



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

March 18, 2021 at 7:00 PM

Mayor and Board of Trustees – Work Session Meeting

Third Street

Firehouse

Greenport, NY 11944

PLEDGE OF ALLEGIANCE

MONTHLY REPORTS FOR THE FOLLOWING:

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

MAYOR AND VILLAGE BOARD OF TRUSTEES

PUBLIC TO ADDRESS THE BOARD



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ROBERT BRANDT
EXT. 217

Submitted: March 9, 2021
Meeting: March 18, 2021 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Debbie Boyle, *Assistant*
From: Debbie Boyle, *Assistant*
Department: Fire Department

Fire Department Work Session Report March 2021

Attachments:

Fire Department Work Session Report March 2021 (PDF)

1ST ASST. CHIEF WAYDE MANWARING
2ND ASST. CHIEF JAMES KALIN
CHAPLAIN CLAUDE KUMJIAN
SECRETARY/TREASURER JAMES KALIN



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Email: gfdfire@optonline.net
www.greenportfd.org

Meeting of the Board of Wardens

WEDNESDAY February 17, 2021

OPENING

Chief Wayde Manwaring opened the meeting at 7:00pm with The Pledge of Allegiance to the Flag and a moment of silence for the departed members.

ATTENDANCE

Chief Wayde Manwaring

1st Ass't Chief James Kalin

2nd Ass't Chief Alain de Kerillis

Warden Joseph Milovich of Eagle Hose Co. #1

Wardens Antone Volinski, III and Norma Corwin of Relief Hose Co. #2

Warden Joseph Barszczewski of Star Hose Co. #3

Wardens Scott Hollid and Wayne Miller of Standard Hose Co. #4

Wardens Peter Harris and John Grilli of Phenix Hook & Ladder Co. #1

Mary Bess Phillips VOG/GFD Liaison

Excused: Wardens Warren Jensen of Eagle Hose Co. #1 and Edward Sieban of Star Hose Co. #3.

THOSE WISHING TO ADDRESS THE BOARD –

1. Helen Reiss brought up moving the ambulances to the back building- she wants to start looking into it. She said they are going to need office space and decent storage for medical supplies. We need a safer, cleaner, more accessible way to store the medical supplies. She mentioned that there is going to need to be at least one slop sink as well. She wants to start the process.

READING OF THE PREVIOUS MINUTES

Motion made by 1st Asst Chief James Kalin, seconded by Wayne Miller, to approve the minutes of the January 20, 2021 meeting of the Board of Wardens as printed and distributed. Motion Carried.

FINANCE COMMITTEE

The finance committee report was read by Chief Kalin. Motion made by Peter Harris, seconded by Wayne Miller, to accept the report. Motion Carried.

1. Motion made by Wayne Miller, seconded by Antone Volinski III, to purchase 2 rescue mannequins out of the trust fund. Motion Carried.

COMPANY OFFICERS' MEETING MINUTES- No Report.

TREASURER'S REPORT

The Treasurer's report for the period of January 21, 2021 through February 17, 2021 was read by Secretary/Treasurer James Kalin. Motion made by Peter Harris, seconded by Wayne Miller, to accept the treasurer's report as read. Motion carried. (report attached)

BILLS- None.

COMMUNICATIONS

1. Responses to the invitations to Village Board Members for the Washington's Birthday Parade- they all accepted and attended except for Peter Clarke who sent his regrets.
2. Planning Board of Southold Town- request for review of an amended site plan of Peconic Landing. They are adding on to the Wellness Center.
3. A request from a volunteer who collects patches. John Grilli said that we decided not to send any patches out.
4. A letter of 10 separate requests from Sean McArdell- Freedom of Information Law (FOIL) requests. 1st Asst Chief James Kalin will give it to Sylvia Pirillo, Village Clerk. Mary Bess Phillips said Sylvia will give them whatever she is allowed under the FOIL act.

Motion by A. Volinski III, seconded by P. Harris, to file and/or forward all communications. Motion carried.

APPLICATIONS FOR MEMBERSHIP- None.

REPORTS OF COMMITTEES

Buildings and Grounds

1. Peter Harris mentioned that the bathroom in the firehouse really needs to be fixed. He said it has been out of order. He wants to know why we haven't been canvassing for other plumbers if the one we usually use isn't getting back to us. 1st Asst. Chief James Kalin said that he will tomorrow. He has a PO from the Village. Peter Harris said that we need to take action, it's unacceptable.
2. Joseph Milovich mentioned the radiator in the lady's bathroom and that there is a problem with the circulator and the radiator is always running. 1st Asst Chief James Kalin said that there is no temperature control. There is no thermostat besides that in the meeting room.

Bylaws- No Report.

Finance- Chief Wayde Manwaring said that he is moving \$20,000 from Buildings and Grounds to the Apparatus funds to get work done on the trucks. It should be approved by the end of the month.

Fire District- No Report.

Pre-Incident Planning- No Report.

Service Awards-

1. Wayne Miller asked what the status is. 1st Asst Chief James Kalin said that the Village has it now and it has to be approved and then it will be posted here for 30 days and there can be changes made if there has to be and then it goes back to the Village and from there it is sent to LOSAP. Mary Bess Phillips said she will check on it tomorrow.

Recruitment- No Report.

Casualty Fund- No Report.

Funeral – No Report.

Communications-

1. Peter Harris mentioned that there was a special meeting regarding a member and he questioned the delay in the letter that was sent notifying the member of the meeting. 1st Asst. Chief James Kalin said that he did not get to the post office in time, but it was still sent in a timely manner.

Trips & Travel- No Report.

COMPANY REQUESTS

Eagle Hose Co. #1- Budget items, as per finance report.

Relief Hose Co. #2- Budget items, door opener for 8-3-2, status of chainsaw that's supposed to go for repair. Another one has been ordered ,the first one was sent to Standard Hose.

Star Hose Co. #3- Budget items.

Standard Hose Co. #4- Fast board, flammables cabinet, burners service, leaf blower, name tag for Grattan, 2 medium size masks for 8-3-4, 4 new 45 min. bottles for RIT team, making ambulance a hot spot, roof leak.

Phenix Hook & Ladder Co. #1- Budget items, new truck, executive session.

Rescue Squad- Budget items, as per finance report.

Fire Police- Budget items.

Water Rescue- Budget items.

UNFINISHED BUSINESS –

1. Norma Corwin brought up making the ambulances a hot spot. She said it only works when she gets back to the FD and it takes an extra 30 minutes to complete the EPCR. She said she can't fax the paperwork until after she returns back to the fire house so the hospital doesn't have the information until after the fact. 2nd Asst. Chief Alain de Kerillis said that he agrees that it is a problem. More discussion ensued on the topic.

Motion made by A. Volinski III, seconded by Peter Harris, to set up the 2 ambulances for hotspots. Motion Carried.

2. Scott Hollid asked what was going on with the next Chief's car. 2nd Asst. Chief Alain deKerillis said that he submits a proposal by March. He said that the pick up truck was \$6,000 more and not suitable for GFD. Peter Harris said we should purchase one of the boxes to keep their gear in.

REPORTS OF DELEGATES- No Report.

NEW BUSINESS- No Report.

GOOD OF THE DEPARTMENT

1. 1st Asst. Chief James Kalin said that the Chief's meeting was held at Orient FD and Western Suffolk discontinued the use of the low band entirely and we will have to next year out East. We will need to purchase 800 frequency radios – we will buy a little at a time. We have a few of them

- already. They are used for mutual aide, wild fires etc. Riverhead Volunteer Ambulance is now using the 800 frequency.
2. There is going to be a NIMS 300 class early March. Date TBD.
 3. Wayne Miller mentioned that a while ago when the PESH stuff happened we talked about hiring a full-time secretary. 1st Asst Chief James Kalin said that there are pros and cons. It would be a civil service position with higher pay and benefits. Norma Corwin mentioned that we have the training now and he keeps records for us and she thought that that was our concern. Scott Hollid said that captains of each company are taking their personal time to look up quotes and then have to wait for a PO. It would be nice to have someone full time instead of having to call the Chief. Mary Bess Phillips said a job description needs to be made in order to figure out what the salary would be. Scott Hollid said that we should look into it, get a committee together and come up with a job description.
 4. Chief Wayne Manwaring brought up fit testing to get guys air pack qualified. Motion made by Norma Corwin, seconded by Peter Harris, to schedule fit testing . Motion Carried.
 5. Chief Wayne Manwaring reported that the pump and hose testing are overdue. It is \$5,000. Motion made by Peter Harris, seconded by Scott Hollid, to schedule pump and hose testing. Motion Carried.
 6. Chief Wayne Manwaring also brought up that the air machine doesn't work again, it won't recognize the cylinders. It will be \$4,600 to get it updated. Motion made by Joseph Milovich, seconded by Peter Harris, to get the air machine necessary updates. Motion Carried.
 7. Chief Manwaring mentioned the meeting room overhead door and said that he wants to get it as an emergency purchase. The estimate is \$6,800. Motion made by Peter Harris, seconded by Antone Volinski III, to get the meeting room door fixed. Motion Carried. Mary Bess Phillips said a memo needs to be written to say that they are the sole source.
 8. The topic of moving the ambulance to the back building was brought up. Norma Corwin said that we have outgrown this spot. The back building would need to be cleaned out, create an office space, and storage space. We would need plumbing for a slop sink. Scott Hollid said that if we are going to do this, we need to create a bathroom. Plumbing is already there. 1st Asst. Chief James Kalin said that we would lose space for events, but we could use the firehouse bays for that. Chief Manwaring said that we will have someone come and look at it and see if it is possible

to have an office and a bathroom. 2nd Asst. Chief de Kerillis will contact someone.

EXECUTIVE SESSION

Motion made by Peter Harris, seconded by Wayne Miller, to adjourn to an executive session to discuss a personnel matter. Motion Carried. Adjourned to executive session at 8:11PM.

Upon returning from executive session, a motion made by Peter Harris, seconded by Scott Hollid, to resume regular meeting. Motion carried. Regular meeting resumed at 8:28 pm.

READING OF THE MINUTES

Motion by Wayne Miller, seconded by Scott Hollid, to dispense with the reading of the minutes of tonight's meeting. Motion carried.

ADJOURMENT

Motion by Peter Harris, seconded by Scott Hollid, to adjourn. Motion carried. The meeting was adjourned at 8:28 pm.

Submitted by,

Rebecca J. Jensen

Recording Secretary

GREENPORT FIRE DEPARTMENT
TREASURERS REPORT

01/21/2021 thru 02/17/2021

GENERAL FUND		<u>beginning balance</u>	\$ 11,198.35
	<u>receipts</u>	Kalin def drv rebate x4	\$ + 69.00
	<u>expenditures</u>	McMann Price - def drv x 4	- \$140.00
		King Kullen - soda	- \$52.21
		Em. Med. Products	- \$379.80
		PC Richards-TV & microwave	- \$288.96
		Best Buy - computer sup.	- \$27.14
		COSTCO - chief misc.	- <u>\$28.23</u>
			<u>\$10,351.01</u>
WOODS TRUST		<u>beginning balance</u>	\$20,525.00
	<u>expenditures</u>	FirehouseInnov-training door	- <u>\$7,150.00</u>
		<u>ending balance</u>	<u>\$13,375.00</u>
MEMORIAL FUND		<u>balance unchanged</u>	<u>\$1,576.13</u>
MAY MILE FUND		<u>balance unchanged</u>	<u>\$ 19,195.83</u>
WASH. B'DAY FUND		<u>beginning balance</u>	\$2,230.92
	<u>expenditures</u>	Polywoda Bev.	- \$90.96
		K. Birmingham - food	- <u>\$306.50</u>
		<u>ending balance</u>	<u>\$1,833.46</u>
RESCUE SQUAD 2% FUND		<u>balance unchanged</u>	<u>\$1,789.48</u>

GREENPORT FD MARCH 2021

DUTY COMPANIES 8-3-2 & 8-3-3 FIRST DUE ON SIGNAL 24s = 8-3-2

OFFICE 631.477.1943 gfdfire@optonline.net
 FAX 631.477.4012 gfdsec@optonline.net

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 <u>RELIEF HOSE mtg</u> <u>STANDARD HOSE</u> <u>mtg</u>	2 <u>EAGLE HOSE mtg</u>	3 DEFENSIVE DRIVING Sta. #1 6-9pm	4 DEFENSIVE DRIVING Sta. #1 6-9pm	5	6
7	8 <u>STAR HOSE mtg</u>	9 <u>RESCUE SQUAD mtg</u> <u>7PM</u> <u>FINANCE COMM. mtg</u> <u>7:30PM</u>	10 <u>PHENIX H&L mtg</u>	11 DEPT. TRAINING Sta #1 7pm Ground ladders & Firefighter drag	12	13
14	15	16 Fire Police mtg. Sta. #1 6pm Village elections	17 <u>WARDENS mtg 7pm</u>	18	19	20
21 FIT Testing Sta #1 9am	22 <u>Dept. Physicals</u> DEFENSIVE DRIVING Sta. #1 6-9pm	23 GFD Department Annual Meeting Sta 1 7:30pm	24 <u>Dept. Physicals</u> DEFENSIVE DRIVING Sta. #1 6-9pm	25 Fire School - Yaphank Forcible Entry Lv. Sta 1 @ 6:15pm	26	27
28	29 CME Class Sta 1 7pm	30	31 Pump Operator Class Sta 1 7pm (1st. of 5 classes)	Important Future Events on Reverse Side !!		

Chief	1st. Ass't. Chief	2nd. Ass't. Chief
Wayde	Jim Kalin	Alain DeKerillis
Manwaring	631.466.5294	631.208.7506
631.644.5430		

Tuesday, April 6

Company Annual Meetings

Wednesdays, April 7, 14, 21 & 28

Pump Operators Class Sta. #1 7PM

Thursday, April 8

Chiefs' Elections Sta. #1 7-9PM

Sunday, April 18

Company Officers' Training Sta. #1 9AM

Monday, April 19 & Wednesday, April 21

Department Physicals (sign up required)

Tuesday, April 20

Wardens' Organizational Meeting Sta. #1 7PM

Thursday, April 22

RIT - Down Firefighter training Sta. # 1 7PM

Sunday, April 25

RECRUIT NY Open House

Monday, April 26

Fire School - Yaphank Class "A" Lv. Sta. #1 @ 6:15PM

Monday, April 26

CME Class Sta. #1 7PM

1ST ASST. CHIEF WAYDE MANWARING
2ND ASST. CHIEF JAMES KALIN
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Greenport Fire Department Monthly Report For the Month of February, 2021

Number of calls this month: 61

Number of Calls to Date for 2021: 128

Breakdown of calls by signal numbers:

9 (stand-by):	0
12 (brush fire):	0
13 (auto alarm, smoke, etc.):	15
13-35 (working structure fire):	0
14 (vehicle fire):	0
16 (ambulance/rescue):	43
16-23 (mva, water rescue, misc.):	1
16-59 (routine transport):	0
23 (co detector, medi-vac):	1
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

Incorporated Village:	26
East/West Protection District:	34
Other:	1

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
1																									
2																									
3																									
4																									
5	Aguilera, Hermogenes	9	28 %	25	1	1 %	0																		
6	Barszczewski, Joseph	5	16 %	25	8	8.3 %	0																		
7	Birmingham, Kenneth	0	0 %	0	1	1 %	0																		
8	Breese, Harry	6	19 %	25	4	4.2 %	0																		
9	Britt, Harley	2	6.3 %	0	3	3.1 %	0																		
10	Bumble III, Charles	0	0 %	0	3	3.1 %	0																		
11	Bumble, Samantha	0	0 %	0	3	3.1 %	0																		
12	Butler, Michael	11	34 %	25	3	3.1 %	0																		
13	Capon, George	20	63 %	25	47	49 %	25																		
14	Carey, Patrick	3	9.4 %	0	3	3.1 %	0																		
15	Carrig, Melinda	0	0 %	0	0	0 %	0																		
16	Charters, Gary	0	0 %	0	0	0 %	0																		
17	Clark III, Henry	0	0 %	0	0	0 %	0																		
18	Clark, James	8	25 %	25	0	0 %	0																		
19	Clark, Jeffrey	12	38 %	25	1	1 %	0																		

Greenport Fire Department period ending February 28, 2021

maximum points in category

C19 category = COVID-19 pandemic points

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
		elect/app	# Fire	%	%	pts	# EMS	%	pts		st/by	mtgs	misc	train	drill	pos(dis)	C19	points	phys	haz	bb	wp/sh	yap			
4	Corazzini, Jeffrey		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5							
20	Corazzini, Warren		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5								
21	Corwin, Everett		16	50	25	34	35	25	25	0	0	2	3	5	0	0	5	65		X	X	X	X			
22	Corwin, Norma	W,C	5	16	25	34	35	25	25	0	0	6	4	5	0	4	5	74	X	X	X	X				
23	Corwin, Robert E.	L,D	7	22	25	45	47	25	25	0	0	3	3	4	0	1.25	5	66.25		X	X	X				
24	Corwin, Robert J.		10	31	25	42	44	25	25	0	0	3	3	4	0	0	5	65		X	X	X				
25	Corwin, Scott		11	34	25	2	2.1	0	25	0	0	2	3	3	0	0	5	38		X	X	X				
26	Costas, Tom		1	3.1	0	9	9.4	0	0	0	0	0	1	3	0	0	5	9		X	X	X				
27	Creedon, Daniel	S	23	72	25	86	90	25	25	0	0	3	3	4	0	1.25	5	66.25		X	X	X				
28	DeFrancesco, James	L	9	28	25	5	5.2	0	25	0	0	4	3	3	0	1.25	5	41.25		X	X	X				
29	De Kerillis, Alain	CH	19	59	25	53	55	25	25	0	0	8	3	14	0	6.25	5	86.25		X	X	X				
30	Detrick, Gary		0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	5								
31	Diaz, Juan		4	13	25	2	2.1	0	0	0	0	2	4	11	0	0	5	47								
32	Ellis, Scott		1	3.1	0	5	5.2	0	0	0	0	0	0	3	0	0	5	8		X	X	X				
33	Ferguson, Peter		6	19	25	1	1	0	0	0	0	1	0	3	0	0	5	34		X	X	X				
34	Ferrari, Dakota		0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	5								
35	Ficurilli, Michael		14	44	25	0	0	0	0	0	0	2	2	3	0	0	5	37								
36	Fiora, Michael	L	0	0	0	0	0	0	0	0	0	0	0	0	0	1.25	5	6.25								

points as of FEBRUARY 28, 2021 prepared by James H. Kalin, Secretary

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
	elect/app	# Fire	%	pts	# EMS	%	pts	st/by	migs	misc	train	drill	pos(dis)	C19	points	phys	haz	bb	wp/sh	yap					
4																									
38	Golden, Danielle	0	0 %	0	0	0 %	0	0	0	0	0	0	0	5	5										
39	Grattan, Timothy	3	9.4 %	0	4	4.2 %	0	0	1	0	3	0	0	5	9		X	X						X	
40	Gray, Sally Anne	2	6.3 %	0	7	7.3 %	0	0	0	0	0	0	1.25	5	6.25										
41	Grilli, Jared	0	0 %	0	0	0 %	0	0	0	0	0	0	0	5	5										
42	Grilli, Jennifer	0	0 %	0	0	0 %	0	0	1	1	0	0	0	5	7	X									
43	Grilli, John	1	3.1 %	0	0	0 %	0	0	5	0	0	0	2	5	12										
44	Hamilton Jr., Robert	23	72 %	25	14	15 %	25	0	2	3	4	0	0	5	64		X	X					X	X	
45	Hanold, Christopher	4	13 %	25	6	6.3 %	0	0	2	3	3	0	2	5	40		X	X					X	X	
46	Hanold, Christopher, Jr.	0	0 %	0	0	0 %	0	0	1	0	0	0	0	5	6										
47	Harris, Cliff	10	31 %	25	4	4.2 %	0	0	3	3	3	0	2	5	41		X	X					X	X	
48	Harris, Peter	17	53 %	25	8	8.3 %	0	0	5	3	3	0	4.5	5	45.5		X	X					X	X	
49	Harvey, Russell	8	25 %	25	4	4.2 %	0	0	1	0	0	0	0	5	31										
50	Hollid, Scott	6	19 %	25	0	0 %	0	0	4	4	0	0	2	5	40										
51	Hubbard Jr, George	4	13 %	25	1	1 %	0	0	2	3	3	0	0	5	38		X	X					X	X	
52	Hughes, Colleen	6	19 %	25	13	14 %	25	0	3	4	9	0	1.25	5	72.25	X	X	X					X	X	
53	Huzsek, Andrew H	19	59 %	25	5	5.2 %	0	0	2	3	3	0	0	5	38		X	X					X	X	
54	Hydell, Carol	1	3.1 %	0	4	4.2 %	0	0	2	0	3	0	1.25	5	11.25		X	X					X	X	
55	Hydell, Charles	1	3.1 %	0	4	4.2 %	0	0	2	0	3	0	2	5	12		X	X					X	X	

points as of FEBRUARY 28, 2021 prepared by James H. Kalin, Secretary

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
	elect/app	# Fire	%	pts	# EMS	%	pts	st/by	mtgs	misc	train	drill	pos(dis)	C19	points	phys	haz	bb	wp/sh	yap					
4	W	5	16	25	0	0	0	0	0	3	0	3	0	2	5	38		X	X	X					
56	Jensen, Warren																								
57	Jester, Robert	0	0	0	1	1	0	0	2	3	3	0	0	5	13		X	X	X	X					
58	Jimenez, Susano	0	0	0	0	0	0	0	1	0	3	0	0	5	9		X	X	X	X					
59	Jobes, Craig	18	56	25	32	33	25	0	3	0	4	0	0	5	62		X	X	X	X					
60	Johnson, Craig	7	22	25	25	26	25	0	3	0	0	0	1.25	5	59.25										
61	Kalin, James	28	88	25	62	65	25	0	10	3	3	0	7.5	5	78.5		X	X	X	X					
62	Luke, Alexander	12	38	25	10	10	25	0	2	3	4	0	0	5	64		X	X	X	X					
63	Maloney, Michael	0	0	0	0	0	0	0	0	0	0	0	1.25	5	6.25										
64	Manwaring, Julia	10	31	25	17	18	25	0	3	3	9	0	0	5	70		X	X	X	X					
65	Manwaring, Wayde	24	75	25	44	46	25	0	7	3	9	0	0	5	74		X	X	X	X					
66	Marzewski, Macy	1	3.1	0	1	1	0	0	2	4	4	0	0	5	15		X	X	X	X					
67	Martocchia, Jerome	2	6.3	0	2	2.1	0	0	1	0	3	0	0	5	9		X	X	X	X					
68	Melly, Megan	0	0	0	0	0	0	0	0	0	0	0	0	5	5										
69	Miller, Wayne	4	13	25	0	0	0	0	4	3	3	0	0	5	40		X	X	X	X					
70	Mills, William, III	1	3.1	0	0	0	0	0	1	0	0	0	0	5	6										
71	Milovich Jr., Joseph	7	22	25	4	4.2	0	0	5	3	0	0	0	5	38										
72	Morris, Gregory	4	13	25	0	0	0	0	0	3	0	0	0	5	33										
73	Musto, Francis	19	59	25	48	50	25	0	4	4	4	0	0	5	67	X	X	X	X	X					

points as of FEBRUARY 28, 2021 prepared by James H. Kalin, Secretary

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
	elect/app	# Fire	%	%	pts	# EMS	%	pts	pts	st/by	mtgs	misc	train	drill	pos(dis)	C19	points	phys	haz	bb	wp/sh	yap			
4																									
74	Myslorski, Henry	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5								
75	Myslorski, Linda	0	0	0	0	1	1	0	0	0	0	0	25	0	0	0	5	30		X	X	X			
76	Narkiewicz, Piotr	17	53	25	39	41	25	0	0	0	2	3	3	0	0	5	63		X	X	X				
77	Nedoszytko, William	0	0	0	0	0	0	0	0	0	1	0	0	0	0	5	7.25								
78	Nyce, David	25	78	25	44	46	25	0	0	0	4	4	3	0	2	5	68		X	X	X				
79	O'Brien, Michael	6	19	25	1	1	0	0	0	0	1	0	6	0	0	5	37								
80	Piel, Jeffrey	0	0	0	0	0	0	0	0	0	1	0	0	0	0	5	6								
81	Pirillo, James A.	17	53	25	7	7.3	0	0	0	0	2	4	4	0	0	5	40		X	X	X				
82	Pope, George	7	22	25	10	10	25	0	0	0	2	0	3	0	0	5	60		X	X	X				

points as of FEBRUARY 28, 2021 prepared by James H. Kalin, Secretary

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
	elect/app	# Fire	%	pts	# EMS	%	pts	st/by	mtgs	misc	train	drill	pos(dis)	C19	points	phys	haz	bb	wp/sh	vap					
4																									
83	Purcell, Bernard	31	97 %	25	42	44 %	25	0	2	3	4	0	0	5	64		X	X	X						
84	Purcell, Ryan	0	0 %	0	0	0 %	0	0	3	0	3	0	0	5	11		X	X	X						
85	Quillin, Michael	8	25 %	25	2	2.1 %	0	0	2	4	3	0	0	5	39		X	X	X						
86	Raynor, Dale	8	25 %	25	3	3.1 %	0	0	1	1	0	0	0	5	32										
87	Reed, Taylor	11	34 %	25	26	27 %	25	0	4	4	4	0	0	5	67		X	X	X						
88	Reiss, Helen	13	41 %	25	15	16 %	25	0	4	3	3	0	2	5	67		X	X	X						
89	Rempe Jr, Fred	4	13 %	25	19	20 %	25	0	0	1	3	0	0	5	59		X	X	X						
90	Richter, Michael	5	16 %	25	22	23 %	25	0	3	1	3	0	2.5	5	64.5		X	X	X						
91	Robins, William	4	13 %	25	2	2.1 %	0	0	2	4	6	0	0	5	42										
92	Rosa, Lisa	6	19 %	25	2	2.1 %	0	0	3	3	4	0	0	5	40		X	X	X						
93	Ruffner, William	0	0 %	0	0	0 %	0	0	0	0	0	0	0	5	5										
94	Rung, Rosalie	2	6.3 %	0	21	22 %	25	0	2	0	3	0	1.25	5	36.25		X	X							
95	Rutkowski, Stephen	19	59 %	25	72	75 %	25	0	5	3	4	0	1.25	5	68.25		X	X	X						
96	Sieban, Edward	0	0 %	0	0	0 %	0	0	3	0	3	0	3.25	5	14.25		X	X	X						
97	Skrezec, John	0	0 %	0	0	0 %	0	0	0	0	0	0	0	5	5										
98	Spanos, James	2	6.3 %	0	4	4.2 %	0	0	1	0	3	0	0	5	9		X	X	X						
99	Staples, Halsey	6	19 %	25	12	13 %	25	0	2	0	4	0	0	5	61		X	X	X						
100	Strickland, Samuel	20	63 %	25	38	40 %	25	0	3	3	25	0	0	5	86		X	X	X						

points as of FEBRUARY 28, 2021 prepared by James H. Kalin, Secretary

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
		elect/app	# Fire	%	pts	# EMS	%	pts	%	pts	st/by	mtgs	misc	train	drill	pos(dis)	C19	points	phys	haz	bb	wp/sh	yap			
4																										
101	Swetland, Jessica		1	3.1	0	1	1	0	1	0	0	0	0	0	0	0	0	5								
102	Tamin, John		10	31	25	17	18	25	18	25	0	2	4	3	0	0	5	64	X	X	X		X			
103	Tejada, Yira		1	3.1	0	6	6.3	0	6.3	0	0	1	0	3	0	0	5	9		X	X		X			
104	Thorp, Thomas		8	25	25	5	5.2	0	5.2	0	0	1	0	2	0	0	5	33		X	X		X			
105	VanEtten, George		14	44	25	10	10	25	10	25	0	2	3	3	0	0	5	63		X	X		X			
106	Verity, Michael		0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	5								
107	Verley, Joseph, Jr.		0	0	0	2	2.1	0	2.1	0	0	1	2	0	0	0	5	8								
108	Volinski, Antone, III	W	6	19	25	39	41	25	41	25	0	7	0	4	0	2	5	68		X	X		X			
109	Volinski, Darryl		4	13	25	12	13	25	13	25	0	1	3	6	0	0	5	65		X	X		X			
110	Walters, Joseph		0	0	0	0	0	0	0	0	0	1	0	3	0	0	5	9		X	X		X			
111	Weingart, Jeffrey		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0								
112	Zaymayar, Elias	L	17	53	25	9	9.4	0	9.4	0	0	2	4	3	0	1.25	5	40.25		X	X		X			
113	Zurek, Gregory		9	28	25	2	2.1	0	2.1	0	0	2	3	4	0	0	5	39		X	X		X			
114	Zurek Jr, Stanley		5	16	25	0	0	0	0	0	0	2	1	3	0	0	5	36	X	X	X		X			
115																										



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EXT. 217

Submitted: March 10, 2021
Meeting: March 18, 2021 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Paul Pallas, P.E. Village Administrator
From: Paul Pallas, P.E. Village Administrator
Department: Village Administrator

Work Session

Work Session Report for Road and Utilities

March 18, 2021

Administrator's Office

Statistics

Work Orders:

Electric = 36 Written 36 Completed
Water = 4 Written, 4 Completed
Sewer = 47 Written, 47 Completed
Road = 65 Written, 65 Completed

Reports

❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 2-04-2020. 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 2-17-2020.

Discussion

- Ferry Project update
- Microgrid Bid Update - Subrecipient Amendment and Bid
- Effluent Reuse EFC Status Update

Road/Water Department

Statistics

Water Distribution:

3,026,000 Gallons Sold - Note that this includes a 1,000,000-gallon downward adjustment from prior month

Sampling:

All water samples complied with Department of Health requirements.

Locations: 419 Sixth Street - Slop Sink
Total Coliform = Absent
E Coli = Absent
Residual Chlorine = 0.47 mg/L

Third Street Firehouse - Kitchen Sink
Total Coliform = Absent
E Coli = Absent
Residual Chlorine = 0.53 mg/L

The form, DOH-360, was filed with the DOH on February 4, 2021 with the above results.

Report

Tasks Accomplished:

- ❖ Did all normal highway tasks.
- ❖ Performed water machine maintenance.
- ❖ Performed bi-weekly G-44 maintenance.
- ❖ Completed and dropped off water samples for the month. Repaired water main leak on Carpenter Street.
- ❖ Plowed and salted roads (2/1/21, 2/14/21, 2/18/21, 2/19/21).
- ❖ Shoveled and salted sidewalks (2/1/21, 2/14/21, 2/18/21, 2/19/21).
- ❖ Repaired salters on G-9 and G-66. Repaired G-66 clutch. Repaired G-66 salter chain and electrical set up. Repaired plow on G-12. Replaced plow lights on G-12.
- ❖ Removed snow from South Street and Adams Street parking lot.
- ❖ Cleared all fire hydrants of snow.
- ❖ Salter removed from G9. G9 out of service for repairs.
- ❖ Repaired snow blowers.
- ❖ Performed maintenance on skid steer.
- ❖ Assisted power plant crew with water pipe break on 2/22/21.
- ❖ G-66 air tank removed and brought to North Fork Welding for repair.
- ❖ Patched throughout village.
- ❖ Picked up debris from the middle of the road on 1st street.
- ❖ Assisted power plant with tree trimming on 1st street and Main street.
- ❖ Received new lights and wiring for recently purchased dump truck.

Sewer Department

Flow and Sampling:

The plant continues to run well, exceeding DEC permit requirements.
Total plant flow for the month of February = 9,872,000 Gallons
Average Daily Flow = .353 (MGD) Permit Limit = .650 MGD
Total Suspended Solids percent removal (TSS) = 97% Permit Limit = 75%
CBOD percent removal = 93% Permit Limit = 75%
Coliform Fecal General = 23.2 MPN. Permit limit 200 MPN/100
Coliform Total General = 38.0 MPN. Permit limit 700 MPN/100
Total Nitrogen = 7.5 LBS/day
Mercury = 1.39 ng/L

Sludge Removal:

80,000 Gallons of sludge hauled in February.

Report

❖ Treatment Plant:

Plowed & Shoveled Treatment Plant and Power Plant walkways and parking lots

SCDOH Inspection

Spare pump for nursing home delivered

❖ Collection System:

Responded to complaint of backup at North Ferry terminal - non issue

Removed broken manhole riser on Monsell Pl.

RPZ's inspected at pump stations

Repaired manhole hit by plow at the end of 6th St.

Electric Department

Statistics

Monthly Power Usage:

Maximum usage day = February 1 @ 119.896 Mwh

Minimum usage day = February 27 @ 83.074 Mwh

Peak demand for the month = 5.816 MW February 1, 12:30 pm

Monthly total usage = 3,094,205 Mwh

Service calls/call outs = 5

Streetlight repairs = 6

Customers shut off for nonpayment = 0

Customers turned on for payment = 0

Customers turned on for the season = 0

New Services = 0

Tasks Accomplished:

- ❖ Responded to flickering light call at South and 1st, found broken primary jumper at transformer.
- ❖ Responded to St. Agnes Church for ½ power call, found a broken cutout, changed 2 cutouts
- ❖ Converted high bay lights to LED.
- ❖ Re-lamped 3 more high bay lights in the plant
- ❖ Prep engines for DMNC testing
- ❖ Relocated an outside light for the Road Barn over the salt storage
- ❖ G-16, not starting, replaced batteries
- ❖ Responded to 416 Main St. for ½ power call, found burned up lug in meter pan, customer contacted electrician for repair of customer owned equipment.
- ❖ DMNC test performed for engines 4 and 5.
- ❖ Repaired fuel pressure switch on 5.
- ❖ Serviced several streetlights throughout the village
- ❖ Replaced the wall pack lights on the front of the 3rd St. fire station, and corrected the wiring
- ❖ Started work for installation of safety disconnect switches for the engine pre oil heaters and pumps
- ❖ Tree trimming on performed on Front St. with the Road crew, from tree list
- ❖ Responded to water line coupling failure in the basement of the power plant. Water was pumped out. Several mots/pumps sustained damage. Repairs in process.
- ❖ Responded to system wide outage. Investigation determined outage was due to a mechanical connection failure on PSEGLI equipment at the incoming meter point. PSEGLI repaired and re-energized.

Attachments:

Greenport Meter 2-2021 (PDF)

Total Usage: 2,842,384.0000 KWH
Peak Demand: 5816.00 KW
Occured On: Feb 1 2021 12:30 PM
Load Factor: 72.73%
Date Start: Monday, February 1, 2021
Date End: Sunday, February 28, 2021

Period Ending	KWH
2/1/2021	119,896.00
2/2/2021	106,192.00
2/3/2021	102,472.00
2/4/2021	98,739.00
2/5/2021	100,036.00
2/6/2021	95,706.00
2/7/2021	102,204.00
2/8/2021	111,703.00
2/9/2021	111,370.00
2/10/2021	107,703.00
2/11/2021	108,021.00
2/12/2021	113,210.00
2/13/2021	112,001.00
2/14/2021	104,963.00
2/15/2021	102,488.00
2/16/2021	91,682.00
2/17/2021	99,123.00
2/18/2021	112,030.00
2/19/2021	111,340.00
2/20/2021	104,689.00
2/21/2021	104,482.00
2/22/2021	101,163.00
2/23/2021	93,058.00
2/24/2021	85,533.00
2/25/2021	83,971.00
2/26/2021	88,737.00
2/27/2021	83,074.00
2/28/2021	86,798.00



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

Building

Session Report for Building Department & Enforcement

March 18, 2021

Office of Code Enforcement & Fire Prevention

Reports

- ❖ **Code Enforcement continues to patrol the Village and respond to complaints.**
- ❖ **Training modules for Seasonal TCO's will be updated and enhanced for 2021.**
- ❖ **Code Enforcement has completed and submitted the required annual NYS Department of State Code Enforcement & Building Department report for 2020.**

NOTES & TIPS:

As we move the clocks ahead, we remind all residents, landlords and business owners that now is the perfect time to check the batteries in their smoke and CO detectors.

Code Enforcement Report is attached.
Building Permit Report is attached.
Traffic Enforcement Statistics Report is attached.

Attachments:

February 2021 Building (PDF)

February 2021 CODE (PDF)

February 2021 TRAFFIC(PDF)



PERMIT REPORT

From: 02/01/2021 To: 02/28/2021

Permit Number	Permit Date	Type	ParcelID	LegalAddress	Status
02857	2/26/2021	VG RESIDENTIAL - Alterations and Repair	4-1-8	516 Madison Ave	OPEN



Village of Greenport Enforcement Report

CODE ENFORCEMENT & FIRE PREVENTION

March 1, 2021

Monthly Report

Incorporated Village

REPORT COVERING
2/01/2021 through 2/28/2021

LOCATION	DATE	FACTUAL	DISPOSITION
Village-Wide Greenport, New York 11944	2/2/2021	Snowstorm	31 Tickets issued to vehicles that remained on street during snowstorm, preventing DPW from clearing streets.
Village-Wide Greenport, New York 11944	2/8/2021	Snowstorm	19 Tickets issued to vehicles that remained on street during snowstorm, preventing DPW from clearing streets.
630 Third Street Greenport, New York 11944	2/8/2021	Stop Work Order	Complaint of illegal construction. Investigation found structural work commencing without a building permit. The property owner has since provided plans and certification from a licensed design professional.
South-End of Fourth Street Greenport, New York 1944	2/10/2021	Abandoned Vehicle	Abandoned vehicle located at the south end of Fourth Street. Vehicle has since been removed.
Village-Wide Greenport, New York 11944	2/11/2021	Snowstorm	21 Tickets issued to vehicles that remained on street during snowstorm, preventing DPW from clearing streets.
Village-Wide Greenport, New York 11944	2/19/2021	Snowstorm	15 Tickets issued to vehicles that remained on street during snowstorm, preventing DPW from clearing streets.
321 Fifth Avenue Greenport, New York 11944	2/23/2021	NYS Code Violations	Property is not compliant with exterior requirements for the 2020 NYS Property Maintenance Code. Order to Remedy issued. Property owner has 30 days to correct the violation.
209 Front Street Greenport, New York 11944	2/23/2021	Fire Detection System	Property has installed smoke detectors without a required permit. Property has been placed on Fire Watch until further notice. Greenport Fire Department notified.
2036 County Road 39 Southampton, New York 119	2/24/2021	Appearance Tickets	Alarm company issued appearance tickets for failing to obtain a required permit prior the installation of a smoke detection system.

LOCATION	DATE	FACTUAL	DISPOSITION
136 Front Street Greenport, New York 11944	2/25/2021	NYS Code Violations	Location has installed permanent gas fueled outdoor heating appliances at the location without required certifications and tests under the 2020 NYS Fire Code, 2020 NYS Mechanical Code, 2020 NYS Fuel and Gas Code and the Code of the Village of Greenport. Order to Remedy issued. Property owner has 30 days to correct the violations.
626 Third Street Greenport, New York 11944	2/26/2021	COMPLAINT	The Village received a forwarded complaint from Southold Town Code Enforcement that the location is overcrowded and has livestock living in the basement. An inspection determined the complaint to be unfounded.

RENTAL PERMIT INFORMATION

INFORMATION

The following statistics represent the status of rental permits and rental permit violations from January 1, 2018 – February 1, 2021

Applications Received: 235

Incomplete Applications (Missing fees, docs, etc.): 1

Applications Pending Inspection: 0

Applications Pending Re-Inspection (Corrections needed to be made to rental unit): 1

Applications Completed/Permits Issued: 233



Village of Greenport Enforcement Report

TRAFFIC ENFORCEMENT (PARKING)

March 1, 2021

Monthly Report
REPORT COVERING
02/01/2021 through 02/28/2021

Incorporated Village

FINE COLLECTION BY MONTH: 2021

MONTH	No. OF TICKETS PAID	AMOUNT COLLECTED (VIA PLEA OF GUILTY OR COURT RULING)
January	16	\$2,195.00
February	38	\$4,225.00
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		
YTD	54	\$6,420.00

Fine Collection by Violation Type: FEBRUARY 2021

VIOLATION	CASE	AMOUNT
PARKED FACING WRONG DIR.	2	\$350.00
PRKD LONGER THAN PERMITTED SCHD XVI.	1	\$225.00
PRKD OBSTR. FIRE HYDRANT	2	\$300.00
PRKD ON VILLAGE ST. DURING SNOW STORM	33	\$3,350.00
Totals	38	\$4,225.00

Case by Violation Type : TICKETS ISSUED: FEBRUARY 2021

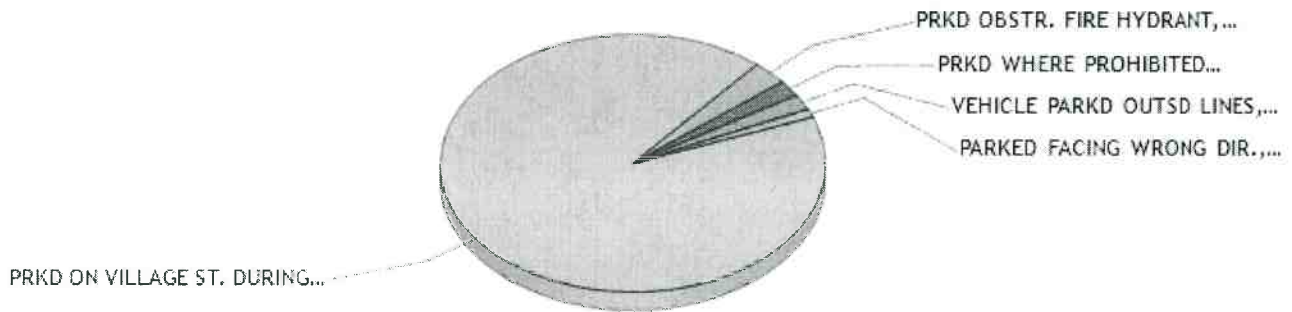
Code	Description	2021	Total
1	VEHICLE PARKD OUTSD LINES	2	2
11	PRKD OBSTR. FIRE HYDRANT	3	3
16	PARKED FACING WRONG DIR.	1	1
2	PRKD WHERE PROHIBITED SCHEDULE XI.	2	2
5	PRKD ON VILLAGE ST. DURING SNOW STORM	91	91
Total		99	99

Top five by Violation Types

- PRKD ON VILLAGE ST. DURING SNOW STORM
- PRKD OBSTR. FIRE HYDRANT
- PRKD WHERE PROHIBITED SCHEDULE XI.
- VEHICLE PARKD OUTSD LINES
- PARKED FACING WRONG DIR.

These Violations combined represent 100% of issuance Village wide.

Frequently Issued Violations





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Prepared By: Paul Pallas, *P.E. Village Administrator*

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

Department: Village Administrator

Recreation

Work Session Report Recreation Department

March 18, 2021

Mitchell Park Marina/Parks

- ❖ Snow removal done at Mitchell Park walkway with the snowstorms in February.
- ❖ Marina Dockwa reservations continue through February for the 2021 season.
- ❖ Mooring and Bayman seasonal applications and payments continue through February and are almost all in.
- ❖ Removal of the holiday decorations at the Carousel by the Carousel Committee.

Monthly Revenue Reports are attached

Recreation Center

Statistics

Attendance:

After School Program = 14 children enrolled in After School Program

Reports

- ❖ The After-School Program is going extremely well. Library Programs resumed on February 22nd after winter break.
- ❖ Both Library Programs with Ms. Vicky Kutola and Ms. Julie Eister are going very well. The children are enjoying the crafts, individual games, music and reading programs.
- ❖ A special event celebrating 100 days of school was held on February 26th. The children enjoyed music, individual games and snacks.
- ❖ All COVID 19 Protocols continue to be strictly enforced at the After-School Program.
- ❖ Preparing for the 2021 Summer Day Camp. Flyers and registration forms were updated and posted on the Village website.
- ❖ The permit application for the 2021 Summer Day Camp was received this month.
- ❖ COVID-19 Protocols will be reviewed from the Department of Health and a reopening plan will be developed.

Campground

Tasks Accomplished

- ❖ All sites are currently full. A waiting list continues for any new reservations.
- ❖ McCann's Campground plans on opening May 1st.

Attachments:

RECREATION MONTHLY REVENUE REPORT 31821 (PDF)

MARINA		CAMPGROUND		MOORINGS		ICE RINK		CAROUSEL		CAMERA OBSCURA		
	FISCAL YEAR 2018	FISCAL YEAR 2019	FISCAL YEAR 2020	FISCAL YEAR 2021	FISCAL YEAR 2018	FISCAL YEAR 2019	FISCAL YEAR 2020	FISCAL YEAR 2021	FISCAL YEAR 2018	FISCAL YEAR 2019	FISCAL YEAR 2020	FISCAL YEAR 2021
JUNE	\$ 91,826.21	\$ 201,996.91	\$ 189,694.54	\$ 111,836.23	\$ 32,229.11	\$ 63,499.00	\$ 80,435.00	\$ 55,010.50	\$ 40,250.00	\$ 40,023.90	\$ 36,400.00	\$ 35,400.00
JULY	173,950.62	120,925.35	134,727.53	182,076.41	23,168.00	24,728.50	25,360.00	26,350.00	8,376.00	-	-	-
AUGUST	174,687.33	153,314.62	117,311.08	164,412.38	15,120.00	19,490.00	17,539.50	17,752.00	72.00	-	-	-
SEPTEMBER	96,914.81	78,674.19	101,314.05	90,589.84	14,400.00	14,400.00	19,015.00	13,635.00	(7,050.00)	-	-	-
OCTOBER	46,023.43	25,199.87	17,715.25	48,930.75	12,662.00	7,947.50	10,349.50	17,725.00	-	-	-	-
NOVEMBER	632.05	3,000.00	-	1,939.12	13.55	1,935.00	-	9,985.00	1,176.05	1,300.00	2,200.00	1,200.00
DECEMBER	602.19	-	-	-	-	-	-	-	1,700.00	500.00	1,400.00	3,800.00
JANUARY	-	-	-	-	2,875.00	1,700.00	3,155.00	3,075.00	6,300.00	8,000.00	5,900.00	5,700.00
FEBRUARY	1,689.04	(20.00)	1,311.50	-	1,600.00	937.50	490.00	-	3,100.00	2,100.00	1,900.00	1,500.00
MARCH	1,854.00	2,203.04	2,007.99	-	2,101.00	65.00	1,290.00	-	2,000.00	2,300.00	2,600.00	-
APRIL	1,676.01	4,972.83	-	-	2,930.00	1,770.00	-	-	1,200.00	1,100.00	500.00	-
MAY	21,660.02	17,237.16	1,818.05	-	11,595.00	8,792.50	3,645.00	-	1,300.00	-	1,300.00	-
YEAR TO DATE	\$ 611,515.71	\$ 607,503.97	\$ 565,899.99	\$ 599,784.73	\$ 113,403.66	\$ 145,265.00	\$ 161,279.00	\$ 143,532.50	\$ 58,424.05	\$ 56,623.90	\$ 52,200.00	\$ 47,600.00
CAMERA OBSCURA												
JUNE	\$ 173.00	\$ 172.00	\$ 30.00	\$ -	\$ 19,507.95	\$ 19,308.00	\$ 19,439.00	\$ -	-	-	-	-
JULY	219.00	150.00	108.00	-	57,084.83	51,051.91	55,026.85	-	-	-	-	-
AUGUST	463.00	117.00	106.00	-	57,786.06	58,950.67	55,430.64	-	-	-	-	-
SEPTEMBER	127.00	24.00	37.00	18.00	23,626.60	19,858.80	22,070.65	-	-	-	-	-
OCTOBER	25.00	13.00	14.00	5.00	8,361.65	8,027.82	10,096.43	-	50.00	-	300.00	-
NOVEMBER	-	388.00	-	-	6,505.00	6,035.83	8,976.38	-	1,650.00	1,050.00	950.00	-
DECEMBER	-	-	-	-	3,300.00	5,973.00	1,861.00	-	15,779.50	3,595.00	20,709.50	-
JANUARY	-	-	-	-	3,748.00	2,657.69	4,524.00	-	15,706.22	15,983.00	15,574.52	-
FEBRUARY	-	-	-	-	5,015.22	5,631.00	6,275.00	-	11,006.00	15,378.01	15,282.00	-
MARCH	-	-	-	-	3,005.00	3,512.00	1,678.00	-	1,072.00	3,739.00	1,743.00	-
APRIL	8.00	-	-	-	8,817.00	9,351.19	150.00	-	812.50	-	-	-
MAY	53.00	25.00	-	-	10,969.40	13,541.75	-	-	-	-	-	-
YEAR TO DATE	\$ 1,068.00	\$ 889.00	\$ 295.00	\$ 23.00	\$ 207,726.71	\$ 203,899.66	\$ 185,527.95	\$ -	\$ 46,076.22	\$ 39,745.01	\$ 54,559.02	\$ -



236 THIRD STREET
GREENPORT NY 11944

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

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EXT. 215

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

CLERK
SYLVIA PIRILLO, RMC
EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

Submitted: March 9, 2021
Meeting: March 18, 2021 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Robert Brandt, *Treasurer*
From: Robert Brandt, *Treasurer*
Department: Treasurer's Department

TREASURER'S REPORT MARCH 2021

REQUEST A MOTION BE PLACED ON THE AGENDA FOR:

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4772, to fund the emergency repairs to Engine # 4 at the Light Plant, and directing that Budget Amendment # 4772 be included as part of the formal meeting minutes of the March 25, 2021 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4773, to fund the repair to the Sixth Street and Ludlam Place Pumps, and directing that Budget Amendment # 4773 be included as part of the formal meeting minutes of the March 25, 2021 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4774, to fund the purchase and installation of the WWTP SCADA Pump Monitoring System, and directing that Budget Amendment # 4774 be included as part of the formal meeting minutes of the March 25, 2021 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Transfer # 4775, to amend Budget Amendment # 4739 to separately record the NYS EFC Grant portion of the Effluent Reuse Feasibility Study, and directing that Budget Transfer # 4775 be included as part of the formal meeting minutes of the March 25, 2021 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4776, to appropriate reserves to fund the annual service for the Light Plant Water Treatment System, and directing that Budget Amendment# 4776 be included as part of the formal meeting minutes of the March 25, 2021 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4777, to appropriate reserves to fund the maintenance and repair of the Mitchell Park East Pier, and directing that Budget Amendment # 4777 be included as part of the formal meeting minutes of the March 25, 2021 Regular Meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Brandt to make an additional contribution in the amount of \$ 36,000.00 to the Volunteer Firefighter Length of Service Award Program for the Village of Greenport Fire Department.

UTILITY BILLING

Billing statistics for the month of February are complete. Currently we are billing sector 1. Sector 2 is being read at this time. Sector 1 bills are to be mailed by week ending 3/12/21.

COMMUNITY DEVELOPMENT/ HOUSING AUTHORITY

10 recertifications and 3 interims were performed for March 2021.

2 vouchers were voluntarily relinquished.

1 family is looking for housing because their landlord is selling the property.

1 family is still searching for housing since October 2020 issuance.

1 family could not find housing under portability and is back in our jurisdiction looking for housing.

SIGNIFICANT COLLECTIONS

Rents for February 2021 - \$ 124,932.00

Property Tax Collected - \$ 1,152,361.54

East West Fire District - Payment # 1 \$ 405,583.00

INFORMATIONAL:

Cash Holdings Report - See attached

Utility Billing Statistics Report - See attached

Property Tax Collections Report - See attached

Attachments:

- BILLING STATISTIC REPORT FEBRUARY 2021 (PDF)
- BANK BALANCES FEBRUARY 2021 (PDF)
- PROPERTY TAX COLLECTION THROUGH FEBRUARY 2021 (PDF)
- CD FINANCIALS FEBRUARY 2021 (PDF)
- HA FINANCIALS FEBRUARY 2021 (PDF)
- BUDGET AMENDMENT 4772 (PDF)
- BUDGET AMENDMENT 4773 (PDF)
- BUDGET AMENDMENT 4774 (PDF)
- BUDGET TRANSFER 4775 (PDF)
- BUDGET AMENDMENT 4776 (PDF)
- BUDGET AMENDMENT 4777 (PDF)

**BANK ACCOUNT BALANCES
FOR THE MONTH OF FEBRUARY 2021**

FUND	BANK ACCOUNT NAME	G/L ACCT#	TYPE	BALANCE	
A	General	A.0200.000	Checking	29,721.35	
A	Repair & Maintenance	A.0200.400	Checking	84,908.77	
A	Greenhill Cemetery	A.0201.100	Savings	33,599.06	
A	Money Market	A.0201.130	Money Market	1,146,402.84	
A	Fire Apparatus	A.0221.110	Savings	120,047.20	
A	Bulding Department Escrow	A.0235.101	Checking	46,726.59	
A	Parks and Recreation	A.0200.200	Checking	6,440.36	
					TOTAL GENERAL FUND \$ 1,467,846.17
CD	Small Cities Rehab.	CD.0200.000	Savings	74,521.94	
CD	NYS CDBG Funds	CD.0200.400	Public Funds Acct	226.21	
CD	Moran	CD.0201.000	Savings	5,738.34	
CD	Watkins	CD.0201.001	Savings	21,792.19	
					TOTAL COMMUNITY DEVELOPMENT \$ 102,278.68
E	Light Fund	E.0121.100	Checking	641,682.12	
E	Light Depreciation Savings	E.0116.100	Savings	2,226,909.10	
E	TTC Collections	E.0121.120	Savings	116,209.54	
E	Renewable Energy Savings	E.0121.130	Savings	102,169.41	
E	Consumer Deposit Savings	E.0191.100	Savings	127,876.18	
E	Consumer Deposit Checking	E.0244.200	Checking	3,824.00	
					TOTAL LIGHT FUND \$ 3,218,670.35
F	Water	F.0200.000	Checking	512,183.03	
F	Water Fund Capital	F.0200.400	Savings	8,388.09	
F	Water Fund CD (MM)	F.0201.000	Money Market	203,185.67	
F	Water Fund Money Market	F.0201.130	Money Market	386,270.45	
					\$ 1,110,027.24

G	Sewer	G.0200.000	Checking	507,396.28	
G	NYS DEC Consent	G.0201.000	Savings	31,493.65	
G	Sewer Fund I	G.0201.100	Money Market	364,195.04	
G	Sewer Fund III	G.0201.120	Money Market	1,380,138.02	
G	NYSEFC	G.0205.000	Checking	185,851.61	
G	Sewer Wastewater	G.0220.110	Savings	12,167.49	
G	NYSERDA	G.0525.000	Checking	111.01	
				TOTAL SEWER FUND	\$ 2,481,353.10
H	Capital	H.0200.000	Checking	376,587.49	
H	Capital Reserve	H.0200.400	Savings	49,635.97	
				TOTAL CAPITAL FUND	\$ 426,223.46
TA	Trust & Agency	TA.0200.000	Checking	49,695.68	
TA	Retirement Savings	TA.0201.000	Savings	49,988.81	
TA	WWI Memorial Trust	TA.0201.001	Savings	731.17	
TA	T & A Special Escrow	TA.0201.002	Savings	6,604.72	
TA	Justice Court	TA.0201.004	Savings	4,794.10	
TA	Global Common	TA.0201.009	Savings	271,586.00	
TA	Basketball Court Donations	TA.0600.101	Checking	1,992.00	
TA	Tree Committee	TA.0600.102	Checking	4,213.23	
TA	Summer Day Camp Donations	TA.0600.103	Checking	1,200.00	
TA	Recreation Center Donations	TA.0600.104	Checking	24,121.55	
TA	Friends of Fifth Street	TA.0600.106	Checking	113.00	
TA	American Legion Bldg	TA.0600.107	Checking	200.00	
TA	Fifth Street Rehab	TA.0600.120	Checking	125,000.00	
TA	Carousel Committee	TA.0600.113	Checking	13,216.94	
TA	Accounts Payable	TA.0202.000	Checking	584,667.01	
				TOTAL TRUST & AGENCY FUND	\$ 1,138,124.21
	Wire Account			13,121.00	
	Utility Clearing			71,283.54	
					\$ 84,404.54
				TOTAL VILLAGE WIDE	\$ 10,028,927.75

VILLAGE OF GREENPORT

Payment to 02/28/2021, Balance as of 02/28/2021

	Count	Balance Amt	Count	Paid Amt	Count	Refunds	Payment Total	Writeoff
Grand Totals								
BID MT	9	2,949.52	108	47,540.48			47,540.48	
SEWER MT	8	2,627.16	32	38,744.45			38,744.45	
VILLT	31	33,463.98	998	1,041,981.22			1,041,981.22	
WATER MT	8	1,232.96	31	16,139.20			16,139.20	
Total PRINCIPAL		40,273.62		1,144,405.35			1,144,405.35	
PEN			56	7,956.19			7,956.19	
Total PENALTY				7,956.19			7,956.19	
Total		40,273.62		1,152,361.54			1,152,361.54	

FDS - 213 Center St & 278 2nd Street Monthly Revenue & Expenses - February 2021

Account Description

\$ 4,800.00

50.00

**REVENUE: 213 Center
213 Center**

REVENUE: 278 2nd Street
UNIT 1 - 8124 UNIT 2 - 8327 UNIT 3 HOUSE

\$ 1,125.00 \$ 1,350.00 1,125.00 \$ 1,175.00

Rent

Late Fees/Credits

TOTAL REVENUE

\$ 1,125.00 \$ 1,350.00 \$ 1,125.00 \$ 1,175.00 \$ 3,650.00

EXPENSES:

**EXPENSES: 213 Center
213 CENTER**

EXPENSES: 278 2nd Street
UNIT 1 - 8124 UNIT 2 - 8327 8328

HOUSE - 8590 RE/8361 SW

\$ 84.87 \$ 23.55
\$ 64.17 \$ 130.32
\$ 340.73 \$ 321.84

Utilities
Electric

Water/Sewer

Propane/Heating Oil

Admin

Salary (\$6.70 X 2 payperiods 140 hrs=\$938.00 divide by 25% and 75%) [\$26.80 x 25%=\$6.70]

Payment Agreement to Village

Total

\$ 724.27 \$ - \$ - \$ - \$ 703.50 \$ 938.00

\$ 724.27 \$ - \$ - \$ - \$ 2,179.21

\$ 724.27 \$ - \$ - \$ - \$ 2,179.21

**MAINTENANCE: 213 Center
213 CENTER**

MAINTENANCE: 278 2nd Street
UNIT 1 UNIT 2 UNIT 3 HOUSE

\$ - \$ - \$ - \$ - \$ 39.49

Maintenance Repairs/Other

Mattituck Enviro Services
Pine Oaks Landscaping

\$ - \$ - \$ - \$ - \$ 39.49

\$ 724.27 \$ - \$ - \$ - \$ 39.49

MONTHLY FINANCIAL SUMMARY

Total Expenses \$ 724.27 \$ - \$ - \$ - \$ 39.49
Interest Earned \$ - \$ - \$ - \$ - \$ 39.49
Total Revenue \$ 1,125.00 \$ 3,650.00
Total Expenses \$ 724.27 \$ 2,218.70
NET REVENUE \$ 400.73 \$ 1,431.30

**EXCESS (DEFICIENCY) OF TOTAL REVENUE
OVER (UNDER) TOTAL EXPENSES**

\$ 400.73 \$ 1,431.30

1000

Financial Data Schedule - Monthly Revenue & Expenses (HAP REGISTER) - February 2021

Account Description	REVENUE:	TOTAL VOUCHERS	TOTAL HAP, PORT, UTILITIES	82,806.00	167.00	346.00
706 PHA HUD Operating Grants	706a Admin fee revenues	79	Vouchers Leased on last day of month			
711 Interest Earned - HAP	Interest Earned - ADMIN	76	New Vouchers Issued/No Lease/Searching			
714 Fraud recovery	Fraud Recovery	3				
700 TOTAL REVENUE	700 TOTAL REVENUE	0	COVID EXPENSES:			
912 Auditing fees	912 Auditing fees	79	All other Vouchers			
911 Salaries - Asha (\$26.02), Robert Column	911 Salaries - Asha (\$26.02), Robert Column		Admin Salaries total			
911a Medical	911a Medical	4,633.98				
911b Dental	911b Dental	2,372.62				
911c Pension T4 15.7%, T5 12.9%	911c Pension T4 15.7%, T5 12.9%	159.10				
914 Payroll Taxes FICA	914 Payroll Taxes FICA	703.98				
915 Employee Benefit Contribution TOTAL	915 Employee Benefit Contribution TOTAL	354.50				
914 Compensated absences	914 Compensated absences	3,235.69				
916 Office Expenses Total	916 Office Expenses Total					
910 Administrative Total	910 Administrative Total	8,774.18				
962 Other General Expenses (Office Rent)	962 Other General Expenses (Office Rent)	550.00				
969 TOTAL OPERATING EXPENSES	969 TOTAL OPERATING EXPENSES	8,774.18				
970 EXCESS OPERATING REVENUE OVER OPERATING EXPENSES	970 EXCESS OPERATING REVENUE OVER OPERATING EXPENSES					
973.1 PHA Utility Allowance	973.1 PHA Utility Allowance	167.00				
973.2 HAP payments	973.2 HAP payments	82,639.00				
973 (HAP, PORT and UTILITY TOTAL)	973 (HAP, PORT and UTILITY TOTAL)	82,806.00				
1117.0 Total Admin Revenue	1117.0 Total Admin Revenue	8,461.00				
1117 Net Admin	1117 Net Admin	(313.18)				
1118. Total Hap Revenue	1118. Total Hap Revenue	84,955.00				
1118.0 Net HAP	1118.0 Net HAP	2,149.00				
900 TOTAL EXPENSES	900 TOTAL EXPENSES	91,580.18				
1000 EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES	1000 EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES	91,580.18				

TERMINATED DECEASED ABSORBED RELINQUISHED 24VC 1/31 TOTAL CASH DISBURSEMENTS

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2021 Period: 2 Trans Type: B2 - Amend Status: Batch
 Trans No: 4772 Trans Date: 02/26/2021 User Ref: ROBERT
 Requested: D JACOBS Approved: Created by: ROBERT 02/26/2021
 Description: TO APPROPRIATE RESERVES TO FUND THE EMERGENCY REPAIRS TO
 ENGINE # 4 AT THE LIGHT PLANT Account # Order: No
 Print Parent Account: No

Account No.	Account Description	Amount
E.5990	APPROPRIATED FUND BALANCE	70,000.00
E.0715.600	REPAIR - ELECT EQUIP PLANT..	70,000.00
Total Amount:		140,000.00

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2021 Period: 2 Trans Type: B2 - Amend Status: Batch
 Trans No: 4773 Trans Date: 02/26/2021 User Ref: ROBERT
 Requested: A. HUBBARD Approved: Created by: ROBERT 02/26/2021

Description: TO APPROPRIATE RESERVES TO FUND THE REPAIR TO SIXTH STREET AND
 LUDLAM PLACE PUMPS

Account # Order: No
 Print Parent Account: No

Account No.	Account Description	Amount
G.5990	APPROPRIATED FUND BALANCE	4,650.00
G.8120.401	EQUIPMENT REPAIR..	4,650.00
	Total Amount:	9,300.00

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2021 Period: 2 Trans Type: B2 - Amend Status: Batch
Trans No: 4774 Trans Date: 02/26/2021 User Ref: ROBERT
Requested: A. HUBBARD Approved: Created by: ROBERT 02/26/2021
Description: TO APPROPRIATE RESERVES TO FUND THE PURCHASE AND INSTALLATION OF THE WWTP SCADA PUMP MONITORING SYSTEM
Account # Order: No
Print Parent Account: No

Account No.	Account Description	Amount
G.5990	APPROPRIATED FUND BALANCE	8,500.00
G.8130.200	PUMP STATION EQUIPMENT..	8,500.00
Total Amount:		17,000.00

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2021 Period: 3 Trans Type: B1 - Transfer Status: Batch
 Trans No: 4775 Trans Date: 03/02/2021 User Ref: ROBERT
 Requested: R. BRANDT Approved: Created by: ROBERT 03/02/2021

Description: TO AMEND BUDGET AMENDMENT # 4739 TO SEPARATELY RECORD NYS EFC
 SHARE OF EFFLUENT REUSE FEASIBILITY STUDY Account # Order: No
 Print Parent Account: No

Account No.	Account Description	Amount
G.5990	APPROPRIATED FUND BALANCE	-26,240.00
G.3990.110	NYS EFC EFFLUENT STUDY	26,240.00
Total Amount:		0.00

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2021 Period: 3 Trans Type: B2 - Amend Status: Batch
 Trans No: 4776 Trans Date: 03/08/2021 User Ref: ROBERT
 Requested: D. JACOBS Approved: Created by: ROBERT 03/08/2021
 Description: TO APPROPRIATE RESERVES TO FUND THE ANNUAL SERVICE FOR THE
 LIGHT PLANT WATER TREATMENT SYSTEM Account # Order: No
 Print Parent Account: No

Account No.	Account Description	Amount
E.5990	APPROPRIATED FUND BALANCE	10,800.00
E.0715.600	REPAIR - ELECT EQUIP PLANT...	10,800.00
Total Amount:		21,600.00



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EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

Submitted: March 11, 2021
Meeting: March 18, 2021 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Debbie Boyle, *Assistant*
From: Debbie Boyle, *Assistant*
Department: Village Clerk Department

Village Clerk Word Session Report March 2021

VILLAGE of GREENPORT - BOARD of TRUSTEES WORK SESSION

to be presented at the meeting held on March 18, 2021
Report of Sylvia Lazzari Pirillo, Village Clerk

Agreements and Contracts

The MS-4 Annual Report Preparation proposal was signed by Mayor Hubbard on the 26th of February.

The Sub-Recipient Agreement for the Microgrid Project was signed by Mayor Hubbard on the 26th of February.

Election 2021

The Retainer Agreement with Messina Perillo Hill regarding the 2021 election was signed by the Mayor on February 26th.

There were no new registrations during the Village Voter Registration Day on March 4th.

There were no new registrations during the Village Voter Registration Day on March 6th.

Employment

Interviews have been scheduled for the open Office Assistant (Spanish Speaking) position.

Interviews have been scheduled for the open Independent Contractor (Campground Manager) at the Campground, and a candidate was subsequently selected.

Executive Orders

The Order requiring the wearing of masks continues to be extended every five days.

The State of Emergency declaration has been extended through April 11th.

Financial

A check in the amount of \$ 418,897.39 was received from Southold Town, with \$ 405,583 for the East/West Fire District contract, \$ 13,105 for the Justice Court, and \$ 209.39 as payment for streetlights.

Informational

NY Project Hope/OLA of Eastern Long Island has crisis counselors on staff, at: (631) 500-0837.

The Northwell Health 2021 Health Care, Employment and Economic Report for Suffolk County is available for review in the Clerk's Office.

The dates of operation for the Regular and Emergency HEAP benefit components will be extended from March 15th through April 30th.

Legal Notices Published

The legal notice regarding the re-scheduled tax lien sale date (of April 27th) was published in the March 4th edition of the paper. The corresponding "hardship procedure notice" was posted to the official Village website on March 10th.

The legal notice regarding the re-notice of the RFP for the rehabilitation of the public restrooms at the Fifth Street Beach / Park was published in the March 4th edition of the paper, and in the NYS Contract Reporter. Proposals are returnable on the 17th of March.

The SCWA notice re: NYSDOH deferral was published in the March 11th edition of the paper.

The 2021 Annual Organizational Meeting notice will be published in the March 18th edition of the paper.

Liquor License Applications

The legal notice for the new application for the restaurant at 314 Main Street, received on March 4th, was published in the March 11th edition of the paper.

Resolutions

RESOLUTION approving the Public Assembly Permit Application submitted by the Business Improvement District to use a portion of Mitchell Park from 10:00 a.m. through 12 noon on April 3, 2021 for the Annual Egg Roll and corresponding activities, all to be undertaken in accordance with the State-mandated COVID restrictions and regulations in place at the time of the event.

RESOLUTION approving the attached agreement between Lisa Otis and the Village of Greenport for independent contractor services to be rendered at the Village of Greenport McCann Campground, and authorizing Mayor Hubbard to sign the agreement between Lisa Otis and the Village of Greenport.

Placeholder Resolutions

RESOLUTION approving the Public Assembly Permit Application submitted by John A. Yeamans on behalf of the United States Power Squadrons for the use of a portion of Mitchell Park from 9:00 a.m. through 11:00 p.m. on July 30, 2021 and July 31, 2021 for the annual District 3 Rendezvous.

RESOLUTION approving the Public Assembly Permit Application submitted by the East End Seaport Museum for the use of various Village streets and facilities, including Mitchell Park, from 7:00 a.m. through 5:00 p.m. from September 18, 2021 through September 19, 2021; for the annual Maritime Festival.

RESOLUTION authorizing the suspension of the open container law of the Village of Greenport, per Sections 35-3B and 35-3C of the Greenport Village Code, for the Festival parameters of the East End Seaport Museum Maritime Festival, from 9:00 a.m. through 5:00 p.m. on September 18, 2021 and from noon to 5:00 p.m. on September 19, 2021 for the annual Maritime Festival.

Attachments:

DRAFT

CONTRACT FOR VENDOR SERVICES

AGREEMENT, made this day of 2021 by and between the Village of Greenport, with offices located at 236 Third Street, Greenport, New York 11944, party of the first part (the "Village") and Lisa Otis, with an address of 2701 Connecticut Avenue, Medford, NY, 11763 (the "Contractor").

WITNESSETH: That for and in consideration of the promises and the agreements herein contained, and the payments herein provided to be made, the parties hereto agree as follows:

1. Beginning on or about April 1, 2021, prepare Park for opening on May 1, 2021, and closing on or after October 31, 2021, and complete clean-up at closing, including verifying that electricity and water are turned on at opening, bathroom facilities are cleaned and prepared, and general clean up are performed, and that all services are turned off and trailers are removed by the closing of the Park on or after October 31, 2021.

A. Collect all rents and fees when due and deliver rental fees to the Village offices on a daily basis, and work in conjunction with Village staff to assure accurate and timely accounting.

B. Ensure that all parties for seasonal rentals execute rental agreements, Provide identification and vehicle registration, and abide by campground rules and regulations, and leave in a timely and orderly manner at the end of their stay, and assist Village staff with the off-season registration process.

C. Ensure the maintenance of the park grounds, including cleaning up and refuse left behind by campers, weed-whacking, mowing grass & overgrowth where riding Village lawnmowers cannot clear, checking all plumbing and electrical systems to ensure proper functioning, perform periodic Fall and Spring cleanups.

D. Bathrooms will be checked and cleaned daily and as required by any and all New York State COVID-related regulations, re-stocked when necessary, and thoroughly cleaned weekly.

E. Act as point of contact for all campers, handle camper inquiries and concerns, as needed, and resolve conflicts when required.

F. Flexible on-site hours, with phone availability hours more regulated. Minimum of 15 hours on-site over five days per calendar week, including at least one weekend day.

G. Additional duties related to the above that may reasonably be requested by The Village.

2. In consideration of the Contractor satisfactorily performing this Contract the Village of Greenport shall pay the Contractor the amount of \$ 15.00 per hour for service time provided with services to be provided at a minimum of 15 hours per week of the Contract period, and the Village will also provide a space for the Contractor's personal camper, at a charge to the Contractor of fifty-percent (50%) – currently valued at \$ 1,900.00 - for the duration of time of the Contract.

3. The Contractor shall not assign or subcontract this Contract or any part thereof and shall not employ any Subcontractor or other person or organization (including those who are to furnish the physical of material or equipment), whether initially or as a substitute.

4. This agreement establishes a contract vendor-vendee relationship only between the Village and the Contractor and the neither the Contractor or any agent, employee, helper or assistant of the Contractor shall be considered an employee of the Village of Greenport. The Contractor shall procure and maintain where required, at Contractor's own expense, and without any contract expense to the Village, workman's compensation insurance, New York State disability insurance, and liability insurance and be prepared to provide the Village of Greenport proof of that coverage on request.

5. Contractor agrees to indemnify and hold the Village of Greenport harmless for any damages, fees or costs incurred by the Village of Greenport due to any negligent or intentional act or omission by Contractor.

6. Payment shall be made by the Village to the Contractor on a monthly basis, on the basis of invoices to be prepared and submitted by the Contractor.

7. Contractor shall provide the required services in a professional manner, to the best of the Contractor's ability, and in accordance with the Contract Documents. The Village of Greenport reserves the right to terminate this Contract at any time in the event that Contractor fails to provide the required services in a satisfactory manner or violates any provision of this Contract or the Contract Documents.

8. This Contract, and the Contract Documents constitute the entire agreement between the Village of Greenport and the Contractor and the Contract may only be altered, amended or repealed by a duly executed written instrument signed by both the Contractor and the Village.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

VILLAGE OF GREENPORT

CONTRACTOR

BY _____
Hon. George W. Hubbard, Jr., Mayor

BY _____
Lisa Otis

(SEAL)

ACKNOWLEDGEMENT OF PRINCIPAL, IF AN INDIVIDUAL

STATE OF _____)
)ss:
COUNTY OF _____)

On this ____ day of _____, 20____, before me personally appeared _____ to me known and known to me to be the person described and who executed the foregoing instrument and acknowledged that he executed the same.

(SEAL)

Notary Public

ACKNOWLEDGEMENT OF VILLAGE

STATE OF NEW YORK
COUNTY OF SUFFOLK

On this ____ day of _____, 20____, before me personally came _____ to me known to be the _____ the persona described as such in and who as such executed the foregoing instrument and he acknowledged to me that he executed the same as for purposes therein mentioned.

(SEAL)

Notary Public



236 THIRD STREET
GREENPORT NY 11944

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

MAYOR
GEORGE W. HUBBARD, JR.
EXT. 215

TRUSTEES
JACK MARTILOTTA
DEPUTY MAYOR

PETER CLARKE

MARY BESS PHILLIPS

JULIA ROBINS

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

CLERK
SYLVIA PIRILLO, RMC
EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

Submitted: March 11, 2021
Meeting: March 18, 2021 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Mary Bess Phillips, *Trustee*
From: Mary Bess Phillips, *Trustee*
Department: Mayor and Board of Trustees

Village Trustee Mary Bess Phillips

WORK SESSION REPORT MARCH 18, 2021

I do wish for everyone in the Village of Greenport community after one year of dealing with the COVID 19 virus - the feeling of comfort, relief, moving towards a recovery personally, economically and meeting for coffee together with much lively discussions. For me, the soul of our Village of Greenport is every resident, family and business owner interacting with each other, living in harmony within our one square mile waterfront community.

When the Village Code was created back in 1996 the music venues were Claudio's, Cinnamon Tree, and Kokomo's. In reviewing the number of new and renewal NYS Liquor Licenses we now have approximately thirty seven eateries that have some form of music checked on their applications.

Below is a quote that makes it very clear to me the purpose of a Public Hearing:

***"two most important reasons for requiring public hearings:
? To insure that the public body or agency charged with taking action on a particular issue is fully aware of the public's sentiment about the proposed action, and
? To give the public an opportunity to voice their concerns, opposition, or support for the proposed action and to bolster the public's confidence in the public body's decision."***

My review of notes, the comments and the BID's actions before and during the Public Hearing on Chapter 88 Noise some thoughts for future discussions. The current code is trying to cover too many variables of noise and sound. Enforcement, in listening to those that had been issued violations, residents complaining that their quality of life were suffering with the early in the morning music, and so on took the path that we as the board, needed to discuss the situation.

The question, what steps should we take to move forward and present that we are in the leadership role on this topic? We as the Village Board are the code committee. Below are my thoughts:

1. Work session to discuss the following:
 - a. Taking the opportunity to discuss changes to all of Chapter 88.
 - b. Suggestions:
 - i. Moving the restrictions on amplified music, the permit process and, rules and regulations to a new chapter in the code. When the original code was crafted there were three or four establishments with live music for their customers, Claudio's Cinnamon Tree, Kokomo's and Mitchell Restaurant before their fire. We now have thirty seven or more establishment with liquor licenses that have some form of entertainment. Perhaps ending at midnight on Friday and Saturday would be the simple answer to everyone's concerns.
 - ii. Loud music is not the only complaint-commercial landscapers working, leaf blowers, construction on Sundays. There are more residences under a landscaping contract than residents or landlords taking care of their own lawns.
 - iii. A code is only as good as its enforcement.
 - iv. An outline of steps moving forward on this code discussion

The Public Hearing comments had valid points, along with the majority agreeing that compromise was a goal to the residents and business district. First we need to reassure the community that we listened, heard and welcome information that will be helpful in making a new document for another rewrite, no matter the length of time it takes or the extra work.

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Submitted: March 11, 2021
Meeting: March 18, 2021 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Debbie Boyle, *Assistant*
From: Sylvia Pirillo, *RMC, Village Clerk*
Department: Mayor and Board of Trustees

Trustee Robins March 2021 Work Session Report

Attachments:

Trustee Robins March 2021 Work Session Report (PDF)

Trustee Julia Robins Work Session Report
March 18, 2021

BID

I will report on the BID at the Work Session after their meeting on March 17.

Fifth Street beach

-Handicap access to the bathrooms via hardscape paths like the one that leads from the parking lot to the beach mobi mats.

I think that site plan from Paul Pallas is fine.

-I do not think we should restrict parking to Village residents

New signs installed at both entrances with wooden posts:

Please respect our park rules

-No amplified music

-Large, organized gatherings prohibited

-Propane grilles prohibited

-No littering

(There are currently 2 signs right on the beach that say Lifeguard Off Duty Swimming Prohibited.

We should make sure there are adequate trash cans and pick-ups especially on weekends

-This is a public park for use by all. We should remind people to respect the park and be considerate to all who use it.

Noise Ordinance

-Take the Planning Board out of the approval process for businesses wanting to offer music.

-Create a renewable permit to be issued by the building department for music and entertainment.

-The enforcement of decibel readings is going to be an enforcement challenge at best and probably not realistic.

-Less is more - let's keep it simple.

-Businesses can have outdoor music up to 12:00 am on Friday and Saturday and 10:00 pm Sunday through Thursday.

-After those times all music must be indoors with doors closed.

-Additionally, I do not think that the code should be used to deal with residential noise disputes amongst neighbors.

-When residents are having problems with noisy neighbors partying and acting up, they should call the Southold Town PD to address their complaint.

Parking Enforcement

- Lex Blum from Park Mobile has offered to make a presentation to the Board via a virtual or in person
- He has made presentations in East Hampton and Sag Harbor

Parking Code Review

- I think the Board needs to review the code Review Payment in Lieu of Parking and Grandfathered parking for buildings that existed prior to January 1, 1991. The number of cars and visitors has increased dramatically since 1991.

Workforce housing

- There is a housing crisis on the North Fork.
- The cost to purchase has become unaffordable for those who live and work on the North Fork.
- Year-round rentals are disappearing and those that exist are charging very high rents.
- Many business owners are desperately looking for housing for their employees
- Workers are facing housing insecurity due to the unprecedented rise in real estate prices on the North Fork
- I am researching several ideas and will have more information in my next report.
- It's time to think outside the box. The survival of the community depends on it.