



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

MARY BESS PHILLIPS

DOUGLAS W. ROBERTS

JULIA ROBINS

**VILLAGE
ADMINISTRATOR**

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

CLERK

SYLVIA PIRILLO, RMC
EXT. 206

TREASURER

ROBERT BRANDT
EXT. 217

January 19, 2017 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:

- o **FIRE DEPARTMENT** - CHIEF WAYNE MILLER
Including compilation of all monthly meeting minutes

MONTHLY REPORTS FOR:

- o **VILLAGE ADMINISTRATOR** - PAUL J. PALLAS, P.E.
Road and Water Department
Sewer Department
Light Department
Building Department
Recreation Department
Harbor Department
Marina Manager
- o **VILLAGE TREASURER** - ROBERT BRANDT
Meter Department
Housing Authority & Community Development
- o **VILLAGE CLERK** - SYLVIA PIRILLO, RMC
- o **VILLAGE ATTORNEY** - JOSEPH PROKOP, ESQ.

REPORTS FROM COMMITTEES

MAYOR AND VILLAGE BOARD OF TRUSTEES

PUBLIC TO ADDRESS THE BOARD



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TREASURER
ROBERT BRANDT
EXT. 217

Submitted: January 11, 2017
Meeting: January 19, 2017 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 Work Session Report

Attachments:

Fire Department Work Session Report 1-19-2017 (PDF)

CHIEF WAYNE MILLER
1ST ASST. CHIEF JEFFREY WEINGART
2ND ASST. CHIEF SUSANO JIMENEZ
CHAPLAIN T. MURRAY
ASST. CHAPLAIN C. KUMJIAN
TREAS/SECRETARY J. KALIN



Organized 1845

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

Requests & Resolutions

We would like to request a budget modification in the amount of \$5,000.00 to be transferred from line item #A.3410.401 Materials and Supplies to line item A.3410.456 Medical Equipment and Supplies. Do to expiring supplies and replacement costs we are in need more funding.

Firematically,

A handwritten signature in blue ink that reads 'Wayne D. Miller'.

Wayne D. Miller

Chief Engineer

CHIEF WAYNE MILLER
1ST ASST. CHIEF JEFFREY WEINGART
2ND ASST. CHIEF SUSANO JIMENEZ
CHAPLAIN T. MURRAY
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Finance Report 12/13/16

Attendance: Chiefs Miller, Weingart, and Jimenez

Wardens: Barszczewski, Kalin, Nyce, and Volinski

Admin Asst: Richter

Reviewed all monthly bills and Fire prevention fund

Company Requests;

Eagle Hose: 1 5"x15' Front suction hose

Relief Hose: Budget items and replacement hose

Star Hose: K-saw and blade, assorted adapters

Standard Hose: 500' of 2 1/2" Hose and budget items

Phenix Hook & Ladder: Budget Items

Rescue Squad: Charging Cable for Lucas Device for the sum of \$213.82,

Hammer Medical for the sum of \$2461.81

Water Rescue: Budget Items

Firematiclly,

Wayne D. Miller
Wayne D. Miller

Chief Engineer

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1ST ASST. CHIEF JEFFREY WEINGART
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Company Officers Meeting

December 20 2016

Opening: Chief Jimenez opened the meeting @ 19: 00 with the Pledge to the Flag & moment of silence for departed members .

Attendance: Chiefs; Jimenez Captains S Hollid C Harris R Corwin Lieutenants Charlie Hydell, P Harris H Reis,

Reading of Previous Minutes: MMSC S Hollid/ P Harris to dispense with reading of previous minutes. MC

Communications: Chief Jimenez reminded all about Hazmat Classes and Fire Police meeting. Letter from Fire Fighters Emerald Society for their 5th Annual Pot of Gold Party and Raffle. Thank You letter from the Urban Family for Jerrys Firematic Services. Letter from the Sterlington Cemetary Ass looking for donations. Letter from MDS about sale items. Letter from Paul Dimos resigning as Captain of Standard Hose Co#4 effective Dec 1st 2016.

Committee Reports: Chief Jimenez mentioned Washingtons Birthday Parade Duties and parade date which is Feb 18th. R Corwin asked for a copy of the hose test report. He also mentioned his truck had a problem drafting during pump test. C Harris asked that the FF of year and EMS of year placks be updated,[Jim Kalin should have info on that].

Company Requests: 1. Budget, ; 2. Budget; 3. Budget; 4. Budget; 5. Lights on light bar not working.
16. Budget, new bus; FP. Budget

Good of the Department:

- C Hydell mentioned lack of supplies in kitchen for Chiefs Dinner. Also questioned points system.

Reading of Minutes: MMSC Hollid/Corwin to dispense with reading of tonight's minutes,

Adjourn: MMSC C Harris Corwin to adjourn @ 19: 27

Respectfully submitted,

Susano Jimenez

Second Asst. Chief

A handwritten signature in blue ink that reads 'Susano Jimenez'.



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ROBERT BRANDT
EXT. 217

Submitted: January 12, 2017
Meeting: January 19, 2017 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees

Prepared By: Derryl Baumer, *Engineering Aide*
From: Paul Pallas, *P.E. Village Administrator*
Department: Village Administrator

Work Session Report Village Administrator - Utilities

Work Session Report for Road and Utilities

January 19, 2016

Administrator's Office

Statistics

Work Orders:

Electric = 29 Written, 27 Completed
Water = No Results
Sewer = No Results
Road = 3 Written, 3 Completed (Incomplete Results)

Reports

❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 01-09-2017. 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 01-17-2017.

Resolutions:

Rehiring of Everett Nichols

NEPPA Training for Doug Rocco

Administrator to attend APPA Legislative Rally

Southold Lifeguard IMA

Topics of Discussion:

Historic Preservation Commission - Building Inventory

Greenport In-water Boat Show

Distributed Generation Tariff

Campground Price Increase

Road/Water Department

Statistics

Water Distribution:

5,889,000 Gallons Sold

Sampling:

All water samples complied with Department of Health requirements.

Locations: Harbor Front Deli
Total Coliform = Negative
E Coli = Absent
Residual Chlorine = 0.67 mg/L

Third Street Firehouse
Total Coliform = Negative
E Coli = Absent
Residual Chlorine = 0.73 mg/L

The form, DOH-360, was filed with the DOH on January 9, 2017 outlining the above results.

Report

Tasks Accomplished:

- ❖ Performed Water Machine maintenance
- ❖ Cleaned the tops of all storm drains
- ❖ Swept streets throughout the village
- ❖ Patched roads throughout the village
- ❖ Cleaned leaves up at the cemetery
- ❖ Delivered mooring stakes to contractor that installed them
- ❖ Winterized the pump-out station
- ❖ Installed new water service on Second Street
- ❖ Continued working on trimming and removing trees throughout the Village
- ❖ Repaired plow on G-55
- ❖ Filled in holes that were repaired along the Mitchell Park Bulkhead

Projects:

The Road Crew built up a sand barrier around the Ice Rink to help with the making of ice. They also assisted in the spraying of the coils to build up the ice. Some small repairs were also carried out by the Road Department

The crew provided the necessary man power to complete the soil back-filling and grading for the sidewalk and curbs project. The road crew spent several days on Monsell Place and Carpenter Street adding soil and restoring driveway ends and walkways that were disturbed during construction, thus saving the Village money.

Part of the sidewalks and curbs project also required the reworking of existing signs. This work continues through the winter with the addition and enhancement of street, traffic and parking signs.

Sewer Department

Statistics

Flow and Sampling:

The plant continues to run well, and performs under DEC permit requirements.

Total plant flow for the month of December = 7,433,000 gallons.

Average Daily Flow = 0.240 million gallons/day. (MGD). Permit limit = 0.650 MGD

Total Suspended Solids, (TSS) % removal = 97% Permit limit = 75%

Carbonaceous BOD Removal, (CBOD) = 98% Permit limit = 75 %

Coliform Fecal General = 7.2 MPN/100 Permit limit = 200 MPN/100

Coliform Total General = 47.0 MPN/100 Permit limit = 700 MPN/100

Total Nitrogen in effluent = 9.9 lbs/day

Sludge Removal:

67,000 gallons of sludge was hauled during December.

Report

❖ Treatment Plant:

Cleaned Trojan UV channel

Changed 4 bulbs on the Trojan UV System

Replaced control panel for drainage sump, with assistance from the Electric Department.

❖ Collection System:

Cleaned the Peconic Landing wet well

Repaired check valves on the Jet-Rodder

Performed preventative maintenance in the business district

Repaired manhole riser on 6th Street

Had a bad pump float switch at the Peconic Landing Station repaired

Electric Department

Statistics

Monthly Power Usage:

Maximum usage day = December 16 @ 116.84 Mwh

Minimum usage day = December 1 @ 73.77 Mwh

Average usage for the month per day = 88.75 Mwh

Monthly total usage = 2751.40 Mwh

Service calls/call outs = 5

Street light repairs = 12

Customers shut off for none payment = 0

Customers turned on for payment = 0

Customers turned on for the season = 0

New Services/Service Upgrades = 1

Tasks Accomplished:

- ❖ The underground feeder cable from the PSEG metering point to the plant was tested, and passed the requirements.
- ❖ Annual inspection of the fire suppression system by the fuel tanks was completed.
- ❖ Continued working on trimming and removing trees throughout the Village
- ❖ Repaired and replaced several street lights in the village.

Projects:

Testing of functionality on the generator feeder breakers and protective relays continued at the Power Plant.

We have begun remodeling of the offices on the North side of the plant.

Attachments:



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To: Mayor George W. Hubbard, Jr.
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Prepared By: Derryl Baumer, *Engineering Aide*
From: Paul Pallas, *P.E. Village Administrator*
Department: Village Administrator

Work Session Report Village Administrator - Building

Work Session Report for Building Department

January 19, 2016

Building Inspector's Office

Statistics

Summary of Transactions:

Building Permits Issued	0
Building Permit Applications	9
Fence Permits	1
Wetland Permit Application	1
Wetland Permit Issued	0
HPC Application	1
Zoning Board Applications	0
Planning Board Applications	0
CO Searches	0
CO Fees	5
Yard Sale	0
Road Opening	2
Sewer Inspection Fee	0
Dumpster Permit	0
Sign Permit	0
Rental Permit Fees	4
Demo Permit	0

Total Fees Collected: \$4,815.20

Reports

- ❖ The statutory boards are finalizing most of the current applications. We have no new applications for the planning or zoning this month.
- ❖ A mailing to all businesses that have directional signs in the village will be sent, reminding them that they must register and pay to have the signs remain up.
- ❖ Year-end reports for the Department of State and the Department of Interiors are due in February. We have begun to gather the data to compile the report.

Code Enforcer's Office

Reports

Traffic Enforcement Statistics Worksheet is attached.

Code Enforcement Worksheet is attached.

Attachments:

Code Enf Rep 011917 (PDF)

Park Enf Rep 011917 (PDF)



December 2016 Code/Ordinance Enforcement Report

- **Village Complaints Received: 1 Completed: 0 Open: 1**

**Complaints Received via Online Form, Code Complaint form, Telephone or walk-in.*

DATE/LOCATION	CHARGE	FACTUAL	DISPOSITION
December 1, 2016 122 Bay Avenue Greenport, New York, 11944	112-11 Abandoned/Unlicensed vehicle on property.	Silver Saturn without license plates on property.	Order to remedy violation issued on 12/1/2016. *RESOLVED*
December 1, 2016 423 Sixth Avenue Greenport, New York, 11944	150-13F (1) Fence Height greater than 4 feet. (4) Fence built without building permit.	Fence constructed over 4 feet tall without obtaining building permit.	Order to remedy violation issued on 12/1/2016 *PENDING*
December 1, 2016 N/E Corner of Front Street & Sixth Avenue.	150-15A No sign, billboard, advertising display shall be erected unless expressly permitted.	La-cross recruitment sign erected at location.	Spoke via e-mail with the director of the NFLC. He states the sign will be removed. *RESOLVED*
December 13, 2016 516 Fourth Street Greenport, New York, 11944	65-2 Building Permits specifications.	Construction being done on property without proper permits.	B/I spoke with property owner. Compliance is expected. *RESOLVED*

December 13, 2016 223 Sixth Street Greenport, New York, 11944	112-9B *RESOLVED* Brush on property after VGP pickup schedule prohibited.	Large pile of brush in front of property. No scheduled VGP pickup in 2016.	Order to remedy violation issued. Property owner has until 12/20/2016 to remove brush.
December 13, 2016 223 Sixth Street Greenport, New York, 11944	112-17 *RESOLVED* Illegal Dumping.	Furniture and garbage left out at the properties curb line.	Order to remedy violation issued. Property owner has until 12/20/2016 to remove garbage.
December 16, 2016 320 Front Street Greenport, New York, 11944	112-11 Abandoned/Unlicensed vehicle on property. *PENDING COURT CASE*	White sedan without license plates on the property.	Ongoing issue, Officer Ward issued numerous citations in regards. Desk Appearance ticket #121619 issued.
December 19, 2016 863 Main Street Greenport, New York, 11944	112-11 Abandoned/Unlicensed vehicle on property. *RESOLVED*	Silver Lexus without license plates on west side of property.	Order to remedy violation issued to tenant & property owner. Vehicle must be removed or registered by 01/02/2017.
December 21, 2016 300-C Main Street Greenport, New York, 11944	90-3.0 *RESOLVED* Public Nuisance Declared. Outdoor burning of materials.	Fire pit on the South Street side deck of the establishment with the residue of burnt materials inside.	Order to remedy violation issued. Property owner must remove fire pit by 12/29/2016.
December 22, 2016 739 First Street Greenport, New York, 11944	65-2 Building Permits specifications. *RESOLVED*	Complaint of alterations without proper permits led to observation of construction debris from property.	Order to remedy violation issued. Property owner must cease construction and comply with building permit specifications by 01/02/2017.



December 2016 Parking Enforcement Statistics (As of January 1, 2017)

December 2016 Collection: \$4,690.00

Report reflects ALL parking violations issued in the Village of Greenport INCLUDING violations issued by Southold PD

		2016
Month	Case	Amount
January		\$0.00
February		\$0.00
March		\$0.00
April		\$0.00
May		\$0.00
June	4	\$300.00
July	115	\$9,025.00
August	148	\$11,935.00
September	159	\$13,715.00
October	91	\$10,035.00
November	66	\$7,155.00
December	43	\$4,690.00
TOTAL	626	\$56,855.00

**** CASE # & AMOUNT REFLECTS SETTLED SUMMONSES CLOSED IN DECEMBER 2016. THIS INCLUDES COLLECTION FROM PREVIOUS MONTHS AS WELL CASES SETTLED VIA COURT IN DECEMBER 2016. ****



December 2016 Parking Enforcement Statistics (As of January 1, 2017)

CONTINUED

Fine Collection by Violation Type

VIOLATION	CASE	AMOUNT
PARKED FACING WRONG DIR.	7	\$875.00
PARKED ON SIDEWALK	1	\$225.00
PRKD OBSTR. FIRE HYDRANT	2	\$250.00
PRKD OUTSIDE OF MARKINGS	9	\$1,360.00
PRKD WHERE PROHIBITED SCHEDULE XI.	2	\$85.00
PRKD. IN HANDICAPPED SCHD. XIX.	2	\$280.00
STOP OR STAND WHERE PROHIBITED XIV.	1	\$225.00
UNINSPECTED	6	\$550.00
UNREGISTERED	4	\$235.00
VEHICLE PARKD OUTSD LINES	9	\$605.00
Totals	43	\$4,690.00

Reflects cases CLOSED by plea of guilty (Paid in full WITH or WITHOUT Penalty) OR Court ruling. Table reflects time frame from December 1, 2016 – December 31, 2016



December 2016 Parking Enforcement Statistics (As of January 1, 2017)

CONTINUED

Case by Violation Type

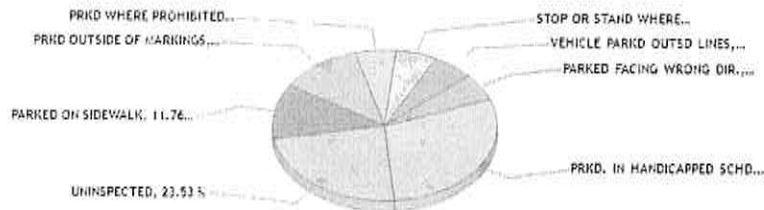
Code	Description	2016	Total
1	VEHICLE PARKED OUTSD LINES	1	1
10	PRKD. IN HANDICAPPED SCHED. XIX.	5	5
13	PARKED ON SIDEWALK	2	2
15	UNINSPECTED	4	4
16	PARKED FACING WRONG DIR.	1	1
18	PRKD OUTSIDE OF MARKINGS	2	2
2	PRKD WHERE PROHIBITED SCHEDULE XI.	1	1
4	STOP OR STAND WHERE PROHIBITED SCH. XII.	1	1
Total		17	17

Top five by Violation Types

- PRKD. IN HANDICAPPED SCHED. XIX.
- UNINSPECTED
- PARKED ON SIDEWALK
- PRKD OUTSIDE OF MARKINGS
- PRKD WHERE PROHIBITED SCHEDULE XI.

These violations combined represent 62.34% of issuance Town wide.

Frequently Issued Violations



Summonses ISSUED from December 1 – December 31, 2016



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

Work Session Report Village Administrator - Recreation

Work Session Report Recreation Department

January 19, 2016

Marina/Mitchell Park

- ❖ The Ice Rink officially opened on December 23rd, and has been opened many days this season so far. The systems are all working as intended. Ice Production has only been an issue on the really warm days.
- ❖ Our first family at the rink was a huge success. Many people came out to this well attended event.
- ❖ We have many advertisers that have either added or renewed their ads on the Ice Rink. Vendors that did not wish to participate this year were removed to make way for new sponsorships.
- ❖ Skate School began on January 7th. A total of 45 children have been registered.
- ❖ Employee schedules are completed through the end of January.
- ❖ A Thank You to the Road Crew for their continued support and assistance in making the Ice Rink a community success. They provided assistance in setting up the hockey equipment and bleachers for the rink, training staff on how to use the Zamboni, making ice, and many other facets.
- ❖ The Marina's Pump-out boat Vessel Incentive Program annual report has been completed for this year.
- ❖ A letter of intent to get approval for a Clean Vessel Assistance Program (CVAP) grant for the Pump-out boat has been completed. We are in the process of collecting further information for this program.
- ❖ Ice Rink revenue is up by \$15,321.00, over last year at this time.
- ❖ Marina Revenue is down by \$64.00, over last year at this time. Carousel revenue is also down by \$704.00, over last year at this time

Monthly Revenue Reports are attached.

Recreation Center

Statistics

Attendance:

Kids =27 Enrolled in Afterschool Program

Reports

- ❖ The month of December was a busy month for the Recreation Department. The annual holiday party, which was held on December 16th, was a huge success. The kids all got presents from Santa. A very big thank you to all that participated and made this event a special one.
- ❖ The literacy programs at Floyd Memorial Library continue to be engaging and helpful. Children participate in homework help, movie days, computer training, and various other activities.

Campground

Tasks Accomplished

- ❖ The campground is now closed for the season.

Attachments:

Rec Rev Report 011916(PDF)

Recreation Department Monthly Revenue

Day	Marina		Campground		Ice Rink		Moorings		Camera Obscura				
	Cash	Dec-16 C.C.	Cash	Dec-15 C.C.	Cash	Dec-16 C.C.	Cash	Dec-15 C.C.	Cash	Dec-16 C.C.			
1													
2													
3													
4													
5													
6													
7		\$50.00		\$50.00									
8				\$250.00									
9													
10		\$200.00											
11													
12		\$50.00											
13													
14													
15													
16													
17				\$112.97									
18													
19													
20													
21		\$50.00											
22													
23													
24		\$50.00											
25													
26													
27													
28													
29				\$51.66									
30													
31													
	\$400.00		\$464.63		\$0.00	\$0.00	\$17,021.00		\$1,700.00	\$0.00	\$0.00	\$0.00	\$0.00
	YOY		-64.63		YOY	\$0.00	YOY		\$15,321.00	YOY	\$0.00	YOY	\$0.00

Recreation Department Monthly Revenue

Carousel

Day	Dec-16				Dec-15			
	Cash	Donations	Group Sale	Purchases	Cash	Donations	Group Sale	Purchases
1								
2								
3	\$260.00			\$10.00				
4	\$270.00							
5					\$396.00			\$20.00
6					\$420.00			\$50.00
7								
8								
9								
10	\$175.00							
11	\$244.00			\$20.00				
12					\$430.00	\$8.70		\$20.00
13					\$326.00			\$25.00
14								
15								
16								
17	\$44.00							
18	\$196.00			\$10.00				
19					\$256.00			\$10.00
20	\$40.00				\$330.00			\$20.00
21								
22								
23								
24	\$252.00				\$66.00			
25								
26	\$482.00	\$16.00		\$10.00	\$604.00	\$16.00		
27	\$516.00				\$758.00			
28	\$570.00				\$524.00			
29	\$210.00	\$9.00			\$150.00			
30	\$542.00				\$430.00	\$15.80		\$70.00
31	\$951.00				\$564.00			\$20.00
		\$4,827.00				\$5,529.50		
				YOY				-\$702.50



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From: Robert Brandt, *Treasurer*
Department: Treasurer's Department

January 2017 Work Session

Report from the Treasurer's Office

REQUEST A MOTION BE PLACED ON THE AGENDA FOR:

- RESOLUTION authorizing Treasurer Brandt to perform attached Budget Transfer # 3646, to transfer Road Department funds to fund additional road signage, and directing that Budget Amendment # 3646 be included as part of the formal meeting minutes for the January 26, 2017 regular meeting of the Board of Trustees
- RESOLUTION authorizing the Village of Greenport to add the outstanding water and sewer balances in arrears for any such property to the Village of Greenport 2017 tax bills for that property, per calculations to be completed by or on April 30, 2017.

UTILITY BILLING

- December billing cycle completed. All monthly reports submitted. Finishing sector 3 readings (no weather delay). Billing on schedule.

COMMUNITY DEVELOPMENT/ HOUSING AUTHORITY

- 1 voucher still looking for housing
- 1 issued voucher timed out and the holder decided not to request an extension
- 5 recertifications and 5 interims were performed in the month of November 2016.

SIGNIFICANT PAYMENTS

Debt service interest payment for 2012 Refunding Bonds of \$ 24,900.00,
comprised of the following:

- Mitchell Park - \$ 19,225.00
- Fire Department - \$ 2,070.94
- Light Department - \$ 3,604.06

SIGNIFICANT COLLECTIONS

- Rents Received - December 2016 - \$ 76,012.76
- Property Taxes Received - \$ 1,058,793.98

INFORMATIONAL:

- Report - Cash Holdings - See attached
- Utility Billing - see attached Billing Statistics Report
- CD/HA Monthly Financials - See attached

Attachments:

BANK ACCOUNT BALANCES DECEMBER 2016 (PDF)

BILLING STATISTIC REPORT DECEMBER 2016 (PDF)

CD FINANCIALS DECEMBER 2016 (PDF)

HA FINANCIALS DECEMBER 2016 (PDF)

BUDGET TRANSFER # 3646 (PDF)

**BANK ACCOUNT BALANCES
FOR THE MONTH OF DECEMBER 2016**

FUND	BANK ACCOUNT NAME	G/L ACCT#	TYPE	BALANCE	
A	General	A.0200.000	Checking	206,145.18	
A	Greenhill Cemetery	A.0201.100	Savings	33,289.00	
A	Clarks Beach Savings	A.0201.120	Savings	82,218.16	
A	Clarks Beach Reserve CD	A.0201.120	Cert of Deposit	677,208.03	
A	Money Market	A.0201.130	Money Market	572,322.79	
A	Fire Apparatus	A.0221.110	Money Market	362,375.80	
A	General Fund Capital	A.0230.200	Cert of Deposit	250,713.42	
A	Bulding Department Escrow	A.0235.101	Checking	14,242.60	
A	Parks and Recreation	A.0200.200	Checking	3,505.76	
			TOTAL GENERAL FUND		\$ 2,202,020.74
CD	Small Cities Rehab.	CD.0200.000	Savings	152,472.29	
CD	NYS CDBG Funds	CD.0200.400	Public Funds Acct	226.21	
CD	Moran	CD.0201.000	Savings	5,726.42	
CD	Watkins	CD.0201.001	Savings	21,746.98	
			TOTAL COMMUNITY DEVELOPMENT		\$ 180,171.90
E	Light Depreciation Savings	E.0116.100	Savings	2,506,809.22	
E	Light Ban	E.0118.000	Checking	305,013.49	
E	Light Fund	E.0121.100	Checking	226,417.14	
E	TTC Collections	E.0121.120	Money Market	111,997.64	
E	Consumer Deposit Savings	E.0191.100	Savings	129,744.92	
E	Consumer Deposit Checking	E.0244.200	Checking	1,904.00	
			TOTAL LIGHT FUND		\$ 3,281,886.41
F	Water	F.0200.000	Checking	461,225.62	
F	Water Fund Capital	F.0200.400	SAVINGS	8,356.49	
F	Water Fund CD	F.0201.000	Cert of Deposit	201,186.62	
F	Water Fund Money Market	F.0201.130	Money Market	100,583.79	
					\$ 771,352.52

EOM Billing Statistics Report

Rate Summary - All Routes

Service	Rate# - Description	Bills	Min. Bills	Usage	Charge	Usage	Demand	Contract	PCA	Comm Tax	Res Tax	Total	
Electric	2 - Electric - Flat Charge	14	0	0		0		675.38			9.07	684.45	
	9 - Residential (1, 1)	1341	0	891433	101,661.08	0			13,489.20		2,760.56	117,530.84	
	10 - Water Heating (2, 2)	14	0	2588	172.54	0			39.17		5.29	217.00	
	11 - All Electric (3, 3)	334	0	307972	34,115.07	0			4,660.18		963.29	39,738.54	
	13 - Demand - Class 3 (5, 5)	5	0	288000	16,099.20	1096.95	12,889.16		4,358.01	386.96		33,733.35	
	14 - Village St. Lighting (6, 6)	6	0	44474.15	5,118.96	0			672.99			5,791.95	
	15 - Town St Lighting (7, 7)	1	0	5392.45	620.67	0			81.60			702.27	
	19 - Traffic Lights (11, 11)	1	0	1416	146.65	0			21.43			168.08	
	20 - Contract St Lighting (12, 12)	1	0	0	0.00	0						0.00	
	21 - Sterling Harbor (13, 13)	2	0	1925.875	221.67	0			29.14	21.64		272.45	
	Electric Total		1718	0	1543201.475	158,075.84	1096.95	12,889.16	675.38	23,351.72	408.62	3,738.21	199,138.93
	Sewer	3 - Sewer - Flat Charge	41	0	0	2,160.70	0						2,160.70
		4 - Sewer - Flat Charge	1	0	0	63.70	0						63.70
		23 - Sewer - VILL 3/4" W/SEWER (14, 14)	869	595	3278.8	45,150.28	0						45,150.28
		25 - Sewer - VILL 1" W/SEWER (15, 15)	29	13	270.9	3,048.82	0						3,048.82
		27 - Sewer - VILL 1 1/2" W/SEWER (16, 16)	12	5	509.3	5,531.97	0						5,531.97
		29 - Sewer - VILL 2" W/SEWER (17, 17)	28	19	119.7	1,700.00	0						1,700.00
		31 - Sewer - VILL 3" W/SEWER (18, 18)	1	1	0	35.04	0						35.04
		33 - Sewer - VILL 4" W/SEWER (19, 19)	2	2	0	70.08	0						70.08
54 - Sewer - OUTSIDE RES SEWER (50, 50)		75	51	956.68	16,167.04	0						16,167.04	
57 - SPLIT SEWER BILLING (52, 52)		1	0	0	0.00	0						0.00	
62 - DRIFTWOOD COVE 52		1	1	144.0548	2,735.20	0						2,735.20	
63 - DRIFTWOOD COVE 49		1	1	122.5224	2,577.40	0						2,577.40	
64 - PECONIC LANDING 253		1	1	0	13,307.80	0						13,307.80	
65 - CLIFFSIDE CONDOS-SEWER		1	1	0	3,682.00	0						3,682.00	
Sewer Total		1063	690	5413.9472	96,250.03	0						96,250.03	
Water	5 - Water - Flat Charge	24	0	0	623.45	0						623.45	
	22 - VILL 3/4" W/SEWER (14, 14)	876	346	3684	20,876.02	0						20,876.02	
	24 - VILL 1" W/SEWER (15, 15)	28	7	301	1,239.18	0						1,239.18	
	26 - VILL 1 1/2" W/SEWER (16, 16)	13	7	567	2,391.12	0						2,391.12	
	28 - VILL 2" W/SEWER (17, 17)	29	23	133	1,188.78	0						1,188.78	
	30 - VILL 3" W/SEWER (18, 18)	1	1	0	36.90	0						36.90	
	32 - VILL 4" W/SEWER (19, 19)	2	2	0	73.80	0						73.80	
	46 - VILLAGE 1 1/2" (42, 42)	1	1	0	36.90	0						36.90	
	47 - VILLAGE 2" (43, 43)	8	6	1031	4,238.64	0						4,238.64	
	48 - VILLAGE 3/4" (44, 44)	105	88	173	2,020.74	0						2,020.74	
	49 - VILLAGE SEWER ONLY (45, 45)	4	0	7	0.00	0						0.00	
	52 - FIRE SPRINKLERS (49, 49)	24	0	0	0.00	0						0.00	
	53 - OUTSIDE RES SEWER (50, 50)	71	0	1056.178	0.00	0						0.00	
	Water Total		1186	481	6952.176	32,525.83	0						32,525.83
	electric-small commercial	12 - Commercial (4, 4)	371	0	802760.5	90,395.65	0			12,216.97	5,973.33		108,585.96
16 - Operating Municipait (8, 8)		18	0	39603	4,461.27	0			599.28			5,060.55	
17 - Water Department (9, 9)		3	0	47	42.32	0			0.71			43.03	
18 - Sewer Department (10, 10)		10	0	71096	7,728.36	0			1,075.38			8,803.74	
electric-small commercial Total		402	0	913476.5	102,627.61	0			13,892.34	5,973.33		122,493.28	
Grand Total		4369	1171	2469044.0982	389,479.31	1096.95	12,889.16	675.38	37,244.06	6,381.95	3,738.21	450,408.07	

FDS - 213 Center St & 278 2nd Street Monthly Revenue & Expenses - Dec 2016

\$ 4,675.00

Account Description	REVENUE: 213 Center 213 Center	REVENUE: 278 2nd Street			
		UNIT 1 - 8124	8327	UNIT 3	HOUSE
Rent	\$ 1,125.00	\$ 1,300.00	1,125.00	\$ 1,125.00	
Late Fees/Credits	\$ 75.00	\$ -		\$ (30.00)	
TOTAL REVENUE	\$ 1,200.00	\$ 1,300.00	\$ 1,125.00	\$ 1,095.00	\$ -
					\$ 3,520.00
EXPENSES:	EXPENSES: 213 Center	EXPENSES: 278 2nd Street			
	213 CENTER	UNIT 1 - 8124	8327	8328	HOUSE - 8590 RE/8361 SW
Utilities					
Electric	\$ 67.12				\$ 14.55
Water/Sewer	\$ 63.94				\$ 63.94
Propane/Heating Oil					
Admin					
Salary (\$4.08 X 2 payperiods 140 hrs=\$571.20 divide by 25% and 75%)	\$ 214.20				\$ 642.60
Payment Agreement to Village					\$ 1,000.00
Total	\$ 345.26	\$ -	\$ -	\$ -	\$ 1,721.09
					\$ 1,721.09
	MAINTENANCE: 213 Center	MAINTENANCE: 278 2nd Street			
	213 CENTER	UNIT 1	UNIT 2	UNIT 3	HOUSE
Maintenance Repairs/Other					
VGHA Admin Fee Deficit					
Pine Oaks Landscaping					120.00
Total Expenses	\$ 345.26	\$ -	\$ -	\$ -	\$ 120.00
MONTHLY FINANCIAL SUMMARY	213 CENTER	278 2nd STREET			
Interest Earned					
Total Revenue	\$ 1,200.00			\$ 3,520.00	
Total Expenses	\$ 345.26			\$ 1,841.09	
NET REVENUE	\$ 854.74			\$ 1,678.91	
EXCESS (DEFICIENCY) OF TOTAL REVENUE					
OVER (UNDER) TOTAL EXPENSES	\$ 854.74			\$ 1,678.91	

Financial Data Schedule - Monthly Revenue & Expenses - DEC 16				81	TOTAL UNITS	TOTAL HAP & PORT PAYMENT	\$ 70,408.00	178.00	\$ -
Account Description						TOTAL HAP, PORT, UTILITIES	\$ 70,586.00		
REVENUE:									
706	PHA HUD Operating Grants	\$	68,005.00						
706a	Admin fee revenues	\$	7,032.00						
711	Interest Earned - HAP	\$	9.75						
714	Interest Earned - ADMIN								
714	Fraud recovery	\$							
700	TOTAL REVENUE	\$	75,846.75						
EXPENSES:									
912	Administrative Auditing fees								
911	Salaries - Asha (\$24.52) Robert Colum E 2 payperiods	\$	3,433.44	\$	223.08	\$	3,656.52		
911a	Medical	\$	1,853.09	\$	73.96	\$	1,889.05		
911b	Dental	\$	145.23	\$		\$	145.25		
911c	Pension 18.6% T4/15.3% T3	\$	678.62	\$	34.13	\$	672.75		
914	Payroll Taxes FICA	\$	262.66	\$	3.41	\$	266.07		
915	Employee Benefit Contribution TOTAL	\$	2,638.94	\$	68.09	\$	2,707.03		
914	Compensated absences								
	Quill Corp	\$	123.99						
917	Nisa JG Stewart, Esq								
	A Gallacher Reimb	\$	47.65						
918	A Gallacher Mileage	\$	89.94	\$	107.59				
916	Office Expenses Total	\$	123.99						
910	Administrative Total	\$	6,595.38	\$	7,179.67	Village of Greenport total			
962	Other General Expenses (Office Rent)	\$	550.00						
969	TOTAL OPERATING EXPENSES	\$	7,545.38						
920	EXCESS OPERATING REVENUE OVER OPERATING EXPENSES			\$	(513.34)				
973.1	PHA Utility Allowance	\$	178.00						
973.2	HAP payments	\$	69,017.00						
	PORT payments	\$	1,391.00						
973	(HAP, PORT and UTILITY TOTAL)	\$	70,586.00						
	HAP & UTIL less Port payments	\$	69,195.00						
1117	Total Admin Revenue	\$	7,032.00						
1118	Total Hap Revenue	\$	68,568.00						
1118.02	Net HAP	\$	(2,078.00)						
	Net ADMIN	\$	(513.38)						
900	TOTAL EXPENSES	\$	78,131.38	\$	78,131.38	TOTAL CASH DISBURSEMENTS			
1000	EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES	\$		\$	(2,990.63)				



236 THIRD STREET
GREENPORT NY 11944

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EXT. 215

TRUSTEES
JACK MARTILOTTA
DEPUTY MAYOR

MARY BESS PHILLIPS

DOUGLAS W. ROBERTS

JULIA ROBINS

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

CLERK
SYLVIA PIRILLO, RMC
EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

Submitted: January 11, 2017
Meeting: January 19, 2017 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 Report

VILLAGE of GREENPORT - BOARD of TRUSTEES WORK SESSION

to be presented at the meeting held on January 19, 2017
Report of Sylvia Lazzari Pirillo, Village Clerk

Appreciation

- Letters of gratitude were sent to the donors to our Recreation Center Christmas event.

Clerk Typist Position Update

- Fifteen interview appointments were scheduled, and thirteen interviews were conducted by the Clerk and Building Inspector on December 28th and December 29th. On January 5th, the Village Administrator and Clerk conducted a second interview of one of the applicants. On January 9th, the Village Administrator and Clerk conducted a second interview of one of the applicants. Applicant Kristina Lingg was elected for the position. The Clerk spoke with Civil Service and subsequently completed and provided to Civil Service the required "canvassed list result" paperwork.

Contracts and Agreements

- The contract between the Village and the Greenport Hockey Club was fully executed on December 27, 2016.
- The contract between the Village and the Greenport Open Hockey League was fully executed on December 29, 2016.
- The contract between the Village and Condon Engineering - for engineering services regarding the Fire Department aprons - was mailed to Condon Engineering for signature on January 13th.

Dances in the Park

- The Friends of Mitchell Park received the \$ 5,000 grant/reimbursement check from Suffolk County. Heartfelt thanks are in order for Christine Kelly and Rosemary Gabriel, both of whom were instrumental to the process.

Education

- The Clerk, Deputy Clerk and Deborah Boyle viewed an election procedures webinar on December 14th.
- On January 10th, Deputy Clerk Odden and Assistant Boyle attended a NYSDOH sponsored training seminar regarding the imminent electronic processing of death certificates.
- Code Enforcement Officer Morris passed the classes he attended in December of 2016, will be attending classes in February, March and May, and is then expected to be fully certified, assuming that all classes are successfully completed.

Election 2017

Please note that all dates as referenced below are per the NYCOM Calendar of Dates for Annual Village Elections:

- The date of the upcoming Village election is: March 21, 2017.
- There will be two open Trustee positions.
- Each Trustee term is four years.
- The Third Street Firehouse will be the polling place.
- Voting hours will be from 6 a.m. through 9 p.m.
- The two Village voter registration days are: Thursday, March 9th and Saturday, March 11th.

Financial

- The Village received a statement on January 11th from the Office of the State Comptroller, reporting that \$ 7,155 is due to the Village from the Southold Town Justice Court, for fines from November 2016.

Fire Department

- A copy of the communication from Penflex clarifying the awarding of meeting points under the current LOSAP system was distributed to the Chiefs, Wardens and various Fire Department Companies.

Grants

- The completed MWBE 1st Quarter 2017 report for GIGP # 702 (the Bioretention Project) was forwarded to the NYSEFC on December 30th.

Informational

- Our website developer and hosting provider, PRMG, provided the Village with a year-end Analytics Report and Keyword Ranking Report. This report is available upon request from the Clerk's Office.
- The annual Boundary Annexation Survey for the U.S. Census Bureau was completed and forwarded to the Census Bureau on January 4, 2017.
- On January 11th, the Clerk completed the Online Contact Update required by the Office of the State Comptroller.
- The letter to Senator Schumer in support of the preservation of Plum Island was re-drafted and final-drafted on January 12th. It was signed by Mayor Hubbard on January 13th, and mailed on that same day.

Legal Notices

- The Wetlands Permit Application for Brewer's Yacht Yard was noticed in the January 5th edition of the newspaper. Copies of the notices were sent to Clerk Neville, Assistant Rudder and Planner Lanza of Southold Town.
- The diesel fuel bid notice was posted in the January 5th edition of the newspaper.
- The # 2 heating oil bid notice was posted in the January 5th edition of the newspaper.
- The unleaded (87 octane) gasoline bid notice was posted in the January 5th edition of the newspaper.
- The bid for the removal of Village trees and stumps was noticed in the January 12th edition of the paper, and is returnable on January 26th.
- The liquor license application for applicant Carolyn Rusin (or corporation to be formed) was noticed in the January 19th edition of the paper.
- The liquor license application for applicant Olive Branch Café, Inc. was noticed in the January 19th edition of the paper.

Liquor License Applications

- Carolyn Rusin or corporation to be formed, 314-316 Main Street
- Olive Branch Café, Inc., 120 Front Street

Requested Resolutions

RESOLUTION approving the attendance of any Trustee or management staff member at the New York Conference of Mayors Winter Legislative Meeting, from February 12, 2017 through February 14, 2017 at the Albany Hilton in Albany, New York. The registration fee of \$ 240 for the full program or \$ 190 for the one-day program and the hotel cost of \$ 163 per person per night, plus all applicable travel and meal costs, will be expensed from the corresponding account numbers.

RESOLUTION authorizing the solicitation of the annual sludge removal bid, and directing Clerk Pirillo to notice the bid accordingly.

RESOLUTION approving the Public Assembly Permit Application submitted by Star Hose Company # 3 of the Greenport Fire Department for the use of the Polo Grounds on Moores Lane from 5:00 p.m. through 11:00 p.m. on May 25, 2017 through May 29, 2017 for the annual Carnival Fundraiser. Fireworks in conjunction with this event are scheduled for May 27, 2017 with a rain date of May 28, 2017.

RESOLUTION approving the payment of \$ 335.00 to Broadcast Music, Inc. ("B.M.I.") pursuant to the music license for local government entities between the Village of Greenport and B.M.I., for the 2017 Dances in the Park season.

RESOLUTION approving the license agreement for local government entities between the Village of Greenport and the American Society of Composers, Authors and Publishers (A.S.C.A.P.) with a license fee of \$ 336.00 to for the 2017 Dances in the Park season, and authorizing Mayor Hubbard to sign the license agreement between the Village of Greenport and A.S.C.A.P.

RESOLUTION hiring Kristina A. Lingg as a full-time Clerk Typist for the Village of Greenport, at a pay rate of \$ 15 per hour, effective February 13, 2017. All health insurance and other full-time employment benefit provisions specified in the current contract between the Village of Greenport and CSEA Local 1000 apply to this hiring, as does the standard twenty-six week Suffolk County Civil Service probationary period.

Attachments:



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TREASURER
ROBERT BRANDT
EXT. 217

Submitted: January 12, 2017
Meeting: January 19, 2017 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Mary Bess Phillips, *Trustee*
From: Mary Bess Phillips, *Trustee*
Department: Mayor and Board of Trustees

Village Trustee Mary Bess Phillips

Attachments:

Mary Bess Work Session Report 1-19-2017 Attachment (PDF)
Trustee Mary Bess Work Session Report 1-19-2017 (PDF)

Our Village Code prohibits smoking in certain areas of the Village for residents and visitors. In reviewing policies related to Village employees I do not find one for Village Employees in vehicles, Village Buildings, etc. If there is one, would like to see it distributed to all, or if not, would request that the Village Administrator draft one for us to review and implement.

Chapter 111: Smoking

[HISTORY: Adopted by the Board of Trustees of the Village of Greenport 6-27-2011 by L.L. No. 7-2011. Amendments noted where applicable.]

§ 111-1. Smoking prohibited; penalties for offenses.

A.

No person shall smoke tobacco or any other substance or product within 30 feet of children's playground equipment and the Village Carousel in the Village of Greenport, including but not limited to the Third Street and Fifth Street playgrounds and the Mitchell Park Carousel or any other place designated by resolution of the Board of Trustees or as otherwise provided by law as an area where smoking is prohibited.

B.

Penalties for offenses. Any violation of this chapter of the Greenport Village Code shall be punishable by a fine of not more than \$250.

In reviewing the activity during Winter Storm Helena, the communication from us to village residents and business owners of our Village code section 132-18 I received a variety of comments. I am requesting that we discussion deleting the 2 inch of snow requirement in the code. Although I am impressed with the 36 tickets issued during this last weather event, it is disappointing in the amount of communication that is generated by us all to have that number written. My suggestion would be that we somehow create either a document or official announcement from the Mayor or Village Administrator be issued stating the time that vehicles must to be removed.

In reviewing Village Code sections 132-22 & 132-55 we have designated two places for bus stops. The locations being the one on First Street and the other in the Parking Lot with the entrance on 4th Street. In reading the wording it appears that Hampton Jitney is one of any bus company that can use this area. Over the years I was under the impression, as I am sure others, that Hampton Jitney had exclusive use of this space. That is one of the topics that we need to discuss if we want to create an agreement or open it to other bus companies.

The second request is to change the parking in that lot to 24 hours only and schedule a public hearing to create that code change.

In reviewing the topic of parking, I reviewed the Village of Port Jefferson's Parking Code. In a phone call to their Code Enforcement Officer I found their thought process behind Metered Parking interesting. Currently they do the following in their Village Parking Lots.

1. \$.25 per half hour – village residents cars with current stickers park free
2. Free on- street parking with time limits – strictly enforced.
3. Parking fees are suspended from December 5th to March 15th.

The fees that they collect are used towards maintaining their parking lots, streets, and other specific projects decided by the Village Board.

I would like to continue, along with the Village Administrator, to gather information about their program, visit the Village of Port Jefferson staff, and bring to the next work session information to discuss if this could be a good fit for the Village of Greenport.

Along with reviewing the timed parking in other Villages, I also reviewed their Justice Courts. This topic has been brought up by our Village Attorney in the past as something that would be a benefit to the Village. In a discussion with the Village Administrator and Village Attorney the following were the positive if we were to re-establish our Justice Court for code violations and parking tickets.

1. Funds would be available sooner
2. Parking tickets – quicker response to someone questioning their ticket without taking a day off from work, etc. to deal with a day in court.
3. Code violations handled in a shorter time period– in the discussion, many times those issued an appearance ticket fail to show up at the Southold Town Court.

The negatives would be the set up costs. The Village Police Department was disbanded by referendum vote and the Justice Court closed down leaving on our books \$4776.02. The Village Attorney has recommended a few times that we discuss this topic. The funding that is currently available could be used for startup costs, or not. We have moved forward on several points of code enforcement and perhaps now are a time for a discussion.

I recently had a tour of our electric plant to view the capital improvements that have been an ongoing project for this board. In talking to the A & F employees, being shown the improvements and work completed to date by our Village Light Department staff and this company, I would like to put on the table for discussion having an open house for our village residents, our school children to visit the Electric Light Plant. The date on the sign is 1887 – we are in 2017 - 130 years of history that is important to our community – the Village of Greenport.

§ 115-7 **Clearing sidewalks.**

A.

No owner or occupant of land adjoining a sidewalk in the Village shall permit any dirt or other obstruction or encumbrance to remain on the sidewalk adjoining said premises, nor shall any person permit any shrubbery, awnings, signs or other obstructions or encumbrances so to project over the sidewalk as to interfere with the free passage of pedestrians over the full width thereof.

[Amended 5-16-1996 by L.L. No. 3-1996]

B.

In removing snow or ice from the sidewalk, no person shall put the same in the gutter or drain of the street except in those places where there is no space between the sidewalk and curb or gutter suitable for disposing of such snow or ice. REVIEW WORDING TO INCLUDE THE STREETS?

C.

It shall be the duty of every owner or occupant of land adjoining any sidewalk in the Village to remove snow or ice from the sidewalk within 24 hours after the fall or accumulation thereof.

[Amended 9-15-1988 by L.L. No. 7-1988]

REVIEW OF THE CURRENT WORDING IN REVIEWING PAST SNOW WEATHER EVENTS.

D.

In every case in which snow or ice is not promptly or properly removed or when the gutter is obstructed, the ~~Superintendent of Public Works~~ VILLAGE ADMINISTRATOR may cause the sidewalk to be cleared, and/or the Building Inspector may issue a summons for violation of this article. In the case of the ~~Superintendent of Highways~~ VILLAGE ADMINISTRATOR causing the sidewalk to be cleared, the expense of such clearance and removal shall thereupon become a lien upon such adjoining land, to be enforced and collected in the manner provided by law. ~~If the Board of Trustees has not appointed an individual to act as Superintendent of Highways, the Superintendent's duties shall be carried out by the Chairman of the Public Works Committee.~~

[Amended 9-15-1988 by L.L. No. 7-1988; 5-16-1996 by L.L. No. 3-1996]

Article V: Removal and Storage of Vehicles

§ 132-33 **Removal authorized.**

§ 132-34 **Storage.**

§ 132-35 **Payment of charges.**

§ 132-36 **Notice.**

§ 132-33 **Removal authorized.**

Any vehicle parked or abandoned on any street or highway within this Village during a snowstorm, flood, fire or other public emergency, or found unattended on any street or highway where said vehicle constitutes an obstruction to traffic, or found unattended on any such street or highway where stopping, standing or parking of vehicles is prohibited, may be removed by any employee or agent of the Village duly designated by the ~~Mayor or Clerk~~

MAYOR OR VILLAGE ADMINISTRATOR

§ 132-34 **Storage.**

[Amended 5-16-1996 by L.L. No. 3-1996]

After such removal of any vehicle as provided in this Article, or removal, seizure, storage and/or impoundment of any vehicle pursuant to any other provision of law, the duly designated employee or agent may store or cause such vehicle to be stored in a suitable place at the expense of the owner. Such owner or person in charge of the vehicle may redeem the same upon payment to the Village Clerk of the amount of all expenses actually and necessarily incurred in effecting such removal, such removal charges not to exceed \$75 from 6:00 a.m. to 8:00 p.m. and not to exceed \$100 from 8:00 p.m. to 6:00 a.m., together with any charges for storage, such storage charges not to exceed \$8 per day or fraction thereof.

DO WE NEED TO WRITE INTO THE CODE WORDING TO DEAL WITH AUCTIONING THE IMPOUNDED VEHICLE.

REVIEW THE FEES

§ 132-35 Payment of charges.

Prior to such removal from such storage, the owner or operator of such vehicle shall pay to the (VILLAGE) Clerk the amount of all reasonable charges and expenses actually and necessarily incurred in such removal from such street or highway, not to exceed the sum of \$25 per day or fraction thereof. Proof of payment to the Village of removal charges or storage charges at rates not exceeding those hereinabove prescribed shall be deemed prima facie proof of the reasonableness of such charges.

REVIEW WORDING

§ 132-36 Notice.

The ~~Clerk~~ VILLAGE CLERK shall report without delay the removal and disposition of any vehicle removed as provided in this Article to the Mayor and the Board of Trustees, and also shall notify the owner or operator of any such vehicle so removed, if the name of such owner or operator can be ascertained, of the removal and disposition of any such vehicle and of the amount required to be paid before the same may be removed from storage.

§ 132-18**All-night parking.**

[Amended 8-15-1996 by L.L. No. 5-1996]

It shall be unlawful for any person to place, park or leave any automobile, truck or other vehicle on any public road or street within the corporation limits of the Village of Greenport after a fall or precipitation of snow ~~of two inches or more~~) upon official notice from the Mayor or Village Administrator that all vehicles need to be removed by a designated time and thereafter until the snow has been removed or cleared from such public road or street unless such automobile, truck or other vehicle is at all times attended by and in the charge of a person capable of operating it as described in § **132-51**, Schedule XIII.(All other vehicles will be towed away by the Town of Southold Police Department at the owner's expense.)

§ 132-22 Bus stops.
[Amended 10-17-2002 by L.L. No. 4-2002]

A. No bus shall receive or discharge passengers within the Village except at the bus stops designated in accordance with this chapter, excepting a bus actually being used as a school bus during the school year as part of the school transportation program.

B. The locations described in § 132-55, Schedule XVII, are designated as bus stops, and the parking of vehicles is hereby prohibited in such locations.

§ 132-55 Schedule XVII: Bus Stops.
[Added 5-16-1996 by L.L. No. 3-1996; amended 10-17-2002 by L.L. No. 4-2002]

In accordance with the provisions of § 132-22, the following locations are designated as bus stops:

Name of Street	Side	Location
Fourth Street	East	Marine Parking Parking Lot by ferry
First Street	East	Middle of first block north of Adams Street



Metered Parking

Hours of enforcement 10 AM – 12 Midnight Monday through Sunday. Metered Parking will continue to be in force until December 7, 2015 and will be shut off through March 15, 2016.

For Assistance: Speak to a Code Enforcement Officer (831-774-0066) or call the Parking Help Desk (831-831-P48).

0.25 per hour for un-designated Village Parking Lots

Port Jefferson residents displaying a valid resident toll-and-a-half free in Village lots

Parking violation tickets will be issued when necessary.

How the system operates in Village Parking Lots

- Fee for parking in Village lots is 0.25 per half-hour.
- Each parking space is identified by a number.
- Remember the number of your space.
- Locate a pay station in or near the parking lot.
- Pay stations accept payment in coin, parking tokens, cash tickets and smart cards.
- 25¢, 50¢, 1.00, 2.00, 5.00, 10.00

Pay to the east, directions on the face of the pay station. After paying the pay station you will receive a receipt. On receipt, find the number of the space you wish to use. If you are parking for additional time to your current receipt at any pay station, you do not need to display the receipt in your car.

Simply pay receipt to bus needed offering parking tokens. Mail bus needed offering parking tokens to those making a purchase.

Port Jeff Metered Parking Map

Free On-Street Parking



Smart Card Instructions

How the Smart Card system works

- Smart Cards can be purchased at Village Hall
- First purchase is a minimum of \$25 for 50 hours of parking, includes cost of card
- Cards are RECHARGEABLE at a 20% discount to a \$10 refill. You'll appear on the user's card at \$10 when inserted into the meter.

Directions to pay for a space using a Smart Card

Enter parking space number
Insert card with gold chip facing up

****Automatic half hour (25 cent) minimum****

Press fee buttons for additional time
Press **BLUE** button for additional half hour \$0.25
Press **ELUCIV** button for additional two hours \$1

Press **GREEN** button to complete transaction
Remove receipt & card, keep them both.

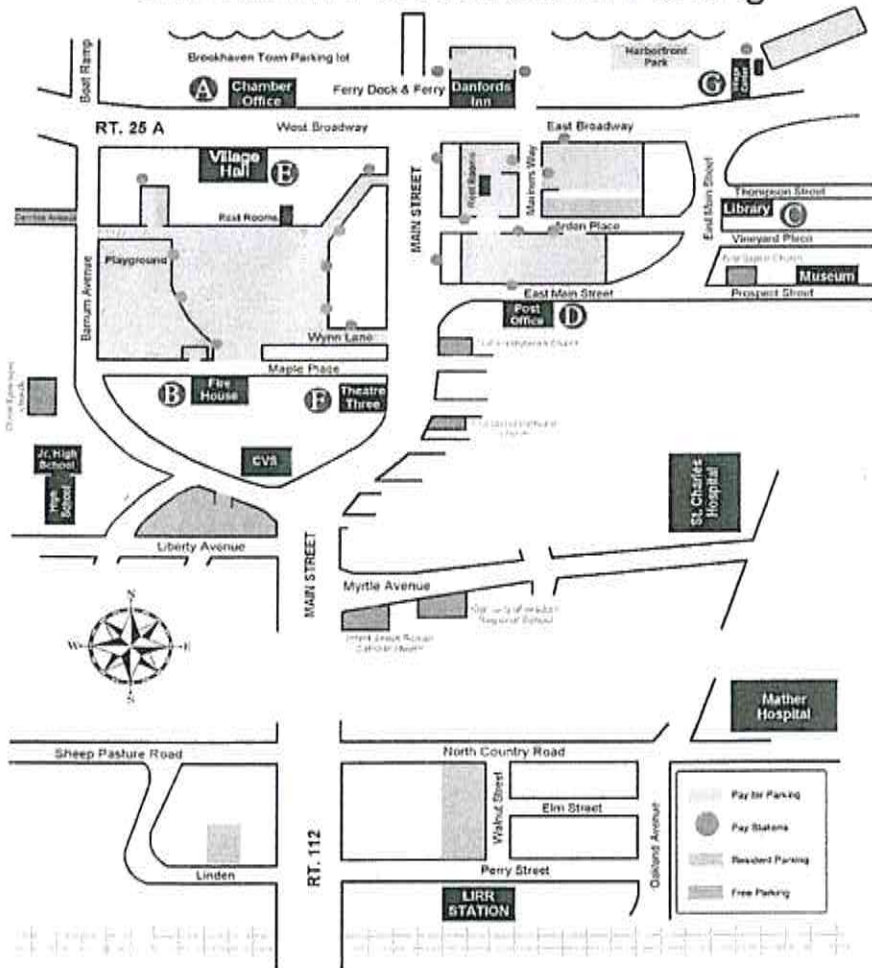
Directions to add time to an unexpired space

Press **GREEN** button
Enter the **ID number at the lower left** of your receipt. (3-xxxx-xxxx)
Enter space number seen under the date of your receipt. (3-xxx)
Insert card with gold chip up

****Automatic half hour (25 cent) minimum****

Press fee buttons for additional time...
Press **BLUE** button for additional half hour \$0.25
Press **ELUCIV** button for additional two hours \$1

Downtown Port Jefferson Parking



Village of Port Jefferson Parking Policy

While visiting, it is important that you follow parking rules to avoid being issued a parking violation.

Village Parking Lots

- \$25 per half hour. (Village resident cars with current stickers park free)
- Remember the number of your space.
- Deposit money at any pay station.
- Follow instructions on the pay station.
- Add time as needed at any pay station.
- Hours of enforcement on signs at pay stations.
- Save your receipt. Keep it with you, not in your car. It shows when your time expires.
- Show it to businesses offering tokens.
- Employees are encouraged to park in the Brookhaven Town Marina lot, CVS lot and on Caroline Avenue.

Enforced from 10am to 10pm
Pay at any Pay Station

Cash Instructions	Credit Card Instructions
1- Enter Space #	1- Enter Space #
2- Insert coins \$250.00 Max.	2- Insert and remove credit card
3- Press GREEN Button	3- Press fee buttons to add more time.
4- Keep receipt with you	4- Press Green Button

Instructions to Help Time

- 1- Press Green Button
- 2- Press 00 = 2 minutes
- 3- Press 05 = 5 minutes
- 4- Press 10 = 10 minutes
- 5- Press 15 = 15 minutes
- 6- Press 20 = 20 minutes
- 7- Press 25 = 25 minutes

Enforced 10AM-10PM

Free On-Street Parking

- On-street parking is free.
- Time limits shown on roadway signs.
- Time limits strictly enforced.



About Us

MobileNOW! is a digital parking transaction and management system enabling mobile phone payments. It is used in more countries than any other similar platform with more than 10 million transactions processed since its launch as the world's first commercial mobile phone parking system in 2000, long before any of our competitors.

Our mission is to develop and introduce new innovative software applications to the parking and transport industry, as well as any other sector where handling of permits and tickets is required. By providing these solutions, we help our clients and partners to grow their revenues and reduce costs through improved service quality and operating efficiency.

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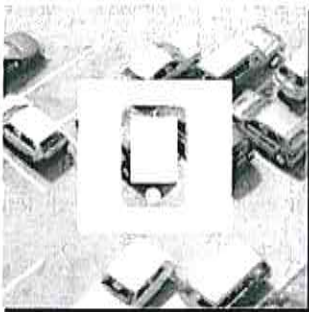
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Address: 2275 Research Blvd, Suite 500 Rockville, MD 20850

Customer Support: +1 (866) 951-7275

Solutions for all needs

Trust MobileNOW! whenever you need mobile payments



- ✓ On-street parking
- ✓ Gated parking
- ✓ Electric Vehicle charging
- ✓ Permit parking
- ✓ Citation collection

MobileNOW! can supplement or complement automated pay stations, meters and other parking fee collection systems by offering a variety of payment options.

More choices for drivers



Telephone call

Drivers can use any type of cell phone to call the phone number displayed on the meter or sign and follow the voice prompts. Where applicable, a parking session can be extended or ended with another call.



Smartphone application

The MobileNOW! smartphone app stores a driver's details and can detect their location, making it easier to pay for a parking session. Alternatively, using the app to scan a QR code (a two dimensional barcode) on the parking meter



Hands-on-wheel access

Wireless RFID tags or Automatic License Plate Recognition can be used for gated parking, enabling vehicles to be given access without any action from the driver.



Web Page Access

Customers can use a smartphone, tablet or computer to access our web site at mobile-now.us. Personal details and payment information can be saved for subsequent parking sessions.

or sign will enter the location information automatically. Drivers simply confirm their parking duration and will receive a reminder before the parking session expires.

SOLUTIONS FOR ALL NEEDS

WHY WORK WITH US?

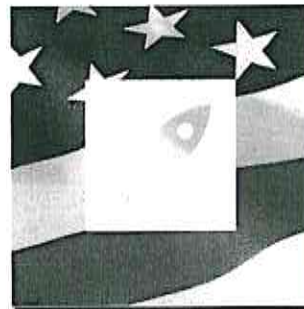
STRAIGHTFORWARD IMPLEMENTATION

NOW AVAILABLE IN: Easton, PA, Rancho Cucamonga, CA, Union, NJ, and in a growing number of other locations

Straightforward implementation

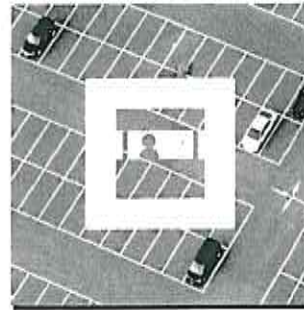
A low-cost pilot scheme

MobileNOW! is already being used in over 60 locations across the U.S.. It's a proven technology, which is why we're happy to offer a low-cost pilot to demonstrate the capabilities of our service.



Set up without major expenditure

We've created a 'pay as you grow' service model that reduces the initial investment to a bare minimum. We'll provide free consultation on our advanced payment and billing technologies. And because MobileNOW! integrates with your existing systems, we can get everything working in just a few weeks.



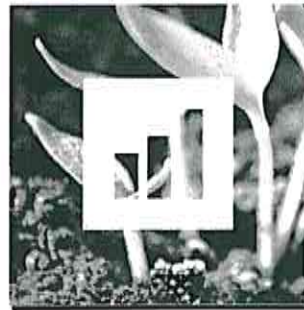
We supply the expertise

Our team is equipped to handle all the operational aspects of pay-by-cell parking, including project management, marketing support and technical integration with third-party systems.



Grows with you

It's simple to expand MobileNOW! with more scenarios or environments. Our service can also be used for Electric Vehicle charging, Park & Ride schemes, and car or bike sharing.



SOLUTIONS FOR ALL NEEDS

MORE CHOICES FOR DRIVERS

WHY WORK WITH US?

NOW AVAILABLE IN: Easton, PA, Rancho Cucamonga, CA, Union, NJ, and in a growing number of other locations

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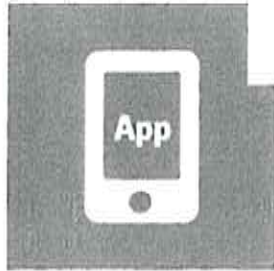
How does it work?

Using MobileNOW! is much quicker if you register your details before you park for the first time. Once you've done this, we'll store everything in your own secure account which means you can park and pay in seconds!

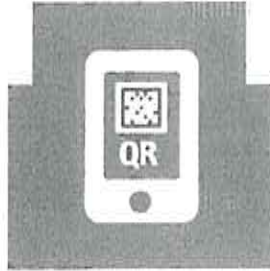
[Register NOW! >](#)

Here's how MobileNOW! works

You can park and pay by mobile phone whenever you see the MobileNOW! signs in a parking area or on parking meters. After you've parked your car, follow the instructions on the parking meter or nearby sign:



Open the MobileNOW!
app and confirm your
location details



Scan the square QR
code on the sign using
the MobileNOW! app



Call the telephone
number on the sign

Once your personal details and location have been verified, you'll be asked to choose your parking duration. The cost of parking will then be charged to the payment method you've set up.

The display on most parking meters won't change when you pay by mobile phone, so local parking attendants will use their own online systems to make sure you've paid. And, of course, you'll be able to check all your parking payments on the MobileNOW! app or website whenever you want.

You can even receive an automatic reminder before your parking time expires.



MOBILE  **NOW!**

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Paying with smartphone

Download our Android or Apple iPhone app, then use your smartphone whenever you need to pay for parking. As well as starting and stopping your parking sessions from your phone, you can also update your payment information and your personal account details in real time.

[GET THE IPHONE APP](#)

[GET THE ANDROID APP](#)

[GET THE BLACKBERRY APP](#)

Paying by web

You can use our web site on your mobile phone, tablet or PC. Simply visit mobile-now.us and enter your details. If you've already registered and want to pay now, you just need to sign in.

[SIGN IN](#)

Paying by phone call

Look for the MobileNOW! telephone number on the parking meter or sign. Each area has its own special phone number. You'll be asked to enter the parking location number and the amount of time you want to stay. Full details will be explained during the call. Simply follow the voice prompts.

[FIND A LOCAL PHONE NUMBER](#)

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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

MARY BESS PHILLIPS

DOUGLAS W. ROBERTS

JULIA ROBINS

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

CLERK
SYLVIA PIRILLO, RMC
EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

Submitted: January 12, 2017
Meeting: January 19, 2017 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 Doug Roberts Work Session Report 1/19/2017

Attachments:

- Doug Roberts Work Session Report 1-19-2017 (PDF)
- Attachment 2 Trustee Roberts Work Session Report 1-19-2017 (PDF)
- Attachment 3 Trustee Roberts Work Session Report 1-19-2017 (PDF)

MEMORANDUM

To: Mayor and Board of Trustees
From: Trustee Doug Roberts
Re: January 2017 Work Session Report

January 12, 2017

1. "Jitney Lot"

The North Ferry pays \$2500 a month to the MTA for their dock and the vehicle staging area. While we work on getting the Ferry to pay their fair share for the service the taxpayers of the Village provide to their Homeowners Association for free, let's work on the piece of this we can control

I have met with Jitney VP of Business Development twice to discuss ideas for how they could partner with us to contribute their fair share for the free parking we provide them as they rake in revenue that grows every year as Greenport becomes more popular with tourists. While the meetings have been friendly, the ball has been in their court with the understanding that at some point the Village would just act unilaterally.

I am requesting a resolution setting the rent for the Jitney lot at \$2500 per month, effective immediately, for the Hampton Jitney Company to continue to operate their service there. The resolution should also direct the attorney to draw up a sub-lease agreement between the Jitney and The Village.

2. MTA Lot Parking

What's good for the goose is good for the gander. On the SI side, the SI Heights Corp charges a fee for parking over 1 day. Let's find out exactly what their fee structure is and replicate it. Request that the Village Administrator, Clerk, and Attorney put together a plan to restrict parking in the MTA lots to the same exact policies they use on the other side, which require payment for long-term parking. On the SI side, parking patrons must go into the office to pay to park, and we can offer the same service out of Village Hall. We'll have to put up signs, etc., to communicate the new parking regs, and then our TCO can begin enforcing the law as soon as it is enacted.

As part of this plan, we will need to specifically restrict multi-day parking on 4th Street and lower 3rd Street except for residents.

It is time for Shelter Island residents and visitors to stop using Greenport as their long-term parking lot so those spaces can be reserved for our residents and visitors.

3. One Greenport Coalition

Request resolution for a One Greenport Cultural Festival to be held in Mitchell Park on June 4 (rain date June 11) from 12 noon until 6pm (with setup beginning at 10AM), including the use of the traffic circle behind the Marina office for food trucks and other vehicles related to the event. The Coalition members are coordinating with local restaurants, asking them to provide free finger foods representing the many different ethnic backgrounds of Greenport residents. Volunteers are coordinating free cultural and musical performances to take place on the Mitchell Par stage all afternoon. I will be applying for funding support from the Friends of Mitchell Park (pending VB approval of the event) to support the production of the event, the sound system and engineer, etc. A member of the committee is also organizing a soccer tournament for which teams may sign up individually, with games hopefully to be played at Greenport HS (pending Mr. Gamberg's discussion with his staff). Mr. Gamberg will work with the art dept at GHS to conduct a poster contest amongst students to design the Festival poster, which will be used to advertise the event locally. The school would also put on an art display in the area of the park east of the carousel.

The vision of the Committee is to have a family-oriented, picnic lunch afternoon in Mitchell Park enjoying good food and good music that represents the many cultures of Greenport's residents. The event is specifically targeted to locals, and we will actually ask the BID not to broadcast it via their marketing channels. It's not that visitors are not welcome, but the idea is for the event to bring locals out in force.

I am requesting the Village serve as the host of the event, as we do with Monday Night Dances, and cover the event under its insurance policy. This will naturally include an in-kind contribution of staff at the Marina and elsewhere to ensure the event is successful.

The event will be free and there will be no sales of any kind in Mitchell Park, fully complying with our Mitchell Park Policy.

4. Planning Board

We can not and should not ask applicants to come to Planning Board meetings when we are unable to seat a quorum with no advance notice. It's not fair to the applicants and it reflects very poorly on The Village.

Propose that until a full PB can be seated we suspend all future PB meetings. If a PB can't be seated by our February meetings, this board needs to consider more drastic action. Let's hope we don't get to that point.

Propose that the Village Administrator ensure that all PB members have had the training mandated by law.

Ask that the Mayor discuss with the PB chair the importance of polling members in advance to find out if they will be in attendance, and impress upon the chair the importance of ensuring that meetings happen each month, even if creative scheduling needs to be used to work around conflicts.

5. PSEG

2 months since we agreed to terms and we just saw our first draft of a potential agreement this week?

I have become uncomfortable with the lack of hands-on involvement of the people elected by The Village in the negotiations. Residents who will be most affected by this project need to know that the people they elected to represent them are playing an active role in the process of nailing down terms.

I am calling on this board to appoint one of us as the leader of the negotiations, serving as liaison between the PSEG principals and the VBOT. I would like to step up for this responsibility if it pleases the Mayor and Board.

6. Capital Plan

If we close the deal with PSEG, we currently have no capital plan into which that capital can fit. The Treasurer needs to be afforded the time to work on this in advance of the PSEG deal closing. If we take the \$1.3M and spend it down without having a plan, we might as well not do the PSEG deal.

The holes in the Mitchell Park bulkhead are not going to get smaller on their own!

Cutting the Cost of Parking Requirements

DONALD SHOUP

A city can be friendly to people or it can be friendly to cars, but it can't be both.

Enrique Peñalosa

At the dawn of the automobile age, suppose Henry Ford and John D. Rockefeller had hired you to devise policies to increase the demand for cars and gasoline. What planning regulations would make a car the obvious choice for most travel? First, segregate land uses (housing here, jobs there, shopping somewhere else) to increase travel demand. Second, limit density at every site to spread the city, further increasing travel demand. Third, require ample off-street parking everywhere, making cars the default way to travel.

American cities have unwisely embraced each of these car-friendly policies, luring people into cars for 87 percent of their daily trips. Zoning ordinances that segregate land uses, limit density, and require lots of parking create drivable cities but prevent walkable neighborhoods. Urban historians often say that cars have changed cities, but planning policies have also changed cities to favor cars over other forms of transportation.

Minimum parking requirements create especially severe problems. In *The High Cost of Free Parking*, I argued that parking requirements subsidize cars, increase traffic congestion and carbon emissions, pollute the air and water, encourage sprawl, raise housing costs, degrade urban design, reduce walkability, damage the economy, and exclude poor people. To my knowledge, no city planner has argued that parking requirements do *not* have these harmful effects. Instead, a flood of recent research has shown they *do* have these effects. We are poisoning our cities with too much parking.

Minimum parking requirements are almost an established religion in the planning profession. One shouldn't criticize anyone else's religion but, when it comes to parking requirements, I'm a protestant and I think the profession needs a reformation.

Donald Shoup is Editor of ACCESS and Distinguished Research Professor of Urban Planning in UCLA's Luskin School of Public Affairs (shoup@ucla.edu).

THE HIGH COST OF MINIMUM PARKING REQUIREMENTS

Planners are placed in a difficult position when asked to set parking requirements in zoning ordinances because they don't know the demand for parking at every art gallery, bowling alley, dance hall, fitness club, hardware store, movie theater, night club, pet store, tavern, zoo, and hundreds of other land uses. Planners also do not know how much parking spaces cost or how the parking requirements affect everything else in the city. Nevertheless, planners must set the parking requirements for every land use and have adopted a veneer of professional language to justify the practice. Planning for parking is an ad-hoc talent learned on the job and is more a political activity than a professional skill. Despite a lack of both theory and data, planners have managed to set parking requirements for hundreds of land uses in thousands of cities—the ten thousand commandments for off-street parking.

Without knowing how much the required parking spaces cost to build, planners cannot know how much parking requirements increase the cost of housing. Small, spartan apartments cost much less to build than large, luxury apartments, but their parking spaces cost the same. Many cities require the same number of spaces for all apartments regardless of their size; the cost of the required parking thus greatly increases the price of low-income housing.

Parking requirements reduce the cost of owning a car but raise the cost of everything else. Recently, I estimated that the parking spaces required for shopping centers in Los Angeles increase the cost of building a shopping center by 67 percent if the parking is in an aboveground structure and by 93 percent if the parking is underground.

Developers would provide some parking even if cities did not require it, but parking requirements would be superfluous if they did not increase the parking supply. This increased cost is then passed on to all shoppers. For example, parking requirements raise the price of food at a grocery store for everyone, regardless of how they travel. People who are too poor to own a car pay more for their groceries to ensure that richer people can park free when they drive to the store.

Minimum parking requirements resemble what engineers call a *kludge*: an awkward but temporarily effective solution to a problem, with lots of moving parts that are clumsy, inefficient, redundant, hard to understand, and expensive to maintain. Instead of reasoning about parking requirements, planners must rationalize them. Parking requirements result from complex political and economic forces, but city planners enable these requirements and sometimes even oppose efforts to reform them. Ultimately, the public bears the high cost of this pseudoscience. >



THE MEDIAN IS THE MESSAGE

A single parking space can cost far more to build than the net worth of many American households.

Cities require parking for every building without considering how the required spaces place a heavy burden on poor people. A single parking space, however, can cost far more to build than the net worth of many American households.

In recent research, I estimated that the average construction cost (excluding land cost) for parking structures in 12 American cities in 2012 was \$24,000 per space for aboveground parking, and \$34,000 per space for underground parking (Table 1).

By comparison, in 2011 the median net worth (the value of assets minus debts) was only \$7,700 for Hispanic households and \$6,300 for Black households in the United States (Figure 1). One space in a parking structure therefore costs at least three times the net worth of more than half of all Hispanic and Black households in the country. Nevertheless, cities require several parking spaces per household by requiring them at home, work, stores, restaurants, churches, schools, and everywhere else.

Many families have a negative net worth because their debts exceed their assets: 18 percent of all households, 29 percent of Hispanic households, and 34 percent of Black households had zero or negative net worth in 2011 (Figure 2). The only way these indebted people can use the required parking spaces is to buy a car, which they often must finance at a high, subprime interest rate. In a misguided attempt to provide free parking for everyone, cities have created a serious economic injustice by forcing developers to build parking spaces that many people can ill afford.

Urban planners cannot do much to counter the inequality of wealth in the US, but they can help to reform parking requirements that place heavy burdens on minorities and the poor. Simple parking reforms may be city planners' cheapest, fastest, and easiest way to achieve a more just society. >

TABLE 1
The Construction Cost of a Parking Space

CITY	CONSTRUCTION COST PER SQUARE FOOT		CONSTRUCTION COST PER PARKING SPACE	
	UNDERGROUND \$/SQ FT (1)	ABOVEGROUND \$/SQ FT (2)	UNDERGROUND \$/SPACE (3) = (1) x 330	ABOVEGROUND \$/SPACE (4) = (2) x 330
Boston	\$95	\$75	\$31,000	\$25,000
Chicago	\$110	\$88	\$36,000	\$29,000
Denver	\$78	\$55	\$26,000	\$18,000
Honolulu	\$145	\$75	\$48,000	\$25,000
Las Vegas	\$105	\$68	\$35,000	\$22,000
Los Angeles	\$108	\$83	\$35,000	\$27,000
New York	\$105	\$85	\$35,000	\$28,000
Phoenix	\$80	\$53	\$26,000	\$17,000
Portland	\$105	\$78	\$35,000	\$26,000
San Francisco	\$115	\$88	\$38,000	\$29,000
Seattle	\$105	\$75	\$35,000	\$25,000
Washington, DC	\$88	\$68	\$29,000	\$22,000
Average	\$103	\$74	\$34,000	\$24,000

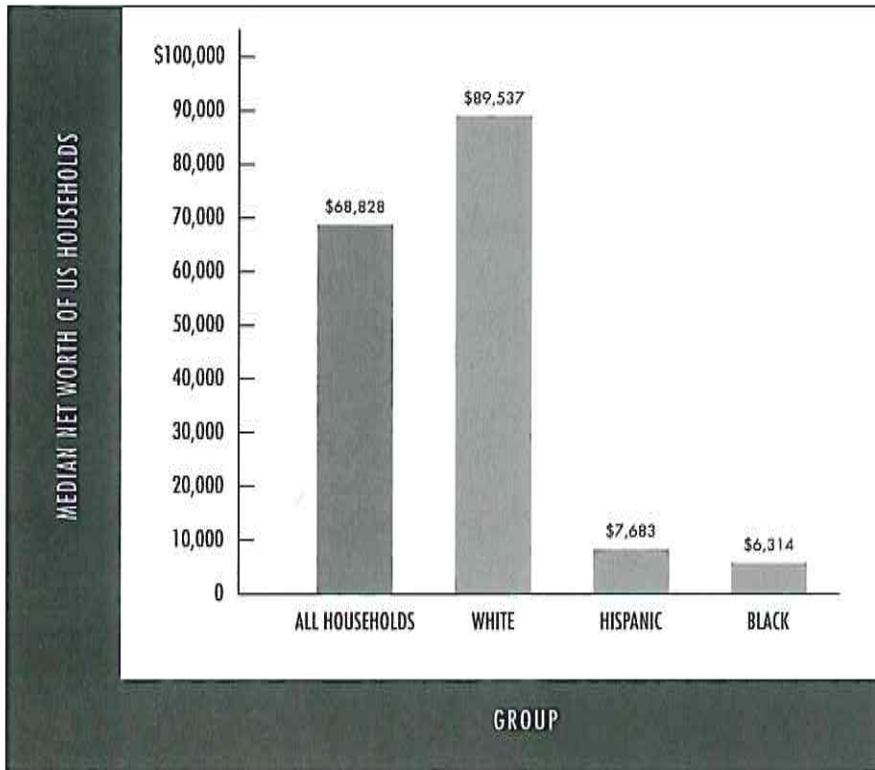


FIGURE 1
Median Net Worth of US Households, 2011

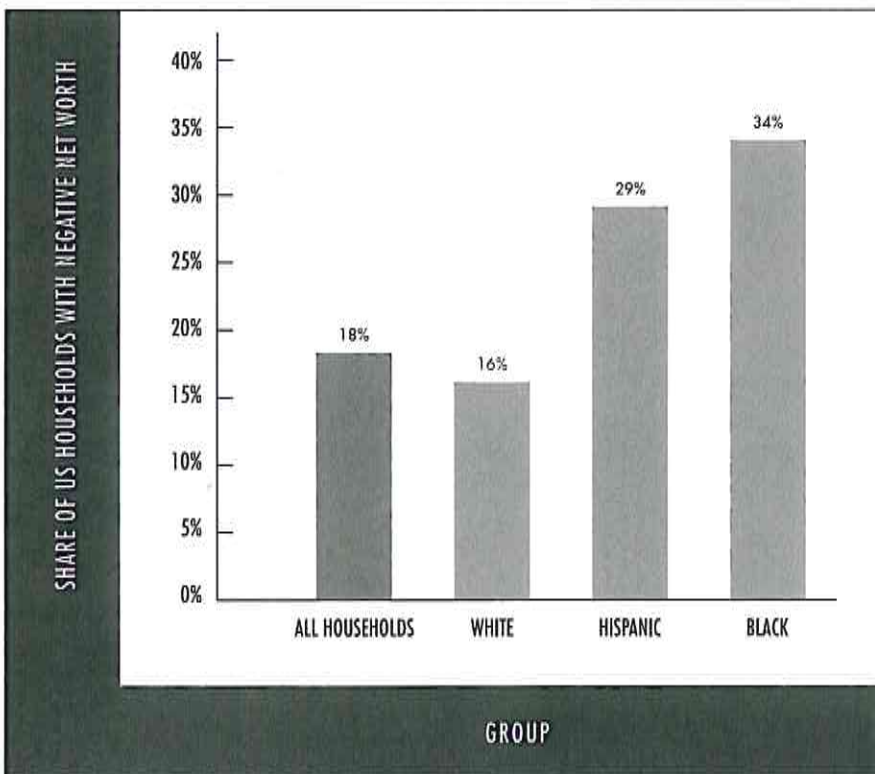


FIGURE 2
Share of US Households with Zero or Negative Net Worth, 2011



PUTTING A CAP ON PARKING REQUIREMENTS

Off-street parking requirements increase the cost and reduce the supply of affordable housing. Most cities do not intend to exclude low-income residents when they require off-street parking, but even good intentions can produce bad results. Thoughtless planning for parking can be as harmful as a perverse and deliberate scheme.

Perhaps because of growing doubts about parking requirements, a few cities have begun to reduce or remove them, at least in their downtowns. Planners and elected officials are beginning to recognize that parking requirements increase the cost of housing, prevent infill development on small lots where it is difficult to build all the required parking, and prohibit new uses for older buildings that lack the required parking spaces.

According to recent newspaper articles, some of the reasons cities have reduced or removed their parking requirements include "to promote the creation of downtown apartments" (Greenfield, Massachusetts), "to see more affordable housing" (Miami), "to meet the needs of smaller businesses" (Muskegon, Michigan), "to give business owners more flexibility while creating a vibrant downtown" (Sandpoint, Idaho), and "to prevent ugly, auto-oriented townhouses" (Seattle).

Given this policy momentum, I thought the time to reform parking requirements in California had arrived when the legislature considered Assembly Bill 904 (the Sustainable Minimum Parking Requirements Act of 2012). AB 904 would have set an upper limit on how much parking cities can require in transit-rich districts: no more than one space per dwelling unit or two spaces per 1,000 square feet of commercial space. The bill defined these districts as areas within a quarter mile of transit lines that run every 15 minutes or better. If passed it would have been a huge boon for both housing and transit.

There are good reasons to adopt this policy. Federal and state governments give cities billions of dollars every year to build and operate mass transit systems, yet most cities require ample parking everywhere on the assumption that nearly everyone will drive for almost every trip. Minimum parking requirements counteract all these transit investments.

For example, Los Angeles is building its Subway to the Sea under Wilshire Boulevard, which already boasts the city's most frequent bus service. Nevertheless, along parts of Wilshire the city requires at least 2.5 parking spaces for each dwelling unit, regardless of the number of rooms. Similarly, 20 public transit lines serve the UCLA campus near Wilshire Boulevard in Westwood, with 119 buses per hour arriving during the morning peak. Nevertheless, across the street from campus, Los Angeles requires 3.5 parking spaces for every apartment that contains more than four rooms. We have expensive housing for people but we want free parking for cars.

Also on Wilshire Boulevard, Beverly Hills requires 22 parking spaces per 1,000 square feet for restaurants, which means the parking lot is seven times larger than the restaurant it serves. Public transit in this over-parked environment resembles a rowboat in the desert.

Cities seem willing to pay any price and bear any burden to assure the survival of free parking. But do people really want free parking more than affordable housing, clean air, walkable neighborhoods, good urban design, and many other public goals? A city where everyone happily pays for everyone else's free parking is a fool's paradise.

A city where everyone happily pays for everyone else's free parking is a fool's paradise.

WHY CAP PARKING REQUIREMENTS?

Minimum parking requirements create an asphalt wasteland that blights the environment. A powerful force field of free parking encourages everyone to drive everywhere. A cap on parking requirements in transit-rich neighborhoods can reduce this parking blight by making parking-light development feasible.

How will reducing off-street parking requirements affect development? Zhan Guo and Shuai Ren at New York University studied the results when London shifted from minimum parking requirements with no maximum, to maximum parking limits with no minimum. Comparing developments completed before and after the reform in 2004, they found that the parking supplied after the reform was only 52 percent of the previous minimum required and only 68 percent of the new maximum allowed. This result implies that the previous minimum was almost *double* the number of parking spaces that developers would have voluntarily provided. Guo and Ren concluded that removing the parking minimum caused 98 percent of the reduction in parking spaces, while imposing the maximum caused only 2 percent of the resulting reduction. Removing the minimum had a far greater effect than imposing a maximum.

Cities usually require or restrict parking without considering the middle ground of neither a minimum nor a maximum. This behavior recalls a Soviet maxim: "What is not required must be prohibited." AB 904, however, was something new. It would not have restricted parking but instead would have imposed a cap on minimum parking requirements, a far milder reform. A cap on how much parking cities can require will not limit the parking supply because developers can always provide more parking than the zoning requires if they think market demand justifies the cost.

There are precedents for placing limits on parking requirements. Oregon's Transportation Systems Plan requires local governments to amend their land-use and subdivision regulations to achieve a 10 percent reduction in the number of parking spaces per capita. The United Kingdom's transport policy guidelines for local planning specify that "plans should state maximum levels of parking for broad classes of development ... There should be no minimum standards for development, other than parking for disabled people." >

FAILURE AND THEN SUCCESS IN THE LEGISLATURE

To my dismay, the California Chapter of the American Planning Association (APA) lobbied against AB 904, arguing that it “would restrict local agencies’ ability to require parking in excess of statewide ratios for transit intensive areas unless the local agency makes certain findings and adopts an ordinance to opt out of the requirement.”

City planners must, of course, take direction from elected officials, but the APA represents the planning profession, not cities. AB 904 gave the planning profession an opportunity to support a reform that would coordinate parking requirements with public transportation, but instead the California APA insisted that cities should retain full control over parking requirements, despite their poor stewardship.

AB 904 failed to pass in 2012 but was resurrected in a weaker form as AB 744 and was successful in 2015. AB 744 addresses the parking requirements for low-income housing within half a mile of a major transit stop. If a development is entirely composed of low-income rental housing units, California now caps the parking requirement at 0.5 spaces *per dwelling unit*. It also caps the parking requirement for a development that includes at least 20 percent low-income or 10 percent very low-income housing at 0.5 spaces *per bedroom*. Developers can of course provide more parking if they want to, but cities cannot require more parking unless they conduct a study that demonstrates a need.

Affordable housing advocates initially opposed AB 744 because it would have capped the parking requirements for *all* housing in transit-rich areas. Another California law (SB 1818) already reduces the parking requirements for developments that include some affordable units.

Like the
automobile
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Reducing the parking requirements for all housing would therefore dilute the existing incentive to include affordable units in market-rate developments. Confining AB 744's parking reduction to affordable housing was therefore necessary to gain political support from the affordable housing advocates, even though a cap on parking requirements for *all* housing would increase the supply and reduce the price of housing without any subsidy.

Statewide caps on parking requirements may be difficult to impose in the face of the demand for local control in all land use decisions. Nevertheless, the California experience shows that a statewide cap can be feasible if it is linked to affordable housing. This link attracted political support from affordable housing advocates who know that parking requirements are a severe burden on housing development, and that reducing the parking requirements for affordable housing will increase its supply.

Without the support from affordable housing advocates, California's cap on parking requirements near transit would probably not have been enacted. Until more people recognize that parking requirements cause widespread damage, one way to increase political support for a cap on parking requirements is to use it as an incentive for building affordable housing. This approach, however, may then lead affordable housing advocates to oppose any general reduction in parking requirements even if it will make all housing more affordable.



AN ARRANGED MARRIAGE

Many believe that Americans freely chose their love affair with the car, but it was an arranged marriage. By recommending parking requirements in zoning ordinances, the planning profession was both a matchmaker and a leading member of the wedding party. But no one provided a good prenuptial agreement. Planners should now become marriage counselors or divorce lawyers where the relationship between people and cars no longer works well.

Like the automobile itself, parking is a good servant but a bad master. Parking should be friendly—easy to find, easy to use, and easy to pay for—but cities should not require or subsidize parking. Cities will look and work much better when markets rather than planners and politicians govern decisions about the number of parking spaces. Putting a cap on parking requirements is a good place to start. ♦

FURTHER READING

California Assembly Bill 744. 2015. "AB-744 Planning and Zoning: Density Bonuses."

Zhan Guo and Shual Ren. 2013. "From Minimum to Maximum: Impact of the London Parking Reform on Residential Parking Supply from 2004 to 2010," *Urban Studies* 50(6): 1183–1200.

Letters about AB 904 from mayors, planning academics, planning practitioners, and the California Chapter of APA are available here: <http://shoup.boi.ucla.edu/LettersAboutAssemblyBill904.pdf>

Donald Shoup. 2015. "Putting a Cap on Parking Requirements," *Planning*, May: 28–30.

Donald Shoup. 2014. "The High Cost of Minimum Parking Requirements," in Stephen Ison and Corinne Mulley (Eds.), *Parking: Issues and Policies*, Emerald Group Publishing: 87–113.

Donald Shoup. 2013. "On-Street Parking Management v. Off-Street Parking Requirements," *ACCESS*, 42: 38–40.

Donald Shoup. 2011. *The High Cost of Free Parking*. Chicago: Planners Press.



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ROBERT BRANDT
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Submitted: January 13, 2017
Meeting: January 19, 2017 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Jeanmarie Odon, *Deputy Clerk*
From: Jeanmarie Odon, *Deputy Clerk*
Department: Village Clerk Department

Trustee Julia Robins Work Session Report

Attachments:

Trustee Julia Robins Work Session Report (PDF)

Carousel Meeting - 1/10/17

Margo DeVito report:

The Tree Lighting was a great event. It was well attended and the children from Greenport School performed Christmas songs.

Many children enjoyed the free carousel rides.

The Carousel was active during the entire week during the school vacation week between Christmas and New Years.

Mechanical Report - Bob Wissman

Painting of horses

Cold weather makes it difficult for painting - drying time and heat distribution from heaters is uneven

They do not leave heaters on at night.

Bob drew up a wiring plan for an outlet for the fan/heater located by the ring machine.

I will go over it with Paul Pallas and suggest that the three of us meet at the Carousel to discuss.

Bob spoke with about misalignment of the Rounding Board joints.

He discussed this situation with Fred Schoenstein from North Fork welding.

Fred recommends brackets to stiffen up the connection.

Holiday decorations will be coming down on Friday Feb 3
10:00 am

Request the Village crew to pick them up at the Carousel.

The decorations can be picked up any time after 12:00.

If the crew cannot pick them up before the weekend, Marge Stevens said they can be temporarily stored behind the benches. Ask Paul Pallas where they will be stored.

Request Carousel restoration fund line item for the new budget

The committee reviewed two new Rounding Board paintings
"Main Street Wharf" by Marla Milne
"Lester and Toner Oysters" by Cindy Pease Roe
Also reviewed a sketch by Cindy Pease Roe

The photographer Kathleen Bifulco is asking for \$20 (\$280.00)
additional for each photograph of the Rounding Boards
There was more work involved than anticipated
Gail will ask her to write a letter explaining the additional cost.

Fundraising

The committee needs to have the completed Rounding Boards
photographed for fundraising purposes.

Marge is working on a perpetual calendar.

She said Academy Printing can produce a calendar.

She will get a price quote for them.

The committee also discussed the idea of note cards.

Next meeting Wednesday - Feb 1 @10:00 Village Hall