



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

August 18, 2016 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:

- o **FIRE DEPARTMENT** - CHIEF WAYNE MILLER
Including compilation of all monthly meeting minutes

DISCUSSION:

- o Tuthill Wetlands Permit Application (129 Bay Avenue) re: in-ground pool
- o Proposed local law re: Chapter 132 to amend the south side "no parking" regulation on Wiggins Street from Fifth Street to Third Street to be year-round.
- o The public hearing regarding the proposed local law of 2016 amending the Rental Properties portion of the Village Code, to incorporate legislation concerning short-term rental properties, is still open.

MONTHLY REPORTS FOR:

- o **VILLAGE ADMINISTRATOR** - PAUL J. PALLAS, P.E.
Road and Water Department
Sewer Department
Light Department
Building Department
Recreation Department
Harbor Department
Marina Manager
- o **VILLAGE TREASURER** - ROBERT BRANDT
Meter Department
Housing Authority & Community Development
- o **VILLAGE CLERK** - SYLVIA PIRILLO, RMC
- o **VILLAGE ATTORNEY** - JOSEPH PROKOP, ESQ.

REPORTS FROM COMMITTEES

MAYOR AND VILLAGE BOARD OF TRUSTEES

PUBLIC TO ADDRESS THE BOARD



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TREASURER
ROBERT BRANDT
EXT. 217

Submitted: August 11, 2016
Meeting: August 18, 2016 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Debbie Boyle, *Assistant*
From: Debbie Boyle, *Assistant*
Department: Fire Department

Fire Department Work Session Report

Attachments:

Fire Department Work Session Report 8-18-2016 (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 Meeting 7/12/2016

Attendance: Chief Miller, Weingart, Jimenez.

Wardens: Kalin, Nyce, Barszczewski, Jensen.

Reviewed all bills for month of June.

Company requests:

Eagle Hose: Budget Items

Relief Hose: Budget Items

Star Hose: Budget Items

Standard Hose: Budget Items

Phenix Hook & Ladder: Budget Items

Rescue Squad: Medical Supplies from Hammer Medical in the amount of \$1,114.00. Discussion on purchase of Lucas device and funding.

Reviewed by full board.

Water Rescue: Budget Items

Fire Police: Budget Items

Firematically,

Wayne D. Miller

Chief Engineer

CHIEF WAYNE MILLER
1ST ASST. CHIEF JEFFREY WEINGART
2ND ASST. CHIEF SUSANO JIMENEZ
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Company Officers Meeting

JULY 19 2016

Opening: Chief Miller, opened the meeting @ 19:00 with the Pledge to the Flag & moment of silence for departed members.

Attendance: Chiefs Miller, Weingart and Jimenez, Capts. Corwin, Hays, Dimos & Mysliborski ; 1st Lts. Corwin, Hanold Reiss ; 2nd Lts. Hydell, Pope ; Fire Police Capt. Corwin & 1st Lt Capon. Member ManWaring, ManWaring, Hollid, Quillin, Detrick, Clark, Pirillo

Communications: Letter read from North Sea ladies auxiliary for a lottery raffle. Letter from S CV F A annual convention. Letter from Medford FD for an ad for their fund raiser. Letter from Flanders FD for a golf outing fund raiser. Save a date letter from Jamesport FD for St Pats Parade. Also two checks for rescue squad for a total of \$100.

Company Requests:

- 1- Nothing
- 2- Camera, AC unit in truck not working
- 3- AC not working in truck, leak in water tank
- 4- Nothing
- 5- Nothing
- 16- Request use of van for a August date
- W/R- Nothing
- F/P- Nothing

Committes: Discussed Dept Picnic

Good of the Department:

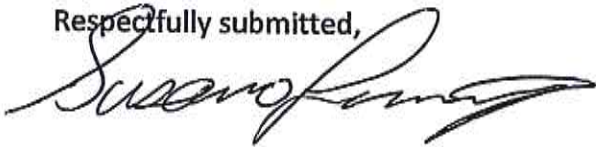
- P Dimos mentioned lack of members for fire schools, asked that officers go back to their companys and request members to show up for Yapank classes
- Chiefs also mentioned members not showing up for Rescues
- C Hanold mentioned members being aware of when they need to recertify for Rescue

Also have BY LAWS Committie meeting on the 27th of July at 7 pm.

READING OF PREV MINUTES; M/M S Corwin, Mysliborski to dispence

Adjourned at 19: 26 hours

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Susano Jimenez". The signature is fluid and cursive, with a long horizontal stroke at the end.

Susano Jimenez

Second Asst. Chief

CHIEF WAYNE MILLER
1ST ASST. CHIEF JEFFREY WEINGART
2ND ASST. CHIEF SUSANO JIMENEZ
CHAPLAIN T. MURRAY
ASST. CHAPLAIN C. KUMJIAN
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MEETING OF THE BOARD OF WARDENS

Tuesday July 19, 2016

OPENING:

Chief Wayne Miller opened the meeting at 7:31 pm with the pledge of allegiance to the flag and a moment of silence for departed members

ATTENDANCE: 1st Assistant Chief Jeff Weingart, 2nd Assistant Chief Susano Jimenez.

Wardens Joe Milovich, Norma Corwin, Ray Corwin Joe Barszczewski, James J. Pirillo James Kalin, John Grilli. Excused Warden Warren Jensen Warden Nyce in @ 8:13.

Members Scott Holland, Mike Quillan.

THOSE WISHING TO SPEAK TO THE BOARD: None

READING OF THE PREVIOUS MINUTES:

Motion made by Warden John Grilli , seconded by Warden Ray Corwin to approve the minutes of the June 15,2016 meeting of the Board of Wardens as printed and distributed. Motion carried.

COMPANY OFFICERS MEETING MINUTES:

Chief Susano Jimenez read the minutes of the July 19, 2016 meeting of the company officers for information only.Motion made by Warden Joe Barszczewski, Seconded by Warden Ray Corwin to accept The Company Officers meeting as read. Motion Carried.

TREASURER'S REPORT:

The treasurer's report for the period of June 16, 2016 through July 19, 2016 was read by Secretary / Treasurer James Kalin. Warden Kalin also read the 2% distribution Proposal. Motion made by Warden John Grilli seconded by Warden Ray Corwin to accept the treasurer's report also to accept the 2% Proposal. Motion carried.

BILLS: None

COMMUNICATIONS RECEIVED:

1. Jamesport St Patricks Day Parade March 25,2017 @1 pm
2. Flanders Fire Department 3rd Golf outing Sept 12,2016 \$165.00 per person
3. SCVFA annual dinner to be held October 15,2016
4. Medford Fire Department 95th Anniversary Parade August 24,2017
5. North Sea Ladies Auxiliary fundraiser daily #'s raffle.
6. Donation from Carol Hiddink \$75.00 to the Rescue Squad.
7. Donation from G. Mclean \$25.00 to Fire Department
8. Suffolk County Volunteer Dinner & Meeting Station 1 help needed July 28th

APPLICATION(S) FOR NEW MEMBERSHIP:

1. Yira Tejada – Rescue only
2. Shelby Kostal -Rescue only

Motion by Warden Joe Barszczewski seconded by Warden Ray Corwin to accept application(s). Motion carried

REPORT OF COMMITTEES:

BUILDING AND GROUNDS:

1. Warden Joe Milovich called Rep Electric waiting on call for fixing the lights.
2. Chief Wayne Miller spoke about possibly getting bonds to do ramps for both buildings.

Chief Miller read 2 Engineering quotes given for doing the ramps. Chief Miller requested that Warden Joe Milovich contact H2m Engineer to get engineering additional specs for ramps for Station 1 & Station 2.

Warden Joe Milovich requested that all warden meet to discuss getting a new building or to repair what we have.

BY-LAWS: Chief Miller mentioned that Warden Dave Nyce looked into how the Department should do the Physicals and the Department can set them up any way they want them done, as far as what the Dr should do. Warden Nyce not here to discuss. Chief Miller request Meeting to be held Wednesday July 27, 2016 @ 7pm. To discuss by laws.

Warden Dave Nyce in @ 8:13, Spoke about the specifics on how we control when physicals are done and how we want the Dr to perform the physicals.

FINANCE: Report read by Chief Miller.

Mike Richter received quotes on the Lucas device (automatic CPR machine) 1 unit cost 20,192 2 units @ 39,000 to possibly purchase one from May Mile & one from Budget. Much discussion on if we need 2 at this time. As per 1st Assistant Chief Jeff Weingart & 2nd Assistant Chief Susano Jimenez should purchase 1 from Budget & 1 from May Mile to show Peconic landing what we are using their funds for. Warden John Grilli made motion to purchase one from budget now. And to wait for one month to have all wardens discuss to purchase the other one from May Mile.

Warden John Grilli Rescinded his motion.

Warden Joe Barszczweski asked where in writing it says what we can use the May mile fund for, As per Chief Miller there is nothing in writing.

Warden Joe Milovich made a motion to purchase one from Budget and one from May Mile. Warden Dave Nyce seconded. Motion Carried

FIRE DISTRICT: None

PRE-INCIDENT PLANNING: None

SERVICE AWARDS: Warden James Kalin mentioned questions he has been asked by the members about the new low sap point system. What are points given for? Warden James Kalin explained what the members are getting points for as far as Misc/Standbys and Fire/EMS calls.

RECRUITMENT: None

CASUALTY FUND: None

FUNERAL: None

COMMUNICATION: None

TRIPS AND TRAVEL: None

COMPANY REQUESTS

EAGLE HOSE CO. # 1 Warden Milovich requested pole on truck needs to be fixed, as per Chief Miller need prices.

RELIEF HOSE CO. # 2 Budget / Camera

STAR HOSE CO. # 3 Budget /fix tank

STANDARD HOSE CO. # 4 Budget/ Warden Dave Nyce Needs mask to fit glasses

PHENIX HOOK & LADDER CO. # 1 Budget

RESCUE SQUAD Use of van to go to PL Custom 1st week of August to New Jersey

Motion Made by Warden John Grilli for use of Van seconded by Warden James Kalin. Motion carried

WATER RESCUE

FIRE POLICE

UNFINISHED BUSINESS: As per Chief Wayne Miller new Chief cars had to go back out for rebid. Something in the Bids that was disqualified

REPORT OF DELEGATES None

NEW BUSINESS None

GOOD OF THE DEPARTMENT

1. Warden Ray Corwin asked about new ID badges as per Chief Miller yes come to office.
2. Warden James Kalin request meeting room for Defensive Driving Classes July 25 & 27 August 22&23 September 26& 27 all at 6pm

Motion made by Warden Ray Corwin to allow use of meeting room Seconded by Warden Joe Milovich Motion Carried.

3. Warden Norma Corwin request to wear black bands for Richie & Bruce Memorial.
4. Warden Corwin also mentioned that each company does their own accountability when at a fire Alarm.

5. Warden Joe Milovich asked about the patches, As per Chief Miller he apologized he forgot to bring them with him.
6. Class A Uniform fitting @ 7pm on Wednesday July 27.

EXECUTIVE SESSION Motion by _____, seconded by _____, to adjourn to an executive session to discuss personnel. Motion carried. Into an executive session at __:__pm.

Motion by _____, seconded by _____, to return to the regular meeting. Motion carried. Regular meeting at __:__pm.

Motion by _____, seconded by _____, to

READING OF THE MINUTES

Motion made by Warden James Kalin seconded by Warden John Grilli to dispense with the reading of the minutes of tonight's meeting. Motion carried.

ADJOURNMENT

Motion made by Warden James Kalin seconded by Warden Ray Corwin to adjourn.

Motion carried. The meeting was adjourned at 8:51 pm

Respectfully Submitted by,

Jennifer Grilli

Recording Secretary



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Submitted: August 11, 2016
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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

August 18, 2016

Administrator's Office

Statistics

Work Orders:

Electric = 25 Written, 25 Completed
Water = 9 Written, 9 Completed
Sewer = 30 Written, 30 Completed
Road = 98 Written, 98 Completed

Reports

❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 08-08-2016. 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 08-15-2016.

Resolutions:

Hiring of Gary Primm and Zanejai Everett
Hiring of Jeremy Bennett
Hiring of Miquella Farris

Road/Water Department

Statistics

Water Distribution:

11,215,900 Gallons Sold

Sampling:

All water samples complied with Department of Health requirements.

Locations: Harbor Front Deli
Total Coliform = Negative
E Coli = Absent
Residual Chlorine = 0.68 mg/L

Third Street Firehouse
Total Coliform = Negative
E Coli = Absent
Residual Chlorine = 0.48 mg/L

The form, DOH-360, was filed with the DOH on August 8, 2016 outlining the above results.

Report

Tasks Accomplished:

- ❖ Performed Water Machine maintenance
- ❖ Cleaned the tops of all storm drains
- ❖ Patched roads and swept streets throughout the Village
- ❖ Made repairs to misters in Mitchell Park
- ❖ Installed new hydrant on Atlantic Avenue
- ❖ Watered all Village landscaping and trees. Trimmed hedges and weeded flower beds.
- ❖ Reconstructed a damaged planter box on Main Street
- ❖ Greased Carousel in Mitchell Park
- ❖ Made minor repairs to Village equipment

Projects:

The Road Crew worked on signage throughout the Village. Enhancements to traffic signs and street signs have been completed and more work is ongoing. The team has replaced several parking and handicapped signs along Main Street and Carpenter Street. Improved signage will make traffic enforcement more efficient.

The crew has been working to complete a new jungle gym at Third Street Park. They expect to be finished by mid-August.

The crew also completed a maintenance initiative at the Village Skate Park on Moore's Lane. The ramps and supports were painted and refreshed with new wood.

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 July = 9,565,000 gallons.

Average Daily Flow = 0.308 million gallons day. (MGD). Permit limit = 0.650 MGD

Total Suspended Solids, (TSS) % removal = 98% Permit limit = 75%

Carbonaceous BOD Removal, (CBOD) = 99% Permit limit = 75 %

Coliform Fecal General = < 1.9 MPN/100 Permit limit = 200 MPN/100

Coliform Total General = <22.5 MPN/100 Permit limit = 700 MPN/100

Total Nitrogen in effluent = 2.4 mg/L, and 5.8 lbs/day

Sludge Removal:

35,000 Gallons of sludge hauled during July.

Report

❖ Treatment Plant:

Replaced four burned out ultraviolet light bulbs on the Trojan UV System. Additional replacements were ordered for inventory. The system was also cleaned and lubricated, as general maintenance.

The cooling fan for the VFD panel has been successfully installed and is working as intended.

❖ Collection System:

Two blockages were reported on Front Street. Both were cleared, continual and regular cleanings are being carried out on Front Street to prevent these occurrences.

Electric Department

Statistics

Monthly Power Usage:

Maximum usage day = July 17 @ 151.68 Mwh
Minimum usage day = July 13 @ 66.52 Mwh
Average usage for the month per day = 111.08 Mwh
Monthly total usage = 3443.35 Mwh

Service calls/call outs = 4
Street light repairs = 12
Customers shut off for none payment = 6
Customers turned on for payment = 4
Customers turned on for the season = 0
New Services/Service Upgrades = 0

Tasks Accomplished:

- ❖ Replaced a pole on Main Street after a car severed it at ground level
- ❖ Contractor is nearing completion of the new Power Plant Sliding Gates
- ❖ Annual inspection for the line trucks was completed successfully.

Projects:

Power Plant staff assisted the Marina Crew with lighting replacement. Lighting fixtures throughout the park were evaluated and repairs have been made.

The contractor work on the Power Plant upgrade is still ongoing.

Repairs to Engine No. 4 have been facilitated. The consultant expects repairs to be completed by the end of August.

Attachments:



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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

August 18, 2016

Building Inspector's Office

Statistics

Summary of Transactions:

Building Permits Issued	5
Building Permit Applications	6
Fence Permits	1
Wetland Permit Application	0
Wetland Permit Issued	0
HPC Application	1
Zoning Board Applications	3
Planning Board Applications	1
CO Searches	6
CO Fees	6
Yard Sale	8
Road Opening	1
Sewer Inspection Fee	0
Dumpster Permit	0
Sign Permit	1
Rental Permit Fees	1
Demo Permit	0

Total Fees Collected: \$3,550.00

Reports

- ❖ The Building Department has been taking in a large number of residential permit applications with some commercial ones.
- ❖ New York State has adopted the International Code with a supplement for the state. During the recent training held on July 26th and 27th many new building codes and requirements were discussed in detail. The system for code review has changed immensely. The energy code sections are the most affected parts. New regulations requiring third party testing will become mandatory for all new house construction and additions, such as blower door tests. The existing building code has an expanded scope with new administrative duties and changes to construction documentation, inspections, service utilities, emergency measures and demolition. These changes become effective October 3, 2016.
- ❖ It is now mandatory in New York State for all commercial building to have Carbon Monoxide detectors. The grace period has now ended.

Code Enforcer's Office

Reports

- ❖ There has been limited general code enforcement due to the resignation of Edward Ward and therefore no code enforcement report is attached. We have begun traffic enforcement activities with the hiring of Greg Morris.

Traffic Enforcement Statistics Worksheet is attached.

Attachments:

Breakdown by violation Type for Pauls Work Session Report (PDF)

BREAKDOWN BY VIOLATION TYPE

Code	Description	2016	Total
1	VEHICLE PARKD OUTSD LINES	57	57
10	PRKD. IN HANDICAPPED SCHD. XIX.	24	24
11	PRKD OBSTR. FIRE HYDRANT	2	2
13	PARKED ON SIDEWALK	11	11
14	UNREGISTERED	12	12
15	UNINSPECTED	83	83
16	PARKED FACING WRONG DIR.	39	39
17	OBSTRUCT DRIVEWAY	6	6
18	PRKD OUTSIDE OF MARKINGS	45	45
19	PRKD W/O VILL. PK STICKER	1	1
2	PRKD WHERE PROHIBITED SCHEDULE XI.	87	87
20	PRKD ON JOHNSON PLACE	2	2
21	OTHER	3	3
4	STOP OR STAND WHERE PROHIBITED SCH. XII.	11	11
6	STOP OR STAND WHERE PROHIBITED XIV.	3	3
8	PRKD LONGER THAN PERMITTED SCHD XVI.	5	5
OTHER	1202-2E VTL (blocking curb	3	3
Total		394	394

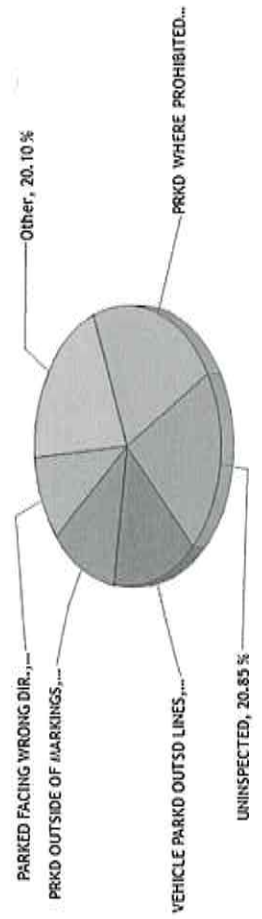
295 / 74.87%

Top five by Violation Types

- PRKD WHERE PROHIBITED SCHEDULE XI.
- UNINSPECTED
- VEHICLE PARKD OUTSD LINES
- PRKD OUTSIDE OF MARKINGS
- PARKED FACING WRONG DIR.

These Violations combined represent 78.14% of issuance Town wide.

Frequently Issued Violations



Fine Collection

Client: TOWN OF SOUTHOLD-GP

Date Range for Reports: From June 2016

To August 2016

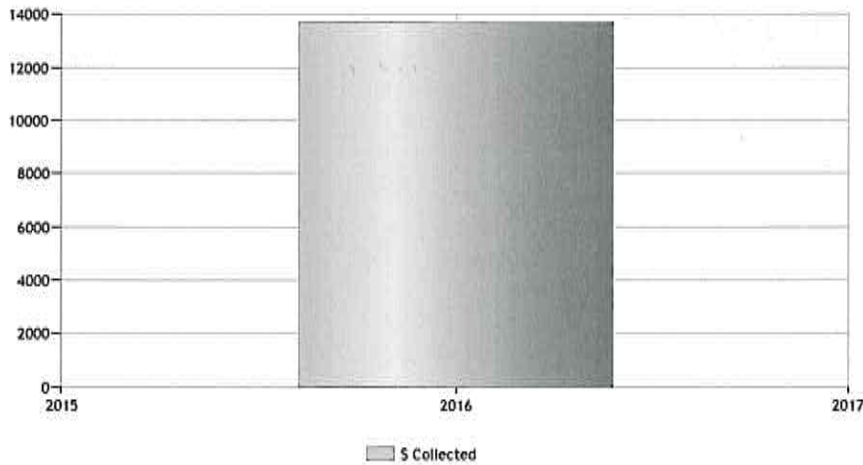
Calendar to Use: Fiscal Year (Jan-December)

June 1, 2016 through August 31, 2016

Month	2016		Total	
	Case	Amount	Case	Amount
January		\$0.00		\$0.00
February		\$0.00		\$0.00
March		\$0.00		\$0.00
April		\$0.00		\$0.00
May		\$0.00		\$0.00
June	4	\$300.00	4	\$300.00
July	115	\$9,025.00	115	\$9,025.00
August	54	\$4,400.00	54	\$4,400.00
September		\$0.00		\$0.00
October		\$0.00		\$0.00
November		\$0.00		\$0.00
December		\$0.00		\$0.00
TOTAL	173	\$13,725.00	173	\$13,725.00

ACTUAL MONIES COLLECTED

Annual Case Trend



Case Track





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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

August 18, 2016

Marina/Mitchell Park

- ❖ Park employees with the assistance of the Light Crew have been making repairs to park light fixtures.
- ❖ The pump-out boat and pump-out station on the pier were both down due to mechanical malfunctions. They were repaired in a timely manner and returned to service.
- ❖ Contractors have been out to evaluate repairs to the boardwalk lighting, which is not working at this time. As soon as we have quotes from those contractors the repairs will be facilitated
- ❖ The Marina began to bring in some of the larger yachts toward the end of the month into early August.
- ❖ The Marina revenue is down by \$20,801.02 from last year. Five of our regular yachts came later in the month and are expected to settle their dockage in August, which should boost Marina revenue.
- ❖ Mooring revenue is down by \$638.00 from last year. Off Shore Services (pump-out boat) is down by \$204.00
- ❖ Carousel revenue is down by \$1,969.97 and Camera Obscura is up by \$141.00.

Monthly Revenue Reports are attached.

Recreation Center

Statistics

Attendance:

Kids =93 Enrolled in Summer Camp

Reports

- ❖ Summer Camp is going extremely well. The children are enjoying all special events, trips, Library programs and organized games.
- ❖ The summer campers participated in a field trip to Adventureland on July 18th.
- ❖ On July 22nd Fifth and Sixth Street Beach had a routine impromptu visit and inspection by the Suffolk County Department of Health Services. The inspection concluded with no citations or deficiencies.
- ❖ The Department of Social Services provided written approval to institute a program to assist children in need.
- ❖ On August 17th the Recreation Department is planning another big event. "The Big Top Circus" a carnival themed event that will include face painting, taffy making, contests, and games.
- ❖ The annual Family BBQ was on August 5th. A great time was had by all at this favorite community event.

Campground

Tasks Accomplished

- ❖ Performed general maintenance and dealt with customer needs.
- ❖ The new Wi-Fi system at the campground is working great with no complaints.
- ❖ The campground revenue is up by \$1,695.00 over last year.

Attachments:

Rec Rev Report 081816(PDF)

Recreation Department Monthly Revenue

Day	Marina				Campground				Offshore Services				Moorings				Camera Obscura			
	Jul-16		Jul-15		Jul-16		Jul-15		Jul-16		Jul-15		Jul-16		Jul-15		Jul-16		Jul-15	
	Cash	C.C.	Cash	C.C.	Cash	C.C.	Cash	C.C.	Cash	C.C.	Cash	C.C.	Cash	C.C.	Cash	C.C.	Cash	C.C.	Cash	C.C.
1	\$27.50	\$7,534.99	\$449.39	\$14,041.11		\$3,065.00		\$5,290.00												
2	\$1,470.63	\$15,996.72	\$203.25	\$6,790.50		\$1,755.00		\$1,730.00												
3	\$689.18	\$3,807.27	\$245.85	\$10,680.85		\$1,170.00		\$810.00											\$266.00	\$24.00
4	\$345.23	\$4,913.95	\$1,010.82	\$3,381.66				\$430.00												
5	\$323.94	\$15,208.33	\$460.61	\$6,779.44		\$890.00		\$160.00	\$210.00				\$336.00						\$21.00	
6	\$84.20	\$3,115.30	\$466.14	\$3,517.45		\$90.00		\$120.00											\$244.00	\$76.00
7	\$484.80	\$7,444.33	\$209.67	\$3,089.21				\$190.00												
8	\$568.51	\$5,213.48	\$180.99	\$1,571.07		\$240.00		\$160.00						\$42.00						
9	\$248.30	\$2,808.31	\$415.35	\$1,393.27		\$30.00		\$295.00		\$300.00										
10	\$255.42	\$3,683.66	\$496.00	\$5,639.76		\$530.00		\$730.00												
11	\$163.20	\$2,376.17	\$1,339.22	\$5,975.92		\$650.00		\$240.00	\$115.00										\$84.00	
12	\$101.09	\$1,826.95	\$775.36	\$4,377.72		\$1,105.00														
13	\$66.93	\$2,214.84	\$66.05	\$1,579.16		\$120.00		\$280.00											\$88.00	
14	\$406.82	\$4,557.07	\$39.23	\$1,081.12				\$150.00											\$60.00	\$60.00
15	\$110.70	\$5,965.61	\$25.00	\$2,235.14		\$700.00		\$1,020.00												
16	\$827.42	\$3,077.86	\$227.50	\$6,074.36		\$740.00		\$240.00					\$80.00							
17	\$774.04	\$7,027.82	\$488.06	\$3,869.33		\$105.00		\$220.00	\$135.00		\$215.00									
18	\$190.75	\$3,029.19	\$1,153.06	\$13,285.73		\$210.00		\$170.00											\$48.00	\$6.00
19	\$94.83	\$4,347.99	\$626.98	\$1,471.97		\$210.00					\$90.00									
20	\$100.59	\$2,680.87	\$41.39	\$4,889.74		\$30.00		\$10.00												
21	\$541.27	\$3,251.71	\$12.50	\$14,095.82		\$30.00		\$860.00											\$84.00	
22	\$289.59	\$7,028.71	\$708.45	\$2,618.44		\$180.00		\$775.00												
23	\$285.19	\$9,711.49	\$245.02	\$2,730.80		\$210.00		\$1,155.00											\$44.00	
24	\$1,416.26	\$4,810.60	\$157.55	\$8,771.76		\$150.00		\$150.00												
25	\$98.50	\$4,118.77	\$1,147.84	\$3,986.73		\$445.00		\$190.00	\$70.00											
26	\$190.10	\$1,998.06	\$757.65	\$7,433.17		\$150.00		\$130.00	\$20.00		\$110.00								\$76.00	\$97.00
27	\$307.21	\$4,439.53	\$638.67	\$5,127.29		\$200.00		\$315.00												
28	\$192.18	\$4,299.61	\$214.76	\$1,690.24		\$230.00		\$840.00												
29	\$291.12	\$4,939.95	\$249.11	\$7,224.35		\$2,270.00														
30	\$617.67	\$4,019.40	\$653.94	\$2,525.25		\$3,115.00		\$865.00											\$29.00	
31	\$174.36	\$3,142.69	\$392.08	\$19,076.43		\$1,830.00		\$2,760.00	\$80.00		\$119.00		\$58.00							
	\$170,301.26		\$191,102.28		\$20,300.00		\$18,605.00		\$630.00		\$834.00		\$516.00		\$1,154.00			\$147.00		\$6.00
	YOY		-\$20,801.02		YOY		\$1,695.00		YOY		-\$204.00		YOY		-\$638.00			YOY		\$141.00

Recreation Department Monthly Revenue

Carousel

Day	Jul-16				Jul-15			
	Cash	Donations	Group Sale	Purchases	Cash	Donations	Group Sale	Purchases
1	\$1,452.00	\$16.00		\$60.00	\$1,505.00			\$35.00
2	\$2,685.00				\$1,649.00			\$40.00
3	\$3,468.00			\$30.00	\$2,868.00			\$35.00
4	\$2,400.00	\$26.00		\$60.00	\$4,648.00	\$10.00		\$35.00
5	\$1,692.00	\$11.00			\$4,018.00	\$34.00		\$15.00
6	\$1,056.00	\$4.00		\$45.00	\$3,836.00			\$30.00
7	\$1,126.00				\$3,194.00			
8	\$1,950.00			\$35.00	\$876.00			\$45.00
9	\$2,430.00	\$10.00		\$15.00	\$1,152.00	\$31.00		\$30.00
10	\$2,257.00	\$11.00		\$90.00	\$1,373.00			\$15.00
11	\$1,345.00	\$21.00		\$15.00	\$1,778.00			
12	\$1,002.00				\$1,653.00	\$49.00		\$15.00
13	\$1,012.00	\$11.05		\$100.00	\$1,116.00			
14	\$1,004.00				\$826.00			
15	\$1,027.00				\$1,059.00			
16	\$2,014.00	\$4.00		\$15.00	\$1,038.00			\$45.00
17	\$2,100.00			\$15.00	\$1,556.00			
18	\$1,440.00	\$8.75		\$20.00	\$2,149.00			\$15.00
19	\$1,652.00		\$102.00	\$15.00	\$439.00			\$30.00
20	\$1,278.00	\$23.25		\$120.00	\$1,103.00	\$30.00		\$40.00
21	\$1,356.00			\$10.00	\$1,402.00			\$60.00
22	\$1,394.00			\$10.00	\$1,126.00			\$55.00
23	\$1,852.00			\$20.00	\$1,050.00			\$25.00
24	\$1,920.00	\$12.96		\$10.00	\$1,454.00			\$55.00
25	\$1,084.00				\$1,982.00			\$20.00
26	\$1,112.00			\$20.00	\$2,568.66	\$32.08		\$20.00
27	\$1,532.00			\$10.00	\$1,678.00			\$15.00
28	\$1,082.00			\$10.00	\$998.00			\$15.00
29	\$1,269.00	\$5.00		\$30.00	\$1,044.00			\$15.00
30	\$2,258.00	\$30.76			\$1,000.00	\$25.00		\$35.00
31	\$2,274.00			\$70.00	\$1,582.00			\$20.00
		\$52,744.77				\$54,714.74		
			YOY					-\$1,969.97



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: August 10, 2016
Meeting: August 18, 2016 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 August 2016

Report from the Treasurer's Office

REQUEST A MOTION BE PLACED ON THE AGENDA FOR:

- RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 3507, to appropriate fund balance from the General Fund for the repair of the carousel doors, and directing that Budget Amendment # 3507 be included as part of the formal meeting minutes for the August 25, 2016 regular meeting of the Board of Trustees

UTILITY BILLING

- Part time Meter Reader Robert Walden is being placed on the schedule.
- Check -reads put the meter reading behind for a day and a half. We are currently back on schedule. Sector 1 is being billed out, and sector 2 is being read.

COMMUNITY DEVELOPMENT/ HOUSING AUTHORITY

- 2 recertification's and 7 interims were performed for August 2016.

SIGNIFICANT PAYMENTS

Bond Payment - \$ 560,200.00 Principal & interest for 2012 Refunding Issue. Breakdown is as follows:

- Park Debt - \$ 290,000 principal, \$ 22,125.00 interest
- Fire Debt - \$ 123,500 principal, \$ 3,305.94 interest
- Electric Debt - \$ 116,500 principal, \$ 4,769.06 interest

SIGNIFICANT COLLECTIONS

- Rents Received - July 2016 - \$ 80,633.03
- Property Taxes Received - \$ - \$ 1,004,918.39

INFORMATIONAL:

- Report - Cash Holdings - See attached
- Utility Billing - see attached Billing Statistics Report
- CD/HA Monthly Financials - See attached
- Water and Sewer Rate Study RFP - Draft document attached

Attachments:

BANK ACCT BALANCES JULY 2016 (PDF)

CD FINANCIALS JULY 2016 (PDF)

HA FINANCIALS JULY 2016 (PDF)

BUDGET AMENDMENT # 3507 - CAROUSEL DOORS REPAIR (PDF)

BILLING STATISTIC REPORT JULY 2016(PDF)

**BANK ACCOUNT BALANCES
FOR THE MONTH OF JULY 2016**

FUND	BANK ACCOUNT NAME	G/L ACCT#	TYPE	BALANCE	
A	General	A.0200.000	Checking	1,098,890.88	
A	General Fund III	A.0201.000	Cert of Deposit	352,018.18	
A	Greenhill Cemetery	A.0201.100	Savings	33,255.27	
A	Clarks Beach Savings	A.0201.120	Savings	82,176.94	
A	Clarks Beach Reserve CD	A.0201.120	Cert of Deposit	676,512.66	
A	Money Market	A.0201.130	Money Market	687,110.30	
A	Fire Apparatus	A.0221.110	Money Market	421,786.47	
A	General Fund Capital	A.0230.200	Cert of Deposit	213,175.32	
A	Bulding Department Escrow	A.0235.101	Checking	9,800.00	
A	Parks and Recreation	A.0200.200	Checking	4,732.88	
				TOTAL GENERAL FUND	\$ 3,579,458.90
CD	Small Cities Rehab.	CD.0200.000	Savings	109,944.77	
CD	NYS CDBG Funds	CD.0200.400	Public Funds Acct	226.21	
CD	Moran	CD.0201.000	Savings	5,725.20	
CD	Watkins	CD.0201.001	Savings	21,742.41	
				TOTAL COMMUNITY DEVELOPMENT	\$ 137,638.59
E	Light Depreciation Savings	E.0116.100	Savings	2,124,694.33	
E	Light Ban	E.0118.000	Checking	749,437.70	
E	Light Fund	E.0121.100	Checking	712,966.77	
E	TTC Collections	E.0121.120	Money Market	278,771.38	
E	Consumer Deposit Savings	E.0191.100	Savings	127,843.54	
E	Consumer Deposit Checking	E.0244.200	Checking	1,904.64	
				TOTAL LIGHT FUND	\$ 3,995,618.36
F	Water	F.0200.000	Checking	460,176.27	
F	Water Fund Capital	F.0200.400	SAVINGS	8,352.95	
F	Water Fund CD	F.0201.000	Cert of Deposit	200,988.33	
F	Water Fund Money Market	F.0201.130	Money Market	100,562.58	
					\$ 770,080.13

G	Sewer	G.0200.000	Checking	478,244.56	
G	NYS DEC Consent	G.0201.000	Savings	31,171.53	
G	Sewer Fund I	g.0201.100	Cert of Deposit	360,000.00	
G	Sewer Fund III	G.0201.120	Cert of Deposit	715,552.23	
G	NYSEFC	G.0205.000	Checking	185,801.61	
G	Sewer Wastewater	G.0220.110	Savings	12,116.52	
G	NYSERDA	G.0525.000	Checking	95.83	
				TOTAL SEWER FUND	\$ 1,782,982.28
H	Capital	H.0200.000	Checking	148,961.89	
H	Capital Reserve	H.0200.400	SAVINGS	49,397.24	
				TOTAL CAPITAL FUND	\$ 198,359.13
TA	Trust & Agency	TA.0200.000	Checking	36,523.71	
TA	Retirement Savings	TA.0201.000	Savings	48,757.06	
TA	WWI Memorial Trust	TA.0201.001	Savings	723.11	
TA	T & A Special Escrow	TA.0201.002	Savings	6,577.06	
TA	Justice Court	TA.0201.004	Savings	4,774.01	
TA	Concert Fund	TA.0201.008	Savings	2,297.38	
TA	Global Common	TA.0201.009	Savings	270,963.44	
TA	Accounts Payable	TA.0202.000	Checking	61,408.77	
				TOTAL TRUST & AGENCY FUND	\$ 432,024.54
	Wire Account			1.00	
	Utility Clearing			58,915.27	
					\$ 58,916.27
				TOTAL VILLAGE WIDE	\$ 10,955,078.20

FDS - 213 Center St & 278 2nd Street Monthly Revenue & Expenses - July 2016

\$ 4,615.00

Account Description	REVENUE: 213 Center 213 Center	REVENUE: 278 2nd Street UNIT 1 - 8124 8327	UNIT 3	HOUSE	
Rent	\$ 1,125.00	\$ 1,240.00	1,125.00	\$ 1,125.00	
Late Fees	\$ 75.00	\$ -			
TOTAL REVENUE	\$ 1,200.00	\$ 1,240.00	\$ 1,125.00	\$ 1,125.00	\$ 3,490.00
EXPENSES:	EXPENSES: 213 Center 213 CENTER	EXPENSES: 278 2nd Street UNIT 1 - 8124 8327	8328	HOUSE - 8590 RE/8361 SW	
<u>Utilities</u>					
Electric	\$ 67.78			\$ 12.77	
Water/Sewer	\$ 63.94			\$ 63.94	
Propane/Heating Oil	\$ 148.84				
<u>Admin</u>					
Salary (\$4.08 X 2 payperiods 140 hrs=\$571.20 divide by 25% and 75%)	\$ 142.80			\$ 428.40	\$ 571.20
Payment Agreement to Village				\$ 1,000.00	
Total	\$ 423.36	\$ -	\$ -	\$ 1,505.11	\$ 1,505.11
<u>Maintenance Repairs/Other</u>					
VGHA Admin Fee Deficit					
Greenport Plumbing and Heating					
Pine Oaks Landscaping					180.00
Total Expenses	\$ 423.36	\$ -	\$ -	\$ -	\$ 180.00
MONTHLY FINANCIAL SUMMARY	213 CENTER	278 2nd STREET			
Interest Earned					
Total Revenue	\$ 1,200.00		\$ 3,490.00		
Total Expenses	\$ 423.36		\$ 1,685.11		
NET REVENUE	\$ 776.64		\$ 1,804.89		
EXCESS (DEFICIENCY) OF TOTAL REVENUE					
1000 OYER (UNDER) TOTAL EXPENSES	\$ 776.64		\$ 1,804.89		

Financial Data Schedule - Monthly Revenue & Expenses - JUL 16				82	TOTAL UNITS	TOTAL HAP & PORT PAYMENT	\$ 66,922.00	243.00	\$
Account Description						TOTAL HAF, PORT, UTILITIES	\$ 67,165.00		
REVENUE:									
706	PIA HUD Operating Grants	\$	69,592.00						
706a	Admin fee revenues	\$	7,126.96						
711	Interest Earned - HAP	\$							
	Interest Earned - ADMIN	\$							
714	Fraud recovery	\$							
700	TOTAL REVENUE	\$	77,118.00						
EXPENSES:									
Administrative									
912	Auditing fees	\$	1,680.00	FASS Unaudited 3/31/16					
911	Salaries - Asha (\$24,521 Robert Column E 2 payperiods)	\$	3,433.44	\$ 223.08	\$ 3,656.52	Admin Salaries total			
911a	Medical	\$	1,855.09	\$ 23.96	\$ 1,889.05	Medical Total	PORT IN	DATE	NILLED
911b	Dental	\$	139.24	\$ 2.93	\$ 142.17	Dental Total			
911c	Pension 18.6% T4/15 3% T5	\$	638.62	\$ 34.13	\$ 672.75	Pension Total			
914	Payroll Taxes FICA	\$	762.66	\$ 3.41	\$ 766.07	FICA Total	TOTAL PORT IN	\$ -	\$ -
913	Employee Benefit Contribution	\$	2,632.95	\$ 71.02	\$ 2,703.97	Benefits Total	PORT OUT		
914	Compensated absences								
								11/13/2015	\$ 370.00 \$ 67.09
917	Nina JG Stevens, Esq								
	A Gallacher Reimb								
918	A Gallacher Mileage	\$							
916	Office Expenses Total	\$					TOTAL PORT OUT	\$ 370.00	\$ 67.09
910	Administrative Total	\$	8,373.65	\$ 7,176.36		Village of Greenport total			
962	Other General Expenses (Office Rent)	\$	359.10						
969	TOTAL OPERATING EXPENSES	\$	8,923.65				TERMINATED		
970	EXCESS OPERATING REVENUE OVER OPERATING EXPENSES	\$	(1,797.65)						
973.1	PIA Utility Allowance	\$	243.00				DECREASED		
973.2	HAP payments	\$	66,552.00				ABSORBED		
	PORT payments	\$	370.00						
973	(HAP, PORT and UTILITY TOTAL)	\$	67,165.00						
	HAP & UTIL less Port payments	\$	66,795.00						
1117	Total Admin Revenue	\$	7,126.00						
1118	Total Hap Revenue	\$	69,992.00				RELINQUISHED		
1118-02	Net HAP	\$	2,827.00						
	Net ADMIN	\$	(1,797.65)						
990	TOTAL EXPENSES	\$	76,088.65	\$ 76,088.65		TOTAL CASH DISBURSEMENTS			
1000	EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES	\$	1,029.35						

VILLAGE OF GREENPORT**Budget Adjustment Form**

Year: 2017 Period: 8 Trans Type: B2 - Amend Status: Batch
Trans No: 3507 Trans Date: 08/09/2016 User Ref: ROBERT
Requested: P. PALLAS Approved: Created by: ROBERT 08/09/2016

Description: TO APPROPRIATE GENERAL FUND SURPLUS TO FUND THE REPAIR OF THE
CAROUSEL DOORS

Account # Order: No
Print Parent Account: No

Account No.	Account Description	Amount
A.7312.401	CAROUSEL EXPENSE	22,100.00
A.5990	APPROPRIATED FUND BALANCE	22,100.00
Total Amount:		<u><u>44,200.00</u></u>

EOM Billing Statistics Report

Rate Summary - All Routes

Service	Rate# - Description	Bills	Min_Bills	Usage	Charge	Usage	Demand	Contract	PCA	Comm Tax	Res Tax	Total	
Electric	2 - Electric - Flat Charge	14	0	0	0	0	0	675.38			9.07	684.45	
	9 - Residential (1, 1)	1339	0	1115003	120,693.87	0	0		15,025.87		3,258.23	138,967.77	
	10 - Water Heating (2, 2)	14	0	3052	191.40	0	0		41.11		5.80	238.31	
	11 - All Electric (3, 3)	337	0	140817	14,985.89	0	0		1,732.56		415.06	17,133.31	
	13 - Demand - Class 3 (5, 5)	5	0	137600	7,691.84	1013.7	11,910.98		1,853.81	753.29		22,209.72	
	14 - Village St. Lighting (6, 6)	5	0	27258.35	3,137.44	0	0		367.20			3,504.64	
	15 - Town St Lighting (7, 7)	1	0	3305.05	380.41	0	0		44.52			424.93	
	19 - Traffic Lights (11, 11)	1	0	1341	139.38	0	0		18.05			157.44	
	20 - Contract St Lighting (12, 12)	1	0	0	0.00	0	0					0.00	
	21 - Sterling Harbor (13, 13)	2	0	1180.375	135.86	0	0		15.90	13.09		184.85	
	66 - Reconnection Fee	3	0	0	0	0	0					225.00	
	Electric Total		1722	0	1429556.775	147,345.89	1013.7	11,910.98	225.00	19,098.63	766.38	3,688.16	183,710.42
	Sewer	3 - Sewer - Flat Charge	41	0	0	2,318.80	0	0	900.38	19,098.63	766.38	3,688.16	2,318.80
		4 - Sewer - Flat Charge	1	0	0	63.70	0	0					63.70
23 - Sewer - VILL 3/4" W/SEWER (14, 14)		866	430	5763.4	66,219.65	0	0					66,219.65	
25 - Sewer - VILL 1" W/SEWER (15, 15)		29	11	589.5	6,303.76	0	0					6,303.76	
27 - Sewer - VILL 1 1/2" W/SEWER (16, 16)		12	4	459.7	4,959.16	0	0					4,959.16	
29 - Sewer - VILL 2" W/SEWER (17, 17)		28	7	704.7	7,504.70	0	0					7,504.70	
31 - Sewer - VILL 3" W/SEWER (18, 18)		1	1	0	35.04	0	0					35.04	
33 - Sewer - VILL 4" W/SEWER (19, 19)		2	2	0	70.08	0	0					70.08	
54 - Sewer - OUTSIDE RES SEWER (50, 50)		75	58	748.9724	12,944.35	0	0					12,944.35	
57 - SPLIT SEWER BILLING (52, 52)		1	0	0	0.00	0	0					0.00	
62 - DRIFTWOOD COVE 52		1	1	119.8296	2,735.20	0	0					2,735.20	
63 - DRIFTWOOD COVE 49		1	1	105.0192	2,577.40	0	0					2,577.40	
64 - PECONIC LANDING 253		1	1	0	13,307.80	0	0					13,307.80	
65 - CLIFFSIDE CONDOS-SEWER		1	1	0	3,682.00	0	0					3,682.00	
Sewer Total		1060	515	8491.1212	122,721.54	0	0	0	0	0	0	122,721.54	
Water	5 - Water - Flat Charge	22	0	0	554.35	0	0					554.35	
	22 - VILL 3/4" W/SEWER (14, 14)	873	223	6503.9	29,090.68	0	0					29,090.68	
	24 - VILL 1" W/SEWER (15, 15)	28	5	655	2,571.36	0	0					2,571.36	
	26 - VILL 1 1/2" W/SEWER (16, 16)	13	5	895	3,431.22	0	0					3,431.22	
	28 - VILL 2" W/SEWER (17, 17)	29	9	783	3,019.20	0	0					3,019.20	
	30 - VILL 3" W/SEWER (18, 18)	1	1	0	36.90	0	0					36.90	
	32 - VILL 4" W/SEWER (19, 19)	2	1	18	95.64	0	0					95.64	
	46 - VILLAGE 1 1/2" (42, 42)	1	1	1	36.90	0	0					36.90	
	47 - VILLAGE 2" (43, 43)	8	2	1054	3,969.96	0	0					3,969.96	
	48 - VILLAGE 3/4" (44, 44)	101	38	1307	5,593.44	0	0					5,593.44	
	49 - VILLAGE SEWER ONLY (45, 45)	4	0	50	0.00	0	0					0.00	
	52 - FIRE SPRINKLERS (49, 49)	24	0	0	0.00	0	0					0.00	
	53 - OUTSIDE RES SEWER (50, 50)	71	0	814.572	0.00	0	0					0.00	
	Water Total		1177	285	12081.472	48,402.65	0	0	0	0	0	0	48,402.65
electric-small commercial	12 - Commercial (4, 4)	374	0	1079217	134,847.80	0	0	14,538.12	10,416.50			159,802.50	
	16 - Operating Municipal (8, 8)	16	0	81576	10,301.68	0	0	1,098.90				11,400.58	
	17 - Water Department (9, 9)	3	0	0	37.29	0	0					37.29	
	18 - Sewer Department (10, 10)	10	0	62255	7,934.33	0	0		838.63			8,772.96	
electric-small commercial Total		405	0	1223048	153,121.18	0	0	16,475.65	10,416.50	0	0	180,013.33	
Grand Total		4384	800	2673177.3682	471,591.26	1013.7	11,910.98	900.38	35,574.28	11,182.88	3,688.16	534,847.94	



236 THIRD STREET
GREENPORT NY 11944

Tel: (631) 477-0248
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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: August 11, 2016
Meeting: August 18, 2016 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 Work Session Report

VILLAGE of GREENPORT - BOARD of TRUSTEES WORK SESSION

to be presented at the meeting held on August 18, 2016
Report of Sylvia Lazzari Pirillo, Village Clerk

Board Discussion Reminders

- Tuthill Wetlands Permit Application (129 Bay Avenue) re: in-ground pool
- Proposed local law re: Chapter 132 to amend the south side "no parking" regulation on Wiggins Street from Fifth Street to Third Street to be year-round.
- The public hearing regarding the proposed local law of 2016 amending the Rental Properties portion of the Village Code, to incorporate legislation concerning short-term rental properties, is still open.

Contracts and Agreements

- The professional engineering services agreement between D&B and the Village for the bulkhead feasibility study was executed by D&B and received on August 1st. The contract was fully executed on August 9th.
- The professional engineering services agreement between D&B and the Village for the road engineering study and reconstruction plan was executed by D&B and received on August 1st. The contract was fully executed on August 9th.
- The contract between Holzmacher and the Village for removal

of the inactive sludge drying beds at the WWTP, and related activities, was fully executed on August 9th.

Dances in the Park

- A check in the amount of \$ 500 was received on August 3, 2016 from the BID for this year's Dances program.

Grants

- A fully executed copy of the amendment for the Old Schoolhouse grant was received.
- A "Step by Step" guide for the Use of Statewide Utilization Management Plan was received electronically.

Legal Notices

- The bid for the two 2016 and/or 2017 Chevy Tahoes for the Fire Department was re-noticed in the August 4th edition of the paper. Bids are returnable on the 15th of August.
- The proposed local law regarding the "no parking" on Carpenter Street, for the August 25th public hearing, was noticed in the August 11th edition of the newspaper.

Requested Resolutions

RESOLUTION ratifying the hiring of Tara Selheim as a part-time, seasonal employee at Mitchell Park Marina, at a pay rate of \$ 15.00 per hour, effective August 3, 2016.

RESOLUTION authorizing Mayor Hubbard to sign the sign the Ambulance Services Agreement between the Village of Greenport and the Suffolk County Department of Health Services, as approved by the Board of Wardens on August 17, 2016.

RESOLUTION accepting the report received by the Village of Greenport on August 8, 2016 of the Greenport Fire Department for member year-end points for the calendar year 2015, for the Greenport Fire Department Length of Service Awards Program.

Attachments:

2015 Service Award Program Firefighter Records (PDF)

2015 Service Award Program Firefighter Records

Village of Greenport Fire Department Service Award Program

Accrued 2015
Service Points

Last Name	First Name	MI	Date of Birth	Gender	Credit	Earned	Mailing Address	City, State & Zip Code	Status
1 Berry	James	R.	[REDACTED]	M	25	50	[REDACTED]	Greenport, NY 11944	Active
2 Birmingham	Kenneth	J.	[REDACTED]	M	5	57	[REDACTED]	Mattituck, NY 11952	Active
3 Bolling	Darren	E.	[REDACTED]	M	0	0	[REDACTED]	Greenport, NY 11944	Active
4 Breese, II	Harry	R.	[REDACTED]	M	22	123	[REDACTED]	Greenport, NY 11944	Active
5 Bumble	Lawrence		[REDACTED]	M	18	0	[REDACTED]	Greenport, NY 11944	Active
6 Bumble, III	Charles		[REDACTED]	M	5	23	[REDACTED]	Greenport, NY 11944	Active
7 Carey	Patrick	J.	[REDACTED]	M	26	76	[REDACTED]	Greenport, NY 11944	Active
8 Carrig	Melinda		[REDACTED]	F	0	30	[REDACTED]	Southold, NY 11971	Active
9 Clark	Doreen	L.	[REDACTED]	F	2	34	[REDACTED]	Greenport, NY 11944	Active
10 Clark	James	B.	[REDACTED]	M	7	87	[REDACTED]	Greenport, NY 11944	Active
11 Clark	Jeffrey	P.	[REDACTED]	M	26	64	[REDACTED]	Greenport, NY 11944	Active
12 Corazzini	Jeffrey	L.	[REDACTED]	M	7	93	[REDACTED]	Greenport, NY 11944	Active
13 Corazzini	Warren		[REDACTED]	M	0	53	[REDACTED]	Greenport, NY 11944	Active
14 Corwin	Raymond	P.	[REDACTED]	M	26	109	[REDACTED]	Greenport, NY 11944	Active
15 Corwin	Robert	E.	[REDACTED]	M	14	120	[REDACTED]	Greenport, NY 11944	Active
16 Corwin	Scott		[REDACTED]	M	26	51	[REDACTED]	Greenport, NY 11944	Active
17 Creedon	Daniel	B.	[REDACTED]	M	13	63	[REDACTED]	Greenport, NY 11944	Active
18 Deckerills	Alain	V.	[REDACTED]	M	22	59	[REDACTED]	Greenport, NY 11944	Active
19 Detrick	Gary		[REDACTED]	M	9	63	[REDACTED]	Greenport, NY 11944	Active
20 Dimos	Paul	N.	[REDACTED]	M	7	104	[REDACTED]	East Marion, NY 11939	Active

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2015 Service Award Program Firefighter Records

Village of Greenport Fire Department Service Award Program

Accrued 2015
Service Points

Last Name	First Name	MI	Date of Birth	Gender	Credit	Earned	Mailing Address	City, State & Zip Code	Status
21	Dominick	Steven	[REDACTED]	M	10	41	[REDACTED]	Greenport, NY 11944	Active
22	Fall	Frederick	B.	[REDACTED]	M	0	0	East Marion, NY 11939	Active
23	Ficurilli	Michael	[REDACTED]	M	11	53	[REDACTED]	Greenport, NY 11944	Active
24	Fisher	Shannon	[REDACTED]	F	3	0	[REDACTED]	Greenport, NY 11944	Active
25	Golden	Danielle	R.	[REDACTED]	F	11	20	Greenport, NY 11944	Active
26	Gilli	Jennifer	A.	[REDACTED]	F	9	115	Greenport, NY 11944	Active
27	Gilli	John	D.	[REDACTED]	M	16	74	Greenport, NY 11944	Active
28	Hanold	Christopher	T.	[REDACTED]	M	2	100	Southold, NY 11971	Active
29	Harris	Clifford	J.	[REDACTED]	M	19	61	Greenport, NY 11944	Active
30	Harris	Peter	W.	[REDACTED]	M	26	89	Greenport, NY 11944	Active
31	Harrison	Danielle	[REDACTED]	F	7	0	[REDACTED]	Greenport, NY 11944	Active
32	Hays	Spencer	[REDACTED]	M	3	77	[REDACTED]	Greenport, NY 11944	Active
33	Hollid	Scott	E.	[REDACTED]	M	3	73	Greenport, NY 11944	Active
34	Hubbard, Jr.	George	W.	[REDACTED]	M	26	59	Greenport, NY 11944	Active
35	Hughes	Colleen	L.	[REDACTED]	F	9	120	Greenport, NY 11944	Active
36	Huzsek	Andrew	H.	[REDACTED]	M	26	56	Greenport, NY 11944	Active
37	Hydell	Carol	A.	[REDACTED]	F	5	65	Peconic, NY 11958	Active
38	Jenkins	Karolyn	A.	[REDACTED]	F	9	28	Greenport, NY 11944	Active
39	Jenkins	Thomas	[REDACTED]	M	5	0	[REDACTED]	Greenport, NY 11944	Active
40	Jensen	Warren	[REDACTED]	M	26	58	[REDACTED]	Greenport, NY 11944	Active

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2015 Service Award Program Firefighter Records

Village of Greenport Fire Department Service Award Program

Accrued 2015

Service Points

Last Name	First Name	MI	Date of Birth	Gender	Credit	Earned	Mailing Address	City, State & Zip Code	Status
41 Jimenez	Susano		[REDACTED]	M	25	50	[REDACTED]	Greenport, NY 11944	Active
42 Johnson	Craig	M.	[REDACTED]	M	5	0	[REDACTED]	Greenport, NY 11944	Active
43 Kalin	James	H.	[REDACTED]	M	13	113	[REDACTED]	Greenport, NY 11944	Active
44 Klotzer, Jr.	Kurt	F.	[REDACTED]	M	10	0	[REDACTED]	Greenport, NY 11944	Active
45 Kurnjian	Claude	L.	[REDACTED]	M	18	0	[REDACTED]	Greenport, NY 11944	Active
46 Land	Bruce		[REDACTED]	M	10	0	[REDACTED]	Greenport, NY 11944	Active
47 Lawry	Lisa		[REDACTED]	F	0	0	[REDACTED]	Greenport, NY 11944	Active
48 Lehman	Robert	H.	[REDACTED]	M	18	37	[REDACTED]	Greenport, NY 11944	Active
49 Lillis	Daniel		[REDACTED]	M	0	0	[REDACTED]	Greenport, NY 11944	Active
50 Manwaring	Julia		[REDACTED]	F	5	86	[REDACTED]	Greenport, NY 11944	Active
51 Manwaring	Wayde	T.	[REDACTED]	M	26	117	[REDACTED]	Greenport, NY 11944	Active
52 Marshall	Joseph	P.	[REDACTED]	M	0	0	[REDACTED]	Greenport, NY 11944	Active
53 Martocchia	Jerome	A.	[REDACTED]	M	5	108	[REDACTED]	Greenport, NY 11944	Active
54 Marzei	Aileen	C.	[REDACTED]	F	5	37	[REDACTED]	Peconic, NY 11958	Active
55 Mckenzie	Tiffany	M.	[REDACTED]	F	0	0	[REDACTED]	Greenport, NY 11944	Active
56 McNeill	William	F.	[REDACTED]	M	8	0	[REDACTED]	Greenport, NY 11944	Active
57 Medina	Angel		[REDACTED]	M	1	0	[REDACTED]	Greenport, NY 11944	Active
58 Meyer	David	M.	[REDACTED]	M	0	0	[REDACTED]	Greenport, NY 11944	Active
59 Miller	Wayne	D.	[REDACTED]	M	13	113	[REDACTED]	Greenport, NY 11944	Active
60 Milovich, Jr.	Joseph	P.	[REDACTED]	M	17	71	[REDACTED]	Greenport, NY 11944	Active

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2015 Service Award Program Firefighter Records

Village of Greenport Fire Department Service Award Program

Last Name	First Name	MI	Date of Birth	Gender	Credit	Earned	Mailing Address	City, State & Zip Code	Status	Accrued	2015
										Service	Points
61	Mysiborski	Linda	M.	[REDACTED]	F	5	111	[REDACTED]	Greenport, NY 11944	Active	
62	Parker	Jason	M.	[REDACTED]	M	3	79	[REDACTED]	Greenport, NY 11944	Active	
63	Pirillo	James	A.	[REDACTED]	M	26	68	[REDACTED]	Greenport, NY 11944	Active	
64	Pope	George	H.	[REDACTED]	M	7	94	[REDACTED]	Greenport, NY 11944	Active	
65	Purcell	Bernard	G.	[REDACTED]	M	26	122	[REDACTED]	Greenport, NY 11944	Active	
66	Purcell	Ryan		[REDACTED]	M	7	50	[REDACTED]	Greenport, NY 11944	Active	
67	Quillin	Michael	T.	[REDACTED]	M	23	73	[REDACTED]	Greenport, NY 11944	Active	
68	Raynor	Dale	K.	[REDACTED]	M	2	98	[REDACTED]	Greenport, NY 11944	Active	
69	Rampe, Jr.	Frederick		[REDACTED]	M	8	70	[REDACTED]	Greenport, NY 11944	Active	
70	Richter	Michael	J.	[REDACTED]	M	26	101	[REDACTED]	Greenport, NY 11944	Active	
71	Richter	Nathaniel		[REDACTED]	M	0	2	[REDACTED]	Greenport, NY 11944	Active	
72	Rosa	Lisa	A.	[REDACTED]	F	11	39	[REDACTED]	Peconic, NY 11958	Active	
73	Ruffner	William	A.	[REDACTED]	M	18	35	[REDACTED]	Greenport, NY 11944	Active	
74	Ryan	Sean		[REDACTED]	M	0	32	[REDACTED]	Greenport, NY 11944	Active	
75	Sierra	Manitza		[REDACTED]	F	0	0	[REDACTED]	Southold, NY 11971	Active	
76	Staples	Samantha	C.	[REDACTED]	F	6	0	[REDACTED]	Greenport, NY 11944	Active	
77	Stoner	Gary	J.	[REDACTED]	M	7	50	[REDACTED]	Greenport, NY 11944	Active	
78	Thorp	Thomas	F.	[REDACTED]	M	6	54	[REDACTED]	Greenport, NY 11944	Active	
79	Thum	William	A.	[REDACTED]	M	0	15	[REDACTED]	Southold, NY 11971	Active	
80	Tuhill	James		[REDACTED]	M	0	0	[REDACTED]	Greenport, NY 11944	Active	

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2015 Service Award Program Firefighter Records

Village of Greenport Fire Department Service Award Program

Accrued 2015
Service Points

Last Name	First Name	MI	Date of Birth	Gender	Credit	Earned	Mailing Address	City, State & Zip Code	Status
81 VanEtten	George	W.	[REDACTED]	M	24	55	[REDACTED]	Southold, NY 11971	Active
82 Volinski	Darryl	F.	[REDACTED]	M	26	89	[REDACTED]	Greenport, NY 11944	Active
83 Volinski, III	Antone	F.	[REDACTED]	M	26	110	[REDACTED]	Greenport, NY 11944	Active
84 Watkins, Sr.	Thomas	R.	[REDACTED]	M	24	14	[REDACTED]	Greenport, NY 11944	Active
85 Weingart	Jeffrey	L.	[REDACTED]	M	14	148	[REDACTED]	East Marion, NY 11939	Active
86 Wright	Richard	E.	[REDACTED]	M	17	51	[REDACTED]	Greenport, NY 11944	Active
87 Wright	William	W.	[REDACTED]	M	3	55	[REDACTED]	Greenport, NY 11944	Active
88 Zurek	Gregory	R.	[REDACTED]	M	25	51	[REDACTED]	Greenport, NY 11944	Active
89 Zurek	Stanley	J.	[REDACTED]	M	26	50	[REDACTED]	Greenport, NY 11944	Active
90 Andrews	Allan	G.	[REDACTED]	M	22	0	[REDACTED]	Summerville, SC 29483-7548	Entitled 4/2013
91 Barszczewski	Joseph	F.	[REDACTED]	M	26	68	[REDACTED]	Greenport, NY 11944	Entitled 1/2003
92 Beebe	Nelson		[REDACTED]	M	14	0	[REDACTED]	Greenport, NY 11944	Entitled 1/1995
93 Blasko, Sr.	Carl	H.	[REDACTED]	M	6	0	[REDACTED]	Greenport, NY 11944	Entitled 1/1995
94 Bogardus	William	F.	[REDACTED]	M	11	43	[REDACTED]	Greenport, NY 11944	Entitled 5/2014
95 Butler	Michael		[REDACTED]	M	1	44	[REDACTED]	Greenport, NY 11944	Entitled 10/2015
96 Capon	George	F.	[REDACTED]	M	26	98	[REDACTED]	Greenport, NY 11944	Entitled 6/1996
97 Clark, III	Henry	A.	[REDACTED]	M	5	5	[REDACTED]	Greenport, NY 11944	Entitled 8/2012
98 Corwin	Everett	E.	[REDACTED]	M	8	86	[REDACTED]	Greenport, NY 11944	Entitled 4/2012
99 Costas	Thomas		[REDACTED]	M	2	64	[REDACTED]	Greenport, NY 11944	Entitled 1/2014
100 Coulter, Jr.	William	T.	[REDACTED]	M	6	0	[REDACTED]	Delray Beach, FL 33483	Entitled 1/1995

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2015 Service Award Program Firefighter Records

Village of Greenport Fire Department Service Award Program

Last Name	First Name	MI	Date of Birth	Gender	Accrued 2015		Mailing Address	City, State & Zip Code	Status	
					Service	Points				
					Credit	Earned				
101	Dinizio	Anthony	P.	[REDACTED]	M	9	0	[REDACTED]	North Fl. Myers, FL 33917	Entitled 1/1995
102	Giorgi	Alexander	V.	[REDACTED]	M	7	0	[REDACTED]	Greenport, NY 11944	Entitled 10/1995
103	Hamilton, Jr.	Robert		[REDACTED]	M	26	57	[REDACTED]	Greenport, NY 11944	Entitled 12/2012
104	Heaney	Bernard	A.	[REDACTED]	M	6	0	[REDACTED]	Pine Plains, NY 12567	Entitled 1/1995
105	Hulse	Richard	A.	[REDACTED]	M	12	0	[REDACTED]	Fort Lawn, SC 29714-8825	Entitled 8/2007
106	Hydell, Sr.	Charles	F.	[REDACTED]	M	5	83	[REDACTED]	Peconic, NY 11958	Entitled 9/2014
107	Jester	Robert	W.	[REDACTED]	M	26	83	[REDACTED]	Greenport, NY 11944	Entitled 9/2012
108	King	David	A.	[REDACTED]	M	23	93	[REDACTED]	Greenport, NY 11944	Entitled 5/2014
109	Luke	Alexander	O.	[REDACTED]	M	26	66	[REDACTED]	Greenport, NY 11944	Entitled 12/2009
110	Marczewski	Macy	W.	[REDACTED]	M	26	60	[REDACTED]	Greenport, NY 11944	Entitled 11/2013
111	Miller	Joseph		[REDACTED]	M	9	55	[REDACTED]	Greenport, NY 11944	Entitled 1/2007
112	Musto	Francis	G.	[REDACTED]	M	3	92	[REDACTED]	Greenport, NY 11944	Entitled 1/2013
113	Myslborski	Henry	A.	[REDACTED]	M	13	0	[REDACTED]	Greenport, NY 11944	Entitled 5/2002
114	Prillo	James	J.	[REDACTED]	M	26	77	[REDACTED]	Greenport, NY 11944	Entitled 9/2009
115	Pruitt	William	S.	[REDACTED]	M	22	0	[REDACTED]	Greenport, NY 11944	Entitled 3/2002
116	Rand	Charles	E.	[REDACTED]	M	16	47	[REDACTED]	Greenport, NY 11944	Entitled 10/2009
117	Reiss	Helen	L.	[REDACTED]	F	1	86	[REDACTED]	Greenport, NY 11944	Entitled 1/2015
118	Schneider	William	B.	[REDACTED]	M	8	0	[REDACTED]	Greenport, NY 11944	Entitled 2/2005
119	Sieban	Edward	T.	[REDACTED]	M	19	83	[REDACTED]	Greenport, NY 11944	Entitled 7/2003
120	Skrezec	John	C.	[REDACTED]	M	26	62	[REDACTED]	Greenport, NY 11944	Entitled 2/2004

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2015 Service Award Program Firefighter Records

Village of Greenport Fire Department Service Award Program

Accrued 2015
Service Points

Last Name	First Name	MI	Date of Birth	Gender	Credit	Earned	Mailing Address	City, State & Zip Code	Status
121 Staples	Halsey	A.	[REDACTED]	M	26	62	[REDACTED]	Greenport, NY 11944	Entitled 8/2008
122 Tamin	John	E.	[REDACTED]	M	26	86	[REDACTED]	Greenport, NY 11944	Entitled 2/2004
123 Urban	Jerome	L.	[REDACTED]	M	23	66	[REDACTED]	Greenport, NY 11944	Entitled 8/2014
124 Volinski, Jr.	Antone		[REDACTED]	M	26	68	[REDACTED]	Greenport, NY 11944	Entitled 3/2000
125 Walker, Jr.	David	E.	[REDACTED]	M	10	0	[REDACTED]	Greenport, NY 11944	Entitled 12/2012
126 White	Robert	E.	[REDACTED]	M	24	0	[REDACTED]	Greenport, NY 11944	Entitled 1/1995
127 White, Jr.	Kenneth	E.	[REDACTED]	M	22	32	[REDACTED]	Greenport, NY 11944	Entitled 11/2007
128 Biggs	Jeffery	S.	[REDACTED]	M	6	0	[REDACTED]	Greenport, NY 11944	Vested/Left Dept. 2006
129 Blasko	Gary	C.	[REDACTED]	M	19	0	[REDACTED]	Greenport, NY 11944	Vested/Left Dept. 2008
130 Boyle	Robert	B.	[REDACTED]	M	14	0	[REDACTED]	East Marion, NY 11939	Vested/Left Dept. 2005
131 Capuano	Jeffery		[REDACTED]	M	10	0	[REDACTED]	Greenport, NY 11944	Vested/Left Dept. 2009
132 Claudio	Anthony	M.	[REDACTED]	M	7	0	[REDACTED]	Greenport, NY 11944	Vested/Left Dept. 2006
133 Corwin	Norma	J.	[REDACTED]	F	12	119	[REDACTED]	Greenport, NY 11944	Vested/Left Dept. 2002
134 Davids	Curtis	F.	[REDACTED]	M	14	0	[REDACTED]	Greenport, NY 11944	Vested/Left Dept. 2008
135 Dawson, Jr.	Frederick	W.	[REDACTED]	M	7	0	[REDACTED]	Greenport, NY 11944	Vested/Left Dept. 1998
136 Doucett, Jr.	Robert	W.	[REDACTED]	M	6	0	[REDACTED]	East Marion, NY 11939	Vested/Left Dept. 2002
137 Ferguson	Scott	A.	[REDACTED]	M	5	0	[REDACTED]	Cutchogue, NY 11935	Vested/Left Dept. 2005
138 Ficurilli	Andrew	J.	[REDACTED]	M	9	0	[REDACTED]	Southold, NY 11971	Vested/Left Dept. 2001
139 Harvey, Sr.	Kenneth	E.	[REDACTED]	M	10	0	[REDACTED]	Greenport, NY 11944	Vested/Left Dept. 1999
140 Hermance	Donald	M.	[REDACTED]	M	6	0	[REDACTED]	Greenport, NY 11944	Vested/Left Dept. 2008

2015 Service Award Program Firefighter Records

Village of Greenport Fire Department Service Award Program

Accrued 2015

Service Points

Last Name	First Name	MI	Date of Birth	Gender	Credit	Earned	Mailing Address	City, State & Zip Code	Status
141 Jensen	Richard	W.	[REDACTED]	M	10	0	[REDACTED]	Greenport, NY 11944	Vested/Left Dept. 2005
142 Klotz	Raymond		[REDACTED]	M	5	0	[REDACTED]	Miller Place, NY 11764	Vested/Left Dept. 1995
143 Manfredi	Christopher	W.	[REDACTED]	M	9	0	[REDACTED]	Southold, NY 11971	Vested/Left Dept. 2002
144 Rhodes	Larry	R.	[REDACTED]	M	9	0	[REDACTED]	Sound Beach, NY 11789	Vested/Left Dept. 2008
145 Risho	Gregory	A.	[REDACTED]	M	9	0	[REDACTED]	Greenport, NY 11944	Vested/Left Dept. 2007
146 Santacroce	Joseph	A.	[REDACTED]	M	17	0	[REDACTED]	Greenport, NY 11944	Vested/Left Dept. 2012
147 Siedjeski	Patricia		[REDACTED]	M	5	0	[REDACTED]	Greenport, NY 11944	Vested/Left Dept. 2010
148 Staples	Brian		[REDACTED]	M	6	0	[REDACTED]	Greenport, NY 11944	Vested/Left Dept. 2008
149 Tonyes	Donald		[REDACTED]	M	7	0	[REDACTED]		Vested/Left Dept. 1995
150 Urban	Brian		[REDACTED]	M	6	0	[REDACTED]	Greenport, NY 11944	Vested/Left Dept. 2001
151 Urban	Kevin	L.	[REDACTED]	M	8	0	[REDACTED]	Greenport, NY 11944	Vested/Left Dept. 2005
152 Verity	Michael	J.	[REDACTED]	M	15	0	[REDACTED]	Greenport, NY 11944	Vested/Left Dept. 2009

2015 Service Award Program Firefighter Records

Village of Greenport Fire Department Service Award Program

Prior 2015

Service Points

Last Name	First Name	MI	Date of Birth	Gender	Date of Hire	Credit Earned	Mailing Address	City, State & Zip Code
3. Bolling	Daren		[REDACTED]	M			Dropped from department roster	
5. Bumble	Laurence		[REDACTED]	M			Resigned	
22. Fall	Fredenck		[REDACTED]	M			Dropped from department roster	
39. Jenkins	Thomas		[REDACTED]	M			Dropped from department roster	
46. Land	Bruce		[REDACTED]	M			deceased	
47. Lavery	Lisa		[REDACTED]	F			Resigned 03/2015	
52. Marshall	Joseph		[REDACTED]	M			Dropped from department roster	
55. McKenzie	Tiffany		[REDACTED]	F			Dropped from department roster	
86. Tullhill	James		[REDACTED]	M			Dropped from department roster	
93. Blasko, Sr.	Carl	H	[REDACTED]	M			deceased 07/17/2016	
127. White, Jr.	Kenneth		[REDACTED]	M			deceased	
75. Sierra	Maritza		[REDACTED]	F			Dropped from department roster	
133. Corwin	Norma	J	[REDACTED]	F	09/22/2014	12	119	rejoined department 09/22/2014
			[REDACTED]					Greenport, NY 11944
152. Verity	Michael	J	[REDACTED]	M			Has not left dept, still on roster!	
116. Rand	Charles	E	[REDACTED]	M			Resigned 02/29/2016	



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: August 11, 2016
Meeting: August 18, 2016 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Mary Bess Phillips, *Trustee*
From: Mary Bess Phillips, *Trustee*
Department: Mayor and Board of Trustees

Trustee Mary Bess Phillips

Our Village, our waterfront community is ever evolving with business and residential needs to be reviewed in our Village code. What may have worked or been the issues in previous years need to be discussed by us, as the Village Board and the community at large. Parking, dumpsters, traffic, long term, short term are just a few that have been in many conversations over the last month. I am looking forward to discussions and ideas how to either change or leave as they are written on the following sections of our Village Code.

Review of Local Law No. 2-2002 is
150-12 Schedule of regulations.

A.

Bulk and parking regulations for uses permitted in R-1 and R-2.

[Amended 5-16-1996 by L.L. No. 3-1996; 7-19-2002 by L.L. No. 2-2002]

1If the owner of an existing one-family dwelling in the R-2 District which is legally nonconforming with respect to any of these bulk requirements seeks to convert the existing dwelling to a two-family dwelling, then, in that event, the area requirements set forth herein, except for the requirement entitled "Off-street parking per dwelling unit," shall not apply to the newly added dwelling unit.

Chapter 112 Solid Waste - dumpsters, including a discussion of the downtown business district in working towards some mutual agreements on who is responsible for what.

Chapter 103 - looking to add a requirement for the registering for short term rentals they show proof of registration with Suffolk County

Chapter 132 - Vehicles and Traffic

Greenport IGA is an anchor store in our Village. There is a need to re-think the code in relationship to the parking situation in the lot behind their store. I have heard enough complaints that customers in trying to find parking either drive away in frustration headed west to other grocery stores, or park so far away as to not bother returning the shopping carts that have been found a fair distance from their store.

Another discussion point and fact finding is changing the traffic direction between Bay Avenue and Central Avenue so that parking on either side of the road will not be lost.

The issues in the news, conversations with village community members encourages me to keep pressing to talk about these issue to work toward our community being just that our Village of Greenport. Where we decide what works for us, not just copy other community's codes and laws.

Attachments:



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EXT. 217

Submitted: August 11, 2016
Meeting: August 18, 2016 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 Work Session Report

Attachments:

Trustee Roberts Work Session Report 8-18-2016 (PDF)

MEMORANDUM

FROM: Trustee Doug Roberts
TO: Mayor and Board of Trustees
RE: August 2016 Work Session Report

August 11, 2016

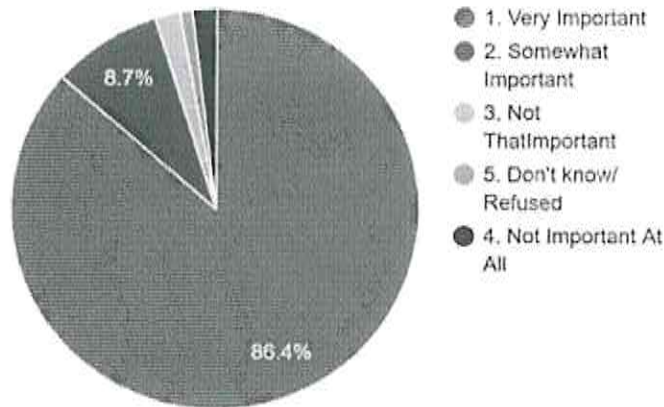
1. Ch. 103 Rental Permit Law: See proposed edits attached based on the public hearing and additional discussion with residents, as well as integration of portions of the City of Austin's comprehensive STR law. My goal is to provide the ultimate compromise legislation. Look forward to the continuation of the Ch. 103 hearing and Board discussion to see how I did. I am not a lawyer so if the Board wants to adopt any of the new provisions they'd need to be vetted by our counsel and put into "legalese."

Highlights:

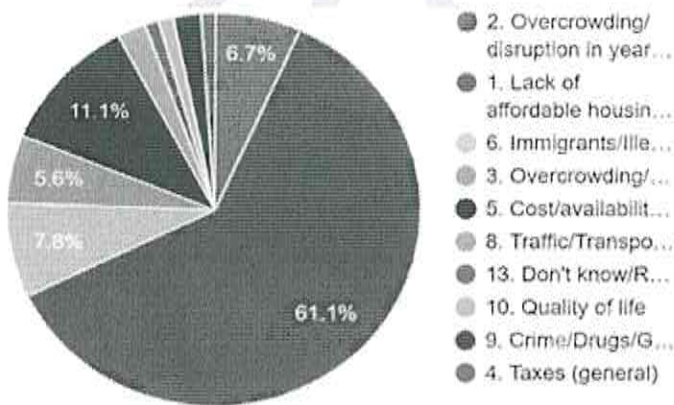
- a. Cap should be on total residential units, not rental units- Austin uses 3%. I am proposing 5%- with 1150 residential units, that is 57 STR units that would be allowed under the cap. This is a cleaner way of thinking about our overall housing stock and perhaps positions future boards to more easily adjust the cap if they so choose.
- b. Borrowed Austin's ban on STRs within 1000 feet of another STR (starts in year 2 to grandfather in all existing STRs)
- c. Add the ability for people who want to rent their primary domiciles while they are out of town to do so a maximum of 2x/year to minimize disruption for neighbors
- d. Details about the prioritization of STR permits and lottery that would be implemented if there are more applications than permits (ensuring there would be no favoritism or arbitrary permit decisions)
- e. Borrowed some specific components of the Austin law that help ensure that STRs are used in accordance with the intent and purpose of our R-2 and R-1 zones (i.e. not as hotels or catering halls)
- f. Removed red tape that dis-incent property owners from applying for rental permits for year-round residents
- g. Increased the teeth in the fine schedule (a slight re-write of Trustee Robins' ideas with the same intention)
- h. Added a STR permit fee of \$750 and a vehicle for revoking the STR permit on the 3rd violation

In the housing study completed by St. Josephs- the full results of which have not been released yet, but these are two telling graphs from the preliminary results.

Importance of Creating Affordable Housing in Greenport Village



Factors Associated with Affordable Housing



This survey had 110 respondents, found at churches, the IGA, knocking on doors. I wish the researchers could have gotten more responses. All the same, it's clear that there is a significant portion of our community that would like to see us write a rental permit law that encourages, not discourages, year-round rental housing.

2. Survey of STR tenants

We have plenty of hard data about our housing market- 50% of renters pay over 30% of their take home income on housing, compared with 35% of homeowners (source: Regional Plan Association). Rents are going up, home prices are going up but income is flat. We have no data about the potential economic impact that STRs bring to our Village. We have anecdotes: George Giannaris tells me that Hellenic Snack Bar (town of Southold) business is down this summer, while Village merchants say it's the best summer on

record. Real Estate agents tell me Greenport is far and away the hot ticket item compared to the rest of the North Fork. Could that be related to our lack of STR regulation vs. the Town's new law? It's hard to know, but that's what some have guessed might be the cause.

Professor Leonie Huddy at Stony Brook is known across LI for her work analyzing sociological trends in communities, conducting scientific surveys to help communities understand needs and desires of the community at large. Her advice is that a study of the STR tenants and their potential value to the Village would be extremely difficult and expensive to complete with any sort of scientific rigor. Her advice was to do a less scientific, but still useful, email survey of any STR tenants we can find.

I am calling upon STR land lords to pitch in and help this board make an informed policy decision about Short Term Rentals. If you provide a list of email addresses of people who have rented from you in the last year, I will send them exactly one email and one follow-up reminder email asking them to opt-in to a brief online survey about The Village and their potential future investments here. The survey's questions will be reviewed and approved by the Mayor and VBOT and will be used exclusively to inform the Board's decision-making process on STRs in The Village. No personally identifiable information, aside from the email address, will be required or collected. No association will be made between the source of the email address (land lord) and the respondent, and no questions will be asked about the quality/condition of the rental. The public will be able to review and comment on the questions before the survey is sent out, which will largely be focused on the tenants' interest in investing dollars here today and in the future.

Many STR land lords have made the case eloquently that STR tenants provide value to the village economy. Let's move beyond anecdotes and make sure that argument is true before this board makes a decision that could have serious economic significance to The Village.

3. Rt. 48 and Main Street

I've long wondered why there is no full stop light at Rt. 48 and Main Street. Several residents have now approached me to ask the same. Rt. 48 is a county highway and Upper Main Street is a State Highway in the Town of Southold.

But Village residents traveling to/from points east must all pass through this dangerous intersection and are put at risk when they do.

Request resolution to draft a letter, on behalf of the residents of the Village of Greenport, to NYSDOT, the Suffolk County Legislature, and the Southold

Town Board to install a full traffic light at the intersection of Rt. 48 and Main Street.

4. Trash in the Commercial District and at the beach

The Town has had success installing solar powered trash and recycling compactors at Love Lane. They increase waste storage capacity, requiring fewer trips by the road crew to empty them. They cost approximately \$4K per unit.

Propose that the board reach out to the BID to suggest that The Village and BID discuss a 50/50 investment in this technology to help manage the trash situation downtown on summer weekends.

Propose that Village Code Enforcement Officers begin aggressively enforcing Ch. 90- Public Nuisance Code- in the commercial zone. We have issued many violations of Ch. 90 in the residential zone, so it's time we level the playing field. As we have seen with parking and obstructions to sidewalks, if we issue violations, business owners will begin to order more frequent hauls of their private waste disposal bins, will install locks to secure their bins, and install security measures to ensure that unauthorized persons are not disposing household waste in their private bins.

5. Greenport Ocean Race

Public Mass Assembly Permitted has been submitted. Request resolution to approve the GOR's use of Mitchell Park, in accordance with Mitchell Park policy.

Receptions will be held at the East End Seaport Museum.

6. Clark's Beach?

7. 6th Street RR Crossing?

DRAFT: TRUSTEE ROBERTS 8/12/2016 PROPOSED CHANGES TO EXISTING LAW ARE UNDERLINED AND STRIKETHROUGH (and in red but WS Reports are not in color). Comments of other Trustees have been incorporated as well.

Chapter 103: RENTAL PROPERTIES

Chapter 103: RENTAL PROPERTIES

- § 103-1 Legislative intent.
- § 103-2 Applicability.
- § 103-3 Relation to other laws and regulations.
- § 103-4 Definitions.
- § 103-5 Confidential information maintained by owner.
- § 103-6 Rental permit or transient rental permit required.
- § 103-7 Application for rental permit or transient rental permit.
- § 103-8 Review of application; issuance of rental permit or transient rental permit.
- § 103-9 Term of permits and renewal.
- § 103-10 Register of permits.
- § 103-11 Fees.
- § 103-12 General provisions.
- § 103-13 Inspections.
- § 103-14 Application for search warrant authorized.
- § 103-15 Revocation of permit.
- § 103-16 Presumptive evidence dwelling unit is being used as rental property.
- § 103-17 Presumptive evidence of multifamily occupancy.
- § 103-18 Presumptive evidence of owner's residence.
- § 103-19 Presumptive evidence of over-occupancy.
- § 103-20 General applicability of presumptions.
- § 103-21 Appeals of Building Inspector determinations.
- § 103-22 Penalties for offenses.

§ 103-1 Legislative intent.

The Village Board of the Village of Greenport hereby finds that it is in the public interest to prevent unsafe conditions arising from the rental of dwelling units that are substandard or in violation of the New York State Code or Rules and Regulations or the Greenport Village Code, and any other code or regulation applicable within the Village of Greenport, and dwelling units that are inadequate in size, overcrowded and dangerous; or which pose hazards to life, limb and property of residents of the Village of Greenport and that tend to promote and encourage deterioration of the housing stock of the Village of Greenport; create blight, excessive vehicle traffic and parking problems; and overburden municipal services. The Board of Trustees further finds that additional Code provisions are required to halt the proliferation of such conditions and that the public health, safety, welfare and good order governance of the Village of Greenport will be enhanced by enactment of the regulations set forth in this chapter.

§ 103-2 Applicability.

This chapter shall apply to all rental dwelling units located within the Village of Greenport, whether or not the use and occupancy thereof shall be permitted under the applicable use regulations for the zoning district in which such rental dwelling unit is located, ~~except that this chapter shall not apply to a seasonal rental or legal transient or temporary rentals.~~ Any dwelling unit, rooming house unit,

boardinghouse unit or any other premises subject to this chapter shall be presumed to be rented for a fee and a charge if said premises are not occupied by the legal owner thereof.

§ 103-3 Relation to other laws and regulations.

The provisions of this chapter shall be deemed to supplement applicable state and local laws, codes and regulations. Nothing in this chapter shall be deemed to abolish, impair, supersede or replace existing remedies or existing requirements of any other provision of state or local law or code or regulation. In case of conflict between any provision of this chapter and any applicable state or local law, code or regulation, the more restrictive or stringent provision or requirement shall prevail, except that in the event that any provision of this chapter is inconsistent with a provision of a New York State law or regulation, the New York State law or regulation will prevail. The issuance of any permit or the filing of any form under this chapter does not make legal any action or state of facts that is otherwise illegal, unlawful or unpermitted, or otherwise in contravention of any other applicable law, code, rule or regulation.

§ 103-4 Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

BUILDING DEPARTMENT

The Building Department of the Village of Greenport or any agent or officer of such department.

BUILDING INSPECTOR

The Building Inspector of the Village of Greenport or any person duly appointed as such Inspector by the Mayor and approved by the Board of Trustees.

CODE ENFORCEMENT OFFICER

Any officer of the Village of Greenport that is authorized to act as a Code Enforcement Officer by the New York State Uniform Building and Fire Prevention Code. For purposes of this chapter, "Code Enforcement Officer" shall also include those officers and employees of the Village of Greenport that are designated to enforce the Greenport Village Code and issue violations under this chapter, which shall include the Building Inspector, Housing Inspector, any Fire Marshal, Fire Inspector or Chief of the Fire Department, or their designees that may be appointed by the Mayor and approved by the Board of Trustees.

CONVENTIONAL BEDROOM

A room designed as a bedroom or, as in the case of a studio apartment, a common room used for sleeping purposes. Rooms having other purposes, such as dens, kitchens, living rooms or hallways, are not to be interpreted or used as conventional bedrooms. ~~A room may not be converted to a conventional bedroom without the permission of the Building Department.~~ The definition and interpretation of the use of a room as a bedroom shall be as provided in the New York State Code and Rules and Regulations, including but not limited to that a bedroom shall have a minimum of 70 square feet if used by one person and 50 square feet per person if used by two or more persons, a bedroom may not constitute the only means of access to other bedrooms or habitable space and cannot serve as the only means of egress; bedroom shall have access to a water closet and lavatory without passing through another bedroom; and bedrooms shall comply with requirements for light,

Draft July 14, 2016

ventilation, room area, ceiling height and room widths, plumbing, water-heating, electrical receptacles, smoke detectors, and emergency escape requirements.

DWELLING, ONE-FAMILY

A unit designed and authorized for exclusive occupancy as a home or residence for not more than one family, which building shall have not more than one kitchen.

DWELLING UNIT

A building or entirely self-contained portion thereof containing complete housekeeping facilities for only one family, and having no enclosed space (other than vestibules, entranceways, or other hallways or porches) or cooking or sanitary facilities in common with any other dwelling unit and which contains at least and not more than one kitchen.

FAMILY

~~Two or more persons that are related by blood, adoption, civil union or marriage, or up to five persons that are not related by blood, adoption, civil union or marriage, that are occupying one dwelling unit and living together as a family or the functional equivalent of a family. There shall be a presumption that more than five persons that are not related by blood, adoption, civil union or marriage occupying one dwelling unit are not a family, which presumption may be rebutted by proof presented to the Building Inspector of the Village of Greenport.~~

IMMEDIATE FAMILY

The owner's spouse, children, parents, siblings, grandparents or grandchildren.

KITCHEN

Any assembly of cabinets, appliances, countertops or plumbing used in connection with the storage, preparation or cooking of food.

LICENSING REVIEW BOARD

~~A board which will be comprised of up to five individuals who will be appointed by the Mayor and approved by the Board of Trustees and who will undertake the responsibilities outlined in this chapter. In the event that a Licensing Review Board has not been appointed by the Mayor and approved by the Board of Trustees, the Board of Trustees shall act as the Licensing Review Board.~~

MANAGING AGENT

Any individual, business, partnership, firm, corporation, enterprise, trustee, company, industry, association, public entity or other legal entity responsible for the maintenance or operation of any rental property as defined within this chapter.

MULTIPLE-DWELLING BUILDING

A building or portion thereof containing three or more dwelling units and designed for, or occupied by, three or more families living independently of each other.

Draft July 14, 2016

NEW PERMIT

A permit that is issued to the owner of an intended rental dwelling unit where such premises does not possess a rental permit or transient rental permit that is valid and in force prior to the date that the application is submitted for said rental permit or transient rental permit.

NONCONFORMING BUILDING OR USE

A building or use that does not conform to the applicable building, zoning or other relevant regulations of the district in which it is situated.

NONHABITABLE SPACE

Space used as kitchenettes, pantries, bath, toilet, laundry, rest, dressing, locker, storage, utility, heater, boiler and recreation rooms, closets and other space for service and maintenance of the building, and those spaces used for access and vertical travel between stories, and specifically excluding any rooms used for sleeping, eating and cooking, other than kitchenettes and as may otherwise be designated by the New York State Uniform Fire Prevention and Building Code or the other codes and regulations of the State of New York. The presence of a bed or bed frame, crib or other sleeping provisions in a room is presumptive evidence that the room is being used for sleeping purposes.

OWNER

Any person, partnership, corporation or other entity who alone, or jointly with others, has legal title to any premises, with or without accompanying actual possession thereof, or who shall have charge, care or control of any dwelling unit as a cooperative shareholder or as executor, administrator, trustee, receiver or guardian of the estate or as a mortgagee in possession, title or control, including but not limited to a bank or lending institution, regardless of how such possession, title or control was obtained.

OWNER-OCCUPIED

Occupation (other than a multiple-dwelling structure) by the owner and/or his immediate family.

PERSON

Includes any individual, business, partnership, firm, corporation, enterprise, trustee, company, industry, association, public entity or other legal entity.

PRIMARY DOMICILE

A person, group of people, or family's primary place of residence as declared on federal tax returns and voter registration.

PRIMARY DOMICILE TRANSIENT RENTAL

A transient rental of one's primary domicile while not physically on-premises.

PUBLISH

Promulgation of an available rental property to the general public or to selected segments of the general public in a newspaper, magazine, flyer, handbill, mailed circular, bulletin board, sign or electronic media, including online home rental apps and marketplace websites.

Draft July 14, 2016

RENEWAL RENTAL PERMIT

A permit which is to be issued to the owner of the rental property where such dwelling unit has been the subject of a rental permit or transient rental permit continuously prior to the date of the application for the permit.

RENT

A return, in money, property or other valuable consideration (including payout in kind or services or other thing of value), for the use and occupancy or the right to the use and occupancy of a rental property, whether or not a legal relationship of landlord and tenant exists between the owner and the occupant or occupants thereof.

RENTAL PERMIT

A permit issued by the Building Inspector to the owner to allow the use or occupancy of a rental property to the same tenant for 29 days or more.

TRANSIENT RENTAL PERMIT

A permit issued by the Building Inspector to the owner to allow the use or occupancy of a rental property to the same tenant for less than 29 days.

RENTAL PROPERTY

A dwelling unit which is occupied for habitation as a residence by persons, other than the owner or the owner's immediate family, and for which rent is received by the owner, directly or indirectly, in exchange for such residential occupation. For purposes of this chapter, the term "rental property" shall mean all ~~non-owner-occupied~~ single-family residences, two-family residences (where neither of the dwelling units is owner-occupied), multifamily residences, and townhouses, and shall exclude:

- A. Properties used exclusively for nonresidential commercial purposes in any zoning district; or
- B. Any legally operating commercial hotel/motel business or bed-and-breakfast establishment operating exclusively and catering to transient clientele, that is, customers who customarily reside at these establishments for short durations for the purpose of vacationing, travel, business, recreational activities, conventions, emergencies and other activities that are customary to a commercial hotel/motel business; or
- ~~C. Properties being used for a seasonal rental or for a transient or temporary rental.~~

~~SEASONAL RENTAL~~

~~Use or occupancy of a one-family dwelling for residential purposes under an agreement for a term of less than four months for which compensation is paid, directly or indirectly, where such term includes the summer or any part of the summer.~~

TENANT

An individual who leases, uses or occupies a rental property.

~~TRANSIENT OR TEMPORARY RENTAL~~

~~A rental of real property or a portion thereof for a period of 29 days or less.~~

TRANSIENT OR TEMPORARY RENTAL

A rental of real property or a portion thereof for a period of 29 days or less. The Board of Trustees shall designate a number of rental properties in the Village of Greenport on an annual basis which shall be permitted to have transient or temporary rentals, provided that the property is owner occupied, and the number of rental properties in which transient or temporary rentals (excluding primary domicile transient rentals) is allowed shall not exceed five percent (5%) of the total number of residential units in the Village. Additionally, after September 1, 2017, a Transient Rental, including a Primary Domicile Rental, may not be established within 1000 feet of the lot containing an existing Transient Rental. The Transient or Temporary Rental of Rental Properties or residential properties shall be prohibited except those with a Transient Rental Permit issued by the Building Inspector.

Comment [DR1]: Primary Domicile Rentals have no effect on the available rental housing stock and therefore are exempt from the cap. They are simply a family renting a home out while out of town. These are, later in this draft, limited to a maximum of 2 rental stays per year. Primary Domicile rentals do need to stick to the 1000 foot density limit.

~~TRANSIENT OR TEMPORARY RENTAL~~

~~A rental of real property or a portion thereof for a period of 29 days or less. (current language).~~

TWO-FAMILY BUILDING

A building containing two dwelling units and designed and authorized for exclusive occupancy as a home or residence for not more than two families living independently of each other, which building shall have at least, but not more than, one kitchen per dwelling unit.

~~§ 103-5 – Confidential information maintained by owner.~~

~~The owner shall maintain a confidential record of the names and telephone numbers of the tenants.~~

§ 103-6 Rental permit or transient rental permit required.

Effective the date of the filing of this chapter with the New York State Department of State, no owner shall cause, permit or allow the occupancy or use of a dwelling unit as a rental property without a valid rental permit or transient rental permit, and no person shall occupy or otherwise use a dwelling unit as a rental property without a valid rental permit or transient rental permit being issued for the dwelling unit. A rental permit or transient rental permit issued under this chapter shall only be issued to the owner(s) of the real property at issue.

§ 103-7 Application for rental permit or transient rental permit.

A. Where a dwelling unit is to be used as a rental property or transient rental property, an application for a rental permit or transient rental permit that has been signed and sworn to by the owner and the managing agent, where applicable, shall be filed with the Building Inspector before the term of the rental is to commence. The application shall contain the following:

- (1) The legal residence of each owner.

(2) ~~In the event that the owner of the rental property is a corporation, partnership, limited-liability company, or other business entity, the name, proof of legal residence, and telephone number of each owner, officer, principal shareholder, partner and/or member of such business entity shall be provided.~~

(3) ~~A copy of the last deed of record for the rental property, as recorded with the Suffolk County Clerk, confirming the ownership of record of the rental property.~~

Comment [DR2]: Village should have or be able to get

(4) The name, address and telephone number of the managing agent, if applicable.

(5) The location of the rental property, ~~including the street address and the Suffolk County Tax Map parcel number.~~

Comment [DR3]: Village already has this

(6) The period of the proposed occupancy.

(7) ~~A floor plan of each rental unit.~~

(8) ~~A copy of the certificate of occupancy or similar certificate of approval for the rental property.~~

Comment [DR4]: Village should already have this in the building file

(9) ~~Inspection by the Village of Greenport, written certification from a licensed architect or licensed engineer, or proof of inspection or report by a governmental agency or representative that states confirming that the rental property fully complies with all of the provisions of the Greenport Village Code, the New York Uniform Fire Prevention and Building Code, and the other codes and regulations of the State of New York.~~

B. The owner(s) of the premises and the managing agent, if applicable, shall submit an application that is signed, sworn to and notarized.

§ 103-8 Review of application; issuance of rental permit or transient rental permit.

The Building Inspector shall review each application for completeness and accuracy and shall make an on-site inspection of the proposed rental property, unless the owner has elected to provide a certification from a licensed architect or a licensed engineer, or from a governmental agency complying with § 103-7A(9) above. The Building Inspector shall issue a or transient rental permit when the application is complete and fee paid, and when the Building Inspector, based on an inspection or on the paperwork submitted, is satisfied that the proposed rental property fully complies with the Greenport Village Code, the New York State Uniform Fire Prevention and Building Code, and the other codes and regulations of New York State.

If there are more eligible properties applying for a transient rental permit than 5% of the total number of residential units, transient rental permit applications will be prioritized as follows:

1. Owner-Occupied
2. Owner's primary domicile, as indicated on federal tax returns, is in the Village of Greenport
3. Owner's primary domicile, as indicated on federal tax returns, is in the Town of Southold
4. All others except those who have previously had a transient rental permit revoked by the Village of Greenport
5. Applicants who have previously had a transient rental permit revoked by the Village of Greenport

When available permits are no longer available to all members of one of the applicant categories above, the Village Clerk's office will conduct a lottery in which all applicants in that category will be given an equal opportunity to obtain a permit, with the outcome determined by chance. A wait

list will be created for those who are not awarded a permit during the lottery. Applicants on the wait list will be eligible for permits as they become available.

§ 103-9 Term of permits and renewal.

All permits issued pursuant to this chapter shall have a term of two years. A renewal rental permit or transient rental permit application signed by the owner shall be completed and filed with the Building Inspector not later than 30 days prior to the expiration of any valid rental permit or transient rental permit. The renewal rental permit or transient rental permit application shall contain the following:

- A. An official copy of the prior valid rental permit or transient rental permit;
- B. Either:

- (1) A signed and sworn affidavit by the owner affirming that the rental property, to the best of his/her knowledge, fully complies with all of the provisions of the Greenport Village Code and the New York State Code and Rules and Regulations that the structure has not been physically altered in any way, except in full conformance with a valid building permit, and the owner is not aware of the property being in violation of the Greenport Village Code or the New York State Uniform Fire Prevention and Building Code; or
- (2) An inspection by the Building Inspector of the Village of Greenport.

§ 103-9-A Term of transient rental permits and renewal.

All permits issued pursuant to this chapter shall have a term of two years. A renewal transient rental permit application signed by the owner shall be completed and filed with the Building Inspector not later than 30 days prior to the expiration of any valid rental permit. The renewal transient rental permit application shall contain the following:

Comment [DR5]: Transient permits must be inspected each year

- A. An official copy of the prior valid rental permit;
- B. Either:

- ~~(1) A signed and sworn affidavit by the owner affirming that the rental property, to the best of his/her knowledge, fully complies with all of the provisions of the Greenport Village Code and the New York State Code and Rules and Regulations that the structure has not been physically altered in any way, except in full conformance with a valid building permit, and the owner is not aware of the property being in violation of the Greenport Village Code or the New York State Uniform Fire Prevention and Building Code; or~~
- (2) An inspection by the Building Inspector of the Village of Greenport.

§ 103-10 Register of permits.

It shall be the duty of the Building Inspector to maintain a register of permits issued pursuant to this chapter. Such register shall be kept by street address, showing the name and address of the permittee, the number of rooms in the rental property, and the date of expiration of the rental permit or transient rental permit.

§ 103-11 Fees.

- A. Rental Permits: A nonrefundable biannual permit application fee, in the amount of \$100, shall be paid upon the filing of an application for a rental permit or a renewal rental permit.
- B. Transient Rental Permits: A nonrefundable biannual permit application fee, in the amount of \$750, shall be paid upon the filing of an application for a rental permit or a renewal rental permit. Permit Fees will be refunded if the applicant is not eligible for a transient rental permit lottery as a result of a lottery.
- C. The nonrefundable annual permit application fee shall be waived on RENTAL PERMITS ONLY if the owner of a rental property leases for the entire rental term to low-income households, and in such rental amounts as adopted by the Board of Trustees through the annual resolution which updates the rental formula multipliers for units reserved for income-eligible households pursuant to the Greenport Village Code.
- D. The nonrefundable biannual rental permit application fee shall be waived if the owner of a rental property qualifies for any of the following real property tax exemptions at his or her primary residence located in the Village of Greenport:
 - (1) Enhanced STAR;
 - (2) Veterans exemption; or
 - (3) Senior citizens exemption.
 - (4) The owner of a rental property submits a sworn affidavit affirming that the rental property will be leased to any active member of a volunteer fire department or ambulance corps and/or if the owner is qualified for a volunteer firefighters and ambulance workers real property tax exemption.
 - (5) The nonrefundable biannual rental permit application fee shall be waived if the owner of a rental property submits a sworn affidavit affirming that the rental property will be leased to a senior citizen or a qualified disabled person.
- E. If an owner of a rental property is found by any court of competent jurisdiction to have violated this chapter, within a two-year period preceding the date of the commencement of the renewal period, the nonrefundable biannual rental permit application fee for the property involved will be \$500.
- F. Transient Rental Permits are not eligible for a fee waiver under any circumstances.

Comment [DR6]: Due to their transient nature, STRs will require much more code enforcement

§ 103-12 General provisions.

- ~~A. A rental property shall only be leased, occupied or used by one person or a family.~~
- B. No rental property shall be occupied by more than the number of persons permitted to occupy the rental property under the New York Uniform Fire Prevention and Building Code and the other codes and regulations of the State of New York.
- C. No more than two bedrooms shall be permitted in the basement of a rental property.
- D. The selling of shares to subtenants where they obtain rights for use and/or occupancy in a dwelling shall be prohibited.
- E. The leasing, subleasing, occupancy or use by a tenant of less than the entire rental property is prohibited.

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- F. The owner(s) and tenant(s) shall ensure that all applicable parking regulations provided for in the Greenport Village Code are satisfied.
- G. A rental property shall only be occupied or otherwise utilized in accordance with the certificate of occupancy issued for the rental property.
- H. The owner(s) and tenant(s) shall ensure that all property maintenance regulations provided for in the Greenport Village Code, the codes and regulations of the State of New York, and the United States Department of Housing and Urban Development Section 8 Housing Quality Standard Inspection Checklist standards are satisfied.
- I. Dumpsters are prohibited on residential property for anything other than incidental short-term use.

§ 103-13 Inspections.

The Building Inspector and Village personnel or agents for the Village who are engaged in the enforcement of the provisions of this chapter and the New York State Uniform Fire Prevention and Building Code are authorized to make or cause to be made inspections to determine the condition of rental properties to safeguard the health, safety, and welfare of the public. The owner of a rental property may request assistance from the Village with regard to an eviction that is related to a dangerous, hazardous or unsafe condition at a premises, and the Village can go to an owner for the assistance in the inspection or removal of a dangerous, hazardous or unsafe condition.

§ 103-14 Application for search warrant authorized.

The Village is authorized to make application for the issuance of a search warrant in order to conduct an inspection of any rental property where the owner or tenant refuses or fails to allow an inspection of its premises and where there is reasonable cause to believe that a violation of this chapter or the New York State Uniform Fire Prevention and Building Code or the other codes and regulations of the State of New York.

§ 103-15 Revocation of permit.

A. The Building Inspector shall revoke a rental permit or transient rental permit when the Building Inspector finds that the permit holder has caused, permitted or allowed to exist and remain upon the rental property a violation of any provision of the Greenport Village Code for a period of 14 days or more after written notice has been given to the permit holder, owner, managing agent, or tenant of the rental property.

B. An appeal from such revocation may be made, in writing, by the permit holder to the Village Board of Trustees Licensing-Review-Board. The Village Board of Trustees shall hold a public hearing on such appeal within 30 days after receipt of written notice of such appeal and, after such hearing, shall make written findings and a decision either sustaining such permit revocation or reinstating such permit within 30 days after the close of such public hearing.

§ 103-16 Presumptive evidence dwelling unit is being used as rental property.

A. The presence or existence of any of the following shall create a presumption that a dwelling unit is being used as a rental property:

- (1) The property is occupied by someone other than the owner or his/her immediate family.

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- (2) Voter registration, motor vehicle registration, a driver's license, or any other document filed with a public or private entity which states that the owner of the rental property resides at an address other than the rental property.
- (3) Utilities, cable, phone or other services are in place or requested to be installed or used at the premises in the name of someone other than the record owner.
- (4) Persons residing in the dwelling unit represent that they pay rent to occupy the premises.
- (5) A dwelling unit which has been published as being available for rent.

B. The foregoing may be rebutted by evidence presented to the Building Inspector or any court of competent jurisdiction.

§103-17 Transient Rental Requirements

Transient Rentals will be required to meet these additional requirements:

- A. No more than 2 adults for each bedroom in the house plus 4 additional adults may be on premises between 11:00 PM and 5:00 AM
- B. A licensee or guest may not use or allow another to use a transient rental for an outside assembly of more than ten adults.
 - a. For purposes of this section, an assembly includes a wedding, party, reception, concert, sponsored event, or any similar group activity.
- C. A transient rental may not be occupied by more than:
 - a. ten adults at one time, unless a stricter limit applies;
 - b. 6 unrelated adults.
- D. A transient rental may not rent a portion of a residential unit under any circumstances.
- E. Upon receiving a Transient Rental Permit, the Village Clerk will issue to the permittee a packet of materials detailing local codes and regulations, including regulations in this section, waste disposal and recycling information, Village of Greenport noise ordinances, and other applicable Village, County, and State laws. This packet will be posted conspicuously in the common room of the transient rental and tenants must be advised of these regulations by transient rental land lords.
- F. Transient Rentals of a homeowner's primary domicile while the owner is not occupying the residential unit are limited to two rentals per year. Homeowners must show proof of primary domicile on federal tax returns to be eligible. All other sections of this chapter apply to primary domicile transient rentals except as noted.

Comment [DR7]: This allows residents to rent their own homes while away, but limits them to doing so only twice per year to avoid high turnover for neighbors.

~~§-103-17—Presumptive evidence of multifamily occupancy.~~

~~A. It shall be presumed that a single- or one-family dwelling unit is occupied by more than one family if any two or more of the following features are found to exist on the premises:~~

- ~~(1) More than one mailbox, mail slot or post office address.~~
- ~~(2) More than one electric meter annexed to the exterior of the premises.~~
- ~~(3) More than one doorbell or doorway on the same side of the dwelling unit;~~
- ~~(4) More than one connecting line for cable television service.~~
- ~~(5) More than one antenna, satellite dish, or related receiving equipment.~~
- ~~(6) There are three or more motor vehicles registered to the dwelling and each vehicle owner has a different surname.~~
- ~~(7) There are more than three waste receptacles, cans, containers, bags or boxes containing waste from the premises placed for pickup at least twice during a weekly garbage pickup area.~~
- ~~(8) There are separate entrances for segregated parts of the dwelling.~~
- ~~(9) There are partitions or internal doors which may serve to bar access between segregated portions of the dwelling, including but not limited to bedrooms.~~
- ~~(10) There exists a separate written or oral lease or rental arrangement, payment or agreement for portions of the dwelling among the owner and/or occupants and/or persons in possession thereof.~~
- ~~(11) Any occupant or person in possession thereof does not have unimpeded and/or lawful access to all parts of the dwelling unit.~~
- ~~(12) Two or more kitchens, each containing one or more of the following: a range, oven, hotplate, microwave or other similar device customarily used for cooking or preparation of food and/or a refrigerator.~~
- ~~(13) There are bedrooms that are separately locked.~~

~~B. If any two violations of the provisions of the Greenport Village Code, the laws and sanitary and housing regulations of the County of Suffolk, and the laws of the State of New York are observed by the Building Inspector or other Village Officials, set forth in Subsection A(1) through (13) are found to exist on the premises by the Building Inspector or Village personnel engaged in the enforcement of the provisions of this chapter, a verified statement will be requested from the owner of the dwelling unit by the Building Inspector that the dwelling unit is in compliance with all of. If the owner fails to submit such verified statement, in writing, to the Building Inspector within 10 days of such request, such shall be deemed a violation of this chapter.~~

~~§ 103-18 Presumptive evidence of owner's residence.~~

~~A. It shall be presumed that an owner of a rental property does not reside within said rental property if two or more of the following sets forth an address other than that of the rental property:~~

- ~~(1) Voter registration.~~
- ~~(2) Motor vehicle registration.~~
- ~~(3) Driver's license.~~
- ~~(4) Utility bill.~~
- ~~(5) Any other document filed with a public or private entity.~~

~~B. The foregoing may be rebutted by evidence presented to the Building Inspector or any court of competent jurisdiction.~~

~~§ 103-19 Presumptive evidence of over-occupancy.~~

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A. It shall be presumed that a bedroom is over-occupied if more than two mattresses or sleeping provisions for more than two persons exist in a bedroom.

B. The existence of a number of motor vehicles present between 11:00PM and 5:00AM at the premises may be used by the Village as a presumption of the number of individuals occupying the premises.

§ 103-20 General applicability of presumptions.

The presumptions set forth in this chapter, subject to the limitations contained therein, shall also be applicable to the enforcement and the prosecution of building and zoning Greenport Village Code violations.

~~§ 103-21 Appeals of Building Inspector determinations.~~

~~An appeal from the Building Inspector's determination may be taken to the Licensing Review Board, by written request, within 30 days of such determination. The Licensing Review Board shall hold a public hearing on such appeal within 60 days after receipt of written notice of such appeal and, after such hearing, shall make written findings and a decision either sustaining or reversing such determination within 30 days after close of such public hearing.~~

§ 103-22 Penalties for offenses.

A. The first violation of this chapter within an six-eighteen-month period by the owner(s) and/or tenant(s) shall be punishable by a fine of not less than \$500 nor more than \$1,500.

B. The second violation of this chapter within a ~~six-~~ eighteen-month period shall be punishable by a fine of not less than \$1,000 nor more than \$2,500.

C. The third violation of this chapter within an ~~six-~~ eighteen-month period shall be punishable by a fine of not less than \$1,500 nor more than \$5,000. Additionally, the third violation of this chapter for a transient rental permit within a six-month period by the owner(s) and/or tenant(s) shall also result in the revocation of the transient rental permit

D. Each day that a violation of this chapter should exist shall constitute a separate violation of this chapter.

E. For the purpose of conferring jurisdiction upon courts and judicial officers in general, violations of this chapter shall be deemed misdemeanors, and, for such purpose only, all provisions of law relating to misdemeanors shall apply. Each day's continued violation shall constitute a separate additional violation.

F. A violation existing at the premises shall be a violation by both the tenant and the owner, and at the sole discretion of the Village, either the tenant or the owner, or both the tenant and the owner, may be charged with and prosecuted for the existence of a violation.

G. Additionally, in lieu of imposing the fine authorized by this chapter, in accordance with Penal Law § 80.05(5), the court may sentence the defendant(s) to pay an amount, fixed by the court, not exceeding double the amount of the rent collected over the term of the occupancy.

H. The court may dismiss the violation or reduce the minimum fine imposed where it finds that the defendant has cooperated with the Village of Greenport in the investigation and prosecution of a violation of this chapter.

I. Where authorized by a duly adopted resolution of the Board of Trustees, the Village Attorney may bring and maintain a civil proceeding, in the name of the Village, in the Supreme Court, to permanently enjoin the person or persons conducting, maintaining or permitting said violation or for other relief as may be appropriate or to take such other civil action as may be necessary to correct, prevent or remove a violation or unsafe and hazardous condition. The owner and tenants of the residence wherein the violation is conducted, maintained or permitted may be made defendants in the action. The commencement of a civil proceeding by the Village shall not be deemed or construed to be a waiver by the Village of the right to bring an action for prosecution or enforcement of the violation and the fines and penalties under this section or as otherwise may be applicable under the law, and the election of either a prosecution or civil proceeding by the Village shall not be exclusive of any other remedy. The Village shall be entitled to an award of all costs in the proceeding, including but not limited to administrative, engineering, filing, and other costs and legal fees, and to bring a separate action for those costs as may be necessary.

J. The Village shall have the right, after the determination by the Building Inspector, or other appropriate official or employee of the Village, that a dangerous, hazardous or unsafe condition exists on a premises that is subject to this chapter, after the expiration of 10 days from the date of the mailing of written notice to the owner and the occupant served by regular and certified mail, return receipt requested, to enter the premises and cure, correct or repair the dangerous, hazardous or unsafe condition, and all costs and expenses associated with that action by the Village (including administrative, engineering and professional fees in the amount of 25% of the actual costs and expenses incurred in curing, correcting or repairing the condition), shall be reimbursed by the owner of the property to the Village, and in the event that the amount has not been paid to the Village within 10 days of the date of billing, the amount shall become a lien on the property and billable in the next Village real estate tax bill for that property. The notice required in this section shall not prejudice or affect any other right that the Village may have under the law to address or remedy a dangerous, hazardous or unsafe condition, including the right to immediately enter the property to correct a condition that is an imminent danger to life, property or public safety.