



236 Third Street  
Greenport NY  
11944

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

**MAYOR**  
**DAVID NYCE**  
Ext. 215

**TRUSTEES**  
GEORGE HUBBARD JR.  
DEPUTY MAYOR

DAVID MURRAY

MARY BESS PHILLIPS

JULIA ROBINS

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

**CLERK**  
SYLVIA LAZZARI PIRILLO, RMC  
Ext. 206

**TREASURER**  
ROBERT BRANDT  
Ext. 217

**COMMUNITY DEVELOPMENT**  
**DIRECTOR**  
DAVID ABATELLI  
Ext. 209

June 16, 2014 at 6:00 PM  
Mayor and Board of Trustees - Work Session  
Meeting  
Third Street  
Firehouse  
Greenport, NY 11944

**PLEDGE OF ALLEGIANCE**

**MONTHLY REPORTS FOR THE FOLLOWING:**

- o **FIRE DEPARTMENT** - CHIEF HARRY BREESE  
Including compilation of all monthly meeting minutes
- o **VILLAGE ADMINISTRATOR** - PAUL J. PALLAS  
Road and Water Department  
Sewer Department  
Light Department  
Building Department
- o **TREASURER** - ROBERT BRANDT  
Meter Department  
Housing Authority & Community Development
- o **VILLAGE CLERK** - SYLVIA PIRILLO
- o **COMMUNITY DEVELOPMENT DIRECTOR** - DAVE ABATELLI  
Recreation Department  
Harbor Department  
Marina Manager
- o **VILLAGE ATTORNEY** - JOSEPH PROKOP

**REPORTS FROM COMMITTEES**

**MAYOR AND VILLAGE BOARD OF TRUSTEES**

**DISCUSSION**



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Submitted: June 9, 2014  
Meeting: June 16, 2014 6:00 PM - *Work Session Meeting*  
To: Mayor David Nyce / Board of Trustees  
Prepared By: Debbie Boyle, *Assistant*  
From: Debbie Boyle, *Assistant*  
Department: Village Clerk

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### Fire Department Work Session Report

**Attachments:**

Fire Dept Work Session Report June (PDF)

CHIEF HARRY BREESE  
1<sup>ST</sup> ASST. CHIEF WAYNE MILLER  
2<sup>ND</sup> ASST. CHIEF JEFFREY L. WEINGART  
CHAPLAIN C. KUMJIAN  
TREAS/SECRETARY J. KALIN



Organized 1845

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

May 2014

Please accept the monthly meeting minutes and the following resolutions and requests.

We would like to make a budget adjustment and  
take \$5514.00 from A3410-462 Fire Medical Insurance-Custodian  
Take \$21,950.00 from line A3410-430 Fire Auto Insurance  
Take \$4200.00 from A3410-449 Fire Fica  
Take \$14,951.00 from A3410-451 Fire Housekeeping Services  
Take \$1914.00 from A3410-458 Fire Medical Exams  
Total of \$48,529.00  
Put \$39,003.00 into Fire Dept. Equipment A3410-200  
Put \$3740.00 into A3410-422 Fire Office Expense  
Put \$2273.00 into A3410-404 Fire Fuel Oil  
Put \$2240.00 into A3410-450 Fire Water/ Sewer & Electric  
Put \$630.00 into A3410-450 Fire Misc. Expense  
Put \$643.00 into A3410-452 Fire Secretary Serv. Expense

CHIEF HARRY BREESE  
1<sup>ST</sup> ASST. CHIEF WAYNE MILLER  
2<sup>ND</sup> ASST. CHIEF JEFFREY L. WEINGART  
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## Company Officers Meeting May 20<sup>th</sup>, 2014

**Opening:** Chief Breese opened the meeting @ 18:00 with the Pledge to the Flag & moment of silence for departed members.

**Attendance:** Chiefs Breese, Miller & Weingart; Captains Clark, Hays; 1<sup>st</sup> Lts. Dimos, Ruffner, Thorp ; 2<sup>nd</sup> Lts. Hollid, Parker , R. Purcell & Ryan; 2<sup>nd</sup> Lt. Mysliborski; SO Rand; Fire Police Capt R. Corwin, 1<sup>st</sup> Lt Capon

**Reading of Previous Minutes:** MM by Capt Hayes, 2<sup>nd</sup> by 1<sup>st</sup> Lt Ruffner to dispense with reading of previous minutes. MC

**Communications:** Read for informational purposes only, see Wardens report for communications

**Committee Reports:** Picnic moved to July 26<sup>th</sup> 3 companies in favor for July 26<sup>th</sup> (Standards, Eagles, Hooks) 1 abstained vote (Stars) and 1 for July 27<sup>th</sup> (Reliefs). Due to prior commitment on July 26<sup>th</sup> 2014 for Ronkonkoma's 110<sup>th</sup> Anniversary parade company officers voted to go back to the wardens to move the picnic to August 2<sup>nd</sup>, 2014 MM by Capt Clark, 2<sup>nd</sup> by 1<sup>st</sup> Lt Dimos MC

**Unfinished Business:** None

**New Business:** None

**Good of the Department:**

- Class A fitting May 28<sup>th</sup>, 2014 6pm 2 per company
- Lt Dimos spoke about trucks rolling w/out proper manpower w/out proper PPE on
- Chief Breese spoke about pulling a line off at MVAs and start wearing gear at calls and no freelancing.
- Fundraising envelope stuff May 28<sup>th</sup>, 2014 6pm
- Relay for Life May 31<sup>st</sup> 2014 help cooking 12-5pm
- Peconic Landing Shores calls fence blocking entrance security has key if needed to get in but from now on to use front entrance until construction ends.

**Reading of Minutes:** MM by SO Rand, 2<sup>nd</sup> by 1<sup>st</sup> Lt Dimos to dispense with reading of tonight's minutes, MC

**Adjourn:** MM by SO Rand to adjourn @ 18:14, 2<sup>nd</sup> by 2<sup>nd</sup> Lt Ryan. MC

Respectfully submitted,

Jeffrey L Weingart  
Second Asst. Chief

May 13 2014

Finance Meeting

Attendance ; Joe Barszcewski , Jim Kalin, Warren Jensen, Tony Volinski, Jim Pirillo, chiefs Breese,,Weingart,and Adm, Asst:Manwaring .

Went over all bills and looked at the Fire Safety Education Account .

Talked about a id card machine chief Miller has 3 quotes if it is on contract go and order, also we need to check on the mobil gas card and drop if they keep charging a finance charge a month .

We also should see a bill for water/sewage before we pay the bill.

All company's request budget items an 833 added a new truck

8316 medical supplies from hammer medical\$1,071.56 same supplies from E M P were \$1,148.79 and film for the camera, chemsticks \$175.00, als bag \$180.00

Chief Weingart has quotes for new and refurbished pagers .

Chief Breese has quotes for 10 new air packs, and a halogen tool

Department needs a budget mod.as follows

Take \$2,000 from A3410458 Fire Medical Exams and put it in A3410420

Fire.water/sewer& electric .

Take \$3,000 from A3410447 Fire .Village personal services and put it in A3410420 fire .water/sewage \$ electric.

Take \$ 1,000 from A3410100 Fire personnel services and put it into A3410452 Fire secretary exp.

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CHIEF HARRY BREESE  
1<sup>ST</sup> ASST. CHIEF WAYNE MILLER  
2<sup>ND</sup> ASST. CHIEF JEFFREY L. WEINGART  
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## MEETING OF THE BOARD OF WARDENS

Wednesday May 21, 2014

### OPENING:

Chief Harry Breese opened the meeting at 7:01 pm with the pledge of allegiance to the flag and a moment of silence for departed members

ATTENDANCE: 1<sup>st</sup> Assistant Chief Wayne Miller & 2<sup>nd</sup> Assistant Jeff Weingart

Wardens Joe Milovich , Warren Jensen , Darryl Volinski , Tony Volinski , Raymond Corwin , Joe Barszczewski, James Kalin , John Grilli

Warden James J. Pirillo in @ 8:15 Warden James A. Pirillo excused.

THOSE WISHING TO SPEAK TO THE BOARD: Don Dzenkowski Commissioner of East Marion Fire Dept to speak about the Peconic Landing expansion, and what are the plans to handle all the calls.

Warden Darryl Volinski spoke about a work order already in progress about handling the calls.

East Marion Chief Frank Thorp asked if we have requested a paid dept of EMT's for Peconic Landing.

East Marion Joe Vandernoeth Chairman of the board thanked us for the job we are doing.

Captain Jamie Clark request permission to use the Fire house for BBQ August 16th

Jason Parker has asked if the radios that he reported missing were ever found, as per 1<sup>st</sup> Asst. Chief Miller yes they were. In Chief office.

EXECUTIVE SESSION Motion by Warden James Kalin, seconded by Warden Tony Volinski to adjourn to an executive session to discuss personnel. Motion carried. Into an executive session at 7:10 pm.

Motion by Warden John Grilli seconded by Warden Darryl Volinski, to return to the regular meeting. Motion carried. Regular meeting at 7:52 pm.

### READING OF THE PREVIOUS MINUTES:

Motion made by Warden Milovich , seconded by Warden Corwin , to approve the minutes of the April 15, 2014 meeting of the Board of Wardens as printed and distributed. Motion carried.

**COMPANY OFFICERS MEETING MINUTES:**

2<sup>nd</sup> assistant Chief Jeff Weingart read the minutes of the May 20, 2014 meeting of the company officers for information only.

**TREASURER'S REPORT:**

The treasurer's report for the period of April 16, 2014 through May 21, 2014 was read by Secretary / Treasurer James Kalin. Motion made by Warden Jensen seconded by Warden D. Volinski to accept the treasurer's report as read. Motion carried.

**BILLS:** none

**COMMUNICATIONS RECEIVED:**

1. Mattituck Fire Dept Annual Strawberry Festival June 13- June 15<sup>th</sup> Rescue to standby June 14 10am -2pm
2. Jamesport Parade July 9<sup>th</sup> step off 7pm
3. Selden Fire Dept Motorized Drill & parade July 12th 6pm
4. East Quogue horseshoe tournament June 22 10:30am.
5. Carolyn Tamin requested permission to use meeting room May 26, 7am -9am for boy scouts for Memorial Day Ceremony.
6. East Moriches Fire Dept Annual Harley Davidson Bike raffle tickets.
7. Blue Point 125<sup>th</sup> Anniversary Journal fundraiser.
8. Donation check from Nancy Vanwyck in the amount of \$50.00
9. Letter of resignation from Lucy Clark last day to be May 27<sup>th</sup>

**APPLICATION(S) FOR NEW MEMBERSHIP:**

- 1.
- 2.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept application(s). Motion carried

**REPORT OF COMMITTEES:**

**BUILDING AND GROUNDS:**

1. Warden Joe Milovich read the proposal from H2m after meeting with the Village Board.

**BY-LAWS:** none

**FINANCE:** Report read by Ex Chief Manwaring Administrative Assistant

**FIRE DISTRICT:** none

**PRE-INCIDENT PLANNING:** Chief Breese spoke to relay for life committee members on our times of cooking and if our fire police is needed or we can use the Southold PD if needed.

**SERVICE AWARDS:** none

**RECRUITMENT:** Warden Kalin spoke about attending the Southold Town volunteer day, it had poor attendance.

**CASUALTY FUND:** none

**FUNERAL:** none

**COMMUNICATION:** none

**TRIPS AND TRAVEL:** Chief Breese spoke about Vital signs being in Buffalo Oct 23-27<sup>th</sup>

**COMPANY REQUESTS**

**EAGLE HOSE CO. # 1** Voted to have Dept picnic on July 26<sup>th</sup> & Washington Birthday assignments to stay the same.

**RELIEF HOSE CO. # 2** Voted to have Dept picnic July 27<sup>th</sup> & Washington Birthday assignments to rotate again.

Warden Tony Volinski stated that Ex Warden George Hubbard requested that in the Wardens minutes from March be changed where it stated that the Village board decides on the Member who receive points , he has requested that it be changed to the Chief decide on who get the points not the Village Board



Warden T. Volinski also read letter from Ex Warden George Hubbard on his stepping down as Warden.  
(This letter should have been read at the April Meeting)

Warden T. Volinski requested permission for Relief Hose and Phenix Hook and Ladder Carnival to be held July 1<sup>st</sup> – 5<sup>th</sup>, with Standby for Fireworks on the July 4<sup>th</sup> & 5<sup>th</sup>.

STAR HOSE CO. # 3 could not agree on date for Picnic, Washington Birthday assignment to stay the way they are now. Finance

STANDARD HOSE CO. # 4 voted to have Dept picnic on July 26<sup>th</sup> and Washington Birthday assignment to stay the way they are.

PHENIX HOOK & LADDER CO. # 1 voted to have Dept picnic July 26th and Washington Birthday assignments to rotate again.

RESCUE SQUAD Finance

WATER RESCUE Finance

FIRE POLICE Finance

UNFINISHED BUSINESS none

REPORT OF DELEGATES none

NEW BUSINESS Warden Kalin Spoke on the North Ferry Co. is handing out discount ferry tickets to Village member , can we request that Dept Vehicles get a free ride if going over for some type of training and members going over in their own vehicles get discounts if going over for trainings .

Warden Kalin also spoke about the new line up for the ferry line, advised it may be a problem if we have alarms in that area, Warden Kalin requested that maybe we can be a part of the village discussion about the change.

Warden Raymond Corwin brought up about last year the company officers voted to have the Picnic catered , as per Chief Breese stated that no one has gone out to get prices , spoke about Billy's By the Bay , and to take back to the companies to see what they would like.

Chief Breese stated that Warden Grilli sent him information on bracelets for members to wear, so we can keep other out.

GOOD OF THE DEPARTMENT

1. 2<sup>nd</sup> Asst. Chief Wayne Miller spoke about ID machine.

Motion made by Warden Jensen seconded by Warden T. Volinski to approve Finance report and to purchase the ID Machine. Motion carried.

2. Warden James A. Pirillo request that we do Fire School on Friday nights instead of Thursday nights , Chief Breese stated we get what is given to us we cannot pick the nights .

3. Warden D. Volinski requested that we send out a letter to the other fire districts as well as Chiefs council, to let them know that there is an active negotiation with Peconic landing about the EMT situation so ,there is no miscommunication from what was said here tonight .

Warden Jensen's opinion is that we should not offer any information until a binding contract is signed. Much discussion about this.

Motion made by D. Volinski seconded by T. Volinski to send out letter to Chiefs Council and other districts that we are in active negation's with Peconic Landing to resolve the Problem . Motion carried

Motion made by Warden Jensen for Mrs. Tamin to use meeting room May 26<sup>th</sup> , Permission for Standard Hose for BBQ Aug 16, and for Relief Hose and Hook and Ladder Carnival Seconded by Warden t. Volinski . Motion Carried.

Motion Made by Warden Jensen Seconded by Warden T. Volinski to move ahead with Engineer proposal. Motion carried.

Warden Jensen asked if all companies have assigned member for the benevolent fund. Yes all are assigned.

Warden T. Volinski requested that the wardens get the new assignments of communities. Chief Breese will hand out at end of meeting.

Warden Joe Milovich asked about us standing by for the Strawberry Festival and yes Rescue Squad has Saturday June 14<sup>th</sup> 10am -2pm.

Motion made by Warden T. Volinski Seconded by Warden Warren Jensen. Motion carried.

Warden Grilli request that on the invite cards for installation to have dress code is class A uniform. He noticed many members were not in uniform. As it is in the bylaws.

Motion made by Warden James Kalin, Seconded by Warden T. Volinski to regretfully accept letter of resignation from Lucy Clark on May 27<sup>th</sup>. Motion carried

#### READING OF THE MINUTES

Motion made by Warden Kalin, seconded by Warden T Volinski, to dispense with the reading of the minutes of tonight's meeting. Motion carried.

**ADJOURNMENT**

Motion made by Warden Grilli seconded by Warden D Volinski, to adjourn.

Motion carried. The meeting was adjourned at 8:39 pm

Respectfully Submitted by,

A handwritten signature in cursive script that reads "Jennifer Grilli".

Jennifer Grilli

Recording Secretary



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Submitted: June 9, 2014  
Meeting: June 16, 2014 6:00 PM - *Work Session Meeting*  
To: Mayor David Nyce / Board of Trustees  
Prepared By: Derryl Baumer, *Engineering Aide*  
From: Paul Pallas, *P.E.*  
Department: Village Administrator

## Work Session Report Village Administrator

# Work Session Report for Road and Utilities

June 16, 2014

## Utilities Office

### Statistics

#### Work Orders:

Electric = 8 Issued, 8 Completed

Water = 1 Issued, 1 Completed

Sewer = 1 Issued, 1 Completed

Road = 11 Issued, 11 Completed

#### Reports:

❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 06-02-2014. 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 06-16-2014.

❖ Water Quality Report: In accordance with Health Department requirements the annual report was required to be sent to each customer. We had been erroneously advised that a website notice was the only requirement. We discovered that we are required to mail the report to each individual customer. This was accomplished by the required date.

# Road/Water Department

## Statistics

### Water Distribution:

7,012,600 Gallons Sold

### Sampling:

All water samples complied with Department of Health requirements.

Locations: Harbor Front Deli  
Total Coliform = Negative  
E Coli = Absent  
Residual Chlorine = 0.65 mg/L

Third Street Firehouse  
Total Coliform = Negative  
E Coli = Absent  
Residual Chlorine = 0.56 mg/L

The form, DOH-360, was filed with the DOH on June 2, 2014 outlining the above results.

### Tasks Accomplished:

- ❖ Cut the grass in all the parks.
- ❖ Repaired a sink hole on Stirling Street
- ❖ Repaired bulkhead at the end of Bay Avenue
- ❖ Replaced road box cover at Texaco Alley.
- ❖ Put top soil in the new curb areas on Carpenter Street.
- ❖ Made repairs to the swing sets at the 5<sup>th</sup> Street Park.
- ❖ Replaced plumbing that was damaged at the 5<sup>th</sup> Street Bathhouse.
- ❖ Repaired water service leak at 122 Center Street.
- ❖ Turned on water service for Mitchell Park Marina.
- ❖ Made approximately 15 repairs over three days to the dock distribution system.
- ❖ Set up barricades for various events over the course of the month.

### Projects:

We are continuing to progress on our water main extension for the laundromat on Front Street. Drawings have been completed and are awaiting approval from the Suffolk County Department of Health Services. After the approval process is complete work will commence.

Work on the drain extension by the IGA is complete. Job was finished on Friday, June 6, 2014.

## Sewer Department

### Statistics

#### Flow and Sampling:

The plant continues to run well, and performs under DEC permit requirements.  
Total plant flow for the month of April, = 8,537,000 gallons.  
Average Daily Flow = 0.275 million gallons day. (MGD). Permit limit = 0.650 MGD  
Total Suspended Solids, (TSS) % removal = 97 %. Permit limit = 70%  
Carbonaceous BOD Removal, (CBOD) = 98% Permit limit = 75 %  
Coliform Fecal General = <2 MPN/100 Permit limit = 200 MPN/100  
Coliform Total General = 12.8 MPN/100 Permit limit = 700 MPN/100  
Total Nitrogen in effluent = 3.3 mg/l, (concentration) and 7.4 LBS/ day

#### Sludge Removal:

49,000 Gallons of sludge hauled during May.

#### Treatment Plant:

The biological process worked well in May and is continuing to meet standards. There were no issues with the plant operation this past month. We are now running with both basins and clarifiers in use. They are anticipated to be in operation until mid-October.

Return Activated Sludge System has been manageable to this point with the two clarifiers online and some process adjustments. If adjustments prove viable in the long term, no further corrective measures will be taken. Calibration of the RAS flow meter was done as well.

We cleaned Ultra Violet Disinfection Channels, which is done twice per year.

We are continuing to look into pricing for aeration of the sludge holding tank.

A cost benefit analysis is being conducted for potential changes to the sludge handling and equipment system.

## Collection System:

There were some issues this month with backups, the issues turned out to be customer related. All customers were notified that the main was clear and they were instructed to contact a licensed plumber to correct issues in service their laterals. The distribution system in the downtown area was cleaned in preparation for the upcoming summer season.

We replaced a motor starter at the McCann's Campground Pump Station.

## Electric Department

### Statistics

#### Monthly Power Usage:

Maximum usage day = May 25 @ 92.43 Mwh  
Minimum usage day = May 6 @ 32.19  
Average usage for the month per day = 62.31 Mwh  
Monthly total usage = 1725.38 Mwh

Service calls/call outs = 8

Street light repairs = 9

Customers shut off for non-payment = 4

Customers turned on for payment = 4

Customers turned on for the season = 0

New Services = 0

#### Tasks Accomplished:

- ❖ Electrical Contractors worked on punch list items for completion of phase I of the plant upgrade.
- ❖ Genesys Engineering worked on site plans and drawings for phase II of the upgrade (cooling tower, supply lines for cooling, and motor control panel).
- ❖ Generator #4's voltage regulator was re-installed and programmed.
- ❖ Line trucks had their annual inspection performed, all passed.
- ❖ Work continued on the SCADA system to correct reading and communication errors.
- ❖ Refilled cooling tower pond after inspection and retreated the water.
- ❖ General clean up and maintenance of plant and grounds.

#### Attachments:

Building Department Work Session Report (PDF)

BUILDING DEPT

6/14/2014

Date	Receipt #	Name	Address	Type of Fee	Amount
5/5/2014	30745	potet	22 broad street	building permit	250.00
5/5/2014	30747	dwyer	130 sterling ave	foil	0.25
5/5/2014	30749	kapekk	153 5th street	foil	0.50
5/5/2014	30750	belz	809 main st	building permit	649.60
5/7/2014	30759	olinkiewicz	232 third street	building permit	250.00
5/2/2014	30766	stevens	130 6th street	building permit	250.00
5/14/100	30767	claudios	300 main street	co fee	100.00
5/14/2014	30769	lloyds reality	front street	foil	0.25
5/15/2014	30770	hass	211 carpenter st	foil	0.25
5/15/2014	30771	kulziske	433 main st	building permit	250.00
5/15/2014	30772	olinkiewicz	238 fifth ave	building permit	250.00
5/15/2014	30773	special effects	455 main street	co fee	100.00
5/16/2014	30774	superior data	co search	co search	5.00
5/15/2014	30777	ellman	front street	use evaluation	150.00
5/19/2014	30782	flying point sports	main street	use evaluation	150.00
5/22/2014	30785	phipps	kaplan ave	foil	5.00
5/22/2014	30786	tharos, LLC	540 main st	hpc app	75.00
5/27/2014	30788	rosa	506 main street	hpc app	75.00
5/27/2014	30789	short		yard sale	5.00
5/29/2014	30794	olinkiewicz	232 3rd st	co fee	75.00
5/29/2014	30795	claudios	111 main street	co fee	100.00
<b>Total for May</b>					<b>2,740.85</b>

summary of transactions

building permit fees      6  
 foils                              5  
 co searches                    1  
 co fees                            3  
 use evaluation                2  
 HPC                                2  
 yard sale                        1



# Notices of violation

Date	SCTM #	Address	Nature of violation	Remediation
6/7/13 9/6/13 12/9/13	1001-4-8-38	229 Third Street	Continuous hoarding, property unkempt.	Ongoing conversation, appearance ticket has been issued for 9/6/13 Court date adjourned. Notice of public nuisance sent out on 12/6/2013 requesting compliance by 12/27/2013. No action has been taken by property owner to clean up. Two estimates for clean up were provided to the village attorney. <b>Clean up continues, very slowly.</b>
4/16/14 5/14/14				
1/15/14 4/16/14 5/28/14	1001-6-2-23.2	131 third Street	Property owner shut down Fire Alarm and sprinkler system due to a broken part.	Immediate repair and recertification of sprinkler system, inspection scheduled for 2/14/14. Spoke to sprinkler contractor, system fixed and waiting on certifications and test on fire alarm system. <b>Court date adjourned until may.</b> It was recommended by the Village attorney that the Building dept. complete an inspection with a Consulting engineer to determine the condition of the building. A written report is being prepared. The vacant building is falling into disrepair. It is Greenport's oldest 3 story building, dating back to 1840. Structurally still sound, the impact of being open to the elements is taking a toll on the building.
3/3/14 4/15/14	1001-4-8-32	320 Front Street	Overcrowding	After 2 attempts to contact the owner a violations was posted on the door. A inspection was completed the following day. Overcrowding was not the issue so much as the owners had rearranged the 2 residential units to have 3 units with 1 bedroom in a converted attic space. There were other minor violations as well. A follow up inspection was scheduled for April. I anticipate full cooperation from the owners. Follow up inspection: most of the smaller issues were resolved, waiting for completion of exterior repairs and will do a complete inspection of the property in order to remove violations if appropriate.
5/14/14 6/14/14				<b>The condition of the house was worse than expected, while working on the siding, further repairs were required, the house continues to improve, and final inspection will be on hold until repairs are complete.</b>

## New Complaints

8/7/13	1001-7.-5-16	139 fourth street	Maintenance of structure and property exterior	Follow up letter to owner after old complaint Owner came in for address the continuing complaints about his property. He cannot address the house issues until the property is cleaned up and he promised to complete that task by Nov. 1 <sup>st</sup> . It was resolved that the porches in disrepair on the south side will be removed and the front porch is to be rebuilt, using local and state code. No response Letter to owner being prepared, owner will be given a 30 day notice to remedy before a violation will be issued.
9/9/13				
12/9/13				
5/14/14				
6/14/14				<b>Owner has been sited to begin repairs and/or demolition with in 30 days.</b>
2/28/2014	1001-2.-1-19.1	837 Main Street	This property is for sale, while locating its co and talking with real estate people, it comes to light that the house was remodeled to have 3 apartments.	A letter went out to the owner requesting the house be returned to the two family use for which the CO was issued. I have not heard back from the owner. A Notice of violation will be issued with a 30 day deadline for compliance. The owner considered an application to the ZBA to retain the three apartments and studied the cost of an installation of the required fire suppression system. After consideration the owner decided to eliminate one tenant and return the house to the permitted 2 family use. Second floor tenant is being relocated and the house will be restored to its two family status. <b>Owner has been given till June 25 to schedule an inspection before a violation will be issued.</b>
4/14/14				
5/14/14				
6/14/14				
6/14/14	1001-4.-9-24.2	126 South Street	Vacant store front was opened as a bakery/café without the benefit of a building permit.	<b>On June 11, 2014 I inspected the store to find that the kitchen being used does not meet NY State Building Code Standards. The Dept. of Ag markets will be re-inspecting to determine if the proper licenses are in place. The building Dept. will not be moving forward without clarification from the NY State ag and market dept and/or County health dept.</b>
6/14/14	1001-3.-3-9	19 Sandy Beach rd.	Extensive repair work after sandy potentially exceeded the allowable work Without a permit.	<b>Building dept contacted owner and an inspection was scheduled. Electrical underwriters was requested.</b>
6/14/14	1001-6.-1-11	514 Wiggins Street	Construction of rear deck without permit	<b>Contacted owner, waiting for response.</b>

6/14/14	1001-3.-3-9	19 Sandy Beach rd.	Extensive repair work after sandy potentially exceeded the allowable work without a permit.	Building dept contacted owner and an inspection was scheduled. Electrical underwriters was requested.
6/14/14	1001-6.-7-18	306 Fifth Street	Abandoned house, broken windows, overgrown shrubbery. Open access for wild animals.	Order to remedy was issued. Grass was mowed but house still has broken windows and neighbors have seen raccoons in and out of the second floor windows. Shrubbery is overgrown and unsightly. Will continue to follow up.

### Building Department Report for May 2014

1. It has come to my attention that many other municipalities have set up a fee schedule for items that require more intensive review and additional inspections, such as Ansell systems and fire suppression systems. It is requested that this be reviewed by the code committee.
2. Drawing for the 4" water main extension has been approved by the county. The Village water dept. will be scheduling this installation later this season.
3. The building dept. is waiting for approval to rollout the first section of the rental code. The second section is nearly complete, as well. Building the data base is evolving. The remainder of the sections should get easier as the Building Department continues to develop the process. Identification of the rental properties remains the biggest challenge.
4. The two Village owned properties which are currently being used as storage for adjacent neighbors are a mess. Clean up of these properties should be looked at. It is the opinion of the building dept. that the installation of a simple split rail fence will prevent most of the accumulation of the debris and free parking for boats and unused cars. One property is 43 linear feet wide, requiring 5 sections of fence and the other is 28 feet wide requiring 4' sections.
5. The ARC GIS software training has been scheduled for June 24<sup>th</sup> and 25. This training is part of the grant Southold town shares with the Village. The town has offered the Village 2 seats for the training. This is the software that will allow the Village to create maps. Long term this program will allow true digital versions of all utility upgrades and improvements. In the future, it will also provide a public viewer.



236 THIRD STREET  
GREENPORT NY 11944

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

MAYOR  
DAVID NYCE  
Ext. 215

TRUSTEES  
GEORGE HUBBARD JR.  
DEPUTY MAYOR

DAVID MURRAY

MARY BESS PHILLIPS

JULIA ROBINS

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

CLERK  
SYLVIA LAZZARI PIRILLO, RMC  
Ext. 206

TREASURER  
ROBERT BRANDT  
Ext. 217

COMMUNITY DEVELOPMENT  
DIRECTOR  
DAVID ABATELLI  
Ext. 209

Submitted: June 9, 2014  
Meeting: June 16, 2014 6:00 PM - *Work Session Meeting*  
To: Mayor David Nyce / Board of Trustees  
Prepared By: Robert Brandt, *Deputy Treasurer*  
From: Debbie Boyle, *Assistant*  
Department: Treasurer's Department

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## Treasurer's Report

Work Session June 16, 2014

### Report from the Treasurer's Office

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

- Budget Modifications as submitted by Departments
- Resolution authorizing Treasurer Brandt to move bank accounts NYSERDA, Sewer Wastewater, WW I and Memorial Trust from Capital One to Suffolk County National Bank.
- Resolution authorizing Treasurer Brandt to move bank accounts Light Consumer Deposit Savings, Light Consumer Deposit Checking, Retirement Savings and T & A Special Trust from Capital One to JP Morgan Chase.
- Resolution authorizing Treasurer Brandt to move bank accounts Light Depreciation Savings, Light Checking and Accounts Payable, from Capital One to Bridgehampton National Bank.
- Request a motion Authorizing Treasurer Brandt to perform the attached budget amendment # 1120, for yearend housekeeping, to modify the 2013-2014 budget as follows:

#### General Fund:

Increase Appropriations:

A.3620.100 (Safety Inspection Personnel) \$ 129.71  
A.1210.400 (Mayor Contractual Expense) \$ 9.89  
A.1325.400 (Treasurer Contractual Expense) \$ 172.72  
A.4020.100 (Registrar Personnel) \$ 0.12  
A.8010.100 (Zoning Personnel) \$ 30.29

Decrease Appropriations:  
A.9010.800 (Employees State Retirement) \$ 342.73

Light Fund:

Increase Appropriations:  
E.0384.000 (Transportation Equipment) \$ 374.31  
Decrease Appropriations:  
E.0366.000 (Overhead Services) \$ 374.31

Water Fund:

Increase Appropriations:  
F.8310.102 (Labor Outside) \$ 406.34  
Decrease Appropriations:  
F.1680.400 (Computer Technology) \$ 406.34

Recreation Fund:

Increase Appropriations:  
R.7020.404 (Office Supplies) \$ 299.90  
R.7110.100 (Parks Personnel) \$ 580.84  
R.7120.100 (Recreation Center Personnel) \$ 0.74  
Decrease Appropriations:  
R.1420.400 (Legal) \$ 881.48

- Resolution authorizing Treasurer Brandt to perform the attached budget amendment # 1118, to fund payment of accrued time for David Abatelli, to modify the 2014-2015 budget as follows:

General Fund:

Increase Revenues:  
A.5990.000 (Appropriated Fund Balance) \$ 21,475.02  
Increase Appropriations:  
A.3620.100 (Safety Inspection Personnel) \$5,651.32  
A.5110.100 (Street Maintenance Personnel) \$ 5,651.32  
A.8010.100 (Zoning Personnel) \$ 2,825.66  
A.8020.100 (Planning Personnel) \$ 2,825.66  
A.8620.100 (Community Development Personnel) \$ 4,521.06

Light Fund:

Increase Revenues:

E.5990 (Appropriated Fund Balance) \$ 1,695.40

Increase Appropriations:

E.0998.000 (Supervisory Labor) \$ 1,695.40

Water Fund:

Increase Revenues:

F.5990.000 (Appropriated Fund Balance) \$282.57

Increase Appropriations:

F.8310.100 (Administrative Labor) \$ 282.57

Sewer Fund:

Increase Revenues:

G.5990 (Appropriated Fund Balance) \$847.70

Increase Appropriations:

G.8110.100 (Administration Labor) \$ 847.70

Recreation Fund:

Increase Revenues:

R.5990.000 (Appropriated Fund Balance) \$ 32,212.54

Increase Appropriations:

R.7110.100 (Parks Personnel) \$ 32,212.54

- Resolution authorizing Treasurer Brandt to perform the attached budget amendment # 1119, to fund Hawkeye property tax grievance, to modify the 2014-2015 budget as follows:

General Fund:

Increase Revenues:

A.5990.000 (Appropriated Fund Balance) \$ 167,388.00

Increase Appropriations:

A.1930.400 (Judgment & Claims) \$ 167,388.00

- Resolution authorizing Treasurer Brandt to perform the attached budget amendment # 1108, Fire Department yearend housekeeping , to modify the 2013-2014 budget as follows:

**General Fund:**

Increase Appropriations:

- A.3410.200 (Fire Dept. Equipment) \$ 39,003.00
- A.3410.422 (Fire Office Expense) \$ 3,740.00
- A.3410.404 (Fire Fuel Oil) \$ 2,273.00
- A.3410.450 (Fire Misc. Expense) \$ 630.00
- A.3410.420 (Fire Water/ Sewer & Electric) \$ 2,240.00
- A.3410.452 (Fire Secretary Serv. Expense) \$ 643.00

Decrease Appropriations:

- A.3410.462 (Fire med. Insurance) \$ 5,514.00
- A.3410.430 (Fire Auto Insurance) \$ 21,950.00
- A.3410.449 (Fire FICA) \$ 4,200.00
- A.3410.451 (Fire Housekeeping Services) \$ 14,951.00
- A.3410.458 (Fire Medical Exams) \$ 1,914.00

**DEBT SERVICE PAYMENTS**

- No payments made in May

**UTILITY BILLING**

- METER READING: On schedule.

**Community Development/ Housing Authority**

- FASS (Financial Assessment Sub System of Public Housing) Report submitted May 30, 2014
- Housing Authority Minutes - see attached report
- Monthly Financials - see attached reports

**SIGNIFICANT COLLECTIONS**

- Rents Received -May 2014 - \$ 97,239.44,  
2013-14 Fiscal Year Total - \$ 855,239.44

**INFORMATIONAL:**

- Report - Cash Holdings - See attached
- Utility Billing - see attached Billing Statistics Report

**Attachments:**

CDHA FINANCIALS MAY 2014 (PDF)

Housing Authority Board Meeting June 2014 (PDF)

BILLING STATISTICS REPORT - MAY 2014 (PDF)

MAY 2014 BANK BALANCES (PDF)

BUDGET MOD 1108 - FIRE DEPT. (PDF)

BUDGET MOD 1118 - ABATELLI (PDF)

BUDGET MOD 1119 - HAWKEYE (PDF)

BUDGET MOD 1120 - FINAL YEAR END (PDF)



**Financial Data Schedule - Monthly Revenue & Expenses -**  
**May 14**

Account Description	REVENUE:	EXPENSES:	80	TOTAL UNITS	TOTAL HAP & PORT PAYMENT UTILITIES	DATE	BILLED	ADMIN FEE	ASSORBIBLE
706 Grant	\$ 69,766.00								
706a Admin fee revenue	\$ 6,003.80								
711 Interest Earned - HAP	\$ 110.00								
714 Interest Earned - ADMIN	\$ 110.00								
700 Fund recovery	\$ 220.00								
TOTAL REVENUE	\$ 77,693.60								
EXPENSES:									
Administrative									
Adding fees									
Salaries - Ash#123,11/3									
periods-(210 hrs)	\$ 4,833.10	\$ 809.94							
27/Abonell Column E	\$ 1,686.56	\$ 134.92							
Medical	\$ 88.22	\$ 7.06							
Dental	\$ 975.47	\$ 162.80							
Pension 20.1% of payroll	\$ 371.26	\$ 61.96							
Payroll Taxes FICA	\$ 2,750.23	\$ 354.78							
Employee Benefit									
Contribution TOTAL	\$ 2,750.23	\$ 354.78							
Compensated absences									
914									
915									
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**RDS - 213 Center St & 278 2nd Street Monthly Revenue & Expenses - May 14**

Account Description	REVENUE: 213 Center 213 Center	REVENUE: 278 2nd Street UNIT 1 - 8124 8327	UNIT 3 HOUSE		
Rent	\$ 1,125.00	\$ 1,240.00	\$ 1,125.00	\$ 1,125.00	
Late Fees		\$			
<b>TOTAL REVENUE</b>	<b>\$ 1,125.00</b>	<b>\$ 1,240.00</b>	<b>\$ 1,125.00</b>	<b>\$ 1,125.00</b>	<b>\$ 3,490.00</b>
<b>EXPENSES:</b>	<b>EXPENSES: 213 Center 213 CENTER</b>	<b>EXPENSES: 278 2nd Street UNIT 1 - 8124 8327</b>	<b>UNIT 3 - 8328 HOUSE - 8590 RE/8361 SW</b>		
Utilities	\$ 93.71			\$ 17.90	
Electric	\$ 55.92			\$ 53.16	
Water/Sewer	\$ 424.13			\$ 635.37	
Propane/Heating Oil					
Admin					
Salary (\$4.08 X 2 payperiods 140 hrs=\$571.20 divide by 25% and 75%)	\$ 142.80			\$ 428.40	\$ 571.20
Village				\$ 1,000.00	
<b>Total</b>	<b>\$ 716.56</b>	<b>\$</b>	<b>\$</b>	<b>\$ 2,134.83</b>	<b>\$ 2,134.83</b>
<b>MAINTENANCE</b>	<b>MAINTENANCE: 213 Center 213 CENTER</b>	<b>MAINTENANCE: 278 2nd Street UNIT 1</b>	<b>UNIT 2</b>	<b>UNIT 3</b>	<b>HOUSE</b>
<u>Maintenance</u>					
<u>Repairs/Other</u>					
VGHA Admin Fee					1,624.60
Deficit 5/14					59.49
Mantluck Enviro Svcs					
Pine Oaks Landscaping					225.00
<b>Total Expenses</b>	<b>\$ 716.56</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$ 1,909.09</b>
<b>MONTHLY FINANCIAL SUMMARY</b>	<b>213 CENTER</b>	<b>278 2nd STREET</b>			
Interest Earned	\$ 1,125.00		\$ 3,490.00		
Total Revenue	\$ 716.56		\$ 4,043.92		
Total Expenses	\$ 408.44		\$ (533.92)		
<b>NET REVENUE</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>



235 THIRD STREET  
GREENPORT, NEW YORK 11944

PRESENT: Board Members: Valerie Shelby, Marilyn Corwin, Ann Reitman, Scott Mangham, Tina Finne  
Staff: Asha Gallacher, David Abatelli, Paul Pallas, Robert Brandt

## MINUTES

### Village of Greenport Housing Authority Regular Board Meeting

6/3/2014

MEETING CALLED at 5:04 pm by Tina Finne

1. MOTION – was made to approve the minutes of April 29, 2014. Scott Mangham made motion, Marilyn Corwin carried.
2. MOTION – was made to ratify accounts payable for June 2014 totaling \$77,465.74. Anne Reitman made motion, Valerie Shelby carried.

#### Section 8 Update:

- a) Paul Pallas, Robert Brandt and the HA Board members were introduced. Mr. Pallas explained his role as the Village Administrator and his ideas on how he would like the different departments to report to him, naming Robert Brandt as his HA liaison. Mr. Brandt described his role as Asha Gallacher's supervisor, which would involve mainly the financials of the Housing Authority and personnel functions. Any HA issues involving tenant/landlord complaints, policies and procedures can be discussed with Paul Pallas or Tina Finne. Guidance on correct HUD procedure would be directed to Charles McNally, HUD Analyst. Nina JG Stewart, HA Attorney, would be consulted for particularly complicated issues like reasonable accommodation or other issues of that nature.
- b) HA has abated HAP payment to #43HAP's landlord for HQS violations. Landlord will not receive June 2014 HAP payment until repairs are made. Landlord submitted a complaint to Abatelli stating the 10 day time frame to correct the entrance steps and toilet was too short. Landlord has requested a 30 day time period instead. MOTION was made to grant a 15 day extension to the landlord to correct the HQS violations, with the end date now as June 23, 2014. Tina Finne made motion, Marilyn Corwin carried.
- c) HUD has accepted the audited FASS submission for fiscal year end 3/31/14 with the auditor's Corrective Action Plan. The corrective actions were: in order to prevent incorrect HAP payments going out to landlords, the HA Administrator will make the rent payment change in the accounting system the day of the occurrence, rather than waiting until the end of the month. The other corrective action involved the Village which was remedied by hiring additional staff in the Treasurer's department. (see letter attached).
- d) Per Paul Pallas, Village Administrator, Asha Gallacher will now be reporting to Robert Brandt, Village Treasurer (see attached memo).
- e) MOTION was made to remove David Abatelli as a bank signer with Capital One and Chase Bank and replace him with Robert Brandt, Village Treasurer. Tina Finne made motion, Valerie Shelby carried.
- f) MOTION was tabled to purchase signature stamps for authorized check signers Tina Finne, Valerie Shelby, and Robert Brandt until more research could be done for alternatives like a stamp machine. Marilyn Corwin made motion, Valerie Shelby carried.
- g) Discussion commenced in reference to the future of Housing Authority's contribution to what was David Abatelli's salary and benefits, as his retirement date is 7/1/2014. Average salary monthly total was \$539.96 (8% contribution of his total salary). Health, dental, FICA and pension contributions were \$294.05. Paul Pallas would review the topic and bring his findings back to the Housing Authority Board a future meeting.

#### 3. Affordable Housing Update:

- a) MOTION was made to approve the painting proposal for 278 2<sup>nd</sup> Street submitted by Personal Touch Painting if he submits references that are satisfactory to Asha Gallacher. Tina Finne made motion, Marilyn Corwin carried.
- b) MOTION was made to approve June 2014 accounts payable for 213 Center Street totaling \$813.39 and 278 2<sup>nd</sup> Street totaling \$4,730.72. Marilyn Corwin made motion, Tina Finne carried.
- c) MOTION was made to obtain more estimates to remove the chimney at 278 2<sup>nd</sup> Street. Marilyn Corwin made motion, Anne Reitman carried.

4. Scheduled next meeting for Tuesday July 1, 2014 at 5:00pm.

5. Meeting adjourned at 6:30 pm-----Motion to adjourn by Tina Finne, Ann Reitman carried.

EOM Billing Statistics Report

Rate Summary - All Routes

Service	Rate# - Description	Bills	Min. Bills	Usage	Charge	Usage	Demand	Contract	PCA	Comm Tax	Res Tax	Total	
Electric	2 - Electric - Flat Charge	13	0	0	0	0	0	595.38			\$ 40	603.78	
	9 - Residential (1, 1)	1326	0	656373	76,721.32	0	0	20,946.30			2,323.24	99,990.86	
	10 - Water Heating (2, 2)	13	0	2785	175.77	0	0	88.87			6.62	271.26	
	11 - All Electric (3, 3)	334	0	174753	20,202.65	0	0	5,598.64			639.67	26,440.96	
	13 - Demand - Class 3 (5, 5)	5	0	420200	23,489.18	933.3	10,966.29	13,409.42			646.18	48,511.07	
	14 - Village St. Lighting (6, 6)	5	0	27258.35	3,137.44	0	0	889.86				4,007.30	
	15 - Town St Lighting (7, 7)	1	0	3305.05	380.41	0	0	105.47				485.88	
	19 - Traffic Lights (11, 11)	1	0	944	100.91	0	0	30.12				131.03	
	20 - Contract St Lighting (12, 12)	2	0	133	0.00	0	0	0.00				0.00	
	21 - Sterling Harbor (13, 13)	2	0	1180.375	135.86	0	0	37.67			14.96	188.49	
	66 - Reconnection Fee	1	0	0	0	0	0	75.00				75.00	
	Electric Total	3 - Sewer - Flat Charge	1703	0	1286931.775	124,343.54	933.3	10,966.29	670.38	41,086.35	661.14	2,977.93	180,705.63
		4 - Sewer - Flat Charge	44	0	0	2,318.80	0	0	2,318.80				2,318.80
		23 - Sewer - VILL 3/4" W/SEWER (14, 14)	869	553	4123.2	51,243.80	0	0	63.70				51,243.80
		25 - Sewer - VILL 1" W/SEWER (15, 15)	29	13	367.8	4,140.43	0	0	4,140.43				4,140.43
		27 - Sewer - VILL 1 1/2" W/SEWER (16, 16)	12	6	289.8	3,257.60	0	0	3,257.60				3,257.60
		29 - Sewer - VILL 2" W/SEWER (17, 17)	26	13	602.1	6,560.16	0	0	6,560.16				6,560.16
		31 - Sewer - VILL 3" W/SEWER (18, 18)	1	1	0	35.04	0	0	35.04				35.04
		33 - Sewer - VILL 4" W/SEWER (19, 19)	2	1	10.6	101.61	0	0	101.61				101.61
		64 - Sewer - OUTSIDE RES SEWER (50, 50)	76	65	392.654	8,368.68	0	0	8,368.68				8,368.68
		62 - DRIFTWOOD COVE 52	1	0	151.47	2,735.20	0	0	2,735.20				2,735.20
63 - DRIFTWOOD COVE 48		1	1	140.6988	2,577.40	0	0	2,577.40				2,577.40	
64 - PECONIC LANDING 253		1	1	685	13,307.80	0	0	13,307.80				13,307.80	
65 - CLIFFSIDE CONDOS-SEWER		1	1	95	3,682.00	0	0	3,682.00				3,682.00	
Sewer Total		5 - Water - Flat Charge	1085	656	6858.3228	98,392.22	0	0	98,392.22				98,392.22
		22 - VILL 3/4" W/SEWER (14, 14)	20	0	0	485.25	0	0	485.25				485.25
		24 - VILL 1" W/SEWER (15, 15)	874	250	4544.6	23,281.77	0	0	23,281.77				23,281.77
		26 - VILL 1 1/2" W/SEWER (16, 16)	28	9	392	1,611.54	0	0	1,611.54				1,611.54
		28 - VILL 2" W/SEWER (17, 17)	13	5	415	1,634.58	0	0	1,634.58				1,634.58
		30 - VILL 3" W/SEWER (18, 18)	27	18	669	3,020.58	0	0	3,020.58				3,020.58
		32 - VILL 4" W/SEWER (19, 19)	1	1	0	36.90	0	0	36.90				36.90
		46 - VILLAGE 1 1/2" (42, 42)	2	2	5	73.80	0	0	73.80				73.80
	47 - VILLAGE 2" (43, 43)	1	1	0	36.90	0	0	36.90				36.90	
	48 - VILLAGE 3/4" (44, 44)	8	2	315	1,107.54	0	0	1,107.54				1,107.54	
	49 - VILLAGE SEWER ONLY (45, 45)	87	59	672	3,575.16	0	0	3,575.16				3,575.16	
	52 - FIRE SPRINKLERS (49, 49)	4	0	16	0.00	0	0	0.00				0.00	
	53 - OUTSIDE RES SEWER (50, 50)	21	0	0	0.00	0	0	0.00				0.00	
	Water Total	12 - Commercial (4, 4)	72	0	614.856	0.00	0	0	0.00				0.00
16 - Operating Muncipal (8, 8)		1158	346	7643.456	34,864.02	0	0	20,744.45		6,707.87		34,864.02	
17 - Water Department (9, 9)		366	0	650051.5	74,105.02	0	0	420.21				101,567.34	
18 - Sewer Department (10, 10)		17	0	13168	1,620.30	0	0	0.13				2,040.51	
Grand Total		3	0	4	37.72	0	0	1,712.22		6,707.87		7,577.49	
electric-small commercial Total		10	0	53654	5,865.27	0	0	1,712.22		6,707.87		7,577.49	
		396	0	746877.5	81,628.31	0	0	22,877.01				111,213.19	
Grand Total	4322	1002	2018311.0538	339,228.09	933.3	10,966.29	670.38	63,963.36	7,369.01	2,977.93		425,175.06	

BANK BALANCE  
FOR THE MONTH OF MAY 2014

FUND	ACCT#	TYPE	
General	A.0200.000	Checking	533,311.21
Light	E.0121.100	Checking	666,655.23
Light	E.0121.100	Checking	4,608.23
Light Depreciation	E.0116.100	Savings	557,295.01
Light Consumer Deposit	E.0191.100	Savings	116,687.78
Light Consumer Deposit	E.0244.200	Checking	451.22
Light Ban Checking	E.0118.000	Checking	1,262,526.41
TTC Collections	E.0121.120	Money Market	699,478.66
Water	F.0200.000	Checking	274,283.07
Sewer	G.0200.000	Checking	375,838.53
Sewer Wastewater	G022011	Savings	12,090.94
NYSEFC	G0205	Checking	185,851.61
Recreation Fund	R.0200.000	Checking	125,307.06
Trust & Agency	TA.0200.000	Checking	71,685.67
T & A Special Escrow	TA.0201.002	Savings	6,569.30
Retirement Savings	TA.0201.000	Savings	48,709.50
WWI Memorial Trust	TA.0201.001	Savings	726.59
Accounts Payable	TA.0202.000	Checking	26,942.79
Accounts Payable	TA.0202.000	Checking	719,575.44
Small Cities Rehab.	CD.0200.000	Savings	46,867.72
Justice Court	TA.0201.004	InvestCheck	4,769.23
Concert Fund	TA.0201.008	Savings	2,905.09
Wire Account			1.00
Capital	H.0200.000	Checking	79,264.68
Capital Reserve	H.0200.400	SAVINGS	49,294.40
Water Fund Capital	F.0200.400	SAVINGS	8,344.79
Fire Apparatus	A.0221.110	MoneyMkt	577,277.88
NYS CDBG FUNDS	CD.0200.400		226.21
Global Common	TA.0201.009		145,676.88
NYSERDA	G.0525.000		141.00
UTILITY CLEARING			87,726.23
MORAN	CD.0201.000		5,718.31
WATKIS	CD.0201.001		17,118.96

<u>Money Market Account</u>			
GENERAL FUND	798,605.64	A.0201.130	
<b>Total of MM</b>	<b>798,605.64</b>		<b>798,605.64</b>
<u>Certificate of Deposit Accounts</u>			
Greenhill Cemetery	33,141.64	A-0201.100	
NYC Dec Consent Order	31,061.30	G-0201.000	
Sewer Fund III	353,576.88	G-0201.130	
General Fund III	900,375.75	A-0201.000	
General Fund CD	200,000.00	A-0201.150	
General Reserve CD	500,000.00	A-0230.100	
Water Fund	200,296.07	F-0201.000	
CD - WATER FUND	100,424.89	F.0201.130	
<b>Total of CD's</b>	<b>1,918,876.53</b>		<b>1,918,876.53</b>
<u>CLARKS BEACH/ MITCHELL PARK DEBT</u>			
	467,910.32	BUSINESS SAVINGS	
	400,281.50	MUNICIPAL JUMBO	
	<b>868,191.82</b>	<b>A.0201.120</b>	<b>868,191.82</b>
<b>TOTAL</b>			<b>10,299,600.62</b>



# VILLAGE OF GREENPORT

## Budget Adjustment Form

Year: 2015 Period: 6 Trans Type: B2 - Amend Status: Batch  
 Trans No: 1118 Trans Date: 06/06/2014 User Ref: ROBERT  
 Requested: R. BRANDT Approved: Created by: ROBERT 06/06/2014  
 Description: TO FUND PAYMENT OF ACCRUED TIME FOR D. ABATELLI Account # Order: No  
 Print Parent Account: No

Account No.	Account Description	Amount
A.5990	APPROPRIATED FUND BALANCE	21,475.02
A.3620.100	SAFETY INSPECTION.PERSONNEL SERVICES	5,651.32
A.5110.100	STREET MAINT.PERSONNEL SERVICES	5,651.32
A.8010.100	ZONING.PERSONNEL SERVICES	2,825.66
A.8020.100	PLANNING.PERSONNEL SERVICES	2,825.66
A.8620.100	COMM DEV.PERSONNEL SERVICES	4,521.06
E.5990	APPROPRIATED FUND BALANCE	1,695.40
E.0998	SUPERVISORY LABOR	1,695.40
F.5990	APPROPRIATED FUND BALANCE	282.57
F.8310.100	ADMINISTRATIVE LABOR	282.57
G.5990	APPROPRIATED FUND BALANCE	847.70
G.8110.100	ADMINISTRATION LABOR..	847.70
R.5990	APPROPRIATED FUND BALANCE	32,212.54
R.7110.100	PARKS..	32,212.54
<b>Total Amount:</b>		<b>113,026.46</b>



# VILLAGE OF GREENPORT

## Budget Adjustment Form

Year: 2015 Period: 6 Trans Type: B2 - Amend Status: Batch  
Trans No: 1119 Trans Date: 06/09/2014 User Ref: ROBERT  
Requested: R. BRANDT Approved: Created by: ROBERT 06/09/2014  
Description: TO FUND HAWKEYE PROPERTY TAX GRIEVANCE Account # Order: No  
Print Parent Account: No

Account No.	Account Description	Amount
A.5990	APPROPRIATED FUND BALANCE	167,388.00
A.1930.400	JUDGEMENTS & CLAIMS..	167,388.00
<b>Total Amount:</b>		<u>334,776.00</u>

# VILLAGE OF GREENPORT

## Budget Adjustment Form

Year: 2014 Period: 5 Trans Type: B1 - Transfer Status: Batch  
 Trans No: 1120 Trans Date: 05/31/2014 User Ref: ROBERT  
 Requested: R. BRANDT Approved: Created by: ROBERT 06/09/2014  
 Description: YEAR END HOUSEKEEPING AT 5/31/14 Account # Order: No  
 Print Parent Account: No

Account No.	Account Description	Amount
A.3620.100	SAFETY INSPECTION.PERSONNEL SERVICES	129.71
A.1210.400	MAYOR.CONTR EXP..	9.89
A.1325.400	TREASURER.CONTR EXP..	172.72
A.4020.100	REGISTRAR.PERSONNEL SERVICES	0.12
A.8010.100	ZONING.PERSONNEL SERVICES	30.29
A.9010.800	EMPLOYEES STATE RETIREMENT.EMPLOYEE BENEFITS	-342.73
E.0384	TRANSPORTATION EQUIPMENT	374.31
E.0366	OVERHEAD SERVICES	-374.31
F.8310.102	LABOR OUTSIDE..	406.34
F.1680.400	COMPUTER TECHNOLOGY	-406.34
R.7020.404	OFF SUPPLIES & EXP..	299.90
R.7110.100	PARKS..	580.84
R.7120.100	RECREATION CENTER..	0.74
R.1420.400	LEGAL..	-881.48
<b>Total Amount:</b>		<u>0.00</u>



236 THIRD STREET  
GREENPORT NY 11944

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

MAYOR  
DAVID NYCE  
Ext. 215

TRUSTEES  
GEORGE HUBBARD JR.  
DEPUTY MAYOR

DAVID MURRAY

MARY BESS PHILLIPS

JULIA ROBINS

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

CLERK  
SYLVIA LAZZARI PIRILLO, RMC  
Ext. 206

TREASURER  
ROBERT BRANDT  
Ext. 217

COMMUNITY DEVELOPMENT  
DIRECTOR  
DAVID ABATELLI  
Ext. 209

Submitted: June 12, 2014  
Meeting: June 16, 2014 6:00 PM - *Work Session Meeting*  
To: Mayor David Nyce / Board of Trustees  
Prepared By: Debbie Boyle, *Assistant*  
From: Sylvia Pirillo, *Village Clerk, RMC*  
Department: Village Clerk

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## Village Clerk Report

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

to be presented at the meeting held on June 16, 2014  
Report of Sylvia Lazzari Pirillo, Village Clerk and  
Jeanmarie Odon, Deputy Village Clerk

#### Civil Service

○ The Deputy Clerk and Deputy Treasurer worked together to complete necessary paperwork relating to the new hire in the Treasurer's Office.

#### Contracts and Agreements

- The agreement by and between the Village of Greenport and the CSEA for the period from June 1, 2010 through May 31, 2011 was fully executed on May 23, 2014. An original of this document was mailed to Jay Diaz of the CSEA on May 28<sup>th</sup>.
- The fully executed pump-out station agreement between the Village and Town was received on May 23<sup>rd</sup>.
- The retention agreement between the Village and Lamb and Barnosky was fully executed on June 5<sup>th</sup>.

#### Employment

- The open Recording Secretary position in the Fire Department was posted at Village Hall on May 27<sup>th</sup>, and noticed in the paper on June 5<sup>th</sup>.
- The open Laborer position in the Road Department was sent to the newspaper for publication on the 19<sup>th</sup> of June, and was posted on bulletin boards Village-wide, as well as on the web site.

### **Forms and Applications**

- A letter dated May 30, 2014 was directed to the NYS Office of Parks, Recreation and Historic Preservation re the Fireboat CFA Application.
- Regarding the Standard Workday Reporting Requirements: Following his completion of three months of employment with the Village, a Record of Activities will be required for Paul Pallas, at which time a separate resolution will need to be adopted, and the requisite posting requirement will be fulfilled.

### **Grants**

- Two originals of the extension of the LWRP Amendment (Contract # C006525) were sent to the NYS DOS on May 28<sup>th</sup>.
- As requested [for the GIGP 702 - Water Quality Improvements], the legal agreement between the Village and Joe Prokop, as well as wire instructions, were sent to the NYS EFC on June 2<sup>nd</sup>.
- The Updated Budget for GIGP # 702 was sent to the NYS EFC on June 6<sup>th</sup>.

### **Legal Notices**

- Special meeting on 6/9 properly noticed
- Osinski Wetlands Permit Application re-hearing properly noticed
- En Consultants Wetlands permit Application hearing properly noticed

### **Liquor License Applications**

- Gallery Hotel, LLC on 437-441 Main Street

### **Other Notices / Informational**

- A letter dated May 12, 2014 was sent to the Supervisor of the Town of Southampton concerning the proposed ban on the use of plastic bags.
- The utility billing phone scam situation was a time-consuming issue for the Clerk's Office.
- The annual PERMA Labor Statistics report was compiled, completed and submitted by the Clerk's Office.
- The Peconic Land Trust updated Restoration Recommendation was posted to the web site on May 28<sup>th</sup>.

### **Public Assembly Permit Applications / Events**

- A letter dated May 30, 2014 was sent to WPPB regarding the annual art show. [That art show has been cancelled for this year.]
- A notification was sent to the NYS Liquor Authority on June 4<sup>th</sup> regarding the suspension of the open container law for the Maritime Festival.

### **Request for Proposals / Bids**

- o The RFP for repair of the east dock [at the Marina] was opened on May 20<sup>th</sup>. There was one responder, Sea Coast Construction, at a total cost of \$ 146,000; for all parts. At the Special Meeting on June 9<sup>th</sup>, it was agreed that Sea Coast be awarded the contract, in the amount of \$ 114,000 total.

**Resolution(s) requested**

RESOLUTION approving the Public Assembly Permit Application as submitted by the East End Seaport Museum for the use of the Polo Grounds at Moores Lane for a Marine Yard Sale, from 10:00 a.m. through 5:00 p.m. on August 9, 2014.

RESOLUTION approving the Public Assembly Permit Application as submitted by the Hellenic American Taxpayers and Civic Association of Southold Township (HASTCAST) for the use of a portion of Mitchell Park for a free concert, from 6:00 p.m. through 10:00 p.m. on August 23, 2014.

RESOLUTION approving the Public Assembly Permit Application as submitted by Soldier Events for the use of a portion of Mitchell Park for the Annual 5K Walk/Ride, from 7:00 a.m. through 2:30 p.m. on September 13, 2014.

RESOLUTION approving the request of the Floyd Memorial Library to install a bicycle rack on the cobblestone portion of the Village-owned sidewalk in front of the main library entrance, which is located on North Street.

RESOLUTION approving the following performance and payment schedule for the 2014 "Dances in the Park" program:

- 7/7/14 : Wonderama / Steven Depri - \$1,200.00
- 7/14/14 : Kerry Kearney - \$ 800.00
- 7/21/14 : Bobby Nathan Band - \$ 700.00
- 7/28/14 : Boot Scoot Boogie / Shari Yeomans - \$ 400.00
- 8/4/14 : Lationology / Diane Barrale-Schreck - \$800.00
- 8/11/14 : Southold / Michael DeLuca - \$ 1,200.00
- 8/18/14 : Winston Irie / Winston Sumner - \$1,200.00
- 8/25/14 : Lonesharks / Gene Casey - \$1,000.00
- 9/1/14 : Danny Kean / Danny Kean Music Productions - \$ 600.00

RESOLUTION approving the payment of \$ 2,700.00 total to J.C. Productions, at \$ 300.00 per night for technical and lighting support at all 9 scheduled performances of the 2014 "Dances in the Park" program.

RESOLUTION authorizing Mayor Nyce to sign the Revised PERMA Program Agreement dated May 29, 2014 between the Village of Greenport and the Public Employers Risk Management Association.

RESOLUTION scheduling a public hearing for Monday, July 28, 2014 at 6:00 p.m. at the Third Street Fire Station, Third and South Streets, Greenport, New York 11944, with regard to the annual MS4 report; and directing Clerk Pirillo to notice the public hearing accordingly.

RESOLUTION appointing Deborah Boyle as Sub-Registrar, effective June 24, 2014 and increasing the hourly wage rate of Deborah Boyle by \$ 1.25 per hour, from \$ 15.53 per hour to \$ 16.78 per hour, per Article VII (Salaries and Compensation), Section 9 (a) - Merit Clause - of the current collective bargaining agreement between the Village of Greenport and the CSEA.

**Attachments:**



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COMMUNITY DEVELOPMENT  
DIRECTOR  
DAVID ABATELLI  
Ext. 209

Submitted: June 12, 2014  
Meeting: June 16, 2014 6:00 PM - *Work Session Meeting*  
To: Mayor David Nyce / Board of Trustees  
Prepared By: Debbie Boyle, *Assistant*  
From: David Abatelli, *Community Development Director*  
Department: Community Development

### **Work Session Report**

## **MONTHLY REPORT - May 13 - June 11, 2014 DAVID ABATELLI - COMMUNITY DEVELOPMENT DIRECTOR**

### **CODE ENFORCEMENT/BUILDING DEPARTMENT**

See Village Administrators report and attachments.

### **RECREATION PROGRAMS - AFTER SCHOOL PROGRAM**

See Cathy Matthews' report.

Recreation Center revenue was up slightly this month from last year still probably due to increased pre-registration for Summer Camp. We continue planning and prep for Summer Camp and the Swim program.

### **GREENHILL CEMETERY**

A meeting was held May 14<sup>th</sup>; plans still are advancing for monument repairs and invasive plant removal.

### **GREENPORT HOUSING AUTHORITY**

See attached meeting minutes.

### **MITCHELL PARK MARINA, CAROUSEL, McCann CAMPGROUND & ICE RINK**

See Village Administrator's Report for Marina Manager's report.

See attached revenue sheets.

The Carousel income was up from last year this month.

The Marina opened on May 15<sup>th</sup>; we continue to get reservations for the 2014 season. Revenue so far has been very close to last season.

The construction of a shed to enclose the power distribution panels on the west side of the Marina office building is complete except for the gray stain. We hope to now close out the contract with Bancker Electric.

McCann Campground opened on May 1st. Our income is up from last year.

### **OLD SCHOOL HOUSE RENOVATION**

Gail Horton is continuing to obtain Oral Histories from local elders as part of the Interpretive Center component of the Schoolhouse. Meetings are being held on a regular basis by the BID, Sterling Historical Society, Maritime Festival, Tree, Carousel and Greenport Improvement committees. We had the building open part of last weekend with volunteers from the Greenport Improvement committee. We hope to have the building open some weekends over the Summer.

### **LWRP UPDATE**

The NYSDOS has requested a number of changes to the format of the final draft of the LWRP. I have requested our consultant to review those recommendations and we will proceed to finalize the document in cooperation with NYSDOS.

### **HARBOR DEPARTMENT**

See Village Administrator's Report.

### **ECONOMIC DEVELOPMENT AND MARINA BULKHEAD STUDY GRANTS**

The Advisory Committee (Conservation Advisory Council) met mostly to discuss the Sterling Cove Bulkhead Replacement. We will later discuss the RFP for the Mitchell Park Marina RFP. Paul Pallas, Jeff Goubeaud and I met and worked on the format of the RFP.

The Economic Development RFP might also need some additional input from the BID prior to finalization.



## **ROAD and SIDEWALK repairs**

We are approving approximately \$10,000.00 in sidewalk repairs throughout the Village, based on trip and fall incidents and complaints of potentially hazardous conditions. The contracted work is scheduled for early July.

## **REQUESTED RESOLUTIONS**

RESOLUTION ratifying the hiring of : Marcus Heyward, Vennessa Brooks, Pamela Reed, Brianna Van Tuyle, Joann Fischer and Joanne Seeliger as seasonal, part-time employees at the Carousel at \$8.50 per hour effective May 23, 2014.

RESOLUTION hiring Tomasz Filipkowski as a part-time, seasonal lifeguard at \$12.50 per hour effective June 25, 2014.

Attended: Housing Authority, Carousel, Greenport Improvement, Historic Preservation, Planning Board and Zoning Board meetings.

Respectfully,  
David Abatelli

### **Attachments:**

Adventure Treks Work Session Report (3) (PDF)  
Recreation Dept June Report Donna (PDF)  
Recreation June Report Cathy Matthews (PDF)

# ADVENTURE TREKS, LTD.

PO BOX 5, SOUTHOLD, NY. 11971-0005

QMiii@AOL.COM

631-871-2588

06/09/14

Hon. David Nyce  
Board of Trustees  
Village of Greenport  
Work Session Monthly Report From Marina Manager

Dear Mayor and Trustees,

The following is my report for the marina and mooring field.

- The pump-out boat is operational and has been operating since the Memorial Day Weekend. There were some issues with it over that weekend that I was able to finally fix. Everything is working good now. I have two other summer employees that I'm training to drive the pump-out boat as well as the mooring boat.
- Memorial Day Weekend went very well. We ended up with a lot of boats just coming in after the weather turned out nice. There were some early cancellations due to boats not yet in the water because boatyards are behind schedule due to weather.
- The Relay For Life rally in Mitchell Park went off without any problems or issues. The management team was on top of everything. When it was all over, they picked up the grounds and left the Park in a very clean condition. There were a lot of very positive comments made about the event.
- The Greenport Village Boat Show was very successful this year. There were actually boats sold here this year! The weather was beautiful and people came out to see the boats. All the vendors were very pleased with the turnout and are talking about next year's show. On Sunday there were a lot of day trippers coming in from the south shore as well as Connecticut to go to the Chowder Contest. When they tied up they were surprised to see a boat show going on. Most of them spent time here in the marina going to the boat show before going to the Chowder Contest. It was a great weekend for the Village.
- Our first yacht of the season arrived here over the weekend. The "Hanna B", a Westport 112' yacht, is here for a month before departing for points north. Today we expect the arrival of Kipany, a 116' motor yacht. She's been here many times in the past. June 20<sup>th</sup> will be the arrival of the sailing yacht Atlantic. This is a 220', three masted private yacht that was built as a replica of a 1903 schooner that set a trans-Atlantic crossing record that held for 80 years. She'll be here for one week. We just took another reservation for a 156' motor-sailor over the Fourth of July weekend.
- Today we took the winter storm doors off of the carousel.

This concludes my report for the period.

Jeff Goubeaud  
Mitchell Park Marina Manager

Marina

DEPARTMENT

May 2014

May 2013

MONTH/YEAR

MONTH/YEAR

2013/14

2014/15

1			50		300
2	582.26	50			50
3	232.49		556.16		50
4			363.89		200
5			100		
6	152.14	100	1200		
7	1294.88	100	100		150
8	200 -				150
9		50			
10	181.05	100+150	50		200
11			96 988 50		50
12	100	300	178.15		
13		250	110.80		50
14		300			
15		100	50 371.57		350
16	50		668.37 50		100
17	43.45+301.91	50	430.22		150
18	72.78+679.50		1054.89 104.28		50
19	117.32	50	50 375.44		50
20	32.92+50	50	257.50		50
21	150	50	150		100
22	1334.66	50	912.49		150
23	3878.10+317.50	150	100		100
24	5554.24+142.75	100	3270.46		100
25	9711.21+1468.47	50	4110.12 5		
26	298.29+692.99	400	1730.11 2.50		
27	162.97+104.28+260.73	671.30	1061.49 426.79		150
28	162.97	50	50		100
29	536.59	100	44.11		150
30	686.89	150	931.45 26		400
31	53.13 701.66		1964.43 117.31		150

21,488.13

3421.<sup>30</sup>

21,259.52

3350

TOTAL

24,909.43

24,609.52

*Carousel*

**DEPARTMENT**

*May 2014*  
MONTH/YEAR

*May 2013*  
MONTH/YEAR

1			
2			
3	762-		
4	666-	2615 (donations)	978
5			735
6			
7			
8			
9			
10	652	20 Donation	
11	2112	30 (shirts)	606
12			1968
13			
14			
15			
16			
17	658		
18	882		768
19			494
20			
21			
22			
23			
24	2184		
25	2810	15 shirt	1629
26	2273		3222
27			2259
28			
29			
30	84		
31	73	368	190 70

14,182.

91.15

12,919

**TOTAL**

14,273.15

3190.15

# Rec Center

**DEPARTMENT**

May 2014
May 2013

**MONTH/YEAR**
**MONTH/YEAR**

2013/2014
2014/2015

1				
2				
3				
4				
5				
6			240	50
7	250-	800-	70	
8				
9				100
10			360	550
11		100-		
12		700-		
13				
14		1400	240	300
15	240	400		
16				
17			410	290
18				
19				
20				
21	400 + 150	100-		
22			545	500
23	330		60	150
24				
25				
26				
27				
28	360	100		
29			90	400
30				
31				

1370-

1730-
3600-
2015
2340

**TOTAL**

✓  
5330-

✓  
4355

McCanns

DEPARTMENT

May 2014

May 2013

MONTH/YEAR

MONTH/YEAR

1	500-	1500-		
2			75	
3	30	450		
4				
5	200	600		
6			370	220
7	500	500	77.5	
8				
9				
10			215	50
11				
12	425	650		
13				
14				
15			50	825
16			395	500
17			45	1000
18				
19	320	425		
20	120 270	1500		
21	160			
22				
23	930	600	405	1050
24	90			
25				
26			100	675
27	1705	225		
28				600
29	80	470		150
30				
31	30	550-	300	80

4,360-

8245-

1955

5150

TOTAL

12,605-

7105

## Greenport Recreation Program

May 2014

Kolb Heating came the first week in May to clean the filters in the furnace and they did necessary maintenance as well.

On May 10 the 3<sup>rd</sup> 4<sup>th</sup> and 5<sup>th</sup> graders went on a field trip to NYC. The "Read a Recipe for Literacy" Program sponsored and paid for the trip. Our first stop was Riverpark, which is a rooftop garden in Manhattan. Farmer Zach gave us a tour of this very unique garden. All of the vegetables and herbs are grown in lined plastic milk boxes that are set on top of another milk box so they are raised up. This also makes the garden portable, or moveable. It has already been moved once. They raise crops that are requested by local restaurants, for example, garlic. The garden was still in its early stages of growth, so it was easier to see the irrigation system and basics of the garden.

We ate our lunch on the bus on the way to the Museum of Natural History. We could have spent much more time there, it is so massive in size, but tried to see most of the highlights on each floor. The children were then allowed to purchase something from the gift shop.

We are so very fortunate to be a part of this wonderful program, which is funded through the generosity of a private benefactor.

On the 15<sup>th</sup> of May we opened the Recreation Center for Peggy Murphy and the Greenport Historical Society. Peggy teaches children from Greenport School how to make pompadours, the original air freshener. After they complete their craft, they are treated to a tour of the historic buildings adjacent to our building.

We are continuing to enroll children in our Summer Day Camp Program and are looking forward to a great summer!

Catherine Matthews