



236 Third Street  
Greenport NY  
11944

Tel: (631)477-0248  
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**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

September 17, 2020 at 7:00 PM  
Mayor and Board of Trustees - Work Session Meeting  
Third Street  
Firehouse  
Greenport, NY 11944

**PLEDGE OF ALLEGIANCE**

**MONTHLY REPORTS FOR THE FOLLOWING:**

- **FIRE DEPARTMENT – CHIEF WAYDE MANWARING**  
Including compilation of all monthly meeting minutes
- **VILLAGE ADMINISTRATOR – PAUL J. PALLAS, P.E.**  
Road and Water Department  
Sewer Department  
Light Department  
Building Department  
Recreation Department  
Harbor Department  
Marina Manager
- **VILLAGE TREASURER - ROBERT BRANDT**  
Meter Department  
Housing Authority & Community Development
- **VILLAGE CLERK – SYLVIA PIRILLO, RMC**
- **VILLAGE ATTORNEY - JOSEPH PROKOP, ESQ.**

**MAYOR AND VILLAGE BOARD OF TRUSTEES**

**PUBLIC TO ADDRESS THE BOARD**



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**TREASURER**  
ROBERT BRANDT  
EXT. 217

Submitted: September 8, 2020  
Meeting: September 17, 2020 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

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## **Fire Department September 2020 Work Session Report**

### **Attachments:**

Fire Department September 2020 Work Session Report (PDF)

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



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311 THIRD STREET · P.O. BOX 58  
GREENPORT, NY 11944  
Email: gldfire@optonline.net  
www.greenportfd.org

## **MEETING OF THE BOARD OF WARDENS**

**WEDNESDAY August 19, 2020**

### **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

1<sup>st</sup> Ass't Chief James Kalin

2<sup>nd</sup> Ass't Chief Alain de Kerillis

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

Wardens Joseph Barszczewski and Edward Sieban of Star Hose Co. #3

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

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

Mary Bess Phillips Village of Greenport/GFD liaison

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



### THOSE WISHING TO ADDRESS THE BOARD –

1. David Nyce introduced Taylor Reed as a new member of Standard Hose Co. #4 who is starting Fire Fighter 1 at the end of the month.

### READING OF THE PREVIOUS MINUTES

Motion made by John Grilli, seconded by Wayne Miller, to approve the minutes of the July 15, 2020 meeting of the Board of Wardens as printed and distributed. Motion Carried.

### FINANCE COMMITTEE

The finance committee report was read by Chief Manwaring. Motion made by Edward Sieban, seconded by Scott Hollid, to accept the report. Motion Carried.

COMPANY OFFICERS' MEETING MINUTES- Read by 1st Asst. Chief James Kalin for information only. Motion by Wayne Miller, seconded by Antone Volinski III, to accept the report as read. Motion carried.

### TREASURER'S REPORT

The Treasurer's report for the period of July 16, 2020 through August 19, 2020 was read by Secretary/Treasurer James Kalin. Motion made by Peter Harris, seconded by John Grilli, to accept the treasurer's report as read. Motion carried. (report attached)

1. 1st Asst Chief James Kalin handed out the 2% distribution for everyone to look at. Total- \$55, 430.64, \$469.75 per member. If approved they will be put in company boxes at end of meeting. Motion made by Wayne Miller, seconded by Scott Hollid, to accept the 2% distribution. Motion Carried. Antone Volinski III asked 1st Asst. Chief James Kalin to go over the Wood's Trust again. Chief Kalin explained that the donor passed away and left a bequest of \$25,000 to the GFD, no strings attached and not for anything specific. Chief Kalin sent a thank you letter and said it would be used to



benefit the members. Scott Hollid asked if it went into a separate account. 1<sup>st</sup> Asst. Chief James Kalin explained that it is a separate line item not a separate account.

**BILLS-** None.

### **COMMUNICATIONS**

1. Letter of resignation from Gary Stoner as of August 3<sup>rd</sup>, 2020. He would like to be an honorary member. Motion made by Antone Volinski III, seconded by Wayne Miller, to accept the letter of resignation with regret and make him an honorary member. Motion Carried.
2. Letter from Tom Roslak the Chaplin from Southold Town Chief's Association. He is participating in a Parkinson's Walk for his late wife. He is asking for a sponsorship/donation to the American Parkinson's Disease Association.
3. Letter from Southold Town District Officer's Association regarding the Stonybrook Paramedic Fly Car program. There was a meeting held to see if there was any interest in increasing the amount of Stonybrook staff due to increasing amount of signal 3's on calls. There was one district not in favor. A second meeting will be held- please send at least one representative to the next meeting on Oct 15, 2020 along with the total amount of alarms and rescue calls. GFD had a total of 464 alarms with 341 of them being rescue only calls.

Motion by Wayne Miller, seconded by Peter Harris, to file and/or forward all communications, Motion carried.

### **APPLICATIONS FOR MEMBERSHIP-**

1. Robert Corwin to Relief Hose Co. #2.
2. Linda Mysliborski to Relief Hose Co. #2.
3. Juan Diaz (who updated his address) to Standard Hose Co #4.

## REPORTS OF COMMITTEES

### Buildings and Grounds

1. Antone Volinski III asked if anything was going to be done with the kitchen because GFD had talked about doing the floor. He said he thinks it's almost time to redo the whole kitchen. Chief Manwaring said the last time it was brought up to Village Treasurer Robert Brandt, he said it comes down to whether they really need it or if it can wait a year. Because of the COVID pandemic they are being careful with money. Mary Bess Phillips said every penny is being watched at the moment because they aren't sure what is going to happen with COVID 19. The finance dept is taking a very cautious approach, not just with the fire department. They just finished the end of the year; we are in a new budget year. They just want to wait and see where they are at. She explained that there are capital projects not being done for the same reason. The only thing that will be done is the curbing and sidewalks on 6<sup>th</sup> Ave because of the grant, they will lose the money if they don't use it.

Bylaws- No Report.

Finance- No Report.

Fire District – No Report.

Pre-Incident Planning- No Report.

Service Awards- 1st Asst. Chief James Kalin said that he is still waiting for the end of year statements, but the envelopes are ready to go.

Recruitment- No Report.

Casualty Fund- No Report.

Funeral – Chief Manwaring reported that he found a purple and black flag with a white center with a fire dept emblem in it. Mike Richter is going to look into it tomorrow and see how much it will be once lettering is on it etc.



**Communications-** Chief Wayde Manwaring said the high bands are working the best they can. Chief James Kalin said there are still some kinks. Wayne Miller asked if there was any updates since the guy from Relay Communications came out to look at the equipment in the radio room. Chief Wayde Manwaring said that he emailed the vendor for the password, he gave him one which didn't work so Wayde emailed him again and he hasn't gotten back to him yet.

**Trips & Travel-** No Report.

### **COMPANY REQUESTS**

**Eagle Hose Co. #1-** Budget items.

**Relief Hose Co. #2-** Request for an executive session, budget items.

**Star Hose Co. #3-** Budget items, 2 section of hose for hotel pack

**Standard Hose Co. #4-** stortz elbow cap w/ chain, Budget items.

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

**Rescue Squad-** Budget items.

**Fire Police-** Budget items.

**Water Rescue –** Budget items.

### **UNFINISHED BUSINESS –**

1. John Grilli asked if there was any progress with the boat. 2<sup>nd</sup> Asst Chief Alain De Kerillis reported that it will be in the water by the ferry (visitor's dock) by Sunday.
2. Antone Volinski III mentioned that they will wait until next year for the Fundraiser stuff to go out again. Everything is all set, but we will cancel for this year and just do it next year. He will store the envelopes.
3. John Grilli asked about the old 8-3-4. Chief Wayde Manwaring said that it went back out to bid and no one else bid on it. J. Grilli said that there is



a clicking coming from it and it might be the compressor, it might be low on air.

4. Norma Corwin asked about the status of the bail out equipment since it was the final piece of the PESH stuff and also the accountability tags. Chief Manwaring said he would check with D. Nyce about the accountability tags because he was working on it. N. Corwin said that we need to get it done one way or another. It is embarrassing at training when they ask where they are at the door and they do not have any to show them. Chief Wayne Manwaring said that he got prices for bail out equipment and it was expensive, but he will look into it again.

#### REPORTS OF DELEGATES- None

#### NEW BUSINESS-

1. Chief Manwaring reported that each Warden should go back to their companies and ask how they feel about driver/operator cross training in case there is a truck down and someone else needs to operate another truck etc.
2. Chief Manwaring also mentioned that next month Mike R. will come to each meeting and do ID tags for everyone. S. Hollid asked how it would work for them and Chief Manwaring said that they can come to the fire dept anytime he is here and he will do it that way.

#### GOOD OF THE DEPARTMENT

1. Chief Wayne Manwaring passed out the Firehouse Plus + Training info from Chip for them to look over. He would handle all the PESH and OSHA requirements. Mary Bess Phillips said that there is some "house cleaning" we have to do first. Motion made by Wayne Miller, seconded by A. Volinski III, to reject the previous bid that was sent out for RFP. Motion Carried. 1<sup>st</sup> Asst. Chief James Kalin said that everyone speaks highly about the work he does. Mary Bess Phillips mentioned that GFD might not have to go out to bid for this one if there is money in the budget for it or if he is the sole vendor if GFD can't find another one. N. Corwin mentioned using the May Mile money for it. Wayne Miller

said that he thinks GFD budget should cover it. S. Hollid agreed . Much discussion ensued. It was decided that GFD would table it for a month and find out how to pay for it first by talking to The Village Treasurer and then go from there.

2. Scott Hollid wanted to thank everyone for the use of the grounds for the BBQ. The takeout went well, they will likely implement some of the policies for next year.
3. Wayne Miller mentioned that the wet down for 8-3-4 will be in September some time.
4. Chief Wayde Manwaring said that bio decontamination was bought by Rescue to do ambulances and Mike R. will look into purchasing a bigger bottle etc. to do the meeting room and other spaces. Mike is going to do inservice training on it.
5. Chief Wayde Manwaring reported that when they were doing the generator and preventative maintenance for 8-3-2 they found that the cab wouldn't go up, wipers wouldn't work, doors had loose hardware, multiple lights were out, leaf spring shattered, etc. The generator is made by AMPS which is no longer in business and you can no longer get parts for it. They had to cut the generator out of the truck, if it is not rebuildable they will put it back in and there will be no generator. It is \$21,000 for the truck including taking out and looking at the generator. Peter Harris asked if every vehicle has preventative maintenance done every year. Chief Manwaring said they should be, but they haven't been doing it properly for years. Mary Bess Phillips asked if there is a policy for the PMs or if it was something that was just left behind. Chief Manwaring said there was a guy who came out on his own schedule and then they switched to Fully Involved which no one was happy with so then they switched to Hendrickson. M.B Phillips asked if they keep track of it for GFD and Chief Manwaring said yes and he keeps track of it with invoices and maintenance logs. Chief Manwaring also mentioned that Riverhead FD offered to provide them with a spare pumper but wasn't sure how it would work with insurance etc. Scott Hollid asked if there is any reason we couldn't use the old 8-3-4. Chief Manwaring said that it isn't theirs anymore and they would have to ask the Village. He also mentioned that the member who bought the old first responder car went and bought parts for it and charged it to the FD (not sure if this was intentional). Chief Manwaring gave them to the Village and the Village



isn't paying. M.B. Phillips said that he bought it as is. 1<sup>st</sup> Asst. Chief James Kalin said that he has sent the member the bills as well. M.B Phillips said it needs to go to the Village Attorney.

6. Motion made by Antone Volinski III, seconded by Wayne Miller to donate \$100 to the Parkinson's Disease Association. Motion Carried.

### **EXECUTIVE SESSION**

Motion made by Wayne Miller, seconded by Scott Hollid, to adjourn to an executive session. Motion Carried. Adjourned to executive session at 8:18PM.

Upon returning from executive session, a motion made by John Grilli, seconded by Edward Sieban, to resume with the regular meeting. Motion Carried. Regular meeting resumed at 8:39 pm.

### **READING OF THE MINUTES**

Motion by A. Volinski III, seconded by Peter Harris, to dispense with the reading of the minutes of tonight's meeting. Motion carried.

### **ADJOURMENT**

Motion by Peter Harris, seconded by Wayne Miller, to adjourn. Motion carried. The meeting was adjourned at 8:40pm.

Submitted by,

Rebecca J. Jensen

Recording Secretary



GREENPORT FIRE DEPARTMENT  
 TREASURERS REPORT  
 07/16/2020 thru 08/19/2020

GENERAL FUND	<u>beginning balance</u>	\$ 48,619.09
<u>receipts</u>	Sou Town 2% monies	+ \$22,153.57
<u>expenditures</u>	SFD- CPR class	- \$125.00
	2% monies distribution	- <u>\$55,430.64</u>
	<u>ending balance</u>	<u>\$15,217.02</u>
WOODS TRUST	<u>balance unchanged</u>	<u>\$25,000.00</u>
MEMORIAL FUND	<u>balance unchanged</u>	<u>\$1,376.13</u>
MAY MILE FUND	<u>balance unchanged</u>	<u>\$ 24,295.83</u>
WASH. B'DAY FUND	<u>balance unchanged</u>	<u>\$2,230.92</u>
RESCUE SQUAD 2% FUND	<u>balance unchanged</u>	<u>\$1,789.48</u>

submitted by James H. Kalin, Secretary-Treasurer

# GREENPORT F D SEPTEMBER 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<b>DUTY COMPANIES</b> 8-3-1 & 8-3-4	8-3-1 <b>FIRST DUE ON</b> SIGNAL 24's	1 EAGLE HOSE mtg	2	3	4	5
6	7 <b>LABOR DAY</b>	8 RESCUE SQUAD mtg FINANCE COMM. mtg	9 PHENIX H&L mtg	10 Fire School - Yaphank Lv. 6:15pm Taxpayer	11	12
13	14 RELIEF HOSE mtg STANDARD HOSE mtg	15	16 WARDENS mtg 7pm	17 Department Training Sta. 1 7pm	18	19
20	21 STAR HOSE mtg	22 EVOC Training Sta. #1 7:30pm	23	24 Fire Police 6pm	25	26
27	28 Dept. Physicals	29 EVOC Training Sta. #1 7:30pm	30 Company Officers Sta. 1 - 7pm			
Office 631.477.1943 Fax 631.477.4012	gfdfire@optonline.net gfdsec@optonline.net	<b>Chief Wayde Manwaring 631.644.5430</b> <b>1st. As't. Chief Jim Kalin 631.466.5294</b> <b>2nd. Ass't. Chief Alain DeKerillis 631.208.7506</b>				

**IMPORTANT FUTURE DATES**

October 3, Saturday, EVOC training, @ Yaphank 9am  
 November 16, Monday, Air Pack training, Sta. #1, 7pm

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



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 GREENPORT, NY 11944  
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[www.greenportfd.org](http://www.greenportfd.org)

## Greenport Fire Department Monthly Report For the Month of August, 2020

Number of calls this month: 77

Number of Calls to Date: 541

### Breakdown of calls by signal numbers:

9 (stand-by):	0
12 (brush fire):	2
13 (auto alarm, smoke, etc.):	18
13-35 (working structure fire):	0
14 (vehicle fire):	0
16 (ambulance/rescue):	43
16-23 (mva, water rescue, misc.):	4
16-59 (routine transport):	0
23 (co detector, medi-vac):	7
24/13-35 (mutual aid; working structure fire):	0
24/16 (mutual aid; ambulance/rescue):	2
24/16-23 (mutual aid; mva):	0
24/23 (mutual aid; misc., water rescue):	0
26 (boat fire):	1

### Breakdown of calls by location

Incorporated Village:	40
East/West Protection District:	35
Other:	2





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Submitted: September 9, 2020  
Meeting: September 17, 2020 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**

September 17, 2020

**Administrator's Office**

**Statistics**

Work Orders:

Electric = 70 Written, 70 Completed  
Water = 11 Written, 11 Completed  
Sewer = 76 Written, 76 Completed  
Road = 78 Written, 78 Completed

**Reports**

❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 8-06-2020. The results are detailed below in the Road Department's *Sampling* section.

❖ GADS Data: This is a monthly report about run and usage data for the generators at the Power Plant, it was sent on 8-06-2020.

## Discussion

- Ferry Project update
- Potential FEMA Electric Utility Grant

## Resolutions

- Fire Department Generator Change order
- Effluent Reuse EFC grant required resolutions

## Road/Water Department

### Statistics

Water Distribution:

12,629,000  
10,905,000 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 = 0.50 mg/L

Third Street Firehouse - Kitchen Sink  
Total Coliform = Absent  
E Coli = Absent  
Residual Chlorine = 0.60 mg/L

The form, DOH-360, was filed with the DOH on August 6, 2020 with the above results.

## Report

### Tasks Accomplished:

- ❖ Performed all normal highway tasks.
- ❖ Performed water machine maintenance
- ❖ Cleaned storm drains.
- ❖ Completed monthly 811 paperwork.
- ❖ Performed water samples, completed monthly water meter orders, water service at 123 Sterling Place, did water service at 439 1<sup>st</sup> street and did water service on 1<sup>st</sup> street.
- ❖ Responded to storm on 8/4/2020 cutting trees that fell and blocked the road.
- ❖ Performed tree work including removal of tree that fell in driveway at 233 4th avenue, cut limb that fell at turntable, cut trees that fell at Greenhill Cemetery, cut up downed limb on 522 3rd street, cut tree down on Madison Avenue and Johnson Place, took down tree 3rd street basketball court, cut limb blocking path to 4th street beach, removed tree at skate park.
- ❖ Repaired air tank on street sweeper.
- ❖ Removed mattress and dresser from Opshop and removed dresser at 3rd street basketball court.
- ❖ Replaced/installed signs at various locations.
- ❖ Replaced no parking signs on Main Street.
- ❖ Performed landscaping activities including: edging and sand added to 3rd street park, weeded steamboat corner and 5th street park flower beds, trimmed hedges on Carpenter Street.
- ❖ Assisted Treasurer's department at Village Hall.
- ❖ Swept streets around village.
- ❖ Participated in annual regulatory training.
- ❖ Changed flag 5th street park.
- ❖ Repaired weed trimmer.
- ❖ Worked on Covid-19 related infrastructure adjustments.



## Sewer Department

### Flow and Sampling:

The plant continues to run well, exceeding DEC permit requirements.  
Total plant flow for the month of August= 9,969,000 gallons.  
Average Daily Flow = .321 (MGD) Permit limit = .650 MGD  
Total Suspended Solids percent removal (TSS) = 98% Permit limit is 75%  
CBOD percent removal, = 98% Permit removal level is = 75%  
Coliform Fecal General = <3.9 MPN. Permit limit, 200 MPN/100  
Coliform Total General = 13 MPN. Permit limit 700 MPN/100  
Total Nitrogen = 11.9 LBS/day  
Mercury= .808 ng/L

### Sludge Removal:

42,000 Gallons of sludge hauled in August.

### Report

#### ❖ Treatment Plant:

Rebuilt Huber Screen valve bodies

Intensive coliform sampling performed this month

#### ❖ Collection System:

Backup Generator at Central Pump Station failed-Bad voltage regulator, Commander Power Systems supplied a temporary rental unit.

Contractor installed meter pit @ 6<sup>th</sup> St pump station

Jet-rodged Sterling Ave. for preventative maintenance

Cleared blockage on Main St. between Lucharitos and Front St.

# Electric Department

## Statistics

### Monthly Power Usage:

Maximum usage day = August 2 @ 138.332 Mwh  
Minimum usage day = August 31 @ 89.445 Mwh  
Peak demand for the month = 7.344 MW August 1, 5:30 pm  
Monthly total usage = 3,637,458 Mwh

Service calls/call outs = 5  
Streetlight repairs = 2  
Customers shut off for nonpayment = 0  
Customers turned on for payment = 0  
Customers turned on for the season = 0  
New Services = 1

### Tasks Accomplished:

- ❖ Responded to tropical storm Isaias which caused 3 different circuits trip off at different times, responded to reports of tree limbs taking down services, and some primary wire in a few places, and removed trees that were damaged by the storm.
- ❖ Responded to flickering light calls over the month.
- ❖ Worked with Wastewater Department on a several projects and repairs.
- ❖ Resolved problems with the charging system and upper controls on G 24.
- ❖ Had the annual New York state inspection and service done on the trucks.
- ❖ Installed new underground service at for new residence.
- ❖ The slip rings for generator #6 were re-installed
- ❖ Resolved voltage issue on East pier related to the 480 system by adjusting voltage tap setting on the 480-volt pad mount transformer, also replaced several bad breakers and outlets.
- ❖ Run engine 4 for DMNC test.
- ❖ Worked with the Highway Department on tree removal.
- ❖ Assisted installing signs and banners throughout the village.

### Attachments:

Greenport Meter 8-2020 (PDF)

Total Usage: 3,637,458.0000 KWH  
 Peak Demand: 7,344.00 KW  
 Occured On: 1-Aug-20-17:30  
 Load Factor: 66.57%  
 Date Start: Sat Aug1 2020  
 Date End: Mon Aug 31 2020

Period Ending	KWH
8/1/2020	132,494.00
8/2/2020	132,704.00
8/3/2020	138,332.00
8/4/2020	117,275.00
8/5/2020	126,365.00
8/6/2020	114,611.00
8/7/2020	108,108.00
8/8/2020	115,346.00
8/9/2020	123,739.00
8/10/2020	131,532.00
8/11/2020	133,116.00
8/12/2020	135,790.00
8/13/2020	123,942.00
8/14/2020	124,647.00
8/15/2020	109,686.00
8/16/2020	95,799.00
8/17/2020	99,161.00
8/18/2020	105,734.00
8/19/2020	95,962.00
8/20/2020	99,581.00
8/21/2020	111,661.00
8/22/2020	126,249.00
8/23/2020	126,937.00
8/24/2020	131,514.00
8/25/2020	131,230.00
8/26/2020	105,160.00
8/27/2020	106,754.00
8/28/2020	120,467.00
8/29/2020	118,834.00
8/30/2020	105,283.00
8/31/2020	89,445.00





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

## **Building**

# **Work Session Report for Building Department & Enforcement**

**September 17, 2020**

## **Office of Code Enforcement & Fire Prevention**

### **Reports**

- ❖ **Code Enforcement continues to patrol the Village and respond to complaints.**
- ❖ **Code Enforcement continues to work with the Greenport Fire Department to insure properties are compliant with all requirements for fire alarm systems and required monitoring services.**
- ❖ **Code Enforcement Continues to support NYS PAUSE & FORWARD Orders. These responsibilities include:**
  - Proactively speaking with business owners to ensure compliance with NYS FORWARD Order during Phased re-openings.
  - Proactively speak with restaurant owners to ensure SLA requirements are met.
  - Ensure masks/face coverings are worn and social distancing is observed on all Village sidewalks, parks, beaches, etc.

Code Enforcement Report is attached.

Building Permit Report is attached.

Traffic Enforcement Statistics Report is attached.

**Attachments:**

August 2020 Building (PDF)

August 2020 CODE (PDF)

August 2020 TRAFFIC (PDF)



Village of Greenport

September 1, 2020

**PERMIT REPORT**

From: 08/01/2020 To: 08/31/2020

Permit Number	Permit Date	Type	ParcelID	LegalAddress	Status
02831	8/5/2020	VG DECKS	6.-6-14	428 Fourth St	OPEN





# Village of Greenport Enforcement Report

## CODE ENFORCEMENT & FIRE PREVENTION

September 1, 2020

### Monthly Report

Incorporated Village

REPORT COVERING

08/01/2020 through 08/31/2020

LOCATION	DATE	FACTUAL	DISPOSITION
Ludlum Pl. Dead-End Greenport, New York 11944	8/1/2020	Overflowing Dumpster	Property issued Notice of Violation for garbage and debris on property.
306 Fifth Street Greenport, New York 11944	8/3/2020	Overgrown Grass	Property owner issued Court Appearance Tickets for failure to maintain grass. Property owner has since cut grass.
111 Main Street Greenport, New York 11944	8/4/2020 8/14/2020	COMPLAINT	Complaint of dumpster smell. Property Owner advised to have dumpster area cleaned after emptying and remove stagnant water.
630 Third Street Greenport, New York 11944	8/5/2020	See-Complainant	Complainant states shed on adjacent property may need building permit. Investigation determined no permit required.
Fifth Street Beach Greenport, New York 11944	8/5/2020	Beached Boat	Boat has washed up on shore following storm. Boat has since been removed.
306 Fifth Street Greenport, New York 11944	8/6/2020	COMPLAINT	Concern of Property Condition. Code Enforcement continues to monitor.
Mitchell Park Greenport, New York 11944	8/8/2020	Open Container	Observed male drinking alcohol while walking in Mitchell Park. Criminal Court Appearance Ticket issued.
Clark Street Garage Greenport, New York 11944	8/14/2020	Stop Work Order	Property undergoing construction requiring a Building Permit. Stop Work Issued.
Fourth Street Beach Greenport, New York 11944	8/17/2020	Possible Trespassing	Complaint from condominium owners stating people utilizing private beach. Condo management advised to provide current survey of property lines.
345 Wiggins Street Greenport, New York 11944	8/17/2020	Debris on Property	Property has furniture on property line. Notice of Violation issued. Debris has since been removed.
156 Central Avenue Greenport, New York 11944	8/19/2020	Brush Pickup	Complaint of brush placed in parking spot for pickup. Road Crew has since removed pile.

LOCATION	DATE	FACTUAL	DISPOSITION
624 Main Street Greenport, New York 11944	8/22/2020 8/30/2020	COMPLAINT	Complaint of loud noises from property at 03:00-03:30. Code Enforcement to work with Southold Town Police on future complaints.
331 Front Street Greenport, New York 11944	8/28/2020	COMPLAIN	Complaint of holes in fence. Notice of Violation issued, property owner will have repairs to fence made when repairs to building are conducted.
512 Front Street Greenport, New York 11944	8/30/2020	COMPLAINT	Complaint of dog wandering with no leash. Code Enforcement continues to monitor.
47 Front Street Greenport, New York 11944	8/31/2002	Required monitoring system failure.	Occupancy of building revoked until required life safety monitoring systems have been restored and properly functioning. Property has since submitted required certifications and documents - occupancy was restored.

---

## RENTAL PERMIT INFORMATION

### INFORMATION

*The following statistics represent the status of rental permits and rental permit violations from January 1, 2018 – September 1, 2020*

**Applications Received: 186**

**Incomplete Applications** (Missing fees, docs, etc.): 13

\*We have begun contacting properties with pending incomplete applications.

**Applications Pending Inspection: 8**

(These include several North Fork Housing Alliance Units & Properties who have opted to have an architect/engineer certify compliance.)

**Applications Pending Re-Inspection** (Corrections needed to be made to rental unit): 2

**Applications Completed/Permits Issued: 163**

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# Village of Greenport Enforcement Report

## TRAFFIC ENFORCEMENT (PARKING)

September 1, 2020

### Monthly Report

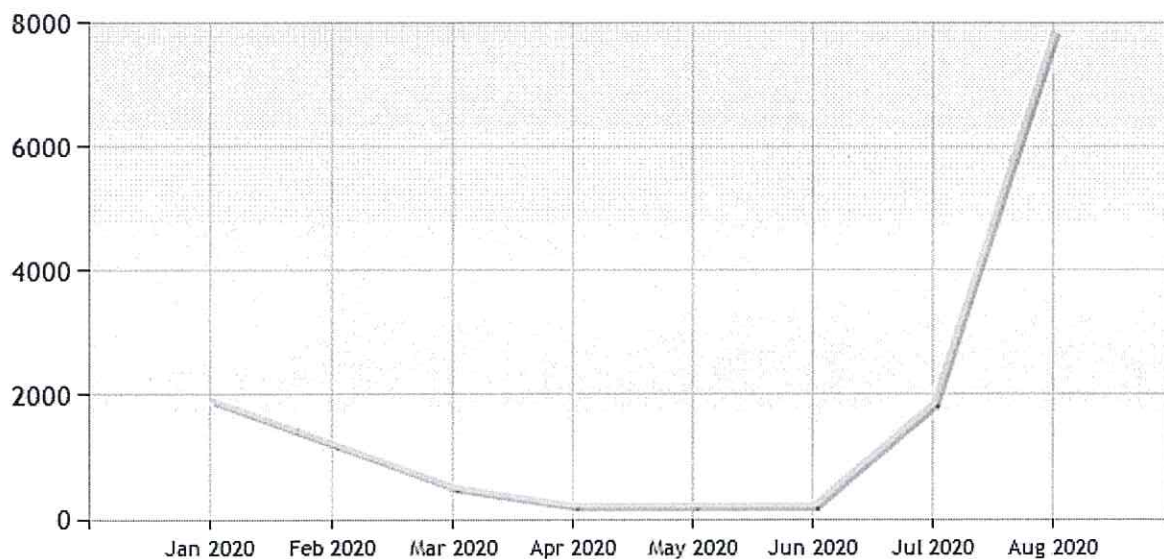
Incorporated Village

REPORT COVERING  
08/01/2020 through 08/31/2020

#### FINE COLLECTION BY MONTH: 2020

MONTH	No. OF TICKETS PAID	AMOUNT COLLECTED (VIA PLEA OF GUILTY OR COURT RULING)
January	14	\$1,930.00
February	11	\$1,225.00
March	3	\$525.00
April	1	\$225.00
May	3	\$225.00
June	3	\$225.00
July	23	\$1,875.00
<b>August</b>	<b>101</b>	<b>\$7,860.00</b>
September		
October		
November		
December		
<b>YTD</b>	<b>159</b>	<b>\$14,090.00</b>

Case Track



— S Collected



**Case by Violation Type: AUGUST 2020**

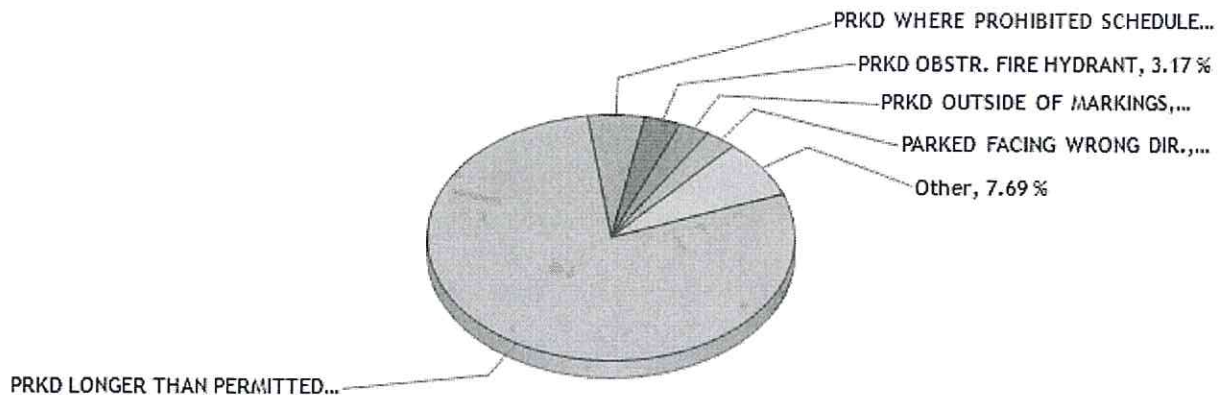
Code	Description	2020	Total
1	VEHICLE PARKD OUTSD LINES	4	4
10	PRKD. IN HANDICAPPED SCHD. XIX.	4	4
11	PRKD OBSTR. FIRE HYDRANT	7	7
13	PARKED ON SIDEWALK	1	1
15	UNINSPECTED	1	1
16	PARKED FACING WRONG DIR.	6	6
18	PRKD OUTSIDE OF MARKINGS	6	6
2	PRKD WHERE PROHIBITED SCHEDULE XI.	11	11
24	STOPPING/PARKING AT CHARGING STATION	3	3
4	STOP OR STAND WHERE PROHIBITED SCH. XII.	3	3
8	PRKD LONGER THAN PERMITTED SCHD XVI.	174	174
OTHER	parked on Johnson Place	1	1
Total		221	221

**Top five by Violation Types**

- PRKD LONGER THAN PERMITTED SCHD XVI.
- PRKD WHERE PROHIBITED SCHEDULE XI.
- PRKD OBSTR. FIRE HYDRANT
- PRKD OUTSIDE OF MARKINGS
- PARKED FACING WRONG DIR.

These Violations combined represent 92.3% of issuance Village wide.

**Frequently Issued Violations**





236 THIRD STREET  
GREENPORT NY 11944

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

**MAYOR**  
GEORGE W. HUBBARD, JR.  
EXT. 215

**TRUSTEES**  
JACK 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: September 9, 2020  
Meeting: September 17, 2020 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

September 17, 2020

## Mitchell Park Marina/Parks

- ❖ Mitchell Park plumbing repairs for broken pipes and fixtures.
- ❖ Rear ADA Carousel Door converted to manual operation.
- ❖ Marina reservations have increased and have become more aligned with a normal non Covid season.
- ❖ Mega yacht reservations have increased, receiving 14 large vessels for the month of August.
- ❖ Dual 200-amp 480v capability installed to accommodate larger yachts ad bringing in \$600.00 per day when in use.
- ❖ Everything is going well at Fifth Street Beach. The lifeguards and beach attendant are doing a remarkable job enforcing the Covid-19 protocols as deemed by the Department of Health.

Monthly Revenue Reports are attached.

## Recreation Center

### Statistics

### Reports

- ❖ The Recreation Center is diligently preparing for its reopening on September 14<sup>th</sup> for the After-School Program.
- ❖ All classrooms thoroughly cleaned.
- ❖ All Covid-19 protocols in place for a safe opening.

# Campground

## Tasks Accomplished

- ❖ The Campground continues to run smooth.
- ❖ General grounds maintenance continues on a weekly basis.
- ❖ Bathrooms continue to be cleaned and restocked several times a day.
- ❖ Site map updated.
- ❖ All campground rules enforced as per Covid-19 guidelines.
- ❖ Worked diligently in collecting all rental fees for the month of August.

### **Attachments:**

RECREATION MONTHLY REVENUE REPORT 091720 (PDF)







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**CLERK**  
SYLVIA PIRILLO, RMC  
EXT. 206

**TREASURER**  
ROBERT BRANDT  
EXT. 217

Submitted: September 10, 2020  
Meeting: September 17, 2020 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**

Work Session September 2020

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

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4656, to appropriate reserves to fund the purchase of the SCADA Software System, and directing that Budget Amendment# 4656 be included as part of the formal meeting minutes of the September 24, 2020 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4657, to appropriate reserves to fund the purchase of a 2005 International 10 yard dump truck, and directing that Budget Amendment# 4657 be included as part of the formal meeting minutes of the September 24, 2020 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4658, to appropriate reserves to fund the purchase of the Sixth Street pump, and directing that Budget Amendment# 4658 be included as part of the formal meeting minutes of the September 24, 2020 Regular Meeting of the Board of Trustees.

## **UTILITY BILLING**

Billing statistics for month of August finalized. Sector 1 bills calculated and mailed. Sector two currently being read, to be completed by 9/21/20.

## **COMMUNITY DEVELOPMENT/ HOUSING AUTHORITY**

5 Recertifications and 10 interims were performed for August 2020.  
1 voucher was issued in August 2020. One voucher was terminated.

## **SIGNIFICANT COLLECTIONS**

Rents for August 2020 - \$ 91,777.96

Property Tax Collected - \$ 1,074,083.00

NY State share for Hurricane Sandy - \$ 7,604.22

Interest Refund for Series 2012 Refunding Bonds - \$ \$ 12,895.40

## **SIGNIFICANT PAYMENTS**

2002 Sewer Bond - \$ 66,000.00

## **INFORMATIONAL:**

Cash Holdings Report - See attached

Utility Billing Statistics Report - See attached

CD/HA Monthly Financials - See attached

Property Tax Collections Report - See attached

## **Attachments:**

AUGUST 2020 BANK BALANCES (PDF)

MONTHLY BILLING STATISTIC REPORT AUGUST 2020 (PDF)

PROPERTY TAX COLLECTIONS THROUGH AUGUST 2020 (PDF)

HA FINANCIALS AUGUST 2020 (PDF)

CD FINANCIALS AUGUST 2020 (PDF)

BUDGET AMENDMENT 4656 (PDF)

BUDGET AMENDMENT 4657 (PDF)

BUDGET AMENDMENT 4658 (PDF)







# EOM Billing Statistics Report

Rate Summary - All Routes

Service	Rate# - Description	Bills	Min. Bills	Usage	Charge	Usage	Demand	Contract	PCA	NYSCES	Comm Tax	Res Tax	
Electric	2 - Electric - Flat Charge	12	0	0	0	0	0	556.16					
	9 - Residential (1, 1)	1365	0	1289781	137,865.33	0	0		2,651.75	5,326.93		9.61	
	10 - Water Heating (2, 2)	12	0	1457	116.90	0	0		3.00	6.02		3.14	
	11 - All Electric (3, 3)	336	0	239248	26,345.58	0	0		491.97	988.07		692.03	
	13 - Demand - Class 3 (5, 5)	5	0	421400	23,556.26	1216	14,288.00		866.40	1,740.37	1,306.84		
	14 - Village St. Lighting (6, 6)	5	0	29051.375	3,343.81	0	0		59.74	119.98			
	15 - Town St Lighting (7, 7)	1	0	1105.925	127.29	0	0		2.27	4.57			
	19 - Traffic Lights (11, 11)	1	0	1416	146.65	0	0		2.91	5.85			
	20 - Contract St Lighting (12, 12)	2	0	155	0.00	0	0						
	21 - Sterling Harbor (13, 13)	2	0	1375.625	158.33	0	0		2.83	5.68	14.39		
	<b>Electric Total</b>		1741	0	1984989.925	191,660.15	1216	14,288.00	556.16	4,080.87	8,197.47	1,321.23	4,214.95
	Sewer	3 - Sewer - INSIDE Flat Charge	34	0	0	1,791.80	0	0					
		4 - Sewer - OUTSIDE Flat Charge	1	0	0	63.70	0	0					
		23 - Sewer - IN VILL 3/4" W/SEWER (14, 14)	888	331	6500.9	81,473.70	0	0					
		25 - Sewer - IN VILL 1" W/SEWER (15, 15)	30	9	492.4	5,956.40	0	0					
		27 - Sewer - IN VILL 1 1/2" W/SEWER (16, 16)	12	5	317.7	4,712.40	0	0					
		29 - Sewer - IN VILL 2" W/SEWER (17, 17)	27	5	717.9	10,227.45	0	0					
		31 - Sewer - IN VILL 3" W/SEWER (18, 18)	1	0	3.6	42.00	0	0					
		33 - Sewer - IN VILL 4" W/SEWER (19, 19)	3	1	457.5	7,009.65	0	0					
		54 - Sewer - OUTSIDE RES SEWER (50, 50)	78	44	1535.9944	31,661.24	0	0					
		57 - SPLIT SEWER BILLING (52, 52)	1	0	4	0.00	0	0					
62 - O/S DRIFTWOOD COVE 52		1	0	245.0448	4,432.90	0	0						
63 - O/S DRIFTWOOD COVE 49		1	0	233.6004	4,231.01	0	0						
64 - O/S PECONIC LANDING 301		1	1	832	18,963.00	0	0						
65 - O/S CLIFFSIDE CONDOS-SEWER		1	0	279	4,950.00	0	0						
<b>Sewer Total</b>		1079	396	11619.6396	175,515.25	0	0						
Water		5 - Water - Flat Charge	31	0	0	866.95	0	0					
		22 - RES VILL 3/4" W/SEWER (14, 14)	898	158	7362	38,227.16	0	0					
		24 - RES VILL 1" W/SEWER (15, 15)	31	5	573	2,644.23	0	0					
		26 - COMM VILL 1 1/2" W/SEWER (16, 16)	13	4	430	1,923.13	0	0					
		28 - COMM VILL 2" W/SEWER (17, 17)	29	7	839	3,627.29	0	0					
		30 - COMM VILL 3" W/SEWER (18, 18)	1	1	4	44.46	0	0					
	32 - COMM VILL 4" W/SEWER (19, 19)	3	1	665	3,086.64	0	0						
	46 - COMM VILLAGE 1 1/2" (42, 42)	1	1	0	44.46	0	0						
	47 - COMM VILLAGE 2" (43, 43)	7	0	895	3,839.80	0	0						
	48 - RES VILLAGE 3/4" (44, 44)	116	31	1861	8,985.22	0	0						
	49 - RES VILLAGE SEWER ONLY (45, 45)	6	0	0	0.00	0	0						
	52 - FLAT-FIRE SPRINKLERS (49, 49)	31	0	0	0.00	0	0						
	53 - OUTSIDE RES SEWER (50, 50)	73	0	1795.2	0.00	0	0						
	<b>Water Total</b>	1240	208	14424.2	63,289.34	0	0						
	electric-small commercial	366	0	1144749.4	143,183.43	0	0			2,353.56	4,727.82	11,353.41	
	16 - Operating Municipal (8, 8)	33	0	135892	17,274.40	0	0			279.39	561.24		
	17 - Water Department (9, 9)	2	0	0	24.86	0	0						
	18 - Sewer Department (10, 10)	10	0	60622	7,677.42	0	0			124.63	250.37		
	73 - Electric Power Plant	6	0	21456	0.00	0	0						
	<b>electric-small commercial Total</b>	417	0	1362719.4	168,160.11	0	0			2,757.58	5,539.43	11,353.41	
	<b>Grand Total</b>	4477	604	3373753.1646	598,624.85	1216	14,288.00	556.16	6,838.45	13,736.90	12,674.64	4,214.95	



# VILLAGE OF GREENPORT

## Payment to 08/31/2020, Balance as of 08/31/2020

	Count	Balance Amt	Count	Paid Amt	Count	Refunds	Payment Total	Writeoff
<b>Grand Totals</b>								
BID MT	17	5,129.12	100	45,360.88			45,360.88	
SEWER MT	17	28,816.85	23	12,554.76			12,554.76	
VLLT	67	66,358.34	963	1,009,086.86			1,009,086.86	
WATER MT	17	11,251.56	22	6,120.60			6,120.60	
<b>Total PRINCIPAL</b>		<u>111,555.87</u>		<u>1,073,123.10</u>			<u>1,073,123.10</u>	
PEN			20	959.90			959.90	
<b>Total PENALTY</b>				<u>959.90</u>			<u>959.90</u>	
<b>Total</b>		<u>111,555.87</u>		<u>1,074,083.00</u>			<u>1,074,083.00</u>	



**FDS - 213 Center St & 278 2nd Street Monthly Revenue & Expenses - August 2020**

Account Description	REVENUE: 213 Center 213 Center	REVENUE: 278 2nd Street UNIT 1 - 8124	UNIT 2 - 8327	UNIT 3	HOUSE	\$ 4,775.00
Rent	\$ 1,125.00	\$ 1,350.00	1,125.00	\$ 1,175.00		
Late Fees/Credits						
<b>TOTAL REVENUE</b>	<b>\$ 1,125.00</b>	<b>\$ 1,350.00</b>	<b>\$ 1,125.00</b>	<b>\$ 1,175.00</b>	<b>\$ -</b>	<b>\$ 3,650.00</b>
<b>EXPENSES:</b>						
<b>EXPENSES: 213 Center</b>						
<b>213 CENTER</b>						
<b>Utilities</b>						
Electric	\$ 73.11				HOUSE - 8590 RE/8361 SW	
Water/Sewer	\$ 64.17				\$ 12.26	
Propane/Heating Oil	\$ 158.63				\$ 103.86	
<b>Admin</b>					\$ 296.13	
Salary (\$6.50 X 2 payperiods 140 hrs=\$910.00 divide by 2.5% and 75%) [\$26.01 x 2.5%=\$6.50]	\$ 227.50				\$ 682.50	\$ 910.00
Payment Agreement to Village					\$ 1,000.00	
<b>Total</b>	<b>\$ 523.41</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,094.75</b>	
<b>MAINTENANCE: 213 Center</b>						
<b>213 CENTER</b>						
<b>MAINTENANCE: 278 2nd Street</b>						
<b>278 2nd Street</b>						
<b>UNIT 1</b>						
<b>UNIT 2</b>						
<b>UNIT 3</b>						
<b>HOUSE</b>						
<b>Maintenance Repairs/Other</b>						
Sentry Automatic Fire Protection					\$ 1,400.00	
Mattituck Enviro Services					\$ 39.49	
Pine Oaks Landscaping					\$ 140.00	
<b>Total Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,579.49</b>	
<b>MONTHLY FINANCIAL SUMMARY</b>						
<b>213 CENTER</b>						
Interest Earned						
Total Revenue	\$ 1,125.00				\$ 3,650.00	
Total Expenses	\$ 523.41				\$ 3,674.24	
<b>NET REVENUE</b>	<b>\$ 601.59</b>				<b>\$ (24.24)</b>	
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES</b>	<b>\$ 601.59</b>				<b>\$ (24.24)</b>	
1000						













236 THIRD STREET  
GREENPORT NY 11944

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**TREASURER**  
ROBERT BRANDT  
EXT. 217

Submitted: September 10, 2020  
Meeting: September 17, 2020 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 September 2020 Work Session Report**

### **VILLAGE of GREENPORT - BOARD of TRUSTEES WORK SESSION**

to be presented at the meeting held on September 17, 2020  
Report of Sylvia Lazzari Pirillo, Village Clerk

#### **Agreements and Contracts**

1. The signed lease agreement between the Village and the AME Zion Church was given to a Church representative on September 2<sup>nd</sup>. It was fully executed on September 2<sup>nd</sup>.
2. The signed Inter-Municipal Agreement with the Town regarding the pump-out boat was mailed to the Town on September 2<sup>nd</sup>.

#### **Executive Orders**

Executive Orders 2020-1(U) - (AA) extending the use of masks in the Village through September 11th were signed by Mayor Hubbard.

#### **Legal Notices Published**

1. RFP re: feasibility study for effluent use - published 9/10/20 - returnable 10/1/20
2. Peconic Land Trust Wetlands Permit Application public hearing - published 9/10/20

## **Resolutions**

RESOLUTION approving the attached SEQRA determination regarding the project identified as the "New Sanitary Sewer Central Pump Station Replacement", establishing the Village of Greenport Board of Trustees as the lead agency for the Project, declaring the Project to be a Type II Action for purposes of SEQRA, and adopting a Negative Declaration for purposes of SEQRA.

RESOLUTION approving the attached SEQRA determination regarding the Effluent Reuse Feasibility Study grant, establishing the Village of Greenport Board of Trustees as the lead agency for the Study, declaring the Study to be a Type II Action for purposes of SEQRA, and adopting a Negative Declaration for purposes for SEQRA.

RESOLUTION approving the attached resolution authorizing and appropriating a 20% local match for the Effluent Reuse Feasibility Study grant.

RESOLUTION authorizing Mayor Hubbard, on behalf of the Village of Greenport, to execute a grant agreement regarding the Effluent Reuse Feasibility Study with the New York State Environmental Facilities Corporation and any and all other contracts, documents and instruments necessary to bring about the project to fulfill the obligations of the Village of Greenport under the grant agreement.

RESOLUTION approving the attached easement agreement between the Board of Managers of Pipes Cove Condominiums and the Village of Greenport, and authorizing Mayor Hubbard to sign the easement agreement on behalf of the Village of Greenport.

### **Attachments:**



Incorporated Village of Greenport – September 24, 2020 at 7:00 p.m.  
Regular Meeting of the Board of Trustees

**RESOLUTION 2020- [REDACTED] ~ SEQRA DETERMINATION**

WHEREAS, the Board of Trustees of the Village of Greenport, in the County of Suffolk, a municipal corporation of the State of New York, has given due consideration to the proposed project identified as “New Sanitary Sewer Central Pump Station Replacement”;

WHEREAS, the Board of Trustees of the Village of Greenport has reviewed the Engineering Report and the design plans and specifications provided by the engineer J.R. Holzmacher, P.E., LLC, dated April, 2020 and revised August 21, 2020, that depicts the said work on this project and accepts same as approved for soliciting bids for construction;

WHEREAS, based on the Engineering Report, Design Plans, Specifications and the preparation and review of the environmental assessment form containing an explanation of the action and impacts of said project and its component parts prepared by J.R. Holzmacher, P.E., LLC, dated April, 2020 and revised August 21, 2020 on behalf of the Village of Greenport, the Board of Trustees determines that each component part of the said project constitutes a Type II action pursuant to the State Environmental Quality Review Act (SEQRA) and there is no significant adverse environmental impact; and

RESOLVED: The Greenport Village Board as lead agency hereby determines and declares that such project and each component part of said project constitutes a Type II action pursuant to the State Environmental Quality Review Act (SEQRA), constituting Article 8 of the Environmental Conservation Law, and 6 N.Y.C.R.R., Regulations Part 617.5, (c) and that each component part of said project be deemed to constitute a Negative Declaration and has accepted the findings of the short form EAF and no further environmental review is required.

NOW THEREFORE,

On motion of: Trustee [REDACTED]      Seconded by: Trustee [REDACTED]  
it was unanimously approved.

Present:      Mayor [REDACTED]  
                 Deputy Mayor [REDACTED]  
                 Trustee [REDACTED]  
                 Trustee [REDACTED]  
                 Trustee [REDACTED]



**WHEREAS**, Title 6 of the New York Code of Rules and Regulations (6 NYCRR) Section 617.5 under the State Environmental Quality Review Act (SEQR) provides that certain actions identified in subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law;

**NOW, THEREFORE, BE IT:**

**RESOLVED** that the Village of Greenport hereby determines that the proposed Effluent Reuse Feasibility Study is a Type II action in accordance with 6 NYCRR Section 617.5(c) and is therefore not subject to further review under 6 NYCRR Part 617.

**NOW, THEREFORE, BE IT:**

**RESOLVED** that the Village of Greenport, is Lead Agency, and hereby determines that the proposed project will not have a significant adverse effect on the environment and hereby issues a Negative Declaration pursuant to the provisions of the State Environmental Quality Review Act for the reasons set forth in the attached Notice of Determination of Non-Significance.

**RESOLVED** that the Village of Greenport is authorized to take all actions reasonable and necessary to file the Negative Declaration and discharge the Village of Greenport's responsibility as lead agency for this action.

**NOW, THEREFORE, BE IT:**

**RESOLVED** that the Village of Greenport authorizes and appropriates a minimum 20% local match as required by the Engineering Planning Grant Program for the Effluent reuse feasibility Study.

Under the EPG) program, this local match must be at least 20% of the EPG grant award of \$ 26,420.

The source of the local match, and any amount in excess of the required match, shall be provided from the General Fund.

The maximum local match shall not exceed \$ 5,284 based upon a total estimated maximum project cost of \$ 31,704.

The Village Administrator may increase this local match through the use of in-kind services without further approval from the Village of Greenport.

## EASEMENT AGREEMENT

This agreement made the 8th day of September, 2020 between the Board of Managers of Pipes Cove Condominium ("Pipes Cove") a duly formed entity with its principal office located at 131 Sixth Street, Greenport, NY 11944 and the Incorporated Village of Greenport (Greenport) a municipal corporation with its offices located at 236 Third Street, Greenport, NY:

WHEREAS Pipes Cove is the owner of certain real property (the "Property") that is identified as 131 Sixth Street, Greenport, New York, 11944, and is more specifically identified by Suffolk County Tax Map Number 1001007000100016006; and

WHEREAS Greenport is the owner of the roadway adjacent to and that services the Property which roadway is a Village owned public roadway known as Sixth Street; and

WHEREAS Pipes Cove is going to replace a certain bulkhead at a location on the Property that is hereinafter described, and

WHEREAS the replacement of the bulkhead by Pipes Cove is necessary for Pipes Cove to maintain the existing boat basin on or adjacent to the Property in a safe condition, and

WHEREAS the placement of said bulkhead is necessary for Greenport in order to maintain the integrity of Sixth Street and the sidewalk located therein, and

WHEREAS Greenport has requested, and Pipes Cove has agreed to maintain a certain area on the Property in a natural habitat without a planted grass lawn, and

WHEREAS it will be necessary in order to properly stabilize and provide the necessary support for the replaced bulkhead to utilize helical anchors which are approximately sixty (60) feet in length as shown on certain plans heretofore approved by Greenport prepared by LK McLean Associates PC dated October 2019, a copy of which are annexed hereto, which helical anchors will be placed under the roadway of Sixth Street as indicated on the October, 2019 plans; and

WHEREAS Pipes Cove hereby agrees to pay for and hold Greenport harmless for any and all damages caused to the Greenport Village Water Main and Greenport Village Sewer Line which are located beneath the surface of Sixth Street, and to Sixth Street:

NOW, Pipes Cove and Greenport do hereby agree that;

1. Greenport hereby grants and conveys an easement for the installation of helical anchors under the surface of Sixth Street for a distance of forty-eight (48) feet from the Property into said Sixth Street beginning at a point on the westerly line of Sixth Street beginning at a point on said westerly line of Sixth Street 50 feet from the boundary of the lands between now or formerly of Ludacer and the lands of Pipes Cove with at the intersection of said boundary and the westerly line of Sixth Street running thence along said westerly line of Sixth Street South 7 degrees 18 minutes 40 seconds West a distance of 140 feet.

2. The helical anchors shall be placed and maintained in such a manner so as not to damage or undermine Sixth Street or the surface or structure of the roadway or to interfere with the public water and sewer or any other public utilities that are located under the Sixth Street roadway.

3. The term of this easement shall be for forty-nine (49) years from the date that this Easement Agreement is fully executed.



4. Either party may terminate this agreement due to the noncompliance of the other party on thirty days written notice to the other party.


5. On the expiration or termination of this Easement Agreement Pipes Cove shall remove all Pipes Cove property and equipment from on or under Sixth Street.

6. This Easement Agreement contains all of the agreements of the parties and there is no other agreement between the parties that is not in writing and is not contained in this Easement Agreement and this Easement Agreement and the agreement of the parties can only be amended or modified in writing executed by both parties.

VILLAGE OF GREENPORT:

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

BOARD OF MANAGERS OF THE  
PIPES COVE CONDOMINIUM

BY:  \_\_\_\_\_

Robert Wallace, President

ACKNOWLEDGEMENT OF BOARD OF MANAGERS OF PIPES COVE CONDOMINIUM.  
STATE OF NEW YORK)

)ss:

COUNTY OF SUFFOLK )

On this 8th day of September, 2020, before me personally came Robert Wallace to me known, who, being by me duly sworn did depose and say that he resides at 37 Fleetwood Road, Commack, NY 11725 that he is the President of Board of Managers of Pipes Cove Condominium the Corporation described in and which executed the foregoing instrument; that he knows the Seal of said Corporation; that one of the seals affixed to said instrument is such seal; that it was so affixed by order of the Board of Directors of said corporation and that he signed his name thereto by like order.

(SEAL)



Notary Public

WILLIAM H. PRICE, JR.  
Notary Public, State of New York  
No. 4644944, Suffolk County  
Term Expires February 28, 2022

ACKNOWLEDGEMENT OF GREENPORT

STATE OF NEW YORK

COUNTY OF SUFFOLK

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me personally came \_\_\_\_\_ to me known to be the \_\_\_\_\_ the persona described as such in and who as such executed the foregoing instrument and he acknowledged to me that he executed the same as for purposes therein mentioned.

(SEAL)

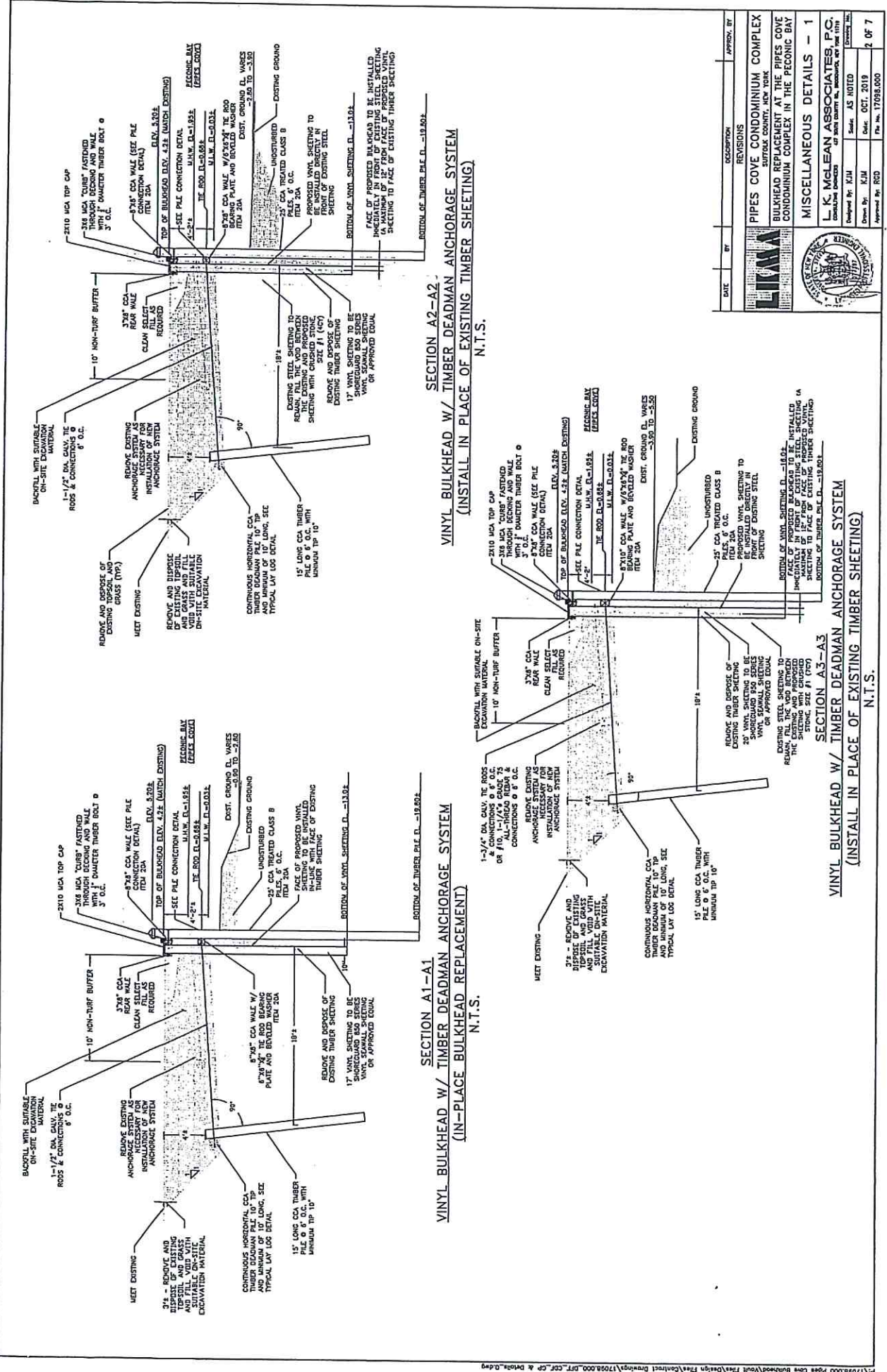
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Notary Public









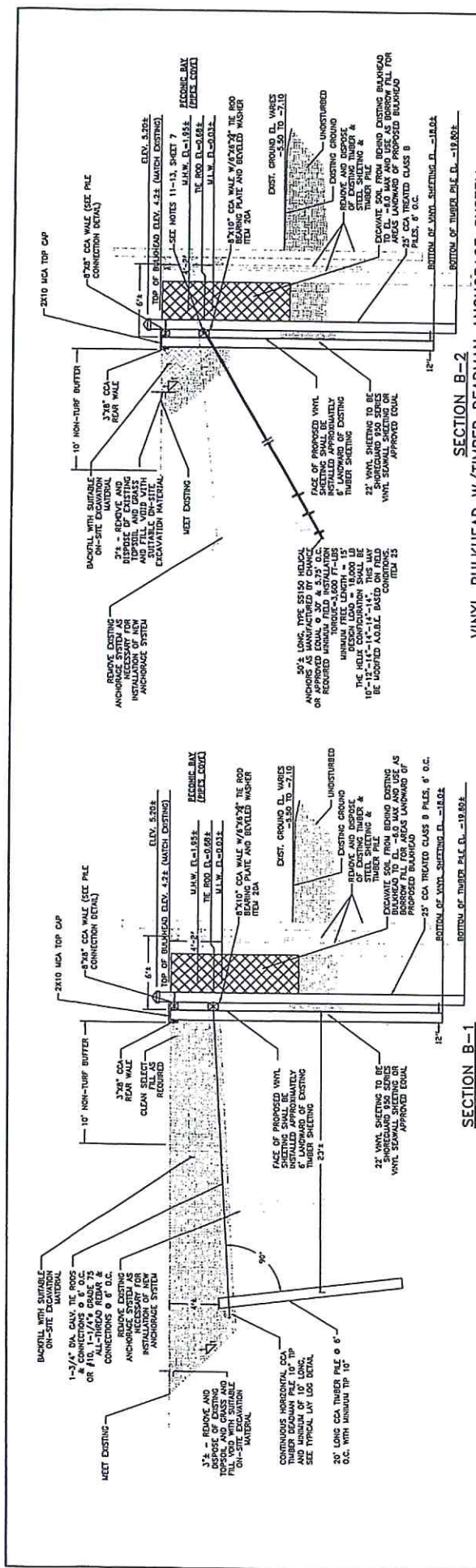
**SECTION A1-A1**  
**VINYL BULKHEAD W/ TIMBER DEADMAN ANCHORAGE SYSTEM**  
 (IN-PLACE BULKHEAD REPLACEMENT)  
 N.T.S.

**SECTION A2-A2**  
**VINYL BULKHEAD W/ TIMBER DEADMAN ANCHORAGE SYSTEM**  
 (INSTALL IN PLACE OF EXISTING TIMBER SHEETING)  
 N.T.S.

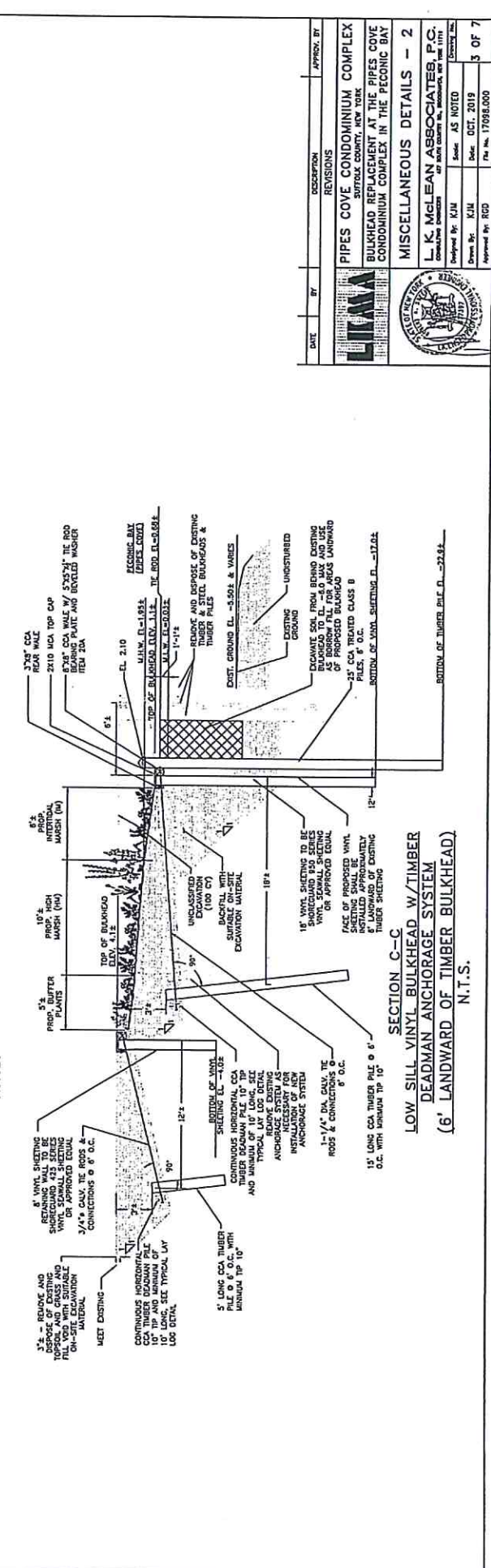
**SECTION A3-A3**  
**VINYL BULKHEAD W/ TIMBER DEADMAN ANCHORAGE SYSTEM**  
 (INSTALL IN PLACE OF EXISTING TIMBER SHEETING)  
 N.T.S.

DATE	BY	DESCRIPTION	APPROV. BY
		REVISIONS	
PIPES COVE CONDOMINIUM COMPLEX SUFFERL COUNTY, NEW YORK			
BULKHEAD REPLACEMENT AT THE PIPES COVE CONDOMINIUM COMPLEX IN THE PECONIC BAY			
MISCELLANEOUS DETAILS - 1			
L.K. McLEAN ASSOCIATES, P.C. CONSULTING ENGINEERS OF SUFFOLK COUNTY, N.Y.			
Designed By:	KJM	Scale:	AS NOTED
Drawn By:	KJM	Date:	OCT. 2019
Approved By:	RCD	Proj. No.:	17098.000
		Sheet No.:	2 OF 7

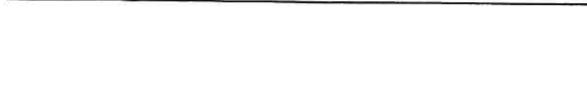




SECTION B-1  
**VINYL BULKHEAD W/TIMBER DEADMAN ANCHORAGE SYSTEM**  
 (6' LANDWARD OF TIMBER BULKHEAD)  
 N.T.S.



SECTION B-2  
**VINYL BULKHEAD W/TIMBER DEADMAN ANCHORAGE SYSTEM**  
 (6' LANDWARD OF TIMBER BULKHEAD)  
 N.T.S.



SECTION C-C  
**LOW SILL VINYL BULKHEAD W/TIMBER DEADMAN ANCHORAGE SYSTEM**  
 (6' LANDWARD OF TIMBER BULKHEAD)  
 N.T.S.

DATE	BY	DESCRIPTION	APPROVED BY
		REVISIONS	
<b>PIPES COVE CONDOMINIUM COMPLEX</b> BULKHEAD REPLACEMENT AT THE PIPES COVE CONDOMINIUM COMPLEX IN THE PECONIC BAY			
<b>MISCELLANEOUS DETAILS - 2</b>			
<b>L. K. McLEAN ASSOCIATES, P.C.</b> CONSULTING ENGINEERS 100 WEST STREET, SUITE 200, NEW YORK, NY 10038			
Designed By:	KJM	Scale:	AS NOTED
Drawn By:	KJM	Date:	OCT. 2019
Approved By:	RED	File No.:	17098.000
		Sheet No.:	3 OF 7

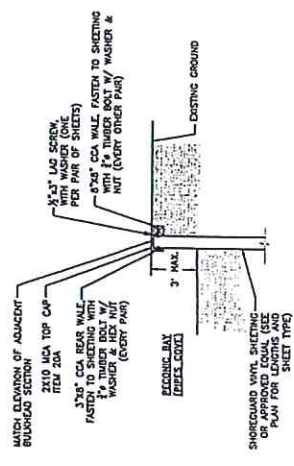




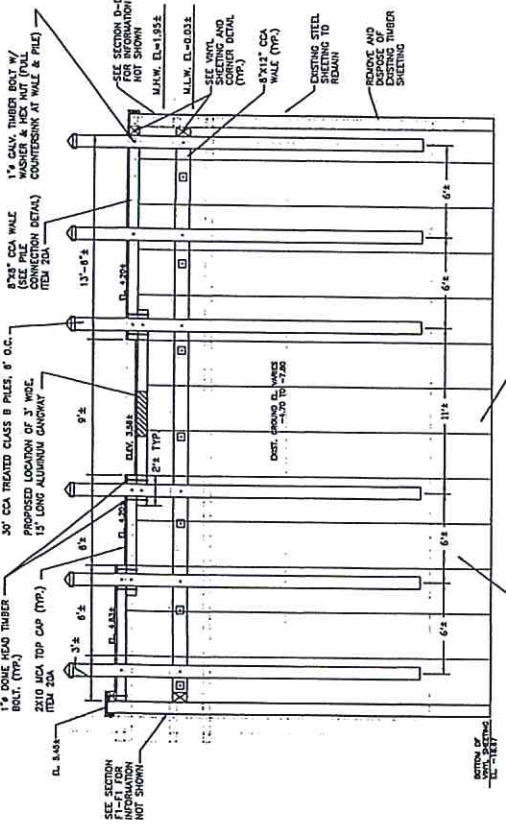




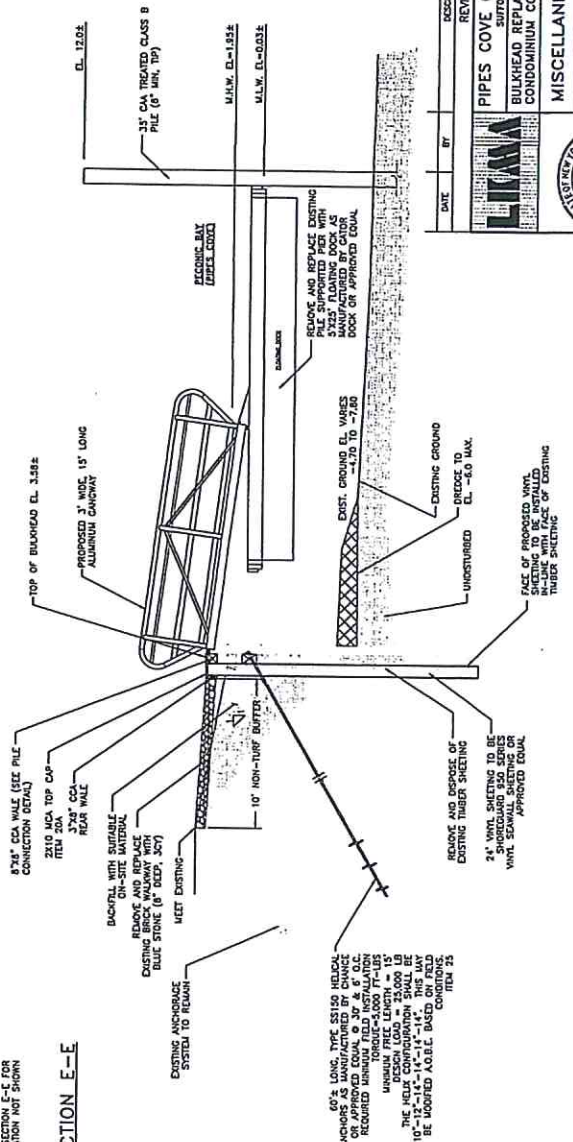
**GENERAL NOTES:**  
 1. BULKHEAD RETURN DETAIL ONLY TO BE USED WHEN EXPOSED BULKHEAD HEIGHT IS LESS THAN 3 FEET. WHEN BULKHEAD HEIGHT EXCEEDS 3 FEET, CONTRACTOR SHALL UPEND THE ADJACENT BULKHEAD SECTIONS SHOWN ON THE PLANS.



**BULKHEAD RETURN DETAIL**  
 N.T.S.



**BULKHEAD ELEVATION FOR SECTION E-E**  
 N.T.S.



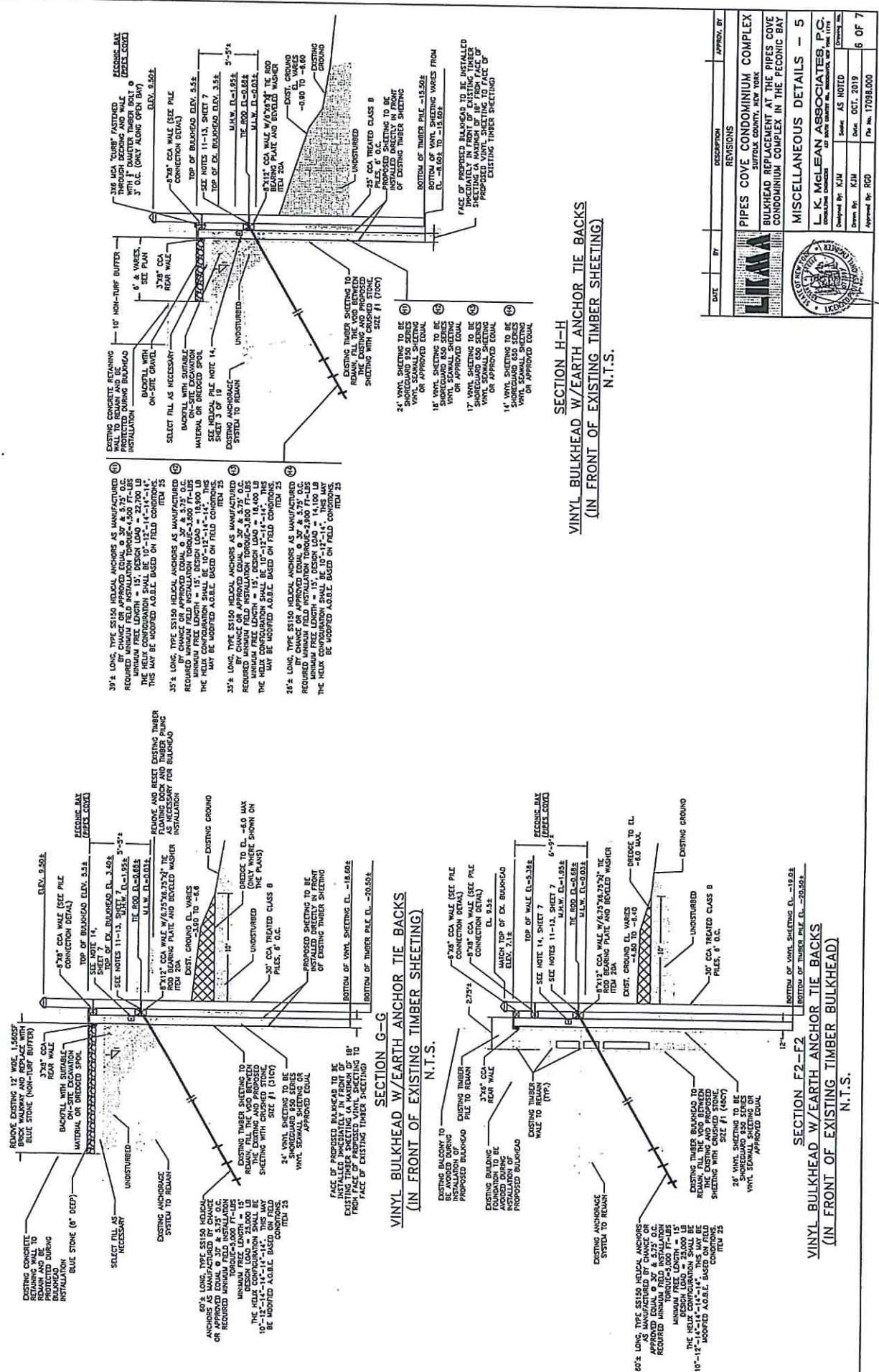
**SECTION E-E**  
**VINYL BULKHEAD @ FLOATING DOCK**  
 N.T.S.

DATE	BY	DESCRIPTION	APPROV. BY
		REVISIONS	

<b>PIPES COVE CONDOMINIUM COMPLEX</b>	
SUFFOLK COUNTY, NEW YORK	
BULKHEAD REPLACEMENT AT THE PIPES COVE CONDOMINIUM COMPLEX IN THE PECONIC BAY	
<b>MISCELLANEOUS DETAILS - 4</b>	
<b>L K McLEAN ASSOCIATES, P.C.</b>	
Designed By: KJM	Scale: AS NOTED
Drawn By: KJM	Date: OCT. 2019
Approved By: RDD	Proj. No. 17098.000
	Sheet No. 5 OF 7





EXISTING CONCRETE RETAINING WALL TO REMAIN AND BE PROTECTED DURING BULKHEAD INSTALLATION

REMOVE EXISTING 12" WIDE 1.560FT BRICK WALKWAY AND REPLACE WITH BLUE STONE (NON-TURF BUFFER)

BACKFILL WITH SUITABLE ON-SITE GRANULAR MATERIAL OR DREDGED SPOIL

UNDISTURBED

SELECT FILL AS NECESSARY

EXISTING ANCHORAGE SYSTEM TO REMAIN

EXISTING TIMBER SHEETING TO REMAIN, FILL THE VOID BETWEEN EXISTING TIMBER SHEETING WITH CRUSHED STONE (SIZE #1 (3/10))

24" VINYL SHEETING TO BE SHOREGUARD 850 SERIES VINYL SHEETING ON APPROVED EQUAL

FACE OF PROPOSED BULKHEAD TO BE INSTALLED IMMEDIATELY IN FRONT OF EXISTING TIMBER SHEETING

BOTTOM OF VINYL SHEETING EL. -15.00

BOTTOM OF TIMBER PILE EL. -15.00

EXISTING TIMBER SHEETING TO REMAIN, FILL THE VOID BETWEEN EXISTING TIMBER SHEETING WITH CRUSHED STONE (SIZE #1 (3/10))

24" VINYL SHEETING TO BE SHOREGUARD 850 SERIES VINYL SHEETING ON APPROVED EQUAL

FACE OF PROPOSED BULKHEAD TO BE INSTALLED IMMEDIATELY IN FRONT OF EXISTING TIMBER SHEETING

BOTTOM OF VINYL SHEETING VARIES FROM EL. -15.00 TO -15.60

39 1/2" LONG, TYPE S1510 HELICAL ANCHORS AS MANUFACTURED BY CHANCE OR APPROVED EQUAL @ 30" & 2.72 O.C. REQUIRED. MINIMUM FIELD INSTALLATION TORQUE=2000 FT-LBS. THE HELIX CONFIGURATION SHALL BE 10"-12"-14"-14"-14". THIS MAY BE MODIFIED A.O.B.E. BASED ON FIELD CONDITIONS. ITEM 25

35 1/2" LONG, TYPE S1510 HELICAL ANCHORS AS MANUFACTURED BY CHANCE OR APPROVED EQUAL @ 30" & 3.75 O.C. REQUIRED. MINIMUM FIELD INSTALLATION TORQUE=2000 FT-LBS. THE HELIX CONFIGURATION SHALL BE 10"-12"-14"-14"-14". THIS MAY BE MODIFIED A.O.B.E. BASED ON FIELD CONDITIONS. ITEM 25

35 1/2" LONG, TYPE S1510 HELICAL ANCHORS AS MANUFACTURED BY CHANCE OR APPROVED EQUAL @ 30" & 3.75 O.C. REQUIRED. MINIMUM FIELD INSTALLATION TORQUE=2000 FT-LBS. THE HELIX CONFIGURATION SHALL BE 10"-12"-14"-14"-14". THIS MAY BE MODIFIED A.O.B.E. BASED ON FIELD CONDITIONS. ITEM 25

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EXISTING CONCRETE RETAINING WALL TO REMAIN AND BE PROTECTED DURING BULKHEAD INSTALLATION

REMOVE EXISTING 12" WIDE 1.560FT BRICK WALKWAY AND REPLACE WITH BLUE STONE (NON-TURF BUFFER)

BACKFILL WITH SUITABLE ON-SITE GRANULAR MATERIAL OR DREDGED SPOIL

UNDISTURBED

SELECT FILL AS NECESSARY

EXISTING ANCHORAGE SYSTEM TO REMAIN

EXISTING TIMBER SHEETING TO REMAIN, FILL THE VOID BETWEEN EXISTING TIMBER SHEETING WITH CRUSHED STONE (SIZE #1 (3/10))

24" VINYL SHEETING TO BE SHOREGUARD 850 SERIES VINYL SHEETING ON APPROVED EQUAL

FACE OF PROPOSED BULKHEAD TO BE INSTALLED IMMEDIATELY IN FRONT OF EXISTING TIMBER SHEETING

BOTTOM OF VINYL SHEETING EL. -15.00

BOTTOM OF TIMBER PILE EL. -15.00

EXISTING TIMBER SHEETING TO REMAIN, FILL THE VOID BETWEEN EXISTING TIMBER SHEETING WITH CRUSHED STONE (SIZE #1 (3/10))

24" VINYL SHEETING TO BE SHOREGUARD 850 SERIES VINYL SHEETING ON APPROVED EQUAL

FACE OF PROPOSED BULKHEAD TO BE INSTALLED IMMEDIATELY IN FRONT OF EXISTING TIMBER SHEETING

BOTTOM OF VINYL SHEETING VARIES FROM EL. -15.00 TO -15.60

60 1/2" LONG, TYPE S1510 HELICAL ANCHORS AS MANUFACTURED BY CHANCE OR APPROVED EQUAL @ 30" & 2.72 O.C. REQUIRED. MINIMUM FIELD INSTALLATION TORQUE=2000 FT-LBS. THE HELIX CONFIGURATION SHALL BE 10"-12"-14"-14"-14". THIS MAY BE MODIFIED A.O.B.E. BASED ON FIELD CONDITIONS. ITEM 25

EXISTING TIMBER SHEETING TO REMAIN, FILL THE VOID BETWEEN EXISTING TIMBER SHEETING WITH CRUSHED STONE (SIZE #1 (3/10))

24" VINYL SHEETING TO BE SHOREGUARD 850 SERIES VINYL SHEETING ON APPROVED EQUAL

FACE OF PROPOSED BULKHEAD TO BE INSTALLED IMMEDIATELY IN FRONT OF EXISTING TIMBER SHEETING

BOTTOM OF VINYL SHEETING EL. -15.00

BOTTOM OF TIMBER PILE EL. -15.00

EXISTING TIMBER SHEETING TO REMAIN, FILL THE VOID BETWEEN EXISTING TIMBER SHEETING WITH CRUSHED STONE (SIZE #1 (3/10))

24" VINYL SHEETING TO BE SHOREGUARD 850 SERIES VINYL SHEETING ON APPROVED EQUAL

FACE OF PROPOSED BULKHEAD TO BE INSTALLED IMMEDIATELY IN FRONT OF EXISTING TIMBER SHEETING

BOTTOM OF VINYL SHEETING VARIES FROM EL. -15.00 TO -15.60

DATE	BY	DESCRIPTION	APPROVED BY
		REVISIONS	
		PIPES COVE CONDOMINIUM COMPLEX	
		SURFLORE COUNTY, NEW YORK	
		BULKHEAD REPLACEMENT AT THE PIPES COVE CONDOMINIUM COMPLEX IN THE PECONIC BAY	
		MISCELLANEOUS DETAILS - 5	
		L.K. McLEAN ASSOCIATES P.C.	
		REGISTERED PROFESSIONAL ENGINEER	
		DESIGNED BY: KJM	
		DRAWN BY: KJM	
		DATE: OCT. 2019	
		SHEET NO. 6	
		TOTAL SHEETS 7	
		PROJECT NO. 17098.000	

SECTION H-H  
VINYL BULKHEAD W/EARTH ANCHOR TIE BACKS  
(IN FRONT OF EXISTING TIMBER SHEETING)  
N.T.S.

SECTION G-G  
VINYL BULKHEAD W/EARTH ANCHOR TIE BACKS  
(IN FRONT OF EXISTING TIMBER SHEETING)  
N.T.S.

SECTION F2-F2  
VINYL BULKHEAD W/EARTH ANCHOR TIE BACKS  
(IN FRONT OF EXISTING TIMBER BULKHEAD)  
N.T.S.



