



236 Third Street
Greenport NY
11944

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

MAYOR
GEORGE W. HUBBARD, JR.
EXT. 215

TRUSTEES
JACK MARTILOTTA
DEPUTY MAYOR

PETER CLARKE
MARY BESS PHILLIPS
JULIA ROBINS

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

CLERK
SYLVIA PIRILLO, RMC
EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

June 20, 2019 at 7:00 PM
Mayor and Board of Trustees - Work Session Meeting
Third Street
Firehouse
Greenport, NY 11944

PLEDGE OF ALLEGIANCE

MONTHLY REPORTS FOR THE FOLLOWING:

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

REPORTS FROM COMMITTEES

MAYOR AND VILLAGE BOARD OF TRUSTEES

PUBLIC TO ADDRESS THE BOARD



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Submitted: June 12, 2019
Meeting: June 20, 2019 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 June 2019 Work Session Report

Attachments:

Fire Department June 2019 Work Session Report (PDF)

CHIEF JEFFREY WEINGART
1ST ASST. CHIEF SUSANO JIMENEZ
2ND ASST. CHIEF JAMES KALIN
CHAPLAIN CLAUDE KUMJIAN
ASST. CHAPLAIN THOMAS MURRAY
SECRETARY/TREASURER JAMES KALIN



Organized 1845

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

Finance Meeting – June 11 2019

Opened Meeting at 20:01

In attendance were Chief Jimenez, Wardens Miller , Barszczewski, and M Richter.

Went over all bills to be paid.

Company and Squad Requests.

8-3-1 – 3 -5- FP- WR – All Budget.

8-3-2 Order equipment as requested.

8-3-4 New Battery Powered Hydraulic Tools – New Fast Board for \$2075.00. New Portable Generator for new truck. (with light). Turnout Gear for Alias Zaymayar. Need work done on Station 2 for a total of \$17.360.00.

Rescue – Hammer Medical for a total of \$1205.00.

Meeting Adjourned at 20:39

Respectfully Submitted

1st Asst Chief Susano Jimenez

CHIEF JEFFREY WEINGART
1ST ASST. CHIEF SUSANO JIMENEZ
2ND ASST. CHIEF JAMES KALIN
CHAPLAIN CLAUDE KUMJIAN
ASST. CHAPLAIN THOMAS MURRAY
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MEETING OF THE BOARD OF WARDENS

WEDNESDAY May 15, 2019

OPENING

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

ATTENDANCE

Chief Jeffrey Weingart

1st Ass't Chief Susano Jimenez

2nd Ass't Chief James Kalin

Wardens Warren Jensen and Joseph Milovich of Eagle Hose Co. #1

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

Wardens Joseph Barszczewski and Edward Sieban of Star Hose Co. #3

Wardens David Nyce and Wayne Miller of Standard Hose Co. #4

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

THOSE WISHING TO ADDRESS THE BOARD –

1. Paul Pallas the Village Administrator wanted to discuss the upcoming project of the Solar Panels with battery back up for the Fire House that the Village is working on. The Village was approached by the governor's office of storm recovery. Because this is a storm recovery grant, they focus on critical facilities. GFD is a critical facility. That is how we got to this point. The battery storage component is outside and isn't going to take up any interior space. There are a few possible locations picked out- possibly a 10x10 pad. The idea of the solar panels is to charge up the battery during the day and the battery can discharge at night. The batteries can keep the building running for 4-8 hours. While the solar panels are charging up the battery, any excess energy would be used to feed the building which will offset the electric cost. 1st Asst Chief Susano Jimenez asked if they would have an engineer go over the roof and take a look at it, having someone sign off saying it is structurally sound to hold it. Paul Pallas said that is all a part of the process. 2nd Asst Chief James Kalin asked if the battery back up would be powering the entire building or just limited amount of space in the building. Paul Pallas said that they have not fully determined the size yet. Norma Corwin asked if with the 10x10 pad if it will be spill containment. Paul said he will make sure whatever requirements are needed are there. John Grilli said the only thing that we have to check out is if we do put the solar panels on the roof, the roof manufacturer might not keep the warranty- it might void that. Warren Jensen asked if the battery housing will be an enclosure like a shed? Paul Pallas said that they are self-contained like a "cabinet" if you will. He will keep GFD informed as the design process proceeds. The deadline is 3 years. Paul should have a design within 2 months. W. Jensen asked if it is an independent firm or if it is inhouse. Paul said that it is an independent firm. More discussion ensued.
2. Helen Reiss mentioned that at the rescue squad meeting it was discussed that Mattituck is not providing EMS services for the Strawberry festival because they don't have enough staff and resources to do that. From there, a discussion ensued about the Maritime Festival because last year we weren't requested. Helen is wondering that if in advance of the Maritime festival if we can let the committee know that we will not be providing EMS service so they can approach the county. Norma Corwin said that mass assembly permits require that there be coverage. She also said that they can contact the county and then the county can send out a blast and

somewhere like Bayshore Brightwaters can provide that staffing. David Nyce said that it might be worth while to bring it up at the next village board meeting to see if mass assembly permit requires emergency services be provided. If it does not require it, we might want it to change to require it. Warren Jensen asked if the Maritime Festival asked us for anything. Chief Weingart said he got a last-minute text message saying it was overlooked. Norma brought up again that it is just something that we really need to start thinking about because the same small group of people are answering the calls and that is a lot to ask for, for 3 days.

READING OF THE PREVIOUS MINUTES

Motion made by Peter Harris, seconded by David Nyce, to approve the minutes of the April 26, 2019 meeting of the Board of Wardens as printed and distributed. Motion Carried.

FINANCE COMMITTEE

The finance committee report was read by Chief Kalin. Motion made by David Nyce, seconded by John Grilli, to accept the report. Motion Carried.

David Nyce asked where the \$68,000 for the new packs was coming from. Chief Jeffrey Weingart said that it was just a request. Nothing has been approved yet.

COMPANY OFFICERS' MEETING MINUTES- No Report.

TREASURER'S REPORT

The Treasurer's report for the period of April 17, 2019 through May 15, 2019 was read by Secretary/Treasurer James Kalin. Motion made by Peter Harris, seconded by Edward Sieban, to accept the treasurer's report as read. Motion carried. (report attached)

BILLS- None.

COMMUNICATIONS

1. 2 Checks for \$115 in memory of Jerri.White.
2. The Southampton Annual Muster, Sept 17,2019.
3. 3rd Annual Quannacut Annual 5k walk/run, September 8 2019.

4. Suffolk County Burn Center Dollar per man fundraiser.
5. Letter from Napoli Shkolink Attorneys at Law to make first responders who were at ground zero aware of the Zadroga act which is a medical monitoring for anyone that was there.
6. Northampton Volunteer Ambulance raffle, June 1,2019.
7. Southold Legion 26th Annual Golf Classic, Islands End, June 17,2019. If you can't attend please sponsor.
8. North Sea Fire Department Benevolent Association Horse Shoe tournament, June 2,2019, Fireman's field.
9. Riverhead FD Golf tournament, Aug 7, 2019, Cherry Creek Golf Course.
10. Hagerman FD Parade & Drill and advertising journal for fundraiser. Aug 17, 2019 is the drill and Aug 18,2019 is the parade.

Motion by John Grilli, seconded by Peter Harris, to file and/or forward all communications , Motion carried.

APPLICATIONS FOR MEMBERSHIP-

1. 2ND Asst. Chief James Kalin mentioned the application for James DiFrancesco. He said the training he had in Nassau is equal to the Fire Fighter training course that Suffolk County offers. A motion was already made last month to approve him as long as the training was equivalent. The application will be submitted to the Village tomorrow.

REPORTS OF COMMITTEES

Buildings and Grounds

1. Joseph Milovich called the overhead door guy again to recheck the door in front of 8-3-2. He also mentioned to him the weather stripping in front of Hook and Ladder and Rescue doors. 1st Asst Chief Susano Jimenez asked if J. Milovich asked him about the remotes and he said he did not, but he will.
2. Antone Volinski III said that the lights outside of the building still are not working. J. Milovich said he will call Rep. Electric again. A. Volinski III also asked if the big light on the pole was repaired yet. 2nd Asst Chief James Kalin said it was.
3. Warren Jensen asked if the Board wanted to discuss the Solar Panels. He mentioned that we don't see the electric bills so he's not sure what we would we be saving. GFD should be seeing the bill to see how

efficient or inefficient we are being. Chief Weingart said that it seems like their minds are already made up about getting the solar panels done and the only thing that would stop it from happening is if the roof can't handle the weight. Warren Jensen said that having the roof inspected is a part of the process, they wouldn't want them falling through.

4. Wayne Miller asked if the floors in the back building were getting done? Chief Jeffrey Weingart said that he has the new quote for Bay 1 and Bay 2. The price is \$70,250 on contract. The back building is \$51,450. Joseph Milovich wanted to make sure he remembered correctly that the kitchen floor was not included in that estimate. Chief Weingart said that is correct because the kitchen floor, the bathroom floor, and the hallway is all plywood. For right now, Chief Weingart just got a quote for the bays, but he is sending him another one for the kitchen, the hallway, and the bathrooms- to put a concrete slab of some sort and then tile it or put the same stuff that is on the bays down. There is \$81,821.86 left in the budget for buildings and grounds so he would like to do the big part. David Nyce said while you are on those numbers, he was circling some line items on the year to date budget it looks like there is about \$150,00 that won't be touched til the end of the year. Chief Weingart said he has 4 priorities that he wants to get done: the floors, the AEDS, the air packs, and the 25 new high band pagers. He totaled it up and it's \$157,850. There's \$199,514 which would leave us with almost \$42,000 for last months bills and May's bills. Antone Volinski III asked where the AEDs are going. Chief Weingart said they are to replace the older life packs. Mike wants to get 3 lifepack 1000s. A. Volinski III asked what is wrong with the other ones. Chief Weingart said they are old and are not being supported- no more updates. A. Volinski said they have 2 of the other ones at Peconic Landing and haven't had an issue. Wayne Miller said they will be replaced eventually any way and we have the money in the budget, so we might as well spend it on that. A. Volinski said he doesn't know why we are spending the money on all of them. He understands for Standard Hose because they don't have one. He also said that he doesn't feel like they shouldn't just order these types of things without supporting documents showing that these aren't being supported anymore. He said that it should be coming out of EMS, but it is coming

out of fire department. Warren Jensen said these AEDs are for public. Norma Corwin said none of this comes through the squad, he just buys the stuff and the squad finds out after. She said she takes out the splint bag and there's plywood boards for a splint and its embarrassing. We need to be buying what we need and not what someone thinks we need. The officers have no say in what is being bought and it is frustrating to them. Chief Weingart asked if there was any orange coated splint boars and Norma said only short ones, not long ones. Chief Weingart said he thought there was a bag of them by the refrigerator. N. Corwin said that they should be on the ambulance, every time they go on a call they don't have them. David Nyce asked if it would make sense to have a rescue squad officer present at the finance meeting. Norma Corwin said that it would make sense to do that. Warren Jensen said the squad should be doing requests like every company does- it's read off every month. N. Corwin said that she thinks there's a leak in the locker because she went to get gloves and they had mold on them. Much more discussion ensued.

Motion made by David Nyce, seconded by Joseph Milovich, to authorize the purchase of 10 air packs (\$68,750), 25 pagers (\$11,055), 3 AEDs (\$6,835.80) and getting the floors done (\$70,250). Motion Carried.

Bylaws – No Report.

Finance- No Report

Fire District – No Report

Pre-Incident Planning- No Report.

Service Awards – No Report

Recruitment- No Report.

Casualty Fund- No Report.

Funeral – No Report.

Communications

1. Chief Jeffrey Weingart said that the town wide high band paging system is up and running, they are sending tones over it, no voice yet. There is a process for the dispatchers to learn. They are looking to do voice in that frequency in mid-June. It is a T band frequency so possibly in 2021 they might have to vacate that frequency depending on what the FCC says, but they are trying to get the local politicians to have the government not let that happen. Other departments are having issues with the pagers on the high band frequency because they went the cheaper route and bought Unicom pagers that are on the lower spectrum of the UHF frequency. It isn't going to cost us anymore money besides buying the new pagers. We can use both frequencies. Pagers will have both programmed in. A.Volinski III said that every time they do paging they override the tones. Chief Weingart said that there is a 3 second delay so if they don't wait they get cut off. A.Volinski also said that when Greenport does a second announcement it times out. Warren Jensen said that all of it should get better with the high band pagers.

Trips & Travel- No Report.

COMPANY REQUESTS

Eagle Hose Co. #1- Split rail fence needs repairs and wanted to make sure everything is in order to get 8-3-1 repaired.

Relief Hose Co. #2- Budget items.

Star Hose Co. #3- Budget items, Carnival starts May 23rd.

Standard Hose Co. #4- Request use of the grounds and the truck for the Chicken BBQ Aug. 17, Budget items.

Phenix Hook & Ladder Co. #1- Budget Items.

Rescue Squad- As per Finance report.

Fire Police- Budget items.

Water Rescue- Budget items.

UNFINISHED BUSINESS –

1. David Nyce mentioned that Elias Zamayar is still probationary and is in good standing. He wants a motion to bring him in as an interior Fire fighter.

Motion made by David Nyce, seconded by Wayne Miller, to take Elias off probation, to make him a full fledge member. Motion Carried.

2. Warren Jensen wanted to make sure everyone had the chance to review the Peconic Landing agreement. Last meeting we said we were going to discuss it after the agreement was reviewed. W. Jensen said that we also said we would ask for a schedule of their available EMTS and get it quarterly or at least annually. Chief Weingart said that he did not ask for it, but he will. Norma Corwin asked if anyone has a problem with Peconic Landing, she doesn't understand why it keeps being brought up. W. Jensen said that we have an agreement and being responsible parties are making sure we are reviewing it and its being kept current. He also said that he noticed that with hiring ads for Peconic Landing, they don't mention that the preference will be given to EMTS. Joseph Milovich said that they do still mention it to employees being hired, they said that they say they will give an extra dollar if you become an EMT. Chief Jeffrey Weingart said that he will talk to Bob Syron and set something up in June and ask them for schedule of staffing. Chief Susano Jimenez asked if the agreement we have with them is legal. Warren Jensen said yes, we paid an attorney. Peter Harris asked how much was raised for us this year from the May Mile. \$21,200 was fundraised.

REPORTS OF DELEGATES- No Report.

NEW BUSINESS-

1. Wayne Miller asked why we changed the date of the finance meeting. He said the timing doesn't make sense. There's only 3 bills to review and then the next meeting there's too many. All of the bills won't come the first of the month. 2nd Asst. Chief James Kalin said that it conflicts with the Rescue Meeting and they moved it for that reason. Peter Harris said that he concurs with Wayne Miller and he wasn't on The Board when it was changed. The meeting should be moved to another day so the bills will be

more timely. He suggested making the meeting at 8pm so that the Rescue Squad can still meet. Warren Jensen said that he thinks they have a valid point. More discussion ensued.

Motion made by Wayne Miller, seconded by Peter Harris, to move the Finance meeting back to the 2nd Tuesday of the month at 8pm. Motion Carried.

2. Norma Corwin asked if the accountability tags were working or not. 1st Asst. Chief Susano Jimenez said that the computer was repaired, and the guy was contacted to come out and set up the software.
3. Norma Corwin also asked about fit testing, she said she heard it was going to be sometime in June, but didn't have date. 1st Asst. Chief Susano Jimenez said he is waiting for them to get back to him, they called him twice. They are going to send him the quote. Chief Weingart said he has the quote and said they sent a list of dates: 6/2, 6/23 Or 6/30. 45 full face fit tests for \$1,575 and 21 half face fit tests for \$525- a total of \$2,100 for all fit tests. David Nyce suggests doing it early because we are already out of compliance.

Motion made by David Nyce, seconded by Antone Volinski III, to approve the \$2,100 for the fit testing. Motion Carried.

GOOD OF THE DEPARTMENT

1. David Nyce stated that on behalf of Jim Pirillo and family, he would like to thank everyone for their participation in the funeral.
2. David Nyce brought up how for the Yaphank training they would like to try to increase participation. He understands there's outreach to other companies, etc. The idea was brought up for either a policy or a bylaw change to rather than just interior fire fighters participate, all active fire fighters participate in at least one Yaphank training. His company is in favor of opening up that discussion and maybe the Wardens can take it back to their companies. Warren Jensen asked what the penalty would be for people that don't show up to the training. David Nyce said he's not sure, but he just wanted to open it up for discussion. Warren Jensen said he doesn't want to lose members that way. He doesn't want to discourage the people that help out once in a while- on the surface he is against it. More discussion ensued.

3. 1st Asst Chief Susano Jimenez stated that he has a quote for the logos for the meeting room doors. He wanted to know if there should be one for the Village or keep the ones we have up there now. 2nd Asst Chief James Kalin said that it was discussed prior and we should just go with something similar to what we have now.

Motion made by Warren Jensen, seconded by Wayne Miller, to approve the Maltese crosses. Motion Carried.

4. Wayne Miller said that at their meeting, Steve from Oyster Bay FD asked if they came out for a weekend and got stuck here over night if they could stay at station 2 for a night. W. Miller said that he's not sure what the policy is. W. Jensen said that he doesn't think it is a good idea and then where does it end.
5. Wayne Miller asked if there was going to be a department picnic this year. James Kalin said there is going to be one and he will open the floor for suggestions for timing. John Grilli said to discuss it at the company officers meeting.
6. Antone Volinski III said that May 29th is the envelope stuffing for the fundraiser. Warren Jensen said in the Wardens Report we asked that it be put on the calendar and it wasn't on there. A. Volinski III asked if a couple of announcements could be made.
7. Antone Volinski III stated that he has a check for GFD for \$21,200 on behalf of Bob Syron for the May Mile. 1st Asst Chief Jimenez said to thank Peconic Landing on behalf of the Greenport Fire Department. Warren Jensen asked if there was an official letter that went out and 2nd Asst Chief James Kalin said that there is.
8. Chief Weigart said it was discussed a couple of months ago that some of the May Mile money be used to purchase new American Flags for the arches. 2nd Asst Chief James Kalin said we also spoke about replacing the marching flags. Warren Jensen said the banner should be replaced too.

Motion made by Wayne Miller, seconded by Peter Harris, to purchase new flags and banners.

9. Warren Jensen mentioned that on the Village of Greenport facebook page there was a discussion about the sign outside of the FD not having the

temperature. He wanted to make sure we got it straightened out. Chief Weingart said that it was changed back in November and he's not sure how it came back on, it must have been an old code. Chief Weingart said it is taken care of again. Warren Jensen asked if A. Volinski III ever got a price for replacing the temperature sensor. A. Volinski III said that it was over \$1,000. W. Jensen said he would like to see an actual quote for replacing the temperature sensor. A. Volinski III said that he will get one.

10. 2nd Asst Chief James Kalin said that Fred Dawson Jr. recently died. His cousin and uncle are arranging a burial. They want to know if there's anything we can do for them. J. Kalin gave the info to the Captain.
11. Chief Jeffrey Weingart said the 1st Asst. Chief of Riverhead FD said that from Midnight on Friday to 6am Saturday they want us on standby. Their Installation dinner is that night. Chis Hanold is getting a crew together.
12. Edward Sieban reported that the Wardens dinner is going to be Wednesday the 22nd at Townsend Manor. Cocktails at 6pm and dinner to follow. He said it would be nice to treat the Wardens to a surf and turf dinner.

READING OF THE MINUTES

Motion by Warren Jensen, seconded by David Nyce, to dispense with the reading of the minutes of tonight's meeting. Motion carried.

ADJOURMENT

Motion by Warren Jensen, seconded by Peter Harris, to adjourn. Motion carried. The meeting was adjourned at 8:57pm.

Submitted by,

Rebecca J. Jensen

Recording Secretary

GREENPORT FIRE DEPARTMENT
TREASURERS REPORT
04/17/2019 thru 05/15/2019

GENERAL FUND		<u>beginning balance</u>	\$ 7,742.51
	<u>expenditures</u>	R. Jensen rec sec	- \$236.25
	<u>receipts</u>	Phenix H & L reimb	+ \$286.35
		Relief Hose reimb	+ <u>\$286.34</u>
		<u>ending balance</u>	<u>\$8,078.95</u>

MEMORIAL FUND		<u>beginning balance</u>	\$511.99
	<u>receipts</u>	in memory of Jeri White	+ <u>\$115.00</u>
		<u>ending balance</u>	<u>\$626.99</u>

MAY MILE FUND		<u>beginning balance</u>	\$ 17,465.01
	<u>expenditures</u>	weed killer	- \$23.89
		<u>ending balance</u>	<u>\$17,441.12</u>

WATER RESCUE SQUAD FUND		<u>balance unchanged</u>	<u>(\$51.96)</u>
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WASH. B'DAY FUND		<u>balance unchanged</u>	<u>\$1,235.50</u>
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RESCUE SQUAD 2% FUND		<u>balance unchanged</u>	<u>\$3,649.24</u>
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submitted by James H. Kalin, Secretary-Treasurer

Greenport Fire Department June 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<u>CHIEF'S CELLS:</u> 8-3-30: 631-445-0204 8-3-31: 631-644-5430 8-3-32: 631-466-5294	<u>Duty Companies:</u> 832 & 833 833 First due on 24's					1
2 GFD FIT Testing 9am	3 Relief Hose Standard Hose	4 Eagle Hose	5 Envelope Stuffing 6pm st 1	6	7	8
9 Department Memorial 11am	10 Star Hose	11 Rescue 7pm Finance 8pm	12 Phenix H&L	13 excl Training 7pm st 1	14	15
16	17 Southold Town Chiefs Council @ SIFD	18	19 Wardens 7pm ST1	20 Dept Training 8-3-5 7pm	21	22
23	24 Physicals Defensive Driver Class 6-9pm St 1	25 Taxpayer Yaphank 8-3-4, 5, 17 Lv 615pm	26 Physicals Defensive Driver Class 6-9pm St 1	27 Fire Police 6pm 175th Ann 7pm st 1	28	29
30						

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
1																									
2	Greenport Fire Department period ending May 31, 2019																								
3																									
4																									
5	Barszczewski, Joseph	W	25	32	%	25	8	3.6	%	0		1	12	15	3	0	8	64					X	X	X
6	Birmingham, Kenneth		0	0	%	0	0	0	%	0		0	1	0	1	0	0	2					X		
7	Breese, Harry	D	25	32	%	25	1	0.4	%	0		1	4	10	3	0	3	46					X	X	X
8	Britt, Harley		17	22	%	25	3	1.3	%	0		0	3	7	3	0	0	38					X		
9	Bumble III, Charles		0	0	%	0	1	0.4	%	0		0	3	4	2	0	0	9					X	X	
10	Bumble, Samantha		0	0	%	0	0	0	%	0		0	0	0	0	0	0	0							
11	Butler, Michael		15	19	%	25	2	0.9	%	0		0	2	8	3	0	0	38					X	X	X
12	Capon, George		34	43	%	25	66	30	%	25		1	6	15	3	0	0	75			X		X	X	X
13	Carey, Patrick		7	8.9	%	0	2	0.9	%	0		0	5	11	3	0	0	19					X	X	X
14	Carrig, Melinda		0	0	%	0	0	0	%	0		0	0	1	0	0	0	1							
15	Charters, Gary		2	2.5	%	0	3	1.3	%	0		0	1	1	3	0	0	5			X		X	X	X
16	Clark III, Henry		0	0	%	0	0	0	%	0		0	1	1	2	0	0	4					X	X	X
17	Clark, James	S	13	16	%	25	3	1.3	%	0		1	5	11	3	0	5	50					X	X	X
18	Clark, Jeffrey		34	43	%	25	2	0.9	%	0		0	6	13	3	0	0	47					X	X	X

maximum points in category

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
4		elect/app	# Fire	%	pts	# EMS	%	pts		pts		st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap		
19	Corazzini, Jeffrey	L	0	0	0	4	1.8	0	0	0	1	0	0	0	1	0	5	7		X					
20	Corazzini, Warren		0	0	0	2	0.9	0	0	0	0	0	0	0	1	0	0	1		X					
21	Corwin, Everett		26	33	25	59	26	25	25	25	1	6	12	3	0	0	0	72	X	X	X	X			
22	Corwin, Norma	W,C	17	22	25	75	34	25	25	25	1	14	11	11	1	16	104	X	X	X	X	X	X		
23	Corwin, Raymond		31	39	25	40	18	25	25	25	1	4	12	3	0	0	70	X	X	X	X	X			
24	Corwin, Robert	L,D	27	34	25	116	52	25	25	25	1	12	11	12	1	5	92	X	X	X	X	X	X		
25	Corwin, Scott		19	24	25	2	0.9	0	0	0	1	8	4	3	0	0	41	X	X	X	X	X			
26	Costas, Tom		6	7.6	0	7	3.1	0	0	0	1	4	4	3	0	0	12		X	X	X	X			
27	Creedon, Daniel	S	1	1.3	0	5	2.2	0	0	0	0	5	3	3	0	3.75	14.75		X	X	X	X			
28	De Kerillis, Alain	T,L	23	29	25	48	22	25	25	25	2	4	9	0	0	10	75								
29	Detrick, Gary		3	3.8	0	0	0	0	0	0	0	1	6	0	0	0	7		X						
30	Ellis, Scott		5	6.3	0	10	4.5	0	0	0	1	1	3	3	0	0	8								
31	Ferrari, Dakoda		14	18	25	0	0	0	0	0	0	4	4	0	0	0	33								
32	Ficurilli, Michael		31	39	25	2	0.9	0	0	0	1	5	12	3	0	0	46	X	X	X	X	X			
33	Flora, Michael	L	18	23	25	5	2.2	0	0	0	1	4	6	2	0	5	43				X	X			
34	Garcia-Dinizio, Gloria		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
35	Golden, Danielle		0	0	0	0	0	0	0	0	0	2	0	1	0	0	3								
36	Grattan, Timothy		8	10	25	0	0	0	0	0	0	6	5	3	0	0	39	X	X	X	X	X	X		

points as of MAY 31, 2019 prepared by James H. Kallin

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
		elect/app	# Fire	%	pts	# EMS	%	pts		pts		st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap		
4																									
37	Gray, Sally Anne		7	8.9 %	0	37	17 %	25		25		2	2	3	4	0	0	36		X					
38	Grilli, Jared		1	1.3 %	0	0	0 %	0		0		0	3	6	8	0	0	17		X	X	X			
39	Grilli, Jennifer		1	1.3 %	0	2	0.9 %	0		0		0	4	8	5	0	0	17	X	X	X	X			
40	Grilli, John	W	1	1.3 %	0	2	0.9 %	0		0		0	7	10	3	0	8	28		X	X	X			
41	Hamilton Jr., Robert	D	37	47 %	25	8	3.6 %	0		0		1	5	7	2	0	3	43			X	X			
42	Hanold, Christopher	D,C	28	35 %	25	44	20 %	25		25		3	10	14	3	1	8	89		X	X	X	X		X
43	Harris, Cliff	C	3	3.8 %	0	1	0.4 %	0		0		0	3	6	1	0	8	18		X					
44	Harris, Peter	L,T,W	32	41 %	25	4	1.8 %	0		0		1	10	15	3	0	18	72		X	X	X			
45	Hays, Spencer		16	20 %	25	2	0.9 %	0		0		1	5	8	11	1	0	51		X	X	X	X		X
46	Hollid, Scott	C	28	35 %	25	5	2.2 %	0		0		0	8	14	3	0	8	58		X	X	X			
47	Hubbard Jr, George		6	7.6 %	0	4	1.8 %	0		0		0	6	11	2	0	0	19			X	X			
48	Hughes, Colleen	S	8	10 %	25	11	4.9 %	0		0		2	4	9	3	0	5	48			X	X			
49	Huzsek, Andrew H		40	51 %	25	7	3.1 %	0		0		1	7	8	3	0	0	44		X	X	X			
50	Hydell, Carol	S,L	7	8.9 %	0	9	4 %	0		0		1	6	8	3	0	8.75	26.75	X	X	X	X			
51	Hydell, Charles	C,(L)	.12	15 %	25	10	4.5 %	0		0		1	5	10	3	0	7.25	51.25		X	X	X	X		

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
4		elect/app	# Fire	%	pts	# EMS	%	pts	%	pts	pts	st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap		
52	Jenkins, Karolyn		0	0	0	0	0	0	0	0	0	0	2	1	5	0	0	8							
53	Jensen, Warren	W	10	13	25	1	0.4	25	0	0	0	0	10	13	3	0	8	59		X	X	X			
54	Jester, Robert		10	13	25	2	0.9	25	0	0	0	0	6	7	3	0	0	41		X	X	X			
55	Jimenez, Susano	CH	64	81	25	119	53	25	25	25	3	17	13	3	1	25	112			X	X	X	X		
56	Johnson, Craig	L	19	24	25	74	33	25	25	25	1	7	11	3	0	5	77			X	X	X			
57	Kalin, James	CH,T	64	81	25	174	78	25	25	25	1	19	15	3	0	25	113		X	X					
58	King, David	T,D	40	51	25	8	3.6	25	0	0	0	1	4	9	3	0	5	47		X	X	X			
59	Kostal, Shelby		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
60	La Du, Claudia		0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	3							
61	Land, Shannon		0	0	0	0	0	0	0	0	0	0	1	2	3	0	0	6		X	X	X			
62	Luke, Alexander		29	37	25	26	12	25	25	25	1	6	11	3	0	0	71			X	X	X			
63	Maker, Travis		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
64	Maloney, Michael		1	1.3	0	2	0.9	0	0	0	0	0	5	9	0	0	0	14							
65	Manwaring, Julia		22	28	25	19	8.5	25	0	0	2	9	7	13	0	0	56			X	X	X			
66	Manwaring, Wayde	(C)	32	41	25	29	13	25	25	25	2	9	10	10	0	2	83			X	X	X			
67	Marczewski, Macy		0	0	0	0	0	0	0	0	0	0	6	13	3	0	0	22			X	X	X		
68	Martocchia, Jerome	(W)	11	14	25	22	9.9	25	0	0	1	4	5	3	0	2	40		X	X	X	X			

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
		elect/app	# Fire	%	pts	# EMS	%	pts	pts	pts	st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap			
4	Mazzei, Aileen		1	1.3	0	3	1.3	0	0	0	1	4	5	3	0	0	13	X	X	X	X				
10	Melly, Megan	L	2	2.5	0	7	3.1	0	0	0	1	1	2	3	0	5	12	X	X	X	X				
11	Miller, Joseph		0	0	0	0	0	0	0	0	0	2	0	0	0	0	2								
12	Miller, Wayne	W	14	18	25	3	1.3	0	0	0	0	8	11	3	0	6	53	X	X	X	X				
13	Mills, William, III		0	0	0	0	0	0	0	0	0	3	0	2	0	0	5	X	X	X	X				
14	Milovich Jr., Joseph	W	41	52	25	3	1.3	0	0	0	0	11	4	3	0	8	51	X	X	X	X				
15	Morris, Gregory		0	0	0	2	0.9	0	0	0	1	2	9	0	0	0	12								
16	Musto, Francis	S	35	44	25	67	30	25	25	25	2	9	15	3	1	5	85	X	X	X	X				X
17	Myslorski, Henry		0	0	0	1	0.4	0	0	0	0	5	8	3	0	0	16	X	X	X	X				
18	Nedoszytko, William	S	0	0	0	1	0.4	0	0	0	0	2	2	0	0	5	9	X							
19	Nyce, David	W,L	42	53	25	110	49	25	25	25	2	14	15	3	1	13	98	X	X	X	X				X
20	Pirillo, James A. (s)		31	39	25	1	0.4	0	0	0	0	5	10	3	0	0	43	X	X	X	X				
21	Pope, George	D	46	58	25	69	31	25	25	25	1	6	4	4	0	0.75	65.75	X	X	X	X				X

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
		elect/app	# Fire	%	pts	# EMS	%	pts		pts		st/by	mtgs	misc	train	drill	pos(dis)	points		phys	haz	bb	wp/sh	yap	
4																									
82	Purcell, Bernard		74	94 %	25	116	52 %	25		25		3	10	15	3	0	0	81			X	X	X		
83	Purcell, Ryan	(C)	0	0 %	0	1	0.4 %	0		0		0	5	7	2	0	2	16		X		X	X		
84	Quillin, Michael	D	13	16 %	25	2	0.9 %	0		0		0	4	14	3	0	3	49		X	X	X	X		
85	Raynor, Dale		17	22 %	25	24	11 %	25		25		2	4	14	3	0	0	73			X	X	X		
86	Reiss, Helen	C, (L)	30	38 %	25	130	58 %	25		25		2	10	7	8	0	7.25	84.25		X	X	X	X		
87	Rempe Jr, Fred		10	13 %	25	34	15 %	25		25		0	4	9	3	0	0	66			X	X	X		
88	Richter, Michael	T, T	19	24 %	25	36	16 %	25		25		0	10	5	5	0	10	80		X	X	X	X		
89	Rosa, Lisa		2	2.5 %	0	4	1.8 %	0		0		0	4	10	3	0	0	17		X	X	X	X		
90	Ruffner, William		0	0 %	0	0	0 %	0		0		0	1	1	0	0	0	2							
91	Rung, Rosalie	L	0	0 %	0	41	18 %	25		25		1	5	2	25	0	3.75	61.75			X	X	X		
92	Rutkowski, Stephen	L, D	38	48 %	25	92	41 %	25		25		3	12	14	1	1	5	86			X			X	
93	Sieban, Edward	(S), T, W	2	2.5 %	0	4	1.8 %	0		0		0	10	11	3	0	14.25	38.25			X	X	X		
94	Skreze, John		27	34 %	25	45	20 %	25		25		1	5	9	4	0	0	69		X	X	X	X		
95	Spanos, James		0	0 %	0	0	0 %	0		0		0	1	2	3	0	0	6			X	X	X		
96	Spinozzi, Matthew		19	24 %	25	51	23 %	25		25		1	4	3	3	0	0	61			X	X	X		
97	Staples, Halsey		41	52 %	25	47	21 %	25		25		1	4	1	3	0	0	59			X	X	X		
98	Stoner, Gary		11	14 %	25	0	0 %	0		0		1	4	6	0	0	0	36		X					

points as of MAY 31, 2019 prepared by James H. Kalin

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
	elect/app	# Fire	%	pts	# EMS	%	pts	pts	pts	st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap			
19 Stoner, Kylie		9	11%	25	28	13%	25	25	25	0	0	5	0	0	0	55								
00 Tamin, John		45	57%	25	70	31%	25	25	25	1	6	11	3	0	0	71	X	X	X		X			
01 Tejada, Yira		3	3.8%	0	9	4%	0	0	0	2	4	5	8	0	0	19	X	X						
02 Thorp, Thomas		10	13%	25	0	0%	0	0	0	0	1	1	3	1	0	31		X	X	X	X	X	X	
03 VanEtten, George		57	72%	25	17	7.6%	0	0	0	1	5	13	3	0	0	47		X	X	X	X	X		
04 Verity, Michael		0	0%	0	0	0%	0	0	0	0	0	1	0	0	0	1	X							
05 Volinski, Antone, Jr.		32	41%	25	84	38%	25	25	25	1	6	10	1	0	0	68	X	X	X		X	X		
06 Volinski, Antone, III	W	12	15%	25	91	41%	25	25	25	1	8	6	25	0	8	98	X	X	X		X	X		
07 Volinski, Darryl		5	6.3%	0	14	6.3%	0	0	0	0	1	7	0	0	0	8								
08 Walters, Joseph		0	0%	0	0	0%	0	0	0	0	4	0	3	0	0	7		X	X		X	X		
09 Weingart, Jeffrey	CH	20	25%	25	25	11%	25	25	25	2	11	15	4	0	25	107	X	X	X		X	X		
0 Wright, William	L	43	54%	25	6	2.7%	0	0	0	0	9	14	3	1	5	57		X	X		X	X	X	
1 Zaymayar, Elias		57	72%	25	12	5.4%	0	0	0	2	6	13	5	1	0	52							X	
2 Zurek, Gregory		15	19%	25	6	2.7%	0	0	0	1	6	9	3	0	0	44		X	X		X	X		
3 Zurek Jr, Stanley		10	13%	25	6	2.7%	0	0	0	1	6	5	3	0	0	40	X	X	X		X	X		
4																								



236 THIRD STREET
GREENPORT NY 11944

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

MAYOR
GEORGE W. HUBBARD, JR.
EXT. 215

TRUSTEES
JACK MARTILOTTA
DEPUTY MAYOR

PETER CLARKE

MARY BESS PHILLIPS

JULIA ROBINS

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

CLERK
SYLVIA PIRILLO, RMC
EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

Submitted: June 13, 2019
Meeting: June 20, 2019 7:00 PM
Work Session Meeting

To: Mayor George W. Hubbard, Jr.
Board of Trustees

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

From: Paul Pallas, P.E. Village Administrator

Department: Village Administrator

Building Department

Work Session Report for Building Department & Code Enforcement

June 20, 2019

Office of Code Enforcement & Fire Prevention

Reports

- ❖ We have updated our Building Permit application to include more information on what is required from the applicant. These updates ensure compliance with all Federal, State & Local rules and regulations.
- ❖ Code Enforcement continues to patrol the Village and respond to complaints.
- ❖ We continue to process and issue Building & Rental Permits.
- ❖ Code Enforcement will be working with the Waste Water Treatment Plant to ensure grease traps and waste oil are properly cleaned & disposed of. We have begun visiting restaurants in the downtown area outlining the requirements.

Code Enforcement Report is attached.

Building Permit Report is attached.

Traffic Enforcement Statistics Report is attached.

Attachments:

May 2019 Building Report (PDF)

May 2019 Traffic (PDF)



Village of Greenport Building Department

June 1, 2019

Monthly Report

Incorporated Village

REPORT COVERING
5/1/2019 through 5/31/2019

PERMIT TYPE	PERMIT NO.	PERMIT DATE	PARCEL ID	LEGAL ADDRESS	STATUS
Residential Alterations and Repairs	02779	05/01/2019	4.-8-21	409 South Street Greenport, New York 11944	OPEN
Residential Alterations and Repairs	02780	05/01/2019	7.-1-15.1	133 Sixth Street Greenport, New York 11944	OPEN
Commercial Alterations and Repairs	02781	05/06/2019	5.-3-17	136 Main Street Greenport, New York 11944	CLOSED
Commercial Alterations and Repairs	02782	05/14/2019	5.-4-38.1	111 Main Street Greenport, New York 11944	OPEN
Residential Alterations and Repairs	02783	05/15/2019	2.-1-3	63 Washington Avenue Greenport, New York 11944	OPEN



Village of Greenport Enforcement Report

TRAFFIC ENFORCEMENT

June 1, 2019

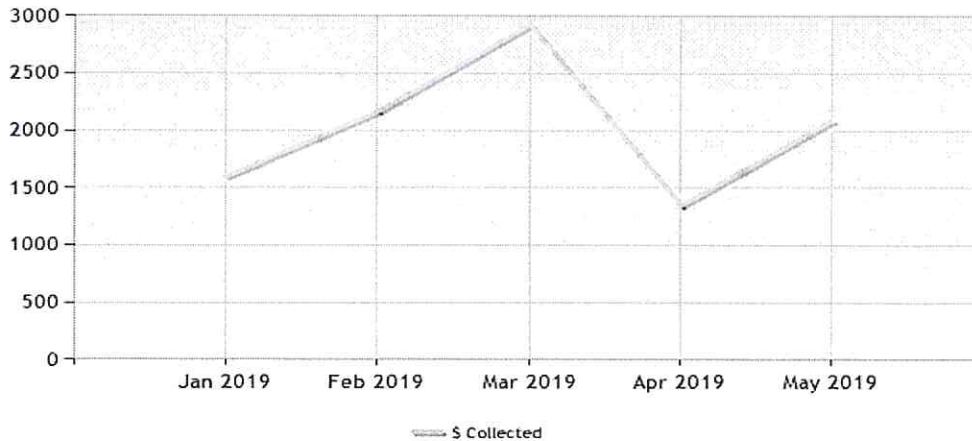
Monthly Report
 REPORT COVERING
 05/01/2019 through 05/31/2019

Incorporated Village

FINE COLLECTION BY MONTH: 2019

MONTH	No. OF TICKETS PAID	AMOUNT COLLECTED (VIA PLEA OF GUILTY OR COURT RULING)
January	10	\$1,600.00
February	14	\$2,170.00
March	18	\$2,930.00
April	16	\$1,350.00
May	20	\$2,090.00
June		
July		
August		
September		
October		
November		
December		
YTD	78	\$10,140.00

MAY 2019
Case Track



TICKETS ISSUED: MAY 2019

Case by Violation Type

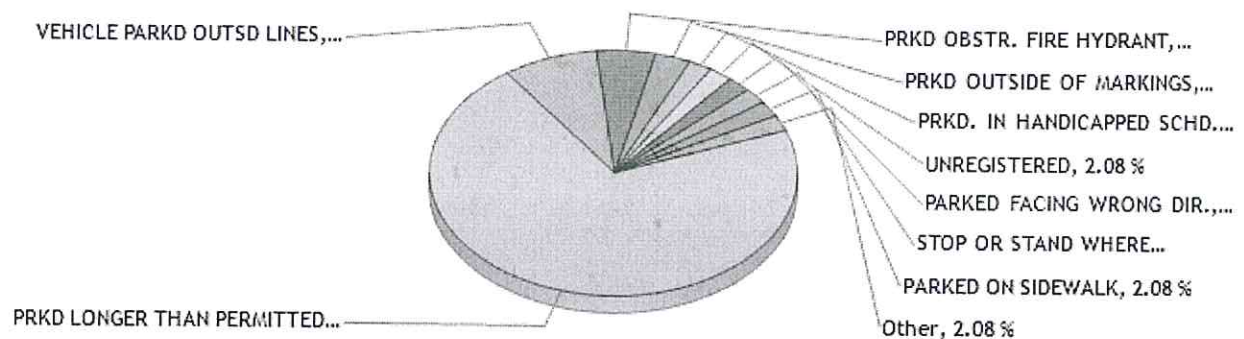
Code	Description	2019	Total
1	VEHICLE PARKD OUTSD LINES	8	8
10	PRKD. IN HANDICAPPED SCHD. XIX.	2	2
11	PRKD OBSTR. FIRE HYDRANT	5	5
12	DOUBLED PARKED	1	1
13	PARKED ON SIDEWALK	2	2
14	UNREGISTERED	2	2
16	PARKED FACING WRONG DIR.	2	2
18	PRKD OUTSIDE OF MARKINGS	3	3
2	PRKD WHERE PROHIBITED SCHEDULE XI.	1	1
4	STOP OR STAND WHERE PROHIBITED SCH. XII.	2	2
8	PRKD LONGER THAN PERMITTED SCHD XVI.	68	68
Total		96	96

Top five by Violation Types

PRKD LONGER THAN PERMITTED SCHD XVI.
 VEHICLE PARKD OUTSD LINES
 PRKD OBSTR. FIRE HYDRANT
 PRKD OUTSIDE OF MARKINGS
 PRKD. IN HANDICAPPED SCHD. XIX.

These Violations combined represent 89.58% of issuance Village wide.

Frequently Issued Violations





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EXT. 217

Submitted: June 13, 2019
Meeting: June 20, 2019 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Paul Pallas, *P.E. Village Administrator*
From: Paul Pallas, *P.E. Village Administrator*
Department: Village Administrator

Recreation

Work Session Report Recreation Department

June 20, 2019

Mitchell Park Marina/Parks

- ❖ Repairs for the following were complete at the marina: West Pier sewer line, Bayman's Dock repairs, also East and West pier water lines repaired.
- ❖ Painted over Graffiti and repaired plywood platforms at the Skate Park.
- ❖ Performed maintenance on concrete floating docks in Marina.
- ❖ Landscape upgrades to Mitchell Park.
- ❖ Replaced Lighthouse power pedestals in Marina.
- ❖ Started pumpout vessel and station program for the season.
- ❖ Hours of operation for the Carousel have changed after Memorial Day weekend. Fridays, 4:00 pm - 9:00 pm, Saturdays, 10:00 am - 9:00 pm, Sundays 10:00 am - 6:00 pm.
- ❖ The horses at Carousel painted. Repaired and replaced belts on horses.
- ❖ Carousel inspection from the Department of Labor is scheduled for June 28th.
- ❖ A Carousel Staff meeting is scheduled for June 20th to review policies and procedures.
- ❖ Two field trips were held at Mitchell Park and the Carousel this month. On May 23rd 40 pre-k children enjoyed rides at the carousel. On May 30th Oyster Ponds, Greenport and Southold Schools 2nd grade classes enjoyed learning about the history Mitchell Park, also had a great time riding the Carousel.
- ❖ The Beach renewal application for the Permit was completed and submitted to the Department of Health for review. We received the permit during the latter part of May.
- ❖ The Beach Safety plan was updated.

Monthly Revenue Reports are attached

Recreation Center

Attendance:

Kids =22 Enrolled in After-School Program

Reports

- ❖ After School Program is winding down. Last day of is scheduled for June 14th.
- ❖ The pre-operational inspection with the Department of Health is scheduled for June 14th.
- ❖ The employees at the recreation center were extremely busy with painting and decorating the classrooms for the Summer Day Camp. Yard work, light maintenance and landscaping was also completed.
- ❖ A staff meeting with all the Camp Counselors is scheduled for June 27th to review policies and procedures.
- ❖ Enrollments for Summer Camp continue.
- ❖ Classes for mandatory CPR and First Aid certification will be held on June 18th for all Camp Counselors.
- ❖ A meeting with parents/guardians to discuss camp policies and procedures will be held on June 19th.

Campground

Tasks Accomplished

- ❖ 2019 Season opening was very successful.
- ❖ Bathrooms stocked and cleaned daily.
- ❖ Memorial Day very busy. All sites cleaned after departure.
- ❖ New reservations taken.
- ❖ Repairs on some electrical outlets completed.
- ❖ Potholes at campground repaired, also repaired sewer pipe at one of the sites

Attachments:

RECREATION MONTHLY REVENUE REPORT (PDF)

	MARINA		CAMPGROUND		MOORINGS		CAMERA OBSCURA		CAROUSEL	
	FISCAL YEAR 2018	FISCAL YEAR 2019	FISCAL YEAR 2018	FISCAL YEAR 2019	FISCAL YEAR 2018	FISCAL YEAR 2019	FISCAL YEAR 2018	FISCAL YEAR 2019	FISCAL YEAR 2018	FISCAL YEAR 2019
JUNE	\$ 91,826.21	\$ 201,996.91	\$ 32,229.11	\$ 63,499.00	\$ 40,250.00	\$ 40,023.90	\$ 173.00	\$ 172.00	\$ 19,507.95	\$ 19,308.00
JULY	173,950.62	120,925.35	23,168.00	24,728.50	8,376.00	-	219.00	150.00	57,084.83	51,051.91
AUGUST	174,687.33	153,314.62	15,120.00	19,490.00	72.00	-	463.00	117.00	57,786.06	58,950.67
SEPTEMBER	96,914.81	78,674.19	9,110.00	14,400.00	(7,050.00)	-	127.00	24.00	23,626.60	19,858.80
OCTOBER	46,023.43	25,199.87	12,662.00	7,947.50	-	1,300.00	25.00	13.00	8,361.65	8,027.82
NOVEMBER	632.05	3,000.00	13.55	1,935.00	1,176.05	1,300.00	-	388.00	6,505.00	6,035.83
DECEMBER	602.19	-	-	-	1,700.00	500.00	-	-	3,300.00	5,973.00
JANUARY	-	-	2,875.00	1,700.00	6,300.00	8,000.00	-	-	3,748.00	2,657.69
FEBRUARY	1,689.04	(20.00)	1,600.00	937.50	3,100.00	2,100.00	-	-	5,015.22	5,631.00
MARCH	1,854.00	2,203.04	2,101.00	65.00	2,000.00	2,300.00	-	-	3,005.00	3,512.00
APRIL	1,676.01	4,972.83	2,930.00	1,770.00	1,200.00	1,100.00	8.00	-	8,817.00	9,351.19
MAY	21,660.02	17,237.16	11,595.00	8,792.50	1,300.00	-	53.00	25.00	10,969.40	13,541.75
YEAR TO DATE	\$ 611,515.71	\$ 607,503.97	\$ 113,403.66	\$ 145,265.00	\$ 58,424.05	\$ 56,623.90	\$ 1,068.00	\$ 889.00	\$ 207,726.71	\$ 203,899.66



236 THIRD STREET
GREENPORT NY 11944

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

MAYOR
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EXT. 215

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

CLERK
SYLVIA PIRILLO, RMC
EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

Submitted: June 13, 2019
Meeting: June 20, 2019 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Paul Pallas, P.E. Village Administrator
From: Paul Pallas, P.E. Village Administrator
Department: Village Administrator

Work Session Report

Work Session Report for Road and Utilities

June 20, 2019

Administrator's Office

Statistics

Work Orders:

Electric = 28 Written, 27 Completed
Water = 21 Written, 21 Completed
Sewer = 38 Written, 38 Completed
Road = 67 Written, 67 Completed

Reports

❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 05-17-2019. 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 05-09-2019.

Resolutions

Engineering Services for Ferry Rerouting Design

Hawkeye Energy Contract

Safe Harbor Dredge Contract

Discussion

Microgrid Status

North Fork Housing Alliance Request

Ferry Rerouting Project

Road/Water Department

Statistics

Water Distribution:

5,678,800 Gallons Sold

Sampling:

All water samples complied with Department of Health requirements.

Locations: 419 Sixth Street - Slop Sink
Total Coliform = Absent
E Coli = Absent
Residual Chlorine = 0.58 mg/L

Third Street Firehouse - Kitchen Sink
Total Coliform = Absent
E Coli = Absent
Residual Chlorine = 0.44 mg/L

The form, DOH-360, was filed with the DOH on May 09, 2019 outlining the above results.

Report

Tasks Accomplished:

- ❖ Cleaned storm drains.
- ❖ Repaired turntable fence.
- ❖ Covered broken window in shack by Monsell trail.
- ❖ Meter orders, pumped out drain behind Deepwater, installed 4 inch fire suppression at 314 Main Street, performed maintenance on water machines, performed mark out for Claudio's, inspected for hydrant damage on lower Main St, turned water on at 5th street park.
- ❖ Cleaned leaves at trailer park.
- ❖ Changed blade and put new belt on SCAG, fixed barring's on front wheel of hustler.
- ❖ Weeded flower beds, planted flowers, put mulch down and repaired planter box
- ❖ Patched around village.
- ❖ Cut stumps on Manor Place and Main street, Cut tree down on Broad street.
- ❖ Swept streets around village.
- ❖ Performed vehicle maintenance including: Front bumper repair on G-9, repaired caliber on G-12, set up water truck, repaired brake system on G-12, repaired lights on G-9, repaired hydraulic line on CAT. refurbished tires on skidsteer and refurbished them
- ❖ Removed broken furniture from 4th street beach.
- ❖ Changed 30 mph sign to 25 mph on Main Street.
- ❖ Installed RCA at MTA parking lot.
- ❖ Set up stage for parade.

Sewer Department

Flow and Sampling:

The plant continues to run well, exceeding DEC permit requirements.

Total plant flow for the month of May = 9,867,000 gallons.

Average Daily Flow = .318 (MGD) Permit limit = .650 MGD

Total Suspended Solids percent removal (TSS) =99%. Permit limit is 75%

CBOD percent removal, = 98%. Permit removal level is = 75%

Coliform Fecal General = 14.9MPN. Permit limit, 200 MPN/100

Coliform Total General = 41 MPN. Permit limit 700 MPN/100

Total Nitrogen = 5.5 LBS/day

Sludge Removal:

74,000 Gallons of sludge hauled in May.

Report

❖ Treatment Plant:

Disconnected broken pressure booster pump from headworks system

De-ragged Huber headworks screen

❖ Collection System:

Jet-Rodded downtown business district for preventative maintenance

K&G Power Systems evaluated comminutor for Hospital pump station, needs replacement

De-ragged #2 pump at Nursing Home station

Commander Power Systems started installation of generators at 6th St & Ludlam stations

Electric Department

Statistics

Monthly Power Usage:

Maximum usage day = May 26 @ 85.18 Mwh

Minimum usage day = May 8 @ 65.29 Mwh

Peak demand for the month = 4.556 MW May 26, 5:00 pm

Monthly total usage = 2222.81 Mwh

Service calls/call outs = 5

Street light repairs = 24

Customers shut off for none payment = 6

Customers turned on for payment = 6

Customers turned on for the season = 0

New Services = 1

Tasks Accomplished:

- ❖ Completed all the feeder management relay testing
- ❖ Run engine 4 and 5 for training, both engines ran well
- ❖ Repaired small external water leak to the jacket water expansion tank for #4
- ❖ Cooling tower basin, and cooling tower both were cleaned as required annually
- ❖ Repaired/replaced several street lights throughout the village
- ❖ Install new URD service on First St. for the new home under construction.
- ❖ Cleaned area and installed new gravel in switch/transformer location at Mitchell Park.
- ❖ Assist Wastewater department in the removal and replacement of pumps at lift stations
- ❖ Replace 3 meters at 511 Main St. due meter pan in very poor condition.
- ❖ Field verified Micro Grid info, transformer sizes and fusing that were in question
- ❖ Had an unscheduled operation on circuit #2, this was due to the feeder management relay being reinstalled, the outage was quickly resolved.
- ❖ Two primary half power calls that supplied 3 phase customers, this affected only 2 services.
- ❖ Repaired electric service at central lift station, due to corrosion of connectors in building.

Attachments:

Meter Daily Totals May 2019 (PDF)

Total Usage:	2,222,811.0000 KWH
Peak Demand:	4,556.00 KW
Occured On:	May 26 2019 17:00
Load Factor:	65.58%
Date Start:	Wed May 1 2019
Date End:	Fri May 31 2019

Period Ending	KWH
5/1/2019	71,563.00
5/2/2019	68,685.00
5/3/2019	74,203.00
5/4/2019	71,601.00
5/5/2019	72,354.00
5/6/2019	68,293.00
5/7/2019	65,980.00
5/8/2019	65,288.00
5/9/2019	68,248.00
5/10/2019	70,434.00
5/11/2019	66,339.00
5/12/2019	74,103.00
5/13/2019	77,232.00
5/14/2019	73,933.00
5/15/2019	68,545.00
5/16/2019	66,235.00
5/17/2019	70,074.00
5/18/2019	68,312.00
5/19/2019	67,968.00
5/20/2019	70,782.00
5/21/2019	68,370.00
5/22/2019	67,627.00
5/23/2019	70,884.00
5/24/2019	75,586.00
5/25/2019	77,752.00
5/26/2019	85,178.00
5/27/2019	82,309.00
5/28/2019	72,598.00
5/29/2019	68,613.00
5/30/2019	73,323.00
5/31/2019	80,399.00



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EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

Submitted: June 11, 2019
Meeting: June 20, 2019 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 JUNE 2019

Work Session June 2019

REQUEST A MOTION BE PLACED ON THE AGENDA FOR:

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment #4105, to appropriate reserves to fund the purchase of a replacement pump for the Nursing Home Pump Station, and directing that Budget Amendment #4105 be included as part of the formal meeting minutes for the June 27, 2019 regular meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment #4107, to appropriate reserves to fund the purchase of a Comminutor Grinder System, and directing that Budget Amendment #4107 be included as part of the formal meeting minutes for the June 27, 2019 regular meeting of the Board of Trustees.

UTILITY BILLING

Currently calculating sector 1 bills to be completed by 6/14/19. Sector 2 currently being read. Billing statistics for the month of May finished. Sector 4 red tags to be calculated and delivered by end of week. Sector 2 red tags were due 6/11/19 (previously hand delivered/certified mailed on 5/22/19) one residential disconnected, then reconnected within the hour. Sector 3 red tags due 6/18/19 (previously hand delivered/certified mailed on 5/30/19).

COMMUNITY DEVELOPMENT/ HOUSING AUTHORITY

Six recertifications and 12 interims were performed for June 2019.

SIGNIFICANT COLLECTIONS

Property Tax Received - \$ 454,822.77 (as of June 10,2019)

Rents Received May 2019 - \$ 81,956.92

INFORMATIONAL:

Cash Holdings Report - See attached

Utility Billing Statistics Report - see attached

CD/HA Monthly Financials - See attached

Attachments:

BANK BALANCES MAY 2019 (PDF)

MAY 2019 BILLING STATISTIC REPORT (PDF)

PROPERTY TAX COLLECTED - MAY 2019 (PDF)

HA FINANCIALS MAY 2019 (PDF)

CD FINANCIALS MAY 2019 (PDF)

BUDGET AMENDMENT 4105 (PDF)

BUDGET AMENDMENT 4107 (PDF)

**BANK ACCOUNT BALANCES
FOR THE MONTH OF MAY 2019**

FUND	BANK ACCOUNT NAME	G/L ACCT#	TYPE	BALANCE
A	General	A.0200.000	Checking	699,735.78
A	Repair & Maintenance	A.0200.400	Checking	52,762.50
A	Greenhill Cemetery	A.0201.100	Savings	33,467.60
A	Clarks Beach Reserve	A.0201.120	Money Market	181,494.35
A	Money Market	A.0201.130	Money Market	1,581,679.71
A	Fire Apparatus	A.0221.110	Savings	550,480.83
A	Bulding Department Escrow	A.0235.101	Checking	9,372.09
A	Parks and Recreation	A.0200.200	Checking	10,064.28
TOTAL GENERAL FUND				\$ 3,119,057.14
CD	Small Cities Rehab.	CD.0200.000	Savings	152,841.18
CD	NYS CDBG Funds	CD.0200.400	Public Funds Acct	226.21
CD	Moran	CD.0201.000	Savings	5,733.34
CD	Watkins	CD.0201.001	Savings	21,773.16
TOTAL COMMUNITY DEVELOPMENT				\$ 180,573.89
E	Light Fund	E.0121.100	Checking	545,086.20
E	Light Depreciation Savings	E.0116.100	Savings	2,224,966.78
E	TTC Collections	E.0121.120	Savings	403,577.95
E	Consumer Deposit Savings	E.0191.100	Savings	130,151.37
E	Consumer Deposit Checking	E.0244.200	Checking	3,373.46
TOTAL LIGHT FUND				\$ 3,307,155.76
F	Water	F.0200.000	Checking	310,658.81
F	Water Fund Capital	F.0200.400	Savings	8,376.71
F	Water Fund CD (MM)	F.0201.000	Money Market	202,390.63
F	Water Fund Money Market	F.0201.130	Money Market	385,933.54
				\$ 907,359.69

EOM Billing Statistics Report

Rate/Service	Description	Bills	Min.	Usage	Charge	Usage	Demand	Contract	PCA	NYSSES	Comm Tax	Res Tax
Electric	2 - Electric - Flat Charge	12	0	0	0	0	0	654.16				8.80
	9 - Residential (1, 1)	1355	0	963757	77,832.16	0	0		3,423.69	2,530.90		2,019.46
	10 - Water Heating (2, 2)	13	0	2260	154.40	0	0		11.65	8.63		4.38
	11 - All Electric (3, 3)	334	0	185354	21,444.81	0	0		961.21	710.67		575.18
	13 - Demand - Class 3 (5, 5)	5	0	331200	18,514.08	828.8	9,844.90		1,708.33	1,262.86	331.16	
	14 - Village St. Lighting (6, 6)	5	0	15371.25	1,769.23	0	0		79.30	58.51		
	15 - Town St. Lighting (7, 7)	1	0	1863.75	214.52	0	0		9.61	7.11		
	19 - Traffic Lights (11, 11)	1	0	1416	146.65	0	0		7.30	5.40		
	20 - Contract St. Lighting (12, 12)	2	0	75	0.00	0	0					
	21 - Sterling Harbor (13, 13)	2	0	659,625	76.61	0	0		3.43	2.54	7.12	
	66 - Reconnection Fee-Residential	5	0	0	0	0	0	450.00				
	67 - NSF Fee	3	0	0	0	0	0	75.00				
	71 - Reconnection Fee - Commercial	1	0	0	0	0	0	150.00				
Electric Total		1741	0	1202962,625	120,152.46	828.8	9,844.90	1,329.16	6,204.52	4,565.72	336.28	2,607.82
Sewer	3 - Sewer - Flat Charge	37	0	0	1,949.90	0	0					
	4 - Sewer - Flat Charge	1	0	0	63.70	0	0					
	23 - Sewer - VILL 3/4" W/SEWER (14, 14)	879	559	2699.9	45,160.77	0	0					
	25 - Sewer - VILL 1" W/SEWER (15, 15)	28	8	253.8	3,022.44	0	0					
	27 - Sewer - VILL 1 1/2" W/SEWER (16, 16)	12	2	244.8	3,542.40	0	0					
	29 - Sewer - VILL 2" W/SEWER (17, 17)	27	6	281.6	3,929.00	0	0					
	31 - Sewer - VILL 3" W/SEWER (18, 18)	1	1	1.6	42.00	0	0					
	33 - Sewer - VILL 4" W/SEWER (19, 19)	3	1	344.5	5,234.05	0	0					
	54 - Sewer - OUTSIDE RES SEWER (50, 50)	75	66	30,761.2	9,364.95	0	0					
	57 - SPLIT SEWER BILLING (52, 52)	1	0	0	0.00	0	0					
	62 - DRIFTWOOD COVE 52	1	1	415.37	7,839.20	0	0					
	63 - DRIFTWOOD COVE 49	1	1	416.0312	7,879.80	0	0					
	64 - PECONIC LANDING 391	1	0	6609	57,975.00	0	0					
	65 - CLIFFSIDE CONDOS-SEWER	1	1	95	4,410.00	0	0					
Sewer Total		1063	646	11592,5624	150,419.21	0	0					
Water	5 - Water - Flat Charge	30	0	0	832.40	0	0					
	22 - VILL 3/4" W/SEWER (14, 14)	889	295	3361.8	19,294.30	0	0					
	24 - VILL 1" W/SEWER (15, 15)	29	4	282	1,110.24	0	0					
	25 - VILL 1 1/2" W/SEWER (16, 16)	13	7	285	1,172.76	0	0					
	28 - VILL 2" W/SEWER (17, 17)	29	20	318	1,532.22	0	0					
	30 - VILL 3" W/SEWER (18, 18)	1	1	2	36.90	0	0					
	32 - VILL 4" W/SEWER (19, 19)	3	2	366	1,465.50	0	0					
	46 - VILLAGE 1 1/2" (42, 42)	1	1	0	36.90	0	0					
	47 - VILLAGE 2" (43, 43)	7	1	415	1,410.48	0	0					
	48 - VILLAGE 3/4" (44, 44)	108	75	649	3,696.30	0	0					
	49 - VILLAGE SEWER ONLY (45, 45)	5	0	6	0.00	0	0					
	52 - FIRE SPRINKLERS (49, 49)	30	0	0	0.00	0	0					
	53 - OUTSIDE RES SEWER (50, 50)	71	0	479,463	0.00	0	0					
	68 - Water NSF	1	0	0	0	0	0	25.00				
Water Total		1217	406	6154,265	30,583.00	0	0	25.00				
electric-small commercial	12 - Commercial (4, 4)	364	0	629006.2	71,574.12	0	0		3,247.11	2,388.64	5,505.13	-22.06
	16 - Operating Municipall (8, 8)	33	0	37802	4,455.01	0	0		195.01	144.13		
	17 - Water Department (9, 9)	2	0	0	24.86	0	0					

EOM Billing Statistics Report

Service
 Rate# - Description
 18 - Sewer Department (10, 10)
 73 - Electric Power Plant
 electric-small commercial Total
 Grand Total

<u>Bills</u>	<u>Min Bills</u>	<u>Usage</u>	<u>Charge</u>	<u>Usage</u>	<u>Demand</u>	<u>Contract</u>	<u>PCA</u>	<u>NYSCES</u>	<u>Comm.Tax</u>	<u>Res.Tax</u>
10	0	78264	8,498.56	0			403.68	298.43		
5	0	30289	0.00	0						
414	0	775360.2	84,552.55	0			3,845.80	2,831.40	5,505.13	-22.06
4440	1052	1996079.6554	385,712.22	828.8	9,844.90	1,354.16	10,050.32	7,413.12	5,843.41	2,585.76

VILLAGE OF GREENPORT

Payment / Balance as of 06/10/2019

	Count	Balance Amt	Count	Paid Amt
Grand Totals				
BID MT	57	20,753.49	60	29,736.50
SEWER MT	25	51,002.14	3	1,081.10
VILLT	586	603,396.41	441	423,411.42
WATER MT	24	19,385.84	4	593.72
Total PRINCIPAL		694,537.88		454,822.74
CVRPY	1	(0.03)	1	0.03
Total OVRPY		(0.03)		0.03
Total		694,537.85		454,822.77

**Financial Data Schedule - Monthly Revenue & Expenses
(HAP REGISTER) - May 19**

Account Description	TOTAL VOUCHERS	TOTAL HAP, PORT UTILITIES	84,589.00	363.00	\$
Vouchers Leased on last day of month					
81					\$
New Vouchers Issued/No Lease/Searching					
81					\$
0					\$
Portable Vouchers					
0					\$
All other Vouchers					
81					\$

Account Description	AMOUNT	ADMIN FEE	ABSORBED
706 PHA HUD Operating Grants	\$ 76,090.00		
706a Admin fee revenues	\$ 7,200.00		
711 Interest Earned - HAP	\$ 100.00		
Interest Earned - ADMIN	\$ 13,201.00		
714 Fraud recovery	\$ 200.00		
700 TOTAL REVENUE	\$ 91,851.00		
EXPENSES:			
912 Administrative Auditing fees	\$ 350.00		
911 Salaries - Asho (\$25.51) Robert Columan E 2 pay periods	\$ 3,612.10		
911a Medical	\$ 2,245.73		
911b Dental	\$ 151.52		
911c Pension 14.15.8%, 15.15.9%, April 18, T 4	\$ 567.10		
914 Payroll Taxes FICA	\$ 276.33		
915 Employee Benefit Contribution TOTAL	\$ 2,964.33		
914 Compensated absences	\$ 49.80		
The Inkspot	\$ 165.00		
917 Nina JG Stewart, Esq	\$ 2,550.01		
A Gallacher Remb	\$ 49.89		
A Gallacher Mileage	\$ 49.80		
916 Office Expenses Total	\$ 2,715.01		
910 Administrative Total	\$ 10,318.55		
962 Other General Expenses (Office Rent)	\$ 550.00		
969 TOTAL OPERATING EXPENSES	\$ 10,868.55		

Account Description	AMOUNT	ADMIN FEE	ABSORBED
970 EXCESS OPERATING REVENUE OVER OPERATING EXPENSES	\$ 363.00		
973.1 PHA Utility Allowance	\$ 363.00		
973.2 HAP payments	\$ 84,226.00		
975 (HAP, PORT and UTILITY TOTAL)	\$ 84,589.00		
1117 HAP & UTIL less Port payments	\$ 20,561.00		
1118 Total Admin Revenue	\$ 92,391.00		
1118-02x Net HAP	\$ 7,802.00		
Net ADMIN	\$ 9,692.45		
900 TOTAL EXPENSES	\$ 95,457.55		
1000 EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES	\$ 95,457.55		

PORT BREAKDOWN	DATE	BILLED	ADMIN FEE	ABSORBED
PORT IN				
TOTAL PORT IN	0	\$	\$	\$
PORT OUT				
TOTAL PORT OUT	0	\$	\$	\$

2,753.74 Village of Greenport total

TERMINATED

DECEASED

ABSORBED

RELINQUISHED

FDS - 213 Center St & 278 2nd Street Monthly Revenue & Expenses - May 2019

\$ 4,775.00 150.00

Account Description

	REVENUE: 213 Center 213 Center	REVENUE: 278 2nd Street UNIT 1 - 8124 UNIT 2 - 8327 UNIT 3	HOUSE
Rent	\$ 1,125.00	\$ 1,350.00	
Late Fees/Credits	\$ 75.00	\$ 75.00	
TOTAL REVENUE	\$ 1,200.00	\$ 1,425.00	\$ 1,175.00

EXPENSES:	EXPENSES: 213 Center 213 CENTER	EXPENSES: 278 2nd Street UNIT 1 - 8124 UNIT 2 - 8327 8328	HOUSE - 8590 RE/8361 SW
------------------	------------------------------------	--	-------------------------

Utilities			
Electric	\$ 61.38		\$ 22.79
Water/Sewer	\$ 57.12		\$ 85.20
Propane/Heating Oil			\$ 506.93
Admin			
Salary (\$6.25 X 2 pay periods 140 hrs=\$875.00 divide by 25% and 75%) [\$25.51 x 25%=\$6.25]	\$ 328.06		\$ 984.19
Payment Agreement to Village			\$ 1,000.00
Total	\$ 446.56	\$ -	\$ 2,599.11

Maintenance Repairs/Other	MAINTENANCE: 213 Center 213 CENTER	MAINTENANCE: 278 2nd Street UNIT 1 UNIT 2 UNIT 3	HOUSE
North Shore Exterminating	\$ 195.00		\$ 1,100.00
Sentry Automatic Fire Protection			\$ 39.49
Mattituck Enviro Services	\$ 195.00		\$ 35.00
Pine Oaks Landscaping	\$ 641.56		\$ 1,174.49

MONTHLY FINANCIAL SUMMARY	213 CENTER	278 2nd STREET	
Interest Earned			
Total Revenue	\$ 1,200.00	\$ 3,725.00	
Total Expenses	\$ 641.56	\$ 3,773.60	
NET REVENUE	\$ 558.44	\$ (48.60)	

EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES	\$ 558.44	\$ (48.60)	
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1000

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2020 Period: 6 Trans Type: B2 - Amend Status: Batch
Trans No: 4105 Trans Date: 06/04/2019 User Ref: ROBERT
Requested: A. HUBBARD Approved: Created by: ROBERT 06/04/2019
Description: TO APPROPRIATE RESERVES FOR THE CAPITAL PURCHASE OF A Account # Order: No
REPLACEMENT PUMP FOR THE NURSING HOME PUMP STATION Print Parent Account: No

Account No.	Account Description	Amount
G.5990	APPROPRIATED FUND BALANCE	5,000.00
G.8130.200	PUMP STATION EQUIPMENT..	5,000.00
Total Amount:		10,000.00

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2020 Period: 6 Trans Type: B2 - Amend Status: Batch
 Trans No: 4107 Trans Date: 06/10/2019 User Ref: ROBERT
 Requested: A. HUBBARD Approved: Created by: ROBERT 06/10/2019
 Description: TO APPROPRIATE RESERVES FOR THE PURCHASE OF A COMMUNICATOR GRINDER SYSTEM
 Account # Order: No
 Print Parent Account: No

Account No.	Account Description	Amount
G.5990	APPROPRIATED FUND BALANCE	27,000.00
G.8130.204	MAJOR EQUIP REPAIRS/PURCHASES..	27,000.00
Total Amount:		54,000.00



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MAYOR
GEORGE W. HUBBARD, JR.
EXT. 215

TRUSTEES
JACK MARTILLOTTA
DEPUTY MAYOR

PETER CLARKE

MARY BESS PHILLIPS

JULIA ROBINS

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

CLERK
SYLVIA PIRILLO, RMC
EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

Submitted: June 13, 2019
Meeting: June 20, 2019 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 June 2019 Work Session Report

VILLAGE of GREENPORT - BOARD of TRUSTEES WORK SESSION

to be presented at the meeting held on June 20, 2019
Report of Sylvia Lazzari Pirillo, Village Clerk

Agreements & Contracts

A check in the amount of \$ 300 was received on May 17th from Gurwin Home Care Agency.

The Second Amendment to Sanitary Sewage Agreement between the Village and Peconic Landing was fully executed on May 28th.

The IMA between the Village and the Town for Pump-Out Boat services was fully executed on May 28th. A fully executed copy was received by the Village on June 11th.

The contract documents/bid package for engineering services related to the sanitary sewer pump station replacement project RFP were developed with the assistance of Attorney Prokop. Proposals are due no later than 12:30 p.m. on June 20th.

Dances in the Park

The contract between the Village and Jamie Schott was forwarded on May 24th for execution.

The contracts for the Dances in the Park performers were mailed on May 24th for execution.

Posters and palm cards were created for the Program, and supplied free-of-charge by Academy Printing. A banner was created for the Program, and supplied free-of-charge by Ink Spot Printing. Thank you to the following sponsors: Greenport & Southold IGA, Friends of Mitchell Park, the Business Improvement District, North Ferry, and Green Hill Kitchen.

A check in the amount of \$ 1,500 from the BID was received on June 5th for the Program.

Employment

A help-wanted ad was placed in the June 13th edition of the paper for the open full-time Account Clerk position in the Marina Office. Applications will be accepted until June 27th.

A help-wanted ad was placed in the June 13th edition of the paper for the open full-time Laborer position in the Sewer Department. Applications will be accepted until June 27th.

A help-wanted ad was placed in the June 13th edition of the paper for the open full-time Groundskeeper I position in the Road Department. Applications will be accepted until June 27th.

Financial

The NYS OSC advised that \$ 1,350 is due to the Village from the Justice Court for the month of April 2019.

A total of \$ 500 was donated by the following ten local establishments to the Tree Committee for inclusion in this year's Cherry Blossom Festival "Petal and Pub Tour":

Special Tea House, 1943 Pizza/Brix & Rye, American Beech, Kate's Cheese Company, Frisky Oyster, Industry Standard, Olive Branch Café, Blue Duck Bakery, Noah's and Port Bar and Grill.

Fire Department

The 175th Anniversary Celebration is scheduled for February 15, 2020.

Legal Notices

The legal notice for the RFP for Pump Station Engineering was published in the June 6th edition of the paper.

The legal notice for the public hearing regarding the proposed amendment to Chapter 142 was published in the June 6th edition of the paper.

Public Service Announcements

Flags are available on-line for purchase from the Greenport Rotary, for the Field of Honor project, at: www.GreenportRotary.net <<http://www.GreenportRotary.net>>

The Greenport Band will begin its season on July 5th in Mitchell Park.

Resolutions

RESOLUTION approving the Public Assembly Permit Application submitted by the Standard Hose Company of the Greenport Fire Department for the use of the grounds at the Station One Firehouse on Third Street, for the annual Chicken Barbecue fundraiser from 4:00 p.m. through 7:00 p.m. on August 17, 2019.

RESOLUTION approving the Public Assembly Permit Application submitted by the Chinese Yacht Club for the use of a portion of Mitchell Park, for the annual Greenport Regatta from October 11, 2019 through October 13, 2019.

RESOLUTION designating the Village of Greenport as a co-sponsor of the Greenport Regatta, and further waiving the \$ 250.00 permit fee for the event, owing to the event proceeds being donated to the Paul Drum Life Experience Project, a 501(c)3 organization.

RESOLUTION approving the request of the Chinese Yacht Club for dockage on October 11, 2019 and October 12, 2109 at the Village of Greenport Mitchell Park Marina for the Greenport Regatta, at the rate of \$ 1.00 per foot per vessel.

RESOLUTION approving the request of the Greenport Harbor Brewery to close Carpenter Street from the front of the Brewery to the rear entrance of the former Capital One Bank building on July 12, 2019 from 5:00 p.m. - 10:00 p.m. for the Tenth Annual Anniversary celebration.

RESOLUTION approving the attached contract between the Village of Greenport and BuoyantSea for the provision of swim lessons at Fifth Street Beach at a cost of \$ 30 per hour beginning on July 8, 2019 and ending on September 2, 2019; and authorizing Mayor Hubbard to sign the attached contract between the Village of Greenport and BuoyantSea.

RESOLUTION ratifying the attendance of Clerk Pirillo at the Nassau Suffolk Town Clerks Association Meeting on June 26, 2019 in Southold, New York beginning at 12 noon, with the attendance fee of \$ 30.00 to be reimbursed from Account A1410.400 (Clerk Contractual Expense).

Attachments:

Agreement Between VOG & Sun of BuoyantSea Swim (PDF)

CONTRACT

AGREEMENT, made this day of 2019 by and between the Village of Greenport, with an address of 236 Third Street, Greenport, New York 11944, (the "Village") and Christina Sun of BuoyantSea Swim, with an address of 615 East Gillette Drive, East Marion, NY, 11939 (the "Contractor") as follows:

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

1. The Contractor shall perform all labor, and will faithfully perform and complete in a satisfactory manner the entire work of the project for the Village of Greenport as agreed and in accordance with the attached daily schedule, with the term of the contract to be from July 8, 2019 through September 2, 2019.

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

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

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

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

6. The Contractor shall not employ any Subcontractor or other person or organization (including those who are to furnish the physical of material or equipment), whether initially or as a substitute, against whom the Village may have a reasonable objection.

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

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

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

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

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

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

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

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

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

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

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

VILLAGE OF GREENPORT

CONTRACTOR

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

BY _____

(SEAL)

TITLE _____
(CORPORATE SEAL)

ACKNOWLEDGEMENT OF PRINCIPAL, IF A CORPORATION

STATE OF _____)
)ss:
COUNTY OF _____)

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

(SEAL)

Notary Public

ACKNOWLEDGEMENT OF PRINCIPAL, IF PARTNERSHIP

STATE OF _____)
)ss:
COUNTY OF _____)

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

(SEAL)

Notary Public

ACKNOWLEDGEMENT OF PRINCIPAL, IF AN INDIVIDUAL

STATE OF _____)

)ss:

COUNTY OF _____)

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

(SEAL)

Notary Public

ACKNOWLEDGEMENT OF VILLAGE

STATE OF NEW YORK

COUNTY OF SUFFOLK

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

(SEAL)

Notary Public