



**January 23, 2020 at 7:00 PM
Mayor and Board of Trustees – Regular Meeting
Third Street Firehouse
Greenport, NY 11944**

236 Third Street
Greenport NY
11944

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

MAYOR

GEORGE W. HUBBARD,
JR.
EXT. 215

TRUSTEES

JACK MARTILOTTA
DEPUTY MAYOR

PETER CLARKE

MARY BESS PHILLIPS

JULIA ROBINS

**VILLAGE
ADMINISTRATOR**

PAUL J. PALLAS, P.E.
EXT. 219

CLERK

SYLVIA PIRILLO, RMC
EXT. 206

TREASURER

ROBERT BRANDT
EXT. 217

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

- Marie A. Dinizio
- Marguerita "Marge" C. Howkins
- Madeline Robins

ANNOUNCEMENTS

- The 175th Fire Department Washington's Birthday Parade will be held on February 15, 2020.
- The Village Offices will be closed on February 17, 2020 in honor of Presidents' Day.

LIQUOR LICENSE APPLICATIONS

- New application from The Gallery Bar LLC, at 314 Main Street
- Renewal application from the Triangle Yacht Club, at 300 Atlantic Avenue

PRESENTATION

- William Freitag of SaxBST will present the audited annual financial report

PUBLIC HEARINGS

- Wetlands Permit Application on behalf of Pipes Cove Management to perform work concerning removals, replacements, constructions and re-constructions
- A proposed amendment to Chapter 136 (Water) of the Village of Greenport Code

PUBLIC TO ADDRESS THE BOARD

REGULAR AGENDA

CALL TO ORDER**RESOLUTIONS****RESOLUTION # 01-2020-1**

RESOLUTION adopting the January, 2020 agenda as printed.

RESOLUTION # 01-2020-2

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

FIRE DEPARTMENT**RESOLUTION # 01-2020-3**

RESOLUTION approving the application for membership of Peter Ferguson to the Eagle Hose Company of the Greenport Fire Department, as approved by the Greenport Fire Department Board of Wardens on January 15, 2020.

RESOLUTION # 01-2020-4

RESOLUTION authorizing a Request For Proposals for the Greenport Fire Department, per the attached consulting services specifications as approved and provided by the Greenport Fire Department Board of Wardens, and directing Clerk Pirillo to notice the Request for Proposals accordingly.

VILLAGE ADMINISTRATOR**RESOLUTION # 01-2020-5**

RESOLUTION authorizing the solicitation of bids for the construction of the redesigned Village of Greenport Central Pump Station, located on the corner of North Street and Third Streets, and directing Clerk Pirillo to notice the solicitation of bids accordingly.

RESOLUTION # 01-2020-6

RESOLUTION ratifying the hiring of Trey Miller as a Skate Guard at the Village of Greenport Ice Rink, at a pay rate of \$13.00 per hour, effective December 22, 2019.

RESOLUTION # 01-2020-7

RESOLUTION ratifying the hiring of Tyler Widercrantz as a Skate Guard at the Village of Greenport Ice Rink, at a pay rate of \$13.00 per hour, effective December 28, 2019.

RESOLUTION # 01-2020-8

RESOLUTION ratifying the hiring of Benjamin Ward as a Skate Guard at the Village of Greenport Ice Rink, at a pay rate of \$13.00 per hour, effective January 10, 2020.

RESOLUTION # 01-2020-9

RESOLUTION authorizing the attendance of Village Administrator Paul Pallas at the APPA Legislative Rally in Washington, D.C. from February 24, 2020 through February 26, 2020; with a registration fee of \$ 400.00, a lodging cost of \$ 372.13 per night for two nights, and all applicable reimbursable meal, mileage and travel costs in accordance with the Village of Greenport Travel Policy; to be expensed from account E.0782.000 (Management Services).

RESOLUTION # 01-2020-10

RESOLUTION declaring as surplus, and no longer needed for municipal purposes, the vehicles detailed on the attached list, and disposing of the vehicle detailed on the attached list.

VILLAGE TREASURER**RESOLUTION # 01-2020-11**

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4248, to appropriate reserves to fund the screw pump repair at the Wastewater Treatment Plant, and directing that Budget Amendment # 4248 be included as part of the formal meeting minutes of the January 23, 2020 Regular Meeting of the Board of Trustees.

RESOLUTION # 01-2020-12

RESOLUTION authorizing the Village of Greenport to add the outstanding water and sewer balances in arrears to the Village of Greenport 2020 tax bills for the respective property, per calculations to be completed by, on or before April 30, 2020.

RESOLUTION # 01-2020-13

RESOLUTION scheduling a public hearing for the 2019-2020 Village Tentative Budget at 6:00 p.m. on April 9, 2020 at the Old Schoolhouse, Front and First Streets, Greenport, New York 11944; and directing Clerk Pirillo to notice the budget hearing accordingly.

VILLAGE CLERK**RESOLUTION # 01-2020-14**

RESOLUTION adopting the attached SEQRA resolution regarding the approval of the Wetlands Permit Application submitted by applicant Paul Pawlowski on behalf of 123 Sterling Avenue, LLC for the property at 123 Sterling Avenue, Greenport, New York, 11944; adopting lead agency status, determining that the approval of the application is an Unlisted Action for purposes of SEQRA, and adopting a Negative Declaration determining that the approval of the Wetlands Permit Application will not have a significant negative impact on the environment.

RESOLUTION # 01-2020-15

RESOLUTION approving the Wetlands Permit Application submitted by applicant Paul Pawlowski on behalf of 123 Sterling Avenue, LLC for the property at 123 Sterling Avenue, Greenport, NY 11944 to: replace in-place approximately 132 linear feet of bulkhead, raised eighteen (18) inches in height. Per prior recommendations by the Village of Greenport Conservation Advisory Council, the following conditions shall also apply to the approval of this permit application:

- The approved Wetlands Permit Application will have an expiration date of two (2) years from the date of approval,
- The applicant must install a pump out station that is accessible to the public, and
- Any required fill material shall come from site material previously removed and currently stored on-site.

RESOLUTION # 01-2020-16

RESOLUTION scheduling a public hearing for 7:00 p.m. on February 27, 2020 at the Third Street Fire Station, Third and South Streets, Greenport, New York, 11944 regarding the Wetlands Permit Application submitted by applicant Robert I. Brown Architect, P.C. on behalf of owner Scott Wachenfeld to add a second story and undertake interior renovations on the property at 3 Sandy Beach, Greenport, New York, 11944; and directing Clerk Pirillo to notice the public hearing accordingly.

RESOLUTION # 01-2020-17

RESOLUTION approving the Public Assembly Permit Application submitted by the Greenport BID for the use of various Village streets from 8:00 a.m. through 12 noon on March 15, 2020 for a three-mile running/walking event.

RESOLUTION # 01-2020-18

RESOLUTION approving the Public Assembly Permit Application submitted by the Star Hose Company of the Greenport Fire Department for the use of the Polo Grounds at Moore's Lane from 5:00 p.m. through 11:00 p.m. each day from May 21, 2020 through May 24, 2020 for the annual Carnival fundraiser, with a fireworks display scheduled for May 23, 2020 with a rain date of May 24, 2020.

RESOLUTION # 01-2020-19

RESOLUTION setting the 2020 Village of Greenport property tax lien sale for 10:00 a.m. on March 10, 2020 at Greenport Village Hall, 236 Third Street, Greenport, New York, 11944; and directing Clerk Pirillo to notice the tax lien sale accordingly.

TRUSTEES**RESOLUTION # 01-2020-20**

RESOLUTION approving the appointment by the Village of Greenport Board of Trustees of Robert Brandt as the hearing officer to conduct a hearing pursuant to Civil Service Law § 75.

RESOLUTION # 01-2020-21

RESOLUTION accepting the attached proposal and rate schedule from KPC Planning Services, Inc. for professional planning services for the Village of Greenport Board of Trustees and the Village of Greenport Planning Board, and authorizing Mayor Hubbard to sign the agreement between KPC Planning Services, Inc. and the Village of Greenport.

RESOLUTION # 01-2020-22

RESOLUTION abolishing the position of Custodial Worker I in the Village of Greenport, effective January 31, 2020.

VOUCHER SUMMARY**RESOLUTION # 01-2020-23**

RESOLUTION approving all checks per the Voucher Summary Report dated January 17, 2020, in the total amount of \$ 318,880.36 consisting of:

- o All regular checks in the amount of \$ 289,837.37, and
- o All prepaid checks (including wire transfers) in the amount of \$ 29,042.99.

Initial draft of proposed RFP for services

The Greenport Fire Department is accepting RFP's for the following services

- 1) evaluate, define deficiencies, create corrective action plan and give instruction on implementation of corrective action plan to address minimum basic requirement for all mandated annual trainings and policies necessary for the Greenport Fire Department to comply with pertinent NYS Public Employee Safety and Health Act.
- 2) evaluate, define deficiencies, create corrective action plan and give instruction on implementation of corrective action plan to address minimum basic training requirements as outlined in Greenport Fire Department By-Laws.
- 3) proposal should also include any necessary fees for and Annual or Bi-Annual "follow up" to address potential additional needs or changes in regulations.

Vehicles for Surplus

1. 2007 Ford F-450 Super Diesel

Vin #: 1FDXF46R28EC01919

2. 2005 Chevrolet Suburban

Vin #: 3GNGK26U75G255172

3. 1989 Ford F-350

Vin #: 1FDKF37H2KNA71349

4. 2001 International 4700 (Dump Truck)

Vin #: 18HTSCAAL22H520528

Vehicle to Dispose of

1. 2002 Chrysler Van

Vin #: 2C4GP44312R779911

BOARD OF TRUSTEES
VILLAGE OF GREENPORT

SEQRA RESOLUTION REGARDING THE WETLANDS PERMIT APPLICATION
OF APPLICANT PAUL PAWLOWSKI ON BEHALF OF 123 STERLING AVENUE, LLC.

WHEREAS an application for a wetlands permit approval was filed by applicant Paul Pawlowski on behalf of 123 Sterling Avenue, LLC with the Board of Trustees of the Village of Greenport; and

WHEREAS the Board of Trustees of the Village of Greenport has duly considered the obligations of the Village of Greenport with respect to the wetlands permit application and the Board of Trustees of the Village of Greenport with regard to SEQRA, and completed a short form EAF for purposes of SEQRA, it is therefore;

RESOLVED that the Board of Trustees adopts Lead Agency status for purposes of SEQRA with regard to the consideration and approval of the wetlands permit application and it is further

RESOLVED that the Board of Trustees hereby determines that the approval of the wetlands permit application is an Unlisted Action for purposes of SEQRA; it is further;

RESOLVED that the Board of Trustees of the Village of Greenport hereby determines that the approval of the wetlands permit application;

Will not have a significant negative impact on the environment in the action, and;

Will not result in a substantial adverse change in existing air quality, ground or surface water quality or quantity, traffic or noise levels, substantial increase in solid waste production, a substantial increase in potential for erosion, flooding, leaching or drainage problems, and;

Will not result in the removal or destruction of large quantities of vegetation or fauna, substantial interference with the movement of any resident or migratory fish or wildlife species, impacts on habitats, or other significant adverse impact on natural resources, impairment of a critical environmental area and;

Will not result in the creation of a material conflict with a community's current plans or goals, and;

Will not result in the creation of a hazard to human health, and;

Will not result in a substantial change in land use, and;

Will not encourage or attract an additional large number of people to a place for more than

a few days, and;

Will not result in the creation of a material demand for other actions, and;

Will not result in changes in two or more elements of the environment, each of which is not significant but when reviewed together are significant two or more related actions each of which is not significant but when reviewed together are significant.

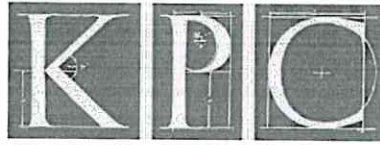
RESOLVED that a Negative Declaration is hereby adopted for purposes of SEQRA.

Upon motion by Trustee

seconded by Trustee

this resolution is carried as follows:

Dated: December 27, 2019



PLANNING SERVICES, INC.

Tuesday, January 07, 2020

Village of Greenport
Mayor George W. Hubbard, Jr.
Village Hall
236 Third Street
Greenport, NY 11944

RE: Professional Planning Services

Dear Mayor Hubbard:

KPC Planning Services, Inc. is pleased to submit the enclosed qualifications and rate schedule for professional planning services. We would be pleased to provide professional planning services for the Village Trustees, and the Village Planning Board as needed. The prospective work in the Village would draw on our expertise in crafting local planning initiatives that ensures future development will be consistent with the goals and objectives of the Village.

KPC Planning Services, Inc. is a full service planning firm with a strong reputation for providing high quality planning services to a number of municipalities to assist with all their planning related needs, including but not limited to, land use and related studies, long range planning initiatives, design guidelines, code amendments, as well as the review and preparation of documentation pursuant to the requirements of the State Environmental Quality Review Act (SEQRA).

If you have any questions or require further documentation, please feel free to contact me personally at 631-365-1170.

Thank you for your consideration.

Sincerely,
KPC Planning Services

Kyle P. Collins, AICP

COMPREHENSIVE PLANNING SERVICES

- Land Use Planning and Zoning
- Environmental Impact Review (State Environmental Quality Review Act)
- Comprehensive Planning
- Site Planning
- Local Waterfront Revitalization
- Compliance review of Site Plan, Subdivision, and Wetlands Applications
- Design Guidelines- Preparation and Review
- Drafting of Zoning Legislation

GENERAL PLANING SERVICES

We currently or have provided general planning services to the following municipalities:

Village of Westhampton Beach

-appointed by the Village as Village Planner to provide long range planning services for the Village Trustees and to provide general planning services associated with development applications for the Planning Board.

Village of Belle Terre

-assist with SEQRA review associated with development applications; provide professional planning services to the Village Trustees associated with development applications, including special permit, and site plans applications.

Village of Islandia

-assist with SEQRA review associated with development applications; provide professional planning services to the Village Trustees associated with development applications, including zone changes and site plans.

Town of Southold

-assist with SEQRA review associated with development applications

LONG RANGE PLANNING PROJECTS

KPC Planning Services, Inc. is currently involved with the following long-range planning initiatives:

Village of Westhampton Beach

2006 Business Districts Comprehensive Plan Update

The Village of Westhampton Beach, facing significant development and growth pressures, particularly within its business districts, hired our firm to prepare the 2006 Business Districts Comprehensive Plan Update. The Business Districts Comprehensive Plan establishes a land use oriented framework intended to provide the Village with an overall strategy to guide future commercial development. The plan identifies the visions and goals for the downtown and other business districts; provides an inventory of the number and types of businesses in the Village, business vacancies and the amount of vacant business-zoned land; assesses the development potential of the business districts, including the relationships with available parking and recommendations for future parking needs, as well as infrastructure constraints; analyzes the existing land use patterns in the study area; recommends a future land use plan with recommendations for amending the zoning map; and recommends land use and design management strategies needed to implement the Comprehensive Plan.

Town of Southampton

Riverside Mixed Use PDD

KPS Planning Services, Inc. is drafting zoning regulations and design guidelines to implement the goals of the Riverside Hamlet Center Mixed Use Plan Development District Study. The adoption of the Riverside Hamlet Center Mixed Use Planned Development District by Town of Southampton will implement the vision established in the for Riverside's future, centered on the creation of a new downtown, Riverside Hamlet Center. The design guidelines we are developing are intended to create a sense of place - the recognized heart of the community. The goals of the design guidelines are to offer a vibrant mix of activities and uses consistent with a traditional "downtown"; provide a flexible design concept that can respond to changes in market forces; make the Riverside Hamlet Center easily walkable by providing quality pedestrian links; provide adequate parking, but do not allow it to dominate the landscape; and integrate Riverside Hamlet Center into the community through transportation connections (pedestrian/bicycle/vehicular/transit) and visual connections (streetscape theme).

Town of Southampton

Country Road 39 Corridor Study

The expansion of CR 39 in the Town of Southampton to four lanes is expected to have a profound impact on area land use patterns, both spurring new development and presenting opportunities for area improvement through redevelopment. To plan for addressing these impacts and taking advantage of the opportunities presented, the Town of Southampton hired our firm as part of a consulting team to prepare the CR 39 Corridor Study that will:

- Identify, consolidate, confirm and update goals and objectives for the corridor.
- Formulate and evaluate alternative rezoning scenarios.
- Propose other land use planning and development strategies as may be appropriate, such as procedural changes, regulations for environmental protection, historic preservation, etc.
- Identify necessary infrastructure improvements for accommodating anticipated new development.
- Recommend other capital projects to improve the area's appearance, provide public amenities, and support walking, cycling and the use of mass transit.
- Address specific large-scale projects and user populations, including the student population at SUNY Southampton, the proposed hospital relocation, senior and affordable housing, etc.
- Provide a detailed plan for implementation.

Town of Southampton

Commercial District Design Guidelines – Town Wide

In response to increasing concerns about the quality and character of commercial development throughout the Town, KPC Planning Services, Inc. was hired to work with staff in preparing comprehensive design guidelines for a range of development types in all of the commercial zoning districts in the Town. The intent of these principles and guidelines is to establish the design principles and standards in a cohesive manual to give guidance and direction to the Town for the review of proposed structures, site amenities, landscaping, and streetscape improvements. The guidelines provide a design context for site planning, building design, and landscape plans.

Proposal for Professional Planning Services
KPC Planning Services, Inc.
Village of Greenport

They are intended to provide flexibility to allow for individual diversity but at the same time provide a comprehensive framework to promote a unique and identifiable character within each of the hamlets in the Town and their surrounding neighborhoods. The design guidelines take into the account the local geography, community character identified within each of the hamlets, natural and aesthetic resources, history and social and cultural patterns.

Town of Southampton

Flying Point Mixed Use PDD

KPC Planning Services, Inc. was hired by the Town of Southampton as part of a consulting team to draft zoning regulations and design guidelines to implement the goals of the 1999 Town of Southampton Comprehensive Plan Update as it relates to establishment of the Flying Point Mixed-Use Planned Development District to create a new “downtown” on a total of 3.9 acres of land to provide a place where people can shop, work and live , and act as a gateway between the hamlet of Water Mill and Southampton Village. The regulations and design standards we are developing are being established for use by the Town in controlling and guiding the development of the subject site and to attain the following objectives:

- A. Promote an efficient and purposeful use of vacant and previously disturbed land.
- B. Establish innovative land use and zoning standards.
- C. Create a gateway that promotes the “town and country” image of the Town of Southampton by providing a small mixed-use center that provides for shopping, living and working.
- D. Create a place that provides for small business incubation and retention in keeping with the specialty retail draw of the Town.
- E. Provide an opportunity for affordable owner and rental housing to meet some of the demand of the community.
- F. Improve the perception of traffic flow by creating a secondary system of streets that helps to absorb traffic from main arterials.
- G. Improve traffic flow by providing pedestrian access to and around the development.
- H. Improve traffic flow by creating a mixed-use development that will generate less vehicle trips because people can live work and shop all in one stop.
- I. Encourage comprehensive and innovative planning and design of the highest quality, utilizing and incorporating a variety of land uses.

Proposal for Professional Planning Services
KPC Planning Services, Inc.
Village of Greenport

KPC Planning Services, Inc. Personnel and Fees

Key Personnel

Kyle P. Collins, AICP
Principal-in-Charge

Fee Schedule

<u>Title</u>	<u>Billable Rate</u>
Principal Planner	\$150.00 per hr.
Clerical	\$55.00 per hr.