



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

December 19, 2019 at 7:00 PM
Mayor and Board of Trustees - Work Session Meeting
Third Street
Firehouse
Greenport, NY 11944

PLEDGE OF ALLEGIANCE

MONTHLY REPORTS FOR THE FOLLOWING:

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

BOARD DISCUSSIONS

A Public Hearing regarding a proposed amendment to Chapter 132 (Vehicles and Traffic) Section 54A, Schedule XVI (Limited Time Parking) of the Village of Greenport Code.

MAYOR AND VILLAGE BOARD OF TRUSTEES

PUBLIC TO ADDRESS THE BOARD



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Submitted: December 12, 2019
Meeting: December 19, 2019 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Paul Pallas, P.E. *Village Administrator*
From: Amanda Aurichio, *Assistant*
Department: Village Administrator

Work Session

Work Session Report for Road and Utilities

December 19, 2019

Administrator's Office

Statistics

Work Orders:

Electric = 71 Written, 71 Completed

Water = 0 Written, 0 Completed

Sewer = 64 Written, 64 Completed

Road = 77 Written, 77 Completed

Reports

❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 11-12-2019. 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 11-7-2019.

Resolutions

Authorization to Bid for Fork Lift

Discussion

Road End Project Update

Road/Water Department

Statistics

Water Distribution:

5,830,800 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 = 0.17 mg/L

Third Street Firehouse - Kitchen Sink
Total Coliform = Absent
E Coli = Absent
Residual Chlorine = 0.47 mg/L

The form, DOH-360, was filed with the DOH on November 12, 2019 with the above results.

Report

Tasks Accomplished:

- ❖ Cleaned storm drains.
- ❖ Swept the village with the street sweeper.
- ❖ Tested sewer departments RPZ's.
- ❖ Performed vehicle maintenance including: install salters in G-9 and G-66, picked up and installed new plow blades, mounted spotlight on G-9, fixed lights on G-66, purchased and installed new exhaust for G-9, winterized landscaping equipment.
- ❖ Cleaned leaves in municipal parking lots.
- ❖ Checked water leak at sewer plant, did mark outs for drainage project, Installed 4 inch fire main for Frisky Oyster.
- ❖ Assisted with tree planting across the village.
- ❖ Cut tree down at end of 6th street.
- ❖ Grinded sidewalks throughout village.
- ❖ Installed ice rink at Mitchell park.
- ❖ Repaired 6th street and turntable fence rails.
- ❖ Cleared walking trail on Moores Lane of small debris.
- ❖ Removed and poured cement for a new sidewalk on North street.
- ❖ Assisted light crew with transporting Christmas tree to Mitchell Park.
- ❖ Patched around village.

Sewer Department

Flow and Sampling:

The plant continues to run well, exceeding DEC permit requirements.
Total plant flow for the month of November = 8,728,000 gallons.
Average Daily Flow = .291 (MGD) Permit limit = .650 MGD
Total Suspended Solids percent removal (TSS) = 99%. Permit limit is 75%
CBOD percent removal, = 99%. Permit removal level is = 75%
Coliform Fecal General = 4.2 MPN. Permit limit, 200 MPN/100
Coliform Total General = 10.8 MPN. Permit limit 700 MPN/100
Total Nitrogen = 4.0 LBS/day

Sludge Removal:

42,000 Gallons of sludge hauled in November.

Report

❖ Treatment Plant:

Replaced west screw pump motor with new and brought old in for evaluation

Pumped out and cleaned East clarifier

Repaired west screw pump lower bearing

❖ Collection System:

Repaired spare motor for Ludlam pump station

Turned on heat and setup heaters at all pump stations and RPZ hotboxes

Electric Department

Statistics

Monthly Power Usage:

Maximum usage day = November 13 @ 103.006 Mwh

Minimum usage day = November 1 @ 61.999 Mwh

Peak demand for the month = 4.904 MW November 13, 5:30 pm

Monthly total usage = 2514.810 Mwh

Service calls/call outs = 5

Street light repairs = 8

Customers shut off for none payment = 1

Customers turned on for payment = 1

Customers turned on for the season = 0

New Services = 0

Tasks Accomplished:

- ❖ Re-lamp 10 of the larger Christmas displays and a couple of the stars that mount on utility poles.
- ❖ Repaired/replaced cords for the trees that are wrapped with lights around the trunks
- ❖ Put up the stars, ships, mermaids and seahorses out in the usual locations
- ❖ Cut and transported the Village Christmas tree to Mitchell Park, Thank you Frank and Phyllis Musto for the tree.
- ❖ 200 Block of 6th Ave. no power, due to a tripped circuit breaker on the transformer
- ❖ 600 Front St. ½ power, found broken secondary leg.
- ❖ Assisted with tree planting.
- ❖ Tree removal and trimming at several locations.
- ❖ Put lights in all three trees for the holidays (large tree in park, small tree in park and Adams Street parking lot)
- ❖ Annual testing of main incoming meter, tested at 100%
- ❖ Replaced damaged electric meters throughout the Village.

Attachments:

Greenport Meter 11-2019 (PDF)

Total Usage: 2,514,810.0000 KWH
 Peak Demand: 4,904.00 KW
 Occured On: Nov 13 2019 17:30
 Load Factor: 71.12%
 Date Start: Fri Nov 1 2019
 Date End: Sat Nov 30 2019

Period Ending	KWH
11/1/2019	69,999.00
11/2/2019	71,715.00
11/3/2019	71,894.00
11/4/2019	70,704.00
11/5/2019	71,506.00
11/6/2019	70,164.00
11/7/2019	74,402.00
11/8/2019	89,215.00
11/9/2019	93,862.00
11/10/2019	84,205.00
11/11/2019	74,700.00
11/12/2019	82,596.00
11/13/2019	103,006.00
11/14/2019	94,322.00
11/15/2019	84,123.00
11/16/2019	92,674.00
11/17/2019	94,964.00
11/18/2019	85,590.00
11/19/2019	82,179.00
11/20/2019	84,357.00
11/21/2019	83,254.00
11/22/2019	85,867.00
11/23/2019	90,372.00
11/24/2019	87,837.00
11/25/2019	83,924.00
11/26/2019	79,628.00
11/27/2019	81,602.00
11/28/2019	83,013.00
11/29/2019	95,803.00
11/30/2019	97,333.00



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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 & Code Enforcement

December 19, 2019

Office of Code Enforcement & Fire Prevention

Reports

❖ Code Enforcement continues to patrol the Village and respond to complaints.

❖ We continue to process and issue Building & Rental Permits. We will begin addressing rental properties that have not yet filed for a rental permit.

❖ Please remember that it is unlawful for any person to park on any street within the corporation limits of the Village of Greenport after a fall or precipitation of snow of two inches or more, unless the vehicle is attended by a person capable of driving/moving it on demand. This prohibition is in effect until the snow event has ended and snow has been removed or cleared.

Code Enforcement Report is attached.

Building Permit Report is attached.

Traffic Enforcement Statistics Report is attached.

Attachments:

November 2019 Building Report (PDF)
November 2019 CODE (PDF)
November 2019 Traffic (PDF)



Village of Greenport Building Department

December 1, 2019

Monthly Report REPORT COVERING 11/1/2019 through 11/30/2019

Incorporated Village

PERMIT TYPE	PERMIT NO.	PERMIT DATE	PARCEL ID	LEGAL ADDRESS	STATUS
Accessory Structure	02802	11/7/2019	4.-6-27	322 Second Street, Greenport, New York 11944	OPEN
Mixed Use BLDG (RENOVATION)	02803	11/8/2019	4.-6-32	112 South Street Greenport, New York 11944	OPEN



Village of Greenport Enforcement Report

CODE ENFORCEMENT & FIRE PREVENTION



December 1, 2019

Monthly Report REPORT COVERING 11/01/2019 through 11/30/2019

Incorporated Village

LOCATION	DATE	FACTUAL	DISPOSITION
337 Second Street Greenport, New York 11944	11/05/2019	Life-Safety issues	The Village continues to pursue the property owner for life safety concerns on the premises. Property has been ordered to cease and desist residential use.
702 Main Street Greenport, New York 11944	11/15/2019	Expired building permit	Complaint of work "appearing to begin" at church. Investigation determined material appears to have been delivered. Applicant to be notified they must re-new building permit.
Adams Street Parking between Third & South Street	11/20/2019	Abandoned vehicle	Complaint of a cargo van parked with broken windows and flattened tires. Southold PD advised vehicle was involved in a criminal mischief investigation. Van has since been removed.
714 Main Street Greenport, New York 11944	11/22/2019	Fire Code violations	Property manager beginning process to have building brought into compliance with current IFC.

RENTAL PERMIT INFORMATION INFORMATION

*The following statistics represent the status of rental permits and rental permit violations from
January 1, 2018 – December 1, 2019*

Applications Received: 162

Incomplete Applications (Missing fees, docs, etc.): 22

Applications Pending Inspection: 20

(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): 12

Applications Completed/Permits Issued: 108



Village of Greenport Enforcement Report



TRAFFIC ENFORCEMENT

December 1, 2019

Monthly Report REPORT COVERING 11/01/2019 through 11/30/2019

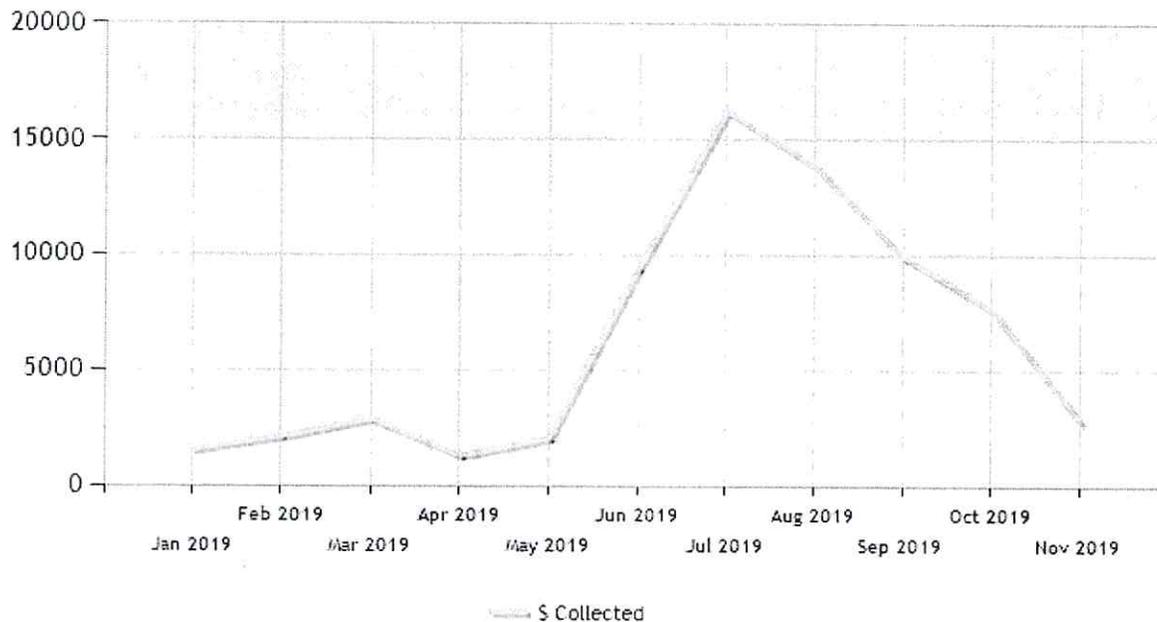
Incorporated Village

FINE COLLECTION BY MONTH: 2019

MONTH	No. OF TICKETS PAID	AMOUNT COLLECTED (VIA PLEA OF GUILTY OR COURT RULING)
January	10	\$1,600.00
February	14	\$2,170.00
March	18	\$2,930.00
April	16	\$1,350.00
May	20	\$2,090.00
June	118	\$9,450.00
July	201	\$16,265.00
August	155	\$13,885.00
September	108	\$9,980.00
October	70	\$7,685.00
November	24	\$2,900.00
December		
YTD	754	\$70,305.00

NOVEMBER 2019

Case Track



TICKETS ISSUED: NOVEMBER 2019

Case by Violation Type

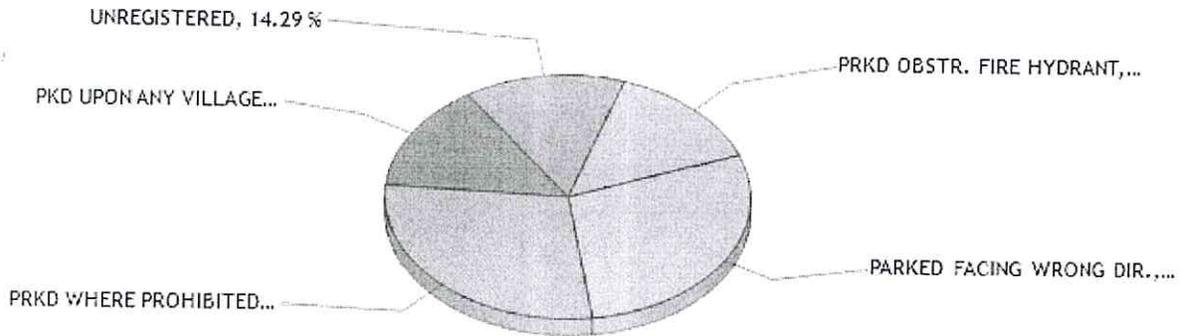
Code	Description	2019	Total
11	PRKD OBSTR. FIRE HYDRANT	1	1
14	UNREGISTERED	1	1
16	PARKED FACING WRONG DIR.	2	2
2	PRKD WHERE PROHIBITED SCHEDULE XI.	2	2
3	PKD UPON ANY VILLAGE DOCK,BULKHEAD	1	1
Total		7	7

Top five by Violation Types

- PARKED FACING WRONG DIR.
- PRKD WHERE PROHIBITED SCHEDULE XI.
- PKD UPON ANY VILLAGE DOCK,BULKHEAD
- UNREGISTERED
- PRKD OBSTR. FIRE HYDRANT

These Violations combined represent 100.01% of issuance Village wide.

Frequently Issued Violations





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From: Amanda Aurichio, *Assistant*
Department: Village Administrator

Recreation

Work Session Report Recreation Department

December 19, 2019

Mitchell Park Marina/Parks

- ❖ Parks and Road Department installed the ice rink.
- ❖ Skate Guards and Office Staff were hired for the Ice Rink. Schedules have been completed.
- ❖ All Ice Skates are in the process of being cleaned and sharpened for the season.
- ❖ Inventory of equipment and supplies was completed. All necessary items have been ordered.
- ❖ Carousel Committee decorated the Carousel for the Holidays.
- ❖ Carousel routine maintenance continues.
- ❖ Hours of operation at the Carousel changed to 11:00 am - 5:00 pm on weekends, holidays and school closings.
- ❖ Skate School Registration Forms were distributed to local schools.
- ❖ Local businesses were contacted to renew their Signage at the Ice Rink. Most have shown an interest in displaying their sign. Thirty other businesses were contacted via letters and flyers as well. Most have shown an interest and have called for additional information.
- ❖ Sterling Harbor Moorings have been winterized.
- ❖ Complete landscaping and fall clean up at park.
- ❖ Railroad Dock Fender system repaired focusing on lateral timbers and vertical pilings.

Monthly Revenue Reports are attached.

Recreation Center

Statistics

Attendance:

After School Program = 31 children enrolled in After School Program

Reports

- ❖ November was extremely busy preparing for the holiday festivities.
- ❖ Literacy Programs and Homework Help is going well with Floyd Memorial Library.
- ❖ The Recreation Center was decorated for the Annual Holiday Party that will be held on December 11th.
- ❖ A Great Big Thank You to Sylvia Pirillo who once again collected donations from sponsors to purchase holiday gifts for the children in the After-School Program.
- ❖ A trip to San Simeon was held on November 20th. The residents and children enjoyed an afternoon of reminiscence, music, crafts and refreshments

Campground

Tasks Accomplished

- ❖ McCann's Campground officially closed November 1st.

Attachments:

RECREATION MONTHLY REVENUE REPORT 121919 (PDF)



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Prepared By: Robert Brandt, *Treasurer*
From: Amanda Aurichio, *Assistant*
Department: Treasurer's Department

NOVEMBER 2019 REPORT

REQUEST A MOTION BE PLACED ON THE AGENDA FOR:

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4246, to appropriate reserves to fund engineering services for the Miniature Railroad, and directing that Budget Amendment # 4246 be included as part of the formal meeting minutes for the December 26, 2019 regular meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4247, to appropriate reserves to fund maintenance services for four pump stations, and directing that Budget Amendment # 4247 be included as part of the formal meeting minutes for the December 26, 2019 regular meeting of the Board of Trustees.

UTILITY BILLING

Sector 1 December bills finalized. Sector 2 being read at this time, to be completed by 12/13/19. Billing statistics for the month of November finished. Sector 4 red tags were due 12/3/19 (previously hand delivered/certified mailed on 11/15/19). Two residential accounts disconnected. One reconnected same day, one reconnected following day (not primary residence). No red tags due until after holidays.

COMMUNITY DEVELOPMENT/ HOUSING AUTHORITY

7 recertifications and 2 interims were performed for December 2019. Currently, there are 80 participants.

Work continues with legal counsel on updating the required Housing Authority 5 Year Plan.

SIGNIFICANT COLLECTIONS

Property Tax Received through November 2019- \$ 1,085,779.52

Rents Received for November 2019 - \$ 75,666.86

Suffolk County Sales Tax Revenue Sharing - Annual payment- \$ 26,984.00

NY State Mortgage Tax Aid- Quarterly payment -\$ 9,031.55

INFORMATIONAL:

Cash Holdings Report - See attached

Utility Billing Statistics Report - see attached

CD/HA Monthly Financials - See attached

Property Tax Collection - See attached

Attachments:

NOVEMBER 2019 BANK BALANCES (PDF)

BILLING STATISTIC REPORT NOVEMBER 2019 (PDF)

PROPERTY TAX COLLECTION THROUGH NOVEMBER 2019 (PDF)

CD FINANCIALS NOVEMBER 2019 (PDF)

HA FINANCIALS NOVEMBER 2019 (PDF)

BUDGET AMENDMENT 4246 (PDF)

BUDGET AMENDMENT 4247 (PDF)

**BANK ACCOUNT BALANCES
FOR THE MONTH OF OCTOBER 2019**

FUND	BANK ACCOUNT NAME	G/L ACCT#	TYPE	BALANCE
A	General	A 0200 000	Checking	263,226.31
A	Repair & Maintenance	A 0200 400	Checking	52,762.50
A	Greenhill Cemetery	A 0201 100	Savings	33,516.32
A	Money Market	A 0201 130	Money Market	1,300,420.01
A	Fire Apparatus	A 0221 110	Savings	33.23
A	Bulding Department Escrow	A 0235 101	Checking	14,372.09
A	Parks and Recreation	A 0200 200	Checking	2,583.34
TOTAL GENERAL FUND				\$ 1,666,913.80
CD	Small Cities Rehab.	CD 0200 000	Savings	152,917.41
CD	NYS CDBG Funds	CD 0200 400	Public Funds Acct	226.21
CD	Moran	CD 0201 000	Savings	5,734.77
CD	Watkins	CD 0201 001	Savings	21,778.58
TOTAL COMMUNITY DEVELOPMENT				\$ 180,656.97
E	Light Fund	E 0121 100	Checking	464,303.79
E	Light Depreciation Savings	E 0116 100	Savings	2,225,521.55
E	TTC Collections	E 0121 120	Savings	1,085.83
E	Consumer Deposit Savings	E 0191 100	Savings	130,800.70
E	Consumer Deposit Checking	E 0244 200	Checking	3,605.94
TOTAL LIGHT FUND				\$ 2,825,317.81
F	Water	F 0200 000	Checking	375,892.28
F	Water Fund Capital	F 0200 400	Savings	8,380.88
F	Water Fund CD (MM)	F 0201 000	Money Market	202,685.28
F	Water Fund Money Market	F 0201 130	Money Market	386,029.77
TOTAL WATER FUND				\$ 972,988.21

G	Sewer	G 0200 000	Checking	654,655.86
G	NYS DEC Consent	G 0201 000	Savings	31,416.09
G	Sewer Fund I	G 0201 100	Money Market	363,298.14
G	Sewer Fund III	G.0201 120	Money Market	957,199.34
G	NYSEFC	G 0205 000	Checking	185,851.61
G	Sewer Wastewater	G.0220.110	Savings	12,157.04
G	NYSERDA	G 0525 000	Checking	111.01

TOTAL SEWER FUND \$ 2,204,689.09

H	Capital	H 0200 000	Checking	472,581.73
H	Capital Reserve	H.0200.400	Savings	49,566.28

TOTAL CAPITAL FUND \$ 522,148.01

TA	Trust & Agency	TA 0200.000	Checking	62,959.73
TA	Retirement Savings	TA.0201.000	Savings	48,920.04
TA	WWI Memorial Trust	TA 0201.001	Savings	730.54
TA	T & A Special Escrow	TA.0201 002	Savings	6,599.04
TA	Justice Court	TA 0201.004	Savings	4,789.98
TA	Concert Fund	TA.0201.008	Savings	2,284.98
TA	Global Common	TA.0201 009	Savings	271,416.77
TA	Accounts Payable	TA 0202 000	Checking	725,780.31

TOTAL TRUST & AGENCY FUND \$ 1,123,481.39

Wire Account	8,021.00
Utility Clearing	101,800.17

\$ 109,821.17

TOTAL VILLAGE WIDE \$ 9,606,016.45

EOM Billing Statistics Report

Service
Electric

Rate# - Description	Bills	Mir. Bills	Usage	Charge	Usage	Demand	Contract	PCA	NYSCES	Comm Tax	Res Tax
2 - Electric - Flat Charge	12	0	0	0	0	0	556.16				9.61
9 - Residential (1, 1)	1362	0	680719	79,710.35	0	0		14,024.17	2,957.15		2,325.84
10 - Water Heating (2, 2)	13	0	1820	136.48	0	0		37.48	7.91		4.56
11 - All Electric (3, 3)	335	0	193237	22,043.08	0	0		3,981.06	839.43		665.63
13 - Demand - Class 3 (5, 5)	5	0	262800	14,690.52	816.3	9,715.65		5,414.20	1,141.59	698.33	
14 - Village St. Lighting (6, 6)	5	0	24176.925	2,782.77	0	0		498.09	105.01		
15 - Town St Lighting (7, 7)	1	0	1416.45	163.03	0	0		29.18	6.15		
19 - Traffic Lights (11, 11)	1	0	1415	146.65	0	0		29.17	6.15		
20 - Contract St Lighting (12, 12)	2	0	57	0.00	0	0					
21 - Sterling Harbor (13, 13)	2	0	505.875	58.22	0	0		10.43	2.20	6.11	
66 - Reconnection Fee-Residential	1	0	0	0	0	0	50.00				
67 - NSF Fee	1	0	0	0	0	0	25.00				
Electric Total	1740	0	1166148.25	119,731.10	816.3	9,715.65	631.16	24,023.78	5,065.59	704.44	3,005.64
Sewer	36	0	0	1,897.20	0	0					
3 - Sewer -INSIDE Flat Charge	1	0	0	63.70	0	0					
4 - Sewer - OUTSIDE Flat Charge	886	555	3544	53,263.78	0	0					
23 - Sewer - IN VILL 3/4" W/SEWER (14, 14)	28	9	330.3	4,051.14	0	0					
25 - Sewer - IN VILL 1" W/SEWER (15, 15)	12	4	247.5	4,034.25	0	0					
27 - Sewer - IN VILL 1 1/2" W/SEWER (16, 16)	27	4	297.5	4,021.35	0	0					
29 - Sewer - IN VILL 2" W/SEWER (17, 17)	1	1	1.8	42.00	0	0					
31 - Sewer - IN VILL 3" W/SEWER (18, 18)	3	1	236.9	3,608.10	0	0					
33 - Sewer - IN VILL 4" W/SEWER (19, 19)	68	46	643.128	14,606.80	0	0					
54 - Sewer - OUTSIDE RES SEWER (50, 50)	1	0	0	0.00	0	0					
57 - SPLIT SEWER BILLING (52, 52)	1	0	0	0.00	0	0					
62 - O/S DRIFTWOOD COVE 52	1	0	230.9070	4,150.15	0	0					
63 - O/S DRIFTWOOD COVE 49	1	0	213.4044	3,827.09	0	0					
64 - O/S PECONIC LANDING 301	1	1	673	18,953.00	0	0					
65 - O/S CLIFFSIDE CONDOS-SEWER	1	1	56	4,410.00	0	0					
Sewer Total	1067	622	6477.44	116,938.56	0	0					
Water	31	0	0	866.95	0	0					
5 - Water - Flat Charge	897	304	3977.8	21,596.60	0	0					
22 - RES VILL 3/4" W/SEWER (14, 14)	29	4	436	1,697.82	0	0					
24 - RES VILL 1" W/SEWER (15, 15)	13	8	304	1,327.62	0	0					
26 - COMM VILL 1 1/2" W/SEWER (16, 16)	29	18	327	1,497.90	0	0					
28 - COMM VILL 2" W/SEWER (17, 17)	1	1	2	36.90	0	0					
30 - COMM VILL 3" W/SEWER (18, 18)	3	2	263	1,043.40	0	0					
32 - COMM VILL 4" W/SEWER (19, 19)	1	1	0	36.80	0	0					
46 - COMM VILLAGE 1 1/2" (42, 42)	7	5	111	528.90	0	0					
47 - COMM VILLAGE 2" (43, 43)	113	85	410	2,872.38	0	0					
48 - RES VILLAGE 3/4" (44, 44)	6	0	0	0.00	0	0					
49 - RES VILLAGE SEWER ONLY (45, 45)	31	0	0	0.00	0	0					
52 - FLAT-FIRE SPRINKLERS (49, 49)	65	0	730.796	0.00	0	0					
53 - OUTSIDE RES SEWER (50, 50)	1226	428	6567.596	31,505.37	0	0					
12 - Commercial (4, 4)	363	0	715524.8	81,180.40	0	0		14,761.69	3,112.62	7,081.45	
16 - Operating Municipal (8, 8)	33	0	39933	4,683.04	0	0		822.71	173.47		
17 - Water Department (9, 9)	2	0	0	24.86	0	0					
18 - Sewer Department (10, 10)	10	0	60172	6,552.70	0	0					
73 - Electric Power Plant	6	0	46728	0.00	0	0		1,239.68	261.40		

Rate Summary - All Routes

Service
electric-small commercial Total
Grand Total

Rate# Description

EOM Billing Statistics Report

Bills	Min. Bills	Usage	Charge	Usage	Demand	Contract	PCA	NYSCES	Comm. Tax	Res. Tax
414	0	863357.8	92,451.00	0			15,824.08	3,547.49	7,081.45	
4447	1050	2042551.086	360,626.03	816.3	9,715.65	631.16	40,847.86	8,613.08	7,785.89	3,005.64

VILLAGE OF GREENPORT

Payment to 11/30/2019, Balance as of 11/30/2019

Grand Totals		Count	Balance Amt	Count	Paid Amt	Count	Refunds	Payment Total	Writeoff
BID	MT	4	1,505.94	113	48,984.05			48,984.05	
SEWER	MT	8	30,647.01	20	21,436.23			21,436.23	
VILLT		23	22,819.54	1,003	1,003,549.61			1,003,549.61	
WATER	MT	8	11,658.62	20	8,320.94			8,320.94	
Total PRINCIPAL			66,631.11		1,082,290.83			1,082,290.83	
PEN				50	3,488.66			3,488.66	
Total PENALTY					3,488.66			3,488.66	
OVRPY		1	(0.03)	1	0.03			0.03	
Total OVRPY			(0.03)		0.03			0.03	
Total			66,631.08		1,085,779.52			1,085,779.52	

FDS - 213 Center St & 278 2nd Street Monthly Revenue & Expenses - November 2019

Account Description

\$ 4,775.00

<p>REVENUE: 213 Center 213 Center</p> <p>\$ 1,125.00 \$ 75.00 <u>\$ 1,200.00</u></p>	<p>REVENUE: 278 2nd Street UNIT 1 - 8124 UNIT 2 - 8327 UNIT 3 HOUSE</p> <p>\$ 1,350.00 \$ 1,125.00 \$ 1,175.00 \$ <u>\$ 1,350.00 \$ 1,125.00 \$ 1,175.00 \$ 3,650.00</u></p>
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<p>EXPENSES: 213 CENTER</p> <p>\$ 61.53 \$ 59.88</p>	<p>EXPENSES: 278 2nd Street UNIT 1 - 8124 UNIT 2 - 8327 8328 HOUSE - 8590 RE/8361 SW</p> <p>\$ 13.18 \$ 135.85</p>
--	--

<p>Salary (\$6.50 X 2 payperiods 140 hrs=\$910.00 divide by 25% and 75%) [\$26.01 x 25%=\$6.50] Payment Agreement to Village Total</p> <p>\$ 227.50 <u>\$ 348.91</u></p>	<p>\$ 682.50 \$ 910.00 \$ 1,000.00 <u>\$ 1,831.53</u> <u>\$ 1,831.53</u></p>
--	---

<p>MAINTENANCE: 213 Center 213 CENTER</p>	<p>MAINTENANCE: 278 2nd Street UNIT 1 UNIT 2 UNIT 3 HOUSE</p> <p>244.41</p>
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<p>MAINTENANCE REPAIRS/OTHER</p> <p>Jim Shaw Electric Supp Admin Funds to HA Mattituck Enviro Services Pine Oaks Landscaping</p>	<p>\$ 500.00 \$ 39.49 \$ 140.00 \$ 679.49 <u>\$ 923.90</u></p>
--	--

<p>Total Expenses MONTHLY FINANCIAL SUMMARY</p> <p>Interest Earned Total Revenue Total Expenses NET REVENUE</p>	<p>\$ 348.91 \$ 1,200.00 <u>\$ 348.91</u> \$ 851.09 <u>\$ 851.09</u></p>
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<p>EXPENSE (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES</p>	<p>\$ 894.57</p>
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**Financial Data Schedule - Monthly Revenue & Expenses
(HAP REGISTER) - NOVEMBER 19**

Account Description	Revenue	Expenses	80	79	1	0	80	TOTAL VOUCHERS Vouchers leased on last day of month	TOTAL HAP, PORT. UTILITIES	82,633.00	64.00	\$
REVENUE:												
706 PHA HUD Operating Grants	\$ 84,241.00											
706a Admin fee revenues	\$ 7,375.00											
711 Interest Earned - HAP	\$											
Interest Earned - ADMIN	\$											
714 Fraud recovery	\$											
700 TOTAL REVENUE	\$ 92,116.00											
EXPENSES:												
912 Administrative Auditing fees		\$ 500.00										
911 Salaries - Ashia (\$26.02) Robert Column E 2		\$ 3,685.54	\$ 3,047.77									
911a Medical		\$ 2,217.89	\$ 41.71									
911b Denial		\$ 156.86										
911c Pension T4 15.8%, T5 13.5%, April 18, T 4 15.7%, T5 12.8%		\$ 578.32	\$ 34.09									
914 Payroll Taxes FICA		\$ 281.79	\$ 20.21									
915 Employee Benefit Contribution TOTAL		\$ 2,955.07	\$ 75.80									
914 Compensated absences												
917 Nina JG Stewart, Esq												
916 A Gallacher Remb												
918 A Gallacher Mileage												
916 Office Expenses Total		\$										
910 Administrative Total		\$ 7,278.64										
962 Other General Expenses (Office Rem)		\$ 550.00										
969 TOTAL OPERATING EXPENSES		\$ 7,828.64										
970 EXCESS OPERATING REVENUE OVER OPERATING EXPENSES												
973.1 PHA Utility Allowance		\$ 64.00										
973.2 HAP payments		\$ 82,569.00										
973 PORT payments		\$										
(HAP, PORT and UTILITY TOTAL)		\$ 82,633.00										
1117 Total Admin Revenue		\$ 7,875.00										
1118 Total Hap Revenue		\$ 84,241.00										
1118-021 Net HAP		\$ 1,608.00										
Net ADMIN		\$ 46.36										
900 TOTAL EXPENSES		\$ 90,461.64										
900b EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES		\$ 1,654.36										

PORT BREAKDOWN

PORT IN			
TOTAL PORT IN	0	\$	
PORT OUT			
TOTAL PORT OUT	0	\$	

TERMINATED

DECEASED

ABSORBED

RELINQUISHED



236 THIRD STREET
GREENPORT NY 11944

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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: December 12, 2019
Meeting: December 19, 2019 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 December 2019 Work Session

VILLAGE of GREENPORT - BOARD of TRUSTEES WORK SESSION

to be presented at the meeting held on December 19, 2019
Report of Sylvia Lazzari Pirillo, Village Clerk

Contracts and Agreements

Suffolk County Consortium paperwork regarding Third Street sidewalk rehabilitation and Sixth Avenue sidewalk rehabilitation was signed by Mayor Hubbard and Treasurer Brandt on November 25th.

The agreement between the Village and the Greenport Hockey Club was sent to the Hockey Club for execution on November 26th.

The agreement between the Village and the Greenport Open Hockey League was sent to the Hockey League for execution on November 26th.

The contract for tree and stump removal was sent to Johnson Tree for execution on the 27th of November. It was fully executed on the 3rd of December. The contract work is slated to begin on or around the 19th of December.

The agreement between the Village and Holzmacher for the review of the 123 Sterling project was fully executed on December 4, 2019.

A check in the amount of \$ 8,034.19 was received from Hampton Jitney as payment # 5 on the Maintenance Agreement.

The annual Service Award Program Data Request package was received from Penflex on December 11th and placed in the Chiefs' mailbox (in Village Hall) on December 11th.

Financial

Notice was received from the NYSDOS that a total of \$ 8,510.00 in Justice Court fees is due to the Village from the Town for the month of October, 2019.

A check in the amount of \$ 26,984.00 was received on December 9th from the County for tax relief related to our sewage treatment facilities.

Grants

Executed paperwork for the final extension (to March 31, 2020) to the Mitchell Park Bulkhead Feasibility Study grant was mailed on December 11th.

Legal Notices

The notice of alteration liquor license for PWIB Claudio's Management LLC (for Claudio's Restaurant) was published in the December 5th edition of the paper.

The notice of alteration liquor license for PWIB Claudio Management II LLC (for Claudio's Clam Bar) was published in the December 12th edition of the paper.

The notice of alteration liquor license for PWIB Claudio's Management III LLC (for Crabby Jerry's) was published in the December 12th edition of the paper.

The solicitation of bids for Unleaded 87 octane was noticed in the December 5th edition of the paper, and was returnable on the 16th of December.

The solicitation of bids for the delivery of diesel fuel was noticed in the December 5th edition of the paper, and was returnable on the 16th of December.

The solicitation of bids for the delivery of No. 2 heating oil was noticed in the December 5th edition of the paper, and was returnable on the 16th of December.

The solicitation of bids for removal and disposal of snow was noticed in the December 5th edition of the paper, and was returnable on the 16th of December.

The solicitation of bids for contractor services was noticed in the December 5th edition of the paper, and was returnable on December 16th.

The legal notice for the Wetlands Permit Application of Pipes Cove Management was published in the December 12th edition of the paper.

Resolutions

RESOLUTION scheduling a public hearing for 7:00 p.m. on December 26, 2019 at the Third Street Fire Station, Third and South Streets, Greenport, New York, 11944; regarding the Wetlands Permit Application submitted by Paul Pawlowski on behalf of 123 Sterling Avenue LLC, to: remove and replace in-place approximately 132 linear feet of bulkhead, raised 18 inches in height.

Motion made by:

Motion seconded by:

All in Favor:

All Opposed:

RESOLUTION approving the request of the Greenport Fire Department to close to vehicular traffic: Front, Main, Third and South Streets, from 12:30 pm through 2:00 pm on February 15, 2020 for the annual Washington's Birthday Parade.

RESOLUTION declaring as surplus, and no longer needed for municipal purposes, the 1988 Pierce Lance Fire Department pumper truck known as "8-3-4", and authorizing Clerk Pirillo to notice a Request for Bids accordingly.

RESOLUTION declaring as surplus, an no longer needed for municipal purposes, the 2008 Ford Expedition Fire Department First Responder vehicle known as "the 80 car", and authorizing Clerk Pirillo to notice a Request for Bids accordingly.

RESOLUTION adopting the attached SEQRA resolution regarding the proposed local law of 2019 amending Chapter 132 (Vehicles and Traffic) of the Village of Greenport Code; adopting lead agency status, determining the adoption of the local law amending Chapter 132 (Vehicles and Traffic) to be an Unlisted Action for purposes of SEQRA, and adopting a Negative Declaration, determining that the approval of the Local Law will not have a significant negative impact on the environment.

RESOLUTION adopting Local Law # _____ of 2019, amending Village of Greenport Code Chapter 132 (Vehicles and Traffic) as follows: amending Section 132-54(A) Schedule XVI (Limited Time Parking) and Section 132-57 Schedule XIX (Handicapped Parking Spaces), creating Section 132-59 (Transient Parking at Charging Station) and removing Section 132-54 (B) of the Village of Greenport Code.

Attachments:

SEQRA - Amendment to Chapter 132 (Vehicles and Traffic) (PDF)

BOARD OF TRUSTEES - VILLAGE OF GREENPORT
SEQRA RESOLUTION REGARDING THE AMENDMENT OF CHAPTER 132
(VEHICLES AND TRAFFIC)
OF THE VILLAGE OF GREENPORT CODE

WHEREAS THE Village of Greenport intends to amend Chapter 132 (Vehicles and Traffic), of the Village of Greenport Code to improve available parking for the residents of the Village and their guests and other visitors to the Village by limiting timed parking at specified Village locations; and

WHEREAS the Board of Trustees of the Village of Greenport has duly considered the obligations of the Village of Greenport with respect to the amendment of Chapter 132 (Vehicles and Traffic) and completed a short form EAF for purposes of SEQRA, it is therefore;

RESOLVED that the Board of Trustees adopts Lead Agency status for purposes of SEQRA with regard to the amendment of Chapter 132 (Vehicles and Traffic), of the Village of Greenport Code regarding the limiting of timed parking at specified Village locations; and it is further

RESOLVED that the Board of Trustees hereby determines that the amendment of Chapter 132 (Vehicles and Traffic) of the Village of Greenport Code regarding the limiting of timed parking at specified Village locations; it is further

RESOLVED that the Board of Trustees of the Village of Greenport hereby determines that the amendment of Chapter 132 (Vehicles and Traffic) regarding the limiting of timed parking at specified Village locations; is an Unlisted Action for purposes of SEQRA;

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

Will not result in the removal or destruction of large quantities of vegetation or

fauna, substantial interference with the movement of any resident or migratory fish or wildlife species, impacts on habitats, or other significant adverse impact on natural resources, impairment of a critical environmental area and

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

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

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

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

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

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

RESOLVED that a Negative Declaration is hereby adopted for purposes of SEQRA.

Upon motion by Trustee / seconded by Trustee

this resolution is carried as follows:

Dated: December 12, 2019



236 THIRD STREET
GREENPORT NY 11944

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TREASURER
ROBERT BRANDT
EXT. 217

Submitted: December 12, 2019
Meeting: December 19, 2019 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 Work Session Report December 19, 2019

Village of Greenport Chapter 150-30- Approval of site development plans **Section C - Procedure**

Language was being developed by the Village Administrator and Village Attorney. Any update of suggested change to Village Code following October's Village Board's Work Session discussion.

Village Of Greenport Web Page

The following is an item for discussion during the November 21, 2019 Historic Preservation Commission meeting. Possible to have an update to the Mayor and Board of Trustees on their progress and end product of this public guide along with their addition/changes to the Village web page.

Item No. 3

Discussion of the Board regarding the final draft of the public guide of appropriate policies for specific Historic Preservation Commission criteria on such commonly considered items as: windows, doors, and fences in the Historic District. The Board will make a "last call" to invested parties in the work of the Historic Preservation Commission for written additions or edits to the corresponding portion of the public guide.

Noise Ordinance

Have any new developments in this discussion to date?

"In my October's work session report during the discussion of reaching out to the Village of Greenport BID, Village Trustee Robins mentioned that the BID Board was working towards some discussions within the business community. We have the quiet of the next few months to develop a compromise or change the current code to improve the stress that was very apparent between the residential and business zoned area in the village. "

Net Metering & Climate Smart Communities

In the news and along with some inquiries as to what or where to locate the Village of Greenport's policy on solar panels and other renewable energy systems, reviewing our Micro Grid projects, and the recently installed electric vehicle charging station, I returned to the emails that started in January 27, 2017 from our Village Administrator Paul Pallas on his proposal, at the time, to NYPA as a formal approval to initiate a new tariff. This proposal has been sitting dormant since May 17, 2017.

I took the time to print out the emails and the March 16, 2017 Work session minutes 2017 for the Mayor and Trustees to review looking to have a discussion at January work session. Some of my questions,

- Will our Micro Grid project work towards our commitment as a Climate Smart Community?
- Would we be able to write into the tariff "off peak rates" for our village residents that choose to purchase Electric Charging Vehicles?
- What other renewal energy systems are available?
- How would solar panels fit within our Historic District?
- Would we need to create a section within the Village Code for the construction of solar panels, or other renewal energy systems?

Just some of my questions and believe it is worth the discussion.

Planning Board

In reviewing the video of the Planning Board's meeting December 5, 2019, several members expressed frustration over this section of our Village of Greenport Code. The suggestion was made to write a letter to the Village Board of their concerns. If this has not happened to date, perhaps the Chairman of the Planning Board can meet with our board at the January work session to express their concerns and ideas to us directly.

"Article District Bulk and Parking Regulations <<https://www.ecode360.com/10977691>>

§ 150-12 Schedule of regulations. <<https://www.ecode360.com/10977692>>

The following schedules of regulations apply to the area of lots, the heights of buildings, the yards and other open spaces to be provided, off-street parking spaces, minimum floor areas and all other matters contained therein as indicated for the various districts established by this chapter. Additional bulk requirements are specified in § 150-13 <<https://www.ecode360.com/10977697>>, and off-street loading and parking requirements are specified in § 150-16 <<https://www.ecode360.com/10977748>>.

C. <<https://www.ecode360.com/10977695>>

The use, adaptation or change of use of any building within the CR and WC Districts in existence as of January 1, 1991, shall be entirely exempt from any off-street parking requirements as provided in this or in any other Article. This exemption shall apply thenceforth to improved parcels only and shall not apply to unimproved parcels, notwithstanding other provisions to the contrary.

[Added 11-15-1990 by L.L. No. 4-1990]"

Attachments: