



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

October 17, 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 JAMES KALIN
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 142 (Wetlands, Floodplains and Drainage) of the Code of the Village of Greenport

MAYOR AND VILLAGE BOARD OF TRUSTEES

PUBLIC TO ADDRESS THE BOARD



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Submitted: October 9, 2019
Meeting: October 17, 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: Paul Pallas, P.E. Village Administrator

Department: Village Administrator

Work Session

Work Session Report for Road and Utilities

October 17, 2019

Administrator's Office

Statistics

Work Orders:

Electric = 53 Written, 53 Completed

Water = 3 Written, 3 Completed

Sewer = 62 Written, 62 Completed

Road = 65 Written, 65 Completed

Reports

❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 09-09-2019. 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 09-12-2019.

Resolutions

Microgrid Bid Authorization

Discussion

Ferry Project Update

Vac Truck Update

Road/Water Department

Statistics

Water Distribution:

11,835,800 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 = 0.83 mg/L

Third Street Firehouse - Kitchen Sink

Total Coliform = Absent

E Coli = Absent

Residual Chlorine = 0.85 mg/L

The form, DOH-360, was filed with the DOH on September 9, 2019 with the above results.

Report

Tasks Accomplished:

- ❖ Cleaned storm drains.
- ❖ Continued with street sweeping schedule throughout the village.
- ❖ Performed tree work including: tree removal on 6th avenue, 5th avenue, 4th and south and 6th and Clark.
- ❖ Performed vehicle maintenance including installation of running boards on G-55, repair of hydraulic line on payloader, and delivery and pickup of two vehicles for installation of plow equipment.
- ❖ Replaced starter on air compressor.
- ❖ Patched around village.
- ❖ Grinded sidewalks at Townsend manor inn and Sakura.
- ❖ Cleaned drains using vac truck and performed minor repairs to drains as needed.
- ❖ Trimmed beach grass blocking entrances to 5th and 6th street park.
- ❖ Picked up barricades from turntable parking lot and brought them to building #10.
- ❖ Provided support to marina when they were short staffed.
- ❖ Provided support for Maritime festival including: temporary relocation of planter boxes, garbage pickup during festival, assist with street closures and assist with traffic control.
- ❖ Repaired street signs as needed.
- ❖ Worked on water map for lead service replacement program, completed meter order on 2nd street.

Sewer Department

Flow and Sampling:

The plant continues to run well, exceeding DEC permit requirements.
Total plant flow for the month of September = 9,819,00 gallons.
Average Daily Flow = .327 (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 = <3.7 MPN. Permit limit, 200 MPN/100
Coliform Total General = 22 MPN. Permit limit 700 MPN/100
Total Nitrogen = 4.0 LBS/day

Sludge Removal:

98,000 Gallons of sludge hauled in September.

Report

❖ Treatment Plant:

Changed oil in Aerzen blowers

Changed oil in screw pump gearboxes

Worked with contractor to perform inspection of outfall at Clark's Beach

Cleaned center stilling wells of East and West clarifiers

❖ Collection System:

Contractor started work on emergency generators at 6th St. and Ludlam

Smoke tested 1st St for sources of inflow

Assisted Road Barn jet rodding storm drains on 2nd St.

Contractor installed gasketed/locking manhole lids at the ends of 5th and 6th St. beach

Cleared blockage on 6th Ave.

Electric Department

Statistics

Monthly Power Usage:

Maximum usage day = September 1 @ 98.81 Mwh

Minimum usage day = August 27 @ 72.97 Mwh

Peak demand for the month = 5.028 MW September 1, 5:30 pm

Monthly total usage = 2557.743 Mwh

Service calls/call outs = 5

Street light repairs = 25

Customers shut off for none payment = 0

Customers turned on for payment = 0

Customers turned on for the season = 0

New Services =

Tasks Accomplished:

- ❖ The inspection and maintenance of the batteries has been completed. Resulting report indicates the batteries are in very good condition. Minor recommendations being followed up on.
- ❖ Worked with Waste Water Department on several small projects over the month.
- ❖ Completed installation of EV Charging station including wiring and commissioning with NYPA staff on site.
- ❖ Repaired/replaced several street lights throughout the village.
- ❖ Replaced underground residential electric service at customer request for an increase in service size.
- ❖ Worked with Road Department on tree removal and near Hawkeye Plant.
- ❖ Contracted the removal of 4 trees on Fourth St. all 4 trees were in very poor condition, and a danger to the utility poles and distribution wires
- ❖ Serviced breakers at marina, on the east pier.
- ❖ Performed maintenance work on the carousel, drain and refill fluid clutch drive, installed positioning brackets on the outer ring gear.
- ❖ Responded to 2 flickering light calls, both were customer issues.
- ❖ Performed plant maintenance, including replacement of exterior lighting and replacement of water cooler.
- ❖ Responded to unscheduled power outage on Washington Ave. due a tree limb.

Attachments:

Greenport Meter 9-2019 (PDF)

Total Usage: 2,557,743.0000 KWH

Peak Demand: 5028.00 KW

Occured On: Sept 1 2019 17:30

Load Factor: 70.65%

Date Start: Sun Sep 1 2019

Date End: Mon Sep 30 2019

Period Ending	KWH
9/1/2019	98,811.00
9/2/2019	95,351.00
9/3/2019	93,577.00
9/4/2019	97,335.00
9/5/2019	86,808.00
9/6/2019	82,910.00
9/7/2019	82,894.00
9/8/2019	84,406.00
9/9/2019	81,334.00
9/10/2019	81,325.00
9/11/2019	90,755.00
9/12/2019	86,559.00
9/13/2019	79,163.00
9/14/2019	85,069.00
9/15/2019	91,407.00
9/16/2019	82,172.00
9/17/2019	76,246.00
9/18/2019	73,777.00
9/19/2019	72,972.00
9/20/2019	80,510.00
9/21/2019	93,446.00
9/22/2019	94,965.00
9/23/2019	93,229.00
9/24/2019	83,896.00
9/25/2019	77,755.00
9/26/2019	81,681.00
9/27/2019	79,299.00
9/28/2019	85,777.00
9/29/2019	87,856.00
9/30/2019	76,458.00
8/31/2019	108,857.00



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

Building

Work Session Report for Building Department & Code Enforcement

October 17, 2019

Office of Code Enforcement & Fire Prevention

Reports

- ❖ Code Enforcement continues to patrol the Village and respond to complaints. We have routinely been conducting fire safety and occupancy inspections.
- ❖ Code Enforcement would like to remind residents to make sure chimneys and flues are clean and maintained. As the colder weather begins to set in, we also ask residents to keep furnaces and boilers free from combustible material and debris.
- ❖ We continue to process and issue Building & Rental Permits.
- ❖ With the colder months quickly approaching, we ask our residents to keep fire safety a priority. Remember to turn portable heaters off when leaving the room or going to bed. Make sure the fireplace has a sturdy screen to stop sparks from flying into the room.

Code Enforcement Report is attached.

Building Permit Report is attached.

Traffic Enforcement Statistics Report is attached.

Attachments:

- September 2019 Building Report (PDF)
- September 2019 CODE (PDF)
- September 2019 Traffic(PDF)



Village of Greenport Building Department

October 1, 2019

Monthly Report REPORT COVERING 9/1/2019 through 9/30/2019

Incorporated Village

PERMIT TYPE	PERMIT NO.	PERMIT DATE	PARCEL ID	LEGAL ADDRESS	STATUS
Mixed Use	02795	9/9/2019	4.-6-34.6	110 First Street Greenport, New York 11944	OPEN
Decks	02796	9/20/2019	6.-7-18	306 Fifth Street Greenport, New York 11944	OPEN



Village of Greenport Enforcement Report

CODE ENFORCEMENT & FIRE PREVENTION



October 1, 2019

Monthly Report REPORT COVERING 09/01/2019 through 09/30/2019

Incorporated Village

LOCATION	DATE	FACTUAL	DISPOSITION
Broad Street Greenport, New York 11944	09/01/2019	Suffolk Bus Route Complaint.	Complain of SCTA utilizing Broad Street. Information passed on.
I/V/O Bridge Street Greenport, New York 11944	09/01/2019	Noise from area of 817 Main Street	Code Enforcement continues to monitor area.
I/V/O 837 Main Street Greenport, New York 11944	09/02/2019	Noise from area of 837 Main Street.	Code Enforcement continues to monitor area.
Downtown Area Greenport, New York 11944	09/02/2019	Noise from lower Main Street Complaint. 00:32	Online complaint of noise from downtown area/lower Main Street. Code Enforcement issued several businesses noise violations.
Downtown Area Greenport, New York 11944	09/02/2019	Noise from lower Main Street Complaint. 00:48	Online complaint of noise from downtown area/lower Main Street. Code Enforcement issued several businesses noise violations.
Downtown Area Greenport, New York 11944	09/02/2019	Noise from lower Main Street Complaint. 01:25	Online complaint of noise from downtown area/lower Main Street. Code Enforcement issued several businesses noise violations.
214 Fifth Street Greenport, New York 11944	09/04/2019	Complaint of 2 nd floor egress blocked.	Investigation determined there are no obstructions on risers. Code Enforcement to recommend moving trash can from landing.
110 South Street Greenport, New York 11944	09/04/2019	Fence being erected on property.	Complaint of a fence being erected near egress of adjoining parcel. No code violation.
110 South Street Greenport, New York 11944	09/05/2019	Fence being built on property.	Complaint of a tall fence being built on property. Fence is required temporary construction fence/barrier. Will be removed upon completion of authorized work.
Broad Street Greenport, New York 11944	09/08/2019	Suffolk Bus complaint.	Complaint of SCTA bus running stop sign. PD matter.
Fifth Street Beach Greenport, New York 11944	09/08/2019	Complaint of music at the beach.	Complaint of music coming from the picnic area. Code Enforcement continues to monitor.

LOCATION	DATE	FACTUAL	DISPOSITION
37 Front Street Greenport, New York 11944	09/08/2019 & 09/9/2019	Short-Term rental Complaint.	Complain of STR, Code Enforcement has issued appearance tickets prior to complaint.
133 Sixth Street Greenport, New York 11944	09/8/2019 & 09/10/2019	Noise Complaint.	Complaint of tree being grinded on Sunday. Code Enforcement continues to monitor area.
Sixth Avenue & Maple Street Greenport, New York 11944	09/10/2019	Dispute.	Complaint of a dispute I/V/O. Southold PD responded.
162 Sterling Street Greenport, New York 11944	09/11/2019	Complaint of Commercial Vehicle parked on street overnight.	Code does not prohibit commercial vehicles parking on streets over night as long as they are not obstructing traffic and have proper license plates and valid registration.
337 Second Street Greenport, New York 11944	09/13/2019	Safety Concerns/Search Warrant.	Ongoing life-safety concerns at property. Village Attorney obtained search warrant for Code Enforcement to enter the property after several attempts to request inspection were ignored by property owner. Property owner has been charged with 31 counts of International Property Maintenance Code Violations and 7 Village Code violations.
Village-Wide Greenport, New York 11944	09/13/2019	Complaint of vehicles blocking sidewalks.	Vehicles parked on aprons of driveways are ticketed under 132-23.4 (Parked on Sidewalk) whenever observed by officers.
51 Washington Avenue Greenport, New York 11944	09/13/2019	Complaint of grass/weeds at location.	Code Enforcement has issued property owner violations.
47 Front Street Greenport, New York 11944	09/15/2019	Restaurant dumping waste water/cleaning water onto street.	Code Enforcement has issued property owner appearance tickets for illegal dumping.
Downtown Area Greenport, New York 11944	09/16/2019	Noise from lower Main Street Complaint.	Online complaint of noise from downtown area/lower Main Street. Code Enforcement & Village Hall continue to monitor area.
314 Main Street Greenport, New York 11944	09/18/2019	Complaint of Site Plan Violation.	Property has been charged with violating site plan. The case is currently in court.
111 Main Street Greenport, New York 11944	09/22/2019	Complaint of loud music.	Online complaint of noise from downtown area/lower Main Street. Code Enforcement & Village Hall continue to monitor area.
120 Front Street Greenport, New York 11944	09/23/2019	Tiki Torches around property.	Property has installed tiki torches near sign and around property. Property ordered to have torches removed immediately. Property has complied.
59 Washington Avenue Greenport, New York 11944	09/23/2019	Complaint of lawn mowers on Saturday.	NO VIOLATION.

LOCATION	DATE	FACTUAL	DISPOSITION
Fourth & Wiggins Street Greenport, New York 11944	09/23/2019 & 09/28/2019	Short-Term rental Complaint.	Complain of STR, Code Enforcement continues to investigate area. Property claims to be owner/occupied.
208 Monsell Place Greenport, New York 11944	09/30/2019	Stop Work Order	Stop Work Order issued to property owner for failing to obtain a required building permit prior to interior renovations.

RENTAL PERMIT INFORMATION

INFORMATION

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

Applications Received: 148

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

Applications Pending Inspection: 13

(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): 10

Applications Completed/Permits Issued: 103



Village of Greenport Enforcement Report



TRAFFIC ENFORCEMENT

October 1, 2019

Monthly Report
REPORT COVERING
09/01/2019 through 09/30/2019

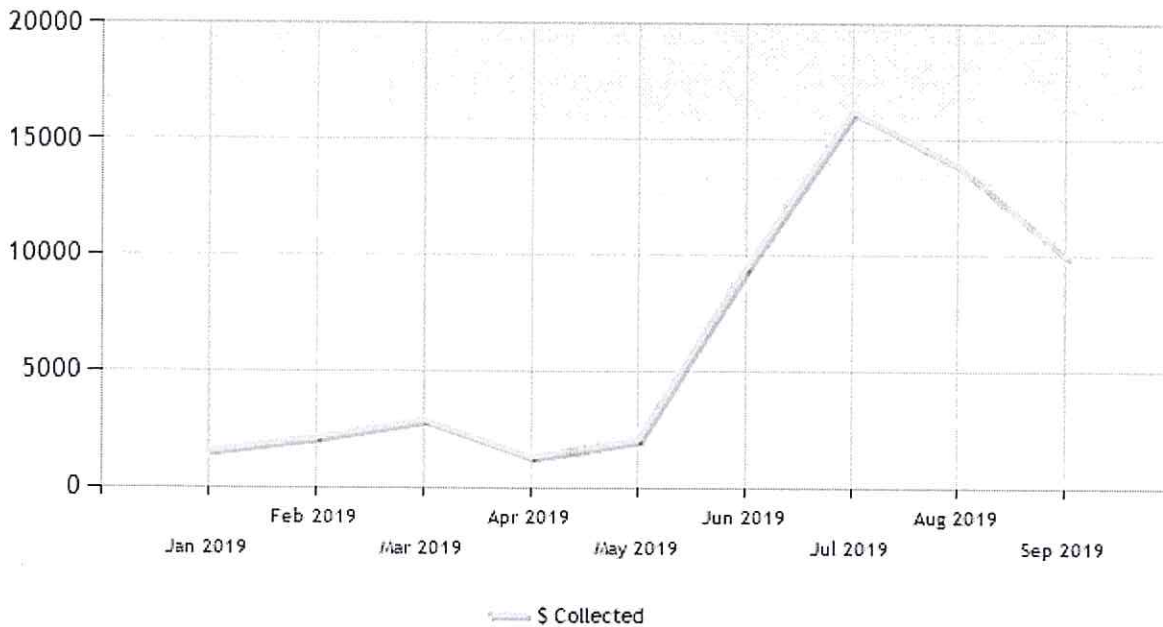
Incorporated Village

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		
November		
December		
YTD	660	\$59,720.00

SEPTEMBER 2019

Case Track



TICKETS ISSUED: SEPTEMBER 2019

Case by Violation Type

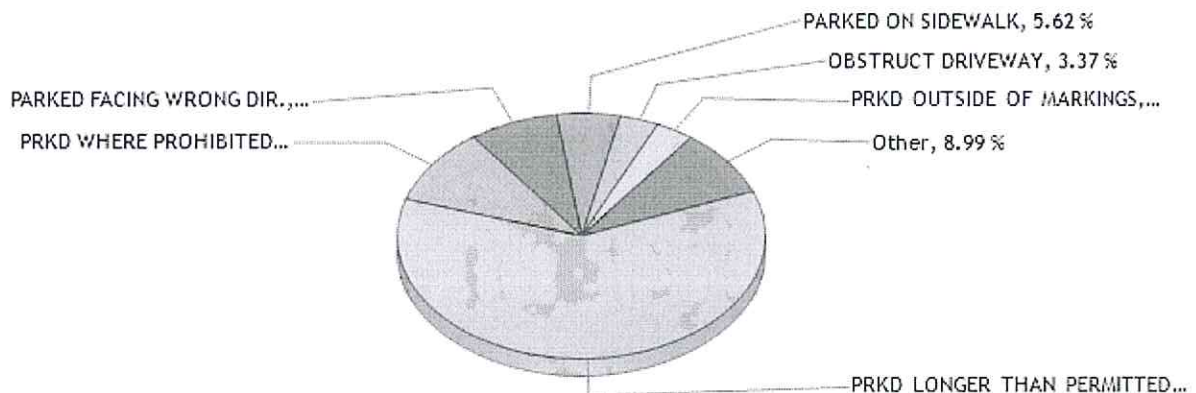
Code	Description	2019	Total
1	VEHICLE PARKD OUTSD LINES	1	1
10	PRKD. IN HANDICAPPED SCHD. XIX.	1	1
11	PRKD OBSTR. FIRE HYDRANT	2	2
13	PARKED ON SIDEWALK	5	5
14	UNREGISTERED	2	2
15	UNINSPECTED	1	1
16	PARKED FACING WRONG DIR.	7	7
17	OBSTRUCT DRIVEWAY	3	3
18	PRKD OUTSIDE OF MARKINGS	3	3
2	PRKD WHERE PROHIBITED SCHEDULE XI.	9	9
6	STOP OR STAND WHERE PROHIBITED XIV.	1	1
8	PRKD LONGER THAN PERMITTED SCHD XVI.	54	54
Total		89	89

Top five by Violation Types

- PRKD LONGER THAN PERMITTED SCHD XVI.
- PRKD WHERE PROHIBITED SCHEDULE XI.
- PARKED FACING WRONG DIR.
- PARKED ON SIDEWALK
- OBSTRUCT DRIVEWAY

These Violations combined represent 87.64% of issuance Village wide.

Frequently Issued Violations





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

Recreation

Work Session Report Recreation Department

October 17, 2019

Mitchell Park Marina/Parks

- ❖ Maritime was a great turn out and success.
- ❖ Reservations were taken for next year's Maritime Festival on Monday, September 23rd.
- ❖ Carousel main gear adjustment and maintenance was completed
- ❖ Hours of operation at the Carousel will change after Columbus Day to 10:00 am - 6:00 pm Saturdays and Sundays. The Carousel is open for all school holidays as well.
- ❖ The Carousel was thoroughly cleaned, and floor waxed after the summer season.
- ❖ Fireboat arrived on September 19th and is on the East Pier for the winter.
- ❖ Skate Park is receiving carpentry work on platforms, stairways, and ramp sheathing.
- ❖ Railroad dock bracing and pilings have been replaced. Additional bracing will be replaced during the month of October.
- ❖ Sterling Harbor dinghy dock's obsolete floater has been removed, demolished and taken to landfill.

Monthly Revenue Reports are attached.

Recreation Center

Statistics

Attendance:

After School Program = 29 children enrolled in After School Program

Reports

- ❖ After School Program began on September 9th. It was a very smooth transition and went well.
- ❖ Homework Help and Literacy Programs with Floyd Memorial Library will commence in October.
- ❖ Intergenerational Programs and field trips are being developed with Floyd Memorial Library for this year, e.g. trip to San Simeon, local farms, etc.
- ❖ Cooking classes at the Recreation Center began September 27th and will be held every Friday with the children from the After-School Program.

Campground

Tasks Accomplished

- ❖ Repairs made at a few camp sites this month, along with general grounds maintenance and clean up.
- ❖ Parking and quiet time rules enforced.
- ❖ Labor Day weekend went very well and was extremely busy.
- ❖ Began collecting 2020 seasonal deposits and October rent from all camp sites.

Attachments:

RECREATION MONTHLY REVENUE REPORT 101719 (PDF)

	MARINA		CAMPGROUND		MOORINGS		CAMERA OBSCURA		CAROUSEL			
	FISCAL YEAR 2018	FISCAL YEAR 2019	FISCAL YEAR 2020	FISCAL YEAR 2018	FISCAL YEAR 2019	FISCAL YEAR 2020	FISCAL YEAR 2018	FISCAL YEAR 2019	FISCAL YEAR 2020	FISCAL YEAR 2018	FISCAL YEAR 2019	FISCAL YEAR 2020
JUNE	\$ 91,826.21	\$ 201,996.91	\$ 198,253.89	\$ 32,229.11	\$ 63,499.00	\$ 78,130.00	\$ 40,250.00	\$ 40,023.90	\$ 36,400.00			
JULY	173,950.62	120,925.35	135,435.50	23,168.00	24,728.50	24,652.03	8,376.00	-	-			
AUGUST	174,687.33	153,314.62	117,311.08	15,120.00	19,490.00	17,539.50	72.00	-	-			
SEPTEMBER	96,914.81	78,674.19	102,144.05	9,110.00	14,400.00	18,185.00	(7,050.00)	-	-			
OCTOBER	46,023.43	25,199.87		12,662.00	7,947.50			1,300.00				
NOVEMBER	632.05	3,000.00		13.55	1,935.00			1,300.00				
DECEMBER	602.19	-		-	-			500.00				
JANUARY	-	-			1,700.00			8,000.00				
FEBRUARY	1,689.04	(20.00)		2,875.00	937.50			2,100.00				
MARCH	1,854.00	2,203.04		1,600.00	65.00			2,300.00				
APRIL	1,676.01	4,972.83		2,101.00	1,770.00			1,100.00				
MAY	21,660.02	17,237.16		2,930.00	8,792.50			1,300.00				
YEAR TO DATE	\$ 611,515.71	\$ 607,503.97	\$ 553,144.52	\$ 113,403.66	\$ 145,265.00	\$ 138,506.53	\$ 58,424.05	\$ 56,623.90	\$ 36,400.00			
	CAMERA OBSCURA			CAROUSEL								
	FISCAL YEAR 2018	FISCAL YEAR 2019	FISCAL YEAR 2020	FISCAL YEAR 2018	FISCAL YEAR 2019	FISCAL YEAR 2020						
JUNE	\$ 173.00	\$ 172.00	\$ 30.00	\$ 19,507.95	\$ 19,308.00	\$ 19,439.00						
JULY	219.00	150.00	108.00	57,084.83	51,051.91	55,026.85						
AUGUST	463.00	117.00	106.00	57,786.06	58,950.67	55,430.64						
SEPTEMBER	127.00	24.00	37.00	23,626.60	19,858.80	22,070.65						
OCTOBER	25.00	13.00		8,361.65	8,027.82							
NOVEMBER	-	388.00		6,505.00	6,035.83							
DECEMBER	-	-		3,300.00	5,973.00							
JANUARY	-	-		3,748.00	2,657.69							
FEBRUARY	-	-		5,015.22	5,631.00							
MARCH	-	-		3,005.00	3,512.00							
APRIL	8.00	-		8,817.00	9,351.19							
MAY	53.00	25.00		10,969.40	13,541.75							
YEAR TO DATE	\$ 1,068.00	\$ 889.00	\$ 281.00	\$ 207,726.71	\$ 203,899.66	\$ 151,967.14						



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

TREASURER'S REPORT OCTOBER 2019

REQUEST A MOTION BE PLACED ON THE AGENDA FOR:

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Transfer # 4225, to fund Fire Department legal fees, and directing that Budget Transfer # 4225 be included as part of the formal meeting minutes for the October 24, 2019 regular meeting of the Board of Trustees.

UTILITY BILLING

Sector 1 October bills finalized. Sector 2 being read at this time, to be completed by 10/11/19. Billing statistics for the month of September finished. Sector 3 red tags produced and hand delivered/mailed on 9/30/19. Sector 1 red tags were due 10/8/19 (previously hand delivered/certified mailed on 9/18/19). No customers disconnected.

COMMUNITY DEVELOPMENT/ HOUSING AUTHORITY

6 recertifications and 4 interims were performed for October 2019. The 2019 SEMAP (Section 8 Management Assessment Program) report has been issued, with our program earning 100%. 2 new vouchers were issued.

SIGNIFICANT COLLECTIONS

Property Tax Received through September 2019- \$ 1,070,761.48
Rents Received for September 2019 - \$ 75,666.86

SIGNIFICANT PAYMENTS

Bond payment - 2014 Serial Bond:
Marina Electric Upgrade - \$ 34,800
Street Sweeper - \$ 11,775.00
Electric Upgrade - \$ 124,496.88

Transmission Congestion Contracts, 75% payment - \$ 517,554.20

INFORMATIONAL:

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

Attachments:

BANK BALANCE SHEET - SEPTEMBER 2019 (PDF)
BILLING STATISTIC REPORT - SEPTEMBER 2019 (PDF)
PROPERTY TAX COLLECTIONS - THROUGH SEPTEMBER 2019 (PDF)
CD FINANCIALS SEPTEMBER 2019 (PDF)
HA FINANCIALS SEPTEMBER 2019 (PDF)
BUDGET TRANSFER 4225 (PDF)

BANK ACCOUNT BALANCES
FOR THE MONTH OF SEPTEMBER 2019

FUND	BANK ACCOUNT NAME	G/L ACCT#	TYPE	BALANCE
A	General	A 0200 000	Checking	128,798 50
A	Repair & Maintenance	A 0200 400	Checking	52,762 50
A	Greenhill Cemetery	A 0201 100	Savings	33,501 17
A	Money Market	A 0201 130	Money Market	1,990,014 30
A	Fire Apparatus	A 0221 110	Savings	33 23
A	Bulding Department Escrow	A 0235 101	Checking	12,372 09
A	Parks and Recreation	A 0200 200	Checking	42,675 71
TOTAL GENERAL FUND				\$ 2,260,157.50
CD	Small Cities Rehab	CD 0200 000	Savings	152,892 28
CD	NYS CDBG Funds	CD 0200 400	Public Funds Acct	226 21
CD	Moran	CD 0201 000	Savings	5,732 30
CD	Watkins	CD 0201 001	Savings	21,776 79
TOTAL COMMUNITY DEVELOPMENT				\$ 180,627.58
E	Light Fund	E 0121 100	Checking	314,387 73
E	Light Depreciation Savings	E 0116 100	Savings	2,225,338 64
E	TTC Collections	E 0121 120	Savings	461,132 66
E	Consumer Deposit Savings	E 0191 100	Savings	129,551 22
E	Consumer Deposit Checking	E 0244 200	Checking	3,505 91
TOTAL LIGHT FUND				\$ 3,133,916.16
F	Water	F 0200 000	Checking	346,979 67
F	Water Fund Capital	F 0200 400	Savings	8,379 51
F	Water Fund CD (MM)	F 0201 000	Money Market	202,593 68
F	Water Fund Money Market	F 0201 130	Money Market	385,998 04
				\$ 943,950.90

G	Sewer	G.0200.000	Checking	708,896.50	
G	NYS DEC Consent	G.0201.000	Savings	31,401.89	
G	Sewer Fund I	G.0201.100	Money Market	363,133.95	
G	Sewer Fund III	G.0201.120	Money Market	956,766.73	
G	NYSEFC	G.0205.000	Checking	185,851.61	
G	Sewer Wastewater	G.0220.110	Savings	12,155.04	
G	NYSERDA	G.0525.000	Checking	111.01	
				TOTAL SEWER FUND	\$ 2,258,316.73
H	Capital	H.0200.000	Checking	472,581.73	
H	Capital Reserve	H.0200.400	Savings	49,558.14	
				TOTAL CAPITAL FUND	\$ 522,139.87
TA	Trust & Agency	TA.0200.000	Checking	63,926.11	
TA	Retirement Savings	TA.0201.000	Savings	48,912.00	
TA	WWI Memorial Trust	TA.0201.001	Savings	730.42	
TA	T & A Special Escrow	TA.0201.002	Savings	6,597.96	
TA	Justice Court	TA.0201.004	Savings	4,789.19	
TA	Concert Fund	TA.0201.008	Savings	2,284.61	
TA	Global Common	TA.0201.009	Savings	271,394.47	
TA	Accounts Payable	TA.0202.000	Checking	537,570.56	
				TOTAL TRUST & AGENCY FUND	\$ 936,205.32
	Wire Account			1.00	
	Utility Clearing			85,602.91	
					\$ 85,603.91
				TOTAL VILLAGE WIDE	\$ 10,320,917.97

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	0	0	0	0	0	
	9 - Residential (1, 1)	1362	0	834344	93,705.24	0	0	0	12,933.43	3,621.95	8.80	2,658.15	
	10 - Water Heating (2, 2)	13	0	1622	128.42	0	0	0	25.14	7.05	0	4.02	
	11 - All Electric (3, 3)	335	0	161519	18,813.51	0	0	0	2,503.66	701.19	0	547.45	
	13 - Demand - Class 3 (5, 5)	5	0	421400	23,556.26	872.7	10,378.35	0	6,532.12	1,829.30	1,064.56	0	
	14 - Village St. Lighting (6, 6)	5	0	53491.95	6,156.92	0	0	0	829.17	232.20	0	0	
	15 - Town St Lighting (7, 7)	1	0	6485.85	746.52	0	0	0	100.54	28.16	0	0	
	19 - Traffic Lights (11, 11)	1	0	1416	146.65	0	0	0	21.95	6.15	0	0	
	20 - Contract St Lighting (12, 12)	2	0	261	0.00	0	0	0	0	0	0	0	
	21 - Sterling Harbor (13, 13)	2	0	2316.375	266.62	0	0	0	35.91	10.06	26.96	0	
	67 - NSF Fee	1	0	0	0	0	0	25.00	0	0	0	0	
	Electric Total		1739	0	1482856.175	143,389.58	872.7	10,378.35	548.60	22,981.92	6,436.06	1,091.52	3,218.42
	Sewer	3 - Sewer - Flat Charge	36	0	0	1,897.20	0	0	0	0	0	0	0
		4 - Sewer - Flat Charge	1	0	0	63.70	0	0	0	0	0	0	0
		23 - Sewer - VILL 3/4" W/SEWER (14, 14)	885	471	4918	66,537.80	0	0	0	0	0	0	0
		25 - Sewer - VILL 1" W/SEWER (15, 15)	28	8	478.8	5,833.14	0	0	0	0	0	0	0
		27 - Sewer - VILL 1 1/2" W/SEWER (16, 16)	12	3	313.2	4,647.60	0	0	0	0	0	0	0
29 - Sewer - VILL 2" W/SEWER (17, 17)		27	3	839.2	12,014.90	0	0	0	0	0	0	0	
31 - Sewer - VILL 3" W/SEWER (18, 18)		1	1	1.8	42.00	0	0	0	0	0	0	0	
33 - Sewer - VILL 4" W/SEWER (19, 19)		3	1	1785.1	27,593.35	0	0	0	0	0	0	0	
54 - Sewer - OUTSIDE RES SEWER (50, 50)		75	49	789.362	15,889.20	0	0	0	0	0	0	0	
57 - SPLIT SEWER BILLING (52, 52)		1	0	7	0.00	0	0	0	0	0	0	0	
62 - DRIFTWOOD COVE 52		1	1	123.1956	3,276.00	0	0	0	0	0	0	0	
63 - DRIFTWOOD COVE 49		1	1	117.1368	3,087.00	0	0	0	0	0	0	0	
64 - PECONIC LANDING 301		1	0	1284	22,971.00	0	0	0	0	0	0	0	
65 - CLIFFSIDE CONDOS-SEWER		1	1	148	4,410.00	0	0	0	0	0	0	0	
Sewer Total			1073	539	10804.7944	168,262.89	0	0	0	0	0	0	0
Water		5 - Water - Flat Charge	30	0	0	832.40	0	0	0	0	0	0	0
		22 - VILL 3/4" W/SEWER (14, 14)	896	207	5538.8	26,431.28	0	0	0	0	0	0	0
	24 - VILL 1" W/SEWER (15, 15)	29	3	750	2,914.26	0	0	0	0	0	0	0	
	26 - VILL 1 1/2" W/SEWER (16, 16)	13	5	434	1,618.86	0	0	0	0	0	0	0	
	28 - VILL 2" W/SEWER (17, 17)	29	8	943	3,452.64	0	0	0	0	0	0	0	
	30 - VILL 3" W/SEWER (18, 18)	1	1	2	36.90	0	0	0	0	0	0	0	
	32 - VILL 4" W/SEWER (19, 19)	3	1	1996	7,975.86	0	0	0	0	0	0	0	
	46 - VILLAGE 1 1/2" (42, 42)	1	1	0	36.90	0	0	0	0	0	0	0	
	47 - VILLAGE 2" (43, 43)	7	1	605	2,164.38	0	0	0	0	0	0	0	
	48 - VILLAGE 3/4" (44, 44)	111	43	1567	6,630.00	0	0	0	0	0	0	0	
	49 - VILLAGE SEWER ONLY (45, 45)	6	0	5	0.00	0	0	0	0	0	0	0	
	52 - FIRE SPRINKLERS (49, 49)	30	0	0	0.00	0	0	0	0	0	0	0	
	53 - OUTSIDE RES SEWER (50, 50)	71	0	899.844	0.00	0	0	0	0	0	0	0	
	Water Total		1227	270	12740.644	52,093.48	0	0	0	0	0	0	0
	electric-small commercial	12 - Commercial (4, 4)	363	0	905230.2	113,012.27	0	0	0	14,027.46	3,929.59	9,832.89	0
		16 - Operating Municipalt (8, 8)	33	0	66145	8,449.61	0	0	0	1,025.29	287.13	0	0
		17 - Water Department (9, 9)	2	0	0	24.86	0	0	0	868.04	243.09	0	0
18 - Sewer Department (10, 10)		10	0	55999	7,124.86	0	0	0	0	0	0	0	
electric-small commercial Total	73 - Electric Power Plant	6	0	45466	0.00	0	0	0	0	0	0	0	
	electric-small commercial Total	414	0	1072840.2	128,611.60	0	0	0	15,920.79	4,459.81	9,832.89	0	

EOM Billing Statistics Report

<u>Bills</u>	<u>Min. Bills</u>	<u>Usage</u>	<u>Charge</u>	<u>Usage</u>	<u>Demand</u>	<u>Contract</u>	<u>PCA</u>	<u>NYSCE</u>	<u>Comm Tax</u>	<u>Res Tax</u>
4453	809	2579241.8134	492,357.55	872.7	10,378.35	548.60	38,902.71	10,895.87	10,924.41	3,218.42

VILLAGE OF GREENPORT

Payment to 09/30/2019, Balance as of 09/30/2019

	Count	Balance Amt	Count	Paid Amt	Count	Refunds	Payment Total	Writeoff
Grand Totals								
BID MT	4	1,585.94	113	48,884.05			48,884.05	
SEWER MT	10	39,484.85	18	12,598.39			12,598.39	
WILLT	27	25,159.50	999	1,001,209.65			1,001,209.65	
WATER MT	9	14,255.24	19	5,714.32			5,714.32	
Total PRINCIPAL		80,415.53		1,068,506.41			1,088,506.41	
PEN			49	2,255.04			2,255.04	
Total PENALTY				2,255.04			2,255.04	
OVRPY	1	(0.00)	1	0.00			0.00	
Total OVRPY		(0.00)		0.00			0.00	
Total		80,415.53		1,070,751.45			1,070,751.45	

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

Account Description	REVENUE: 213 Center 213 Center	REVENUE: 278 2nd Street UNIT 1 - 8124	UNIT 2 - 8327	UNIT 3	HOUSE
Rent	\$ 1,125.00	\$ 1,350.00	1,125.00	\$ 1,175.00	
Late Fees/Credits	\$ 75.00	\$ 75.00			
TOTAL REVENUE	\$ 1,200.00	\$ 1,425.00	\$ 1,125.00	\$ 1,175.00	\$ 3,725.00
EXPENSES:	EXPENSES: 213 Center	EXPENSES: 278 2nd Street			
Utilities	213 CENTER	UNIT 1 - 8124	UNIT 2 - 8327	8328	HOUSE - 8590 RE/8361 SW
Electric	\$ 87.43				\$ 16.44
Water/Sewer	\$ 59.88				\$ 123.19
Propane/Heating Oil					
Admin					
Salary (\$6.50 X 2 payperiods 140 hrs=\$910.00 divide by 25% and 75%) [\$26.01 x 25%=\$6.50]	\$ 227.50				\$ 682.50 \$ 910.00
Payment Agreement to Village					\$ 1,000.00
Total	\$ 374.81	\$ -	\$ -	\$ -	\$ 1,822.13
					\$ 1,822.13
	MAINTENANCE: 213 Center	MAINTENANCE: 278 2nd Street			
	213 CENTER	UNIT 1	UNIT 2	UNIT 3	HOUSE
Maintenance Repairs/Other					
North Fork Carpentry	\$ 2,260.00				\$ 425.00
Pine Oaks Landscaping					\$ 195.00
North Shore Exterminating					\$ 39.49
Mattituck Enviro Services					\$ 140.00
Pine Oaks Landscaping					\$ 799.49
Total Expenses	\$ 2,260.00	\$ -	\$ -	\$ -	\$ 799.49
	\$ 2,634.81	278 2nd STREET			
MONTHLY FINANCIAL SUMMARY	213 CENTER				
Interest Earned					
Total Revenue	\$ 1,200.00				\$ 3,725.00
Total Expenses	\$ 2,634.81				\$ 2,621.62
NET REVENUE	\$ (1,434.81)				\$ 1,103.38
EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES	\$ (1,434.81)				\$ 1,103.38

**Financial Data Schedule - Monthly Revenue & Expenses
(HAP REGISTER) - September 19**

Account Description				83	TOTAL VOUCHERS	TOTAL HAP, PORT, UTILITIES	80,439.00	175.00	\$
				81	Vouchers Leased on last day of month				\$
				2	New Vouchers Issued/No Lease/Searching				
REVENUE:									
706 PHA HUD Operating Grants	\$	86,281.00			1				
706a Admin fee revenues	\$	7,376.00			1				
711 Interest Earned - HAP	\$								
711 Interest Earned - ADMIN	\$								
714 Fraud recovery	\$								
700 TOTAL REVENUE	\$	93,657.00		83	All other Vouchers				
EXPENSES:									
912 Administrative Auditing fees									
911 Salaries - Asha (\$26.02) Robert Column E 2 payperiods	\$	3,612.10	\$	256.54					
911a Medical	\$	2,120.45	\$	40.60					
911b Dental	\$	156.86	\$						
911c Pension (4.13.8%, 13.13.7% April 18 - 14 15.7%, 13.12.9%)	\$	567.10	\$	33.09					
914 Payroll Taxes FICA	\$	276.53	\$	19.63					
915 Employee Benefit Contribution TOTAL	\$	2,844.41	\$	73.69					
914 Compensated absences									
917 Nina JG Stewart, Esq									
916 A Gallacher Reimb									
918 A Gallacher Mileage	\$	42.34	\$	42.34					
916 Office Expenses Total	\$								
910 Administrative Total	\$	7,125.03	\$	7,632.66					
962 Other General Expenses (Office Rent)	\$	550.00							
969 TOTAL OPERATING EXPENSES	\$	7,675.03							
970 EXCESS OPERATING REVENUE OVER OPERATING EXPENSES	\$	86,982.00							
973.1 PHA Utility Allowance	\$	175.00	\$	(299.03)					
973.2 HAP payments	\$	80,264.00							
973 PORT payments	\$								
973 (HAP, PORT and UTILITY TOTAL)	\$	80,439.00	(VMS - HAP TOTAL)						
1117 HAP & UTIL less Port payments	\$	80,439.00	(VMS - ALL OTHER VOUCHERS HAP)						
1117 Total Admin Revenue	\$	7,376.00							
1118 Total Hap Revenue	\$	86,281.00							
1118-02c Net HAP	\$	5,842.00							
Net ADMIN	\$	(299.03)							
900 TOTAL EXPENSES	\$	88,114.03	\$	88,114.03					
1000 EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES	\$	5,542.97	\$	5,542.97					

VILLAGE OF GREENPORT

Budget Adjustment Form

Year:	2020	Period:	10	Trans Type:	B1 Transfer	Status:	Batch
Trans No.:	4225	Trans Date:	10/09/2019	User Ref:	ROBERT		
Requested:	J KALIN	Approved:		Created by:	ROBERT		10/09/2019
Description:	FUNDING OF FIRE DEPARTMENT LEGAL FEES				Account # Order:	No	
					Print Parent Account:	No	

Account No.	Account Description	Amount
A.3410.433	FIRE LEGAL EXPENSE.	14,250.00
A.3410.200	FIRE DEPT EQUIPMENT	-4,950.00
A.3410.450	FIRE MISC EXPENSE.	-3,300.00
A.3410.453	FIRE CHIEF EXP.	-3,000.00
A.3410.454	FIRE WARDEN EXPENSE	-3,000.00
	Total Amount:	0.00



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: October 10, 2019
Meeting: October 17, 2019 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Jeanmarie Odon, *Deputy Clerk*
From: Jeanmarie Odon, *Deputy Clerk*
Department: Village Clerk Department

Village Clerk October 2019 Work Session Report

VILLAGE of GREENPORT - BOARD of TRUSTEES WORK SESSION

to be presented at the meeting held on October 17, 2019

Report of Sylvia Lazzari Pirillo, Village Clerk

Contracts and Agreements

The contract between the Village and KJB (for road-end improvements) was sent to KJB for execution on September 30th. It was fully executed on October 3rd.

The agreement between the Village and North Ferry (re the terminal reconstruction) was sent to North Ferry for execution on September 30th. It was fully executed on October 2nd.

Financial

Notice was received from the NYS OSC that \$ 14,985 total is due to the Village from the Justice Court for the month of August.

Legal Notices

The tree bid and stump removal, and stumps only removal, notice was published in the September 26th edition of the paper. The bid opening was scheduled for October 8th, at which time no bids were received. The re-bid will be published in the October 17th edition of the paper, with a bid deadline of 10:30 a.m. on October 31st.

The legal notice for the Pawlowski (123 Sterling) Wetlands Permit Application was published in the October 10th edition of the paper.

Public Service Announcements

The annual Halloween parade has been scheduled for 10:00 a.m. on October 26th.

Resolutions

RESOLUTION adopting the attached SEQRA resolution regarding the proposed local law of 2019 amending Chapter 142 (Wetlands, Floodplains and Drainage) of the Village of Greenport Code; adopting lead agency status, determining the adoption of the local law amending Chapter 142 (Wetlands, Floodplains and Drainage) 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 142 (Wetlands, Floodplains and Drainage), regarding the updating of regulations contained in Chapter 142 concerning Wetlands Permit Applications in the Village of Greenport.

RESOLUTION approving the closing of North Street from Main Street to Front Street, and Front Street from Main Street to the Carousel, from 9:30 a.m. through 11:30 a.m. on October 26, 2019 for the Village-sponsored Halloween Parade, in collaboration with the Business Improvement District.

Attachments:



236 THIRD STREET
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CLERK
SYLVIA PIRILLO, RMC
EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

Submitted: October 10, 2019
Meeting: October 17, 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 October 17, 2019

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

Village Administrator Pallas at the request of Mayor Hubbard during September's work session provided the Village Board in an email several municipalities' current code with their Planning Board's site plan approvals.

In a follow up to my request in September to,

"Create item no. 8- I am requesting that we hold a Public hearing on this section of the Village Code to create item no. 8 that Site Plan Approval from the Planning Board will be valid for two years only, from the date of Planning Boards Determination and approval."

I would like to discuss the Board's thoughts on the language in our Village code to read:

An approved site plan shall be valid for a period of two years from the date of approval. If the applicant has not obtained a valid building permit within the two year period, the Planning Board may grant one twelve month extension of site plan approval upon request of the applicant made at least 30 days prior to the expiration date of the two year approval period. This section shall also apply to site plans which have been approved but have not obtained a building permit prior to the date of adoption of this section.

VILLAGE OF GREENPORT WEB PAGE

The Historic Preservation Commission is moving forward with their goal of communicating to the village community via the website. Is there any update from the Village Administrator and Village Clerk on updating the current Village website?

Review of Fines within the Village Code

In my work session report for September I mentioned that we should be looking at our schedule of fines within the current Village Code. Any update from Village Management?

Noise Ordinance

We, as a Village Board, have listened to the residential community, heard the

frustration of business owners and reviewed the violations issued on the subject of loud music this past summer season. I am suggesting that over the next few months we review and discuss our current code starting with a letter from the Mayor and Village Board to the Village Business Improvement District requesting their board reach out to the business community, have a discussion and send back to the Village Board their suggestions on how to improve a situation that is currently creating stress between the residential and business community within the Village of Greenport.

Attachments: