



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

MARY BESS PHILLIPS

DOUGLAS W. ROBERTS

JULIA ROBINS

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

CLERK
SYLVIA PIRILLO, RMC
EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

April 19, 2018 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 JEFFREY WEINGART
Including compilation of all monthly meeting minutes

MONTHLY REPORTS FOR:

- **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.

BOARD DISCUSSION

- Proposed amendment to Chapter 118 (Sub-Division and Merger of Land) of the Village of Greenport Code

REPORTS FROM COMMITTEES

MAYOR AND VILLAGE BOARD OF TRUSTEES

PUBLIC TO ADDRESS THE BOARD



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Submitted: April 12, 2018
Meeting: April 19, 2018 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 April 2018 Work Session Report

Attachments:

Fire Department April 2018 Work Session Report (PDF)

CHIEF WAYNE MILLER
1ST ASST. CHIEF JEFFREY WEINGART
2ND ASST. CHIEF SUSANO JIMENEZ
CHAPLAIN T. MURRAY
ASST. CHAPLAIN C. KUMJIAN
TREAS/SECRETARY J. KALIN



Organized 1845

(631) 477-9801 - STATION 1
(631) 477-8261 - STATION 2
(631) 477-1943 - CHIEFS OFFICE
(631) 477-4012 - FAX
THIRD STREET · P.O. BOX 58
GREENPORT, NY 11944
Email: gfdfire@optonline.net
www.greenportfd.org

Finance Report 3/20/2018

Attendance: Chief Weingart & Jimenez, Wardens: Jensen, Barszczewski, Nyce & Kalin

Reviewed all monthly bills.

Company Requests

Eagle Hose: New warning lights, Budget

Reliefs Hose: Budget

Star Hose: Budget

Standard Hose: Budget, SCBA Masks, new truck

Phenix H&L: Budget

Rescue: Medical supplies (Hammer 2,125.62 & EMP 3242.44) to go with Hammer, 2 Zoll Cables for monitors total of \$360, Rad 57 (Hammer 4,695.95 & Boundtree 6,649.99) to go with Hammer, bolt cutter & jumper cables. Discussion about going with EPCR's

Fire Police: Budget

Water Rescue: Budget

Firematically,

A handwritten signature in black ink, appearing to read 'Jeffrey L. Weingart', with a long horizontal line extending to the right.

Jeffrey L Weingart
1st Asst Chief

Greenport Fire Department

April 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
		Company Annual Meetings		Chief's Elections St 1 7-9pm		
8	9	10	11	12	13	14
		Rescue Finance		Southold Town Chiefs Executive MTG Legends		
15	16	17	18	19	20	21
	Southold Town Chiefs @ Cutchogue FD	Wardens ST 1 7pm		Department Training 8-3-3 7pm		
22	23	24	25	26	27	28
	Defensive Driver Class 6-9pm St 1		Defensive Driver Class 6-9pm St 1	Fire Police 6pm		
29	30					
	<u>Duty Companies:</u> 832 & 833 833 First due on 24's					

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X
1																								
2																##	maximum points in category							
3																								
4																								
5	Barszczewski, Joseph	W	22	46 %	25	1	0.7 %	0	0	0	0	0	8	8	8	0	6.25	55.25	points	haz	bb	wp/sh	yap	
6	Birmingham, Kenneth		1	2.1 %	0	0	0 %	0	0	0	0	0	2	0	2	0	0	4	3	X	X	X		
7	Bogardus, William		8	17 %	25	4	2.8 %	0	0	0	0	0	4	6	2	0	0	37	28	X	X			
8	Breese, Harry	D	10	21 %	25	1	0.7 %	0	0	0	0	0	4	6	2	0	0.75	37.75	6		X	X	X	
9	Bumble III, Charles		2	4.2 %	0	0	0 %	0	0	0	0	0	2	4	0	0	0	3	3	X	X			
10	Bumble, Samantha		1	2.1 %	0	0	0 %	0	0	0	0	0	1	0	2	0	0	28	54		X	X		
11	Butler, Michael		5	10 %	25	2	1.4 %	0	0	0	0	0	1	2	0	0	0	3	3	X	X			
12	Capon, George		10	21 %	25	27	19 %	25	0	0	0	0	4	0	0	0	0	54	37	X	X	X		
13	Carey, Patrick		10	21 %	25	4	2.8 %	0	0	0	0	0	4	5	3	0	0	37	0	X	X	X		
14	Carrig, Melinda		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0	0	0	0	0					
15	Charters, Gary		0	0 %	0	0	0 %	0	0	0	0	0	1	0	2	0	0	3	3	X	X			
16	Clark III, Henry		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0	0	0	0	0					
17	Clark, James	S	7	15 %	25	2	1.4 %	0	0	0	0	0	3	5	0	0	1.25	34.25	43	X	X	X		
18	Clark, Jeffrey		18	38 %	25	1	0.7 %	0	0	0	0	0	4	6	8	0	0	43	0	X	X	X		

points as of MARCH 31, 2018 prepared by James H. Kalin

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X
4		elect/app	# Fire	%		pts	# EMS	%		pts		st/by	mtgs	misc	train	drill	pos/disl		points		haz	bb	wp/sh	yap
19	Corazzini, Jeffrey	L	3	6.3%	0	4	2.8%	0	0	0	0	0	0	0	3	0	1.25		4.25		X	X	X	
20	Corazzini, Warren		6	13%	25	12	8.5%	0	0	0	0	1	0	3	0	0	0		29		X	X	X	
21	Corwin, Everett		18	38%	25	39	27%	25	0	0	0	5	5	3	3	0	0		63		X	X	X	
22	Corwin, Norma	W,L	13	27%	25	45	32%	25	0	0	0	7	3	2	2	0	3.25		65.25		X	X		
23	Corwin, Raymond		15	31%	25	19	13%	25	0	0	0	2	8	3	0	0	0		63		X	X	X	
24	Corwin, Robert	C,D	32	67%	25	103	73%	25	0	0	0	7	5	2	2	0	2.75		66.75		X	X		
25	Corwin, Scott		18	38%	25	3	2.1%	0	0	0	0	3	1	3	0	0	0		32		X	X	X	
26	Costas, Tom		9	19%	25	3	2.1%	0	0	0	0	3	4	2	2	0	0		34		X	X		
27	Creedon, Daniel	L	4	8.3%	0	7	4.9%	0	0	0	0	4	4	2	1	0	1.25		8.25				X	
28	De Kerillis, Alain	T	21	44%	25	78	55%	25	0	0	0	3	0	3	3	0	1.25		57.25		X	X	X	
29	Detrick, Gary		5	10%	25	2	1.4%	0	0	0	0	1	3	0	0	0	0		29					
30	Ellis, Scott		6	13%	25	10	7%	0	0	0	0	2	3	3	3	0	0		33		X	X	X	
31	Ficurilli, Michael		16	33%	25	4	2.8%	0	0	0	0	2	3	8	0	0	0		38		X	X	X	
32	Flora, Michael		17	35%	25	0	0%	0	0	0	0	3	6	2	2	0	0		36		X	X		
33	Garcia, Gloria		0	0%	0	0	0%	0	0	0	0	0	0	0	0	0	0		0					
34	Golden, Danielle		2	4.2%	0	7	4.9%	0	0	0	0	0	0	0	0	0	0		0					
35	Goldstein, Myron		0	0%	0	0	0%	0	0	0	0	0	0	0	0	0	0		0					

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	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X
		elect/app	# Fire	%		pts	# EMS	%		pts		st/by	migs	misc	train	drill	pos(dis)	points	haz	bb	wp/sh	yap		
4																								
36	Grattan, Timothy		5	10 %	25	1	0.7 %	0	0	0	0	0	2	0	0	0	0	27						
37	Gray, Sally Anne		1	2.1 %	0	6	4.2 %	0	0	0	0	0	0	0	0	0	0	0	0					
38	Grilli, Jared		0	0 %	0	0	0 %	0	0	0	0	0	3	0	0	0	0	3						
39	Grilli, Jennifer		1	2.1 %	0	1	0.7 %	0	0	0	0	0	5	4	2	0	0	11	X	X				
40	Grilli, John	W	1	2.1 %	0	0	0 %	0	0	0	0	0	8	5	2	0	2	17	X	X				
41	Hamilton Jr., Robert	D	22	46 %	25	6	4.2 %	0	0	0	0	0	2	9	3	0	0.75	39.75	X	X	X	X		
42	Hanold, Christopher	D,C	10	21 %	25	21	15 %	25	0	0	0	0	3	8	3	0	2.75	66.75	X	X	X	X		
43	Harris, Cliff	C	4	8.3 %	0	0	0 %	0	0	0	0	0	2	6	3	0	2	13	X	X				
44	Harris, Peter	L,T	22	46 %	25	8	5.6 %	0	0	0	0	0	5	8	3	0	2.5	43.5	X	X	X	X		
45	Hays, Spencer		10	21 %	25	2	1.4 %	0	0	0	0	0	2	6	1	0	0	34				X		
46	Hollid, Scott	C	10	21 %	25	2	1.4 %	0	0	0	0	0	5	5	2	0	2	39	X	X				
47	Hubbard Jr, George		2	4.2 %	0	0	0 %	0	0	0	0	0	5	5	3	0	0	13	X	X				
48	Hughes, Colleen	S	10	21 %	25	18	13 %	25	0	0	0	0	2	5	3	0	1.25	61.25	X	X	X	X		
49	Huzsek, Andrew H		34	71 %	25	4	2.8 %	0	0	0	0	0	6	8	3	0	0	42	X	X	X	X		
50	Hydell, Carol	S	7	15 %	25	6	4.2 %	0	0	0	0	0	5	8	2	0	1.25	41.25	X	X				
51	Hydell, Charles	L	16	33 %	25	13	9.2 %	0	0	0	0	0	5	9	2	0	1.25	42.25	X	X				
52	Jenkins, Karolyn		1	2.1 %	0	1	0.7 %	0	0	0	0	0	2	2	2	0	0	6		X	X			

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	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X
4		<u>elect/app</u>	<u># Fire</u>	<u>%</u>	<u>pts</u>	<u># EMS</u>	<u>%</u>	<u>pts</u>	<u>st/by</u>	<u>mtgs</u>	<u>misc</u>	<u>train</u>	<u>drill</u>	<u>pos/dls</u>	<u>points</u>	<u>haz</u>	<u>bb</u>	<u>wp/sh</u>	<u>yap</u>					
53	Jensen, Warren	W	5	10 %	25	0	0 %	0	0	6	4	3	0	2	40	X	X	X						
54	Jester, Robert		2	4.2 %	0	3	2.1 %	0	0	4	7	8	0	0	19	X	X	X						
55	Jimenez, Susano	CH	36	75 %	25	92	65 %	25	0	15	10	3	0	6.25	84.25	X	X	X						
56	Johnson, Craig	L	3	6.3 %	0	9	6.3 %	0	0	0	4	0	0	1.25	5.25									
57	Kalin, James	W,T,D,D	32	67 %	25	96	68 %	25	0	7	6	3	0	4.75	70.75	X	X	X						
58	King, David	T,D	19	40 %	25	8	5.6 %	0	0	4	7	3	0	2	41	X	X	X						
59	Kostal, Shelby		1	2.1 %	0	1	0.7 %	0	0	2	0	0	0	0	2									
60	Land, Shannon		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0									
61	Luke, Alexander		6	13 %	25	3	2.1 %	0	0	0	5	3	0	0	33	X	X	X						
62	Maloney, Michael		3	6.3 %	0	1	0.7 %	0	0	3	5	7	0	0	15	X	X	X						
63	Manwaring, Julia		19	40 %	25	12	8.5 %	0	0	6	4	8	0	0	43	X	X	X						
64	Manwaring, Wayde	C	23	48 %	25	18	13 %	25	0	7	4	9	0	2	72	X	X	X						
65	Marczewski, Macy		3	6.3 %	0	0	0 %	0	0	4	5	3	0	0	12	X	X	X						
66	Martocchia, Jerome	W	12	25 %	25	5	3.5 %	0	0	9	4	4	0	2	44	X	X	X						
67	Mazzei, Aileen		3	6.3 %	0	1	0.7 %	0	0	2	4	2	0	0	8	X	X	X						
68	Melly, Megan		11	23 %	25	29	20 %	25	0	1	5	2	0	0	58	X	X	X						

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	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X
4		elect/app	# Fire	%		pts	# EMS	%		pts		st/by	mtes	misc	train	drill	pos(dis)	points		haz	bb	wp/sh	yap	
69	Miller, Joseph		2	4.2%	0	2	1.4%	0	0	0	0	0	0	0	3	0	0	3		X	X	X		
70	Miller, Wayne	CH	12	25%	25	43	30%	25	0	10	8	2	0	6.25	76.25	0	0	0	0	X	X			
71	Mills, William, III		0	0%	0	0	0%	0	0	0	0	0	0	0	2	0	0	0	2	X	X			
72	Milovich Jr., Joseph	W	16	33%	25	1	0.7%	0	0	8	4	3	0	2	42	0	2	0	0	X	X	X		
73	Mims, Ralph		0	0%	0	0	0%	0	0	0	0	0	0	0	0	0	0	0	0					
74	Morris, Gregory		1	2.1%	0	0	0%	0	0	1	2	0	0	0	3	0	0	0	3					
75	Musto, Francis		18	38%	25	51	36%	25	0	7	7	3	0	0	67	0	0	0	0	X	X	X		
76	Myslborski, Henry		1	2.1%	0	0	0%	0	0	0	2	2	3	0	7	0	0	0	0	X	X	X		
77	Myslborski, Linda		0	0%	0	5	3.5%	0	0	0	0	0	0	0	0	0	0	0	0					
78	Nedoszytko, William	S	0	0%	0	0	0%	0	0	0	1	0	0	0	2.25	0	1.25	0	0					
79	Nyce, David	W,L	41	85%	25	1	0.7%	0	0	6	6	8	0	3.25	48.25	0	0	0	0	X	X	X		
80	Parker, Jason	D	8	17%	25	19	13%	25	0	2	0	0	0	1.25	53.25	0	1.25	0	0					
81	Pirillo, James A. (s)		25	52%	25	4	2.8%	0	0	3	7	3	0	0	38	0	0	0	0	X	X	X		
82	Pirillo, James J. (f)		18	38%	25	4	2.8%	0	0	5	7	3	0	0	40	0	0	0	0	X	X	X		
83	Pope, George	L,D	33	69%	25	63	44%	25	0	6	2	8	0	2	68	0	2	0	0	X	X	X		
84	Purcell, Bernard		46	96%	25	81	57%	25	0	7	9	3	0	0	69	0	0	0	0	X	X	X		
85	Purcell, Ryan	C	2	4.2%	0	0	0%	0	0	0	4	3	3	0	12	0	2	0	0	X	X	X		

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	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X
4		elect/app	# Fire	%		pts	# EMS	%		pts		st/by	mtgs	misc	train	drill	pos/disl	points		haz	bb	wp/sh	yap	
86	Quillin, Michael	D	11	23	%	25	2	1.4	%	0		0	3	5	3	0	0.75	36.75		X	X	X		
87	Raynor, Dale		16	33	%	25	5	3.5	%	0		0	3	3	3	0	0	34		X	X	X		
88	Reiss, Helen	L	8	17	%	25	53	37	%	25		0	3	3	5	0	1.25	62.25		X	X	X		
89	Rempe Jr, Fred		12	25	%	25	31	22	%	25		0	4	5	2	0	0	61		X	X			
90	Richter, Michael	T,T	7	15	%	25	44	31	%	25		0	5	1	4	0	2.5	62.5		X	X	X		
91	Rosa, Lisa		6	13	%	25	5	3.5	%	0		0	5	6	7	0	0	43		X	X	X		
92	Ruffner, William		0	0	%	0	0	0	%	0		0	0	0	0	0	0	0	0					
93	Rung, Rosalie		0	0	%	0	0	0	%	0		0	1	0	0	0	0	1						
94	Rutkowski, Stephen		34	71	%	25	79	56	%	25		0	8	8	3	0	0	69		X	X	X		
95	Sieban, Edward	S,T,W	1	2.1	%	0	0	0	%	0		0	5	0	3	0	4.5	12.5		X	X	X		
96	Skrezec, John		25	52	%	25	19	13	%	25		0	3	7	3	0	0	63		X	X	X		
97	Spanos, James		1	2.1	%	0	0	0	%	0		0	2	1	0	0	0	3						
98	Spinozzi, Matthew		25	52	%	25	27	19	%	25		0	0	0	0	0	0	50						
99	Staples, Halsey		17	35	%	25	43	30	%	25		0	2	0	3	0	0	55		X	X	X		
100	Stoner, Gary		9	19	%	25	0	0	%	0		0	3	1	0	0	0	29						
101	Stoner, Kylie		6	13	%	25	27	19	%	25		0	0	0	0	0	0	50						
102	Tamin, John		33	69	%	25	54	38	%	25		0	4	6	3	0	0	63		X	X	X		

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	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X
		elect/app	# Fire	%		pts	# EMS	%		pts		st/by	mtgs	misc	train	drill	pos(dis)	points	haz	hb	wp/sh	yap		
4																								
103	Tejada, Yira		2	4.2 %	0	3	2.1 %	0	0	0	0	0	1	0	4	0	0	5					X	
104	Thorp, Thomas		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0	0	0	0	0					
105	VanEtten, George		13	27 %	25	9	6.3 %	0	0	0	0	0	5	5	3	0	0	38	X	X	X			
106	Verity, Michael		0	0 %	0	0	0 %	0	0	0	0	0	0	0	3	0	0	3	X	X	X			
107	Volinski, Antone, Jr.		26	54 %	25	15	11 %	25	25	25	0	0	3	5	3	0	0	61	X	X	X			
108	Volinski, Antone, III	W	17	35 %	25	60	42 %	25	25	25	0	0	2	3	3	0	2	60	X	X	X			
109	Volinski, Darryl	L	7	15 %	25	15	11 %	25	25	25	0	0	2	2	2	0	1.25	57.25	X	X	X			
110	Walker, David		1	2.1 %	0	2	1.4 %	0	0	0	0	0	1	0	2	0	0	3	X	X	X			
111	Walters, Joseph		1	2.1 %	0	0	0 %	0	0	0	0	0	3	0	3	0	0	6	X	X	X			
112	Weingart, Jeffrey	CH	13	27 %	25	24	17 %	25	25	25	0	0	5	3	1	0	6.25	65.25				X		
113	Wright, William		20	42 %	25	4	2.8 %	0	0	0	0	0	4	6	3	0	0	38	X	X	X			
114	Zurek, Gregory		8	17 %	25	6	4.2 %	0	0	0	0	0	5	7	3	0	0	40	X	X	X			
115	Zurek Jr, Stanley		7	15 %	25	4	2.8 %	0	0	0	0	0	7	0	3	0	0	35	X	X	X			
116																								

points as of MARCH 31, 2018 prepared by James H. Kallin

CHIEF WAYNE MILLER
1ST ASST. CHIEF JEFFREY WEINGART
2ND ASST. CHIEF SUSANO JIMENEZ
CHAPLAIN T. MURRAY
ASST. CHAPLAIN C. KUMJIAN
TREAS/SECRETARY J. KALIN



Organized 1845

(631) 477-9801 - STATION 1
(631) 477-8261 - STATION 2
(631) 477-1943 - CHIEFS OFFICE
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THIRD STREET · P.O. BOX 58
GREENPORT, NY 11944
Email: gdfire@optonline.net
www.greenportfd.org

03/27/18

March 2018 Greenport Fire Dept. Wardens Meeting.

In attendance were Chiefs Miller, Weingart and Jimenez.

Wardens were Joseph Barszczewski , Joseph Martocchia, Joseph Milovich , Warren Jensen , John Grilli , Tony Volinski , Norma Corwin and Ed Seiban.

Meeting opened at 19:32 hrs by Chief Miller.

Reading of Previous meeting , m/m Milovich sec. Grilli to dispense.

Finance read by Chief Weingart.

All wishing to speak, Frank Mesto mentioned about looking into getting grant money for the Dept.. Some discussion ensued.

George Capon asked to use the firehouse on August 6th for personal reasons.(station 1)

Treasures report read by Warden Jensen.

Communications – Letter from Riverhead FD for a spaghetti dinner fundraiser on April 7th. Letter from SIFD thanking the GFD for their assistance on their 13/35. Letter from Hagermen FD for a fundraiser. Letter from NYS Association of Fire Chiefs for a gift Certificate. Letter from Flanders FD to buy a

advertisement for their 70th Anniversary fundraiser. Letter from Islip Town Fire Fighters Museum for a training seminar. Letter from the Suffolk County Burn Center about upcoming events. Letter from Southern NY Volunteers Fireman's Association for their 123rd Installation dinner. Letter from East Quogue FD for their 8th annual comedy night fundraiser.

Building & Grounds- Discussed doing floors in Station 2. m/m Milovich Sec/ Volinski to proceed doing floors in station2. (truck bay floors) T Volinski asked why we are having problems getting someone to do gutters on station 2. (no one wants to take on job due to legal issues, mostly prevailing wage) Much discussion ensued. T Volinski mentioned getting gutters and roof done at same time. m/m Volinski sec/ Corwin to approve. Chief Miller mentioned work being done on parking lot at Station1.. J Milovich mentioned electrical work being done in back blding by Rep Electric. m/m Volinski sec/ Grilli to have work done.

Service Awards- Chief miller mentioned service awards change will be going out for a vote.

Communications- Chief Weingart mentioned radio room work to be done. Milovich mentioned about getting a generator or using someones at tower to work radios during power outages.

Company & Squad requests- 8-3-1= W Jensen mentioned the sign being the same for long amounts of time and mentioned the condition of grounds. 2- Mentioned getting points for Physicals. 3- Budget 4-To replace pins on Big Six wheel. 80th

anniv of Fire Boat looking for sponsors. Final specs for new truck will be ready for next wardens meeting, (how to go about getting approval). 5-Lights , Budget

New Buisness- J Grilli mentioned condition of card maker for different dept IDs. J Kalin asked to change his Defensive Driving course to April 2nd & 4th.

Good of Dept- N Corwin mentioned having a company (clinic clean) come in and clean the Ambulance on a monthly basis. m/m Seiban sec/ Volinski to approve. J Grilli asked to order Prism Polish to clean Ole 33 m/m Volinski sec Milovich to purchace polish. Chief Miller mentioned Installation Dinner invites from all outside departments.

Reading of previous to adjourn , (dispense)

Adjourned at 21.33 hrs

Respectively submitted by

A handwritten signature in black ink, appearing to read "Susano Jimenez". The signature is written in a cursive, flowing style.

Susano Jimenez - 2nd Asst Chief

GREENPORT FIRE DEPARTMENT

TREASURERS REPORT

02/22/2018 thru 03/27/2018

GENERAL FUND		<u>beginning balance</u>	\$ 10,945.15
	<u>receipts</u>	Grainger's - refund	+ \$220.71
		V of G reimbursement	+ \$98.00
		Kalin - def drv rebate	+ \$86.25
	<u>expenditures</u>	McMann Price - d def drv x 5	- \$175.00
		E. Sieban - clock	- \$23.00
		<u>ending balance</u>	<u>\$ 11,152.11</u>

MEMORIAL FUND		<u>balance unchanged</u>	<u>\$1,447.58</u>
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MAY MILE FUND		<u>beginning balance</u>	\$ 7,733.75
	<u>expenditures</u>	A. Volinsli, Jr. - kitchen sup.	- 13.72
		John Grilli - OL'33 fuel	\$ - 18.93
			<u>\$ 7,701.10</u>

WATER RESCUE SQUAD FUND		<u>balance unchanged</u>	<u>-(\$51.96)</u>
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WASH. B'DAY FUND		<u>balance unchanged</u>	<u>\$597.13</u>
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RESCUE SQUAD 2% FUND		<u>balance unchanged</u>	<u>\$5,068.36</u>
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submitted by James H. Kalin, Secretary-Treasurer



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ROBERT BRANDT
EXT. 217

Submitted: April 12, 2018
Meeting: April 19, 2018 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Derryl Baumer, *Engineering Aide*
From: Paul Pallas, *P.E. Village Administrator*
Department: Village Administrator

Work Session Report Village Administrator - Utilities

Work Session Report for Road and Utilities

April 19, 2018

Administrator's Office

Statistics

Work Orders:

Electric = 24 Written, 24 Completed

Water = 5 Written, 5 Completed

Sewer = 44 Written, 44 Completed

Road = 26 Written, 26 Completed

Reports

❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 04-06-2018. 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 04-13-2018.

Resolutions:

- Hiring of Edward Meier
- Hiring of Mathew Mortillo
- Hiring of Stephen Venuti
- Accept H2M Proposal for Water Quality Report
- Amistad request for waiver of dock fee
- Emcor change orders
- Approval of Microgrid Project design phase
- Haugland Energy - Contract extension for Moore's Lane
- T-Mobile Contract Renewal
- MTA communication agreement

Road/Water Department

Statistics

Water Distribution:

5,962,000 Gallons Sold

Sampling:

All water samples complied with Department of Health requirements.

Locations: 419 Sixth Street - Slop Sink
Total Coliform = Negative
E Coli = Absent
Residual Chlorine = 0.51 mg/L

Third Street Firehouse - Kitchen Sink
Total Coliform = Negative
E Coli = Absent
Residual Chlorine = 0.50 mg/L

The form, DOH-360, was filed with the DOH on April 6, 2018 outlining the above results.

Report

Tasks Accomplished:

- ❖ Performed water machine maintenance.
- ❖ Cleaned the tops of all storm drains.
- ❖ Patched Roads throughout the village.
- ❖ Removed tree stumps from the tank yard on Moore's Lane and carted to landfill.
- ❖ Secured well points on Moore's Lane.
- ❖ Made repairs to G-55, G-66, G-12 and the street sweeper.
- ❖ Performed preventative maintenance on the Back-hoe.
- ❖ Replaced hydraulic line on the Caterpillar.
- ❖ Steam cleaned the entire fleet of vehicles to remove salt and sand.
- ❖ Installed new water meters at several locations.
- ❖ Removed trees that fell during storm activity.
- ❖ Marked new traffic cones and barrels.
- ❖ Removed brush from the Wastewater Treatment Plant.
- ❖ Removed Ice Rink from Mitchell Park and stored at Building No. 10

Projects:

The Road Crew removed the backfill on Main Street and installed drainage stone and soil in the Rain Gardens. Beach Pebbles were also installed along the edges. Plants and mulch are expected to be installed by the end of April.

Sewer Department

Statistics

Flow and Sampling:

The plant continues to run well, and performs under DEC permit requirements.

Total plant flow for the month of March = 13,327,000 gallons.

Average Daily Flow = 0.430 million gallons/day. (MGD). Permit limit = 0.650 MGD

Total Suspended Solids, (TSS) % removal = 92% Permit limit = 75%

Carbonaceous BOD Removal, (CBOD) = 98% Permit limit = 75 %

Coliform Fecal General = 5.5 MPN/100 Permit limit = 200 MPN/100

Coliform Total General = 15.6 MPN/100 Permit limit = 700 MPN/100

Total Nitrogen in effluent = 41.0 lbs/day

Sludge Removal:

34,000 gallons of sludge was hauled during March.

Report

❖ Treatment Plant:

Cleaned and greased UV disinfection system

Took BNR Basin No. 1 out of service and put BNR Basin No. 2 in service

Installed new gas relief valve on RAS piping in sludge room

Sludge pump No. 2 was repaired

❖ Collection System:

Cleared a blockage on Main Street

Control Panel at Cliffside Pump Station was repaired

Cleaned grease from wet wells at Claudio's and 6th Street Pump Stations

Jet-rodded main on Atlantic Avenue

Repaired Manhole at Case and Main Streets

Responded to complaints on Fifth Avenue, Sixth Avenue and Front Street and found no issues on our end

Electric Department

Statistics

Monthly Power Usage:

Maximum usage day = March 7th @ 97.526 Mwh
Minimum usage day = March 31st @ 73.657 Mwh
Peak Demand = March 7th @ 6:15 PM 4.708 Mw
Monthly total usage = 2648.253 Mwh

Greenport Meter Daily Totals Sheet is attached

Service calls/call outs = 8
Street light repairs = 10
Customers shut off for non-payment = 10
Customers turned on for payment = 8
Customers turned on for the season = 0
New Services/Service Upgrades = 1

Tasks Accomplished:

- ❖ Repaired services on Fifth Street due to tree damage
- ❖ Replaced a transformer on Second Street
- ❖ Installed new primary jumper at Fifth Street and South Street due to wind damage.
- ❖ Performed DMNC Test on Engine No. 6
- ❖ Electric Plant staff assisted with removal of snow when needed.
- ❖ Assisted Sewer Department with lifting of heavy equipment and some tree removals
- ❖ General building and grounds maintenance

Attachments:

Greenport Meter Daily Totals Mar 18 (PDF)

Daily Totals - GREENPORT

Customer Information

Name: GREENPORT JEMSTAR
 Address: Village of Greenport
 Long Island
 Acct. No:
 Meter No: KW DEL

Thu Mar 1 2018 to Sat Mar 31 2018

Total Usage: 2,648,253.00 KWH
 Peak Demand: 4,708.00 KW
 Occurred On: Mar 7 2018 18:15
 Load Factor: 75.71 %

Period Ending	Ch. 1 (KWH)
03/01/2018	78,560.00
03/02/2018	90,766.00
03/03/2018	89,227.00
03/04/2018	86,083.00
03/05/2018	90,992.00
03/06/2018	84,720.00
03/07/2018	97,526.00
03/08/2018	93,088.00
03/09/2018	91,406.00
03/10/2018	89,750.00
03/11/2018	80,799.00
03/12/2018	84,712.00
03/13/2018	92,487.00
03/14/2018	91,567.00
03/15/2018	82,467.00
03/16/2018	88,324.00
03/17/2018	89,928.00
03/18/2018	88,221.00
03/19/2018	84,040.00
03/20/2018	89,141.00
03/21/2018	93,800.00
03/22/2018	87,223.00
03/23/2018	81,954.00
03/24/2018	79,034.00
03/25/2018	81,244.00
03/26/2018	81,531.00
03/27/2018	80,119.00
03/28/2018	75,889.00
03/29/2018	74,663.00
03/30/2018	75,335.00
03/31/2018	73,657.00



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Submitted: April 12, 2018
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To: Mayor George W. Hubbard, Jr.
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Prepared By: Derryl Baumer, *Engineering Aide*
From: Paul Pallas, *P.E. Village Administrator*
Department: Village Administrator

Work Session Report Village Administrator - Building

Work Session Report for Building Department

April 19, 2018

Building Inspector's Office

Reports

- ❖ The Fire Marshal and Code Enforcer continue to process building applications, we are in the process of hiring a Building Inspector.
- ❖ Site plan review and inspections are being completed by the Fire Marshal and Code Enforcer.

Building Department statistics are attached.

Code Enforcer's Office

Reports

- ❖ We continue to conduct daily patrols of the Village and respond to complaints.
- ❖ Preparation for the summer season has begun. We are reviewing the traffic regulation signs and making sure that they are correct and intact.

Traffic Enforcement Statistics Report is attached.

Code Enforcement Report is attached.

Fire Marshal Report is attached.

Attachments:

Building Department Rep 041918 (PDF)

Park Enf Rep 041918 (PDF)

Code Enf Rep 041918 (PDF)

Fire Marshal Rep 041918 (PDF)



Village of Greenport Building Department

April 1, 2018

Monthly Report
 REPORT COVERING
 3/01/2018 through 3/31/2018

Incorporated Village

PERMIT TYPE	PERMIT NO.	PERMIT DATE	PARCEL ID	LEGAL ADDRESS	STATUS
Alterations & Repairs	02697	March 8, 2018	2.-6-17	539 Second Street, Greenport, NY, 11944	OPEN
Fence	02698	March 8, 2018	4.-2-9	Third Street	OPEN
Alterations & Repairs	02699	March 8, 2018	4.-1-20.4	North Street	OPEN
New Construction	02700	March 8, 2018	2.-2-29	217 Monsell Place, Greenport, NY, 11944	OPEN
Demolition	02701	March 8, 2018	2.-6-15	529 Second Street, Greenport, NY, 11944	COMPLETED
Accessory Structures	02702	March 8, 2018	2.-6-15	529 Second Street, Greenport, NY, 11944	OPEN
Alterations & Repairs	02703	March 12, 2018	6.-1-8	502 Wiggins Street, Greenport, NY, 11944	OPEN
Existing Commercial	02704	March 15, 2018	5.-4-31.1	15 Front Street, Greenport, NY, 11944	OPEN
Demolition	02705	March 15, 2018	5.-3-17	136 Main Street, Greenport, NY, 11944	OPEN
Existing Commercial	02706	March 15, 2018	5.-4-29	19 Front Street, Greenport, NY, 11944	OPEN
Alterations & Repairs	02707	March 16, 2018	2.-1-15.1	836 Main Street, Greenport, NY, 11944	OPEN
Alterations & Repairs	02708	March 16, 2018	4.-7-15	429 Main Street, Greenport, NY, 11944	OPEN
Fence	02709	March 16, 2018	4.-8-11	418 Front Street, Greenport, NY, 11944	OPEN

PERMIT TYPE	PERMIT NO.	PERMIT DATE	PARCEL ID	LEGAL ADDRESS	STATUS
Fence	02710	March 19, 2018	4.-6-34.6	First Street	OPEN
Dumpster	18-06	March 8, 2108	N/A	401 Wiggins Street, Greenport, NY, 11944	OPEN
Dumpster	18-07	March 29, 2018	N/A	114 North Street, Greenport, NY, 11944	OPEN



Village of Greenport Enforcement Report

TRAFFIC ENFORCEMENT

April 1, 2018

Monthly Report
REPORT COVERING
3/1/2018 through 3/31/2018

Incorporated Village

FINE COLLECTION BY MONTH: 2018

MONTH	No. OF TICKETS PAID	AMOUNT COLLECTED (VIA PLEA OF GUILTY OR COURT RULING)
January	32	\$3,455.00
February	31	\$2,940.00
March	19	\$2,350.00
April		
May		
June		
July		
August		
September		
October		
November		
December		
YTD	82	\$8,745.00

MARCH 2018

Fine Collection by Violation Type

VIOLATION	CASE	AMOUNT
PARKED FACING WRONG DIR.	3	\$275.00
PRKD ON VILLAGE ST. DURING SNOW STORM	10	\$1,300.00
PRKD OUTSIDE OF MARKINGS	1	\$225.00
UNINSPECTED	1	\$50.00
UNREGISTERED	1	\$75.00
VEHICLE PARKD OUTSD LINES	3	\$425.00
Totals	19	\$2,350.00

TICKETS ISSUED: MARCH 2018

Case by Violation Type

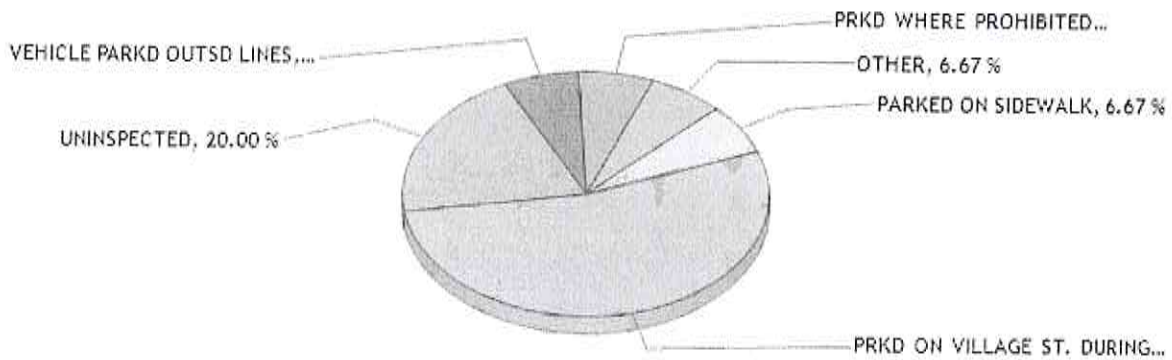
Code	Description	2018	Total
1	VEHICLE PARKD OUTSD LINES	1	1
13	PARKED ON SIDEWALK	1	1
15	UNINSPECTED	3	3
2	PRKD WHERE PROHIBITED SCHEDULE XI.	1	1
21	OTHER	1	1
5	PRKD ON VILLAGE ST. DURING SNOW STORM	8	8
Total		15	15

Top five by Violation Types

- PRKD ON VILLAGE ST. DURING SNOW STORM
- UNINSPECTED
- VEHICLE PARKD OUTSD LINES
- PRKD WHERE PROHIBITED SCHEDULE XI.
- OTHER

These Violations combined represent 93.34% of issuance Town wide.

Frequently Issued Violations





Village of Greenport Enforcement Report

CODE ENFORCEMENT

April 1, 2018

Monthly Report
REPORT COVERING
03/01/2017 through 03/31/2018

Incorporated Village

VIOLATION/COMPLAINT	DATE/TIME	FACTUAL	DISPOSITION
Several 2015 IPMC violations 229 Third Street Greenport, New York, 11944	ONGOING	Property has been in violation of several Int'l Property Maintenance Codes	Fire Marshal Smith has issued 7 appearance tickets in regard to these violations. The defendant appeared in court on March 28, 2018 where a plea of "Not Guilty" was entered. This case will go to trial.
Garbage Encroaching Property 633 Third Street Greenport, New York, 11944 **COMPLAINT**	March 1, 2018 15:17	Investigation found debris spread on side yard.	Will continue to monitor situation in attempt to catch whoever is dumping garbage.
Cones Reserving Parking I/V/O 152 Bay Avenue Greenport, New York, 11944	March 6, 2018 14:12	Neighbor states neighbor places out traffic cones to save spots on Village Street.	No cones were observed. Enforcement will continue to monitor situation.
Snow Restriction Village Wide Greenport, New York, 11944	March 12, 2018 CONTINUOUS	Snow storm in forecast, restrictions to begin at 8pm.	Flyers and notice given to businesses and residence regarding parking restriction.
Parked on Street during Snowstorm (132-18 VGC) Village Wide Greenport, New York, 11944	March 13, 2018	Vehicles observed to be in violation of parking restriction.	8 summonses issued to vehicles in violation of parking restriction.
Violation of HPC Approval (76-5A VGC) 211 Carpenter Street Greenport, New York, 11944	March 22, 2018 11:30	Stop Work Order Issued in regard to construction not in compliance with HPC approval	Stop Work Order issued. Owner has since gotten permission to continue work. Appearance ticket issued regarding the work being done not in compliance with approved HPC plans. Property was

VIOLATION/COMPLAINT	DATE/TIME	FACTUAL	DISPOSITION
Several Code Violations 236-238 Fifth Avenue Greenport, New York, 11944 **COMPLAINT**	March 28, 2018 12:50	Several alleged Code violations submitted to Village Enforcement and Southold Town Police	Complainant advised of complaints that would be civil and police matters. Village Code concerns will be monitored. Any violations will be handled accordingly.
Brush Pick-Up 217 Center Street Greenport, New York, 11944	March 29, 2018	Brush pile placed out before permitted date.	Letter sent to property owner with 2018 Brush Pick up Schedule
Brush Pick-Up 122 North Street Greenport, New York, 11944	March 29, 2018	Brush pile placed out before permitted date.	Letter sent to property owner with 2018 Brush Pick up Schedule
Brush Pick-Up 330 Second Street Greenport, New York, 11944	March 29, 2018	Brush pile placed out before permitted date.	Letter sent to property owner with 2018 Brush Pick up Schedule
Brush Pick-Up 220 Fifth Avenue Greenport, New York, 11944	March 29, 2018	Brush pile placed out before permitted date.	Letter sent to property owner with 2018 Brush Pick up Schedule
Brush Pick-Up 126 Central Avenue Greenport, New York, 11944	March 29, 2018	Brush pile placed out before permitted date.	Letter sent to property owner with 2018 Brush Pick up Schedule
Brush Pick-Up 639 Main Street Greenport, New York, 11944	March 29, 2018	Brush pile placed out before permitted date.	Letter sent to property owner with 2018 Brush Pick up Schedule
Brush Pick-Up 217 Sixth Street Greenport, New York, 11944	March 29, 2018	Brush pile placed out before permitted date.	Letter sent to property owner with 2018 Brush Pick up Schedule

VIOLATION/COMPLAINT	DATE/TIME	FACTUAL	DISPOSITION
Brush Pick-Up 215 Fifth Street Greenport, New York, 11944	March 29, 2018	Brush pile placed out before permitted date.	Letter sent to property owner with 2018 Brush Pick up Schedule
Brush Pick-Up 415 Brown Street Greenport, New York, 11944	March 29, 2018	Brush pile placed out before permitted date.	Letter sent to property owner with 2018 Brush Pick up Schedule
Brush Pick-Up 637 Third Street Greenport, New York, 11944	March 29, 2018	Brush pile placed out before permitted date.	Letter sent to property owner with 2018 Brush Pick up Schedule
Sign Regulations (150-15 VGC) EMPTY LOT Kaplan Avenue, Greenport, New York, 11944	March 30, 2018	Real Estate sign and post constructed on lot without approval.	Notice of Violation sent to Real Estate Agent. Sign must be taken down by April 8, 2018.
Sign Regulations (150-15 VGC) 449 Main Street Greenport, New York, 11944	March 31, 2018	Sign has been put up without proper approvals.	Notice of Violation sent to property owner. Sign must be taken down by April 9, 2018



Village of Greenport Fire Marshal Report

April 1, 2018

Monthly Report
REPORT COVERING
3/01/2018 through 3/31/2018

Incorporated Village

***THE FIRE MARSHAL CONTINUES TO PROCESS BUILDING PERMIT APPLICATIONS AND PERFORM SITE PLAN REVIEWS WHILE WE ARE IN THE PROCESS OF HIRING A NEW BUILDING INSPECTOR. ***

LOCATION	DATE	REASON	DISPOSITION
114 Main Street, Greenport, NY, 11944	3/7/2018	200LB Sprinkler System Test	System has passed test.
301 North Street, Apt. C-15, Greenport, NY, 11944	3/15/2018	Final Inspection	All construction seems to be in compliance with approved plans.
615 Main Street, Greenport, NY, 11944	3/15/2018	Final Inspection	All construction seems to be in compliance with approved plans.
19 Front Street, Greenport, NY, 11944	3/15/2018	Framing Inspection	All construction seems to be in compliance with approved plans.
633 First Street, Greenport, NY, 11944	3/15/2018	Framing Inspection	All construction seems to be in compliance with approved plans.
Front Street and Third Street, Greenport, NY, 11944	3/15/2018	Hotel Project Meeting/Inspection	All construction seems to be in compliance with approved plans.
209 Front Street, Greenport, NY, 11944	3/22/2018	Fire Prevention Inspection	Inspection of property found minor violations. Property must correct these violations within 30 days.
Front Street and Third Street, Greenport, NY, 11944	3/22/2018	Hotel Project Meeting	Discussion for new drainage plan.
15 Front Street, Greenport, NY, 11944	3/26/2018	Framing Inspection	All construction seems to be in compliance with approved plans.
36 Front Street, Greenport, NY, 11944	3/26/2018	Occupancy Evaluation	Business requesting occupancy evaluation.



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

Work Session Report Village Administrator - Recreation

Work Session Report Recreation Department

April 19, 2018

Mitchell Park Marina/Parks

- ❖ The Ice Rink officially closed on March 12th.
- ❖ We continue to receive new applications for moorings.
- ❖ Interviews for seasonal staff in Mitchell Park and Carousel are ongoing.
- ❖ Our reservation system Dockwa is continuing to take reservations and is working out very nicely.
- ❖ We received funding from the Clean Vessel Assistance Program Grant for the pump-out boat.
- ❖ Carousel Permit application has been submitted and we expect our inspection to take place in June.
- ❖ The Carousel hours have been changed to Saturday and Sunday from 10:00am to 6:00pm.
- ❖ The application and Beach Safety Plan for 5th Street Beach are in process. We expect to have them submitted in early May.
- ❖ Our four lifeguards from last year are expected to return for the upcoming season.

Monthly Revenue Reports are attached.

Recreation Center

Statistics

Attendance:

Kids =21 Enrolled in After-School Program

Reports

- ❖ Homework help and the literacy programs continues during the After-School Program. We began Bingo games in February and the kids are really enjoying it.
- ❖ Saturday dance classes are going well. We have 15 kids signed up now and a dance recital is planned for July.
- ❖ The After-School Program will be ending on June 15th.
- ❖ We are already preparing the Recreation Center for the Summer Day Camp.
- ❖ Some applications for the Summer Day Camp have already been received.
- ❖ Mandatory classes for CPR and First Aid Certification will be scheduled in early June for the Camp Counselors.

Campground

Tasks Accomplished

- ❖ The campground is scheduled to open May 1st.
- ❖ We are in the process of preparing the grounds for the upcoming season
- ❖ Reservations are being booked with only a few slots still open.

Attachments:

Rec Rev Report 041918(PDF)

Recreation Department Monthly Revenue

Day	Marina		Campground		Ice Rink		Moorings		Camera Obscura	
	Mar-18	Mar-17	Mar-18	Mar-17	Mar-18	Mar-17	Mar-18	Mar-17	Mar-18	Mar-17
	Cash	C.C.	Cash	C.C.	Cash	C.C.	Cash	C.C.	Cash	C.C.
1		\$100.00								
2										
3										
4										
5	\$2,209.66		\$1,161.00		\$3.00		\$600.00			
6				\$1,150.00		\$155.00				
7				\$580.00		\$15.00				
8					\$91.00		\$483.00			
9					\$39.00		\$463.00			
10					\$46.00		\$200.00			
11					\$40.00					
12	\$7,326.56									
13										
14										
15										
16	\$700.00									
17										
18										
19	\$20,787.69									
20										
21										
22										
23										
24										
25										
26										
27										
28										
29										
30										
31										
	\$34,781.80	\$1,950.00	\$3,196.00	\$2,575.00	\$1,072.00	\$1,916.00	\$5,400.00	\$0.00	\$0.00	\$0.00
	YOY	\$32,831.80	YOY	\$621.00	YOY	-\$844.00	YOY	\$5,400.00	YOY	\$0.00



236 THIRD STREET
GREENPORT NY 11944

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

MAYOR
GEORGE W. HUBBARD, JR.
EXT. 215

TRUSTEES
JACK MARTILLOTTA
DEPUTY MAYOR

MARY BESS PHILLIPS

DOUGLAS W. ROBERTS

JULIA ROBINS

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

CLERK
SYLVIA PIRILLO, RMC
EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

Submitted: April 11, 2018
Meeting: April 19, 2018 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 April 2018

Work Session April 2018

REQUEST A MOTION BE PLACED ON THE AGENDA FOR:

- RESOLUTION approving the attached, amending a Bond Resolution dated May 25, 2017, authorizing the issuance of \$800,000 Bonds of the Village of Greenport, Suffolk County, New York to pay the cost of the reconstruction of various Village roads, parking areas, sidewalks and curbs, to increase the estimated maximum cost to \$1,225,000, and to include \$125,000 anticipated to be received through a grant from the State of New York and \$300,000 in authorized reserves of the Village in plan of financing to pay for such increased costs.
- RESOLUTION authorizing Mayor Hubbard to execute the Shared Services Intermunicipal Agreement between the County of Suffolk and the Village of Greenport.
- RESOLUTION approving the attached Municipal Advisor Services agreement between the Village of Greenport and Munistat Services Inc. in the amount of \$ 3,500.00 to be expensed from account A.1325.433 (Bond Counsel/ Financial Advisor), and authorizing Mayor Hubbard to sign the Municipal Advisor Services Agreement.
- RESOLUTION adopting the Fiscal Year 2018/2019 Tentative Budget as proposed.

- RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 3805, to fund the installation of the polymer floor in the Light Plant basement, and directing that Budget Transfer # 3805 be included as part of the formal meeting minutes for the April 26, 2018 regular meeting of the Board of Trustees.

UTILITY BILLING

Billing of Sector 1 has been completed. Readings for Sector 2 nearly done.. Red Tags processed through Sector 2.

COMMUNITY DEVELOPMENT/ HOUSING AUTHORITY

- a) 7 recertifications and 12 interims were performed for April 2018.
- b) 2 families found a unit and leased in place for April 1st.
- c) 2 vouchers were terminated because the clients passed away.
- d) 2 vouchers were issued for March 2018.
- e) There are 7 families searching for housing.
- f) 278 2nd Street boiler stopped working on 3/21/18. Hands Fuel came by and got it to work for that day, but it was beyond repair. Replacement of the boiler was discussed at the HA Meeting on 3/28/2017, but there was no urgency at that time to replace it. 4 estimates were received to replace the boiler. They are as follows: Hands Fuel Co - \$5,200, Kolb Mechanical - \$6,295, Henry Smith Plumbing Inc - \$7,900, and Grissom Fuel Oil Co - \$7,265.
- g) 278 2nd Street's front door and front door lock was damaged. It is a wood door that has warped over the years and the lock is not locking properly. An estimate was submitted by Joseph Kollen Enterprises to replace the wood door with a Therma True entry door for \$1750.

SIGNIFICANT PAYMENTS

2014 Series Bond Payment - Interest Only- \$ 57,384.38

- Park Debt - \$ 5,112.50
- Road Debt - \$ 1,900.00
- Electric Debt - \$ 50,371.88

SIGNIFICANT COLLECTIONS

Rents Received for March 2018 - \$ 71,071.44

New York State Aid - \$ 80,904.91

- CHIPS - \$ 53,046.52
- PAVE NY - \$ 12,108.40
- EWR (EXTREME WEATHER RECOVERY) - \$ 15,749.99

INFORMATIONAL:

Report - Cash Holdings - See attached

Utility Billing Statistics Report - see attached

CD/HA Monthly Financials - See attached

Attachments:

BILLING STATISTIC REPORT MARCH 2018 (PDF)

BANK ACCOUNT BALANCES MARCH 2018 (PDF)

HA FINANCIALS MARCH 2018 (PDF)

CD FINANCIALS MARCH 2018 (PDF)

FINAL IMA_purchasing_cooperative School District mod %282%29 (DOC)

MUNISTAT ANNUAL SEC FILING AGREEMENT 2018 (PDF)

AMENDED BOND RESOLUTION (PDF)

BUDGET AMENDMENT # 3805 (PDF)

**BANK ACCOUNT BALANCES
FOR THE MONTH OF MARCH 2018**

FUND	BANK ACCOUNT NAME	G/L ACCT#	TYPE	BALANCE	
A	General	A.0200.000	Checking	170,103.34	
A	Repair & Maintenance	A.0200.400	Checking	7,500.00	
A	Greenhill Cemetery	A.0201.100	Savings	33,362.95	
A	Clarks Beach Savings	A.0201.120	Savings	82,320.72	
A	Clarks Beach Reserve CD	A.0201.120	Cert of Deposit	343,437.59	
A	Money Market	A.0201.130	Money Market	1,985,185.74	
A	Fire Apparatus	A.0221.110	Money Market	431,525.97	
A	Bulding Department Escrow	A.0235.101	Checking	20,642.60	
A	Parks and Recreation	A.0200.200	Checking	37,545.41	
				TOTAL GENERAL FUND	\$ 3,111,624.32
CD	Small Cities Rehab.	CD.0200.000	Savings	152,662.49	
CD	NYS CDBG Funds	CD.0200.400	Public Funds Acct	226.21	
CD	Moran	CD.0201.000	Savings	5,730.00	
CD	Watkins	CD.0201.001	Savings	21,760.48	
				TOTAL COMMUNITY DEVELOPMENT	\$ 180,379.18
E	Light Fund	E.0121.100	Checking	583,880.48	
E	Light Depreciation Savings	E.0116.100	Savings	1,850,596.57	
E	TTC Collections	E.0121.120	Money Market	278,919.95	
E	Consumer Deposit Savings	E.0191.100	Savings	133,031.38	
E	Consumer Deposit Checking	E.0244.200	Checking	2,718.83	
				TOTAL LIGHT FUND	\$ 2,849,147.21
F	Water	F.0200.000	Checking	358,444.16	
F	Water Fund Capital	F.0200.400	SAVINGS	8,366.91	
F	Water Fund CD	F.0201.000	Cert of Deposit	201,720.29	
F	Water Fund Money Market	F.0201.130	Money Market	285,710.18	
					\$ 854,241.54

G	Sewer	G.0200.000	Checking	417,157.88	
G	NYS DEC Consent	G.0201.000	Savings	31,272.26	
G	Sewer Fund I	G.0201.100	Cert of Deposit	361,499.06	
G	Sewer Fund III	G.0201.120	Cert of Deposit	718,245.95	
G	NYSEFC	G.0205.000	Checking	185,771.25	
G	Sewer Wastewater	G.0220.110	Savings	12,136.77	
G	NYSERDA	G.0525.000	Checking	111.01	
				TOTAL SEWER FUND	\$ 1,726,194.18
H	Capital	H.0200.000	Checking	171,146.25	
H	Capital Reserve	H.0200.400	SAVINGS	49,483.65	
				TOTAL CAPITAL FUND	\$ 220,629.90
TA	Trust & Agency	TA.0200.000	Checking	89,293.69	
TA	Retirement Savings	TA.0201.000	Savings	48,838.48	
TA	WWI Memorial Trust	TA.0201.001	Savings	729.32	
TA	T & A Special Escrow	TA.0201.002	Savings	6,588.04	
TA	Justice Court	TA.0201.004	Savings	4,781.99	
TA	Concert Fund	TA.0201.008	Savings	2,281.17	
TA	Global Common	TA.0201.009	Savings	271,189.58	
TA	Accounts Payable	TA.0202.000	Checking	269,758.38	
				TOTAL TRUST & AGENCY FUND	\$ 693,460.65
	Wire Account			125,001.00	
	Utility Clearing			56,374.12	
				T	\$ 181,375.12
				TOTAL VILLAGE WIDE	\$ 9,817,052.10

EOM Billing Statistics Report

Service	Rate# - Description	Bills	Min. Bills	Usage	Charge	Usage	Demand	Contract	PCA	NYSCES	Comm Tax	Res Tax	
Electric	2 - Electric - Flat Charge	14	0	0	0	0	0	675.38					
	9 - Residential (1, 1)	1347	0	17,2325	89,440.02	0	0		20,103.60	2,975.07		9.34	
	10 - Water Heating (2, 2)	13	0	2370	158.87	0	0		61.89	9.15		2,706.43	
	11 - All Electric (3, 3)	336	0	33,1428	36,642.76	0	0		8,627.04	1,276.61		5.75	
	13 - Demand - Class 3 (5, 5)	5	0	29,9800	16,702.92	927	10,892.27		7,777.77	1,150.98	540.52	1,158.95	
	14 - Village St. Lighting (6, 6)	5	0	35,661.3	4,104.62	0	0		928.26	137.37			
	15 - Town St Lighting (7, 7)	1	0	3,239	497.68	0	0		112.55	16.66			
	19 - Traffic Lights (11, 11)	1	0	1,341	139.38	0	0		34.91	5.17			
	20 - Contract St Lighting (12, 12)	1	0	0	0.00	0	0						
	21 - Sterling Harbor (13, 13)	2	0	1,544.25	177.74	0	0		40.20	5.95	19.31		
	66 - Reconnection Fee- Residential	7	0	0	0	0	0	525.00					
	Sewer	3 - Sewer - Flat Charge	1732	0	1447,13.45	147,863.99	927	10,892.27	1,200.38	37,686.02	5,576.96	559.83	3,880.47
		4 - Sewer - Flat Charge	39	0	0	2,055.30	0	0					
		23 - Sewer - VILL 3/4" W/SEWER (14, 14)	1	0	0	63.70	0	0					
		25 - Sewer - VILL 1" W/SEWER (15, 15)	877	598	3,897	62,027.50	0	0					
		27 - Sewer - VILL 1 1/2" W/SEWER (16, 16)	29	14	34.8	2,732.94	0	0					
		29 - Sewer - VILL 2" W/SEWER (17, 17)	12	6	26.8	3,466.80	0	0					
31 - Sewer - VILL 3" W/SEWER (18, 18)		28	10	92.3	10,483.35	0	0						
33 - Sewer - VILL 4" W/SEWER (19, 19)		1	1	0	42.00	0	0						
54 - Sewer - OUTSIDE RES SEWER (50, 50)		2	1	89.85	1,354.20	0	0						
57 - SPLIT SEWER BILLING (52, 52)		75	51	811,268	16,511.89	0	0						
62 - DRIFTWOOD COVE 52		1	0	4	0.00	0	0						
63 - DRIFTWOOD COVE 49		1	1	156,3556	3,276.00	0	0						
64 - PECONIC LANDING 301		1	1	146,1844	3,087.00	0	0						
65 - CLIFFSIDE CONDOS-SEWER		1	1	509	18,963.00	0	0						
Water		5 - Water - Flat Charge	1069	685	6985,168	128,473.68	0	0					
		22 - VILL 3/4" W/SEWER (14, 14)	25	0	0	659.65	0	0					
		24 - VILL 1" W/SEWER (15, 15)	884	400	220	23,775.12	0	0					
	26 - VILL 1 1/2" W/SEWER (16, 16)	28	7	232	985.26	0	0						
	28 - VILL 2" W/SEWER (17, 17)	13	9	252	1,187.40	0	0						
	30 - VILL 3" W/SEWER (18, 18)	29	18	770	3,326.10	0	0						
	32 - VILL 4" W/SEWER (19, 19)	1	1	0	36.90	0	0						
	46 - VILLAGE 1 1/2" (42, 42)	2	2	2	73.80	0	0						
	47 - VILLAGE 2" (43, 43)	1	1	7	36.90	0	0						
	48 - VILLAGE 3/4" (44, 44)	8	7	213	-292.06	0	0						
	49 - VILLAGE SEWER ONLY (45, 45)	106	96	266	2,510.52	0	0						
	52 - FIRE SPRINKLERS (49, 49)	7	0	6	0.00	0	0						
	53 - OUTSIDE RES SEWER (50, 50)	25	0	0	0.00	0	0						
	Water Total	71	0	964.92	0.00	0	0						
	electric-small commercial	12 - Commercial (4, 4)	1200	541	6932.92	32,299.59	0	0					
		16 - Operating Municipal (8, 8)	361	0	630417.7	70,424.97	0	0		16,018.81	2,373.71	6,428.08	
		17 - Water Department (9, 9)	32	0	76723	8,607.12	0	0		1,997.09	295.54		
18 - Sewer Department (10, 10)		2	0	0	24.86	0	0						
73 - Electric Power Plant		10	0	80740	8,763.49	0	0		2,101.67	311.00			
electric-small commercial Total		5	0	63120	0.00	0	0		20,117.57	2,980.25	6,428.08		
		410	0	851000.7	87,820.44	0	0						

EOM Billing Statistics Report

<u>Bills</u>	<u>Min. Bills</u>	<u>Usage</u>	<u>Charge</u>	<u>Usage</u>	<u>Demand</u>	<u>Contract</u>	<u>PCA</u>	<u>NYSCES</u>	<u>Comm Tax</u>	<u>Res. Tax</u>	
4411	1226	231271	4868	396,457.70	927	10,892.27	1,200.38	57,803.59	8,557.21	6,987.91	3,880.47

**Financial Data Schedule - Monthly Revenue & Expenses
(HAP REGISTER) - MAR 18**

Account Description

REVENUE:

706 PHA HUD Operating Grants

\$ 72,594.00

706a Admin fee revenues

\$ 6,768.00

711 Interest Earned - HAP

\$ 42.50

711a Fraud Recovery HAP

\$ 42.50

711b Fraud Recovery ADMIN (714-0203)

\$ 42.50

711c Addtl HAP Officer

\$ 4,100.00

711d Admin Fee

\$ 85.00

711e Supplemental from CD

\$ 83,537.00

714 Fraud recovery

\$ 85.00

700 TOTAL REVENUE

\$ 83,537.00

EXPENSES:

912 Administrative Auditing fees

\$ 5,313.12

911 Salaries - Aelia (\$25.01) Robert Column E 3

\$ 384.81

911a Medical

\$ 2,161.16

911b Dental

\$ 151.52

911c Pension T4 15.8%, T5 13.5%, April 18- T 4

\$ 859.47

911d 15.7%, T5 12.9%

\$ 50.03

911e Payroll Taxes FICA

\$ 406.45

911f Employee Benefits Contribution TOTAL

\$ 29.44

911g Compensated absences

\$ 3,152.15

911h

\$ 90.63

911i

\$ 9,376.59

911j

\$ 75.00

911k

\$ 750.79

911l

\$ -

911m

\$ 825.79

911n

\$ 10,329.00

911o

\$ 550.00

911p

\$ 10,879.00

911q

\$ 172.00

911r

\$ 75,311.00

911s

\$ 1,536.00

911t

\$ 75,483.00

911u

\$ 73,947.00

911v

\$ 10,910.50

911w

\$ 72,636.50

911x

\$ (2,846.50)

911y

\$ 31.50

911z

\$ 86,362.00

900 TOTAL EXPENSES

\$ 86,362.00

3000 EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES

\$ (2,815.00)

Account Description	85	TOTAL VOUCHERS	TOTAL HAP, PORT, UTILITIES	75,483.00	172.00	85.00
Vouchers Leased on last day of month	78					
New Vouchers Issued/No Lease/Searching	7					
Portable Vouchers	2					
All other Vouchers	83					

PORT BREAKDOWN	DATE	BILLED	ADMIN FEE	ABSORBED
PORT IN				
TOTAL PORT IN	0	\$ -	\$ -	\$ -
PORT OUT				
TOTAL PORT OUT	2	\$ 1,536.00	\$ 126.62	\$ 1,409.38

Account Description	Amount
Admin Salaries Total	\$ 5,697.93
Medical Total	\$ 2,201.76
Dental Total	\$ 151.52
Pension Total	\$ 889.59
FICA Total	\$ 435.89
Benefits Total	\$ 9,376.59
Other General Expenses (Office Rent)	\$ 550.00
Village of Greenport total	\$ 9,926.59

TERMINATED	DECEASED	ABSORBED	RELINQUISHED
	#HAP12 3/31/18		

Account Description	Amount
Net HAP	\$ (2,846.50)
Net ADMIN	\$ 31.50
TOTAL CASH DISBURSEMENTS	\$ 86,362.00
EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES	\$ (2,815.00)

FDS - 213 Center St & 278 2nd Street Monthly Revenue & Expenses - March 2018

Account Description

Account Description	REVENUE: 213 Center 213 Center	REVENUE: 278 2nd Street UNIT 1 - 8124 8327	UNIT 3	HOUSE
Rent	\$ 1,125.00	\$ 1,350.00	1,125.00	\$ 1,175.00
Late Fees/Credits	\$ 75.00	\$ -		
TOTAL REVENUE	\$ 1,200.00	\$ 1,350.00	\$ 1,175.00	\$ 3,650.00

EXPENSES:	EXPENSES: 213 Center 213 CENTER	EXPENSES: 278 2nd Street UNIT 1 - 8124 8327	8328	HOUSE - 8590 RE/8361 SW
Utilities				
Electric	\$ 115.18			\$ 32.42
Water/Sewer	\$ 132.42			\$ 59.88
Propane/Heating Oil	\$ 493.37			
Admin				
Salary (\$4.32 X 2 payperiods 140 hrs=\$604.80 divide by 25% and 75%)	\$ 151.20			\$ 453.60
Payment Agreement to Village				\$ 1,000.00
Total	\$ 892.17	\$ -	\$ -	\$ 1,545.90

MAINTENANCE: 213 Center	UNIT 1	UNIT 2	UNIT 3	HOUSE
Supp HA ADMIN funds from 278 2nd St 3/18				4,100.00
CAV Appliance Repair			249.00	
ChemDry	522.00	139.50	310.50	
Pine Oaks Landscaping				390.00
Total Expenses	\$ 522.00	\$ 139.50	\$ 559.50	\$ 4,490.00

MONTHLY FINANCIAL SUMMARY	213 CENTER	278 2nd STREET
Interest Earned	\$ 892.17	
Total Revenue	\$ 1,200.00	\$ 3,650.00
Total Expenses	\$ 892.17	\$ 7,256.90
NET REVENUE	\$ 307.83	\$ (3,606.90)

EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES	\$
	307.83
	(3,606.90)

INTERMUNICIPAL COOPERATION AGREEMENT
establishing
SUFFOLKSHARE

This Agreement dated the ___th day of _____, 201_, and executed by and among the County of Suffolk, the School District of _____, the Town(s) of _____, [etc.] and the Village(s) of _____, [etc.] (collectively referred to as the "Organizing Entities"), and any other local government and/or municipal entity of the State of New York that subsequently becomes a party hereto (who, together with the Organizing Entities, shall be collectively referred to as "SuffolkShare Members" and do hereby organize and create SuffolkShare in accordance with section 119-o of the New York State General Municipal Law, and in accordance with these recitals:

W I T N E S S E T H

WHEREAS, the Organizing Entities wish to create, in accordance with applicable New York Law, a cooperative organization to serve its members by pursuing options including, but not limited to: 1) operating and maintaining a regional procurement system, 2) assisting SuffolkShare Members in compliance with state bidding requirements, 3) identifying qualified vendors of commodities, goods and services, 4) facilitating the sharing of services and 5) providing a platform to share information and facilitate discussions between SuffolkShare Members, all in an effort to realize potential economies, including administrative cost savings; and

WHEREAS, the Organizing Entities, are acting in accordance with section 119-o of the New York State General Municipal Law, to cooperatively create SuffolkShare for the purpose of fulfilling their respective public and governmental purposes, needs, objectives and programs on a cooperative or contract basis, and

WHEREAS, the Organizing Entities have additionally determined that other qualified entities should, in accordance with the terms of this Intermunicipal Cooperation Agreement (hereinafter referred to as the "Agreement") be permitted to join with them through execution of an addendum to this Agreement, in order to better fulfill their respective public purposes via participation in SuffolkShare;

NOW, THEREFORE, the Organizing Entities and such additional local governments as may hereinafter assent hereto, hereby agree upon the following terms and conditions:

Article 1. Purposes of SuffolkShare

- 1.1 The Organizing Entities hereby agree to create SuffolkShare for their benefit and for the benefit of future SuffolkShare Members, to obtain the benefits and efficiencies that can accrue by identifying regional interests and developing collaborative strategies, plans and programs such as shared services, cooperating in the development of a regional procurement system, providing a platform for the sharing of information and ideas, sharing of services, and to realize various potential economies, including administrative cost savings, in an effort to reduce costs and to realize economies of scale.

- 1.2 Participation in SuffolkShare is voluntary. Each SuffolkShare Member shall determine when it will participate in a bid, solicitation, purchase or contract award.
- 1.3 SuffolkShare shall be administered in accordance with and subject to the terms of this Agreement, and other documents necessary to implement and carry out the purpose of the Suffolk Share.

Article 2. Powers and Duties

- 2.1 The Organizing Entities and those other SuffolkShare Members subsequently electing to participate in SuffolkShare shall each designate SuffolkShare as the cooperative entity to administer the various programs offered.
- 2.2 A majority of SuffolkShare Members shall constitute a quorum.
- 2.3 The Organizing Entities and other SuffolkShare Members shall each designate a representative to SuffolkShare. The Suffolk County Executive shall designate a representative who shall be responsible for administering and managing SuffolkShare, including, but not limited to:
 - a. periodically convening meetings of the SuffolkShare Members;
 - b. maintaining a SuffolkShare website to facilitate centralized cooperative purchases;
 - c. maintaining a SuffolkShare website to facilitate shared services opportunities;
 - d. establishing and maintaining a SuffolkShare website providing a centralized listing of goods and services available through SuffolkShare Members' contracts;
 - e. providing other resources and technical information which may be useful to SuffolkShare Members.

Article 3. Joint Purchasing Committee

- 3.1 There shall be a Joint Purchasing Committee ("JPC") which shall in the first instance be comprised of the principal purchasing designee from each of the Organizing Entities, as evidenced in writing by the SuffolkShare Member to Suffolk County's Principle purchasing agent. Suffolk County's principle purchasing agent (the "County's JPC Representative") shall serve as the chairperson in the first year that SuffolkShare is established. Thereafter, the JPC shall annually elect a chairperson for the JPC from amongst all participating SuffolkShare Members' designees to the JPC.
- 3.2 A quorum of the JPC shall be deemed to be constituted by a majority of the designees appointed to the JPC up to the current date and shall thereafter be fixed pursuant to by-laws adopted by and for the JPC.
- 3.3 No later than June 30, 2018, the JPC shall adopt by-laws, which may from time to time be amended.
- 3.4 The JPC shall develop recommended rules and procedures, which may from time to time be amended, for participation in SuffolkShare programs which rules and procedures shall be adopted by a majority vote of the SuffolkShare Members.
- 3.5 The County's JPC Representative shall be responsible for assisting the Chairperson in

administering and managing SuffolkShare programs, including, but not limited to:

- a. convening meetings of the JPC to jointly select items which will be cooperatively purchased;
- b. receiving and combining requirements into cooperative solicitations and contracts for the SuffolkShare Member acting as the lead purchasing party in connection with a particular procurement “hereinafter the “Lead Purchasing Party”);
- d. assisting the Lead Purchasing Party with issuing and awarding cooperative procurements in accordance with applicable laws, rules and procedures;

Article 4. Obligations of SuffolkShare Members

- 4.1 **Financial.** No SuffolkShare Member shall ever be liable to pay or be responsible for payment of any sum of money to SuffolkShare or to any other SuffolkShare Member or to any other person by execution of this Agreement. The obligation of a SuffolkShare member to pay any money shall arise only under the terms and provisions of a separate written contract, agreement, or instrument that has been duly executed by the SuffolkShare Member and the vendor.
- 4.2 **Contract Disputes** shall be the responsibility of the SuffolkShare Member(s) participating in a particular contract.
- 4.3 **Cost Savings** are a primary goal of SuffolkShare and SuffolkShare Members shall cooperate in facilitating reporting of savings resulting from participation in SuffolkShare.

Article 5. Additional Parties

- 5.1 Any local government [or political subdivision] as defined in New York State General Municipal Law may become a party to this Agreement by the execution of resolution by their governing body adopting this Agreement and electing to become a SuffolkShare Member.

Article 6. Term and Withdrawal

- 6.1 The term of this Agreement shall be for one (1) year from the date hereof and shall automatically be renewed on each anniversary of the commencement date.
- 6.2 A SuffolkShare Member shall have the right to withdraw its participation in SuffolkShare at any time and for any reason, upon giving the JPC Chairperson written notice of withdrawal. Such withdrawal shall be effective upon the JPC Chairperson’s receipt of such notice

Article 7. Authorization of Participation

- 7.1 Each SuffolkShare Member represents and warrants that its governing body has duly authorized its participation in the SuffolkShare in accordance with section 119-0 of the General Municipal Law.

Article 8. Execution and Delivery

- 8.1 By the execution and delivery of this Agreement, the undersigned individual(s) warrant that s/he/they are/have been duly authorized by all requisite administrative action required to

enter into and perform the terms of this Agreement.

- 8.2 This Agreement may be executed by participating entities via separate agreements and at separate times, each of which shall be considered collectively as an original complete copy of the Agreement, as if each participating entity had executed the same copy.

EXECUTED AND DELIVERED by and between the Organizing Local Governments and all authorized entities which subsequently elect to become SuffolkShare Members, as of the effective date of this Agreement.

COUNTY OF SUFFOLK

Participating Entity

By: _____
Dennis M. Cohen
Chief Deputy County Executive

Date:

TOWN OF [NAME]

Participating Entity

By: _____
Name:
Title:
Date:

SCHOOL DISTRICT OF

Participating Entity

By: _____

Name:
Title :
Date:

TOWN OF [NAME]

Participating Entity

By: _____
Name:
Title:

Date:

VILLAGE OF [NAME]

Participating Entity

By: _____
Name:
Title:
Date:

Phone: (631) 331-8888
Fax: (631) 331-8834



12 Roosevelt Avenue
Port Jefferson Station, New York 11776

www.munistat.com

March 15, 2018

Robert W. Brandt
Treasurer
Village of Greenport
236 Third St.
Greenport, NY 11944

Re: SEC Filing Requirement

Dear Robert:

We are hereby offering our services to the Village with respect to the preparation and filing of the Annual Information Statement as required by SEC Rule 15c2-12 with respect to the issuance of each of the Village's Serial Bonds.

Enclosed are forms setting forth the contractual arrangement between the Village and Munistat Services, Inc. These forms are required by the rules and regulations promulgated by the United States Securities and Exchange Commission and the Municipal Securities Rulemaking Board, as required by the Dodd-Frank Financial Reform Act. Please execute each of the documents where indicated and return them to us as soon as possible. Also, please feel free to contact us if you have any questions or comments regarding the documents.

Thank you for the opportunity to offer our services to the Village. We look forward to working with you and your staff in the upcoming year.

Very truly yours,

Noah Nadelson
Chief Executive Officer

NN:vp

MUNICIPAL ADVISOR SERVICES AGREEMENT

THIS MUNICIPAL ADVISOR SERVICES AGREEMENT (the "Agreement") is entered into as of, March 15, 2018 (the "Effective Date") between the Village of Greenport, ("Village") and Munistat Services, Inc. ("Munistat") (collectively referred to herein as the "Parties").

RECITALS

WHEREAS, Munistat is a Municipal Advisory firm specializing in municipal finance and municipal government related matters; and

WHEREAS, the Village desires to engage Munistat to provide certain services relative to the issuance of the certain obligations as set forth in **Appendix A** ("Work Orders"), and Munistat desires to provide services to the Village in connection with such Work Orders.

AGREEMENT

NOW THEREFOR, the Parties agree as follows:

1. Municipal Advisory Services. The Parties hereto agree that Munistat shall provide those services set forth in the Work Orders, and Munistat's services, as the Village's Municipal Advisor shall be expressly limited to the services noted therein.
2. Term and Termination. This Agreement shall be effective as of the Effective Date and shall remain in effect until terminated by either party upon (30) days written notice; provided, however, that in the event of termination of any such engagement, Munistat reserves that right to assess fees for any work performed pursuant to a Work Order in accordance with the Fee Schedule set forth in **Appendix B**.
3. Agreement to Provide Information. The Village agrees to provide Munistat with factual, not misleading information as shall be required by Munistat in furtherance of the services set forth herein, including financial statements, budgets, and other relevant documents. The Village further agrees to not intentionally omit any material information relevant to Munistat's provision of services. Munistat agrees to promptly amend or supplement this Agreement to reflect any material changes or additions to this Agreement, including material changes to the information provided in Sections 1, 2, 4, 6 and 7.
4. Compensation. Munistat shall receive a fee for any services rendered to the Village pursuant to this Agreement in accordance with the fee schedule set forth in Appendix B attached hereto and incorporated herein by reference.
5. Indemnity. Each party shall defend, indemnify and hold harmless the other from and against any and all claims, demands, expenses, cost or causes, arising out of or in connection with any claim, suit, action, or proceeding for personal injury, death or property damage sustained or incurred as a result of any act, failure, or default by the other party's employee while acting within the scope of their duties as determined by this Agreement.

6. Required Regulatory Disclosures. Munistat is registered as a “Municipal Advisor” pursuant to Section 15B of the Securities Exchange Act and rules and regulations adopted by the United States Securities and Exchange Commission (“SEC”) (Registration #867-00429) and the Municipal Securities Rulemaking Board (“MSRB”) (Registration #K0114). As part of this SEC registration Munistat is required to disclose to the SEC information regarding criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation involving Munistat. Pursuant to MSRB Rule G-42, Munistat is required to disclose any legal or disciplinary event that is material to the Village’s evaluation of Munistat or the integrity of its management or advisory personnel. Munistat has determined that no such event exists. Copies of Munistat’s filings with the United States Securities and Exchange Commission can currently be found by accessing the SEC’s EDGAR system Company Search Page which is currently available at <https://www.sec.gov/edgar/searchedgar/companysearch.html> and searching for either “Munistat Services Inc.” or for our CIK number which is 0001608472.

The MSRB has made available on its website (www.msrb.org) a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the appropriate regulatory authority.

7. Disclosure of Conflicts of Interest. The Village acknowledges that it has received those disclosures set forth and contained within **Appendix C** attached hereto and incorporated herein by reference. The Village further acknowledges that it has been given the opportunity to raise questions and discuss such disclosures with Munistat and that it fully appreciates the nature of such disclosures and any and all conflicts noted therein. The Village hereby waives such conflicts and authorizes Munistat to provide services pursuant to this Agreement. From time to time, Munistat may provide additional conflict of interest disclosures to the Village as noted in Appendix C. In this regard, Village hereby authorizes the Treasurer to acknowledge and/or waive any such additional conflict of interest disclosures of Munistat on behalf of the Village.

[Signature page follows]

SIGNATURE PAGE

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be duly executed by their respective representatives as of the date first written above.

VILLAGE OF GREENPORT

MUNISTAT SERVICES, INC.

By: _____

By:  _____

Name: _____

Name: Noah Nadelson

Title: _____

Title: Chief Executive Officer

APPENDIX A

SERVICES

FOR THE SEC FILING REQUIREMENT

As the Village's designated dissemination agent, we will be responsible for all necessary research and analysis in order to prepare the Annual Information Statement as required and will file it together with the audited financial statements of the Village, on or before the due date with the SEC's designated repositories in accordance with SEC Rule 15c12-12 and the Village's Undertaking to Provide Continuing Disclosure. We will also be responsible for the filing of all Notices of Material Events with the SEC's Designated Information Repositories.

APPENDIX B

FEE SCHEDULE

The all inclusive fee for our services will be \$3,500. The administrative and out-of-pocket costs, such as postage, word processing, overnight delivery charges, website posting, email distribution, submission of documents to ratings agencies, copies and scanning are included in the fees set forth above.

APPENDIX C

DISCLOSURE OF CONFLICTS OF INTEREST

VARIOUS FORMS OF COMPENSATION

The Municipal Securities Rulemaking Board (MSRB) requires us, as your municipal advisor, to provide written disclosure to you about the actual or potential conflicts of interest presented by various forms of compensation. We must provide this disclosure unless you have required that a particular form of compensation be used.

Forms of compensation; potential conflicts. The forms of compensation for municipal advisors vary according to the nature of the engagement and requirements of the client, among other factors. Various forms of compensation present actual or potential conflicts of interest because they may create an incentive for an advisor to recommend one course of action over another if it is more beneficial to the advisor to do so. This document discusses various forms of compensation and the timing of payments to the advisor.

Fixed fee. Under a fixed fee form of compensation, the municipal advisor is paid a fixed amount established at the outset of the transaction. The amount is usually based upon an analysis by the client and the advisor of, among other things, the expected duration and complexity of the transaction and the agreed-upon scope of work that the advisor will perform. This form of compensation presents a potential conflict of interest because, if the transaction requires more work than originally contemplated, the advisor may suffer a loss. Thus, the advisor may recommend less time-consuming alternatives, or fail to do a thorough analysis of alternatives. There may be additional conflicts of interest if the municipal advisor's fee is contingent upon the successful completion of a financing, as described below.

OTHER MATERIAL CONFLICTS OF INTEREST

The MSRB requires us, as your municipal advisor, to provide written disclosure to you about material conflicts of interest.

There are no material conflicts of interest known to Mumistat as of the date of this Agreement.

RESOLUTION DATED MARCH __, 2018.

A RESOLUTION AMENDING A BOND RESOLUTION DATED MAY 25, 2017, AUTHORIZING THE ISSUANCE OF \$800,000 BONDS OF THE VILLAGE OF GREENPORT, SUFFOLK COUNTY, NEW YORK TO PAY THE COST OF THE RECONSTRUCTION OF VARIOUS VILLAGE ROADS, PARKING AREAS, SIDEWALKS AND CURBS, TO INCREASE THE ESTIMATED MAXIMUM COST TO \$1,225,000, AND TO INCLUDE \$125,000 ANTICIPATED TO BE RECEIVED THROUGH A GRANT FROM THE STATE OF NEW YORK AND \$300,000 IN AUTHORIZED RESERVES OF THE VILLAGE IN THE PLAN OF FINANCING TO PAY FOR SUCH INCREASED COSTS.

WHEREAS, on May 25, 2017, the Board of Trustees of the Village of Greenport, Suffolk County, New York adopted a bond resolution authorizing the issuance of \$800,000 bonds of said Village to pay the cost of the reconstruction of various Village roads, parking areas, sidewalks and curbs, and including incidental expenses in connection therewith, at an estimated maximum cost of \$800,000; and

WHEREAS, it is now desired to (i) increase the estimated maximum cost of the object or purpose described therein from \$800,000 to \$1,225,000, an increase of \$425,000 over that previously authorized, and (ii) provide for a plan of financing therefor, which will include \$125,000 anticipated to be received through a grant from the State of New York and \$300,000 in authorized reserves of the Village;

NOW, THEREFORE, BE IT

RESOLVED, by the Board of Trustees of the Village of Greenport, Suffolk County, New York, as follows:

Section A. The Title and Sections 1, 2, and 3 of the bond resolution of the Village duly adopted by this Board of Trustees on May 25, 2017, authorizing the issuance of \$800,000 bonds of said Village to pay the cost of the reconstruction of various Village roads, parking areas, sidewalks and curbs, is hereby amended, in part, to read as follows:

A RESOLUTION AUTHORIZING THE ISSUANCE OF \$800,000 BONDS OF THE VILLAGE OF GREENPORT, SUFFOLK COUNTY, NEW YORK, TO PAY PART OF THE \$1,225,000 ESTIMATED MAXIMUM COST OF THE RECONSTRUCTION OF VARIOUS VILLAGE ROADS, PARKING AREAS, SIDEWALKS AND CURBS, IN AND FOR SAID VILLAGE.

Section 1. For paying part of the \$1,225,000 estimated maximum cost of the reconstruction of various Village roads, parking areas, sidewalks and curbs, in and for Village of Greenport, Suffolk County, New York, including incidental expenses in connection therewith, a class of objects or purposes, there are hereby authorized to be issued \$800,000 bonds of said Village pursuant to the provisions of the Local Finance Law.

Section 2. The estimated maximum cost of the aforesaid class of objects or purposes is hereby determined to be \$1,225,000 and the plan for the financing thereof is by (i) the issuance of \$800,000 bonds of said Village authorized to be issued pursuant to this bond resolution, (ii) \$125,000 anticipated to be received through a grant from the State of New York, and (iii) \$300,000 in reserves of the Village hereby authorized, all to be applied to the aforesaid class of objects or purposes.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid class of objects or purposes is ten years pursuant to subdivision ninety of paragraph a of Section 11.00 of the Local Finance Law, as each item in said class can be assigned a period of probable usefulness of at least ten years under one or both of subdivisions twenty or twenty-four of said paragraph a. It is hereby further determined that the maximum maturity of the bonds authorized will exceed five years.

Section B. This resolution is adopted subject to permissive referendum in accordance with Section 36.00 of the Local Finance Law and Article 9 of the Village Law.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call,
which resulted as follows:

_____ VOTING _____
_____ VOTING _____
_____ VOTING _____
_____ VOTING _____
_____ VOTING _____

The resolution was thereupon declared duly adopted.

* * *

STATE OF NEW YORK)
) ss.:
COUNTY OF SUFFOLK)

I, the undersigned Clerk of the Village of Greenport, Suffolk County, New York, DO
HEREBY CERTIFY:

That I have compared the annexed extract of the minutes of the meeting of the Board of
Trustees of said Village, including the resolution contained therein, held on March ____, 2018, with
the original thereof on file in my office, and that the same is a true and correct transcript therefrom
and of the whole of said original so far as the same relates to the subject matters therein referred
to.

I FURTHER CERTIFY that all members of said Board had due notice of said meeting.

I FURTHER CERTIFY that, pursuant to Section 103 of the Public Officers Law (Open
Meetings Law), said meeting was open to the general public.

I FURTHER CERTIFY that, PRIOR to the time of said meeting, I duly caused a public
notice of the time and place of said meeting to be given to the following newspapers and/or other
news media as follows:

Newspaper and/or Other News Media

Date Given

I FURTHER CERTIFY that PRIOR to the time of said meeting, I duly caused public notice of the time and place of said meeting to be conspicuously posted in the following designated public location(s) on the following dates:

Designated Location(s) of Posted Notices

Date of Posting

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Village on _____, 2018.

Village Clerk

(CORPORATE
SEAL)

AFFIDAVIT OF POSTING

STATE OF NEW YORK)
) ss.:
COUNTY OF SUFFOLK)

I, the undersigned Clerk of the Village of Greenport, Suffolk County, New York,
DEPOSE AND SAY:

That on _____, 2018, I caused to be posted a summary Notice of Adoption of A
bond resolution adopted _____, 2018, at the following six (6) conspicuous public places in
said Village:

A true, correct and complete copy of such summary Notice of Adoption, in the exact form
in which the same was actually posted, is set forth below:

NOTICE OF ADOPTION

NOTICE IS HEREBY GIVEN that the Board of Trustees of Village of Greenport, Suffolk
County, New York, at a meeting held on March ____, 2018, duly adopted the resolution
summarized below, subject to a permissive referendum.

The resolution provides that the faith and credit of the Village of Greenport, Suffolk
County, New York, are irrevocably pledged for the payment of the principal of and interest on
such obligations as the same respectively become due and payable; that an annual
appropriation shall be made in each year sufficient to pay the principal of and interest on such
obligations becoming due and payable in such year; that the power to authorize the issuance of
and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds
authorized by such resolution, including renewals of such notes, is delegated to the Village
Treasurer; that all other matters, except as provided in such resolution, relating to the bonds
authorized, including the date, denominations, maturities and interest payment dates, within the
limitations prescribed in such resolution and the manner of the execution of the same and also
including the consolidation with other issues, and the authority to issue such obligations on the
basis of substantially level or declining annual debt service, is delegated to and shall be
determined by the Village Treasurer; and that this LEGAL NOTICE shall be published.

A summary of the bond resolution follow:

RESOLUTION DATED March __, 2018.

A RESOLUTION AMENDING A BOND RESOLUTION DATED MAY 25, 2017, AUTHORIZING THE ISSUANCE OF \$800,000 BONDS OF THE VILLAGE OF GREENPORT, SUFFOLK COUNTY, NEW YORK TO PAY THE COST OF THE RECONSTRUCTION OF VARIOUS VILLAGE ROADS, PARKING AREAS, SIDEWALKS AND CURBS, TO INCREASE THE ESTIMATED MAXIMUM COST TO \$1,225,000, AND TO INCLUDE \$125,000 ANTICIPATED TO BE RECEIVED THROUGH A GRANT FROM THE STATE OF NEW YORK AND \$300,000 IN AUTHORIZED RESERVES OF THE VILLAGE IN THE PLAN OF FINANCING TO PAY FOR SUCH INCREASED COSTS.

The period of probable usefulness of the aforesaid class of objects or purposes is ten years pursuant to subdivision ninety of paragraph a of Section 11.00 of the Local Finance Law, as each item in said class can be assigned a period of probable usefulness of at least ten years under one or both of subdivisions twenty or twenty-four of said paragraph a.

THE FULL TEXT OF THIS BOND RESOLUTION IS AVAILABLE FOR PUBLIC INSPECTION AT THE OFFICE OF THE VILLAGE CLERK LOCATED AT 236 THIRD STREET, GREENPORT, NEW YORK, DURING NORMAL BUSINESS HOURS.

Dated: Greenport, New York
_____, 2018

Village Clerk

Sworn to before me on
_____, 2018.

Notary Public

At a regular meeting of the Board of Trustees of the Village of Greenport, Suffolk County, New York, held at the Village Hall, in Greenport, New York, in said Village, on March ____, 2018, at _____ o'clock _____ M., Prevailing Time.

The meeting was called to order by _____, and upon roll being called, the following were

PRESENT:

ABSENT:

The following resolution was offered by Trustee _____, who moved its adoption, seconded by Trustee _____, to-wit:



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

MARY BESS PHILLIPS

DOUGLAS W. ROBERTS

JULIA ROBINS

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

CLERK
SYLVIA PIRILLO, RMC
EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

Submitted: April 12, 2018
Meeting: April 19, 2018 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 April 2018 Work Session Report

VILLAGE of GREENPORT - BOARD of TRUSTEES WORK SESSION

to be presented at the meeting held on April 19, 2018
Report of Sylvia Lazzari Pirillo, Village Clerk

Bids and RFP's

The tree [pruning, removal, stump grinding and removal] bid was noticed in the March 22nd edition of the paper. Bids were returnable on the 5th of April.

Contracts

The Employee Benefit Fund Agreements (three originals) between the Village and CSEA was signed by the Mayor on March 26th and mailed to the CSEA on March 29th.

The contract between the Village of Greenport and Harry Munroe, for contractor services at the McCann Campground, was fully executed on April 11th.

Employment

The advertisement for a Senior Building Inspector was placed in the April 5th edition of the paper. Resumes or applications will be accepted until April 26th.

Financial

A check in the amount of \$ 6,445.37 was received on March 20th from the NYSEFC for the CVAP program.

Grants

The Contact Update Form for the Mitchell Park Bulkhead Feasibility Study was submitted to the NYSDOS on March 20th.

Informational

The annual NYCOM organizational/informational status sheet was corrected and faxed to NYCOM on March 22nd.

The four Requests for Work Authorizations by Duncan, Weinberg, Genzer and Pembroke were signed by the Mayor on March 26th.

ESL classes will be held at the Old Schoolhouse on Wednesday evenings from 7-9 p.m. from May 2nd through June 6th.

The Annual Mandatory Training classes were held on April 3rd, and were well attended. On-line training is available for those that did not attend.

The annual Tax Sale was held at 10 a.m. on April 10th. All eight liens were sold, for a total of \$ 10,238.38 in collections.

Legal Notices

The legal notice regarding the Annual Organization Meeting as published in the March 22nd edition of the paper.

The brush pick-up schedule was published in the March 15th edition of the paper.

Legal notice # 1 (of 3) for the re-scheduled tax lien sale was published in the March 22nd edition of the paper. Legal notice # 2 (of 3) for the re-scheduled tax lien sale was published in the March 29th edition of the paper. Legal notice # 3 (of 3) for the re-scheduled tax lien sale was published in the April 5th edition of the paper.

The legal notice for the Tentative Budget hearing was published in the March 29th edition of the paper.

The legal notice for the public hearing on April 26th regarding Chapter 44 (Assemblies, Mass Public) was published in the April 12th edition of the paper.

The legal notice for the public hearing on April 26th regarding Chapter 65 (Fire Prevention and Building Construction) was published in the April 12th edition of the paper.

Liquor License Applications

The application of North Fork Wines and Vineyards, LLC at 211 Carpenter Street, was noticed in the March 22nd edition of the paper.

For Board Discussion

Proposed amendment to Chapter 118 (Sub-Division and Merger of Land) of the Village of Greenport Code

Reminder

The public hearing for the proposed amendment to Chapter 132 (Vehicles and Traffic), Section 45: Schedule VII (Speed Limits) of the Village of Greenport Code remains open until April 21st.

Requested Resolutions

RESOLUTION approving the Public Assembly Permit Application submitted by the Long Island Metropolitan Lacrosse Foundation to use the parking area at the Polo Grounds on Moore's Lane from 7:00 a.m. through 7:00 p.m. on August 4, 2018 and August 5, 2018 for the annual Lacrosse Tournament. Approval of this application is predicated upon the applicant providing attendants to direct the parking of vehicles on Moore's Lane for spectators and participants.

RESOLUTION approving the Public Assembly Permit Application submitted by John Tramontana, on behalf of Playing at Will (the Greenport High School Shakespeare Club) to use a portion of Mitchell Park from 11:00 a.m. through 4:00 p.m. on June 2, 2018 for a dramatic performance. The approval further includes the use of a portion of Mitchell Park for two or three corresponding rehearsals during the week of May 28, 2018.

RESOLUTION approving the request of Eastern Long Island Hospital to close Main Street from Bay Avenue to the southern terminus at Claudio's Circle, and to close Front Street from Main Street west to First Street, on June 9, 2018 from 9:00 a.m. through 11:30 a.m. for the Seventh Annual North Fork Waiter Race.

RESOLUTION scheduling a public hearing for 7:00 p.m. on May 24, 2018 at the Third Street Fire Station, Third and South Streets, Greenport, New York, 11944 regarding a proposed local law of 2016 amending Chapter 132 (Vehicles and Traffic) Section 57, Schedule XIX (Handicapped Parking Spaces) of the Village of Greenport Code.

(Please note: The purpose and subject of the proposed local law is to amend specified provisions of, and appendices of, Chapter 132 of the Village of Greenport Code, to add one handicapped parking spot at 768 Main Street, at the Holy Trinity Church, Greenport, NY, 11944.)

RESOLUTION authorizing the attendance of any interested Trustee, Manager or staff member at the SCVOA Municipal Training session on May 9, 2018 from 5:30 p.m. through 9:30 p.m. in Riverhead, New York with the \$ 65 session fee and corresponding mileage cost to be expensed from the applicable account numbers.

RESOLUTION appointing two Election Inspectors, one of which will serve as Chairperson, for the Village Special Election on August 14, 2018; as follows:

- o Jerilyn B. Woodhouse, as Chairperson and
- o Diana Whitsit as Election Inspector.

The Inspector is to be paid \$ 11 per hour and the Chairperson of the Inspectors is to be paid \$ 12 per hour, to be expensed from account A.1450.100 (Election Personnel Services).

RESOLUTION allowing the Clerk's Office to appoint alternate Election Inspectors for the Village Special Election on August 14, 2018; as follows:

- o Diana B. Primm and
- o Jay McKasty.

The alternate Election Inspectors are to be paid \$ 11 per hour, to be expensed from account A.1450.100 (Election Personnel Services).

RESOLUTION awarding the contract for the removal of specified Village trees and tree stumps, the grinding of the tree stumps, and the pruning of specified Village trees to Johnson Tree Company, the sole bidder, at a total cost of \$ 12,500 per the bid opening on April 5, 2018 and authorizing Mayor Hubbard to sign the contract between the Village of Greenport and Johnson Tree Company.

RESOLUTION authorizing Mayor Hubbard to sign the Certification of Investment Powers form from RBC Wealth Management, regarding monies pertaining to the Length of Service Award Program for the Village of Greenport Fire Department.

RESOLUTION approving the attached contract between the Village of Greenport and BuoyantSea for the provision of swim lessons at Fifth Street Beach at a cost of \$ 30 per hour beginning on July 9, 2018 and ending on September 30, 2018 and authorizing Mayor Hubbard to sign the attached contract.

RESOLUTION awarding the contracts for the painting of the fourteen (14) Village of Greenport inner scenic panels to the following artists per the recommendation of the Village of Greenport Carousel Committee, at a payment of \$ 1,250 per inner scenic panel, and authorizing Mayor Hubbard to sign the contracts between the Village of Greenport and the following artists:

- W.A. Dodge
- Scott Hewett
- Enid Hatton
- Jada Rowland, and
- Cliff Miller.

The number of inner scenic panels painted by each artist will be determined via a random drawing.

Attachments:

Certification of Investment Powers (PDF)

Contract between VOG and BuoyantSea (PDF)



Account Number 30303748

Rep ID 0002FW

Alternate Branch 010AY

CERTIFICATION OF INVESTMENT POWERS

CORPORATE/LIMITED LIABILITY COMPANY/PARTNERSHIP
FAMILY LIMITED PARTNERSHIP/SOLE PROPRIETORSHIP ACCOUNTS

CLIENT INFORMATION

Name and Address
VILLAGE OF GREENPORT
LENGTH OF SERVICE AWARD PGM
ATTN: ROBERT BRANDT/TREASURER
236 THIRD STREET
GREENPORT NY 11944-1647

CLIENT CERTIFICATION

In consideration of RBC Wealth Management, a division of RBC Capital Markets, LLC ("RBC WM"), Member NYSE/FINRA/SIPC, agreeing to open and maintain an account for the Corporation/Limited Liability Company/Partnership/Family Limited Partnership/Sole Proprietorship (the "Entity") named above, I or we, the undersigned Officer(s), Manager(s), Partner(s) and/or Sole Proprietor (collectively, the "Authorized Party" or "Authorized Parties"), as applicable, certify as follows:

- 1. The Entity was incorporated or organized in the state/country of NY in (year)
2. Distributions, Investments and RBC Express Credit (margin) or Other Credit Transactions. We certify that we have full authority to:
a. Make distributions/transfers from the account.
b. Enter into transactions to trade, buy, sell, convey, pledge, mortgage, lease, transfer title or otherwise acquire or dispose of any interest in real or personal property including, without limitation, stocks, bonds, notes, warrants and other securities, and annuities, futures, currencies and commodities, EXCEPT as limited by the following: NONE
c. Engage in the following borrowing and other credit transactions (check all that apply):
[] RBC Express Credit (margin) transactions, including the granting of a security interest in favor of RBC WM in the assets of the account.
[] Pledge or subject to a security interest in favor of RBC WM or third parties any of the property of the Entity as security for any liability of the Entity or third parties.
[] Option transactions: (check all that apply)
__ Covered Call Writing/Protective Put Purchasing
__ Cash Backed Put Writing
__ Purchasing Puts/Calls
__ Spreads
__ Naked Call/Put Writing & Writing Combinations/Straddles
__ Other
3. Single Authorized Party's Ability to Bind the Entity. We represent and warrant that:
a. Any one of the Authorized Parties who signs below may independently exercise any of the Entity's powers, including the power to take the actions set forth in Item No. 2.
b. Any one Authorized Party may individually act on behalf of, and bind the Entity, as well as execute any documents on behalf of the Entity that RBC WM requires, including an agreement to arbitrate all disputes concerning the Entity accounts.
4. We, the Authorized Parties jointly and severally, and on behalf of the Entity named above, agree to indemnify, and agree that the Entity shall indemnify RBC WM and hold RBC WM harmless from any liability for effecting transactions of the type specified above, if RBC WM acts pursuant to instructions given by any of the Authorized Parties listed under Item No. 7.
5. We agree to inform RBC WM in writing of any amendment to the relevant investment authorization resolution or other authorization by the Entity, any changes in the composition of the Authorized Parties named below, or any other event which could materially alter the certifications made herein.
6. This Certification of Investment Powers shall not be deemed to be, or construed as, an amendment or modification to any agreement(s) between RBC WM and the account owner(s) named above.



Account Number 30303748
Rep ID 0002FW Alternate Branch 010AY

CERTIFICATION OF INVESTMENT POWERS

**CORPORATE/LIMITED LIABILITY COMPANY/PARTNERSHIP
FAMILY LIMITED PARTNERSHIP/SOLE PROPRIETORSHIP ACCOUNTS**

CLIENT CERTIFICATION CONTINUED

7. **Authorized Parties with Investment Authority.** We hereby certify that the undersigned are all of the Authorized Parties entitled to make investment decisions on behalf of the Entity and that such authority has been granted by resolution or other required Entity action duly adopted by the governing body of the Entity. We further certify that the authority conferred to the Authorized Parties hereunder is not inconsistent with the Charter, By-Laws or other governing documents of the Entity, that the statements contained in this Certification of Investment Powers are true and correct, and there are no other provisions in relevant resolutions or amendments to it that limit the powers of the Authorized Parties to sell, convey, pledge, mortgage, lease, or transfer title to or interests in real personal property including, without limitation, *stocks, bonds, notes, warrants and other securities*, as indicated under Item No. 2b and c.

SIGNATURES			
Authorized Party Signature	Date	Authorized Party Signature	Date
Print Name from Signature Above		Print Name from Signature Above	
Authorized Party Signature	Date	Authorized Party Signature	Date
Print Name from Signature Above		Print Name from Signature Above	
Authorized Party Signature	Date	Authorized Party Signature	Date
Print Name from Signature Above		Print Name from Signature Above	

(All officers with investment authority must sign. Attach extra page if necessary.)

SECRETARY CERTIFICATION (REQUIRED IF ENTITY IS A CORPORATION)

I hereby certify that I am the duly appointed Secretary or Assistant Secretary of the Entity and that the Board of Directors of the Entity has granted the Authorized Parties listed above the authority to, on behalf of the Entity, purchase, invest in, acquire, sell, assign, transfer, or otherwise dispose of any and all types and kinds of securities including but not limited to stocks, bonds, debentures, notes, rights, options, warrants, certificates of every kind and nature whatsoever; and to enter into agreements, contracts, and arrangements with respect to such security transactions, and to execute, sign or endorse on behalf of the Entity such agreements and to affix the corporate seal on same.

I further certify that the authority thereby conferred is not inconsistent with the Charter or Bylaws of the Entity and that the Authorized Parties listed above are officers of the Entity as of the present date.

In Witness whereof, I have hereunto set my hand this _____ day of _____, _____ (month) (year)

Signature of Secretary/Assistant Secretary	Date	Print Name of Secretary/Assistant Secretary
--------------------------------------------	------	---------------------------------------------

Please do not return this completed form to RBC WM via email as we cannot ensure the security of in-bound electronic messages. Documents containing confidential information should be delivered to RBC WM via U.S. Mail or facsimile.

CONTRACT

AGREEMENT, made this day of 2018 by and between the Village of Greenport, with an address of 236 Third Street, Greenport, New York 11944, (the "Village") and Christina Sun of BuoyantSea Swim, with an address of 615 East Gillette Drive, East Marion, NY, 11939 (the "Contractor") as follows:

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

1. The Contractor shall perform all labor, and will faithfully perform and complete in a satisfactory manner the entire work of the project for the Village of Greenport as agreed and in accordance with the attached daily schedule, with the term of the contract to be from July 9, 2018 through September 30, 2018.

2. The consideration for this project is determined to be \$ 30 per hour, and reimbursement of supplies as deemed necessary and reasonable by the Village of Greenport, to be paid by the Village to Contractor in consideration of the Contractor satisfactorily performing this Contract, to be paid to Contractor upon Contractor's satisfactory completion of work and submission of required documentation.

3. The Contractor shall not assign or subcontract this Contract or any part thereof without the prior written consent of the Village.

4. The Contractor hereby guarantees all Contract Work including but not limited to all labor and materials, for a period of one year from the date of final payment.

5. The Contractor will execute and provide release of liens and guarantees of payment of any suppliers or subcontractors prior to final payment.

6. The Contractor 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, against whom the Village may have a reasonable objection.

7. The Contractor shall procure and maintain all required certifications and licenses necessary to perform the contracted work.

8. The Contractor shall procure and maintain insurance for damages imposed by law, of the kinds and in amounts hereinafter provided, in insurance companies authorized to do such business in the State of New York covering all operations under the Contract. All insurance provided herein shall name the Village of Greenport as additional insured and the Contractor shall provide insurance coverage as follows:

a. Workman's Compensation in accordance with the laws of the State of New York, covering the Contractor and its Subcontractors for all operations under the Contract whether

performed by the Contractor or by the Contractor's Subcontractors. This insurance may be evidenced by a certified copy of the policy or a certificate of insurance in a form that is acceptable to the Village.

b. New York State Disability insurance in accordance with the laws of the State of New York covering the Contractor, its Subcontractors for all operations under the Contract whether performed by the Contractors or by its Subcontractors. This insurance may be evidenced by a certified copy of the policy, or a certificate of insurance in a form that is acceptable to the Village.

c. Liability and Property Damage Insurance: Unless otherwise specifically required by the detailed Specifications, Liability and property damage insurance on all policies shall have limits of not less than:

Bodily injury each occurrence: \$ 250,000 Aggregate \$ 500,000
Liability property each occurrence: \$ 1,000,000 Aggregate \$ 1,000,000
General Liability Insurance each occurrence: \$1,000,000 Aggregate \$2,000,000

d. Certificates and policies shall provide that coverage may not be canceled or changed without thirty (30) days prior notice to the Village. The Contractor shall be responsible for protection against vandalism, theft or malicious mischief of all of the Contractor's work, materials and equipment at all times from the start to the completion of the Work. The Village will not have any responsibility for or be under any obligation to reimburse any Subcontractor for any losses which may be due to vandalism, theft or malicious mischief.

9. The Contractor acknowledges that the Contractor is a vendor only and this Contract does not establish any employer employee relationship between the Village and the Contractor or any of the Contractor's employees.

10. The Contract and Proposal 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 _____

(SEAL)

TITLE _____
(CORPORATE SEAL)

ACKNOWLEDGEMENT OF PRINCIPAL, IF A CORPORATION

STATE OF _____)
)ss:
COUNTY OF _____)

On this ____ day of _____, 20____, before me personally came _____ to me known, who, being by me duly sworn did depose and say that he resides at _____ that he is the _____ of _____ the Corporation described in and which executed the foregoing instrument; that he knows the Seal of said Corporation; that one of the seals affixed to said instrument is such seal; that it was so affixed by order of the Board of Directors of said corporation and that he signed his name thereto by like order.

(SEAL)

Notary Public

ACKNOWLEDGEMENT OF PRINCIPAL, IF PARTNERSHIP

STATE OF _____)
)ss:
COUNTY OF _____)

On this ____ day of _____, 20____, before me personally appeared _____ to me known and known to me to be one of the members of the Firm of _____ described in and who executed the foregoing instrument and he acknowledged to me that he executed the same as and for the act and deep of said Firm.

(SEAL)

Notary Public

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

MARY BESS PHILLIPS

DOUGLAS W. ROBERTS

JULIA ROBINS

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

CLERK
SYLVIA PIRILLO, RMC
EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

Submitted: April 12, 2018
Meeting: April 19, 2018 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 Roberts April 2018 Work Session Report

Attachments:

Trustee Roberts April 2018 Work Session Report (PDF)

MEMORANDUM

To: Mayor and Board of Trustees

From: Trustee Doug Roberts

Re: April 2018 Work Session

April 12, 2018

1. **STR:** I agree with Colin Ratsey. It is time we take action on Short-Term Rentals. The options presented include:
 - a. Add STR as conditional use in Ch. 150 under R-1 and R-2 requiring Planning Board Approval
 - b. Ban all but owner-occupied STR
 - c. The Southold Town 2-week minimum
 - d. The "Roberts Cap" of x% of residential units being eligible for STR (grandfathering in all existing STR that pass muster- which currently makes up about 5% of all residential units)

Year-round residents should be terrified at the testimony of a Real Estate Broker at last month's meeting who told us that her STR investor clients call her and ask her to find them "another house" in The Village because we are the only area out here that has no policy or regulation on STR. I certainly don't want to see the Village insert itself into peoples' lives unnecessarily. But I fear that if we don't step up, we may not have a Village in 20 years.

I hope we can discuss which of these has the consensus of board support and let's get a hearing scheduled and a draft law written.

2. **Zoning and Non-Conformance with STR:** In parallel to this discussion, I'd like to see us explore code that outlaws STR on any property or project receiving approval for a conditional use, area variance, or use variance. For example, if a property owner in WC receives a use variance for residential occupation, such residential occupation can not be for STR.

Going hand in hand with this, we should crack down on those who are using approved "artist lofts" and other apartments in the CR and WC zones for STR illegally. We have a strong track record under Mayor Hubbard of providing robust and proactive communication about these sorts of violations that have been ignored for years. We give people time to adjust, give a heads up when we plan to start issuing warnings and violations, and then eventually we enforce the law. It worked to almost everyone's satisfaction on the sandwich board signs that used to clutter our sidewalks. Now it's time to enforce the law and protect housing for locals.

3. **Historic District Expansion:** Colin Ratsey also raised another issue worth discussing: Should we consider expanding the Historic District beyond its current boundaries?

4. **Soccer Clinic:** Request a resolution to execute an agreement between Rafael Morais and The Village to provide a youth soccer clinic on June 25, 26, 27, 28, with a rain date of June 29, from 5:30-7:30pm at the Polo Grounds. There will be a 5:30-6:30 session for players aged 4-6, and a 6:30-7:30 session for players aged 7-9. We hope invitations will be sent out to local families via the school, local churches, and the rec department, with spaces available on a first come, first served basis. If the clinics end up over-subscribed, Mr. Morais is available to add additional clinics later in the summer. At the time of writing this report, the specific financial details are TBD as to costs for registering in the clinic, but the hope is that The Village can subsidize a portion of the costs of The Clinic for Village residents.
5. **25 MPH:** To quote Chief Flatley, "There is no downside to lowering the speed limit." Let's just get this done for The Village and our kids.
6. **Vineyard View:** The Town of Southold Planning Board has requested our comments on the proposed Vineyard View workforce housing project bordering Moore's Woods on the North Road just outside of The Village. I request a resolution expressing the full and unequivocal support of The Village for this project. I'd like us to send a strong signal to our residents and to our neighbors in the Town of Southold that we not only value workforce housing, but we are thrilled and relieved that we no longer must be the sole bearer of the burden to provide medium- or high-density housing opportunities that benefit local working people on the North Fork.