



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

May 19, 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

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.

DISCUSSIONS:

Continue discussion on Public Hearing regarding two-way traffic on Wiggins Street.
Wetlands Permit Application for Robert Bohn of 49 Stirling Cove.

REPORTS FROM COMMITTEES

MAYOR AND VILLAGE BOARD OF TRUSTEES

PUBLIC TO ADDRESS THE BOARD



236 THIRD STREET
GREENPORT NY 11944

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

MAYOR
GEORGE W. HUBBARD, JR.
EXT. 215

TRUSTEES
JACK MARTILLOTTA
DEPUTY MAYOR

MARY BESS PHILLIPS

DOUGLAS W. ROBERTS

JULIA ROBINS

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

CLERK
SYLVIA PIRILLO, RMC
EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

Submitted: May 10, 2016
Meeting: May 19, 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 5_19_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: gdfire@optonline.net
www.greenportfd.org

Requests and Resolutions

Please accept all monthly reports for the month of April. We would like to make a budget transfer from Account #A3410.450 misc.expense in the sum of \$4000.00 and Account #A3410.462 medical Ins. in the sum of \$2175.00 into Account #A3410.200 for the purchase of 1 MSA Thermal Imaging Camera at a cost of \$6175.00. This camera will placed on Pumper 832.

Respectfully submitted,

Wayne D. Miller

Wayne D. Miller

Chief Engineer

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: gdfire@optonline.net
www.greenportfd.org

Finance Meeting

April 13th

Attendance: Chief Miller, Asst. Chief Weingart, Asst. Chief Jimenez, Wardens Barszczewski, Kalin, and Volinski.
Administrative Asst. Richter.

All bills and Fire safety account reviewed.

Company requests:

831- Budget items

832- Thermal Imaging Camera, Budget items

833- Budget Items

834- Budget items

835- Budget item

Rescue Squad- Hammer Medical supplies \$1226.14, Zoll Multi-Tech cell modem kit \$487.90

Water Rescue- Budget items

Fire police-Budget items

Chief Weingart requested new pagers and batteries for a cost of \$6,348.00. Also requested pager batteries for Minitor 2,3,&4 models and 2 mobile low band radioes at a cost of \$1,440.00.

Respectfully submitted,

A handwritten signature in blue ink that reads "Wayne D. Miller". The signature is written in a cursive style.

Wayne D. Miller

Chief Engineer

CHIEF WAYNE MILLER
1ST ASST CHIEF JEFFREY L WEINGART
2ND ASST CHIEF SUSANO JIMENEZ
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
311 3RD STREET P.O. BOX 58
GREENPORT, NY 11944
Email: gfdfire@optonline.net
www.greenportfd.org

ORGANIZATIONAL
MEETING OF THE BOARD OF WARDENS

Tuesday April 19, 2016

OPENING:

1st Assistant Chief Jeff Weingart opened the meeting at 7:33 pm with the pledge of allegiance to the flag and a moment of silence for departed members

ATTENDANCE: 2nd Assistant Chief Susano Jimenez, Wardens Warren Jensen, Joe Milovich, Tony Volinski, Norma Corwin, Raymond Corwin, Joe Barszczewski, James J. Pirillo, David Nyce, James Kalin John Grilli, Chief Wayne Miller Excused.

Pat Carey, Paul Dimos, Karolyn Jenkins, George Capon, Bob Corwin Peter Harris.

THOSE WISHING TO SPEAK TO THE BOARD: Karolyn Jenkins presented all the thanks you for the fundraiser; she mentioned maybe it should be presented to all the Companies so they can see them.

Peter Harris spoke about how the May Mile money is being used to pay bills, example the painter who was hired had employees do the painting and a certified pay roll was not presented so the bill for the painting will not get reimbursed from the Village, because the painter did not present a certified payroll, and the May Mile money should not be used to pay bills. It is supposed to be used for the Department Members.

Pat Carey requested the use of the fire house for Dinner and Meeting on Sept 28th 2016 and help will be needed to cook & serve.

READING OF THE PREVIOUS MINUTES:

Motion made by Warden John Grilli to file all Communications, seconded by Warden Warren Jensen, Motion carried.

APPLICATION(S) FOR NEW MEMBERSHIP:

Motion by _____, seconded by _____, to accept application(s). Motion carried

REPORT OF COMMITTEES:

BUILDING AND GROUNDS:

1. Warden Joe Milovich handed out estimate from Jim Dinizio for the locks on the doors. Also has a call in to Suffolk security.

Warden Volinski asked to be taken of of being the Chair Committee for Buildings and Grounds and to have Joe Milovich be the Chair , seeing as he is doing all the work for it, Warden Tony Volinski will stay on the Committee just not as Chair.

Warden Joe Milovich also mentioned that he has not heard back from C-Cat, maybe one of the Chiefs can give a call to them. 1st Assistant Chief Jeff Weingart asked if there is another vender to go with. Warden Warren Jensen mentioned sending C-cat a letter if he is not going to comply with work not finished.

BY-LAWS: Warden John Grilli requested a Meeting, to go over the Physicals . Possible meeting to be in May

Warden Joe Barszczewski requested to have Warden John Grilli be the Chair member for this Committee; he will stay on but asked Warden Grilli to be Chair.

FINANCE: Report read by 1st Assistant Chief Jeff Weingart for information only.

FIRE DISTRICT: None

PRE-INCIDENT PLANNING: None

- **SERVICE AWARDS:** Warden James Kalin requested a meeting to go over the Losap and the pen-flex points. Will get a hold of member, to set up meeting day.

RECRUITMENT: None

CASUALTY FUND: None

FUNERAL: None

Warden Tony Volinski questioned why did the 80 car go to Shelter Island for the 24? Chief Susano Jimenez stated he was the Chief who gave the 80 car permission to go over. Warden Tony Volinski stated that the board of wardens had voted for the 80 car to stay in the 8th division and not to leave the 8th division, and if anyone who uses the 80 car is to use it only as EMS only not as a Firefighter car . To have the Chief's address it. It's also under the discretion of the OIC the they can be used as Firefighter.

Warden Tony Volinski also questioned why is Fire Police directing traffic at the intersection of the traffic circle and Rt 48, no need to put their lives in danger the trucks have lights and sirens .

Motion made by Warden Tony Volinski to prohibit all fire police from directing traffic at the intersection of Rt 48 & Main Street, unless the call is at that intersection. Seconded by Warden John Grilli. Motion Carried.

James J Pirillo welcomed new Warden David Nyce to Standard Hose. 1st Assistant Chief Jeff Weingart also Welcomed New 2nd Assistant Chief Susano Jimenez.

Motion made by Warden John Grilli to approve the purchases of the finance meeting seconded by Warden James Kalin. Motion Carried.

GOOD OF THE DEPARTMENT

Warden Norma Corwin requested to take Haz mat for health care / pre trauma life support & 12 lead classes. Cost each class is \$200.00. Warden Joe Milovich asked if any other member were interested, Warden Norma Corwin stated any one can take these classes they are on the REMSCO site for anyone to see.

Motion made by Warden Joe Milovich to allow Warden Norma Corwin to take the Classes, Seconded by Warden Tony Volinski. Motion Carried.

Warden Warren Jensen wanted to go over what Pete Harris had talked about with the May Mile funds, did the Village not pay because it didn't meet their policy, Ex Mayor Warden David Nyce explained the Village Board Policy, on how bills get paid. Warden Norma Corwin explained how she went and received 3 quotes and presented them to the Board and the Board voted. Much discussion on this matter.

Warden Tony Volinski handed out the fund raiser letter needs to be approved by the board to go to printing upon all correction to be made.

Bob White left on Committee as honorary member, as well as new members added to the committee.

Warden Warren Jensen made a motion to have Chief Wayne Miller be paid back for all expenses he has paid for out of his own money. And reimbursed from the May Mile Money, Seconded by Warden Joe Milovich. All in favor 8, Motion Carried.

Chief Weingart made a request that the Fire Department go back to using the old patch with the clipper ship on it. Board mentioned to have wardens go back to the companies to see what they would like to do.

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 Tony Volinski to adjourn.

Motion carried. The meeting was adjourned at 8:46pm

Respectfully Submitted by,


Jennifer Grilli

Recording Secretary

CHIEF WAYNE MILLER
1ST ASST CHIEF JEFFREY L WEINGART
2ND ASST CHIEF SUSANO JIMENEZ
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
311 3RD STREET P.O. BOX 58
GREENPORT, NY 11944
Email: gfdfire@optonline.net
www.greenportfd.org

Company Officers Meeting April 19th, 2016

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

Attendance: Chiefs Weingart and Jimenez; Captains Dimos, Hays, and B Corwin, N. Corwin, P Harris, Hollid, C. Hydell, W Ruffner Pope, Fire Police Ray Corwin.

Reading of Previous Minutes: M/M/S/C /Harris Hanold to dispense with reading of previous minutes.

Communications: Read by Chief Weingart, \$100 donation to Rescue Squad by Marie Bonderchuck- Central Islip golf outing on may fifth- Babylon will be holding a Church Fire OPS class on May 9th

Committee Reports: Washington's B-day Reports need to be turned in. 8-3-5, 8-3-2 and 8-3-4 have been turned in.

P. Harris brought up about pushing the Washington's Day Parade back a week

Company Requests: 8-3-1. Budget 8-3-2. Budget/Camera; 8-3-3. LDH/Budget; 8-3-4. Budget; 8-3-5. Budget; 8-3-16. Budget Fire Police; Stop Slow signs

Report of Committees: all companies to discuss Dept. Picnic. 2nd lieutenants are in charge of committee with Chief Jimenez. Need date and to decide caterer. Dates available are July30 and August 6th.

Good of the Department:

- Chief Weingart asked all companies to introduce new officers and introduced new 2nd assistant chief. Chris Hanold mentioned 8-3-3s wet down on April 23rd, also asked about status on hose for 8-3-3. Senior Capt. Elections, Pete Harris nominated Cliff Harris, 2nd by Joe Milovich, all approved. Cliff Harris is Dept. Capt. Ray Corwin asked for companies to let him know who their Fire Police are. Also Fire Police need help with NFFP meeting on 4/21 @ 6pm. Bob Corwin mentioned camera on 8-3-2- does not work.

Reading of Minutes: M/M/S/C Corwin/Hanold to dispense with reading of tonight's minutes,

Adjourn: M/M/S/C Harris/Dimos to adjourn @ 19:21

Respectfully submitted,

Susano Jimenez
2nd Asst. Chief



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: May 12, 2016
Meeting: May 19, 2016 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Derryl Baumer, *Engineering Aide*
From: Paul Pallas, *P.E. Village Administrator*
Department: Village Administrator

Work Session Report Village Administrator - Building

Work Session Report for Building Department

May 19, 2016

Building Inspector's Office

Statistics

Summary of Transactions:

Building Permits Issued	3
Building Permit Applications	6
Fence Permits	1
Use Evaluation Application	0
Wetland Permit Application	1
Wetland Permit Issued	0
HPC Application	2
Zoning Board Applications	1
Planning Board Applications	1
CO Searches	8
CO Fees	3
Yard Sale	0
Road Opening	3
Sewer Inspection Fee	0
Dumpster Permit	0
Sign Permit	0
Rental Permit Fees	0
Demo Permit	0

Total Fees Collected: \$3,644.75

Reports

- ❖ The Building Department continues to process many requests. There is a large amount of residential work being done, while commercial business remains slow.
- ❖ The Building Inspector has received many use evaluations that are expected to be discussed during May's Planning Board meeting.
- ❖ The Zoning and Historic Boards have full agendas for the upcoming month.
- ❖ We continue to process rental applications as they come in. Several owners still have yet to comply. We are planning to implement violations soon to address this problem.

Code Enforcer's Office

Reports

- ❖ The Code Enforcement Officer issued sixteen (16) tickets to two of the owners of a Village restaurant and bar for violating the conditions of the Site Plan approval, violations of the Village Code and violations of the State Fire Code.
- ❖ The Code Enforcement Officer issued two (2) additional tickets to the owner of a multi-family rental property for failing to provide a tenant with smoke alarms and as a result, smoke alarms were installed in the apartment.
- ❖ The Code Enforcement Officer issued a ticket to a commercial property owner, who failed to respond to an Order to Remedy Violation Notice, for improperly installed LP-Gas storage containers.
- ❖ The Code Enforcement Officer issued an additional ticket to a residential property owner for erecting a fence without a permit.
- ❖ The Code Enforcement Officer issued four (4) tickets to a residential property owner for continuing to operate a B&B in violation of Village and State Codes.
- ❖ The Code Enforcement Officer issued an additional ticket to a residential property owner who has failed to respond to an Order to Remedy Notice and a ticket for failing to maintain a detached garage.
- ❖ The Code Enforcement Officer conducted the mandatory NYS Fire Safety and Property Maintenance Inspections of four (4) commercial buildings containing twenty (20) apartments.
- ❖ The Code Enforcement Officer conducted Village Rental Permit Inspections of three (3) houses containing six (6) apartments.
- ❖ The Code Enforcement Officer issued an Order to Remedy Violation Notice to a commercial property owner for a maintenance violation.
- ❖ The Code Enforcement Officer issued an Order to Remedy Violation Notice to four (4) separate commercial property owners for improperly installed LP-Gas containers.
- ❖ The Code Enforcement Officer appeared at Southold Town Justice Court on one date.

- ❖ The Code Enforcement Officer visited Village businesses and reminded the owners, managers or employees that they cannot have signs, displays, tables, etc. on the Village sidewalk.
- ❖ The Code Enforcement Officer drafted a Village Parking Ticket and a general purpose Ticket.
- ❖ The Code Enforcement Officer conducted Brush Patrol, reminding residents not to place their brush in the street before Saturday, April 9th.

Code Enforcement Worksheet is attached.

Attachments:

April 2016 Code Enforcement Worksheet

Appearance Tickets Issued this Month:

Date	SCTM#	Address of Occurrence:	Charge:	Defendant's Address:	Ticket #
4/8/2016	4.-8-32	320 Front Street	112-11 Village Code. Abandoned or Unlicensed Vehicles.	New York, NY 10012	16048
4/8/2016	4.-8-32	320 Front Street	302.7 Property Maintenance Code. Fail to maintain a detached garage.	New York, NY 10012	16049
4/8/2016	4.-8-32	320 Front Street	306.1 Property Maintenance Code. No Handrails or Guardrails.	New York, NY 10012	16050
4/8/2016	4.-8-32	320 Front Street	65-2.A(1) Village Code. Commence Construction without a Building Permit.	New York, NY 10012	16051
4/8/2016	4.-8-32	320 Front Street	90-2 Village Code. Public Nuisance.	New York, NY 10012	16052
4/13/2016	4.-6-34.7	100 South Street	901.6.2 Fire Code. Failure to Maintain and Copy Required Records.	Shelter Island, NY 11964	16053
4/13/2016	4.-6-34.7	100 South Street	901.6.2 Fire Code. Failure to Maintain and Copy Required Records.	Shelter Island, NY 11964	16054
4/15/2016	6.-2-23.1	3 Sterlington Commons	3807.4 Fire Code. Fail to Protect LP-Gas Containers from Vehicular Damage.	East Moriches, NY 11940	16055
4/15/2016	6.-2-23.1	8, 9, 10 & 11 Sterlington Commons	901.6.1 Fire Code. Fail to Inspect, Test and Maintain Fire Detection, Alarm and Extinguishing Systems.	East Moriches, NY 11940	16056

Properties Inspected this Month:

Date	SCTM #	Address	Reason for Inspection	Results/Remediation	Pass/Fail

Property Inspections Awaiting Repairs:

Date	SCTM #	Address	Reason for Inspection	Results/Remediation	Pass/Fail
3/2/2016	2.-4-10.1	633 Third Street	Village Rental Permit	<p><u>3/2/2016</u>: Smoke alarm is required in the basement.</p> <p><u>4/18/2016</u>: Telephoned the agent to request documentation that the smoke alarm has been installed.</p> <p><u>4/29/2016</u>: Agent provided a receipt documenting that the smoke alarm was installed.</p>	Passed on 4/29/2016
3/30/2016	4.-1-20.4	Lakeside Garden Apartments, Bldg A, North Street	NYS Fire Safety	<p><u>3/30/2016</u>: Failed to maintain the alarm system and fire extinguishers. A1: GFCI required in kitchen. A2: GFCI broken in bathroom, outlets without covers, light fixture with exposed wiring. A3: No smoke alarms, GFCI required in kitchen, light fixture has exposed wiring. A4: GFCI required in kitchen, smoke alarm in hallway beeping. A5: Smoke alarm needed in bedroom. A6: Not inspected at this time.</p>	Fail
3/30/2016	4.-1-20.4	Lakeside Garden Apartments, Bldg B, North Street	NYS Fire Safety	<p><u>3/30/2016</u>: Failed to maintain the alarm system and fire extinguishers. Laundry Room: Dryer vents have not been maintained, thermostat pulled from wall. B7: Not inspected. B8: Fire extinguisher expired. B9: Exterior light has exposed outlet, outlet without cover, thermostats without covers have exposed wiring, broken and inoperable doors. B10: Not inspected. B11: GFCI required in kitchen, smoke alarm in hall inoperable. B12: Smoke alarm in hall inoperable.</p>	Fail
3/30/2016	4.-1-20.4	Lakeside Garden Apartments, Bldg C, North Street	NYS Fire Safety	<p><u>3/30/2016</u>: Failed to maintain the alarm system and fire extinguishers. Apt 16: Exterior light fixture is smashed, outlets without covers, expired fire extinguisher, broken closet doors.</p>	Fail
2/23/2016	4.-6-34.7	100 South Street	NYS Fire Prevention and Village Rental Permit	<p><u>2/23/2016</u>: Fire extinguishers required in common area outside of the apartments and in the Hampton Jitney office. Owner will provide copies of the tests and certifications for the alarm system, sprinkler system and RPZ valve. Unable to access the restaurant at this time and will reschedule to complete the inspection.</p> <p><u>3/17/2016</u>: Left message for the property owner.</p> <p><u>3/30/2016</u>: Left message for the property owner.</p> <p><u>4/13/2016</u>: Issued Tickets # 16053 and 16054 to the property owners.</p>	Pending submission of required certifications and completion of the building inspection.

2/29/2016	2.-2-18	302 Monsell Place	Village Rental Permit	<p><u>2/29/2016</u>: GFCI outlet is required in upstairs bathroom before new tenant moves in.</p> <p><u>4/18/2016</u>: Telephoned the agent to request documentation that the required GFCI outlet has been installed.</p> <p><u>4/29/2016</u>: Agent provided a receipt documenting that the GFCI outlet has been installed.</p>	Passed on 4/29/2016
1/13/2016	6.-2-23.1	Sterlington Commons 313 Third Street Sterlington Dell	NYS Fire Safety	<p><u>1/13/2016</u>: Inspected property with agent. Action Required: Install vehicle protection for LP-gas tanks, install CO Alarms, and correct other less serious violations.</p> <p><u>1/22/2016</u>: Issued Order to Remedy Notices to the agent.</p> <p><u>2/23/16</u>: Telephone interview with property manager who states that they are making progress.</p> <p><u>3/3/16</u>: Telephone interview with property manager for an update on the status of repairs.</p> <p><u>3/18/16</u>: I called the property manager to schedule a 2nd inspection.</p> <p><u>3/24/16</u>: Telephone interview with the property manager. He wants to inspect the property first and then will schedule a 2nd inspection next week.</p> <p><u>4/14/2016</u>: Telephone interview with the property manager.</p> <p><u>4/15/2016</u>: Issued Ticket # 16055 to the property owner.</p>	Fail
1/13/2016	6.-2-23.1	Sterlington Commons 313 Third Street Rinconcito Hispano Restaurant and storage area #6 Ferretti & Odell CPA	NYS Fire Safety	<p><u>1/13/2016</u>: Inspected property with agent. Action Required: Restaurant-Install vehicle protection for LP-gas tanks, GFCI required in bathroom outlet, remove extension cords and multiplug adapters. Storage Area- Install smoke alarm and fire extinguisher, repair roof leak. CPA- unlock rear exit, repair ceiling sheetrock, repair roof leak, GFCI required in bathroom outlet, install smoke alarms and fire extinguisher, remove extension cords.</p> <p><u>1/22/2016</u>: Issued Order to Remedy Notices to the agent.</p> <p><u>2/26/2016</u>: Interview with the owner of the restaurant to explain the Vehicle Impact protection requirements.</p> <p><u>2/23/16</u>: Telephone Interview with property manager who states that they are making progress.</p> <p><u>3/3/16</u>: Telephone Interview with property manager for an update on the status of repairs.</p> <p><u>3/18/16</u>: I called the property manager to schedule a 2nd inspection.</p> <p><u>3/24/16</u>: Telephone Interview with the property manager. He wants to inspect the property first and then will schedule a 2nd inspection next week.</p> <p><u>4/13/2016</u>: Inspected Rinconcito and observed that all violations have been corrected.</p> <p><u>4/14/2016</u>: Telephone interview with the property owner.</p>	Fail

1/13/2016	6.-2-23.1	Sterlington Commons 313 Third Street #8 Bernadette Gilda LCSW-R #9 Platinum Prepaid Wireless Plus #10 Vacant 2- 2-bedroom apartments on 2nd flr.	NYS Fire Safety and Village Rental Permit	<p><u>1/13/2016</u>: Inspected property with agent. Action Required: Office- Install fire extinguisher. Wireless Store- Install smoke alarm, certify fire extinguishers, remove extension cords and power strips. Common Area: Certify fire extinguishers, replace dryer vent with rigid vent, cover bare bulbs with globes. Apartments: #A- install cover on outlet in kitchen, remove CO Alarm or make operational. #B- remove CO Alarm or make operational.</p> <p><u>1/22/2016</u>: Issued Order to Remedy Notices to the agent.</p> <p><u>2/3/2016</u>: Telephone interview with owner of Platinum Prepaid. His questions were answered and he stated that he will make all necessary corrections by the end of the month.</p> <p><u>2/23/16</u>: Telephone interview with property manager who states that they are making progress.</p> <p><u>3/3/16</u>: Telephone Interview with property manager for an update on the status of repairs.</p> <p><u>3/18/16</u>: I called the property manager to schedule a 2nd inspection.</p> <p><u>3/24/16</u>: Telephone interview with the property manager. He wants to inspect the property first and then will schedule a 2nd inspection next week.</p> <p><u>4/13/2016</u>: Inspected Wireless store and common area and observed no change.</p> <p><u>4/14/2016</u>: Telephone interview with the property manager.</p>	Fail
1/13/2016	6.-2-23.1	Sterlington Commons 313 Third Street #15 Irene's Tailor Shop #18 Suki's Spa #19 Edward Kondak DDS #22 Suffolk County Family Services	NYS Fire Safety	<p><u>1/13/2016</u>: Inspected property with agent. Action Required: Irene's- remove combustible material from work area around iron, install GFCI in bathroom outlet, remove extion cords, clear furniture and clothing from exit aisles and upstairs exit window. Suki- unlock exit doors, certify fire extinguishers, remove extension cords. Dentist- unlock exit door, install fire extinguisher. County Office- illuminate exit sign.</p> <p><u>1/22/2016</u>: Issued Order to Remedy Notices to the agent.</p> <p><u>2/23/16</u>: Telephone interview with property manager who states that they are making progress.</p> <p><u>2/26/2016</u>: Re-Inspected Edward Kondak, DDS, and observed that the violations have been corrected.</p> <p><u>3/3/16</u>: Telephone Interview with property manager for an update on the status of repairs.</p> <p><u>3/18/16</u>: I called the property manager to schedule a 2nd inspection.</p> <p><u>3/24/16</u>: Telephone interview with the property manager. He wants to inspect the property first and then will schedule a 2nd inspection next week.</p> <p><u>4/14/2016</u>: Telephone interview with the property manager.</p>	Fail

1/13/2016	6.-2-23.1	Sterlington Commons La Capricciosa Pizza 135 Third Street 4- upstairs apartments	NYS Fire Safety and Village Rental Permit	<p><u>1/13/2016</u>: Inspected property with agent. Action Required: Pizza- remove loose wiring on floor behind counter, install CO Alarms, properly mount fire extinguishers, unlock exit doors, remove multiplug adapter. Apts- No CO Alarms. Agent purchased and installed CO Alarms in apartments at end of inspection. Remove old tv, mattress, junk and debris from rear of building.</p> <p><u>1/22/2016</u>: Issued Order to Remedy Notices to the agent.</p> <p><u>2/23/16</u>: Telephone interview with property manager who states that they are making progress.</p> <p><u>3/3/16</u>: Telephone interview with property manager for an update on the status of repairs.</p> <p><u>3/18/16</u>: I called the property manager to schedule a 2nd inspection.</p> <p><u>3/24/16</u>: Telephone interview with the property manager. He wants to inspect the property first and then will schedule a 2nd inspection next week.</p> <p><u>4/14/2016</u>: Telephone interview with the property manager.</p>	Fail
11/19/2015	5.-3-18	140 Main Street	NYS Fire Safety and Rental Permit.	<p><u>11/19/2015</u>: Violations were observed with exit signs, fire extinguishers, fire-resistance rating, and access to the entire building was not available during the inspection. Owner will correct the problems and reschedule the inspection.</p> <p><u>12/10/2015</u>: Observed that the exit signs violations have been corrected, the fire extinguishers have been replaced, and the sheetrock has been repaired. Still need to inspection the smoke alarms in the front rental apartment. Owner will reschedule when the tenant is available to let us in.</p>	Fail
11/23/2015	3.-5-5.1	520 Carpenter Street	Rental Permit	<p><u>11/23/2015</u>: Smoke alarm outside of front bedrooms in first floor apartment was removed and needs to be replaced. The exterior of the electrical panel box located in the basement is rusted and corroded. Owner advised to have a licensed electrician inspect/replace the panel.</p> <p><u>12/10/2015</u>: Telephone interview with the property owner who stated that she has been waiting for the electrician to become available.</p> <p><u>1/8/2015</u>: Telephone interview with the property owner who stated that the repairs have been completed and she will schedule an inspection next week when she is in town.</p> <p><u>1/15/2015</u>: Telephone interview with the property owner who stated that she will not be in Greenport until February.</p> <p><u>3/17/2016</u>: Left message for the property owner.</p> <p><u>3/31/2016</u>: Telephone interview with the property owner. 2nd inspection scheduled for April 6th.</p> <p><u>4/6/2016</u>: Inspected the property and observed that the electric panel box and the smoke alarm have been replaced.</p>	Passed on 4/6/2016

Notices of Violation / Order to Remedy Violation Notices Issued this Month:

Date	SCTM #	Address	Nature of Violation	Remediation	Closed:
4/7/2016	5.-4-3	104 Third Street	3803.1 Fire Code. The LP Gas tank is located in a flood zone and is not properly anchored.	<u>4/7/2016</u> : Issued Order to Remedy Violation Notice.	
4/13/2016	3.-4-46.2	103 Sterling Street	3803.1 Fire Code. The LP Gas tank is located in a flood zone and is not properly anchored.	<u>4/14/2016</u> : Issued Order to Remedy Violation Notice.	

New Complaints Received this Month:

Date	SCTM#	Address	Nature of Violation	Remediation	Closed:
4/4/2016		In front of: 211 Bridge Street	Anonymous reports an abandoned boat and trailer.	<u>4/5/2016</u> : Received complaint. <u>4/7/2016</u> : Inspected location and observed the abandoned boat and trailer. Left a telephone message for the owner of the property that the boat is in front of. <u>4/13/2016</u> : Left a telephone message for the owner of the property that the boat is in front of. <u>4/18/2016</u> : Inspected the location and observed that the boat and trailer have been removed.	4/18/2016
4/6/2016		In front of: 226 Fifth Ave	Anonymous reports an abandoned vehicle is leaking gas.	<u>4/6/2016</u> : Responded to the location, confirmed that the black Acura was leaking gas, and notified the Fire Dept. Greenport F.D. and Southold Town P.D. responded. The vehicle was impounded by the P.D. CC# SH4742-16.	4/6/2016
4/6/2016	5.-4-3	Blue Canoe Restaurant 104 Third Street	The LP-Gas tank is located in a flood zone and is not properly anchored.	<u>4/6/2016</u> : Received complaint. <u>4/7/2016</u> : Inspected the LP-Gas tank and observed that it is not anchored. Researched the flood zone status of the property through FEMA. Issued an Order to Remedy Violation notice to the property owner.	
4/6/2016	3.-4-46.2	103 Sterling Street	The LP-Gas tank is located in a flood zone and is not properly anchored.	<u>4/6/2016</u> : Received complaint. <u>4/11/2016</u> : Inspected the LP-Gas tanks and observed that they are not anchored. Researched the flood zone status of the property through FEMA. <u>4/13/2016</u> : Issued an Order to Remedy Violation Notice to the property Owner.	
4/14/2016	4.-7-24	American Beech 300 Main Street	Trash and Garbage behind the business on Carpenter Street.	<u>4/14/2016</u> : Received complaint. <u>4/15/2016</u> : Complainant emailed photos of the trash. Inspected the location and observed that the trash has been cleaned up. <u>4/18/2016</u> : Inspected Carpenter Street behind American Beech and observed that there is trash in the street again. The business was closed. <u>4/21/2016</u> : Interview with the Chef.	
4/18/2016	5.-4-40.1	Mitchell Park	Illegal Dumping of Household Garbage.	<u>4/18/2016</u> : Received complaint and investigated information on the paperwork found in the trash. Telephone interview with the suspect who stated that he was sorry and it won't happen again.	

Open Cases: Waiting for the owner to correct the violation.

Date	SCTM#	Address	Nature of Violation	Remediation	Date Closed
3/1/2016	4.-9-23.5	214-216 Front Street	3807.4 Fire Code. LP-gas tanks installed without required vehicle impact protection.	<u>3/1/2016</u> : Order to Remedy Violation Notice issued. <u>3/21/2016</u> : Telephone interview with Paraco Gas Company in reference to Code requirements.	
3/17/2016	4.-9-28.2	110 Front Street	3807.4 Fire Code. LP-gas tanks installed without proper vehicle impact protection.	<u>3/17/2016</u> : Order to Remedy Violation Notice issued. <u>4/8/2016</u> : Property owner left a message. <u>4/12/2016</u> : Property owner left a message and sent a fax stating that he will correct the problem. <u>4/13/2016</u> : Property owner emailed a drawing of his intended solution. <u>4/14/2016</u> : Telephone interview with the property owner. <u>4/15/2016</u> : Received an email copy of the survey from the property owner.	
3/17/2016	4.-10-31	39-42 Front Street	3807.4 Fire Code. LP-gas tanks installed without required vehicle impact protection.	<u>3/17/2016</u> : Order to Remedy Violation Notice Issued. <u>3/22/2016</u> : Telephone interview with the property owner in reference to correcting the violation.	
3/17/2016	4.-10-29	30 Front Street	3807.4 Fire Code. LP-gas tanks installed without proper vehicle impact protection.	<u>3/17/2016</u> : Order to Remedy Violation Notice issued. <u>3/22/2016</u> : Inspected the property with the owner and reviewed the requirements of the Fire Code. <u>4/20/2016</u> : Interview with the owner and the Building Inspector to review the owner's plans. Owner will request permission to install safety posts from the Planning Board.	
3/21/2016	4.-10-28.3	14 Front Street	304.9 Property Maintenance Code. Ripped and torn front awning.	<u>3/21/2016</u> : Order to Remedy Violation Notice issued. <u>4/14/2016</u> : Interview with the property owner who stated that they are waiting for Mills Canvas to have the time to repair the awning.	
2/12/2016	4.-7-24	Emilio's of Greenport 400 Main Street	3803.1 Fire Code. Improperly installed LP-gas storage tanks.	<u>2/12/2016</u> : Issued Order to Remedy Violation Notices. <u>3/17/2016</u> : Inspected the property and observed that the violation has not been corrected. <u>3/18/2016</u> : Photographed violation at the property. <u>3/21/2016</u> : Issued Ticket # 16041 to the property owner. <u>4/6/2016</u> : Inspected the property and observed that the vehicle impact protection posts have been installed but they are not installed properly. <u>4/8/2016</u> : Inspected the installation of the new posts and discussed the Code requirements with Paraco Gas representatives. <u>4/11/2016</u> : Inspected the LP-Gas tanks and observed that the vehicle impact protection posts have been properly installed.	4/11/2016

2/24/2016	4.-9-24.2	Noah's Restaurant 136 Front Street	3803.1 Fire Code. Improperly installed LP- gas storage tanks.	2/24/2016: Issued Order to Remedy Violation Notices.	
1/22/2016	6.-2-23.1	Sterlington Deli Sterlington Commons 313 Third Street	Violations observed during a NYS Fire Safety Inspection.	1/22/2016: Issued Order to Remedy Notice. 2/23/16: Telephone Interview with property manager who states that they are making progress. 3/3/16: Telephone Interview with property manager for an update on the status of repairs. 3/18/16: I called the property manager to schedule a 2nd inspection. 3/24/16: Telephone interview with the property manager. He wants to inspect the property first and then will schedule a 2nd inspection next week. 4/14/2016: Telephone interview with property manager. 4/15/2016: Issued Ticket # 16055 to the property owner.	
1/22/2016	6.-2-23.1	Ferretti & Odell, CPA #6 Sterlington Commons 313 Third Street	Violations observed during a NYS Fire Safety Inspection.	1/22/2016: Issued Order to Remedy Notice. 2/23/16: Telephone interview with property manager who states that they are making progress. 3/3/16: Telephone interview with property manager for an update on the status of repairs. 3/18/16: I called the property manager to schedule a 2nd inspection. 3/24/16: Telephone interview with the property manager. He wants to inspect the property first and then will schedule a 2nd inspection next week. 4/14/2016: Telephone Interview with the property manager.	
1/22/2016	6.-2-23.1	Rinconcito Hispano Restaurant Sterlington Commons 313 Third Street	Violations observed during a NYS Fire Safety Inspection.	1/22/2016: Issued Order to Remedy Notice. 2/26/2016: Interview with the owner of the restaurant to explain the Vehicle inapct protection requirements. 2/23/16: Telephone interview with property manager who states that they are making progress. 3/3/16: Telephone interview with property manager for an update on the status of repairs. 3/18/16: I called the property manager to schedule a 2nd inspection. 3/24/16: Telephone interview with the property manager. He wants to inspect the property first and then will schedule a 2nd inspection next week. 4/13/2016: Inspected property and observed that all violations have been corrected.	4/13/2016

1/22/2016	6.-2-23.1	Bernadette Gildea, LCSW-R #8 Sterlington Commons 313 Third Street	Violations observed during a NYS Fire Safety and Village Rental Permit Inspection.	<p><u>1/22/2016</u>: Issued Order to Remedy Notice.</p> <p><u>2/23/16</u>: Telephone interview with property manager who states that they are making progress.</p> <p><u>3/3/16</u>: Telephone interview with property manager for an update on the status of repairs.</p> <p><u>3/18/16</u>: I called the property manager to schedule a 2nd inspection.</p> <p><u>3/24/16</u>: Telephone interview with the property manager. He wants to inspect the property first and then will schedule a 2nd inspection next week.</p> <p><u>4/14/2016</u>: Telephone interview with the property manager.</p>
1/22/2016	6.-2-23.1	Platinum Prepaid Wireless Plus #9 Sterlington Commons 313 Third Street	Violations observed during a NYS Fire Safety and Village Rental Permit Inspection.	<p><u>1/22/2016</u>: Issued Order to Remedy Notice.</p> <p><u>2/3/2016</u>: Telephone interview with owner of Platinum Prepaid. His questions were answered and he stated that he will make all necessary corrections by the end of the month.</p> <p><u>2/23/16</u>: Telephone interview with property manager who states that they are making progress.</p> <p><u>3/3/16</u>: Telephone interview with property manager for an update on the status of repairs.</p> <p><u>3/18/16</u>: I called the property manager to schedule a 2nd inspection.</p> <p><u>3/24/16</u>: Telephone interview with the property manager. He wants to inspect the property first and then will schedule a 2nd inspection next week.</p> <p><u>4/13/2016</u>: Inspected property and observed that no changes have been made.</p> <p><u>4/14/2016</u>: Telephone interview with the property manager.</p>
1/22/2016	6.-2-23.1	Common area and Apartments Bldg #3 Sterlington Commons 313 Third Street	Violations observed during a NYS Fire Safety and Village Rental Permit Inspection.	<p><u>1/22/2016</u>: Issued Order to Remedy Notice.</p> <p><u>2/23/16</u>: Telephone interview with property manager who states that they are making progress.</p> <p><u>3/3/16</u>: Telephone interview with property manager for an update on the status of repairs.</p> <p><u>3/18/16</u>: I called the property manager to schedule a 2nd inspection.</p> <p><u>3/24/16</u>: Telephone interview with the property manager. He wants to inspect the property first and then will schedule a 2nd inspection next week.</p> <p><u>4/13/2016</u>: Inspected common area and observed that violations still exist.</p> <p><u>4/14/2016</u>: Telephone interview with the property manager.</p> <p><u>4/15/2016</u>: Issued Ticket # 16056 to the property owner.</p>

1/22/2016	6.-2-23.1	Irene's Tailor Shop #15 Sterlington Commons 313 Third Street	Violations observed during a NYS Fire Safety and Village Rental Permit Inspection.	<p><u>1/22/2016</u>: Issued Order to Remedy Notice.</p> <p><u>2/23/16</u>: Telephone interview with property manager who states that they are making progress.</p> <p><u>3/3/16</u>: Telephone interview with property manager for an update on the status of repairs.</p> <p><u>3/18/16</u>: I called the property manager to schedule a 2nd inspection.</p> <p><u>3/24/16</u>: Telephone interview with the property manager. He wants to inspect the property first and then will schedule a 2nd inspection next week.</p> <p><u>4/14/2016</u>: Telephone interview with the property manager.</p>
1/22/2016	6.-2-23.1	Suki's Spa Sterlington Commons 313 Third Street	Violations observed during a NYS Fire Safety and Village Rental Permit Inspection.	<p><u>1/22/2016</u>: Issued Order to Remedy Notice.</p> <p><u>2/23/16</u>: Telephone Interview with property manager who states that they are making progress.</p> <p><u>3/3/16</u>: Telephone interview with property manager for an update on the status of repairs.</p> <p><u>3/18/16</u>: I called the property manager to schedule a 2nd inspection.</p> <p><u>3/24/16</u>: Telephone Interview with the property manager. He wants to inspect the property first and then will schedule a 2nd inspection next week.</p> <p><u>4/14/2016</u>: Telephone interview with the property manager.</p>
1/22/2016	6.-2-23.1	Suffolk County Family Services #22 Sterlington Commons 313 Third Street	Violations observed during a NYS Fire Safety and Village Rental Permit Inspection.	<p><u>1/22/2016</u>: Issued Order to Remedy Notice.</p> <p><u>2/23/16</u>: Telephone interview with property manager who states that they are making progress.</p> <p><u>3/3/16</u>: Telephone interview with property manager for an update on the status of repairs.</p> <p><u>3/18/16</u>: I called the property manager to schedule a 2nd inspection.</p> <p><u>3/24/16</u>: Telephone interview with the property manager. He wants to inspect the property first and then will schedule a 2nd inspection next week.</p> <p><u>4/14/2016</u>: Telephone interview with the property manager.</p>
1/22/2016	6.-2-23.1	La Capricciosa Pizza Sterlington Commons 135 Third Street	Violations observed during a NYS Fire Safety and Village Rental Permit Inspection.	<p><u>1/22/2016</u>: Issued Order to Remedy Notice.</p> <p><u>2/23/16</u>: Telephone Interview with property manager who states that they are making progress.</p> <p><u>3/3/16</u>: Telephone interview with property manager for an update on the status of repairs.</p> <p><u>3/18/16</u>: I called the property manager to schedule a 2nd inspection.</p> <p><u>3/24/16</u>: Telephone interview with the property manager. He wants to inspect the property first and then will schedule a 2nd inspection next week.</p> <p><u>4/14/2016</u>: Telephone interview with the property manager.</p>

1/29/2016	6.-2-23.1	Apartments Bldg #6 (above Pizzeria) Sterlington Commons 135 Third Street	Violations observed during a NYS Fire Safety and Village Rental Permit Inspection.	<p><u>1/22/2016</u>: Issued Order to Remedy Notice.</p> <p><u>2/23/16</u>: Telephone interview with property manager who states that they are making progress.</p> <p><u>3/3/16</u>: Telephone interview with property manager for an update on the status of repairs.</p> <p><u>3/18/16</u>: I called the property manager to schedule a 2nd inspection.</p> <p><u>3/24/16</u>: Telephone interview with the property manager. He wants to inspect the property first and then will schedule a 2nd inspection next week.</p> <p><u>4/14/2016</u>: Telephone interview with the property manager.</p>	
1/29/2016	2.-2-34	210 Atlantic Ave	Abandoned and Unlicensed Vehicles.	<u>1/29/2016</u> : Issued an Order to Remedy Violation Notice.	
1/29/2016	2.-2-33	214 Atlantic Ave	Property Maintenance Violation. Peeling, flaking and chipped paint and bare wood surfaces.	<p><u>1/29/2016</u>: Issued an Order to Remedy Violation Notice.</p> <p><u>2/29/2016</u>: Inspected the property and observed that the house was being painted.</p>	
12/17/2015	4.-7-5	414 First Street	Public Nuisance. Junk and Debris stored on property.	<u>1/29/2016</u> : Issued an Order to Remedy Violation Notice.	
12/17/2015	2.-5-12	200 Broad Street	Fence violation.	<p><u>12/17/2015</u>: Inspected the property and observed that the fence does not comply with Code. Called the property owner and left a message.</p> <p><u>4/7/2016</u>: Inspected the property and observed that the fence violation has been corrected.</p>	4/7/2016
12/28/2015	6.-4-4	444 Fifth Street	Public Nuisance, Junk and debris on porch and in yard. Abandoned Vehicles.	<p><u>12/23/2015</u>: Order to Remedy Notices issued.</p> <p><u>3/10/2016</u>: Inspected and photographed violations at the property.</p>	
10/9/2015	4.-4-13	527 Madison Ave	Abandoned vehicle.	<p><u>12/28/2015</u>: Order to Remedy Notice issued.</p> <p><u>1/27/2016</u>: Telephone interview with the vehicle owner who stated that she is in the process of getting the car registered.</p>	
10/22/2015	5.-2-13	160 Bay Ave	Complainant reports that there is a hole in her neighbor's fence that allows deer to enter her yard.	<p><u>10/15/2015</u>: Inspected the fence, observed the hole, and left a telephone message for the complainant.</p> <p><u>11/17/2015</u>: Unable to contact property owner at the property. Order to Remedy Notice issued to property owner.</p> <p><u>12/10-2015</u>: Telephone interview with the property owner who stated that he would repair or replace the fence.</p> <p><u>4/15/2016</u>: Left phone message for the complainant asking if the fence had been fixed.</p>	

9/21/2015	7.-1-1	311 Sixth Street	Shrubbery is encroaching upon the sidewalk and the fence is not being maintained.	<p><u>10/22/2015</u>: Inspected the property and observed that the shrubbery is overgrown and is encroaching upon the sidewalk and the fence does need some attention.</p> <p><u>10/26/2015</u>: Inspected the property again with the father of the complainant.</p> <p><u>11/6/2015</u>: Order to Remedy Violation Notice issued to the property owner.</p> <p><u>11/13/2015</u>: Telephone interview with the property owner who described the ongoing neighbor dispute and stated that she will have the landscaper trim the hedges and will call a fence company to repair the fence.</p> <p><u>11/30/2015</u>: Inspected the property and observed that the hedges have been trimmed.</p>
4/20/2015	2.-4-2	320 Johnson Court	90-2, Public Nuisance. Junk and debris in the yard. Violations of the Property Maintenance Code of NYS. Holes in the roof and siding.	<p><u>5/29/2015</u>: Inspected the property and observed that nothing has changed.</p>
11/12/2014	7.-4-11	149 Fifth Street	90-2, Public Nuisance. Roof of detached garage has caved in.	<p><u>1/7/2015</u>: Telephone interview with the property owner who stated that her daughter is in the process of buying the house and that the daughter plans on fixing or removing the garage.</p> <p><u>1/8/2015</u>: Telephone interview with the daughter who stated that when they buy the house, they will either repair or remove the garage.</p> <p><u>4/18/2016</u>: Left telephone message for the property owner.</p> <p><u>4/21/2016</u>: Telephone interview with the property owner who stated that they will have the garage repaired by Memorial Day.</p>

Open Cases: Waiting while the owner seeks a variance or other approval.

Date	SCTM#	Address	Nature of Violation	Remediation	Date Closed
4/14/2015	6.-3-17	431 Fifth Street	Shed too close to the property line.	<p><u>5/29/2015</u>: Telephone interview with the property owner who stated that he will begin the process next week to seek a variance for the shed.</p> <p><u>6/9/2015</u>: The owner submitted an Application for Building Permit.</p> <p><u>7/14/2015</u>: Left message for the property owner.</p> <p><u>7/16/2015</u>: Left message for the property owner.</p> <p><u>7/17/2015</u>: Telephone interview with the property owner who stated that he has begun the process to seek a variance.</p> <p><u>4/15/2016</u>: Reviewed the status of the shed. Determined that the property owner did not submit the fee with the application, and as a result, no action was taken on the application. Contacted the property owner and advised him to resubmit the application with the required fee.</p>	

Open Cases: Summonses have been issued and are pending in Southold Town Court.

Date	SCTM#	Address	Nature of Violation	Remediation	Date Closed
2/1/2016	5.-1-17.1	137-C Ludlam Place	Property Maintenance Violations	<p><u>2/1/2016</u>: Inspected the apartment at the request of the tenant with the Building Inspector and the tenant. Observed that there were insufficient smoke alarms, plumbing violations, wiring violations and a broken window. Emailed the property owner to install smoke alarms.</p> <p><u>2/4/2016</u>: Tenant reports that she installed the smoke alarms herself and that the front step is broken.</p> <p><u>2/5/2016</u>: Emailed the owner to fix the step. The owner emailed a photo showing that the step had been repaired.</p> <p><u>2/9/2016</u>: Issued Tickets 16005 & 16006 for the smoke alarm violations and issued Order to Remedy Notices for the other violations.</p> <p><u>3/10/2016</u>: Received a forwarded email from the owner's attorney stating that the violations have not been corrected because the owner has been unable to gain access to the apartment.</p> <p><u>3/11/2016</u>: Contacted the tenant who stated that the owner has not contacted her or attempted to contact her to correct the problems. Re-inspected the property and observed that none of the violations have been corrected and that there are no smoke alarms. Tenant stated that she returned the smoke alarms because they are not her responsibility. 1258 hrs: emailed the property owner advising him to immediately install the required smoke alarms. Issued Tickets 16039 and 16040 to the property owner for insufficient smoke alarms.</p>	
12/23/2015	6.-7-18	306 Fifth Street	Porch, Roof and Exterior Walls in a state of disrepair, in violation of the Property Maintenance Code of NYS.	<p><u>12/17/2015</u>: Order to Remedy Notice issued.</p> <p><u>1/27/2016</u>: Inspected and photographed property. No improvement observed.</p> <p><u>1/28/2016</u>: Issued Tickets 16001, 16002, 16003 & 16004 to the property owner.</p> <p><u>3/18/2016</u>: Inspected the property and observed that some repairs are underway.</p> <p><u>4/14/2016</u>: Inspected the property and observed that all violations have been corrected.</p>	4/14/2016

7/14/2015	6.-6-18.1	Harbor Knoll B&B 424 Fourth Street	Anonymous reports a Trip Advisor review of the property in which the reviewer writes that they visited as part of a group of 16 persons and stayed in a 3rd floor guest room.	<p><u>9/24/2015</u>: Investigated the complaint by researching the property and the internet. It was observed that the property's website advertises 4 guest rooms that can accommodate a total of 10 guests.</p> <p><u>9/30/2015</u>: Investigation determined that the property owner is advertising four rooms for rent with a total occupancy of ten guests. Tickets # 15083, 15084 and 15085 were issued to the property owner.</p> <p><u>3/21/2016</u>: Observed that the property owner is advertising to rent 3 guest rooms in the B&B on her website and a separate, attached apartment on VRBO. Issued tickets # 16043, 16044, 16045 & 16046.</p>	
5/7/2015	5.-1-1	117 Ludlam Place	90-2. Public Nuisance. Junk and debris in yard, exterior siding and walls in a state of disrepair, and unmaintained porch. 112-11. Abandoned Vehicle.	<p><u>6/25/2015</u>: Inspected and photographed the property.</p> <p><u>7/14/2015</u>: Issued an Order to Remedy Violation Notice to the property owner.</p> <p><u>8/20/2015</u>: Inspected and photographed the property.</p> <p><u>8/21/2015</u>: Issued Tickets 15069, 15070, 15071 and 15072 to the property owner.</p> <p><u>9/8/2015</u>: Inspected the property and observed that the abandoned vehicle has been removed but the debris still remains.</p> <p><u>9/24/2015</u>: Received a letter from the property owner stating that the abandoned vehicle has been removed, the yard has been cleaned, and a contractor has been hired to paint the house.</p> <p><u>9/25/2015</u>: Inspected the property and observed that some of the debris has been removed but that there is still more work required.</p> <p><u>10/01/2015</u>: Inspected the property and observed that the violations still remain.</p> <p><u>11/6/2015</u>: The property owner and his lawyer appeared in Southold Town Court. They stated that they could not get the tenants to clean the property and requested that we send them a Notice of Violation.</p> <p><u>11/17/2015</u>: Order to Remedy Notices issued to the 2 tenants and copies emailed to the attorney.</p> <p><u>11/23/2015</u>: Interview at Village hall with one of the tenants who stated that the junk does not belong to her family. She stated that they own the dog cage on the porch and the children's toys in the yard but that they are not unused objects.</p> <p><u>4/8/2016</u>: Property has been reasonably cleaned. Property owner sold the property and paid a \$1,000.00 fine to settle the tickets.</p>	4/8/2016

5/21/2015	2.-6-50	629 Main Street	Illegal Apartment in Rear Garage.	<p><u>5/8/2015</u>: Telephone interview with the 1st complainant.</p> <p><u>5/11/2015</u>: Inspected the property from the property line. No activity observed.</p> <p><u>5/13/2015</u>: Inspected the property from the property line during the evening. No activity observed.</p> <p><u>5/14/2015</u>: Inspected the property from the property line. No activity observed.</p> <p><u>5/15/2015</u>: Inspected the property from the property line. No activity observed.</p> <p><u>5/18/2015</u>: Inspected the property from the property line. No activity observed.</p> <p>Telephone interview with the 1st complainant. Later the 1st complainant called back and left a message that the tenants were home in the garage at approximately 5:15 PM.</p> <p><u>5/19/2015</u>: The 1st complainant left a message that the male tenant was home in the garage at approximately 5:45 PM.</p> <p><u>5/20/2015</u>: Telephone interview with the 1st Complainant.</p> <p><u>5/21/2015</u>: Inspected the property from the property line. No activity observed.</p> <p><u>5/26/2015</u>: Received a written complaint from the 2nd complainant. Inspected the property from the property line. No activity observed.</p> <p><u>5/27/2015</u>: Inspected the property from the property line. No activity observed.</p> <p><u>5/28/2015</u>: Inspected the property from the property line. No activity observed.</p> <p><u>5/29/2015</u>: Inspected the property from the property line. No activity observed.</p> <p><u>6/1/2015</u>: Inspected the property from the property line. No activity observed.</p> <p><u>6/3/2015</u>: Inspected the property from the property line. No activity observed.</p> <p><u>6/4/2015</u>: Inspected the property from the property line. No activity observed.</p> <p><u>6/6/2015</u>: 1025 hrs, Observed a 2011 VW NY reg # FJF7525 parked in front of the garage. Interviewed the property owner who stated that the garage is rented to a husband and wife during the period of April through the end of June, but that the building was used as a cottage long before he purchased the property.</p> <p><u>6/18/2015</u>: Ticket numbers # 15054 and 15055 were issued to the property owners for a zoning violation.</p> <p><u>7/10/2015</u>: The owners appeared in Southold Town Justice Court to answer the tickets. The case was adjourned while they seek a zoning variance.</p>
12/15/2014	3.-4-3	610 Main Street	Illegal Apartment	<p><u>4/20/2015</u>: Issued Ticket # 15044 to property owner.</p> <p><u>5/5/2015</u>: Owner and his attorney appeared in Court and requested an adjournment while they go before the Zoning Board of Appeals.</p>

11/12/2014	2.-4-29	507 Third Street	Abandoned vehicles. Debris and junk behind garage. Garage in deteriorated condition.	<p>Notice of Violation sent via USPS certified mail. Returned "Not deliverable as addressed, unable to forward."</p> <p><u>12/04/2014</u>; Researched the property owner and reissued Notice of Violation to his home address.</p> <p><u>12/21/2014</u>; Served the Notice of Violation by conspicuously posting the Notice on the front door of the property.</p> <p><u>1/4/2015</u>; Notice of Violation that was sent to the owner's home address was returned by USPS as unclaimed.</p> <p><u>1/12/2015</u>; Inspected the property and observed that the abandoned vehicles have been removed but not much else has changed. During a telephone interview with the owner, he stated that he is working to get the tenants to clean up.</p> <p><u>2/23/2015</u>; Issued ticket 15006 for Failure to Maintain Accessory Structures and ticket 15007 for Public Nuisance. <u>2/26/2015</u>; Telephone interview with the property owner who stated that he has removed the debris and that he will begin to repair the garage as soon as the weather breaks. Inspected the property and confirmed that the debris has been removed.</p> <p><u>5/29/2015</u>; Inspected the property and observed that no repairs have been made to the garage.</p> <p><u>7/10/2015</u>; The property owner failed to appear in Court to answer the summons.</p> <p><u>3/24/2016</u>; Inspected and photographed the detached garage. No repairs have been made.</p> <p><u>3/28/2016</u>; Issued Ticket # 16047 to the property owner for Failure to Maintain Accessory Structure.</p>
------------	---------	------------------	--	---

11/15/2014	4.-4-16	515 Madison Ave	112-11. Abandoned vehicles.	<p><u>11/24/2014</u>: Family representative called and stated that the two cars aren't abandoned. The owner was arrested for DWI, lost his license and can't register the cars. Rep was advised that the Village can be patient while they find a solution but that they can't continue to store the two abandoned cars in a residential driveway.</p> <p><u>1/7/2015</u>: Telephone interview with Family rep who stated that they don't have a plan yet for removing the abandoned cars. I advised that they need to make it a priority.</p> <p><u>3/30/2015</u>: Called the Family Rep who again stated that they don't have any plan for removing the cars. A deadline was set to remove the cars by April 15.</p> <p><u>04/22/2015</u>: Issued Ticket numbers 15045 and 15046 to the property owners.</p> <p><u>6/25/2015</u>: Issued Ticket # 15057 to the owner of the vehicles.</p> <p><u>7/10/2015</u>: The owner of the vehicles failed to appear in Court to answer the summons.</p> <p><u>7/24/2015</u>: The owner of the vehicles failed to appear in Court.</p> <p><u>8/20/2015</u>: Inspected the property and observed that the vehicles still remain.</p> <p><u>3/4/2016</u>: The vehicle owner appeared in Court.</p> <p><u>3/7/2016</u>: Interview with vehicle owner who states that he will remove the cars.</p> <p><u>3/17/2016</u>: Inspected the property and observed that the vehicles have not been removed.</p> <p><u>3/18/2016</u>: Telephone Interview with the vehicle owner who states that he will move the vehicles this weekend.</p>	
1/21/2015	4.-6-35	411 First Street	Garage is dilapidated. Roof is falling in and building is leaning to the north.	<p><u>01/21/2015</u>: I went to the property and interviewed the property owner who stated that she is aware of the problem and is considering her options.</p> <p><u>3/30/2015</u>: Issued Ticket # 15025 to the property owner for Public Nuisance.</p> <p><u>5/29/2015</u>: Inspected the property and observed that nothing has changed.</p> <p><u>7/24/2015</u>: The property owner failed to appear in Court.</p> <p><u>3/30/2016</u>: Advised that the property owner passed away.</p>	



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: May 12, 2016
Meeting: May 19, 2016 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Derryl Baumer, *Engineering Aide*
From: Paul Pallas, *P.E. Village Administrator*
Department: Village Administrator

Work Session Report Village Administrator - Recreation

Work Session Report Recreation Department

May 19, 2016

Marina/Mitchell Park

- ❖ All the moorings have been placed and the winter stakes have been stored.
- ❖ The pumpout boat is in the water and operational for the season. The pumpout station on the West Pier is operational as well.
- ❖ The sheds for the Ice Rink have been removed from the park and moved to the campground.
- ❖ Marina staff has been spreading mulch and cleaning out the planter beds in the Mitchell Park.
- ❖ The speed buoys have been repaired and ready to be placed. They should be in location by Memorial Day weekend.
- ❖ The visitors dock is in place and ready for visitors.
- ❖ The public bathrooms by the beach have been cleaned and painted.
- ❖ The water services for the East Pier and the floating docks have been turned on.
- ❖ Electric to the docks is now in service. Some minor issues will be addressed by the Village Electric Department.
- ❖ The Marina revenue is up by \$650.00 over last year. The campground revenue is down last month by \$12,755.00 due to bookings coming in earlier in the season.

Monthly Revenue Reports are attached.

Recreation Center

Statistics

Attendance:

Kids =35 Enrolled in After School Program

Reports

- ❖ Permit application for the beach has been approved.
- ❖ We continue to recruit staff for the Carousel, Recreation Center, Marina, and Beach.
- ❖ The Village has been working with Ken Reeves with the Town of Southold to help us secure additional lifeguards.
- ❖ The Recreation center has completed necessary compliance paperwork for the Department of Labor
- ❖ We are preparing for the Summer Camp kick-off. We are accepting applications now.
- ❖ The Recreation Center has been prepared for the Department of Health inspection which is expected sometime in early June. Emergency lighting was replaced by Village Electric Department staff to ensure compliance.

Campground

Tasks Accomplished

- ❖ Updated site map, painted bathroom floors, and stocked supplies
- ❖ Filled in potholes in the driveways
- ❖ Installed a new fence to replace existing one
- ❖ Performed general maintenance and dealt with customer needs

Attachments:

Marina
DEPARTMENT

April 2016
MONTH/YEAR

April 2015
MONTH/YEAR

	2015/16	2016/17	2014/15	2015/16
1		100-		
2				
3				
4				
5		50		
6				
7		150		
8				100
9				
10		100-		
11				
12				
13		250-	150	50
14				
15				
16	50-	50-	250	200
17	50-			
18		100-		
19	100-	100-		
20		250-		
21		200	200	
22				
23	50-	100-		350
24				
25				50
26				
27		300		
28		200		
29			100	200
30		100		
31				

250-

2050

200

850-

TOTAL

2300

✓
1650

McCanns
DEPARTMENT
April 2016 April 2015
 MONTH/YEAR MONTH/YEAR

	2015/2016	2016/2017	2014/15	2015/16
1				
2				1050
3			1590	7430
4	500	120-		
5		30		
6				
7				
8				
9	1040	60-		1090
10				
11			500	
12				
13				
14			500	500
15				
16				
17				550
18				500
19				
20	720-			
21			500	1100
22		50-		
23				235
24				
25	500-		500	500
26		2000-		
27		240		235
28				
29	100-		80	550
30		500	235	500
31			500	

2860 3030- 4405 14,240

TOTAL

5890-

18,645

See next page for 2016 #s.

500 ← ? Is that supposed to be May 1st?

Carousel

April
MONTH/YEAR

DEPARTMENT
2016

April 2015
MONTH/YEAR

1			
2			
3	3104-	148	
4	217.80	805	55
5			
6		567	15
7		224	15
8		348	15 8
9	396 + 10 (orn)	278	15
10	584- 30 T-shirts 38 restor.	418	30
11		976	60
12		840	75 6
13			
14			
15			
16	71410 (ornament)		
17	1196 + 30 T-shirts + 44 restor.		
18		884	15
19		941	15 6
20			
21			
22			
23	746 + 10 (orn) + 15 T-shirt		
24	1168-		
25	574-	866	
26	236 26 (ornaments)	714	10
27	719 30 T-shirts		
28	626 + 15 T-shirt		
29	817		
30	834 + 15 T-shirt		
31			

\$9246.80 + 185 + 49 (restoration) = 8349

TOTAL

Total of Carousel = \$9415.80 + 49 (restoration) Fund



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: May 12, 2016
Meeting: May 19, 2016 7:00 PM
Work Session Meeting
To: Mayor George W. Hubbard, Jr.
Board of Trustees
Prepared By: Derryl Baumer, *Engineering Aide*
From: Paul Pallas, *P.E. Village Administrator*
Department: Village Administrator

Work Session Report Village Administrator - Utilities

Work Session Report for Road and Utilities

May 19, 2016

Administrator's Office

Statistics

Work Orders:

Electric = 38 Written, 36 Completed
Water = 23 Written, 23 Completed
Sewer = 44 Written, 43 Completed
Road = 71 Written, 71 Completed

Reports

❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 05-05-2016. 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 05-13-2016.

Resolutions:

Rehiring of Sophie K. Jacobs and Sean Cary

Hiring of Walker C. Sutton, Vincent P. Cotrone, and Victoria Norbury

Engineering Services to rebuild Central Pump Station

Dan King to be reimbursed for operator certification

Authorize Dan King to attend training

Notice employment position for laborer at WWTP

Topics of Discussion:

MS4 Report

Cable tower clean-up and installation of fence

Visit to Clark's Beach

Road/Water Department

Statistics

Water Distribution:

4,616,000 Gallons Sold

Sampling:

All water samples complied with Department of Health requirements.

Locations: Harbor Front Deli
Total Coliform = Negative
E Coli = Absent
Residual Chlorine = 0.59 mg/L

Third Street Firehouse
Total Coliform = Negative
E Coli = Absent
Residual Chlorine = 0.55 mg/L

The form, DOH-360, was filed with the DOH on May 5, 2016 outlining the above results.

Report

Tasks Accomplished:

- ❖ Performed Water Machine maintenance.
- ❖ Cleaned the tops of all storm drains.
- ❖ Stored the winter equipment (sanders, snow plows and snow blowers)
- ❖ Patched roads and swept streets throughout the Village

Projects:

The Road Crew working in conjunction with the Light Department completed a tree trimming schedule on Moore's Lane. They also did other trimming and branch clean-up throughout the Village.

The Crew also spent time in the parks trimming beach grasses and preparing the landscaping for the upcoming season. Grass seed was put down in areas where the soil was disturbed during snow removal efforts.

Water Department staff has been re-installing meters for services shutdown during the winter. Some repairs to service lines repairs were needed when placing them back in service.

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 April = 7,695,000 gallons.

Average Daily Flow = 0.257 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 = < 1.8 MPN/100 Permit limit = 200 MPN/100

Coliform Total General = 20 MPN/100 Permit limit = 700 MPN/100

Total Nitrogen in effluent = 2.2 mg/L, and 4.7 lbs/day

Sludge Removal:

42,000 Gallons of sludge hauled during April.

Report

❖ Treatment Plant:

The UV channel on the Trojan System was cleaned and the bulbs and wipers were serviced. We completed preventative maintenance for the Flyght mixers and pump in the North BNR Basin.

Plant staff performed routine intensive coliform sampling.

❖ Collection System:

Plant staff responded to one blockage

A new steel door was installed on the Ludlum Place pump station. Some electrical issues were repaired at the Ludlum Place and Sixth Street pump stations.

Electric Department

Statistics

Monthly Power Usage:

Maximum usage day = April 17 @ 137.00 Mwh

Minimum usage day = April 19 @ 57.26 Mwh

Average usage for the month per day = 71.28 Mwh

Monthly total usage = 2067.01 Mwh

Service calls/call outs = 2

Street light repairs = 6

Customers shut off for none payment = 9

Customers turned on for payment = 3

Customers turned on for the season = 0

New Services/Service Upgrades = 0

Tasks Accomplished:

- ❖ The governor for Engine #4 was rebuilt and placed back in service. We performed integrity testing on it following the rebuild. The unit performed as expected.
- ❖ Transformer #2 was inspected, all breakers and relays operated normally.
- ❖ Tree trimming along Moore's Lane has been completed.

Projects:

New transformers for Lakeside Apartments and Sterling Place Condos have been ordered. The existing transformers are nearing the end of their useful life.

Village staff responded to two unscheduled outages during April. Both outages were widespread, one affecting the entire east end of the North Fork. PSEG was replacing poles along Main Road and North Road and ultimately caused the two outages.

Contractors made site visits to assess existing conditions in regard to the installation of an upgraded Cooling Water System for the Power Plant.

Attachments:



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: May 10, 2016
Meeting: May 19, 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 May 2016 Work Session Report

Report from the Treasurer's Office

REQUEST A MOTION BE PLACED ON THE AGENDA FOR:

- RESOLUTION approving the attendance of Deputy Treasurer Gaffga and Linda Topalian at The NYS Retirement System Employer Education Seminar in Riverhead, on May 25, 2016 from 9:00 a.m. to 3:30 p.m., with any and all applicable mileage reimbursement to be expensed from A.1325.400 (Treasurer Contractual Expense).
- RESOLUTION authorizing Treasurer Brandt to perform attached Budget Transfer # 3343, to fund the purchase of a new Thermal Imaging Camera for the Fire Department, and directing that Budget Transfer # 3343 be included as part of the formal meeting minutes of the May 26, 2016 regular meeting of the Board of Trustees.
- RESOLUTION authorizing Mayor Hubbard to execute the Letter of Engagement between Sax/BST and the Village of Greenport for Village-Wide annual audit services, and for Electric Department annual audit services.
- RESOLUTION approving the attendance of Trustee Phillips, Clerk Pirillo, Treasurer Brandt and any other interested Board or staff member, at the Consolidated Funding Application Workshop at Stony Brook University, from 2:00 p.m. through 4:30 p.m. on June 7, 2016; with any and all applicable mileage reimbursement to be expensed from the corresponding account(s).
- RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 3344, to fund the salary of an employee that transferred from the Sewer Department to the Road Department, and directing that Budget Transfer # 3344 be included as part of the formal meeting minutes of the May 26, 2016 regular meeting of the Board of Trustees.

UTILITY BILLING

- Training is going very well for our new Utility Biller. We are right on schedule with the billing of all sectors.

COMMUNITY DEVELOPMENT/ HOUSING AUTHORITY

No Meeting was held 4/29/16.

- 6 recertifications were performed.
- Two interims were performed.

SIGNIFICANT PAYMENTS

None

SIGNIFICANT COLLECTIONS

- Rents Received - April 2016 - \$ 73,817.09
- East West Fire District \$ 363,545.50
- Small Cities Loan Repayment - \$ 38,431.25

INFORMATIONAL:

- Report - Cash Holdings - See attached
- Utility Billing - see attached Billing Statistics Report
- CD/HA Monthly Financials - See attached

Attachments:

BANK BALANCE SHEET - APRIL 2016 (PDF)

APRIL 2016 BILLING STATISTIC REPORT (PDF)

BUDGET TRANSFER # 3343 - THERMAL CAMERA (PDF)

BUDGET AMENDMENT # 3344 - ROAD PAYROLL (PDF)

CD & HA FINANCIALS APRIL 2016 (PDF)

CONSOLIDATED FUNDING WORKSHOP (PDF)

FIRE DEPT BUDGET MOD REQUEST (PDF)

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

FUND	BANK ACCOUNT NAME	G/L ACCT#	TYPE	BALANCE	
A	General	A.0200.000	Checking	484,893.15	
A	General Fund III	A.0201.000	Cert of Deposit	351,801.34	
A	Greenhill Cemetery	A.0201.100	Savings	33,239.80	
A	Clarks Beach Savings	A.0201.120	Savings	82,163.43	
A	Clarks Beach Reserve CD	A.0201.120	Cert of Deposit	676,151.54	
A	Money Market	A.0201.130	Money Market	302,020.04	
A	Fire Apparatus	A.0221.110	Money Market	421,733.89	
A	General Fund Capital	A.0230.200	Cert of Deposit	213,043.99	
A	Bulding Department Escrow	A.0235.101	Checking	6,375.00	
A	Parks and Recreation	A.0200.200	Checking	17,706.28	
				TOTAL GENERAL FUND	\$ 2,589,128.46
CD	Small Cities Rehab.	CD.0200.000	Savings	109,917.97	
CD	NYS CDBG Funds	CD.0200.400	Public Funds Acct	226.21	
CD	Moran	CD.0201.000	Savings	5,724.48	
CD	Watkins	CD.0201.001	Savings	21,739.71	
				TOTAL COMMUNITY DEVELOPMENT	\$ 137,608.37
E	Light Depreciation Savings	E.0116.100	Savings	1,439,462.78	
E	Light Ban	E.0118.000	Checking	749,437.70	
E	Light Fund	E.0121.100	Checking	943,627.41	
E	TTC Collections	E.0121.120	Money Market	739,281.36	
E	Consumer Deposit Savings	E.0191.100	Savings	124,813.14	
E	Consumer Deposit Checking	E.0244.200	Checking	1,963.41	
				TOTAL LIGHT FUND	\$ 3,998,585.80
F	Water	F.0200.000	Checking	428,975.94	
F	Water Fund Capital	F.0200.400	SAVINGS	8,350.91	
F	Water Fund CD	F.0201.000	Cert of Deposit	200,839.84	
F	Water Fund Money Market	F.0201.130	Money Market	100,550.05	
					\$ 738,716.74

G	Sewer	G.0200.000	Checking	810,351.16	
G	NYS DEC Consent	G.0201.000	Savings	31,157.02	
G	Sewer Fund III	G.0201.120	Cert of Deposit	715,111.47	
G	NYSEFC	G.0205.000	Checking	185,851.61	
G	Sewer Wastewater	G.0220.110	Savings	12,113.56	
G	NYSERDA	G.0525.000	Checking	111.01	
				TOTAL SEWER FUND	\$ 1,754,695.83
H	Capital	H.0200.000	Checking	190,692.54	
H	Capital Reserve	H.0200.400	SAVINGS	49,389.12	
				TOTAL CAPITAL FUND	\$ 240,081.66
TA	Trust & Agency	TA.0200.000	Checking	50,341.72	
TA	Retirement Savings	TA.0201.000	Savings	48,745.17	
TA	WWI Memorial Trust	TA.0201.001	Savings	727.93	
TA	T & A Special Escrow	TA.0201.002	Savings	6,575.46	
TA	Justice Court	TA.0201.004	Savings	4,772.85	
TA	Concert Fund	TA.0201.008	Savings	2,276.82	
TA	Global Common	TA.0201.009	Savings	270,929.67	
TA	Accounts Payable	TA.0202.000	Checking	300,816.05	
				TOTAL TRUST & AGENCY FUND	\$ 685,185.67
	Wire Account			1.00	
	Utility Clearing			35,591.59	
					\$ 35,592.59
				TOTAL VILLAGE WIDE	\$ 10,179,595.12

5/9/2016 2:23:14 PM

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		675.38			9.07	684.45
	9 - Residential (1,1)	1340	0	759605	88,893.60	0			9,907.76		2,377.48	101,178.84
	10 - Water Heating (2, 2)	14	0	2645	170.78	0			33.20		5.11	209.09
	11 - All Electric (3, 3)	334	0	229042	25,729.53	0			2,987.46		715.45	29,432.44
	13 - Demand - Class 3 (5, 5)	5	0	325400	18,189.86	960.2	11,353.61		4,244.19	403.10		34,190.76
	14 - Village St. Lighting (6, 6)	5	0	31767.25	3,658.41	0			414.35			4,070.76
	15 - Town St Lighting (7, 7)	1	0	3851.75	443.34	0			50.24			493.58
	19 - Traffic Lights (11, 11)	1	0	1418	146.65	0			18.47			165.12
	20 - Contract St Lighting (12, 12)	1	0	0	0.00	0						0.00
	21 - Sterling Harbor (13, 13)	2	0	1375.625	158.33	0			17.94	15.20		191.47
	66 - Reconnection Fee	7	0	0	0	0		525.00				525.00
Electric Total		1724	0	1355002.625	137,368.50	960.2	11,353.61	1,200.38	17,673.61	418.30	3,107.11	171,141.51
Sewer	3 - Sewer - Flat Charge	41	0	0	2,160.70	0						2,160.70
	4 - Sewer - Flat Charge	1	0	0	63.70	0						63.70
	23 - Sewer - VILL 3/4" W/SEWER (14, 14)	871	631	410.9	16,806.17	0						16,806.17
	25 - Sewer - VILL 1" W/SEWER (15, 15)	29	14	166.2	2,605.95	0						2,605.95
	27 - Sewer - VILL 1 1/2" W/SEWER (16, 16)	12	6	358.9	4,107.87	0						4,107.87
	29 - Sewer - VILL 2" W/SEWER (17, 17)	28	16	333.9	3,853.50	0						3,853.50
	31 - Sewer - VILL 3" W/SEWER (18, 18)	1	1	0	35.04	0						35.04
	33 - Sewer - VILL 4" W/SEWER (19, 19)	2	1	15	185.69	0						185.69
	54 - Sewer - OUTSIDE RES SEWER (50, 50)	76	58	819.2096	14,219.94	0						14,219.94
	57 - SPLIT SEWER BILLING (52, 52)	1	0	66	0.00	0						0.00
	62 - DRIFTWOOD COVE 52	1	1	117.81	2,735.20	0						2,735.20
	63 - DRIFTWOOD COVE 49	1	1	107.712	2,577.40	0						2,577.40
	64 - PECONIC LANDING 253	1	1	712	13,307.80	0						13,307.80
	65 - CLIFFSIDE CONDOS-SEWER	1	1	78	3,682.00	0						3,682.00
Sewer Total		1066	731	3193.6316	65,340.96	0						65,340.96
Water	5 - Water - Flat Charge	22	0	0	554.35	0						554.35
	22 - VILL 3/4" W/SEWER (14, 14)	878	350	453	8,143.05	0						8,143.05
	24 - VILL 1" W/SEWER (15, 15)	28	5	258	1,070.40	0						1,070.40
	26 - VILL 1 1/2" W/SEWER (16, 16)	13	7	411	1,676.22	0						1,676.22
	28 - VILL 2" W/SEWER (17, 17)	29	20	371	1,952.04	0						1,952.04
	30 - VILL 3" W/SEWER (18, 18)	1	1	0	38.90	0						38.90
	32 - VILL 4" W/SEWER (19, 19)	2	2	3	73.80	0						73.80
	46 - VILLAGE 1 1/2" (42, 42)	1	1	0	36.90	0						36.90
	47 - VILLAGE 2" (43, 43)	8	7	35	347.64	0						347.64
	48 - VILLAGE 3/4" (44, 44)	98	77	-657	-1,486.08	0						-1,486.08
	49 - VILLAGE SEWER ONLY (45, 45)	4	0	0	0.00	0						0.00
	52 - FIRE SPRINKLERS (49, 49)	24	0	0	0.00	0						0.00
	53 - OUTSIDE RES SEWER (50, 50)	72	0	905.08	0.00	0						0.00
	Water Total		1180	470	1779.08	12,405.22	0					
electric-small commercial	12 - Commercial (4, 4)	371	0	570279	65,628.97	0			7,438.12	6,723.54	-1,751.67	78,038.76
	16 - Operating Municipall (6, 8)	18	0	16667	2,007.10	0			217.41			2,224.51
	17 - Water Department (9, 9)	3	0	889	111.01	0			8.99			120.00
	18 - Sewer Department (10, 10)	10	0	67141	7,308.41	0			875.71			8,184.12
electric-small commercial Total		402	0	654776	75,055.49	0			8,540.23	6,723.54	-1,751.67	88,567.39
Grand Total		4372	1201	2014751.3366	280,190.17	960.2	11,353.61	1,200.38	26,213.84	7,141.84	1,365.24	337,455.08

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2016 Period: 5 Trans Type: B1 - Transfer Status: Batch
Trans No: 3343 Trans Date: 05/09/2016 User Ref: ROBERT
Requested: CHIEF MILLER Approved: Created by: ROBERT 05/09/2016
Description: FOR THE FUNDING OF A NEW THERMAL IMAGING CAMERA FOR THE FIRE DEPARTMENT
Account # Order: No
Print Parent Account: No

Account No.	Account Description	Amount
A.3410.462	FIRE.MEDICAL INSURANCE - CUSTODIAN..	-2,175.00
A.3410.450	FIRE.MISC EXPENSE..	-4,000.00
A.3410.200	FIRE DEPT.EQUIPMENT	6,175.00
Total Amount:		0.00

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2016 Period: 5 Trans Type: B2 - Amend Status: Batch
 Trans No: 3344 Trans Date: 05/09/2016 User Ref: ROBERT
 Requested: Approved: Created by: ROBERT 05/09/2016
 Description: FUNDING OF EMPLOYEE SALARY TRANSFERRED FROM SEWER DEPARTMENT TO ROAD DEPARTMENT
 Account # Order: No
 Print Parent Account: No

Account No.	Account Description	Amount
A.5110.100	STREET MAINT.PERSONNEL SERVICES	43,100.00
A.5990	APPROPRIATED FUND BALANCE	43,100.00
Total Amount:		86,200.00

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

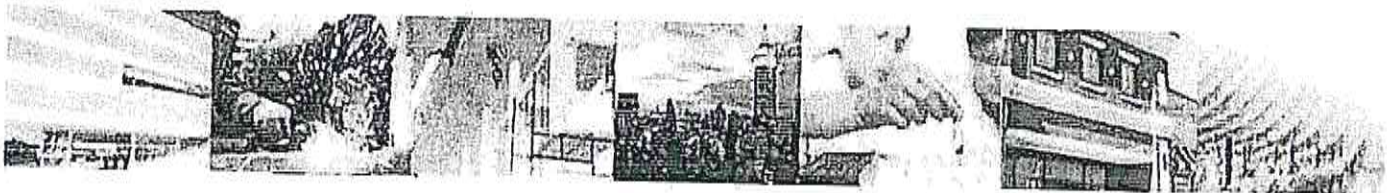
Account Description	REVENUE: 213 Center 213 Center	REVENUE: 278 2nd Street UNIT 1 - 8124 8327	UNIT 3	HOUSE
Rent	\$ 1,175.00	\$ 1,240.00	1,125.00	\$ 1,125.00
Late Fees	\$ 75.00	\$ -		
TOTAL REVENUE	\$ 1,250.00	\$ 1,240.00	\$ 1,125.00	\$ 1,125.00
EXPENSES:	EXPENSES: 213 Center 213 CENTER	EXPENSES: 278 2nd Street UNIT 1 - 8124 8327	8328	HOUSE - 8590 RE/8361 SW
<u>Utilities</u>				
Electric	\$ 49.81			\$ 17.30
Water/Sewer	\$ 53.16			\$ 53.16
Propane/Heating Oil	\$ 299.80			\$ 307.48
<u>Admin</u>				
Salary (\$4.08 X 2 payperiods 140 hrs=\$571.20 divide by 25% and 75%)	\$ 142.80			\$ 428.40
Payment Agreement to Village				\$ 571.20
Total	\$ 545.57	\$ -	\$ -	\$ 1,000.00
				\$ 1,806.34
<u>Maintenance Repairs/Other</u>	MAINTENANCE: 213 Center 213 CENTER	MAINTENANCE: 278 2nd Street UNIT 1	UNIT 2	UNIT 3 HOUSE
VGHA Admin Fee Deficit				
Pine Oaks Landscaping				
Total Expenses	\$ 545.57	\$ -	\$ -	\$ -
MONTHLY FINANCIAL SUMMARY	213 CENTER	278 2nd STREET		
Interest Earned				
Total Revenue	\$ 1,250.00	\$ 3,490.00		
Total Expenses	\$ 545.57	\$ 1,806.34		
NET REVENUE	\$ 704.43	\$ 1,683.66		
EXCESS (DEFICIENCY) OF TOTAL REVENUE				
1000 OVER (UNDER) TOTAL EXPENSES	\$ 704.43	\$ 1,683.66		

Financial Data Schedule - Monthly Revenue & Expenses - Apr 16				81	TOTAL UNITS	TOTAL HAP & PORT PAYMENT	\$ 67,446.00	210.00	\$ -																																								
Account Description						TOTAL HAP, PORT, UTILITIES	\$ 67,656.00																																										
REVENUE:																																																	
705	PHA HUD Operating Grants	\$	65,247.00																																														
706a	Admin fee revenues	\$	6,846.00	\$																																													
711	Interest Earned - HAP	\$	0.37	\$																																													
	Interest Earned - ADMIN	\$		\$																																													
714	Fraud recovery	\$		\$	1,700.00																																												
		\$		\$	3,163.00																																												
700	TOTAL REVENUE	\$	76,929.37	\$																																													
EXPENSES:																																																	
Administrative																																																	
912	Auditing fees																																																
Salaries - Asha (\$24.04) Robert Column & 2																																																	
911	payperiods	\$	3,366.10	\$	323.08	\$	3,389.18																																										
911a	Medical	\$	1,872.87	\$	33.96	\$	1,906.83																																										
911b	Dental	\$	139.24	\$	2.93	\$	142.17																																										
911c	Pension 20.1% of paycheck	\$	676.59	\$	34.13	\$	710.72																																										
914	Payroll Taxes FICA	\$	357.51	\$	17.07	\$	374.57																																										
913	Employee Benefit Contribution TOTAL	\$	2,688.70	\$	71.02	\$	2,759.72																																										
914	Compensated absences																																																
<table border="1"> <thead> <tr> <th>Admin Salaries Total</th> <th>DATE</th> <th>BILLED</th> <th>ADMIN FEE</th> <th>ABSORBED</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>11/13/2015</td> <td>\$ 370.00</td> <td>\$ 63.90</td> <td></td> </tr> <tr> <td>TOTAL PORT IN</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PORT OUT</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>TOTAL PORT IN</td> <td></td> <td>\$ -</td> <td>\$ -</td> <td></td> </tr> <tr> <td>PORT OUT</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>TOTAL PORT OUI</td> <td></td> <td>\$ 370.00</td> <td>\$ 63.90</td> <td></td> </tr> </tbody> </table>										Admin Salaries Total	DATE	BILLED	ADMIN FEE	ABSORBED							11/13/2015	\$ 370.00	\$ 63.90		TOTAL PORT IN					PORT OUT					TOTAL PORT IN		\$ -	\$ -		PORT OUT					TOTAL PORT OUI		\$ 370.00	\$ 63.90	
Admin Salaries Total	DATE	BILLED	ADMIN FEE	ABSORBED																																													
	11/13/2015	\$ 370.00	\$ 63.90																																														
TOTAL PORT IN																																																	
PORT OUT																																																	
TOTAL PORT IN		\$ -	\$ -																																														
PORT OUT																																																	
TOTAL PORT OUI		\$ 370.00	\$ 63.90																																														
917	Nina JG Stewart, Esq																																																
	A Gallacher Reimb	\$	6.45																																														
918	A Gallacher Mileage 2/15 & 3/15	\$	13.80	\$	30.25																																												
916	Office Expenses Total	\$	-																																														
910	Administrative Total	\$	6,707.62	\$	7,172.47				Village of Greenport total																																								
962	Other General Expenses (Office Rent)	\$	559.00																																														
969	TOTAL OPERATING EXPENSES	\$	7,257.62						TERMINATED																																								
970	EXCESS OPERATING REVENUE OVER OPERATING EXPENSES			\$	4,388.38																																												
973.1	PHA Utility Allowance	\$	210.00						DECEASED																																								
973.2	HAP payments	\$	67,076.00						ABSORBED																																								
	PORT payments	\$	370.00						ABSORBED																																								
973	(HAP, PORT and UTILITY TOTAL)	\$	67,656.00						REINQUISHED																																								
	HAP & UTIL, less Port payments	\$	67,286.00																																														
1117	Total Admin Revenue	\$	11,646.00																																														
1118	Total Hap Revenue	\$	66,943.00																																														
1118-02C	Net HAP	\$	(673.00)																																														
	Net ADMIN	\$	4,388.38																																														
900	TOTAL EXPENSES	\$	74,913.62	\$	74,913.62				TOTAL CASH DISBURSEMENTS																																								
1000	EXCESS (INEFFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES			\$	2,013.75																																												



Long Island Regional Economic Development Council

Consolidated Funding Application Workshop



Tuesday, June 7, 2016

2:00pm – 4:30pm

Stony Brook University

400 Circle Road, Stony Brook, NY 11790

Charles B. Wang Center

Parking is available in the administration overflow parking lot opposite of the Charles B. Wang Center.

Please RSVP here:

June 7, 2016 CFA Workshop

The workshop includes an overview of the application and the CFA process followed by informational breakout sessions on specific funding available for the following project types:

- **Business & Local Gov't Assistance:** Direct Assistance to Business and Other Organizations, Low-Cost Financing, Municipal/Public Infrastructure, Workforce Development, and Government Efficiency
- **Community Development:** Affordable Housing, Community and Waterfront Revitalization, Arts, Parks, and Historic Preservation & Heritage Areas
- **Energy & Environment:** Energy and Environmental Improvements, Low Cost Power, and Climate Smart Communities

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

Requests and Resolutions

Please accept all monthly reports for the month of April. We would like to make a budget transfer from Account #A3410.450 misc.expense in the sum of \$4000.00 and Account #A3410.462 medical Ins. in the sum of \$2175.00 into Account #A3410.200 for the purchase of 1 MSA Thermal Imaging Camera at a cost of \$6175.00. This camera will placed on Pumper 832.

Respectfully submitted,

Wayne D. Miller

Wayne D. Miller

Chief Engineer



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: May 10, 2016
Meeting: May 19, 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 May 19, 2016
Report of Sylvia Lazzari Pirillo, Village Clerk

Bids & RFP's

- The Cooling Tower RFP for the Power Plant was opened on the 25th of April. Two bids were received - one from Boilermatic in the amount of \$ 1,589,000 and one from Emcor Services in the amount of \$ 780,352.
- The bid solicitation for two Chiefs' cars for the Fire Department was notice on May 12th and is returnable on May 26th.
- The re-bid of the Power Plant gates was noticed on May 12th and is returnable on May 26th.
- The re-bid of the fire suppression system and CO alarm system at the Power Plant was noticed on May 12th and is returnable on May 26th.

Board Discussion Reminder

- Wetlands Permit Application for Robert Bohn of 49 Stirling Cove

Contracts and Agreements

- The Carousel rounding board contract between the Village and Cindy Pease Roe was fully executed on April 19th.
- The Carousel rounding board contract between the Village and Marla Milne was fully executed on April 19th.

- The updated contract between the Village and Harry Munroe (for Campground services) was created on the 25th of April, and was fully executed on the 2nd of May.
- The contract between the Village and Town for the pump-out boat was fully executed on May 8th.

Dances in the Park

- A check for \$ 8,000 was received from Chasmur Supermarkets for the Dances in the Park program.
- The Friends of Mitchell Park was awarded a grant for \$ 5,000 from Suffolk County for the Dances in the Park Program, per the Office of Cultural Affairs Cultural Competitive Grant as applied for by the Village and Friends of Mitchell Park.
- Contracts were sent on May 10th to: Swan Live, Southbound, Swingtime Big Band, Winson Irie, Pamela Betti, and the Lonesharks. Contracts will be sent to: Uppercut, Abrazos and Somethin' Fresh once the required contact information is received. The Village is awaiting the contract from JC Productions.

Financial

- The Village received a check in the amount of \$ 360,000 from Peconic Landing on the 21st of April, as the second and final payment for the sewer expansion.
- The Village received a check from the Town of Southold in the amount of \$ 363,545.50 as the second and final payment of the East/West Fire District monies.
- The check for the Greenport Farmers Market Assembly Permit Application, in the amount of \$ 750, was received on May 11th.

Findings and Determinations Letters

- The findings and determination letter from the ZBA for Robert Moore was mailed on April 21st.
- The findings and determination letter from the ZBA for Carols Saavedra and Nicole Eckstrom was mailed on April 21st.

Grants

- A payment requisition in the amount of \$ 4,592.40 was signed by the Mayor on the 19th of April for GIGP 702 (Bioretention grant.)

Legal Notices

- The advertisement for the Harbor Manger was published on April 28th, and was returnable on May 9th. Three responses were received.
- Notice of Open Employment for Parking Code Enforcement Officer, with applications accepted until the 16th of May.
- Notice of open, part-time employment position for a Code Enforcement Officer (including on the water), with applications or resumes accepted until June 2nd. The Police Department kindly provided contact information for individuals previously employed by the Town in a similar position.
- Notice of the Wetlands Permit Application public hearing scheduled for June 23rd, for Turret and Leighton at 746 Main Street.

Letters

- On April 29th, letters were sent to residents of Wiggins Streets regarding the 30-day comment period for the two-way street public hearing.

Utilities

- The sanitation company whose driver hit a pole on March 25th was invoiced on April 25th.

Requested Resolutions

RESOLUTION accepting with regret the resignation of Barbara A. Davidson from the Greenhill Cemetery Committee, as both the Chairperson and as a Member of the Greenhill Cemetery Committee.

RESOLUTION hiring Victoria Norbury as a part-time, seasonal Camp Counselor at the Village of Greenport Summer Camp, at a pay rate of \$ 9.00 per hour, effective June 27, 2016.

RESOLUTION approving the application of Gloria C. Garcia to the Rescue Squad of the Greenport Fire Department, as already approved by the Greenport Fire Department Board of Wardens on February 17, 2016.

RESOLUTION approving the application of Scott Ellis to the Rescue Squad of the Greenport Fire Department, as already approved by the Greenport Fire Department Board of Wardens on February 17, 2016.

RESOLUTION adopting the attached SEQRA resolution regarding the Wetlands Permit Application submitted by Robert Bohn on behalf of Sterling Cove Condominiums, Adopting lead agency status, determining that the action is a Type I Action for purposes of SEQRA, and that the approval of the Wetlands Permit Application will not have a significant negative impact on any aspect of the environment, and adopting a negative declaration for the purposes of SEQRA.

RESOLUTION approving the Wetlands Permit Application submitted by Robert Bohn on behalf of Sterling Cove Condominiums, per the public hearing held on April 28, 2016, to: install a new bulkhead in front of the existing bulkhead, approximately 140' and fill the area behind with 50 yards of clean sand.

RESOLUTION setting the date and time of the Annual Skate Park Festival to be July 24, 2016 from 12:00 noon through 5:00 p.m.; at the Village of Greenport Skate Park on Moores Lane.

RESOLUTION scheduling a public hearing for June 23, 2016 regarding a proposed local law amending Chapter 65 (Fire Prevention and Building Construction) of the Village of Greenport Code, to incorporate the Building Code of New York State and the Fire Code of New York State as the codes for the Village of Greenport, and directing Clerk Pirillo to notice the public hearing accordingly.

Attachments:



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: May 12, 2016
Meeting: May 19, 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

Jack Martilotta Work Session Report

Jack Martilotta

Building Department - Met with the Building department to discuss several outstanding issues. Of those that were resolved, the property owner was notified. Additionally worked to ensure that the American Legion would be able to get a hookup for the fire suppression system. Progress was made and a solution was identified. Continued to reach out to other building departments in order to identify best practices, with the intent to increase efficiency in our department. As of right now I am still learning and collecting information, with the clear goal of bringing ideas to the table at a future date.

Sewer Expansion - Continued to research opportunities as well as contacting the offices of various state and local Govt officials on the expansion. Continuing to work on raising awareness of the project in an effort to secure funding.

Met with Trustee Phillips as liaisons to Southold town to discuss housing and sewer expansion, traffic issues as well as other areas where we may be able to work together. Affordable housing continues to be a challenge faced by all, but one that we are committed to work on. The opportunity to discuss things from the point of view of both the Town and Village continues to be both enlightening and constructive.

Document Scanning - remains in a steady state, and should begin to truly pick up steam as we are able to hire someone as per the new budget.

Reached out to the American Legion to get some information on the upcoming parade, more to get an idea of the logistics of how it will proceed, staging areas, etc... Very helpful conversation.



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: May 11, 2016
Meeting: May 19, 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

Village Trustee Mary Bess Phillips Work Session Report

VILLAGE OF GREENPORT HISTORIC DISTRICT

VILLAGE HISTORIAN CARLOS DE JESUS has been in contact with Jennifer Betsworth, a Historical Preservation Specialist at the NYS Office of Parks, Recreation, and Historic Preservation in doing some research and assessing their site, CRISHelp@parks.ny.gov <<mailto:CRISHelp@parks.ny.gov>>. I studied the site and am making a recommendation to the board that an update of information between the State office and the Village of Greenport need to have this information. Our Historic Preservation Commission under 76-3 (f) is part of their charge as a Commission. Suggestion that Village Administrator Paul Pallas, Village Clerk Sylvia Pirillo, Village Attorney Prokop and the Mayor appoint a Trustee to develop a plan of action to update this information.

Saturday, May 7th - Meeting of the Town and Village Liaisons. Two major topics of discussion:

1. Housing - Town of Southold and Village of Greenport
2. CPF - Village of Greenport needs to present a plan to the Town of Southold. To understand the process- Town Councilman Bob Ghosio is setting up a meeting with Melissa Spiro for the Village Liaisons.
3. Suggestion that a joint meeting of the Town of Southold Board and the Village of Greenport Board.

Recommendation from the Liaison group for Mayor Hubbard and Town Supervisor Scott Russell to discuss this suggestion.

Village Administrator Paul Pallas and I had discussions over the past month on the following topics:

1. Avon-Wesco Extended Warranty
2. A & F Testing
3. Historic Review Commission

Village Clerk Sylvia Pirillo and I meet to discussion projects for public communications.
Attended May 10th the SVOCA Training Session in Riverhead, NY.

Will be attending May 11, 2016 the NYMTC will be conducting public workshops for its new RTP (Plan 2045).
Will report to the board at work session.

Attachments:



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: May 12, 2016
Meeting: May 19, 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

Doug Roberts Work Session Report

MEMORANDUM

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

May 12, 2016

Proposed Code Changes to Section 150 for discussion:

Proposed changes are in *italics*

Section 150-2, Definitions:

MULTIFAMILY DWELLING

Any dwelling house designed to accommodate or accommodating three or more families and shall include ~~but shall not be limited to~~ an apartment house, garden apartment house, cooperative apartment house, apartment hotel, and condominium.

Article VII- Multi-Family Dwellings

Should be subsumed under Articles 150-7 and 150-8, R-1 (One Family Residential) and R-2 (2-Family Residential).

We recently had an accessory apartment application before the Planning Board in the C-R zone and in the process we learned that our code could be tightened up.

The justification for these proposed changes to the code are derived from the definition in Section 150-2 of "Accessory" as being "a building or use clearly incidental or subordinate to and customary in connection with the principal building or use on the same lot".

Accessory apartments are, by definition, NOT residential dwellings, apartment houses, etc., but rather an incidental use to a building that is used primarily for something other than residential. Therefore, they are not subject to any code related to residential zones. The existence of the Multi-Family code as its own article, as well as the inclusion of "but shall not be limited to" in 150-2's definition of Multifamily Dwelling created confusion last month and may continue to do so down the line. I propose we take this opportunity to firmly cement the intention and purpose of the 2002 addition of Section 150-9-18 with regard to accessory apartments over retail.

It is critical to the economic health of the Village and those who want to continue to live here that we allow for this provision of the code to be utilized by owners of C-R properties to create rental housing that, in many cases, would be likely to come in at a monthly rent at or below 50% of the median income (which is the definition used by the Regional Planning Association for "attainable" or "reasonably priced" rental housing. We would not be writing a new law, we'd be simply removing any possible ambiguity for cases going forward.

I propose a resolution to schedule a public hearing on these two code changes, pending discussion of the Board. Let's see what the public has to say. If it is not something the Village wants, then we don't have to make the change.

Water Quality

The single most impactful thing we can do to improve water quality for our entire region is to find the funding to expand the WWTP. It's becoming a critical regional issue- brown tide was spotted in Riverhead last week! - and we have an opportunity to do our part by connecting residents outside our borders, though it's a heavy lift and will require capital funds that are difficult for us to raise, particularly for a project that benefits an entire region outside our one square mile. Our general fund budget is \$10M and the project requires half that in capital funds!

The mayor asked me to attend and report back from a meeting convened by Assemblyman Thiele, a co-sponsor and the lead advocate for the CPF-Water bill that allows a town to spend up to 20% of its 2% real estate tax fund on water quality efforts. At that meeting, we learned that of all the 5 East End Towns, Southold is the only one not pursuing the use of CPF money for Water Quality efforts this year, but there is hope that continued dialogue with the town may bring about a

change of heart for the next cycle, which would mean the town puts a plan out in summer/fall of 2017 for a referendum on the 2017 November ballot. In the meantime, there are many people around the island and state looking out for funding opportunities for us and I know the Mayor, Trustee Martilotta and I - and possibly others at the table- have been hustling to tell our story to any who will listen in the hopes that we can connect with other potential funding sources. All it takes is \$1 or \$2M to get going. NYS offers 0% interest loans via the Environmental Facilities Corporation Clean Water State Revolving Fund, and the Consolidated Funding Applications from NYS Empire Development Corp will be an opportunity to pursue this summer. This is all long-term work and I am glad we are pushing forward with these efforts.

One small thing we can do RIGHT NOW to pitch in on Water Quality is to incent boaters in our waters- both visitors and those who call Greenport their home port- to use the great pumpout boat service we provide. We all know that there are some bad eggs with who would rather just open the valve on their marine waste holding tank and discharge into the bay. In a mooring field as large as ours in Sterling Basin, it's likely this happens more often than it should.

Proposal for discussion: Let's make the pumpout boat free.

- We probably lose approximately \$4-5K in revenue (the current numbers I've been given merge the money we collect from Southold at \$.50 per gallon and the money collected by our boat)
- Our pumpout boat operator is more incented to hustle and solicit pumpouts because he will take home every dollar he collects in tips (whereas his tips are severely curtailed by the \$5 fee)
- Perhaps we make up for the lost revenue by increased interest in our marina long-term because of the free pumpout service
- Or maybe it's just the right thing to do and is a \$5K service we should just provide to our community and visitors- a small effort to contribute to cleaning up the waters while we wait to find funding for the WWTP expansion
- The impact on capacity at the WWTP plant is next to nothing
- Perhaps the town would follow our lead with their pumpout boat
- We make a statement to our boaters, residents, and to the entire region: The Village of Greenport is serious about improving water quality

Herzog Park (5th/6th St. Beach) Proposed Maintenance Schedule and Capital Investments

Maritza Budet and John Winkler gathered input from others who have been so deeply involved in the care for the beach and we put together a proposed work plan for maintenance of the facility, as well as some critical and "nice to have" capital improvements to keep on our capital budget list. Thank you to John, Maritza, Helen Weinstein, and many others whose tireless efforts have made the beach an even nicer place to visit. However, I agree with them that it is time the Village put an increased focus on the care for this amazing asset to our families and community instead of relying on volunteerism.

Look forward to discussing the proposed plan.

Parking, Traffic Congestion, and Proposed Signage

It is always interesting to me during the congested warm-weather months that we have a perceived parking problem, when we have free parking on almost every block throughout the Village.

An inexpensive way to relieve the congestion might be to put up better signage directing people to the LIRR lot, Moore's Lane, and the residential streets that have parking a-plenty on many summer weekends.

Many visitors find us on the web, usually via the BID site or FB page. Perhaps we could partner with them to build an easy to read- particular on mobile devices- parking map for visitors. We post how to access this map on a mobile device on every sign as people enter town. It could even provide some recommendations about where they'd be most likely to find a spot on a weekend or holiday in summer, etc. We could put copies of this map out all over the North Fork - Wineries, the brewery, shops in town. The tourists who find us are almost all exclusively using smart phones to figure out where to go eat, etc. Let's reach them on those devices to tell them where to park.

Our signs for the Adams Street and South Street lots are not great.

We need to make sure we enforce short-term parking at the IGA this summer.

We could use a couple of colorful signs pointing people to the Taxi Stand spot, as well as maybe a lighted sign at night showing people where to go as they walk by.

Updates on other activities

- Shelter Island Yacht Club in discussions to provide 4 Friday mornings of sailing school to Summer Camp FOR FREE (thanks to Commodore Jamie Mills and Vice-Commodore Andrew Wolf, both Greenporters)
- Soccer- a group of parents and other volunteers is coming together to form a Greenport subsidiary of the Southold Soccer Club for the purposes of bringing that league to our fields and getting our kids involved here in town. Donations will be sought from merchants to offset a sliding scale fee structure for village residents. League would launch Fall 2016. This Trustee- who knows nothing about soccer - has agreed to coach a Pre-K team.

Attachments:

Doug Roberts Work Session Report Attachment (PDF)

Ongoing maintenance

April Launch - One-Time Tasks	Village Staff Tasks	Estimate Hours	Skilled Tasks Requiring External Contractors	Estimated Costs
	Inspecting and refreshing bathroom	4		
	Tuning up swings	1		
	Commission water fountain, fix	1		
	Review exterior fence for repairs and replacement	4		
	Clean out storm drains	4		
	Replenishing sand	8		
	Ensure Osprey Stand is safe and structurally sound	1		
	Shore up volleyball court	4		
	Mulch	8		
			Re-seeding grass	\$1,000.00
	Remove grass from sandy areas around play structures, dig out	4		
	Commission irrigation	2		
			Cut beds	\$1,000.00
	Review and repair bbqs and picnic furniture	4		
	Review and repair trash bins	2	Annual Cleanup (Trim bushes, remove weeds, cut back flowers, sh	\$2,000.00
	Replace flag	1		
	Check Deck for potential repairs	1		
	Review beach for hazards	4		
	Make sure street lights are operational	1		
	Play structures inspect for safety	1		
TOTAL ESTIMATED		55		\$4,000.00
May-October, 1x per week maintenance tasks		Estimated Hours		Estimated Costs
	Weed beds, maintain beds	2		
	Make sure street lights are operational	1		
	Glass and trash pickup every Monday- walk beach and cleanup	4		
	Grass cut	4		
	Tall grasses are trimmed to fence level	1		
	Garbage pickups 2x/day	8		
	Ensure sufficient supply of trash bins	1		
	Set, maintain swim lines and lifeguard chair	1		
	Set irrigation to 3x/week, M/W/F 1 hour per zone	0.5		
TOTAL ESTIMATED		22.5		\$0.00
November One-Time Shutdown Tasks	Task	Estimated Hours	Task	Estimated Cost

Ongoing maintenance

			Cleanup beds, leaf pickup	\$3,000.00
			Fertilize (should be appropriate for waterfront)	
	Winterize fountain	2		
	Pull in swim lines and life guard chair	4		
	Winterize bathrooms	2		
	Blow out and shut down irrigation	2		
TOTAL ESTIMATED		10		\$11,000.00

Capital List

<u>Item</u>	<u>Estimated Cost</u>	<u>Priority (1 = High, 3 = Low)</u>
Purchase device to clean dangerous items and trash out of the sand	?	1
Sand Renewal (apparently they do this at Town Beaches)	?	2
Inspect, repair and update bathroom facility	?	1
Place dog poop dispenser along outside park perimeter	?	2
Really Nice Water fountain	?	1
Water feature for kids to play in	?	3
Shade Arbor	?	3

Emergency Tasks ASAP

<u>Item</u>	<u>Estimated Cost</u>
Remove debris and dangerous spikes and cables behind Cable Crossing Box (Verizon equipment)	?
Remove fallen piling	?
Ensure dock is safe	?
Abate and remove unsafe structures around the cable crossing box (old dock, building materials, conc)	?
Seal and ensure safety of cable crossing box structure	?
Remove discarded marine toilets on the point behind cable crossing box	?
Remove pile of debris from road crew cleanup and maintenance at end of 5th Street	?
Repair rotted wood on roof line of bathroom	?
Replace cracked fence posts and rails	?