

VILLAGE OF GREENPORT  
VILLAGE BOARD OF TRUSTEES  
**WORK SESSION AGENDA**  
October 15, 2012

**PLEDGE OF ALLEGIANCE**

**MONTHLY REPORTS FOR THE FOLLOWING:**

**FIRE DEPARTMENT – CHIEF WAYDE MANWARING**  
INCLUDING COMPILATION OF ALL MONTHLY MEETING MINUTES

**TREASURER – CHARLENE KAGEL**

**VILLAGE CLERK – SYLVIA PIRILLO**

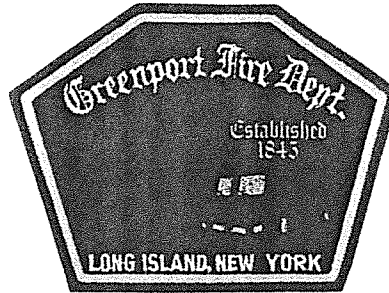
**DIRECTOR OF UTILITIES – JACK NAYLOR**  
Road Department  
Sewer Department  
Water Department  
Light Department

**VILLAGE ADMINISTRATOR – DAVE ABATELLI**  
Building Department  
Recreation department  
Housing Authority  
Harbor Department  
Marina Manager

**VILLAGE ATTORNEY – JOSEPH PROKOP**

**MAYOR AND VILLAGE BOARD OF TRUSTEES**

CHIEF WAYDE MANWARING  
1<sup>ST</sup> ASST. CHIEF HARRY BREESE  
2<sup>ND</sup> ASST. CHIEF WAYNE MILLER  
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  
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GREENPORT, NY 11944  
Email: [gfdfire@optonline.net](mailto:gfdfire@optonline.net)  
[www.greenportfd.org](http://www.greenportfd.org)

## Finance Committee Meeting

### September 11, 2012

**Attendance:** Chief Manwaring, Wardens Hubbard and Jensen

**Excused:** 1<sup>st</sup> Asst. Chief Breese & 2<sup>nd</sup> Asst. Chief Miller

#### **Reviewed all August Bills**

831: Budget Items

832: Budget Items

833: New Truck & Budget Items

834: Budget Items

835: Budget Items

8316: Quote for EMS supplies Hammer Medical for \$262.16

Water Rescue:

Fire Police:

Department is seeking quotes to perform Hose Testing and Ladder Testing

DRAFT

**MEETING OF THE BOARD OF WARDENS  
THURSDAY, SEPTEMBER 20, 2012**

**OPENING**

Chief Manwaring opened the meeting at 7:32pm with the Pledge of Allegiance to the Flag and a moment of silence for departed members, the most recent being Robert Walden of Phenix H & L Co. # 1.

**ATTENDANCE**

Chief Wayde Manwaring  
1<sup>st</sup>. Ass't. Chief Harry Breese  
Warden Joseph Milovich of Eagle Hose Co. # 1  
Warden George Hubbard, Jr. of Relief Hose Co. # 2  
Wardens Joseph Barszczewski and Raymond Corwin of Star Hose Co. # 3  
Wardens James J. Pirillo and James A. Pirillo of Standard Hose Co. # 4  
Warden James Kalin of Phenix Hook & Ladder Co. # 1

Excused: 2<sup>nd</sup>. Ass't. Chief Wayne Miller, Warden Warren Jensen of Eagle Hose Co. # 1, Warden Antone Volinski III of Relief Hose Co. # 2  
Absent: Warden Peter Harris of Phenix Hook & Ladder Co. # 1

**THOSE WISHING TO ADDRESS THE BOARD**

1. Dennis O'Donnell representing the Wounded Warrior Project thanked the department for their flag display at the recent Wounded Warrior Ride. He also spoke of the origins and goals of the organization.
2. Bernie Purcell spoke of the lack of updated maps of the fire protection area. He has contacted the Records Management people at Southold Town and will soon obtain maps.
3. Charles Hydell spoke of adding a decorative cupola to the roof of Station No. 1. He presented a drawing of the proposed cupola.

**READING OF THE PREVIOUS MINUTES**

Motion made by George Hubbard, Jr., seconded by Joseph Barszczewski, to approve the minutes of the August 15, 2012 meeting of the Board of Wardens as printed and distributed. Motion carried.

**COMPANY OFFICERS' MEETING MINUTES - none**

Relief Hose Co. # 2 - budget items

Star Hose Co. # 3 - budget items and new truck

Standard Hose Co. # 4 –

1. Request use of the facilities at Station No. 2 on August 3, 2013 for a members party.
2. Committee to start looking into the replacement of the air machine.
3. Update and replace with larger signs the boundaries of the East-West Protection District. (to the Fire District Committee)
4. Would like to use members to work on repairs, etc. at Station No. 2 with the Village buying the materials.
5. Budget items.

Phenix Hook & Ladder Co. # 1 - budget items

Rescue Squad

Items per finance committee report

Water Rescue –budget items

Fire Police – budget items

UNFINISHED BUSINESS - none

REPORTS OF DELEGATES - none

NEW BUSINESS

1. The Old “33 Truck Committee is requesting space in the storage building to store the truck during the restoration efforts. Motion by Raymond Corwin, seconded by Joseph Milovich, to allow the committee the store the truck. Motion carried.
2. Motion by Joseph Milovich, seconded by James Kalin, to donate \$100.00 to the Parkinson’s Walk-A-Thon, c/o Lois Roslak. Motion carried.

GOOD OF THE DEPARTMENT

1. Southold Town Chiefs Council requesting payment of \$200.00 for the yearly membership.
2. Department physicals to be given November 4 & 8, 2012.

3. Another engineering consultant will meet at Station No. 1 on September 26, 2012.
4. Update the list of e-mail addresses and cell phone numbers to enable electronic communication with members.
5. Re: the recent kitchen fire at Claudio's Restaurant; the chief has a letter re: the initiation of inspections.
6. Letter of thanks to Southold Town Police Department officers for their actions at the recent house fire rescuing our member, Robert Walden.
7. Letter from Southold Town Building Department re: local structures with installed solar panels.
8. CAST requests the use of Station No. 1 for distribution of Christmas gifts the week of December 17, 2012.
9. Joseph Milovich questioned the progress of obtaining quotes for boat trailers.
10. Hydrant testing will be Sunday, October 28, 2012.
11. Final report on the company's decision re: committee assignments for the Washington's Birthday celebration –  
To maintain the current rotation system:  
Star Hose Co. # 3 and Standard Hose Co. # 4  
To go to standing committees:  
Phenix H & L Co. # 1, Eagle Hose Co. # 1, and Relief Hose Co. # 2
12. Motion made by James A. Pirillo, seconded by Joseph Milovich, to approve the purchases from the Finance Committee report. Motion carried.
13. Driver Safety course will be held at Station No. 1 on October 24 & 25, 2012.
14. Chief Manwaring requested an executive session to discuss personnel matters.

### **EXECUTIVE SESSION**

Motion by Joseph Barszczewski, seconded by Joseph Milovich, to adjourn to an executive session to discuss personnel matters. Motion carried.

Adjourned to an executive session at 8:47pm.

Upon return from the executive session, motion by James Kalin, seconded by Joseph Milovich, to resume with the regular meeting. Motion carried. Regular meeting resumed at 9:05pm.

**GREENPORT FIRE DEPARTMENT  
TREASURER'S REPORT  
08/16/2012 THRU 09/20/2012**

<b><u>GENERAL FUND</u></b>	Beginning balance	\$ 274.29
	Receipts – Shearer, thank you	+ 100.00
	Congregation Tifereth Israel	+ 100.00
	Expenditures – Greenport Post Office	- 5.75
	United Communications	- 321.31
	Ending balance	<b><u>\$ 147.23</u></b>
<b><u>PICNIC FUND</u></b>	Beginning balance	\$ 0.00
	Expenditure – Kidz Play (entertainment)	- 1,350.00
	Ending balance	<b><u>(\$1,350.00)</u></b>
<b><u>MEMORIAL FUND</u></b>	Balance unchanged	<b><u>\$2,709.01</u></b>
<b><u>MAY MILE FUND</u></b>	Ending balance	<b><u>\$44,720.78</u></b>
<b><u>WASHINGTON B'DAY</u></b>	Balance unchanged	<b><u>\$2,690.46</u></b>
<b><u>WATER RESCUE SQUAD</u></b>	Balance unchanged	<b><u>\$2,576.98</u></b>
<b><u>RESCUE SQUAD 2% FUND</u></b>	Balance unchanged	<b><u>\$6,977.27</u></b>

Submitted by James H. Kalin, Secretary-Treasurer

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## COMPANY OFFICERS MEETING

September 18, 2012

**Opening:** Chief Manwaring opened the meeting @ 19:00 hours

**Attendance:** Chiefs Manwaring, Breese & Miller; Capts. Stoner, Schneider & Bogardus; 1<sup>st</sup> Lt's Hughes, Rosa, & Corazzini

**Excused:** Capt. Grilli

**Reading of Previous Minutes:** MM by Lt. Corazzini, seconded by Lt. Hughes to dispense with reading of previous minutes. Motion carried.

**Communications:** See Wardens Report

**Committee Reports:** 2nd Asst. Chief Miller asked for Picnic Committee reports and spoke on Washington's Birthday Assignments

**Unfinished Business:** None

**New Business:** None

**Good of the Department:**

- Chief Manwaring talked about Maritime Parade
- Last Fire School to be on 10/11 – Vehicle Extrication
- Junior's Breakfast
- Stand-by Crew 8-3-16 for Maritime
- Turn-out Gear fitting to be on 9/28/2012
- Turn-out Gear Bags
- Hydrant Test on 10/28/12 @ 9:00 am
- Lt. Corazzini spoke about reflective tape for hydrant whips
- Lt. Rosa asked about Dept. ID's

Greenport Fire Department Point Sheet for Month Ending September 30, 2012

<u>Name</u>	<u># Fire</u>	<u>%</u>	<u>Pts</u>	<u># EMS</u>	<u>%</u>	<u>Pts</u>	<u>Standby</u>	<u>Mtg</u>	<u>Misc</u>	<u>Training</u>	<u>Drill</u>	<u>Total</u>	<u>BB</u>	<u>HAZ</u>	<u>SHT</u>	<u>FF Drill</u>
Andrews, Allan	24	19.2	25	1	0.28	0	0	4	1	3	0	33	X	X	X	
Barszczewski, J (Warden)	35	28	25	0	0	0	1	20	15	3	0	64	X	X	X	
Berry, James	41	32.8	25	69	19.4	25	1	8	6	4	0	69	X	X	X	
Birmingham, Kenneth (WR Capt.)	15	12	25	9	2.54	0	1	13	8	3	0	50	X	X	X	
Bogardus, William (Capt.)	17	13.6	25	7	1.97	0	1	16	11	6	0	59	X	X	X	
Breese, Harry (1st Asst. Chief)	62	49.6	25	103	29	25	1	20	15	8	3	97	X	X	X	X
Bumble III, Charles	10	8	15	3	0.85	0	0	8	7	4	0	34	X	X	X	
Bumble, Lawrence	23	18.4	25	5	1.41	0	0	7	13	3	1	49	X	X	X	X
Bumble, Samantha	1	0.8	0	2	0.56	0	0	4	0	6	1	11	X	X	X	
Capon, George (1st Lt. FP)	61	48.8	25	154	43.4	25	7	18	14	6	3	98	X	X	X	
Carey, Patrick	24	19.2	25	1	0.28	0	2	10	5	4	0	46	X	X	X	
Clark, Doreen (PRM)	1	0.8	0	3	0.85	0	0	0	0	0	0	0				
Clark III, Henry	14	11.2	25	3	0.85	0	0	5	2	4	0	36	X	X	X	
Clark, James (1st Lt.)	40	32	25	3	0.85	0	3	15	15	10	3	71	X	X	X	X
Clark, Jeffrey	41	32.8	25	1	0.28	0	1	9	15	5	0	55	X	X	X	
Corazzini, Jeffrey (1st Lt.)	43	34.4	25	129	36.3	25	11	20	15	18	5	119	X	X	X	X
Corazzini, Warren	9	7.2	15	21	5.92	15	1	9	1	3	0	44	X	X	X	
Corwin, Everett (FP Capt.)	35	28	25	54	15.2	25	1	14	15	4	2	86	X	X	X	
Corwin, Raymond (Warden)	49	39.2	25	57	16.1	25	3	19	15	10	2	99	X	X	X	
Corwin, Sally	13	10.4	25	9	2.54	0	0	14	13	5	0	57	X	X	X	
Corwin, Scott	22	17.6	25	4	1.13	0	0	8	15	2	0	50	X	X	X	
Creedon, Daniel	11	8.8	15	44	12.4	25	0	9	7	4	0	60	X			
Daly, Erik	0	0	0	1	0.28	0	0	2	1	0	0	3				
De Kerillis, Alain	31	24.8	25	44	12.4	25	3	9	7	2	0	71	X	X	X	
Demirciyan, Darsy	3	2.4	0	7	1.97	0	3	1	1	2	0	7	X	X	X	
Detrick, Gary	63	50.4	25	6	1.69	0	3	17	15	10	2	72	X	X	X	
Dimos, Paul	35	28	25	12	3.38	0	0	7	7	4	1	44	X	X	X	X
Dominick, Steve	18	14.4	25	3	0.85	0	0	8	10	3	2	48	X	X	X	
Ficurilli, Michael	33	26.4	25	2	0.56	0	0	10	8	4	2	49	X	X	X	
Fisher, Shannon	24	19.2	25	51	14.4	25	7	9	1	4	1	72	X	X	X	
Golden, Danielle	4	3.2	0	2	0.56	0	0	7	5	17	1	30	X	X	X	X
Goldstein, Myron	7	5.6	15	0	0	0	1	4	0	3	0	23	X	X	X	

For Fires Rescues 5%=15 Points; 10%=25 Points

Prepared by: Lucy Clark 10/4/12



Greenport Fire Department Point Sheet for Month Ending September 30, 2012

<u>Name</u>	<u># Fire</u>	<u>%</u>	<u>Pts</u>	<u># EMS</u>	<u>%</u>	<u>Pts</u>	<u>Standby</u>	<u>Mtg</u>	<u>Misc</u>	<u>Training</u>	<u>Drill</u>	<u>Total</u>	<u>BB</u>	<u>HAZ</u>	<u>SHT</u>	<u>FF Drill</u>
Manwaring, Julia	37	29.6	25	54	15.2	25	12	19	15	7	2	105	X	X	X	
Manwaring, Wayde (Chief)	106	84.8	25	180	50.7	25	11	20	15	15	3	114	X	X	X	
Marczewski, Macy	34	27.2	25	1	0.28	0	1	10	14	3	2	55	X	X	X	
Martocchia, Jerome (RS 2nd Lt.)	52	41.6	25	55	15.5	25	9	20	15	8	2	104	X	X	X	X
Mazzi, Aileen	9	7.2	15	3	0.85	0	3	7	12	6	0	43	X	X	X	
McMoore, Melissa	0	0	0	0	0	0	0	0	0	2	0	2	X	X		
McNeil, William (Capt.)	48	38.4	25	2	0.56	0	1	15	10	5	3	59	X	X	X	X
Miller, Joseph	21	16.8	25	64	18	25	2	15	10	7	0	84	X	X	X	
Miller, Wayne (2nd Asst. Chief)	59	47.2	25	126	35.5	25	7	20	15	17	7	116	X	X	X	X
Mills, William III	0	0	0	0	0	0	0	2	0	3	0	5	X	X	X	
Milovich Jr., Joseph (Warden)	81	64.8	25	10	2.82	0	2	17	15	3	0	62	X	X	X	
Musto, Francis (PFF)	46	36.8	25	106	29.9	25	1	10	5	5	1	72	X		X	
Myslorski, Henry	3	2.4	0	2	0.56	0	0	9	12	3	0	24	X	X	X	
Myslorski, Linda (1st Lt.)	46	36.8	25	148	41.7	25	6	16	15	6	3	96	X	X	X	X
Nedoszytko, William	0	0	0	0	0	0	0	7	0	1	0	8	X			
Pirillo, James A (Warden)(SON)	46	36.8	25	2	0.56	0	0	20	15	8	1	69	X	X	X	X
Pirillo, James J (Warden)	29	23.2	25	4	1.13	0	1	18	15	4	0	63	X	X	X	
Pope, George	94	75.2	25	231	65.1	25	10	20	15	15	5	115	X	X	X	X
Pruitt, William	14	11.2	25	1	0.28	0	0	9	12	4	1	51	X	X	X	
Purcell, Bernard	117	93.6	25	157	44.2	25	15	11	15	9	6	106	X	X	X	X
Purcell, Ryan	44	35.2	25	10	2.82	0	4	8	14	4	2	57	X	X	X	X
Quillin, Michael	41	32.8	25	4	1.13	0	4	10	15	7	4	65	X	X	X	X
Rand, Charles	22	17.6	25	7	1.97	0	0	16	12	9	1	63	X	X	X	
Raynor, Dale (PFF)	11	8.8	15	0	0	0	4	4	1	0	0	24				
Remme, Frederick	21	16.8	25	0	0	0	0	7	15	3	1	51	X	X	X	
Remme Jr, Fred	22	17.6	25	0	0	0	0	7	15	3	2	52	X	X	X	
Richter, Craig	1	0.8	0	0	0	0	0	4	0	0	0	4				
Richter, Michael	40	32	25	184	51.8	25	2	12	9	4	0	77	X		X	
Rosa, Lisa (1st Lt.)	14	11.2	25	7	1.97	0	4	20	13	6	1	69	X	X	X	X
Ruffner, William (2nd Lt.)	36	28.8	25	20	5.63	15	7	9	11	4	0	71	X	X	X	
Santacroce, Joseph	0	0	0	0	0	0	0	0	0	0	0	0				
Schneider, William (Capt.)	12	9.6	15	1	0.28	0	5	17	15	6	3	61	X	X	X	X

For Fires Rescues 5%=15 Points; 10%=25 Points

Prepared by: Lucy Clark 10/4/12

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## Greenport Fire Department Monthly Report For the Month of September 2012

Number of calls this month: 61

Number of Calls to Date: 495

### Breakdown of calls by signal numbers:

9 (stand-by):	3
12 (brush fire):	0
13 (auto alarm, smoke, etc.):	10
13-35 (working structure fire):	1
14 (vehicle fire):	0
16 (ambulance/ rescue):	42
16-23 (mva, water rescue, misc.):	2
16-59 (routine transport):	0
23 (co detector, medi-vac):	2
24/13-35 (mutual aid; working structure fire):	0
24/16 (mutual aid; ambulance/rescue):	1
24/16-23 (mutual aid; mva	0
24/23 (mutual aid; misc., water rescue):	0
26 (boat fire):	0

### Breakdown of calls by location

Village: 26  
East/West: 34  
Other: 1

Total number of Personnel: 919

Number of hours: 53.87

Total personnel hours: 49,507

Average personnel per call: 15

Average call time in minutes: 53

Number of calls to Peconic Landing 13

Number of calls to San Simeon by the Sound 2

GFD Alarm Report for Month Ending September 30, 2012

Run #	Date	Location	Pers.	Disp	Sig28	Min.	Signal	Pts.	Dist	Remarks
12-435	9/1/2012	Claudios Rest	41	10:24	10:35	11	13	0	V	Kitchen Fire
12-436	9/1/2012	Wiggins St	31	10:49	11:20	31	16	1	V	A/F Respiratory
12-437	9/2/2012	Wiggins St	38	02:17	03:34	75	13-35	4	V	Mattress Fire-3 RMA
12-438	9/2/2012	Front St	28	02:46	03:15	29	13	0	V	Auto Alarm
12-439	9/2/2012	Fifth Ave	6	04:43	05:20	37	16	1	V	A/m Diff Breathing
12-440	9/2/2012	5th St Beach	9	13:38	14:00	22	16	1	V	M/C Head Laceration
12-441	9/2/2012	RR Dock	12	14:46	15:24	38	16	1	V	A/M Chest Pains
12-442	9/4/2012	San Simeon	13	08:18	08:50	32	16	1	E/W	E/F Resp
12-443	9/4/2012	Osprey Ln	16	16:42	17:23	41	16	1	E/W	E/F Hip Injury
12-444	9/4/2012	Bayview Ave	5	21:15	21:55	40	16	1	E/W	A/M Sick
12-445	9/5/2012	Bailey Ave	14	16:15	16:45	30	16	1	E/W	E/M Fall
12-446	9/6/2012	Bailey Ave	12	12:38	13:18	40	16	1	E/W	E/M Leg Pain
12-447	9/7/2012	Robinson Rd	11	12:25	13:10	45	16	1	E/W	E/F Poss Heart
12-448	9/7/2012	Bridge St	24	14:26	14:47	21	13	0	V	Faulty Transformer
12-449	9/7/2012	Pec Lndg Cottages	8	19:31	20:09	38	16	1	E/W	E/F Sick
12-450	9/9/2012	GHS	15	01:36	02:06	30	13	0	E/W	Auto Alarm
12-451	9/10/2012	Hudson City Health Care	9	11:15	11:44	29	16	1	V	A/F Chest Pain
12-452	9/10/2012	Hudson City Bank	43	17:03	17:30	27	13	0	E/W	Gas Detector
12-453	9/10/2012	Blue Marlin Dr	16	19:37	20:15	38	16	1	E/W	E/F CVA
12-454	9/11/2012	First St	9	04:20	05:00	40	16	1	V	A/M Cardiac Arrest
12-455	9/11/2012	Pec Lndg Apts	5	13:49	14:53	64	16	1	E/W	E/F Sick
12-456	9/11/2012	Rt 25 & Kerwin Blvd	30	15:15	15:58	43	16-23	2	E/W	MVA-1 RMA
12-457	9/12/2012	ELIH	21	09:50	10:06	16	13	0	V	Auto Alarm
12-458	9/13/2012	Pec Lndg Cottages	21	17:24	18:52	88	16	1	E/W	E/M Fall
12-459	9/13/2012	Moores Ln	32	17:56	18:55	61	23	1	V	Medi-Vac
12-460	9/13/2012	Brewers YY	6	23:53	00:36	43	16	1	E/W	E/F Poss Heart
12-461	9/14/2012	Third St-O/S V Hall	7	12:09	12:15	6	16	1	V	A/F Sick-RMA
12-462	9/14/2012	GHS	8	18:55	21:30	155	9	0	E/W	Football S/By
12-463	9/15/2012	Rocky Pt Rd	5	05:39	06:39	60	24-16	1	O	A/F Sick
12-464	9/15/2012	Pec Lndg Apts	12	15:20	15:59	39	16	1	E/W	E/F Fall
12-465	9/16/2012	2nd St	7	20:43	21:21	38	16	1	V	A/F Sick
12-466	9/17/2012	Ludlum Pl	6	09:11	09:39	28	16	1	V	A/m Diff Breathing
12-467	9/17/2012	Front St	8	13:06	13:32	26	16	1	V	A/F Syncope
12-468	9/17/2012	Main St	10	23:31	23:56	25	23	0	V	Electrical
12-469	9/19/2012	Bayview Ave & Colony Rd	37	17:41	18:03	22	13	0	E/W	Auto Alarm
12-470	9/20/2012	Pec Lndg Apts	5	00:01	01:25	85	16	1	E/W	E/F Fall
12-471	9/21/2012	August Ln	8	01:39	02:30	51	16	1	E/W	E/M Heart
12-472	9/21/2012	Sandy Beach Rd	5	08:12	08:53	41	16	1	E/W	E/M Sick
12-473	9/21/2012	Main St	38	17:53	18:22	29	13	0	V	Auto Alarm
12-474	9/22/2012	1st & Front Sts	13	08:30	17:00	510	9	0	V	Stand/By
12-475	9/22/2012	Front & 4th Ave	17	11:10	11:43	33	16	1	V	A/F Fall
12-476	9/22/2012	Soundview	24	17:21	17:30	9	13	0	E/W	Auto Alarm
12-477	9/23/2012	St & Adams Sts	13	09:00	16:00	420	9	0	V	Stand-By
12-478	9/23/2012	Blue Canoe	7	16:25	17:02	37	16	1	V	A/M Fall
12-479	9/24/2012	Pec Landg Shores	9	08:44	09:17	33	16	1	E/W	CVA
12-480	9/24/2012	Calebs Way	12	19:46	20:14	28	16	1	E/W	E/F Fall
12-481	9/24/2012	Pec Lndg Apts	11	20:12	20:47	35	16	1	E/W	E/F Fall
12-482	9/25/2012	First St. Bus Stop	11	09:50	10:19	29	16	1	V	M/I Diff Breathing
12-483	9/26/2012	Brewer Yacht Yard	6	11:34	12:10	36	16	1	E/W	A/M Sick

# October 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 8-3-32 <i>Standards Reliefs</i>	2 8-3-31 <i>Eagles</i>	3 8-3-55 <i>Exempts</i>	4 8-3-31 <i>Water Rescue</i>	5 8-3-32 <i>Homecoming Parade All Trucks Depart 18:00 Hours</i>	6 8-3-31
7 8-3-31	8 8-3-32 <i>Stars</i>	9 8-3-31 <i>Rescue Finance</i>	10 8-3-55 <i>Hook &amp; Ladder</i>	11 8-3-31 <i>Vehicle Extrication Yaphank- Depart 18:15</i>	12 8-3-32	13 8-3-32
14 8-3-32 <i>Juniors 9:00 am</i>	15 8-3-32 <i>Village Work Session</i>	16 8-3-31 <i>Company Officers</i>	17 8-3-55 <i>Wardens</i>	18 8-3-31 <i>Dept. Training 832 5:30—7:30 Village FOIL Presentation</i>	19 8-3-32	20 8-3-30
21 8-3-30 <i>EMS Training 10:00 am</i>	22 8-3-32	23 8-3-31	24 8-3-30 <i>Def. Driving 6—9 pm</i>	25 8-3-31 <i>Def. Driving 6-9 pm Antique Mack Rest. Comm. Mtg. 19:00</i>	26 8-3-32	27 8-3-31
28 8-3-31 <i>Hydrant Test 9:00 am</i>	29 8-3-32	30 8-3-31	31 8-3-31	<i>Chief's Cell #'s: 8330: 445-0204 8331: 831-0985 8332: 831-5645</i>	<i>Duty Companies 831 &amp; 834 With 834 first due out on 24's</i>	



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  
CHRIS KEMPNER  
DAVID MURRAY  
MARY BESS PHILLIPS

**CLERK**  
SYLVIA LAZZARI PIRILLO  
Ext. 206

**TREASURER**  
CHARLENE KAGEL, CPA  
Ext. 217

**VILLAGE ADMINISTRATOR**  
DAVID ABATELLI  
Ext. 209

**DIRECTOR OF UTILITIES**  
JOHN W. NAYLOR, JR., P.E.  
Ext. 202

Date: October 10, 2012  
To: Mayor David Nyce / Board of Trustees  
From: Tom Cybulski  
Subject: Work Session  
October 15, 2012

PRODUCTION REPORT Monthly totals including reports from 2010 to 2012 for comparison. **Attachment 1**

WATER Normal operation. The sampling requirements for the distribution system are up to date. The results are within Federal and NYSDOH limits.

SEWER The August DMR (Discharge Monitoring Report) showed the plant discharge met all permit parameters.

10-Oct-12

## 2010 UTILITY PRODUCTION REPORT

2010 MONTH	LIGHT		WATER		SEWER		HAWKEYE	
	TOTAL PURCHASED MWH	GENERATION KWH	SCWA PUMPAGE 000s OF GALLONS	AVG. PUMPED PER DAY 000s	PUMPAGE MG	AVG. PUMPED MGD	PUMPAGE IN GALLONS	AVG. PUMPED PER DAY
JANUARY	3063	0	6765.660	218.25	8.804	0.284	7405	238.87
FEBRUARY	2698	0	5307.060	171.20	9.268	0.331	20500	732.14
MARCH	2497	10000 1	7300.480	235.50	17.391	0.561	10000	322.58
APRIL	2069	0	0.000	0.00 2	13.620	0.454	25000	833.33
MAY	2236	0	0.000	0.00	8.990	0.290	7645	246.61
JUNE	2662	0	0.000	0.00	8.700	0.290	7645	254.83
JULY	3552	0	0.000	0.00	9.610	0.310	85000	2741.94
AUGUST	3229	0	0.000	0.00 3	9.920	0.320	2270	73.23
SEPTEMBER	2565	0	0.000	0.00	9.000	0.300	17000	566.67
OCTOBER	2198	0	0.000	0.00	8.277	0.267	12000	387.10
NOVEMBER	2240	0	0.000	0.00	7.410	0.247	9000	300.00
DECEMBER	2925	0	3514.100	113.36	7.775	0.251	31000	1000.00
<b>TOTALS</b>	<b>31,934</b>	<b>10000</b>	<b>22887.300</b>		<b>118.765</b>	<b>0.325</b>	<b>234,465</b>	

NOTES:  
 1) DMNC  
 2) April to Nov  
 3) SCWA invoice received 2/8/11 63019000 gallons calculated from 2009 readings then revised bills received Apr to thru Mar 1, 2011

10-Oct-12

## 2011 UTILITY PRODUCTION REPORT

2011 MONTH	LIGHT		WATER		SEWER		HAWKEYE	
	TOTAL DELIVERED MWH*	GENERATION KWH	SCWA PUMPAGE 000s OF GALLONS	AVG. PUMPED PER DAY 000s	PUMPAGE MG	AVG. PUMPED MGD	PUMPAGE IN GALLONS	AVG. PUMPED PER DAY
JANUARY	3021	0	4918.100	158.65 1	8.556	0.276	14100	454.84
FEBRUARY	2559	0	4387.768	156.71	6.958	0.249	16300	582.14
MARCH	2459	14000 2	4799.460	154.82	7.750	0.250	17000	548.39
APRIL	2212	0	5823.180	194.11	7.866	0.262	26500	883.33
MAY	2266	0	7281.780	234.90	8.928	0.288	31600	1019.35
JUNE	2576	0	7281.780	242.73	10.080	0.336	10500	350.00
JULY	3534	0	9836.200	317.30	10.215	0.330	18770	605.48
AUGUST	3184	27000 3	11672.543	376.53	10.912	0.352	23800	767.74
SEPTEMBER	2600	6000 4	7992.380	266.41	14.202	0.473	19260	642.00
OCTOBER	2279	0	6515.077	210.16	14.012	0.452	22005	709.84
NOVEMBER	2151	0	5581.990	186.07	9.600	0.320	13480	449.33
DECEMBER	2487	0	4974.200	160.46	8.866	0.286	16220	523.23
<b>TOTALS</b>	<b>31,328</b>	<b>47000</b>	<b>81064.458</b>		<b>117.945</b>		<b>229,535</b>	

NOTES:  
 1) NO SCWA INVOICE RECEIVED SINCE JULY 2010  
 Invoice recieved 2/8/11 63019000 gallons  
 Then revised bills received Apr 2 thru Dec 1, Dec, Jan, Feb  
 2) DMNC Test  
 3) Irene  
 4) DMNC  
 \*NOTE: CHANGED FROM "PURCHASED" TO "DELIVERED" TO REFLECT THE APPROXIMATE 6% LOSS BETWEEN WHAT IS PRODUCED AT NIAGRA FALLS AND WHAT GETS TO GREENPORT. GREENPORT PAYS FOR THE HIGHER PRODUCTION AMOUNT BEFORE THE LOSS IS CALCULATED.

10-Oct-12

## 2012 UTILITY PRODUCTION REPORT

2012 MONTH	LIGHT		WATER		SEWER		HAWKEYE		
	TOTAL DELIVERED MWH*	GENERATION KWH	SCWA PUMPAGE 000s OF GALLONS	AVG. PUMPED PER DAY 000s	PUMPAGE MG	AVG. PUMPED MGD	PUMPAGE IN GALLONS	AVG. PUMPED PER DAY	
JANUARY	2739	0	7675	5740.900	185.19	7.626	0.246	17235	555.97
FEBRUARY	2474	0	6410	4794.680	165.33	6.104	0.218	15645	584.54
MARCH	2302	0	5440	4069.120	131.26	7.161	0.231	16367	529.55
APRIL	2074	6000 1	7910	5916.680	197.22	7.440	0.248	16416	547.20
MAY	2363	0	7755	5800.740	187.12	8.680	0.280	27520	887.74
JUNE	2613	0	11785	8815.180	293.84	9.210	0.307	31750	1058.33
JULY	3500	0	0	0.000	0.00	9.672	0.312	13470	434.52
AUGUST	3505	0	28475	21299.300	343.54 2)	9.889	0.319	9730	313.87
SEPTEMBER	0	0	11450	8564.600	285.49	8.550	0.285	8410	280.33
OCTOBER	0	0	0	0.000	0.00	0.000	0.000	0	0.00
NOVEMBER	0	0	0	0.000	0.00	0.000	0.000	0	0.00
DECEMBER	0	0	0	0.000	0.00	0.000	0.000	0	0.00
<b>TOTALS</b>	<b>21,570</b>	<b>6000</b>	<b>65001.200</b>		<b>74.332</b>		<b>156,543</b>		

NOTES:  
 1) DMNC Test  
 2) July & Aug combined

\*NOTE: CHANGED FROM "PURCHASED" TO "DELIVERED" TO REFLECT THE APPROXIMATE 6% LOSS BETWEEN WHAT IS PRODUCED AT NIAGRA FALLS AND WHAT GETS TO GREENPORT. GREENPORT PAYS FOR THE HIGHER PRODUCTION AMOUNT BEFORE THE LOSS IS CALCULATED.



# VILLAGE OF GREENPORT

236 Third Street  
Greenport, NY 11944  
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Work Session OCT 2012

## Report from the Treasurer's Office

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

- Budget Modifications (none requested at 10/9 )

### DEBT SERVICE PAYMENTS

- Oct 1, 2012
  - 2002 EFC Bond Principal - \$20,000
- Oct 19, 2012
  - BAN – Electric Upgrade – Renew \$200,000
    - Prin. - \$25,000 – Interest - \$1777.50

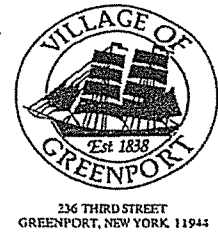
### SIGNIFICANT COLLECTIONS

- Taxes and Penalties Collected to date (including BID, Sewer and Water Arrears)
  - \$ 1,015,805.66
- Rents Received Sept- \$58,934.77
- Utility Billing - See attached Billing Statistics Report

### INFORMATIONAL:

- BST - Annual Audit Update
  - Punch list items completed by Treasurer's office staff
  - Financial Statements estimated to be issued

Village Treasurer's Office  
Charlene G. Kagel, CPA, Village Treasurer  
[ckagel@greenportvillage.org](mailto:ckagel@greenportvillage.org)  
Extension 217



- **EFC -WWTP Update**
  - Draft Drawdown # 9 sent to EFC for review (see WWTP Report)
    - Change Orders sent to EFC for approval
    - Final Drawdown #10 to be prepared upon payment of final Cameron invoices and receipt of copies of Legal invoices.

Village Treasurer's Office  
Charlene G. Kagel, CPA, Village Treasurer  
[ckagel@greenportvillage.org](mailto:ckagel@greenportvillage.org)  
Extension 217



# 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	15	0	0	0	0	0	635.35			8.65	644.00	
	9 - Residential (1,1)	1318	0	778919	87,900.24	0	0		14,117.67		2,422.74	104,440.65	
	10 - Water Heating (2, 2)	14	0	-8151	-264.56	0	0		-129.10		-9.84	-403.50	
	11 - All Electric (3, 3)	334	0	165499	19,180.44	0	0		2,989.91		551.64	22,731.99	
	13 - Demand - Class 3 (5, 5)	5	0	387800	21,678.02	1005.1	11,809.93		7,028.87	747.90		41,264.72	
	14 - Village St. Lighting (6, 6)	5	0	23979.15	2,760.01	0	0		434.63			3,194.64	
	15 - Town St Lighting (7, 7)	1	0	2907.45	334.65	0	0		52.70			387.35	
	19 - Traffic Lights (11, 11)	1	0	472	55.18	0	0		8.55			63.73	
	20 - Contract St Lighting (12, 12)	3	0	146.25	0.00	0	0					0.00	
	21 - Sterling Harbor (13, 13)	2	0	1038.375	119.52	0	0		18.82	11.93		150.27	
	66 - Reconnection Fee	1	0	0	0	0	0	75.00				75.00	
	<b>Electric Total</b>		1699	0	1352610.225	131,763.50	1005.1	11,809.93	710.35	24,532.05	759.83	2,973.19	172,548.85
	Sewer	3 - Sewer - Flat Charge	47	0	0	2,476.90	0	0					2,476.90
		4 - Sewer - Flat Charge	1	0	0	63.70	0	0					63.70
		23 - Sewer - VILL 3/4" W/SEWER (14, 14)	860	493	3480.2	41,554.60	0	0					41,554.60
		25 - Sewer - VILL 1" W/SEWER (15, 15)	29	7	510.5	5,329.11	0	0					5,329.11
27 - Sewer - VILL 1 1/2" W/SEWER (16, 16)		12	3	378	3,986.53	0	0					3,986.53	
29 - Sewer - VILL 2" W/SEWER (17, 17)		26	3	746.1	7,785.66	0	0					7,785.66	
31 - Sewer - VILL 3" W/SEWER (18, 18)		1	1	0	35.04	0	0					35.04	
33 - Sewer - VILL 4" W/SEWER (19, 19)		2	1	12.6	122.63	0	0					122.63	
54 - Sewer - OUTSIDE RES SEWER (50, 50)		76	57	710.8908	12,411.70	0	0					12,411.70	
57 - SPLIT SEWER BILLING (52, 52)		1	0	7	0.00	0	0					0.00	
62 - DRIFTWOOD COVE 52		1	1	177.7248	2,735.20	0	0					2,735.20	
63 - DRIFTWOOD COVE 49		1	1	141.372	2,577.40	0	0					2,577.40	
64 - RECONIC LANDING 253		1	1	904	13,307.80	0	0					13,307.80	
65 - CLIFFSIDE CONDOS-SEWER		1	1	132	3,682.00	0	0					3,682.00	
<b>Sewer Total</b>			1059	569	7200.3876	96,068.27	0	0					96,068.27
Water		5 - Water - Flat Charge	20	0	0	485.25	0	0					485.25
	22 - VILL 3/4" W/SEWER (14, 14)	866	171	3925.6	19,251.19	0	0					19,251.19	
	24 - VILL 1" W/SEWER (15, 15)	28	3	535	2,041.38	0	0					2,041.38	
	26 - VILL 1 1/2" W/SEWER (16, 16)	13	5	467	1,744.26	0	0					1,744.26	
	28 - VILL 2" W/SEWER (17, 17)	27	8	5404	21,467.88	0	0					21,467.88	
	30 - VILL 3" W/SEWER (18, 18)	1	1	0	36.90	0	0					36.90	
	32 - VILL 4" W/SEWER (19, 19)	2	2	11	73.80	0	0					73.80	
	46 - VILLAGE 1 1/2" (42, 42)	1	0	44	133.50	0	0					133.50	
	47 - VILLAGE 2" (43, 43)	8	1	752	2,671.14	0	0					2,671.14	
	48 - VILLAGE 3/4" (44, 44)	81	30	2064	8,717.76	0	0					8,717.76	
	49 - VILLAGE SEWER ONLY (45, 45)	4	0	102	0.00	0	0					0.00	
	52 - FIRE SPRINKLERS (49, 49)	20	0	0	0.00	0	0					0.00	
	53 - OUTSIDE RES SEWER (50, 50)	72	0	787.644	0.00	0	0					0.00	
	<b>Water Total</b>		1143	221	14092.244	56,623.06	0	0					56,623.06
	electric-small commercial	12 - Commercial (4, 4)	369	0	927180.2	115,860.14	0	0		16,805.02	9,842.54		142,507.70
		16 - Operating Municipal (8, 8)	17	0	14284	1,852.22	0	0		258.91			2,111.13
17 - Water Department (9, 9)		3	0	1	37.40	0	0		0.02			37.42	
electric-small commercial Total	18 - Sewer Department (10, 10)	10	0	41634	5,294.65	0	0		754.61			6,049.26	
	<b>Grand Total</b>	399	0	983099.2	123,044.41	0	0	17,818.56	17,818.56	9,842.54		150,705.51	
<b>Grand Total</b>		4300	790	2357002.0566	407,499.24	1005.1	11,809.93	710.35	42,350.61	10,602.37	2,973.19	475,945.69	

VILLAGE OF GREENPORT  
**WASTEWATER TREATMENT FACILITY**  
 FUNDING REPORT  
 October-12

**Total Project Authorized by Bond Resolution**

**\$ 8,100,000.00**

**Grants and Loans**

Name of Funding Source	Source of Funding	Type of Funding	Project Number	Amount of Funding Source	Funding/Loan Requested	AMOUNT REMAINING
NYS Clean Water/Clean Air Bond Act (BNR)	State	Grant	C302260	\$1,075,000.00	\$ 1,075,000.00	\$ -
NYS Clean Water/Clean Air Bond Act (UV)	State	Grant	C302917	\$459,000.00	\$ 459,000.00	\$ -
NYSEFC State Revolving Fund Loan	State	0%Loan (Pre post ARRA)	C1-5121-03-00, 70	\$1,856,056.00	\$ 724,170.46	\$ 1,131,885.54
NYS Clean Water/Clean Air Bond Act-2009 (Loan Forgiveness)	FED	Grant ARRA	C1-5121-03-00, 70	\$3,815,595.00	\$ 3,815,595.00	\$ -
- Handship Application- to get 0% Interest for State Revolving Fund Loan						
NYSERDA Construction Grant- Phase 1 (2004 Retainage \$7,451)	State	Grant	7059	\$100,000.00	\$ 74,507.00	\$ 25,493.00
NYSERDA Construction Grant- Phase 2 (will receive when project is complete)	State	Grant	7059	\$100,000.00	\$ -	\$ 100,000.00
Governors Office for Small Cities-Development Block Grant-BNR	State	Grant	480PR87-07	\$400,000.00	\$ 400,000.00	\$ -
<b>Total Grants and Loans:</b>				<b>\$7,805,651.00</b>	<b>\$6,548,272.46</b>	<b>\$1,257,378.54</b>
<b>Amount to be Funded by Bonds</b>				<b>\$294,349.00</b>		

**Project Costs**

Expenditures Submitted for Reimbursement	EXPENDITURES SUBMITTED			ALLOWABLE PROJECT COSTS
	Dvika & Bartlucci	ELDOR	Misc	
NYS EFC				
Disbursement Request #1 Phase 1 Pre ARRA				
Disbursement Request #1				
Disbursement Request #2	\$ 49,607.62	\$ 10,000.00	\$ 442,735.20	\$ 113,664.50
Disbursement Request #3	\$ 36,085.48	\$ 5,400.00	\$ 121,898.51	\$ 518,277.15
Disbursement Request #4	\$ -	\$ 21,825.00	\$ 709,715.50	\$ 131,898.51
Disbursement Request #5	\$ 51,835.77	\$ 6,180.13	\$ 437.50	\$ 49,369.76
Disbursement Request #6	\$ 3,368.00	\$ 192,261.37	\$ 417,061.51	\$ 31,460.00
Disbursement Request #7	\$ 13,498.92	\$ 17,516.09	\$ 467,786.74	\$ 423,241.64
Disbursement Request #8	\$ 12,378.96	\$ 38,399.75	\$ 303,189.61	\$ 740,187.71
Disbursement Request #9			\$ 174,257.00	\$ 306,557.61
			\$ 377,952.03	\$ 217,157.73
			\$ -	\$ 428,730.74
NYS CDBG				
Disbursement Request #1			\$ 400,000.00	\$ 400,000.00
NYS DEC BNR/UV				
Disbursement Request #1 -Contract C302260	\$ 91,457.54	\$ 87,027.47	\$ 1,149,545.49	\$ 1,328,030.50
Disbursement Request #1 &2 -Contract C302917	\$ -	\$ 69,087.00	\$ 475,678.68	\$ 544,765.68
NYSERDA				
Disbursement Request #1 (2004 for Design Phase 1) Retainage \$7,451	\$ 258,232.29	\$ 447,695.81	\$ 437.50	\$ 74,507.00
			\$ 6,794,724.27	\$ 386,733.26
<b>Total Submitted Costs:</b>	<b>\$ 258,232.29</b>	<b>\$ 447,695.81</b>	<b>\$ 437.50</b>	<b>\$ 74,507.00</b>
<b>Total Submitted Costs:</b>	<b>\$ 258,232.29</b>	<b>\$ 447,695.81</b>	<b>\$ 437.50</b>	<b>\$ 74,507.00</b>

NOTE: Vouchers must be submitted to both EFC and DEC therefore total "Submitted" costs may not reflect total paid on contract.

**VILLAGE OF GREENPORT  
WASTEWATER TREATMENT FACILITY  
Contract Summary  
October-12**

<u>Contractor</u>	<u>Total Contract Amount</u>	<u>Paid to Date Date</u>	<u>Available</u>	
Eldor	\$ 450,045.52	#1 \$ 10,000.00	\$ 0.01	
		#2 \$ 5,000.00		
		#3 \$ 400.00		
		#4 \$ 6,505.40		
		#5 \$ 21,825.00		
		#6 \$ 17,100.00		
		#7 \$ 12,148.51		
		#8 \$ 26,041.60	\$ 52,525.60	
		#9 \$ 31,737.35		
		#10 \$ 51,656.85		
		#11 \$ 85,881.47		
		#12 \$ 69,089.40		
		#13 \$ 42,196.49		
		#14 \$ 12,526.56		
		#15 \$ 15,516.09		
		#16 \$ 2,000.00		
		#17 \$ 40,420.79		
		<u>\$ 450,045.51</u>		
				Less Retainage Amt Paid
				\$ 9,500.00
				\$ 4,750.00
				\$ 380.00
				\$ 6,180.13
				\$ 20,733.75
				\$ 16,245.00
				\$ 11,541.08
				\$ 24,739.52
				\$ 30,150.48
				\$ 49,074.01
				\$ 81,587.40
				\$ 65,634.93
				\$ 40,086.67
				\$ 11,900.23
				\$ 14,740.29
				\$ 1,900.00
				\$ 38,399.75
				<u>\$ 427,543.23</u>
				Retainage \$ 22,502.27
Phillip Ross Industries	\$ 6,446,371.00	#1&2 \$ 442,735.20	\$ 0.66	
		#3 \$ 34,825.00		\$ 442,735.20
		#4 \$ 38,174.40		\$ 10,946.99
		#5 \$ 499,669.31		\$ 36,265.68
		#6 \$ 81,145.00		\$ 474,685.84
		#7 \$ 628,570.50		\$ 77,088.22
		#8 \$ 226,245.50		\$ 597,141.98
		#9 \$ 696,368.50		\$ 214,933.22
		#10 \$ 832,290.50		\$ 661,550.08
		#11 \$ 277,190.50		\$ 790,675.97
		#12 \$ 9,935.51		\$ 263,330.96
		#13 \$ 129,935.50		\$ 9,438.74
		#14 \$ 249,595.49		\$ 123,438.73
		#15 \$ 54,535.51		\$ 237,115.72
		#16 \$ 518,950.00		\$ 51,808.73
		#17 \$ 293,719.49		\$ 493,002.50
		#18 \$ 32,745.00		\$ 279,033.52
		#19 \$ 55,395.00		\$ 31,107.75
		#20 \$ 145,240.00		\$ 52,625.25
		#21 \$ 91,951.24		\$ 137,978.00
		#22 \$ 182,205.00		\$ 87,353.68
		#23 \$ 271,534.00		\$ 173,094.75
		#24 \$ 33,700.00		\$ 257,957.30
		#25 \$ 47,612.95		\$ 32,015.00
		#26 \$ 99,950.00		\$ 45,232.31
		#27 \$ 74,307.00		\$ 94,952.50
		#28 \$ 271,070.24		\$ 70,591.65
		#29 \$ 126,774.00		\$ 257,516.73
		<u>\$ 6,446,370.34</u>		\$ 120,435.30
				<u>\$ 6,124,052.30</u>
				Retainage \$ 322,318.04
				Disbursement #1 \$ 141,500.00
				Remaining \$ 180,818.04
Cameron	\$ 303,087.00	#1 \$ 37,455.00	\$ 6,713.07	
		#2 \$ 26,501.32		
		#3 \$ 30,964.25		
		#4 \$ 16,315.51		
		#5 \$ 10,232.50		
		#6 \$ 15,027.50		
		#7 \$ 18,657.50		
		#8 \$ 14,802.50		
		#9 \$ 40,040.80		
		#10 \$ 46,187.00		
		#11 \$ 28,304.33		
		#12 \$ 3,512.57		
		#13 \$ 3,866.05		
		#14 \$ 4,507.10		
		<u>\$ 296,373.93</u>		
Dvirka & Bartluccl	\$ 290,272.00	#1 \$ 12,960.66	\$ (0.42)	
		#2 \$ 19,301.52		
		#3 \$ 17,345.00		
		#4 \$ 15,577.98		
		#5 \$ 20,507.50		
		#6 \$ 16,701.67		
		#7 \$ 17,242.03		
		#8 \$ 11,257.46		
		#9* \$ 7,975.42		
		#10 \$ 13,752.44		
		#11 \$ 21,825.99		
		#12 \$ 11,350.31		

NYS EFC

Project # C1-5121-03-00 and 70  
EFC DRAWDOWN # 9

<u>Vendor</u>	<u>Req#</u>	<u>Total Billed</u>	<u>Less Retainage</u>	<u>Check Amount</u>
Philip Ross Industries	28	\$ 271,070.24	\$ 13,553.51	\$ 257,516.73
Philip Ross Industries	29	\$ 126,774.00	\$ 6,338.70	\$ 120,435.30
		<b>\$ 397,844.24</b>	<b>\$ 19,892.21</b>	<b>\$ 377,952.03</b>
Eldor Contracting	17	\$ 40,420.79	\$ 2,021.04	\$ 38,399.75
		<b>\$ 40,420.79</b>	<b>\$ 2,021.04</b>	<b>\$ 38,399.75</b>
Dvirka & Bartilucci	23	\$ 2,058.76		\$ 2,058.76
Dvirka & Bartilucci	24	\$ 10,320.20		\$ 10,320.20
		<b>\$ 12,378.96</b>		<b>\$ 12,378.96</b>
Cameron				
		<b>\$ -</b>		<b>\$ -</b>
<b>TOTAL EXPENSES</b>		<b>\$ 450,643.99</b>	<b>\$ 21,913.25</b>	<b>\$ 428,730.74</b>

Total EFC Request #9      \$ 428,730.74

**VILLAGE of GREENPORT - BOARD of TRUSTEES WORK SESSION**  
to be presented at the meeting held on October 15, 2012  
Report of Sylvia Lazzari Pirillo, Village Clerk and  
Jeanmarie Oddon, Deputy Village Clerk

**Contracts and Agreements**

- o Change Order #s 10E and 19G were signed by the Mayor, sent to Mary Ellen Lynch and Gary Kerzic at EFC, and to the respective signers. Working with Mary Ellen Lynch to provide any / all outstanding documents.
- o WWTP ARRA Monthly Report submitted on 10/9/12.
- o IQM2 planning conference call on 10/9/12.
- o Received fully executed LWRP Amendment on 10/9.
- o Received fully executed Old Schoolhouse Restoration Amendment on 10/9.

**Internal Administrative Information**

- o The NYS Office of Emergency Management advised that a payment in the amount of \$ 43,731.60 was processed for Hurricane Irene damages.
- o Kathy Berezny has collected \$ 16,394.89 in arrears this month, to date.
- o Tall Ships Port of the Year Award 2012 presentation created, and mailed to Tall Ships America.
- o Attended an on-line presentation by National Payments Corporation on 10/1/12, which also included HRIS (Human Resources Information Systems) capability.
- o FAA [route revision for helicopter noise] letter signed electronically by Mayor Nyce on 10/5.

**Talking Points**

- o Scott Boucher and Arrow Shirt photo shoot (on 9/27 & 9/28)

**Legal Notices**

- o Bob Freeman FOIL presentation on October 18<sup>th</sup> (noticed on September 27<sup>th</sup>)
- o Bond resolution for street sweeper placed in 9/27 newspaper
- o Hydrant test noticed for two weeks

**Motion(s) requested for the coming regular meeting**

Tree bid

RESOLUTION approving the Public Assembly Permit Application for the use of the Fifth Street Beach/Park, on July 19, 2014 from 8:00 a.m. to 8:00 p.m., as submitted by the Greenport High School All Class Reunion Committee, via T.K. Krumenacker, for the Second All Class Reunion.



## **MONTHLY REPORT – September 13 – October 10, 2012 DAVID ABATELLI- VILLAGE ADMINISTRATOR**

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

See Eileen's report and attachments.

We should look at the fee structure for wetlands permits, particularly how they address repairs and replacement of existing bulkheads and docks. Our present structure can be unreasonably expensive when compared to other municipalities as well as in relation to the actual costs incurred by the Village to administer the permit.

I would like authorization to attend a Code Enforcement Training Conference in December, which would result in 14 credits of required training.

### **RECREATION PROGRAMS – AFTER SCHOOL PROGRAM**

See Cathy Matthews report.

The after-school program began on September 10<sup>th</sup>. We have about 44 students enrolled so far.

The date for the Boy Scout Eagle project - to install a post and rail fence around the Third Street Park - keeps getting pushed later. I'm less confident this will get done this season, but could be pursued in early spring 2013 if necessary.

### **GREENHILL CEMETERY**

The Boy scouts are still hoping to complete the painting of the fence at the Cemetery. If not, I would like to pursue this project using one of our part-time park staff or some other local person to complete the job.

### **GREENPORT HOUSING AUTHORITY**

See attached minutes of the October 2<sup>nd</sup> meeting.

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

See Marina Manager's report.

The water taxi to Sag Harbor ended after the Maritime Festival. We are not certain as to next year's operation.

See attached revenue sheets: September was off from last year in most areas, except for Moorings and the Recreation Center. The Camera

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  
CHRIS KEMPNER  
DAVID MURRAY  
MARY BESS PHILLIPS

**CLERK**  
SYLVIA LAZZARI PIRILLO  
Ext. 206

**TREASURER**  
CHARLENE KAGEL, CPA  
Ext. 217

**VILLAGE ADMINISTRATOR**  
DAVID ABATELLI  
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**DIRECTOR OF UTILITIES**  
JOHN W. NAYLOR, JR., P.E.  
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Obscura, while generating some income, didn't meet the operator's salary, so we should make some changes for next season.

I would like to recommend a pay increase for Sarah Totten, who works part-time with the Recreation Department year-round and has consistently been doing an outstanding job.

The Carousel Lighting Project is almost complete. We are continuing the planning for the replacement shields with faces and the painting of the rounding boards, followed by additional lighting on the shields and on the "sweeps or spokes" that support the ride. Lastly, we are replacing the decorative panels that hide the center gears, which we never had, but were on the carousel originally. We are close to having a presentation for the review of the Village Board and Friends of Mitchell Park. We will need funding support to move forward with this project, with the sources being primarily the Friends of Mitchell Park and Fundraising / Sponsorships.

We are still exploring the hiring of a full-time person to perform maintenance, repairs and general care of all the Village recreational facilities and equipment, with emphasis on the carousel, ice rink, all public bathrooms and dock water and electric. This person would also assist with the campground, recreation center, playground equipment, skate park, camera obscura and misting field. For the short term, I would like to use one of our Park Attendants, Tristan Mangham, who has been active at the carousel for years and worked with Bob Wissman, and could now get us through the Winter. He also will be working at the ice rink for a third year.

### **OLD SCHOOL HOUSE RENOVATION**

We expect to complete the interpretive portion of the project by the end of the year, and to close out the grant.

We are planning another Greenport School cooperative program with Dave Berson, which could start in the next few weeks.

### **LWRP UPDATE**

We had our last presentation on the revised draft document on September 20th at the schoolhouse. That should be the final public meeting soliciting general input. Our consultant will then incorporate the final comments, at which time the final draft document will go to the Village Board and NYSDOS. The Consultant (David Smith) would like to have a special meeting with the Board to go over the document and maps "page by page", answer any questions and get a feel for the areas of agreement and of concern. Jamie Ethier (NYSDOS) is working through the existing draft document now and we should wait for his comments



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prior to the meeting with the Village Board. After we work our way through all of that and there is a consensus of the Village Board and NYSDOS, there is a 60-day general comment period.

### **HARBOR DEPARTMENT**

See the marina/ harbor manager report.

### **PAVING PROJECT**

We still have price quotes for paving the entrance apron at the Moore's Lane Ball Fields, at a cost of \$3,500.00. We are waiting for completion of the road work for the Power Plant upgrade before doing this job. After a little back and forth with Corazzini Asphalt we have settled on the details of the project and a final cost of \$85,000.00 for the complete job from Main and Webb Streets to South Street. The project is to be completed this Fall with costs being paid with existing and expected CHIPS allocations.

We still expect to perform more sidewalk work, mostly in residential areas. Both grinding and replacement are needed, which will likely run through October and November. Some of the upcoming stump removals will allow for some of the pending sidewalk work to be done.

I have been in discussions with a couple of NYSDOT officials about the proposed re-surfacing of Route 25 on the eastern portion of the North Fork. We are discussing how to include the section of the Village's Main Street into the scope of the larger project.

### **OTHER MISCELLANEOUS ACTIVITY**

RESOLUTION authorizing an increase of \$ 1.00 per hour in the hourly pay rate of the following part-time, year-round employees: Cathy Matthews - from \$16.00 per hour to \$17.00 per hour, Sarah Totten - from \$13.50 per hour to \$14.50 per hour and Tristan Mangham - from \$7.75 per hour to \$ 8.75 per hour.

RESOLUTION authorizing the attendance of David Abatelli at the New York State Building Officials' Conference on December 5<sup>th</sup> and 6<sup>th</sup>, 2012 in Middletown, New York at a total cost not to exceed \$ 500, to be expensed from line item number A.3620.400 (Safety Inspector Contractual Expense).

Attended: Carousel Committee, Zoning and Planning Boards, BID, Maritime Festival Wrap up meetings.

Respectfully,  
David Abatelli / Village Administrator



# **ADVENTURE TREKS, LTD.**

PO BOX 5, SOUTHOLD, NY. 11971-0005

QMiii@AOL.COM

631-871-2588

10/12/12

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

Dear Mayor and Trustees,

The following is my Harbor Managers report.

- I had John Costello from Costello Marine and John Hocker from Latham Sand and Gravel take a look at the Railroad Dock to give us an estimate of repair for several broken pilings and some broken cleats.
- I had the same gentlemen look at the East Pier for giving us an estimate to go over the pier and repair/retighten as needed. There are several broken bolts underneath the pier that hold cross supports that need to be replaced. The wave attenuation boards are loose again and need to be refastened. This is all regular maintenance that is needed to be done every year. The dock is constantly in motion from wave and wake action and needs to be looked at annually. Attention now will prevent major repairs in the near future.
- I started replacing the mooring pennants in Sterling Harbor with their winter stakes. I contracted with Coastal Pipeline of Calverton to make 8 new 2700lb. moorings to be used in the mooring field this Fall. This is part of our continuing maintenance project that we initiated last year. By the end of this Fall we should be two thirds the way through pulling and inspecting all of the moorings in the field. After we are complete with all of the moorings being inspected, we will start over again and inspect one quarter of the field annually. This will ensure that all the moorings and their gear are safe to use.
- The lost green channel marker was found floating over by Preston's docks. I will put that back in next Spring with new chain and a new mooring. Before the winter sets in I will pull the other channel markers and do maintenance on them over the winter for next seasons use.

This concludes my report for the period.

Jeff Goubeaud  
Mitchell Park Marina Manager

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10/12/12

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.

- Fall Off Soundings race was a success at the marina. We had a full house for the two days with no incidents to report. Speaking with Jamie Mills and the head of their long range planning committee, they are contemplating having their parties here in the Park for next season. I asked Jamie to speak with Dave Abatelli about the group using Mitchell Park for their event.
- Maritime Festival 2012 was a huge success at the marina. The USCGC Eagle was well received at the East Pier with over 2500 people visiting on board each day. The Lynx had complained about being on the West Pier and that she was not getting as many visitors as the Eagle. After the Eagle departed on Sunday morning, I moved the Lynx over and they were happier about that. I didn't want the two on the East Pier at the same time to avoid the issues we had during Tall Ships with the Bounty and Pitcairn Castle at the end opposite each other. The crowding on the dock would have been an issue as well as the gangways interfering with each other making it unsafe for the public. The show boats on our "C" and "N" docks were great as well as the Coast Guard Buoy Tender in the Cutout. Having Kings Point bring out their trawler for us to use as the committee boat for the Classic Race was a big help. I'm trying to get them to bring out their schooner "Summer Wind" for next years festival as well as their new training ship. I'll keep you informed on this.
- Dave Abatelli and I met with Bob Holzmacher to discuss further the electric plans for the East Pier. The project seems to be progressing.
- The marina will be closed for the season after the weekend of the 14<sup>th</sup>. We've already begun to do maintenance projects for the marina. Any and all leaking faucets are being replaced with ball valves. The docks will be gone over and retightened where needed for the season. The pump-out boat service has been secured for the season. The boat is now over at Sterling Harbor Marina for the winter. Soon the tires will be removed from the East Pier and placed in the Unit-2-Go for the winter.

This concludes my report for the period.

Jeff Goubeaud  
Mitchell Park Marina Manager

# Marina

## DEPARTMENT

Sept, 2012  
MONTH/YEAR

Sept. 2011  
MONTH/YEAR

1	8737.02 + 1295.89	1748.42 + 370.88
2	4226.23 + 1192.37	5442.93 + 614.33
3	5478.50 + 494.13	10548.70 + 819.50
4	6982.49 + 2.50	3788.54 + 732.21
5	765.01	3268.97 + 145.49
6	315.17 + 200.20	582.27
7	2361.55	853.85
8	633.34 + 222.24	319.46
9	431.78 + 40.09	564.02
10	483.00 + 322.22	2990.79 + 498.60
11	554.09 + 95.59	97.76 + 1355.58 + 578.99
12	760.38 + 193.36	936.64 + 23.90
13	852.91 + 35.85	1042.66 + 112.97
14	6209.27 + 710.41	450.00 + 17.50
15	4876.27 + 635.66	1045.04 + 140.01
16	4751.71 + 396.39	5338.03 + 98.64
17	299.81 + 70.06	2872.25 + 835.94
18	+ 84.00	1186.60 + 135.78
19	401.92	1513.13 + 73.87
20	4766.32 + 2.50	947.32 + 5.00
21	11219.90 + 1019.90	749.68
22	2688.15 + 1125.74	2009.81 + 208.74
23	4559.70 + 863.84	8691.53 + 1052.25
24	1521.30 + 31.07	6302.40 + 1664.37
25	117.32 + 217.25	5431.04 + 1159.51
26	167.73	7079.25 + 10.00
27	50.00	336.90
28	150.00	
29	793.54	100.00
30		582.20 + 59.31
31		

84,405.67

87,533.56

**TOTAL**

# Carousel

## DEPARTMENT

Sept. 2012

Sept. 2011

MONTH/YEAR

MONTH/YEAR

1	2669	1604
2	3081	1860
3	1616	2754
4		2996
5		1492
6		
7	128	
8	790	
9	860	156
10		1484
11		830
12		
13		
14	196	
15	1599	
16	1264	146
17		1262
18		990
19		
20		
21	230	
22	3042	
23	2706	56
24		2626
25		2168
26		
27		
28	18	
29	718	
30		620
31	—	—

18,917

21,044

**TOTAL**

Pump Out Boat

DEPARTMENT

Sept. 2012  
MONTH/YEAR

Sept. 2011  
MONTH/YEAR

1		
2		
3		
4		
5	100	165
6		
7		
8	65	
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21	130	
22		
23		
24		
25		
26	90	310
27		
28		
29		
30	15	
31	<u>        </u>	<u>        </u>

400

475

TOTAL

Mooringas  
DEPARTMENT

Sept. 2012  
MONTH/YEAR

Sept. 2011  
MONTH/YEAR

1	286	80
2	63	303
3	60	63
4		57
5	38 + 162	25 + 282
6		25
7		
8	168	
9	26	74
10		
11		
12		
13	60	
14	37	
15	142	100
16	231	
17		
18		27
19		
20		
21	216	
22		
23		
24		140
25		
26	28 + 84	156
27		
28		
29		
30	70	
31	<u>          </u>	<u>          </u>

1671

1332

TOTAL

Camera Obscura

DEPARTMENT

Sept. 2012  
MONTH/YEAR

Sept. 2011  
MONTH/YEAR

1		
2		
3		
4		
5	120	
6		
7	32	
8		
9		
10		
11		
12		
13		
14		
15	35	
16	38	
17		
18		
19		
20		
21		
22	74	
23	80	
24		
25		
26		
27		
28		
29		
30		
31		

379

0

TOTAL

McCanns

DEPARTMENT

Sept. 2012

MONTH/YEAR

Sept. 2011

MONTH/YEAR

1	125	40+500
2	275	920+1335
3	100+100	
4		190
5		580+525
6		
7		
8		1130
9		240
10		1105+790
11		
12		
13		
14	3700	
15		
16	150+595	
17		
18		
19	175	-40 credit hurricane
20		
21	505	
22	200	
23		20
24		
25		160+250
26		
27		
28	350+550	
29		90
30		
31	—	—

6825

7835

TOTAL



Rec Center - After School

**DEPARTMENT**

Sept. 2012  
MONTH/YEAR

Sept. 2011  
MONTH/YEAR

1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		185
13		
14	1294.71	
15		
16		
17		
18		
19		360
20		
21		
22		
23		
24		
25		
26	1485	
27		
28	1084.26	
29		
30		30
31	<hr/>	<hr/>

3863.97

575

**TOTAL**



236 THIRD STREET  
GREENPORT, NEW YORK 11944

PRESENT: Board Members: Tina Finne, Marilyn Corwin, Anne Reitman  
Staff: David Abatelli

## MINUTES

### Village of Greenport Housing Authority Regular Board Meeting

**10/02/2012**

MEETING CALLED at 5:04 pm by Valerie Shelby

1. Motion to approve minutes of June 26, 2012. Tina Finne made motion, Marilyn Corwin carried.
2. Motion to ratify accounts payable for August 2012 totaling \$76,445.40 and September 2012 totaling \$77,345.08. Anne Reitman made motion, Tina Finne carried.
3. Motion to ratify accounts payable for October 2012 totaling \$76,988.88. Tina Finne made motion, Anne Reitman carried.
4. **Section 8 Update:**
  - a) Fair Hearing was held for client #HAP22. Fair Hearing Officer determined there was not sufficient evidence to prove that client had an unauthorized occupant, therefore, client has been allowed to stay on the program. Client is in the process of finding a new unit.
  - b) Charles McNally has replaced Victor Oluwale as our new HUD Analyst. He visited the HA office Monday, August 27<sup>th</sup>.
  - c) MOTION – was tabled to approve the final revision of the Admin Plan. The Admin Plan 60-day public review ended on July 16, 2012 with no comments.
  - d) Charles McNally recommended that the VGHA and the NFHA collaborate to reduce the number of applicants on the VGHA waiting list and increase NFHA's leasing totals by porting the VGHA's current clients to the NFHA who live in the NFHA jurisdiction. As of October 1, 2012, 2 clients have been ported to the NFHA and 3 applicants have been given vouchers.
  - e) MOTION – was made to approve the continuation of the Legal Service Agreement with Nina J. Greenfield Stewart. Anne made motion, Tina Finne carried.
5. **Affordable Housing Update:**
  - a) MOTION – was made to ratify accounts payable for 213 Center for August 2012 totaling \$880.47 and September 2012 totaling \$808.27. Tina Finne made motion, Anne Reitman carried.
  - b) MOTION – was made to ratify accounts payable for 278 2<sup>nd</sup> Street for August 2012 totaling \$2,642.01 and September 2012 totaling \$1,962.87. Tina Finne made motion, Anne Reitman carried.
  - c) MOTION – was made to ratify accounts payable for October 2012 for 213 Center totaling \$234.29 and 278 2<sup>nd</sup> Street totaling \$1,912.52. Tina Finne made motion, Anne Reitman carried.
6. **Scheduled next meeting for Tuesday, October 30, 2012 at 5:00pm.**
7. **Meeting adjourned at 5:20 pm-----Motion to adjourn by Marilyn Corwin Tina Finne, carried.**

# After School Program Cathy Matthews

September-Monthly Report  
2012

The After School Program reopened its doors on September tenth. We took advantage of the few weeks after Camp to clean, paint and decorate our rooms before the children arrived.

Our enrollment to date is forty four. There were two children from Oysterponds Elementary that applied to attend, but there were problems securing a bus to transport them to the Center. We also had interest from some families in Southold, but they encountered the same problem.

I would like to thank Captain Dave from the Electric Launch "Glory" for making his boat available to our children during the Maritime Festival. He provided art supplies and the children drew the ships from out on the water. Dave has been, and continues to be a strong advocate for children and we appreciate the benefits our children reap from their experiences aboard the "Glory".

This year we are adding cooking and sewing lessons for the children. I have found someone interested in donating some sewing machines, fabric, and various other sewing supplies. I will be working on obtaining a food handler's certificate from the Department of Health.

I will also be partnering with Sue Toman to write a grant which will enable us to teach a Parenting Course at the Center. We will begin with the parents already involved with our Program, and perhaps expand from there. I am very excited about launching what I consider to be a valuable program.

The Library has again invited our children to take part in the "Read a Recipe for Literacy" Program organized by Julie Eister from Oysterponds Elementary. The Program will include guest speakers and field trips to Charnews Farm in Southold. Our third and fourth graders are the lucky participants.

Lynn Summers has invited me to join the Education Committee at the Maritime Museum and I have agreed. Meetings will commence in October.

## Notices of violation

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### New Complaints and follow up that do not require "notice of violation"

10/1/12	4.-1-6	Dogs at large, damaging neighbor's property	Issued letter, asking for compliance with Village code, section 39-3.
10/2/12	3.-5-16.4	Violations in Property Maintenance code. Infestation and lack of required maintenance for kitchen appliances.	Issued a letter requesting an inspection. Received a call from the building owner denying access to the property. I turned this request over to DA for follow up, as he has been to this property recently.
10/3/12	5.-4-17	Complaints about lack of CO for property open for business.	This building and its issues were turned over to Village attorney back in August.
10/2/12	4.-6-6.1	Accumulation of rubbish	Contacted tenant and requested that garbage be removed immediately. Follow up inspection scheduled for 10/12.
10/3/12	6.-6-13	Dwelling unit is without proper siding and leader and gutters do not function adequately.	Met with owner to discuss the deficiencies in the rental property. The exterior structure is dilapidated and the grounds are filthy. I suggested we meet again in 10 days to look at the progress in repairs to the house.

### Building Department Report for August 2012

1. The Building Dept. is still busy. There are several new projects which are both residential and commercial. The building Department has caught up on most permits and CO's.
2. There are a few new applications for the Zoning Board this month. There are several projects with the Planning Board that need to be completed.
3. The Village of Greenport Building Department is continuing their efforts to comply with Title 19, part 1203 (inspection of all non-residential buildings. The building Department has completed most of the Churches and first 12 mixed use commercial buildings. The Department will be arranging inspections of commercial building in groups of 10-12, insuring that all non-residential buildings meet minimum Fire and safety requirements, and are occupied in compliance with existing Certificate of Occupancies. Landlords have been responsive and amenable to correcting faulty situations.
4. It has come to the attention of the building dept. that the cost of hardware for the installation of directional signs has increases substantially. Presently the code allows for a fee of \$50.00 per location. Section 150-15-1 (3) states that the signs are licensed for a period of 2 years, and may be renewed upon expiration. Since this section was added in 2001 (to the best of my knowledge) renewal fees have never been collected. Perhaps the building dept. can start a renewal procedure and collect fees for the continued use these signs. The other alternative would be to increase the rate of the initial installation and modify the code, to compensate for the increase in the installation.

5. The SCVOA has scheduled a Village Planning and Zoning seminar for October 17, 2012, to be held in Riverhead. This training meets NY States Annual continuing Education Requirements for Village Planning and Zoning Officials ALL Planning and Zoning board members should attend. The Historic Commission has also been invited.
6. At the House fire on 9/2/12 the inspection confirmed that there were NO smoke detectors and NO CO detectors installed in the house. Please remind the residents of the Village that these precautions are mandatory and help save lives.
7. Construction on 618 and 620 Second Street has commence on Oct 4, 2012 the foundations walls of 618 were excavated. Construction on 620 will begin shortly, as the final site plan was approved Oct. 4, at the planning Board meeting.



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MEMO RE: **2012-09-17 Work Session**  
TO: Mayor David Nyce / Board of Trustees  
FROM: Jack Naylor, P.E.  
DATE: 10-15-12

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**A. Budget Related Issues:**

1. **Budget Mods** - One (1) Budget Mods is being proposed to address the additional water expense in the sewer department due to usage required by new equipment.

**B. Light and Power:**

1. **PPA / Electrical Cost Summary Form** - The monthly PPA form update will be prepared as soon as the August billing is received and can be forwarded to board members via e-mail if requested as it is much easier to read "on screen".
2. **Capital Improvements** - Work has resumed at the site:
  - a) The one remaining circuit breaker has been delivered.
  - b) The final panel doors are expected to be delivered this week.
  - c) Work on the Mimic Panel began this morning.

It is anticipated that the above work will be completed in the next 2-3 weeks with start up and testing proceeding immediately thereafter.

3. **Roof Replacement** - Work of the Design Plans and Specifications for the Roof Replacement project are approximately 85% complete. Contract Boilerplate has been sent to Village Counsel for review.
4. **Light Grant** - No progress. Have heard nothing from Suffolk County in this regard.
5. **Electric Department Maintenance Programs** - With the linemen now again at full strength, activity has resumed on Village wide distribution system maintenance programs. Status of ongoing problems is as follows:
  - a. **Lighting Inventory** - Initial survey is 100% complete. Database has been prepared to use as a tool for ongoing maintenance and inspection programs.
  - b. **Replacement of Antiquated Cutouts** - The initial survey is complete. We are in the process of procuring about 50 units for replacement in this fiscal year. Work will continue in subsequent years until all old style units have been replaced.

- c. **Replacement of Open Rack Secondaries** - Work on the initial phase of this plan was completed on Monday the 10th of September. Personnel are now in the process of preparing drawings, estimating quantities and setting up a schedule for replacement.
  - d. **Distribution System Inspection Program** - We are working out scheduling with the Village of Freeport to conduct this training program.
  - e. **GIS Mapping** - Met with J.R. Holzmacher with regard to expanding upon the previous mapping they did with regard to zoning map. Bob will report on what information is available from NY State and other sources
6. **Engine Repairs** - The fuel pump parts have been picked up. George Tangredi completed an inspection and minor adjustments on Engine No. 4. Head Covers were removed and leaking oil was observed to be occurring at several injectors. Copper gaskets were removed, reconditioned and replaced. Bearings and cylinders were inspected and no major issues observed.
7. **Verizon Utility Poles** - Where the one pole at Atlantic and Bridge remains, Verizon reported that they had insufficient room to install their wires. Line crews will reset secondary lines to accommodate.
8. **Stirling Harbor Marina** - Visited the marina with Karol (Genesys) and Jim and looked at two issues:
- High Voltage Section - Jim will return after season end (early November) and reset taps to decrease voltage.
  - Low Voltage Section - This looks like a problem on their end. Provided owner with names of several engineers capable of analyzing system and providing recommendations..
9. **Line Fault Indicators** - Linemen have installed sixty (60) fault indicators throughout the Village. With one for each phase, are now installed at 20 locations. These will allow us to pinpoint where fault / damage occurs during storms via visual indicator ..... light colors indicate whether it's upstream or downstream fault.



C. Sewer:

1. Waste Water Treatment Facility:

- a) **WWTF Upgrade** - Work is sporadic at this point due to the limited number of items remaining to be completed. The current official schedule, based upon the signed contract time extensions, is as indicated below:

Award Contracts	November 06, 2009
Execute Contracts	December 07, 2009
Effective Date of Notice to Proceed	December 28, 2009
EFC Deadline to Execute Change Order No. 1	December 29, 2009
Preconstruction Meeting	January 14, 2010
Groundbreaking Ceremony	February 02, 2010
Start of Physical Construction	April 15, 2010
Original Construction and Currently Anticipated Completion	June 30, 2011
Currently Contracted Construction Completion	September 20, 2011
Board Approved Substantial Completion Date	December 31, 2011
Board Approved Final Completion Date	May 31, 2011 <sup>2</sup>
Scheduled Final Completion Date	July 27, 2012
Anticipated Completion Date	August 17, 2012
Anticipated Close Out Date	September 04, 2012
Scheduled End of "Correction Period"	September 04, 2013

All work is deemed complete with the exception of punch list items.

- b) **EFC Loan / Grants / Other Funding** - Final project closeout with NYSDEC and NYSEFC will be able to proceed upon receipt of final closeout documents from the EoR. A status report was requested on September 18th.

- Engineers Certifications (RPR / EoR) - Not As Yet Rec'd
- Engineers Final Project Report (EoR - Submitted to EFC
- Solution to EFC ARRA Issues (EoR) - Not As Yet Rec'd
- Final MBE / WBE Report (EoR) - Not As Yet Rec'd
- Revised MBE / WBE Plan (GC) - Not As Yet Rec'd
- Bed Closure Report Information (EoR / RPR) - Not As Yet Rec'd
- Punch List (EoR / RPR) - Not As Yet Rec'd
- Scope of Instrumentation Package for NYSERDA Grant (EoR) - Not As Yet Rec'd
- Proposal for addressing flow back up problem at Clark's Beach Sampling Manhole (EoR)
- Final Payment Request (EoR) - Rec'd but flawed.
- Final Electrical Test - Awaiting scheduling.

2. **Change Orders** - No modifications to project scope are under consideration at this time.
3. **SSES** - No responses have been received in the last month.
4. **GIS Mapping** - See Item No. B.5.e.
5. **Pump Stations** - We have received design proposals to perform the design of necessary improvements to the Ludlum (\$45k) and Sixth Street (\$55k) Pumping Stations.
6. **3rd Street TV Inspection of Sewer** - On 09/29/12, we performed a TV inspection of the 3rd street line south of Front Street. We used a sewer jet to flush out water ahead of the camera so that any effect of submergence at low spots would be minimized. We found 4 spots where line "dips" but no breakages. Pipe was found to be completely sound from manhole to manhole.

Inspection did show plenty of clam shells, few rib and chicken wing bones, etc in line as well as gravel. This information will be used as part of an upcoming "informational letter" which might be included in utility bills advising customers of what should / should not be allowed to enter sewer lines.

**D. Meter / Water Department:**

1. **Cross Connection Control Program** - No recent activity in this regard.
2. **Meter Replacements / Elimination of Problem Locations** - The scheduling of appointments for the addition of radio read modules and replacement of problem meters is continuing.
3. **Water Records** - All records are up to date.
4. **Log Books and Oversight** - Activity suspended until open staff position filled.
5. **SCWA Billing Check** - This item is suspended temporarily due to vacant staff position.

**E. Roads / Highway:**

1. **Staffing Position** - The following motion has been requested by Pete Manwaring to be placed on the agenda for the Board Meeting of October 22, 2012.

*Motion to hire William Schultz to fill the vacant Highway Department Laborer position at a hourly rate of \$13.00 per hour (40 hour week).*

2. **Street Sweeper** - The Village received the following bids for the Street Sweeper:

Trius, Inc.	\$156,887.00	No Exceptions
EEJS Comm. & Mun. Spec Writing	\$221,852.00	16 Exceptions
Suffolk County Brake Service	\$191,000.00	88 Exceptions

Pete has reviewed the technical specifications and found them to be in accordance with the list of requirements he prepared. The following motion has been requested by Pete Manwaring to be placed on the agenda for the Board Meeting of October 22, 2012.

*Motion to award the Sweeper Bid to Trius, Inc. of Bohemia, New York in the amount of \$156,887.00 for one (1) Model 435 Regenerative Air Sweeper in accordance with their bid dated September 18, 2012 and subject to final review and acceptance of documentation by Village Counsel.*

3. **MS4 Activity** - The Retrofit Plan for the Village was submitted on September 26th.

F. **Other**

1. **Incident Reporting** - Updating of Incident / Activity Tracking Reports have been temporarily suspended due to open staff position. Data is being retained and will be updated as soon as possible.

2. **Personnel:**

- a. Interviews for the top five (5) candidates have been contacted, resumes received and interviews are being conducted this week. A recommendation for filling this position will be made at the completion of same.
- b. It is requested that the Board authorize the hiring of a part-time meter reader. Currently, light plant staff assists the meter reading department when weather or absences negatively impact the reading schedule. This addition would eliminate the need to "borrow" personnel in most conditions. The following motion is therefore proposed to be placed on the agenda for the October 22nd Board meeting:

*Motion to authorize the Village Clerk to advertise for the position of Part-Time Meter Reader at a rate of \$13.00 per hour for this position which is not to exceed 20 hours per week.*

Referenced Items Provided Under Separate Cover:

-PPA Summary (available on request via e-mail)

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**MEMO RE: WWTF Report**

**TO:** Mayor David Nyce / Board of Trustees

**FROM:** Jack Naylor, P.E.

**DATE:** 10-10-12

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**Work progress** - The work under the Contract Documents is completed. Punch List is being prepared / annotated by the EoR / RPR and will be forwarded to Contractor upon completion.

**Training** - Equipment manufacturers are continuing to provide employee training on the equipment at intervals required by the Contract Documents.

**Plant Performance** - The EoR has prepared a Performance Chart documenting plant performance over the preceding two years. We have asked that they modify same, adding permit limits such that the Village may use for promotional purposes.