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VILLAGE OF GREENPORT  
COUNTY OF SUFFOLK STATE OF NEW YORK  
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BOARD OF TRUSTEES  
ORGANIZATIONAL MEETING

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Third Street Firehouse  
Greenport, New York

April 2, 2020  
6:00 P.M.

B E F O R E:

- GEORGE HUBBARD, JR. - MAYOR
- JACK MARTILOTTA - DEPUTY MAYOR
- PETER CLARKE - TRUSTEE
- MARY BESS PHILLIPS - TRUSTEE
- JULIA ROBINS - TRUSTEE
  
- JOSEPH PROKOP - VILLAGE ATTORNEY
- SYLVIA PIRILLO - VILLAGE CLERK
- PAUL PALLAS - VILLAGE ADMINISTRATOR

1 (The meeting was called to order at 6:01 p.m.)

2 CLERK PIRILLO: Good evening, everyone.

3 This is Village Clerk, Sylvia Pirillo, speaking.

4 It being 6:01 p.m. on April 2nd, 2020, we will

5 begin the April Annual Organizational Meeting for

6 2020, which will be held via audio conference,

7 with listening engagement only for the public.

8 We will begin this evening with a roll call

9 so that all are aware who is present. The roll

10 call will proceed in order of seating at the dais

11 as follows, with the Mayor being called last.

12 CLERK PIRILLO: Trustee Clarke. Trustee Clark.

13 TRUSTEE CLARKE: (No Response)

14 (Roll Call By Clerk Pirillo)

15 TRUSTEE ROBINS: Here.

16 TRUSTEE MARTILOTTA: Present.

17 TRUSTEE PHILLIPS: Here.

18 ATTORNEY PROKOP: Here.

19 TRUSTEE CLARKE: Here.

20 MAYOR HUBBARD: Here.

21 CLERK PIRILLO: Thank you. Also present

22 are Village Administrator Pallas, and

23 Transcriptionist, Lucia Braaten.

24 Kindly note that this meeting will be

25 transcribed, as always, with said transcription

1 to be posted to the official Village website on  
2 receipt.

3 I now cede the floor to Mayor George W.  
4 Hubbard, Jr., so that he may conduct his meeting.  
5 Mr. Mayor.

6 MAYOR HUBBARD: Okay. I call the meeting  
7 to order. Pledge of Allegiance. All join me,  
8 please.

9 (Pledge of Allegiance)

10 MAYOR HUBBARD: Thank you all for that.

11 A moment of silence for everybody we've  
12 lost in the past year, and, also, everybody in  
13 our country that we've lost due to this virus  
14 that's going around.

15 (Moment of Silence)

16 MAYOR HUBBARD: Okay. Thank you. This is  
17 the spot where for the past five years we've had  
18 good, happy, fun things to say about everything  
19 we accomplished in the Village over the past  
20 year, and that seems totally inappropriate at  
21 this time.

22 I just want to thank everybody on our  
23 Village Staff, the Board of Trustees, for the  
24 work we've done over the past year. Right now,  
25 we're concentrating on a different issue, but I

1 just want to say I really appreciate everything  
2 that everybody has done, all that we've  
3 accomplished in the past year.

4 And, right now, I really want to just thank  
5 Village Staff, that we're working half staff.  
6 People have been furloughed, not coming in,  
7 social distancing and all.

8 I want to thank the Board of Trustees, who  
9 gets on the phone with me every morning at  
10 10 o'clock. We update each other, we get  
11 information out there. We're letting everybody  
12 on the Board know, so they can relay that  
13 information to the public, anybody that needs of  
14 what were going on.

15 I want to thank our Fire Department and EMS  
16 staff that are out there on the front lines.  
17 They're getting rescue calls, they're going into  
18 houses of people that are sick. They know that,  
19 they are doing it, even though the risks that are  
20 involved. They're taking precautions, but  
21 they're taking care of our citizens, which is of  
22 the utmost importance to me, and it just shows  
23 the character of our Fire Department and EMS  
24 people.

25 I want to thank the Hospital, everybody

1 that's transported, the work that the Hospital is  
2 doing to stay safe, to protect their own  
3 families, but also treating any of -- any and all  
4 of our residents that come in that are sick, and  
5 people that are -- not even that have the  
6 Coronavirus, people that come in with normal  
7 things. They are treating them with diligence,  
8 care, and being very thoughtful of everything  
9 that's going on, and risking their own health and  
10 their families' health by doing what they have  
11 to do.

12 I want to thank the residents of the  
13 Village, of all of Southold Town, out of  
14 Greenport, and everything else, for checking on  
15 your neighbors, for helping each other, for  
16 shopping for people, for getting food for people,  
17 for picking up their medicines, for just checking  
18 on them, for just being friendly and nice, and  
19 staying away from everybody, so we don't continue  
20 the spread, but just being good citizens and  
21 trying to do the right thing.

22 It's a tough situation that we're in right  
23 now. The only way we can actually stop this is  
24 to let it run its course. But the less we do  
25 with face-to-face meetings, doing the social

1 distancing, washing your hands, not breathing on  
2 people, not coughing on people, everything we can  
3 do to lessen the impact on our community is very  
4 important to all of us.

5 We don't want to see anybody else get sick.  
6 We don't want people to die from this. We want  
7 everybody to be safe. And we need everybody, and  
8 I'm encouraging everybody around Greenport  
9 Village and Greenport proper to just do the right  
10 thing and just try to stay away from each other,  
11 and pray for each other.

12 Let's -- you know, let's work with each  
13 other. Let's try to make sure that this doesn't  
14 spread any farther. And we need to go through  
15 the course of it. It's going to play out. No  
16 matter how it goes, we can't stop it at this  
17 point. It's global, it's all over, so we can  
18 lessen the impact on our own community by doing  
19 the right thing.

20 And if you notice, the numbers of -- that  
21 are reported by the County, Southold Town and  
22 Greenport had a big jump at the beginning, and  
23 we've had very few new cases recently over the  
24 past week, because people are doing the right  
25 thing. And I commend all our residents, all the

1 citizens, everybody around here, the workers,  
2 too, that are out of work. It's tough, it's hard  
3 on everybody, but everybody is doing the right  
4 thing, and we need to continue that to make sure  
5 that we don't continue the spread, we can flatten  
6 the curve.

7           And all these new terms come out, you know,  
8 social distancing, flatten the curve, all these  
9 things, we didn't even know about this on  
10 March 8th when this started. It's been  
11 three-and-a-half weeks. We've come a long way,  
12 we have a ways to go, but we need to continue  
13 doing the right thing, staying away from each  
14 other, being safe, checking on our neighbors and  
15 the elderly, and to just prepare for this and  
16 hope that nobody else gets seriously ill,  
17 people can be treated.

18           One good note from the County call today  
19 that we are on daily, that 47 people were  
20 released from the hospital in Suffolk County  
21 today. Those are people that had this. They  
22 were treated, they've survived it, they are back  
23 out there. That's over 200 for the County now in  
24 the past week that have been released. And we  
25 just hope that there's more people do get

1 released out of the hospital that survive this  
2 and then come back out, and we can try to get  
3 life back to normal, whatever that will be, after  
4 all this.

5 Just a couple of other points moving  
6 forward. The month of April, all Village  
7 meetings, meaning Planning Board, Zoning Board,  
8 Historic Preservation, Tree Committee, Carousel  
9 Committee, have all been cancelled for the month.  
10 We're going to let this play out until the end of  
11 April and see where we go for May.

12 Fire Department elections have been  
13 cancelled. That's been rescheduled into June, is  
14 the guidance from the State of when that can be.

15 We will have a Budget phone conference on  
16 the Budget Hearing on April 9th at 6 o'clock.  
17 The phone number will be posted. The budget is  
18 posted online. If anybody has comments on that,  
19 we can talk about that.

20 Our Village Work Session, we are not going  
21 to have that. We are going to have the Village  
22 Regular Meeting on the 23rd just to take care of  
23 necessities, pay our bills, keep everything  
24 going, and just to update everybody of what's  
25 going on.

1           And I want everybody to stay safe, keep  
2           doing the right thing, and let's practice this.  
3           Let's keep each other safe and let's not spread  
4           this any farther. I hope everybody that is in  
5           the hospital now, that they all recuperate.  
6           There's positive signs that some are. Let's hope  
7           for the rest of them, they all recuperate from  
8           this, and we could all get back to life once this  
9           is all past us.

10           That's my comments that I have. It's a  
11           tough time for all of us with this, but we're  
12           going to get through this. Greenport is a very  
13           strong Village, it's been around for years. We  
14           all work together, we take care of each other.  
15           We will survive this and we're going to hope for  
16           the best.

17           All right. That's the end of my comments.  
18           We do have -- we have the agenda. We have items  
19           with all our normal transactions. This has been  
20           posted on the website, everybody has reviewed it.

21           Were there any questions from the Trustees  
22           on the agenda, because I want to make one motion  
23           to go through Items 1 through 40 -- 48, I believe  
24           it was. I got to look at the last page, I'm  
25           sorry. One through 48 will be one motion. Were

1       there any questions or comments from the Trustees  
2       before we offer that?

3                               (No Response)

4               MAYOR HUBBARD: Okay. No questions on  
5       that. I will offer a motion to approve Items 1  
6       through 48 on the agenda. I so move.

7               TRUSTEE MARTILOTTA: Second.

8               TRUSTEE ROBINS: Second.

9               TRUSTEE PHILLIPS: Second.

10              TRUSTEE CLARKE: Second.

11              MAYOR HUBBARD: All in favor?

12              TRUSTEE CLARKE: Aye.

13              TRUSTEE ROBINS: Aye.

14              TRUSTEE MARTILOTTA: Aye.

15              TRUSTEE PHILLIPS: Aye.

16              MAYOR HUBBARD: Aye.

17              Opposed?

18                               (No Response)

19              MAYOR HUBBARD: Motion carried.

20              I'll offer a motion to adjourn.

21              I appreciate anybody who's listening to  
22       this. It's a different way of doing meetings,  
23       but we're all adapting to the times. And, you  
24       know, everybody just stay safe.

25              Motion to adjourn. Is there a second?

1 TRUSTEE PHILLIPS: Second.

2 TRUSTEE ROBINS: Second.

3 MAYOR HUBBARD: All in favor?

4 TRUSTEE CLARKE: Aye.

5 TRUSTEE ROBINS: Aye.

6 TRUSTEE MARTILOTTA: Aye.

7 TRUSTEE PHILLIPS: Aye.

8 MAYOR HUBBARD: Aye.

9 Opposed?

10 (No Response)

11 MAYOR HUBBARD: Motion carried.

12 We are adjourned. And thank you all for  
13 phoning in. Good night.

14 TRUSTEE CLARKE: Thank you, and good night.

15 TRUSTEE PHILLIPS: Thank you all. Good night.

16 TRUSTEE ROBINS: Good night.

17 (The meeting was adjourned at 6:12 p.m.)

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| <b>1</b>  | 3:9<br><b>Annual</b> [1] - 2:5<br><b>appreciate</b> [2] - 4:1, 10:21<br><b>approve</b> [1] - 10:5<br><b>April</b> [8] - 1:9, 2:4, 2:5, 8:6, 8:11, 8:16, 12:12, 12:18<br><b>ATTORNEY</b> [2] - 1:20, 2:18<br><b>audio</b> [1] - 2:6<br><b>audiocast</b> [1] - 12:11<br><b>aware</b> [1] - 2:9<br><b>aye</b> [4] - 10:12, 10:13, 11:4, 11:5<br><b>Aye</b> [6] - 10:14, 10:15, 10:16, 11:6, 11:7, 11:8                              | 5:17, 7:14<br><b>citizens</b> [3] - 4:21, 5:20, 7:1<br><b>Clark</b> [1] - 2:12<br><b>CLARKE</b> [7] - 1:15, 2:13, 2:19, 10:10, 10:12, 11:4, 11:14<br><b>Clarke</b> [1] - 2:12<br><b>CLERK</b> [4] - 1:21, 2:2, 2:12, 2:21<br><b>Clerk</b> [2] - 2:3, 2:14<br><b>coming</b> [1] - 4:6<br><b>commend</b> [1] - 6:25<br><b>comments</b> [4] - 8:18, 9:10, 9:17, 10:1<br><b>Committee</b> [2] - 8:8, 8:9<br><b>community</b> [2] - 6:3, 6:18<br><b>concentrating</b> [1] - 3:25<br><b>conduct</b> [1] - 3:4<br><b>conference</b> [2] - 2:6, 8:15<br><b>contains</b> [1] - 12:10<br><b>continue</b> [4] - 5:19, 7:4, 7:5, 7:12<br><b>Coronavirus</b> [1] - 5:6<br><b>correct</b> [1] - 12:11<br><b>coughing</b> [1] - 6:2<br><b>country</b> [1] - 3:13<br><b>COUNTY</b> [2] - 1:1, 12:5<br><b>County</b> [4] - 6:21, 7:18, 7:20, 7:23<br><b>couple</b> [1] - 8:5<br><b>course</b> [2] - 5:24, 6:15<br><b>Court</b> [1] - 12:7<br><b>curve</b> [2] - 7:6, 7:8 | <b>done</b> [2] - 3:24, 4:2<br><b>due</b> [1] - 3:13  | <b>hard</b> [1] - 7:2<br><b>health</b> [2] - 5:9, 5:10<br><b>Hearing</b> [1] - 8:16<br><b>held</b> [1] - 2:6<br><b>helping</b> [1] - 5:15<br><b>hereby</b> [1] - 12:9<br><b>hereunto</b> [1] - 12:17<br><b>Historic</b> [1] - 8:8<br><b>hope</b> [5] - 7:16, 7:25, 9:4, 9:6, 9:15<br><b>hospital</b> [3] - 7:20, 8:1, 9:5<br><b>Hospital</b> [2] - 4:25, 5:1<br><b>houses</b> [1] - 4:18<br><b>HUBBARD</b> [12] - 1:13, 2:20, 3:6, 3:10, 3:16, 10:4, 10:11, 10:16, 10:19, 11:3, 11:8, 11:11<br><b>Hubbard</b> [1] - 3:4 |
| <b>2</b>  | <b>B</b>   | <b>face</b> [2] - 5:25<br><b>face-to-face</b> [1] - 5:25<br><b>families</b> [1] - 5:3<br><b>families'</b> [1] - 5:10<br><b>favor</b> [2] - 10:11, 11:3<br><b>few</b> [1] - 6:23<br><b>Fire</b> [3] - 4:15, 4:23, 8:12<br><b>Firehouse</b> [1] - 1:7<br><b>five</b> [1] - 3:17<br><b>flatten</b> [2] - 7:5, 7:8<br><b>floor</b> [1] - 3:3<br><b>follows</b> [1] - 2:11<br><b>food</b> [1] - 5:16<br><b>foregoing</b> [1] - 12:10<br><b>forward</b> [1] - 8:6<br><b>friendly</b> [1] - 5:18<br><b>front</b> [1] - 4:16<br><b>fun</b> [1] - 3:18<br><b>furloughed</b> [1] - 4:6  | <b>E</b>  | <b>I</b>  |
| <b>4</b>  | <b>begin</b> [2] - 2:5, 2:8<br><b>beginning</b> [1] - 6:22<br><b>BESS</b> [1] - 1:16<br><b>best</b> [1] - 9:16<br><b>big</b> [1] - 6:22<br><b>bills</b> [1] - 8:23<br><b>blood</b> [1] - 12:14<br><b>BOARD</b> [1] - 1:3<br><b>Board</b> [5] - 3:23, 4:8, 4:12, 8:7<br><b>BRAATEN</b> [1] - 12:7<br><b>Braaten</b> [2] - 2:23, 12:20<br><b>breathing</b> [1] - 6:1<br><b>Budget</b> [2] - 8:15, 8:16<br><b>budget</b> [1] - 8:17 | <b>conduct</b> [1] - 3:4<br><b>conference</b> [2] - 2:6, 8:15<br><b>contains</b> [1] - 12:10<br><b>continue</b> [4] - 5:19, 7:4, 7:5, 7:12<br><b>Coronavirus</b> [1] - 5:6<br><b>correct</b> [1] - 12:11<br><b>coughing</b> [1] - 6:2<br><b>country</b> [1] - 3:13<br><b>COUNTY</b> [2] - 1:1, 12:5<br><b>County</b> [4] - 6:21, 7:18, 7:20, 7:23<br><b>couple</b> [1] - 8:5<br><b>course</b> [2] - 5:24, 6:15<br><b>Court</b> [1] - 12:7<br><b>curve</b> [2] - 7:6, 7:8  | <b>F</b>  | <b>ill</b> [1] - 7:16<br><b>impact</b> [2] - 6:3, 6:18<br><b>importance</b> [1] - 4:22<br><b>important</b> [1] - 6:4<br><b>IN</b> [1] - 12:17<br><b>inappropriate</b> [1] - 3:20<br><b>information</b> [2] - 4:11, 4:13<br><b>interested</b> [1] - 12:15<br><b>involved</b> [1] - 4:20<br><b>issue</b> [1] - 3:25<br><b>items</b> [1] - 9:18<br><b>Items</b> [2] - 9:23, 10:5   |
| <b>6</b>  | <b>C</b>   | <b>GEORGE</b> [1] - 1:13<br><b>George</b> [1] - 3:3<br><b>global</b> [1] - 6:17<br><b>GREENPORT</b> [1] - 1:1<br><b>Greenport</b> [6] - 1:8, 5:14, 6:8, 6:9, 6:22, 9:12<br><b>guidance</b> [1] - 8:14   | <b>G</b>  | <b>J</b>  |
| <b>8</b>  | <b>cancelled</b> [2] - 8:9, 8:13<br><b>care</b> [4] - 4:21, 5:8, 8:22, 9:14<br><b>Carousel</b> [1] - 8:8<br><b>carried</b> [2] - 10:19, 11:11<br><b>cases</b> [1] - 6:23<br><b>cede</b> [1] - 3:3<br><b>certify</b> [2] - 12:9, 12:13<br><b>character</b> [1] - 4:23<br><b>checking</b> [3] - 5:14,  | <b>daily</b> [1] - 7:19<br><b>dais</b> [1] - 2:10<br><b>Department</b> [3] - 4:15, 4:23, 8:12<br><b>DEPUTY</b> [1] - 1:14<br><b>die</b> [1] - 6:6<br><b>different</b> [2] - 3:25, 10:22<br><b>diligence</b> [1] - 5:7<br><b>distancing</b> [3] - 4:7, 6:1, 7:8  | <b>half</b> [2] - 4:5, 7:11<br><b>hand</b> [1] - 12:18<br><b>hands</b> [1] - 6:1<br><b>happy</b> [1] - 3:18   | <b>JACK</b> [1] - 1:14<br><b>join</b> [1] - 3:7<br><b>JOSEPH</b> [1] - 1:20<br><b>Jr</b> [1] - 3:4<br><b>JR</b> [1] - 1:13<br><b>JULIA</b> [1] - 1:17<br><b>jump</b> [1] - 6:22<br><b>June</b> [1] - 8:13   |
| <b>10</b> | <b>D</b>   | <b>H</b>  | <b>K</b>  |   |
| <b>10</b> | <b>accomplished</b> [2] - 3:19, 4:3<br><b>action</b> [1] - 12:14<br><b>adapting</b> [1] - 10:23<br><b>adjourn</b> [2] - 10:20, 10:25<br><b>adjourned</b> [2] - 11:12, 11:17<br><b>ADMINISTRATOR</b> [1] - 1:22<br><b>Administrator</b> [1] - 2:22<br><b>agenda</b> [3] - 9:18, 9:22, 10:6<br><b>Allegiance</b> [2] - 3:7,  | <b>done</b> [2] - 3:24, 4:2<br><b>due</b> [1] - 3:13  | <b>hard</b> [1] - 7:2<br><b>health</b> [2] - 5:9, 5:10<br><b>Hearing</b> [1] - 8:16<br><b>held</b> [1] - 2:6<br><b>helping</b> [1] - 5:15<br><b>hereby</b> [1] - 12:9<br><b>hereunto</b> [1] - 12:17<br><b>Historic</b> [1] - 8:8<br><b>hope</b> [5] - 7:16, 7:25, 9:4, 9:6, 9:15<br><b>hospital</b> [3] - 7:20, 8:1, 9:5<br><b>Hospital</b> [2] - 4:25, 5:1<br><b>houses</b> [1] - 4:18<br><b>HUBBARD</b> [12] - 1:13, 2:20, 3:6, 3:10, 3:16, 10:4, 10:11, 10:16, 10:19, 11:3, 11:8, 11:11<br><b>Hubbard</b> [1] - 3:4 |   |

|   |  |   |  |   |
|---|--|---|--|---|
| <p><b>kindly</b> [1] - 2:24</p>   | <p style="text-align: center;"><b>N</b></p>  | <p><b>PALLAS</b> [1] - 1:22<br/><b>parties</b> [1] - 12:14</p>  | <p style="text-align: center;"><b>R</b></p>  | <p><b>Southold</b> [2] - 5:13, 6:21</p>   |
| <p style="text-align: center;"><b>L</b></p>   | <p><b>necessities</b> [1] - 8:23</p>   | <p><b>past</b> [8] - 3:12, 3:17, 3:19, 3:24, 4:3, 6:24, 7:24, 9:9</p>   | <p><b>really</b> [2] - 4:1, 4:4</p>  | <p><b>speaking</b> [1] - 2:3</p>  |
| <p><b>last</b> [2] - 2:11, 9:24<br/><b>less</b> [1] - 5:24<br/><b>lessen</b> [2] - 6:3, 6:18<br/><b>letting</b> [1] - 4:11<br/><b>life</b> [2] - 8:3, 9:8<br/><b>lines</b> [1] - 4:16<br/><b>listening</b> [2] - 2:7, 10:21<br/><b>look</b> [1] - 9:24<br/><b>lost</b> [2] - 3:12, 3:13<br/><b>LUCIA</b> [1] - 12:7<br/><b>Lucia</b> [2] - 2:23, 12:20</p>  | <p><b>need</b> [4] - 6:7, 6:14, 7:4, 7:12<br/><b>needs</b> [1] - 4:13<br/><b>neighbors</b> [2] - 5:15, 7:14<br/><b>NEW</b> [2] - 1:1, 12:3<br/><b>new</b> [2] - 6:23, 7:7<br/><b>New</b> [2] - 1:8, 12:8<br/><b>nice</b> [1] - 5:18<br/><b>night</b> [4] - 11:13, 11:14, 11:15, 11:16<br/><b>nobody</b> [1] - 7:16<br/><b>normal</b> [3] - 5:6, 8:3, 9:19</p>  | <p><b>PAUL</b> [1] - 1:22<br/><b>pay</b> [1] - 8:23<br/><b>people</b> [15] - 4:6, 4:18, 4:24, 5:5, 5:6, 5:16, 6:2, 6:6, 6:24, 7:17, 7:19, 7:21, 7:25<br/><b>PETER</b> [1] - 1:15<br/><b>PHILLIPS</b> [7] - 1:16, 2:17, 10:9, 10:15, 11:1, 11:7, 11:15<br/><b>phone</b> [3] - 4:9, 8:15, 8:17<br/><b>phoning</b> [1] - 11:13<br/><b>picking</b> [1] - 5:17<br/><b>PIRILLO</b> [4] - 1:21, 2:2, 2:12, 2:21<br/><b>Pirillo</b> [2] - 2:3, 2:14<br/><b>Planning</b> [1] - 8:7<br/><b>play</b> [2] - 6:15, 8:10<br/><b>Pledge</b> [2] - 3:7, 3:9<br/><b>point</b> [1] - 6:17<br/><b>points</b> [1] - 8:5<br/><b>positive</b> [1] - 9:6<br/><b>posted</b> [4] - 3:1, 8:17, 8:18, 9:20<br/><b>practice</b> [1] - 9:2<br/><b>pray</b> [1] - 6:11<br/><b>precautions</b> [1] - 4:20<br/><b>prepare</b> [1] - 7:15<br/><b>present</b> [3] - 2:9, 2:16, 2:21<br/><b>Preservation</b> [1] - 8:8<br/><b>proceed</b> [1] - 2:10<br/><b>proceedings</b> [1] - 12:12<br/><b>PROKOP</b> [2] - 1:20, 2:18<br/><b>proper</b> [1] - 6:9<br/><b>protect</b> [1] - 5:2<br/><b>public</b> [2] - 2:7, 4:13<br/><b>Public</b> [1] - 12:8</p> | <p><b>receipt</b> [1] - 3:2<br/><b>recently</b> [1] - 6:23<br/><b>recuperate</b> [2] - 9:5, 9:7<br/><b>Regular</b> [1] - 8:22<br/><b>related</b> [1] - 12:13<br/><b>relay</b> [1] - 4:12<br/><b>released</b> [3] - 7:20, 7:24, 8:1<br/><b>reported</b> [1] - 6:21<br/><b>Reporter</b> [1] - 12:7<br/><b>rescheduled</b> [1] - 8:13<br/><b>rescue</b> [1] - 4:17<br/><b>residents</b> [3] - 5:4, 5:12, 6:25<br/><b>Response</b> [4] - 2:13, 10:3, 10:18, 11:10<br/><b>rest</b> [1] - 9:7<br/><b>reviewed</b> [1] - 9:20<br/><b>risking</b> [1] - 5:9<br/><b>risks</b> [1] - 4:19<br/><b>ROBINS</b> [7] - 1:17, 2:15, 10:8, 10:13, 11:2, 11:5, 11:16<br/><b>roll</b> [2] - 2:8, 2:9<br/><b>Roll</b> [1] - 2:14<br/><b>run</b> [1] - 5:24</p> | <p><b>SS</b> [1] - 12:4<br/><b>Staff</b> [2] - 3:23, 4:5<br/><b>staff</b> [2] - 4:5, 4:16<br/><b>started</b> [1] - 7:10<br/><b>STATE</b> [2] - 1:1, 12:3<br/><b>State</b> [2] - 8:14, 12:8<br/><b>stay</b> [4] - 5:2, 6:10, 9:1, 10:24<br/><b>staying</b> [2] - 5:19, 7:13<br/><b>stop</b> [2] - 5:23, 6:16<br/><b>Street</b> [1] - 1:7<br/><b>strong</b> [1] - 9:13<br/><b>SUFFOLK</b> [2] - 1:1, 12:5<br/><b>Suffolk</b> [1] - 7:20<br/><b>survive</b> [2] - 8:1, 9:15<br/><b>survived</b> [1] - 7:22<br/><b>SYLVIA</b> [1] - 1:21<br/><b>Sylvia</b> [1] - 2:3</p>  |
| <p style="text-align: center;"><b>M</b></p>   | <p><b>Notary</b> [1] - 12:8<br/><b>note</b> [2] - 2:24, 7:18<br/><b>notice</b> [1] - 6:20<br/><b>number</b> [1] - 8:17<br/><b>numbers</b> [1] - 6:20</p>   | <p style="text-align: center;"><b>O</b></p>   | <p style="text-align: center;"><b>S</b></p>  | <p style="text-align: center;"><b>T</b></p>   |
| <p><b>March</b> [1] - 7:10<br/><b>marriage</b> [1] - 12:15<br/><b>MARTILOTTA</b> [5] - 1:14, 2:16, 10:7, 10:14, 11:6<br/><b>MARY</b> [1] - 1:16<br/><b>matter</b> [2] - 6:16, 12:16<br/><b>MAYOR</b> [13] - 1:13, 1:14, 2:20, 3:6, 3:10, 3:16, 10:4, 10:11, 10:16, 10:19, 11:3, 11:8, 11:11<br/><b>Mayor</b> [3] - 2:11, 3:3, 3:5<br/><b>meaning</b> [1] - 8:7<br/><b>medicines</b> [1] - 5:17<br/><b>MEETING</b> [1] - 1:4<br/><b>meeting</b> [5] - 2:1, 2:24, 3:4, 3:6, 11:17<br/><b>Meeting</b> [2] - 2:5, 8:22<br/><b>meetings</b> [3] - 5:25, 8:7, 10:22<br/><b>moment</b> [1] - 3:11<br/><b>Moment</b> [1] - 3:15<br/><b>month</b> [2] - 8:6, 8:9<br/><b>morning</b> [1] - 4:9<br/><b>Motion</b> [2] - 10:19, 11:11<br/><b>motion</b> [5] - 9:22, 9:25, 10:5, 10:20, 10:25<br/><b>move</b> [1] - 10:6<br/><b>moving</b> [1] - 8:5</p> | <p><b>o'clock</b> [2] - 4:10, 8:16<br/><b>OF</b> [6] - 1:1, 1:1, 1:3, 12:3, 12:5<br/><b>offer</b> [3] - 10:2, 10:5, 10:20<br/><b>official</b> [1] - 3:1<br/><b>once</b> [1] - 9:8<br/><b>one</b> [4] - 7:18, 9:22, 9:25<br/><b>online</b> [1] - 8:18<br/><b>Opposed</b> [2] - 10:17, 11:9<br/><b>order</b> [3] - 2:1, 2:10, 3:7<br/><b>ORGANIZATIONAL</b> [1] - 1:4<br/><b>Organizational</b> [1] - 2:5<br/><b>outcome</b> [1] - 12:16<br/><b>own</b> [3] - 5:2, 5:9, 6:18</p> | <p style="text-align: center;"><b>P</b></p>   | <p style="text-align: center;"><b>Q</b></p>  | <p><b>terms</b> [1] - 7:7<br/><b>THAT</b> [1] - 12:10<br/><b>they've</b> [1] - 7:22<br/><b>Third</b> [1] - 1:7<br/><b>thoughtful</b> [1] - 5:8<br/><b>three</b> [1] - 7:11<br/><b>three-and-a-half</b> [1] - 7:11<br/><b>today</b> [2] - 7:18, 7:21<br/><b>together</b> [1] - 9:14<br/><b>totally</b> [1] - 3:20<br/><b>tough</b> [3] - 5:22, 7:2, 9:11<br/><b>Town</b> [2] - 5:13, 6:21<br/><b>transactions</b> [1] - 9:19<br/><b>transcribed</b> [1] - 2:25<br/><b>transcription</b> [2] - 2:25, 12:11<br/><b>Transcriptionist</b> [1] - 2:23<br/><b>transported</b> [1] - 5:1<br/><b>treated</b> [2] - 7:17, 7:22<br/><b>treating</b> [2] - 5:3, 5:7<br/><b>Tree</b> [1] - 8:8<br/><b>true</b> [1] - 12:11</p> |
| <p><b>P.M</b> [1] - 1:10<br/><b>p.m</b> [3] - 2:1, 2:4, 11:17<br/><b>page</b> [1] - 9:24<br/><b>Pallas</b> [1] - 2:22</p>   | <p><b>questions</b> [3] - 9:21, 10:1, 10:4</p>   | <p style="text-align: center;"><b>R</b></p>   | <p><b>safe</b> [6] - 5:2, 6:7, 7:14, 9:1, 9:3, 10:24<br/><b>seating</b> [1] - 2:10<br/><b>second</b> [7] - 10:7, 10:8, 10:9, 10:10, 10:25, 11:1, 11:2<br/><b>see</b> [2] - 6:5, 8:11<br/><b>seriously</b> [1] - 7:16<br/><b>Session</b> [1] - 8:20<br/><b>set</b> [1] - 12:17<br/><b>shopping</b> [1] - 5:16<br/><b>shows</b> [1] - 4:22<br/><b>sick</b> [3] - 4:18, 5:4, 6:5<br/><b>signs</b> [1] - 9:6<br/><b>silence</b> [1] - 3:11<br/><b>Silence</b> [1] - 3:15<br/><b>situation</b> [1] - 5:22<br/><b>social</b> [3] - 4:7, 5:25, 7:8<br/><b>sorry</b> [1] - 9:25</p>  | <p><b>run</b> [1] - 5:24</p>  |

|   |  |
|---|--|
| <p><b>TRUSTEE</b> [25] - 1:15,<br/>1:16, 1:17, 2:13,<br/>2:15, 2:16, 2:17,<br/>2:19, 10:7, 10:8,<br/>10:9, 10:10, 10:12,<br/>10:13, 10:14, 10:15,<br/>11:1, 11:2, 11:4,<br/>11:5, 11:6, 11:7,<br/>11:14, 11:15, 11:16<br/><b>Trustee</b> [2] - 2:12<br/><b>TRUSTEES</b> [1] - 1:3<br/><b>Trustees</b> [4] - 3:23,<br/>4:8, 9:21, 10:1<br/><b>try</b> [3] - 6:10, 6:13, 8:2<br/><b>trying</b> [1] - 5:21</p> | <p style="text-align: center;"><b>Z</b></p> <p><b>Zoning</b> [1] - 8:7</p> |
| <p style="text-align: center;"><b>U</b></p>   |  |
| <p><b>up</b> [1] - 5:17<br/><b>update</b> [2] - 4:10, 8:24<br/><b>utmost</b> [1] - 4:22</p>   |  |
| <p style="text-align: center;"><b>V</b></p>   |  |
| <p><b>via</b> [1] - 2:6<br/><b>VILLAGE</b> [4] - 1:1,<br/>1:20, 1:21, 1:22<br/><b>Village</b> [12] - 2:3, 2:22,<br/>3:1, 3:19, 3:23, 4:5,<br/>5:13, 6:9, 8:6, 8:20,<br/>8:21, 9:13<br/><b>virus</b> [1] - 3:13</p>  |  |
| <p style="text-align: center;"><b>W</b></p>   |  |
| <p><b>washing</b> [1] - 6:1<br/><b>ways</b> [1] - 7:12<br/><b>website</b> [2] - 3:1, 9:20<br/><b>week</b> [2] - 6:24, 7:24<br/><b>weeks</b> [1] - 7:11<br/><b>WHEREOF</b> [1] - 12:17<br/><b>WITNESS</b> [1] - 12:17<br/><b>workers</b> [1] - 7:1</p>   |  |
| <p style="text-align: center;"><b>Y</b></p>   |  |
| <p><b>year</b> [4] - 3:12, 3:20,<br/>3:24, 4:3<br/><b>years</b> [2] - 3:17, 9:13<br/><b>YORK</b> [2] - 1:1, 12:3<br/><b>York</b> [2] - 1:8, 12:9</p>  |  |



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**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 LAZZARI PIRILLO,  
RMC  
Ext. 206

**TREASURER**

ROBERT BRANDT  
Ext. 217

Mayor and Board of Trustees  
Annual Organizational Meeting  
April 2, 2020 at 6:00 PM  
GoToMeeting  
Phone #: 1-872-240-3412  
Access Code: 375-047-357

**AGENDA**

- I. Call To Order**
- II. Pledge of Allegiance**
- III. Moment of Silence**
- IV. Mayor's Address to the Public**
- V. Resolutions**

**Resolutions approving appointment of officers and officials**

**Resolution authorizing officers and employees of the Village to attend conferences and seminars**

**Resolution to appoint all Committee Members**

**Resolution designating official Village banks, depositories, official newspapers and radio stations**

**Resolution determining cost of bonding Village officers to be a Village expense**

**Resolution authorizing and setting rate of mileage reimbursement for Village officers and employees**

**Resolution authorizing payment of certain claims prior to audit**

**Resolution adopting the Village Fiscal Policies**

**Resolution adopting Roberts Rules of Order as the official procedure of the Board**

**Resolution waiving the requirement of posting an undertaking for the Mayor and Trustees**

**Resolution setting the date of the 2021 Organizational Meeting as April 1, 2021**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE FOR DEPARTED VILLAGE RESIDENTS

- 1. Motion to accept agenda as printed.**
  
- 2. Motion to appoint Trustee Jack Martilotta as Deputy Mayor for a term of one (1) year.**
  
- 3. Motion to appoint Sylvia Lazzari Pirillo as Village Clerk, for a term of one (1) year.**
  
- 4. Motion to appoint Robert Brandt as Village Treasurer, for a term of one (1) year.**
  
- 5. Motion to appoint Joseph W. Prokop, Esq., as Village Attorney, at the rate of \$ 175.00 per hour, for a term of one (1) year.**
  
- 6. Motion to appoint Stephen F. Kiely, Esq., as Village Prosecutor, for non-Building Code related matters, at the rate of \$175.00 per hour, for a term of one (1) year.**
  
- 7. Motion to appoint Robert Connelly, Esq. as Special Counsel to the Village of Greenport Planning Board and the Village of Greenport Zoning Board, at the rate of \$ 175.00 per hour, for a term of one (1) year.**
  
- 8. Motion to appoint Jeanmarie Odon as Village Deputy Clerk, for a term of one (1) year.**

**9. Motion to appoint Stephen Gaffga as Village Deputy Treasurer, for a term of one (1) year.**

**10. Motion to appoint the following, for a term of one (1) year:**

|                                |                             |
|--------------------------------|-----------------------------|
| Records Access Officer:        | Sylvia Lazzari Pirillo, RMC |
| Records Access Appeal Officer: | Joseph W. Prokop, Esq.      |
| Village Registrar:             | Jeanmarie Oddon             |
| Deputy Records Access Officer: | Jeanmarie Oddon             |
| Deputy Registrar:              | Sylvia Lazzari Pirillo, RMC |
| Sub-Registrar:                 | Deborah McLoughlin          |

**11. Motion to appoint the following officers, for a term of one (1) year.**

Affirmative Action Officer and MBE/WBE Compliance Officer:  
Trustee Mary Bess Phillips

Emergency Management Officers:  
Mayor George Hubbard, Jr., and Deputy Mayor Jack Martilotta

**12. Motion to authorize Officers and employees to attend conferences and seminars after prior approval, and in accordance with the regulations of the New York State Comptroller's Office.**

**13. Motion to authorize Trustee Julia Robins or Village Administrator Paul J. Pallas, to cast one (1) vote on each transaction brought before the New York Association of Public Power.**

**14. Motion to authorize Village Administrator Paul J. Pallas to cast one (1) vote on each transaction brought before the American Public Power Association.**

- 15. Motion to re-appoint Sister Margaret Smyth as the Village Representative to the Latin-American community, for a term of one (1) year.**
  
- 16. Motion to appoint Valerie Shelby as the Village Youth Education and Recreation Services Co-Ordinator, for a term of one (1) year.**
  
- 17. Motion to appoint the following as Village Historians, for a term of one (1) year:**  
  
    Gary Charters  
    Marilyn Corwin
  
- 18. Motion to appoint to the Business Improvement District as follows:**  
  
    Lara Pizzanelli, as Treasurer's appointment to the Village of Greenport BID, Kim Loper, as Mayoral appointment, and Trustee Julia Robins as Board appointment; all for a term of one (1) year.
  
- 19. Motion to appoint Trustee Mary Bess Phillips and Trustee Peter Clarke to the Village of Greenport Audit Committee, for a term of one (1) year.**
  
- 20. Motion to re-appoint John Saladino as Chairperson of the Village of Greenport Zoning Board of Appeals, for a term of one (1) year.**
  
- 21. Motion to re-appoint Arthur Tasker to the Village of Greenport Zoning Board of Appeals, for a term to expire on April 3, 2025.**

- 22. Motion to appoint Karen Doherty as Chairperson of the Village of Greenport Historic Preservation Commission, for a term of one (1) year.**
  
- 23. Motion to re-appoint Roselle Borrelli as a Member of the Village of Greenport Historic Preservation Commission for a term to expire on April 3, 2025.**
  
- 24. Motion to re-appoint Walter Foote as a Member of the Village of Greenport Planning Board, for a term to expire on April 3, 2025.**
  
- 25. Motion to re-appoint Walter Foote as Chairperson of the Village of Greenport Planning Board, for a term of one (1) year.**
  
- 26. Motion to re-appoint Tina Finne as Chairperson of the Village of Greenport Housing Authority, for a term of one (1) year.**
  
- 27. Motion to re-appoint Valerie Shelby to the Village of Greenport Housing Authority, for a term to expire on April 3, 2025.**
  
- 28. Motion to appoint the following to the Village of Greenport Conservation Advisory Council, for a term of one (1) year:**
  - Paul J. Pallas, Village Administrator
  - David Corwin
  - Paul Kreiling
  - John Saladino

**29. Motion to appoint Trustee Mary Bess Phillips or Village Administrator Paul J. Pallas as Representative Committee Persons to the Southold Town Transportation Commission, for a term of one (1) year.**

**30. Motion to appoint the following to the Village of Greenport Greenhill Cemetery Committee, for a term of one (1) year:**

Mayor George Hubbard, Jr., as Village Representative  
David Abatelli (Chairperson)  
Robert Staples

**31. Motion to appoint the following to the Village of Greenport Tree Committee, for a term of one (1) year:**

George Hubbard, Jr., as Village Representative  
Jane Ratsey Williams (Co-Chairperson)  
Polly Dixon (Co-Chairperson)  
John Quinlan  
Jack Weiskott  
Carol Edwards  
Patricia Liantonio

**32. Motion to appoint the following to the Village of Greenport Carousel Committee, for a term of one (1) year:**

Trustee Julia Robins, as Village Representative  
Marjory Stevens (Chairperson)  
David Abatelli  
Christine Kelly  
Arlene Klein  
Robert Wissman

**33. Motion to appoint the following to the Village of Greenport Dances in the Park Committee, for a term of one (1) year:**

Trustee Peter Clarke, as Village Representative  
Village Clerk Sylvia Pirillo, as Village Representative

**34. Motion to name the official depositories for the Village of Greenport as follows:**

Capital One Bank  
JP Morgan Chase Bank  
Bridgehampton National Bank  
M&T Bank  
People's United Bank

**35. Motion to designate the following as the official radio stations for the Village of Greenport:**

WBAZ  
WLNG  
WPPB  
WPKN

**36. Motion to designate the following official newspapers for legal notices:**

The Suffolk Times  
Newsday

**37. Motion that the bonding of the Village of Greenport Officers be considered a Village expense.**

**38. Motion to reimburse the mileage expense based on the then current IRS rate (presently at 57.5 cents per mile) as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village of Greenport.**

**39. Motion to designate Norton, Rose, Fulbright US, LLP as the Village of Greenport bond counsel.**

**40. Motion to authorize the payment of certain claims prior to audit.**

**41. Motion to ratify the continued adherence to the following fiscal policies:**

Village of Greenport Procurement Policy  
Village of Greenport Fund Balance Policy  
Village of Greenport Debt Reserve Policy  
Village of Greenport Investment Policy

**42. Motion to ratify the continued adherence to any/all Village policies and procedures as adopted.**

**43. Motion to adopt Roberts Rules of Order and any/all pertinent rules as adopted by the Village of Greenport Board of Trustees as the official rules and procedures for Village Board of Trustees meetings.**

**44. Motion to waive the requirement of posting an undertaking by the Mayor or Trustees.**

**45. Motion to appoint Village Administrator Paul J. Pallas as Village Peconic Estuary Program representative for a term of one (1) year.**

**46. Motion to appoint Village Administrator Paul J. Pallas as Village Safety Officer for a term of one (1) year.**

**47. Motion to schedule the Village of Greenport Board of Trustees meetings as follows, to be held the at Third Street Firehouse.**

Work Session: The third Thursday of each month, commencing at 7 p.m.

Regular Session: The fourth Thursday of each month, commencing at 7 p.m.; with the following change:

- Monday, November 23, 2020: Board Regular Meeting in observance of Thanksgiving Day.
- Monday, December 28, 2020: Board Regular Meeting in observance of Christmas Eve.

**48. Motion to set the date of the 2021 Organizational Meeting, to be held on Thursday, the 1st of April, 2021 at 6:00 p.m.**

**49. Motion to adjourn.**