

These are the principal changes that I think need to be made to the Code in order for it to have any real effect in encouraging the creation of full time rental units in the Village.

I think we need to revisit and tighten up the restrictions applicable to "short term" rentals in the Village as well as enforcement mechanics in order for the proposed accessory apartment Code changes to have any real effect

The massive increase in air BnBs in the last decade is one of the principal causes for the loss of full time rental units in the Village.

So long as property owners can essentially rent out all or a portion of their property for in excess of \$500 a night without any real regulation there will be no incentive for them to provide for full time accessory rental units on their property.

Carousel Meeting

3/1/22

The Village will keep some of the birthday decorations
The sound system has been replaced with a new CD player
It could be bluetooth enabled

The committee would like to do a Carousel anniversary celebration

Discussion about a pamphlet that describes the artwork at the Carousel

BID Meeting 3/3/22

The BID is going to host a zoom meeting at 6:00 pm on Wednesday March 16 to hear public comments on the return of the parklets.

Discuss preparation for the annual meeting on June 2

Discuss continuation for the noise ordinance and results of noise study

Parking code change

I have some concerns about the consequences of the elimination of grandfathered parking.

If we allow those businesses that can afford to pay a premium price for payment in lieu of parking, we will hurt the small business owners that don't have the deep pockets.

When I proposed eliminating grandfathered parking I did not consider offering payment in lieu of as an option.

I think we need to be clear on what that money is used for as it is unlikely to provide any additional parking in the Village.



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From: Sylvia Pirillo, *RMC, Village Clerk*
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Trustee Clarke March 2022 Work Session Report

Attachments:

Trustee Clarke March 2022 Work Session Report (PDF)

Trustee Clarke Report

- Skate Park Committee
 - The Planning and organizing around the Skate Park improvements and the festival have continued at a brisk pace.
 - I am coordinating between the committee members and the village administration on a frequent basis.
 - Current projects are as follows:
 - Organizing a volunteer weekend to paint the skate park in April. Road crew has been requested to sand/power wash the park prior to busy Spring projects and the April date.
 - For the festival on Sunday, August 1, plans continue to develop. The public assembly permit has been approved by the board. Initial attendance is targeted at 5000 people. A music schedule and 100 vendors is being pursued. The committee is meeting weekly and I am keeping the village administration apprised. Anything that needs to come before the trustees for approval or for information, I will bring forward at each work session.
- FOMP:
 - Story Walk - We are seeking approval for the installation of a Story Walk in Mitchell Park. In short, this is a public way to display a children's story book for adults and children to engage in public. The initial installation will be for the month of July. The pages of the story will be mounted on yard signs similar to what is used for our zoning our planning signage. The location on a map will be coordinated with the Field of Honor.
 - They would like the free Tai Chi to begin on May 7th before Mother's Day. The only complication could potentially be other events that come before the board. Our suggestion is to approve the longer schedule but to communicate that the free Tai Chi will not be an exclusive event at the park based on other seasonal requests and demands.
 - A \$3000 donation towards Dances in the Park was approved.
- ADU:
 - I believe that we should leave the CR and the WC out of the new law for now. I think that CR should be able to have multiple units and/or the approval for apartment housing development. The suggestion to separate WC into the two zones as recommended by the LWRP is a

good idea. It would help to legitimize many of the existing houses and apartments within the zone.

- I do believe that short term rental restriction is key to ADU development
 - I am concerned by the implications of the Fair Housing laws and the legality of limiting affordable units to residents of the existing fire district or specific professions.
 - I am concerned of our ability to provide zoning concessions for making ADU's affordable and the idea of restricting deeds and transfer of properties.
 - I like the idea of coordination with the town on property tax abatement and assessment modification as an incentive for affordable housing development.
 - There should be a way to create a variance for parking; Perhaps only 1 parking space required for the ADU rather than 2 or 3.
-
- Parklets: I am not in favor of the return of the parklets and plan to vote accordingly.
 - If the majority approves them, they should be restricted to only those businesses that do not currently have outside space.
 - No detour of Route 25 in either direction on Front Street.
 - Improved aesthetics of the construction.
 - Businesses will need to be committed to operating within the designated parklet at least 5 days a week and at least 8 - 10 hours a day. This was a request I made last year that was not followed.
 - Rather than ask for a rental fee that is probably not legal since the property does not belong to the village, simply institute an administrative fee of \$500 - \$1000 in order to cover the village's costs.
 - My unofficial survey finds many residents and BID members with disparate opinions. For the past two years, it was an important initiative to add a safety net to many of our businesses. I also found that increased space did add vitality and increased pedestrian activity. However, for this year, I do not see the need.
 - Perhaps longer term, we could consider an infrastructure improvement on Front Street to eliminate parking and expand the sidewalks on both the north and south sides.
 - I am not in favor of rerouting or bypassing Route 25 in either direction at any time.

- Wetlands Permit for Betancourt on Atlantic Avenue - I agree with all recommendations from the CAC but would allow some leeway for the parking as most heavy traffic would be weekend based and there is a parking lot across the street that is not used on weekends very much.
- Peconic Jitney - I understand the intricacies and costs of developing an appropriate and safe location for the docking of the ferry. I am in strong support of this initiative and would ask for us to work hard to create a short-term solution to launch the service for 2022 that does not require a large investment. Perhaps we can plan the necessary improvements to the Visitor's Dock on a cooperative basis with the Jitney for the 2023 season. Overall, it would be a good idea for the village to have a public location where passengers and day trippers can be safely dropped off and picked up. Increasing the vitality of recreational activity on our waterfront is an important priority. Increasing accessibility to our waterfront is a priority.