



April 22, 2021 at 7:00 PM
Mayor and Board of Trustees – Regular Meeting
Third Street Firehouse
Greenport, NY 11944

Trustee Clarke absent

236 Third Street
Greenport NY
11944

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

MAYOR
GEORGE W. HUBBARD,
JR.
EXT. 215

TRUSTEES
JACK MARTILOTTA
DEPUTY MAYOR

PETER CLARKE
MARY BESS PHILLIPS

JULIA ROBINS

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

CLERK
SYLVIA PIRILLO, RMC
EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

John Kalinowski
Eugene Yourch

ANNOUNCEMENTS

The Village of Greenport Housing Authority is in need of a volunteer Board member.

The Greenport Fire Department is hosting a Volunteer Drive/Open House from 9 a.m. – 1 p.m. on April 25, 2021 at the Third Street Fire Station, 311 Third Street.

The annual tax lien sale is scheduled for 10:00 a.m. on April 27, 2021 at Village Hall.

PUBLIC TO ADDRESS THE BOARD

*Mary Laura Lamont / John Pokite /
Victoria Bustamante / Louise Harrison /
Bill Swiskey / Peggy Hauber /
Larry Perry / Randy Wade*

REGULAR AGENDA

*MMCGH) to close budget hearing for FY
2021/22. MS(MBP)*

CALL TO ORDER

RESOLUTIONS

RESOLUTION # 04-2021-1

RESOLUTION adopting the April, 2021 agenda as printed. GH/JM

RESOLUTION # 04-2021-2

RESOLUTION accepting the monthly reports of the Greenport Fire Department, Village Administrator, Village Treasurer, Village Clerk, Village Attorney, Mayor and Board of Trustees. JR/JM

RESOLUTION # 04-2021-3

RESOLUTION ratifying and modifying the following resolution approved at the Village of Greenport Board of Trustees Work Session meeting on April 15, 2021:

- RESOLUTION to approve the parklets for the 2021 season, as per the plan arranged between the Village Administrator and the BID President subject to approval by the New York State Department of Health and the New York State Department of Transportation, as may be required.

JM/MBP
FIRE DEPARTMENT

RESOLUTION # 04-2021-4

RESOLUTION approving the application for membership of Ryan Creighton to Relief Hose Company # 2 of the Village of Greenport Fire Department, as approved by the Village of Greenport Fire Department Board of Wardens on April 20, 2021. MBP/JR

RESOLUTION # 04-2021-5

RESOLUTION approving the application for membership of Shawn Buchanan to Standard Hose Company # 4 of the Village of Greenport Fire Department, as approved by the Village of Greenport Fire Department Board of Wardens on April 20, 2021. JR/JM

RESOLUTION # 04-2021-6

RESOLUTION approving the application for membership of Jonathan Fogarty to Standard Hose Company # 4 of the Village of Greenport Fire Department, as approved by the Village of Greenport Fire Department Board of Wardens on April 20, 2021. JM/MBP

VILLAGE TREASURER

RESOLUTION # 04-2021-7

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Transfer # 4771, to properly account for legal services rendered in conjunction with the Village of Greenport vs. NYMIR, and directing that Budget Transfer # 4771 be included as part of the formal meeting minutes of the April 22, 2021 Regular Meeting of the Board of Trustees. MBP/JR

RESOLUTION # 04-2021-8

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4778, to fund the ongoing repairs to Engine # 4 at the Village of Greenport Power Plant, and directing that Budget Amendment # 4778 be included as part of the formal meeting minutes of the April 22, 2021 Regular Meeting of the Board of Trustees. JR/JM

RESOLUTION # 04-2021-9

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4779, to fund the purchase of eight power pedestals for the East Pier at the Village of Greenport Mitchell Park Marina, and directing that Budget Amendment # 4779 be included as part of the formal meeting minutes of the April 22, 2021 Regular Meeting of the Board of Trustees. JM/MBP

RESOLUTION # 04-2021-10

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4780, to fund the extension of the temporary emergency generator rental for the Central Pump Station, and directing that Budget Amendment # 4780 be included as part of the formal meeting minutes of the April 22, 2021 Regular Meeting of the Board of Trustees. MBP/JR

RESOLUTION # 04-2021-11

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4782, to fund the first half of the Central Pump Station Rebuild Project, and directing that Budget Amendment # 4782 be included as part of the formal meeting minutes of the April 22, 2021 Regular Meeting of the Board of Trustees. JR/JM

RESOLUTION # 04-2021-12

RESOLUTION approving the attached agreement between The Village of Greenport and Nina J. Greenfield Stewart for the provision of legal services for the Village of Greenport Housing Authority, and authorizing Mayor Hubbard to sign the agreement between the Village of Greenport and Nina J. Greenfield Stewart. JM/MBP

RESOLUTION # 04-2021-13

RESOLUTION adopting the Fiscal Year 2021/2022 Budget as proposed. MBP/JR

VILLAGE CLERK

RESOLUTION # 04-2021-14

RESOLUTION scheduling a public hearing for 7:00 p.m. on May 27, 2021 at the Third Street Fire Station, Third and South Streets, Greenport, New York, 11944 regarding the Wetlands Permit Application submitted by Costello Marine Contracting Corporation on behalf of Research Charters, Inc. c/o Walter Gezari, at 204 Carpenter Street to renew Wetlands Permit # W19-01, with the following project description, and directing Clerk Pirillo to notice the public hearing accordingly:

SP
North Wall: Construct 246' of new bulkhead immediately in front of existing bulkhead. Connect new tie-rods from existing backing system.

East Wall: Construct 100' of new bulkhead immediately in front of existing bulkhead. Connect new tie-rods from existing backing system. Repair existing pier as necessary.

South Wall: Construct 125' of new bulkhead immediately in front of existing bulkhead. Connect new tie-rods from existing backing system. Construct 68'4" of new bulkhead along face of existing building section located over water on piling. Connect new tie-rods to face piling of existing bulkhead located below building. Remove existing 3'x12' fixed dock; 96' of existing bulkhead and 135 cubic yards of fill. Construct 85' of new bulkhead in new location, and

Fill: Fill all void areas landward of existing bulkheads and areas between old and new bulkhead. JR/JM

RESOLUTION # 04-2021-15

RESOLUTION approving the Public Assembly Permit Application submitted by Denise Gillies on behalf of The Friends of Mitchell Park, to use a portion of Mitchell Park from 9:00 a.m. through 10:00 a.m. every Saturday from June 26, 2021 through October 30, 2021 for Tai Chi instruction, which will be at no cost to the public. The parameters for the logistics of this instructive program will follow all COVID directives and guidelines in place. JM/MBP

RESOLUTION # 04-2021-16

RESOLUTION authorizing the issuance of a check made payable to Paul Pallas as Village Administrator in the amount of \$1,112.50 to be used to set up the required cash drawer/banks for the Village of Greenport Mitchell Park Marina. MBP/JR

RESOLUTION # 04-2021-17

JMD
RESOLUTION appointing Gail Horton to the Village of Greenport Greenhill Cemetery Committee. JR/JM

RESOLUTION # 04-2021-18

JMO/SG RESOLUTION authorizing the hiring of Nathaniel Robert Demchak as a part-time seasonal employee at the Village of Greenport Mitchell Park Marina at a pay wage of \$14.00 per hour, effective May 1, 2021. JM/MBP

RESOLUTION # 04-2021-19

SLP RESOLUTION rejecting all bids received for the service, maintenance and repair of the Village of Greenport wastewater sewage pumping stations per the bid opening on February 17, 2021, and directing Clerk Pirillo to re-notice the bid solicitation accordingly. MBP/JR

RESOLUTION # 04-2021-20

JMO RESOLUTION appointing Teresa Pringle to the Village of Greenport Carousel Committee. JR/JM

RESOLUTION # 04-2021-21

RESOLUTION accepting the resignation of Jason Doucett from the Village of Greenport Road Department, effective April 22, 2021. JM/MBP

RESOLUTION # 04-2021-22

SLP RESOLUTION awarding the contract for the rehabilitation of the public restrooms at the Village of Greenport Fifth Street Beach/Park to GTX Construction Associates Corp. at the attached base bid and alternate prices, per the bid opening on March 17, 2021; and authorizing Mayor Hubbard to sign the contract between the Village of Greenport and GTX Construction Associates Corp. MBP/JR

RESOLUTION # 04-2021-23

JMO/SG RESOLUTION authorizing the hiring of Inessa Bittner as a full-time Account Clerk at a wage rate of \$ 16 per hour, effective April 26, 2021. All health insurance and other full-time employment benefit provisions specified in the current contract between the Village of Greenport and CSEA Local 1000 apply to this hiring, as does the standard twenty-six week Suffolk County Civil Service probationary period. JR/JM

RESOLUTION # 04-2021-24

JMO/SG RESOLUTION approving an increase in the hourly wage rate for Principal Office Assistant William Schulz, from \$ 20.50 per hour to \$ 21.70 per hour, effective April 28, 2021 owing to the assumption of additional duties and responsibilities, per Article VII (Salaries and Compensation), Section 9 (a) - Merit Clause - of the collective bargaining agreement currently in force between the Village of Greenport and CSEA Local 1000. JM/MBP

VILLAGE ATTORNEY

RESOLUTION # 04-2021-25

JMO/
RB
RESOLUTION authorizing the issuance of a check made payable to Mark Seiden, Esq. in the amount of \$ 1,875.00 as a retainer for services to be provided as the mediator in the matter of Village of Greenport v. Genesys, et al. MBP/JR

VOUCHER SUMMARY

RESOLUTION # 04-2021-26

RESOLUTION approving all checks per the Voucher Summary Report dated April 16, 2021, in the total amount of \$ 684,921.84 consisting of:

- o All regular checks in the amount of \$ 588,562.68, and
- o All prepaid checks (including wire transfers) in the amount of \$ 96,359.16.

JR/JM

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2021 Period: 4 Trans Type: B1 - Transfer Status: Batch
Trans No: 4771 Trans Date: 04/05/2021 User Ref: ROBERT
Requested: R BRANDT Approved: Created by: ROBERT 02/23/2021

Description: TRANSFER OF APPROPRIATIONS TO PROPERLY ACCOUNT FOR LEGAL
SERVICES RENDERED IN CONJUNCTION WITH THE VILLAGE OF GREENPORT
VS. NYMIR

Account # Order: No

Print Parent Account: No

Account No.	Account Description	Amount
E.0783.100	INSURANCE - AUTO..	-7,500.00
E.0783.200	INSURANCE - MULTI PERIL..	-2,631.00
E.0781.300	LEGAL FEES..	10,131.00
Total Amount:		0.00

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2021 Period: 4 Trans Type: B2 - Amend Status: Batch
Trans No: 4778 Trans Date: 04/05/2021 User Ref: ROBERT
Requested: D. JACOBS Approved: Created by: ROBERT 04/05/2021

Description: TO APPROPRIATE RESERVES FOR REPAIRS TO ENGINE # 4 AT THE LIGHT PLANT

Account # Order: No

Print Parent Account: No

Account No.	Account Description	Amount
E.0715.600	REPAIR - ELECT EQUIP PLANT..	40,000.00
E.5990	APPROPRIATED FUND BALANCE	40,000.00
Total Amount:		80,000.00

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2021 Period: 4 Trans Type: B2 - Amend Status: Batch
Trans No: 4779 Trans Date: 04/05/2021 User Ref: ROBERT
Requested: P. PALLAS Approved: Created by: ROBERT 04/05/2021
Description: TO APPROPRIATE RESERVES FOR THE PURCHASE OF EIGHT POWER
PEDESTALS FOR THE EAST PIER AT THE MITCHELL PARK MARINA Account # Order: No
Print Parent Account: No

Account No.	Account Description	Amount
A.5990	APPROPRIATED FUND BALANCE	10,950.00
A.7230.408	MITCHELL MARINA R & M	10,950.00
Total Amount:		21,900.00

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2021 Period: 4 Trans Type: B2 - Amend Status: Batch
Trans No: 4780 Trans Date: 04/06/2021 User Ref: ROBERT
Requested: P. PALLAS Approved: Created by: ROBERT 04/06/2021

Description: TO APPROPRIATE RESERVES TO FUND THE EXTENSION OF THE
TEMPORARY EMERGENCY GENERATOR RENTAL FOR THE CENTRAL PUMP
STATION Account # Order: No
Print Parent Account: No

Account No.	Account Description	Amount
G.8130.200	PUMP STATION EQUIPMENT..	13,880.00
G.5990	APPROPRIATED FUND BALANCE	13,880.00
Total Amount:		27,760.00

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2021 Period: 4 Trans Type: B2 - Amend Status: Batch
Trans No: 4782 Trans Date: 04/06/2021 User Ref: ROBERT
Requested: P. PALLAS Approved: Created by: ROBERT 04/06/2021

Description: TO APPROPRIATE RESERVES TO FUND THE FIRST HALF OF THE CENTRAL
PUMP STATION REBUILD PROJECT

Account # Order: No

Print Parent Account: No

Account No.	Account Description	Amount
G.5990	APPROPRIATED FUND BALANCE	750,000.00
G.8130.200	PUMP STATION EQUIPMENT..	750,000.00
Total Amount:		1,500,000.00

NINA J. GREENFIELD STEWART
ATTORNEY & COUNSELOR AT LAW
CONSULTANT
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Phone 631-286-0858
Facsimile 631-776-0609

e-mail: NJGSTEWART@AOL.COM

March 18th 2021

Ms. Asha Gallacher, Program Administrator
Village of Greenport Housing Authority
236 3rd Street
Greenport, New York 11944

Re- Legal Services Agreement for 2021

Dear Asha:

This agreement is retroactive to January 1st 2021, as I have provided my services thus far in 2021, due to Section 8 program mandates, as the program's critical legal demands must be met. This is especially true this year due to HUD's Covid-19 requirements. Based on work I have done and issues that arise constantly, given Section 8 program administration, this is to confirm retaining my services in connection with the Section 8 Housing Choice Voucher program on an ongoing basis for the Village of Greenport Housing Authority.

It is understood that my services will be provided on an as needed basis. It is important that the terms of such engagement are clear. Though many attorneys and/or their clients do not require such a written agreement, I have always found that putting all the terms and conditions in a written agreement avoid confusion and add to transparency.

My hourly fee for non-profit work is still only \$175.00. I waive my retainer. This is usually paid before I start work. I will seek reimbursement for charges incurred in a timely manner. I will send timely accounting of my hours and charges. I will also include information as to what charges I am discounting.

I charge my hourly rate for meeting time, preparation of documents of any kind, review of additional documents and phone time with 3rd parties. I do not charge for general research and phone time consulting with representatives of your organization as to follow-up on cases. I expect the phone time and travel time to be reasonable and will

take into consideration specific details of a case when reviewing the time expended. I do understand there are situations when time is of the essence and I will take that into consideration.

I do not charge for local travel, (within 10 miles from my office), but do charge mileage at the prevailing federal reimbursement rate (IRS), for trips from my office in Bellport.

I charge for out of pocket costs such as federal express, priority or overnight postal cost and filing and/or document fees, when applicable. If a meeting is scheduled and it is canceled without at least 4 hours notice, a one hour fee of \$175.00 will be charged for the meeting time unless cancellation is due to illness or due to a 3rd party and beyond your ability, (as my client), to reschedule in a timely manner.

I promise to use my time wisely and will endeavor to keep you informed as to the status of all my activities frequently. From our discussions I understand the scope of the activities will be to consult on the case at hand and advise you as to courses of action, review all documents related to the case, recommend additional documentation, prepare and submit the documents to you as requested. I will also work with you to advise you on language and federal regulations, if you choose to prepare letters and other documents. If requested, I can represent you at an administrative hearing and prepare follow-up documents. Discussions with HUD and other government entities' representatives would also be included, if requested. This agreement does not include any future litigation, if that should become necessary.

I look forward to working with you and appreciate your confidence in me. I do appreciate that the more we are able to work together cooperatively, then the more effective we can be in moving ahead and minimizing legal and related fees.

If this is acceptable to you, please have a legal representative of your organization sign this and return a copy to me. I will send a fully executed copy in return.

Sincerely,

Nina J. Greenfield Stewart, Esq.

Signed:

Village of Greenport, Housing Authority
Authorized Representative

Date

BID FORM

**VILLAGE OF GREENPORT
REHABILITATION OF THE PUBLIC RESTROOMS AT VILLAGE OF GREENPORT FIFTH
STREET BEACH/PARK - 2021**

Village of Greenport
236 Third Street
Greenport, New York 11944

Gentlepersons:

The undersigned bidder has carefully examined the Contract Documents for the proposed work and will provide all necessary labor, materials, equipment and incidentals as necessary and called for by the said contract Documents in the manner prescribed therein and in said Contract, and in accordance with the requirements of the Village of Greenport at the following unit and lump sum prices:

Name of Bidder: GTX Construction Associates, Corp.
Address of Bidder: 80 Henry Street, Freeport, NY 11520
Signature: *Giovanni Napolitano*
Signed By: Giovanni Napolitano
Title: President
Date: 03/15/2021

NOTE: Contractor is advised that all square / linear footages and sheathing material sizes are estimated or assumed and provided solely for Contractor's convenience and for payment purposes. Contractor shall investigate the site and make actual determinations as to extent of materials, labor, supplies and incidentals necessary for a complete, functioning and watertight roofing system.

BID FORM CONTINUED

VILLAGE OF GREENPORT REHABILITATION OF THE PUBLIC RESTROOMS AT VILLAGE OF GREENPORT FIFTH STREET BEACH/PARK – 2021 Rehabilitation of the public restrooms at the Village of Greenport Fifth Street Beach / Park as shown on the attached drawings (EXHIBIT A) T-1, A-1, A-2, and P-1.		
	Lump Sum Price: includes all materials, labor, supplies, Equipment, transport, incidentals, disposal, etc. (Words)	Lump Sum Price (Numerals)
Base Bid (w/o Add/Alternates)	Sixty two thousand, six hundred & sixty eight	\$62,668
Add/Alternate #1 Exterior Wall Painting	Two thousand, eight hundred & thirty five	\$2,835
Add/Alternate #2 Electric Panel Replacement	Nine thousand, seven hundred & sixty nine	\$9,769
Add/Alternate #3 Interior Ceiling and Painting	Six thousand, eight hundred & forty-seven	\$6,847

Pursuant to, and in compliance with, the advertisement for bids and the instructions to bidders relating hereto, the undersigned, as a bidder, proposes and agrees, if this proposal is accepted, to furnish F.O.B Greenport, NY, the above-mentioned product(s) as required by the manner therein prescribed by the Purchaser prior to the opening of bids.

Liquidated damages in the amount of \$200.00 per day maybe assessed for each consecutive calendar day of delay not excusable as provided in the Contract Documents. Contract work must be started within one (1) month and completed within six (6) months of issuance of the Notice of Commencement.