



236 Third Street  
Greenport NY  
11944

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

**MAYOR**  
GEORGE W. HUBBARD, JR.  
EXT. 215

**TRUSTEES**  
JACK MARTILOTTA  
DEPUTY MAYOR

PETER CLARKE

MARY BESS PHILLIPS

JULIA ROBINS

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

**CLERK**  
SYLVIA PIRILLO, RMC  
EXT. 206

**TREASURER**  
ROBERT BRANDT  
EXT. 217

May 21, 2020 at 7:00 PM  
Mayor and Board of Trustees - Work Session Meeting  
Third Street  
Firehouse  
Greenport, NY 11944

## **PLEDGE OF ALLEGIANCE**

## **MONTHLY REPORTS FOR THE FOLLOWING:**

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

## **BOARD DISCUSSION**

- Wachenfeld Wetlands Permit Application

## **MAYOR AND VILLAGE BOARD OF TRUSTEES**

## **PUBLIC TO ADDRESS THE BOARD**



236 THIRD STREET  
GREENPORT NY 11944

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EXT. 206

**TREASURER**  
ROBERT BRANDT  
EXT. 217

Submitted: May 13, 2020  
Meeting: May 21, 2020 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

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### Fire Department May 2020 Work Session Report

**Attachments:**

Fire Department May 2020 Work Session Report (PDF)

CHIEF JEFFREY WEINGART  
 1st. ASST. CHIEF WAYDE MANWARING  
 2<sup>ND</sup> ASST. CHIEF JAMES KALIN  
 CHAPLAIN CLAUDE KUMJIAN  
 ASST. CHAPLAIN THOMAS MURRAY  
 SECRETARY/TREASURER JAMES KALIN



Organized 1845

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

## Greenport Fire Department Monthly Report For the Month of April, 2020

Number of calls this month: 52

Number of Calls to Date: 242

**Breakdown of calls by signal numbers:**

9 (stand-by):	0
12 (brush fire):	0
13 (auto alarm, smoke, etc.):	10
13-35 (working structure fire):	0
14 (vehicle fire):	0
16 (ambulance/rescue):	38
16-23 (mva, water rescue, misc.):	1
16-59 (routine transport):	0
23 (co detector, medi-vac):	1
24/13-35 (mutual aid; working structure fire):	0
024/16 (mutual aid; ambulance/rescue):	2
24/16-23 (mutual aid; mva):	0
24/23 (mutual aid; misc., water rescue):	0
26 (boat fire):	0

**Breakdown of calls by location**

Incorporated Village:	18
East/West Protection District:	32
Other:	2

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
1																									
2																###	maximum points in category								
3																									
4																									
5	Aguilera, Hermogenes		9	17	%	25	3	1.6	%	0		0	3	5	3	0	0					X	X	X	
6	Barszczewski, Joseph	W	15	28	%	25	5	2.6	%	0		0	6	10	3	0	2					X	X	X	
7	Birmingham, Kenneth		1	1.9	%	0	0	0	%	0		0	2	1	3	0	0					X	X	X	
8	Breese, Harry	D	18	34	%	25	0	0	%	0		0	3	4	3	0	0.75					X	X	X	
9	Britt, Harley		13	25	%	25	6	3.2	%	0		0	3	4	25	0	0					X	X	X	
10	Bumble III, Charles		5	9.4	%	0	1	0.5	%	0		0	3	6	0	0	0								
11	Bumble, Samantha		1	1.9	%	0	1	0.5	%	0		0	2	0	3	0	0					X	X	X	
12	Butler, Michael		5	9.4	%	0	2	1.1	%	0		0	1	6	0	0	0								
13	Capon, George		13	25	%	25	33	17	%	25		0	5	5	3	0	0					X	X	X	
14	Carey, Patrick		7	13	%	25	5	2.6	%	0		0	2	4	3	0	0					X	X	X	
15	Carrig, Melinda		0	0	%	0	0	0	%	0		0	0	0	0	0	0								
16	Charters, Gary		0	0	%	0	0	0	%	0		0	0	0	0	0	0								
17	Clark III, Henry		0	0	%	0	0	0	%	0		0	0	0	0	0	0								
18	Clark, James	S	15	28	%	25	3	1.6	%	0		0	3	3	3	0	1.25					X	X	X	
19	Clark, Jeffrey		22	42	%	25	1	0.5	%	0		0	3	7	3	0	0					X	X	X	

points as of APRIL 30, 2020 prepared by James H. Kain

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
4		elect/app	# Fire	%		pts	# EMS	%		pts		st/by	mtgs	misc	train	drill	pos(dis)	points			phys	haz	bb	wp/sh	yap
20	Corazzini, Jeffrey	L	0	0	%	0	0	0	%	0		0	0	0	0	0	1.25	1.25							
21	Corazzini, Warren		0	0	%	0	0	0	%	0		0	0	0	0	0	0	0	0						
22	Corwin, Everett		17	32	%	25	57	30	%	25		0	3	11	3	0	0	67			X	X	X	X	
23	Corwin, Norma	W,C	15	28	%	25	76	40	%	25		0	9	11	3	0	4	77			X	X	X	X	
24	Corwin, Raymond		3	5.7	%	0	6	3.2	%	0		0	1	0	3	0	0	4				X	X	X	
25	Corwin, Robert	L,D	17	32	%	25	81	43	%	25		0	6	7	8	0	2	73			X	X	X	X	
26	Corwin, Scott		13	25	%	25	2	1.1	%	0		0	3	3	2	0	0	33				X		X	
27	Costas, Tom		8	15	%	25	20	11	%	25		0	2	7	3	0	0	62				X	X	X	
28	Creedon, Daniel	S	32	60	%	25	113	60	%	25		0	4	7	3	0	1.25	65.25				X	X	X	
29	DeFrancesco, James		4	7.5	%	0	11	5.8	%	0		0	3	6	3	0	0	12			X	X	X	X	
30	De Kerillis, Alain	T,L	26	49	%	25	48	25	%	25		0	7	5	3	0	2.5	67.5				X	X	X	
31	Detrick, Gary		1	1.9	%	0	0	0	%	0		0	2	0	0	0	0	2							
32	Ellis, Scott		3	5.7	%	0	19	10	%	25		0	1	1	6	0	0	33				X	X	X	
33	Ferguson, Peter		14	26	%	25	2	1.1	%	0		0	1	2	3	0	0	31				X	X	X	
34	Ferrari, Dakoda		3	5.7	%	0	2	1.1	%	0		0	3	8	25	0	0	36				X	X	X	
35	Ficurilli, Michael		29	55	%	25	3	1.6	%	0		0	3	5	3	0	0	36				X	X	X	
36	Flora, Michael	L	1	1.9	%	0	2	1.1	%	0		0	1	1	2	0	1.25	5.25				X	X		
37	Golden, Danielle		0	0	%	0	0	0	%	0		0	0	0	0	0	0	0							

points as of APRIL 30, 2020 prepared by James H. Kalin

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
4		elect/app	# Fire	%	pts	# EMS	%	pts	st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap					
38	Grattan, Timothy		8	15 %	25	1	0.5 %	0	0	3	1	3	0	0	32	X	X	X	X						
39	Gray, Sally Anne		4	7.5 %	0	28	15 %	25	0	1	6	5	0	0	37	X	X	X	X						
40	Grilli, Jared		0	0 %	0	0	0 %	0	0	1	0	0	0	0	1										
41	Grilli, Jennifer		0	0 %	0	1	0.5 %	0	0	3	7	3	0	0	13	X	X	X	X						
42	Grilli, John	W	1	1.9 %	0	1	0.5 %	0	0	6	7	3	0	2	18		X	X	X						
43	Hamilton Jr., Robert	D	29	55 %	25	3	1.6 %	0	0	2	9	3	0	0.75	39.75		X	X	X						
44	Hanold, Christopher	D,C	7	13 %	25	14	7.4 %	0	0	5	8	6	0	2.75	46.75		X								
45	Hanold, Christopher, Jr.		0	0 %	0	0	0 %	0	0	0	1	0	0	0	1										
46	Harris, Cliff	C	5	9.4 %	0	1	0.5 %	0	0	2	5	3	0	2	12		X	X	X						
47	Harris, Peter	L,T,W	25	47 %	25	4	2.1 %	0	0	6	8	3	0	4.5	46.5		X	X	X						
48	Harvey, Russell		23	43 %	25	3	1.6 %	0	0	3	4	5	0	0	37		X	X	X						
49	Hays, Spencer		11	21 %	25	0	0 %	0	0	2	7	18	0	0	52		X	X	X						
50	Hollid, Scott	C	16	30 %	25	3	1.6 %	0	0	4	7	3	0	2	41		X	X	X						
51	Hubbard Jr, George		12	23 %	25	0	0 %	0	0	3	11	3	0	0	42		X	X	X						
52	Hughes, Colleen	S	3	5.7 %	0	22	12 %	25	0	3	5	1	0	1.25	35.25	X									
53	Huzsek, Andrew H		37	70 %	25	5	2.6 %	0	0	4	8	3	0	0	40	X	X	X	X						
54	Hydell, Carol	L	5	9.4 %	0	4	2.1 %	0	0	5	7	8	0	1.25	21.25		X	X	X						
55	Hydell, Charles	C	22	42 %	25	12	6.3 %	0	0	6	6	8	0	2	47		X	X	X						

points as of APRIL 30, 2020 prepared by James H. Kalin

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
4		<u>elect/app</u>	<u># Fire</u>	<u>%</u>		<u>pts</u>	<u># EMS</u>	<u>%</u>		<u>pts</u>		<u>st/by</u>	<u>mtgs</u>	<u>misc</u>	<u>train</u>	<u>drill</u>	<u>pos(dis)</u>		<u>points</u>		<u>phys</u>	<u>haz</u>	<u>bb</u>	<u>wp/sh</u>	<u>yap</u>
56	Jensen, Warren	W	25	47 %	25	4	2.1 %	0	0	0	0	0	6	8	3	0	2		44			X	X	X	
57	Jester, Robert		3	5.7 %	0	0	0 %	0	0	0	0	0	2	6	3	0	0		11			X	X	X	
58	Jimenez, Susano		3	5.7 %	0	0	0 %	0	0	0	0	0	3	1	3	0	0		7			X	X	X	
59	Johnson, Craig	L	11	21 %	25	48	25 %	25	25	25	0	0	2	6	3	0	1.25		62.25			X	X	X	
60	Kalin, James	CH,T	48	91 %	25	146	77 %	25	25	25	0	0	13	5	5	0	7.5		80.5		X	X	X	X	
61	La Du, Claudia		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0	0	0		0						
62	Land, Shannon		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0	0	0		0						
63	Luke, Alexander		22	42 %	25	31	16 %	25	25	25	0	0	3	8	8	0	0		69			X	X	X	
64	Maloney, Michael		4	7.5 %	0	5	2.6 %	0	0	0	0	0	3	8	3	0	0		14			X	X	X	
65	Manwaring, Julia		20	38 %	25	38	20 %	25	25	25	0	0	5	9	4	0	0		68			X	X	X	
66	Manwaring, Wayde	CH	49	92 %	25	101	53 %	25	25	25	0	0	15	11	4	0	6.25		86.25			X	X	X	
67	Marczewski, Macy		1	1.9 %	0	0	0 %	0	0	0	0	0	3	5	3	0	0		11			X	X	X	
68	Martocchia, Jerome		8	15 %	25	12	6.3 %	0	0	0	0	0	0	3	3	0	0		31			X	X	X	

points as of APRIL 30, 2020 prepared by James H. Kalin

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
		elect/app	# Fire	%	pts	# EMS	%	pts	st/by	mtgs	misc	train	drill	pos(dis)	points	phys	haz	bb	wp/sh	yap					
4																									
69	Mazzei, Aileen		0	0 %	0	1	0.5 %	0	0	4	7	3	0	0	14	X	X	X							
70	Melly, Megan	L	0	0 %	0	0	0 %	0	0	0	0	0	0	1.25	1.25										
71	Miller, Peter		9	17 %	25	9	4.8 %	0	0	2	3	0	0	0	30										
72	Miller, Wayne	W	10	19 %	25	0	0 %	0	0	5	6	3	0	2	41		X	X	X						
73	Mills, William, III		0	0 %	0	0	0 %	0	0	1	0	0	0	0	1										
74	Milovich Jr., Joseph	W	21	40 %	25	4	2.1 %	0	0	5	6	3	0	2	41		X	X	X						
75	Morris, Gregory		7	13 %	25	0	0 %	0	0	2	4	3	0	0	34		X	X	X						
76	Musto, Francis	S	3	5.7 %	0	9	4.8 %	0	0	5	9	3	0	1.25	18.25	X	X	X	X						
77	Myslorski, Henry		0	0 %	0	0	0 %	0	0	3	3	3	0	0	9	X	X	X	X						
78	Nedoszytko, William	S	0	0 %	0	0	0 %	0	0	3	0	3	0	1.25	7.25		X	X	X	X					
79	Nyce, David	W,L	33	62 %	25	84	44 %	25	0	6	4	3	0	3.25	66.25		X	X	X	X					
80	O'Brien, Michael		0	0 %	0	0	0 %	0	0	0	0	0	0	0	0										
81	Piel, Jeffrey		0	0 %	0	0	0 %	0	0	2	0	0	0	0	2										
82	Pirillo, James A.		26	49 %	25	2	1.1 %	0	0	4	7	3	0	0	39		X	X	X	X					
83	Pope, George	D	21	40 %	25	32	17 %	25	0	3	4	3	0	0.75	60.75		X	X	X	X					



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
		elect/app	# Fire	%	pts	# EMS	%	pts	st/by	mtgs	misc	train	drill	pos(dls)	points	phys	haz	bb	wp/sh	yap					
4																									
84	Purcell, Bernard		53	100%	25	81	43%	25	0	4	9	5	0	0	68		X	X	X						
85	Purcell, Ryan		4	7.5%	0	4	2.1%	0	0	4	6	3	0	0	13	X	X	X	X						
86	Quillin, Michael	D	10	19%	25	0	0%	0	0	3	6	3	0	0.75	37.75		X	X	X						
87	Raynor, Dale		12	23%	25	6	3.2%	0	0	2	3	3	0	0	33		X	X	X						
88	Reiss, Helen	C	12	23%	25	77	41%	25	0	4	7	4	0	2	67	X	X	X	X						
89	Rempe Jr, Fred		12	23%	25	39	21%	25	0	2	5	3	0	0	60		X	X	X						
90	Richter, Michael	T,T	11	21%	25	35	19%	25	0	6	3	4	0	2.5	65.5	X	X	X	X						
91	Rosa, Lisa		15	28%	25	5	2.6%	0	0	4	12	3	0	0	44	X	X	X	X						
92	Ruffner, William		0	0%	0	0	0%	0	0	0	1	0	0	0	1										
93	Rung, Rosalie	L	6	11%	25	72	38%	25	0	3	4	3	0	1.25	61.25		X	X	X						
94	Rutkowski, Stephen	L,D	37	70%	25	78	41%	25	0	7	14	0	0	2	73	X	X	X	X						
95	Sieban, Edward	T,W	0	0%	0	0	0%	0	0	7	9	3	0	3.25	22.25		X	X	X						
96	Skrezec, John		16	30%	25	40	21%	25	0	3	7	3	0	0	63	X	X	X	X						
97	Spanos, James		3	5.7%	0	1	0.5%	0	0	3	0	3	0	0	6		X	X	X						
98	Spinozzi, Matthew		2	3.8%	0	5	2.6%	0	0	0	1	0	0	0	1										
99	Staples, Halsey		33	62%	25	46	24%	25	0	2	0	3	0	0	55		X	X	X						
100	Stoner, Gary		1	1.9%	0	0	0%	0	0	1	1	0	0	0	2	X									
101	Tamin, John		30	57%	25	43	23%	25	0	5	9	3	0	0	67	X	X	X	X						

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	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
4		elect/app	# Fire	%		pts	# EMS	%		pts		st/by	mtgs	misc	train	drill	pos(dis)		points		phys	haz	bb	w/p/sh	yap
102	Tejada, Yira		3	5.7 %	0	6	3.2 %	0	0	0		0	1	5	4	0	0		10		X	X	X	X	
103	Thorp, Thomas		1	1.9 %	0	1	0.5 %	0	0	0		0	0	0	1	0	0		1			X			
104	VanEtten, George		32	60 %	25	7	3.7 %	0	0	0		0	3	8	3	0	0		39			X	X	X	
105	Verley, Joseph, Jr.		2	3.8 %	0	0	0 %	0	0	0		0	1	1	3	0	0		5			X	X	X	
106	Verity, Michael		0	0 %	0	0	0 %	0	0	0		0	0	1	0	0	0		1		X				
107	Volinski, Antone, III	W	12	23 %	25	63	33 %	25	25	25		0	5	7	5	0	2		69			X	X	X	
108	Volinski, Darryl		5	9.4 %	0	18	9.5 %	0	0	0		0	1	3	3	0	0		7						
109	Walters, Joseph		0	0 %	0	0	0 %	0	0	0		0	3	0	3	0	0		6			X	X	X	
110	Weingart, Jeffrey	CH	0	0 %	0	0	0 %	0	0	0		0	0	0	0	0	0		0						
111	Wright, William	L	20	38 %	25	70	37 %	25	25	25		0	7	6	3	0	1.25		67.25			X	X	X	
112	Zaymayar, Elias		36	68 %	25	6	3.2 %	0	0	0		0	4	6	5	0	0		40			X	X	X	
113	Zurek, Gregory		19	36 %	25	6	3.2 %	0	0	0		0	5	5	3	0	0		38			X	X	X	
114	Zurek Jr, Stanley		16	30 %	25	3	1.6 %	0	0	0		0	8	6	3	0	0		42			X	X	X	
115																									



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**TREASURER**  
ROBERT BRANDT  
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Submitted: May 13, 2020  
Meeting: May 21, 2020 7:00 PM  
*Work Session Meeting*  
To: Mayor George W. Hubbard, Jr.  
Board of Trustees  
Prepared By: Paul Pallas, P.E. Village Administrator  
From: Paul Pallas, P.E. Village Administrator  
Department: Village Administrator

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## Work Session

# Work Session Report for Road and Utilities

May 21, 2020

## Administrator's Office

### Statistics

#### Work Orders:

Electric = 28 Written, 28 Completed  
Water = 3 Written, 3 Completed  
Sewer = 53 Written, 53 Completed  
Road = 53 Written, 53 Completed

### Reports

❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 4-07-2020. 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 4-09-2020.

## Discussion

- Microgrid project update
- Ferry Project update
- Truck Bids
- Effluent Reuse Grant

## Resolutions

- Ferry project preliminary design approval
- Ferry project SEQRA

## Road/Water Department

### Statistics

Water Distribution:

5,230,800 Gallons Sold

Sampling:

All water samples complied with Department of Health requirements.

Locations:     419 Sixth Street - Slop Sink  
Total Coliform = Absent  
E Coli = Absent  
Residual Chlorine = 0.55 mg/L

Third Street Firehouse - Kitchen Sink  
Total Coliform = Absent  
E Coli = Absent  
Residual Chlorine = 0.47 mg/L

The form, DOH-360, was filed with the DOH on April 7, 2020 with the above results.

## Report

### Tasks Accomplished:

- ❖ Did all normal highway tasks.
- ❖ Performed water machine maintenance
- ❖ Cleaned storm drains.
- ❖ Performed water mark outs, turn water on at various locations, repaired curb stop at 15 Sandy beach and installed new water service at 63 Washington Avenue.
- ❖ Put in sign and post at 5th avenue and West street. Fixed sign at Ludlum Place and Carpenter street.
- ❖ Completed all mark-out paperwork.
- ❖ Assisted light plant traffic protection for down wire; assisted sewer department with pump repair
- ❖ Took salter and plow off G-9.
- ❖ Repaired bulkhead on Bay Avenue.
- ❖ Removed rims of off basketball hoops and swings at various locations.
- ❖ Changed stop signs throughout village.
- ❖ Cut tree down at 5th Avenue, Broad street and Main street. Madison Avenue and 105 Washington Avenue and cut limb down by Claudio's.
- ❖ Started cutting grass around village.
- ❖ Repaired fence at road barn.
- ❖ Fixed flat on sweeper.
- ❖ Brought G-66 to Talbot's to get rear brakes and barring's repaired.
- ❖ Cleaned, general maintenance, and broom replacement for street sweeper.
- ❖ Picked up new leaf blower, 2 new weed whackers, wheel bracket for hustler and weed whacker string.
- ❖ Removed rock at dead end of Brown Street.
- ❖ Removed haybales on dead end of 4th street.
- ❖ Removed leaves from campground.
- ❖ Removes stumps and brush from outside tank yard. Removed brush from inside tank yard.

## Sewer Department

### Flow and Sampling:

The plant continues to run well, exceeding DEC permit requirements.  
Total plant flow for the month of April= 10,355,000 gallons.  
Average Daily Flow = .345 (MGD) Permit limit = .650 MGD  
Total Suspended Solids percent removal (TSS) =98%. Permit limit is 75%  
CBOD percent removal, = 95%. Permit removal level is = 75%  
Coliform Fecal General = <8.4 MPN. Permit limit, 200 MPN/100  
Coliform Total General = <1.8 MPN. Permit limit 700 MPN/100  
Total Nitrogen = 5.2 LBS/day

### Sludge Removal:

42,000 Gallons of sludge hauled in April.

### Report

#### ❖ Treatment Plant:

Ordered and received Flowmeters for Claudio's, Ludlam and Hospital pump stations

Cleaned and greased UV disinfection system

Performed Intensive Coliform Sampling this month

#### ❖ Collection System:

De-ragged #2 pump at Nursing Home pump station

Responded to complaint of sewer backup @ 234 5<sup>th</sup> Ave. - No issue

Contractor pulled #2 pump at 6<sup>th</sup> St. and replaced with spare, pump in for evaluation

# Electric Department

## Statistics

### Monthly Power Usage:

Maximum usage day = April 3 @ 82.390 Mwh  
Minimum usage day = April 6 @ 66.251 Mwh  
Peak demand for the month = 3.972 MW March 23, 1:30 pm  
Monthly total usage = 2,239.976 Mwh

Service calls/call outs = 3  
Streetlight repairs = 0  
Customers shut off for none payment = 0  
Customers turned on for payment = 0  
Customers turned on for the season = 0  
New Services = 2

### Tasks Accomplished:

- ❖ Responded to low wire complaint on 3<sup>rd</sup> Street, unfounded
- ❖ Village tree had a large limb break and fall in a resident's backyard, removed the limb and trimmed the tree as needed
- ❖ Picked up materials for more shelving in the truck garage
- ❖ Turned off skate park lighting to restrict nighttime usage
- ❖ 416 South St. tree fell on electric service drop, the tree was from the neighbor's property next door. No damage to the utilities' wire
- ❖ Manhasset 1300 block, had open secondary wire shorting together mid-span, re-sagged wire
- ❖ Seventh and Wiggins', flickering lights, found broken primary tap for transformer
- ❖ 100 block of South St. no power, found broken primary tap for transformer
- ❖ 400 block Flint St, half power, for broken leg of secondary on the ground
- ❖ Removed trees at radio tower that impacted guy wires, worked with Village consultant for the tower on site to assist in the removal of trees and prepare for re-tensioned.
- ❖ Replaced pole on Oak St. near school
- ❖ Installed new service for Altice , URD for fiber optic system
- ❖ Assisted Wastewater Department with the wet well pump and pump replacement
- ❖ 616 Main St flickering lights, changed connector at the pole and house
- ❖ 230 Main St. service upgrade from 400 amp 3Ø to 600 amp 3Ø, installed new riser up the pole, and wired up the metering socket

### Attachments:

Greenport Meter 4-2020 (PDF)

Total Usage: 2,239,976.0000 KWH

Peak Demand: 3,972.00 KW

Occured On: Apr 3 2020 13:45

Load Factor: 78.33%

Date Start: Wed Apr 1 2020

Date End: Thu Apr 30 2020

Period Ending	KWH
4/1/2020	79,768.00
4/2/2020	78,059.00
4/3/2020	82,390.00
4/4/2020	75,204.00
4/5/2020	72,142.00
4/6/2020	68,912.00
4/7/2020	66,251.00
4/8/2020	68,692.00
4/9/2020	75,068.00
4/10/2020	76,948.00
4/11/2020	72,937.00
4/12/2020	68,934.00
4/13/2020	71,336.00
4/14/2020	67,480.00
4/15/2020	71,863.00
4/16/2020	73,823.00
4/17/2020	76,044.00
4/18/2020	80,708.00
4/19/2020	72,289.00
4/20/2020	72,178.00
4/21/2020	77,185.00
4/22/2020	79,267.00
4/23/2020	80,782.00
4/24/2020	79,899.00
4/25/2020	70,586.00
4/26/2020	75,918.00
4/27/2020	80,196.00
4/28/2020	73,540.00
4/29/2020	74,459.00
4/30/2020	77,118.00





236 THIRD STREET  
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**CLERK**  
SYLVIA PIRILLO, RMC  
EXT. 206

**TREASURER**  
ROBERT BRANDT  
EXT. 217

Submitted: May 13, 2020  
Meeting: May 21, 2020 7:00 PM  
*Work Session Meeting*  
To: Mayor George W. Hubbard, Jr.  
Board of Trustees  
Prepared By: Paul Pallas, P.E. Village Administrator  
From: Paul Pallas, P.E. Village Administrator  
Department: Village Administrator

## Building

# Work Session Report for Building Department & Code Enforcement

May 21, 2020

## Office of Code Enforcement & Fire Prevention

### Reports

- ❖ Code Enforcement continues to patrol the Village and respond to complaints.
- ❖ Code Enforcement continues to enforce the NYS Executive Order for non-essential business, non-essential construction and social distancing rules and regulations under the NYS PAUSE Guidelines.
- ❖ Due to the COVID19 pandemic, 2020 Annual Fire Safety Permit applications will not be due until June 15, 2020.

Code Enforcement Report is attached.

Building Permit Report is attached.

Traffic Enforcement Statistics Report is attached.

### Attachments:

April 2020 Building (PDF)  
April 2020 CODE (PDF)  
April 2020 Traffic (PDF)



**PERMIT REPORT**

From: 4/1/2020 - 4/30/202

Permit Number	Permit Date	Type	ParcelID	LegalAddress	Status
02822	4/17/2020	Res. Addition (ESD APPROVED)	4.-9-17.1	216 Third Street	OPEN
02823	4/17/2020	Comm. Repair	2.-5-7.1	614 Third Street	OPEN





# Village of Greenport Enforcement Report



## CODE ENFORCEMENT & FIRE PREVENTION

May 1, 2020

### Monthly Report REPORT COVERING 04/01/2020 through 04/30/2020

Incorporated Village

LOCATION	DATE	FACTUAL	DISPOSITION
209 Front Street Greenport, New York 11944	4/6/2020	Non-essential work, multiple contractors.	Complaints of work being done at location. Investigation determined hotel is not accepting guests and is having rugs cleaned & other projects done by an outside company with several employees not practicing social distancing.  Appearance Tickets issued for refusal to comply with Executive Order to:  1. Hotel 2. Contractor 3. Supervisor on site
319 Sixth Street Greenport, New York 11944	4/6/2020	Non-essential work, multiple contractors.	Three workers observed on site of addition to an unoccupied dwelling. Site has been previously warned. Appearance Tickets issued to contractor & property owner.
120 Front Street Greenport, New York 11944	4/7/2020	Non-Essential business violation.	Salon operating contradictory to Executive Order. Several patrons observed inside location. Appearance tickets issued to salon owner & property owner.
182 Sterling Street Greenport, New York 11944	4/8/2020	Rental Permit Violation	Property owner issued appearance ticket for listing rental property without required rental permit.
447 Sixth Street Greenport, New York 11944	4/8/2020	Rental Permit Violation	Property owner issued appearance ticket for listing rental property without required rental permit.
140 Bay Avenue Greenport, New York 11944	4/8/2020	Rental Permit Violation	Property owner issued appearance ticket for listing rental property without required rental permit.
Railroad tracks between Fourth & Fifth Streets Greenport, New York 11944	4/9/2020	Scattered trash along tracks *COMPLAINT*	Complainant states debris and trash is accumulating on LIRR property. Complainant was advised that the LIRR had been notified, but due to pandemic has not been able to follow up. Code Enforcement to follow up after pandemic.

LOCATION	DATE	FACTUAL	DISPOSITION
614 Street Greenport, New York 11944	4/12/2020	Building Permit Required.	High winds caused catastrophic structural failure of portico on exterior of structure. No injuries reported, no structural damage to building observed. Contractor was advised they were able to remove debris from portico, secure area, install temporary flood lighting and protect the structure from the elements. Contractor was advised they would need a building permit and stamped plans to reconstruct/rebuild portico to ensure public & occupant safety - and confirm that the structure was built compliant with building codes. Contractor was advised they would have to be compliant with NYS Executive Order essential project and social distancing laws. Portico has since been rebuilt.
110 Front Street Greenport, New York 11944	4/17/2020	Food service workers not wearing gloves *COMPLAINT*	Unfounded.
714 Main Street Greenport, New York 11944	4/23/2020	Non-essential work, multiple contractors.	Two workers observed painting exterior of building. Contractor has been previously warned. Appearance Tickets issued to contractor.
210 Fifth Street Greenport, New York 11944	4/27/2020	Stop Work Order	Construction in accessory building requiring a building permit observed. Stop Work Order issued to property owner. Appearance ticket issued to contractor.
I/V/O Sterling Avenue Greenport, New York 11944	4/28/2020	Dog Roaming Freely *COMPLAINT*	Complaint of dog being allowed to road area without leash. Dog owner issued Notice of Violation to ensure dog is safe and secure on property when outside.
427 Fourth Street Greenport, New York 11944	4/28/2020	Debris on property *COMPLAINT*	Complainant states pile of broken windows on property. Investigation found windows are placed neatly on side of house awaiting pickup.

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# RENTAL PERMIT INFORMATION

## INFORMATION

*The following statistics represent the status of rental permits and rental permit violations from  
January 1, 2018 – May 1, 2020*

**Applications Received:** 170

**Incomplete Applications** (Missing fees, docs, etc.): 15

\*We have begun contacting properties with pending incomplete applications.

**Applications Pending Inspection:** 19

(These include several North Fork Housing Alliance Units & Properties who have opted to have an architect/engineer certify compliance.)

**Applications Pending Re-Inspection** (Corrections needed to be made to rental unit): 8

**Applications Completed/Permits Issued:** 140

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# Village of Greenport Enforcement Report



## TRAFFIC ENFORCEMENT

MAY 1, 2020

**Monthly Report**  
REPORT COVERING  
04/01/2020 through 04/30/2020

Incorporated Village

### FINE COLLECTION BY MONTH: 2020

MONTH	No. OF TICKETS PAID	AMOUNT COLLECTED (VIA PLEA OF GUILTY OR COURT RULING)
January	14	\$1,930.00
February	11	\$1,225.00
March	3	\$525.00
<b>April</b>	<b>1</b>	<b>\$225.00</b>
May		
June		
July		
August		
September		
October		
November		
December		
<b>YTD</b>	<b>29</b>	<b>\$3,905.00</b>

### APRIL 2020

#### Fine Collection by Violation Type

VIOLATION	CASE	AMOUNT
PRKD LONGER THAN PERMITTED SCHD XVI.	1	\$225.00
<b>Totals</b>	<b>1</b>	<b>\$225.00</b>



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ROBERT BRANDT  
EXT. 217

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Meeting: May 21, 2020 7:00 PM  
*Work Session Meeting*  
To: Mayor George W. Hubbard, Jr.  
Board of Trustees  
Prepared By: Paul Pallas, *P.E. Village Administrator*  
From: Paul Pallas, *P.E. Village Administrator*  
Department: Village Administrator

## Recreation

# Work Session Report Recreation Department

May 21, 2020

## Mitchell Park Marina/Parks

- ❖ East Pier water dewatered.
- ❖ Hourly sanitizing of public restrooms when open.
- ❖ Pumpout station maintenance and season ready.
- ❖ Mooring Field season ready.
- ❖ Mitchell Park Marina opening May 15<sup>th</sup>.
- ❖ Skate Park and Public Bathrooms Secured due to COVID-19.
- ❖ Bay Drive Bulkhead sink hole repair.
- ❖ Beach permit application completed and submitted to the Department of Health.

Monthly Revenue Reports are attached.

## Recreation Center

### Statistics

Attendance:

After School Program = 31 children enrolled in After School Program

### Reports

- ❖ The Recreation Center remains closed due to COVID-19.
- ❖ Permit application for the 2020 Summer Day Camp was submitted to the Department of Health.
- ❖ Annual inspection of Fire Alarm System and Fire Extinguishers completed. The Recreation Center is 100% in compliance with both.
- ❖ Many parents/guardians were in contact regarding opening of Summer Day Camp, informed that there hasn't been any determination yet of the camp opening.

## Campground

### Tasks Accomplished

- ❖ Delay in opening due to COVID-19. We continue a list of all interested campers.
- ❖ Site map continues to be updated.
- ❖ Many telephone calls regarding the Campground opening day, told patrons a date has not been established at this time.

### Attachments:

RECREATION MONTHLY REVENUE REPORT 052120 (PDF)



MARINA		CAMPGROUND			MOORINGS					
	FISCAL YEAR 2018	FISCAL YEAR 2019	FISCAL YEAR 2020	FISCAL YEAR 2018	FISCAL YEAR 2019	FISCAL YEAR 2020	FISCAL YEAR 2018	FISCAL YEAR 2019	FISCAL YEAR 2020	
JUNE	\$ 91,826.21	\$ 201,996.91	\$ 189,694.54	\$ 32,229.11	\$ 63,499.00	\$ 78,130.00	\$ 40,250.00	\$ 40,023.90	\$ 36,400.00	
JULY	173,950.62	120,925.35	134,727.53	23,168.00	24,728.50	24,652.03	8,376.00	-	-	
AUGUST	174,687.33	153,314.62	117,311.08	15,120.00	19,490.00	17,539.50	72.00	-	-	
SEPTEMBER	96,914.81	78,674.19	101,314.05	9,110.00	14,400.00	18,185.00	(7,050.00)	-	-	
OCTOBER	46,023.43	25,199.87	17,715.25	12,662.00	7,947.50	10,349.50	-	1,300.00	-	
NOVEMBER	632.05	3,000.00	-	13.55	1,935.00	-	1,176.05	1,300.00	2,200.00	
DECEMBER	602.19	-	-	-	-	-	1,700.00	500.00	1,400.00	
JANUARY	-	-	-	2,875.00	1,700.00	3,155.00	6,300.00	8,000.00	5,900.00	
FEBRUARY	1,689.04	(20.00)	1,311.50	1,600.00	937.50	490.00	3,100.00	2,100.00	1,900.00	
MARCH	1,854.00	2,203.04	2,007.99	2,101.00	65.00	1,290.00	2,000.00	2,300.00	2,600.00	
APRIL	1,676.01	4,972.83	-	2,930.00	1,770.00	-	1,200.00	1,100.00	500.00	
MAY	21,660.02	17,237.16	-	11,595.00	8,792.50	-	1,300.00	-	-	
YEAR TO DATE	\$ 611,515.71	\$ 607,503.97	\$ 564,081.94	\$ 113,403.66	\$ 145,265.00	\$ 153,791.03	\$ 58,424.05	\$ 56,623.90	\$ 50,900.00	
CAMERA OBSCURA		CAROUSEL			ICE RINK					
	FISCAL YEAR 2018	FISCAL YEAR 2019	FISCAL YEAR 2020	FISCAL YEAR 2018	FISCAL YEAR 2019	FISCAL YEAR 2020	FISCAL YEAR 2018	FISCAL YEAR 2019	FISCAL YEAR 2020	
JUNE	\$ 173.00	\$ 172.00	\$ 30.00	\$ 19,507.95	\$ 19,308.00	\$ 19,439.00				
JULY	219.00	150.00	108.00	57,084.83	51,051.91	55,026.85				
AUGUST	463.00	117.00	106.00	57,786.06	58,950.67	55,430.64				
SEPTEMBER	127.00	24.00	37.00	23,626.60	19,858.80	22,070.65				
OCTOBER	25.00	13.00	14.00	8,361.65	8,027.82	10,096.43	50.00		300.00	
NOVEMBER	-	388.00	-	6,505.00	6,035.83	8,976.38	1,650.00	1,050.00	950.00	
DECEMBER	-	-	-	3,300.00	5,973.00	1,861.00	15,779.50	3,595.00	20,709.50	
JANUARY	-	-	-	3,748.00	2,657.69	4,524.00	15,706.22	15,983.00	15,574.52	
FEBRUARY	-	-	-	5,015.22	5,631.00	6,275.00	11,006.00	15,378.01	15,282.00	
MARCH	-	-	-	3,005.00	3,512.00	1,678.00	1,072.00	3,739.00	1,743.00	
APRIL	8.00	-	-	8,817.00	9,351.19	150.00	812.50	-	-	
MAY	53.00	25.00	-	10,969.40	13,541.75	-	-	-	-	
YEAR TO DATE	\$ 1,068.00	\$ 889.00	\$ 295.00	\$ 207,726.71	\$ 203,899.66	\$ 185,527.95	\$ 46,076.22	\$ 39,745.01	\$ 54,559.02	



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EXT. 206

**TREASURER**  
ROBERT BRANDT  
EXT. 217

Submitted: May 12, 2020  
Meeting: May 21, 2020 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

## **WORK SESSION MAY 2020**

Work Session MAY 2020

### **REQUEST A MOTION BE PLACED ON THE AGENDA FOR:**

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 4329, to appropriate reserves to fund the water treatment service at the Light Plant, and directing that Budget Amendment # 4329 and attachment be included as part of the formal meeting minutes for the May 28, 2020 regular meeting of the Board of Trustees.

### **UTILITY BILLING**

Sector 1 readings gathered, calculating bills to be mailed by 5/13/20. Sector 2 currently being read. End of month statistics for April finished. Sector 3 red tags due 5/22/20, previously mailed on 5/7/20. Sector 4 red tags were due 5/7/20, 9 of the 36 paid. No disconnections.

### **COMMUNITY DEVELOPMENT/ HOUSING AUTHORITY**

There was no Housing Authority meeting held in April. 7 recertifications and 8 interims were performed for May.

### **SIGNIFICANT COLLECTIONS**

Rents for April 2020 - \$ 63,557.99  
East West Fire Protection, Payment # 2 - \$ 405,313.00

**INFORMATIONAL:**

Cash Holdings Report - See attached

Utility Billing Statistics Report - see attached

CD/HA Monthly Financials - See attached

**Attachments:**

BANK BALANCES APRIL 2020 (PDF)

APRIL 2020 BILLING STATISTICS REPORT (PDF)

CD FINANCIALS APRIL 2020 (PDF)

HA FINANCIALS APRIL 2020 (PDF)

BUDGET AMENDMENT #4329 (PDF)

**BANK ACCOUNT BALANCES  
FOR THE MONTH OF APRIL 2020**

FUND	BANK ACCOUNT NAME	G/L ACCT#	TYPE	BALANCE
A	General	A.0200.000	Checking	48,296.13
A	Repair & Maintenance	A.0200.400	Checking	68,559.19
A	Greenhill Cemetery	A.0201.100	Savings	33,549.78
A	Money Market	A.0201.130	Money Market	1,456,005.33
A	Fire Apparatus	A.0221.110	Savings	33.23
A	Bulding Department Escrow	A.0235.101	Checking	50,836.59
A	Parks and Recreation	A.0200.200	Checking	838.17
<b>TOTAL GENERAL FUND</b>				<b>\$ 1,658,118.42</b>
CD	Small Cities Rehab	CD.0200.000	Savings	152,981.39
CD	NYS CDBG Funds	CD.0200.400	Public Funds Acct	226.21
CD	Moran	CD.0201.000	Savings	5,735.97
CD	Watkins	CD.0201.001	Savings	21,783.14
<b>TOTAL COMMUNITY DEVELOPMENT</b>				<b>\$ 180,726.71</b>
E	Light Fund	E.0121.100	Checking	558,003.16
E	Light Depreciation Savings	E.0116.100	Savings	2,225,988.04
E	TTC Collections	E.0121.120	Savings	346,156.68
E	Renewable Energy Savings	E.0121.130	Savings	44,399.94
E	Consumer Deposit Savings	E.0191.100	Savings	132,491.92
E	Consumer Deposit Checking	E.0244.200	Checking	3,680.82
<b>TOTAL LIGHT FUND</b>				<b>\$ 3,310,720.56</b>
F	Water	F.0200.000	Checking	418,238.95
F	Water Fund Capital	F.0200.400	Savings	8,384.39
F	Water Fund CD (MM)	F.0201.000	Money Market	202,887.64
F	Water Fund Money Market	F.0201.130	Money Market	386,110.68
				<b>\$ 1,015,621.66</b>

G	Sewer	G 0200 000	Checking	911,190.74
G	NYS DEC Consent	G 0201 000	Savings	31,447.46
G	Sewer Fund I	G 0201.100	Money Market	363,660.84
G	Sewer Fund III	G 0201 120	Money Market	958,154.97
G	NYSEFC	G.0205 000	Checking	185,851.61
G	Sewer Wastewater	G 0220 110	Savings	12,162.12
G	NYSERDA	G 0525 000	Checking	111.01
<b>TOTAL SEWER FUND</b>				<b>\$ 2,462,578.75</b>
H	Capital	H.0200.000	Checking	51,067.07
H	Capital Reserve	H 0200 400	Savings	49,587.02
<b>TOTAL CAPITAL FUND</b>				<b>\$ 100,654.09</b>
TA	Trust & Agency	TA.0200.000	Checking	19,112.09
TA	Retirement Savings	TA 0201 000	Savings	48,940.50
TA	WWI Memorial Trust	TA.0201 001	Savings	730.85
TA	T & A Special Escrow	TA 0201.002	Savings	6,601.80
TA	Justice Court	TA 0201 004	Savings	4,791.98
TA	Concert Fund	TA 0201 008	Savings	2,285.94
TA	Global Common	TA 0201 009	Savings	271,473.67
TA	Basketball Court Donations	TA.0600 101	Checking	1,992.00
TA	Tree Committee	TA 0600 102	Checking	4,013.23
TA	Summer Day Camp Donations	TA.0600 103	Checking	1,200.00
TA	Recreation Center Donations	TA 0600 104	Checking	25,433.75
TA	Friends of Fifth Street	TA.0600 106	Checking	113.00
TA	American Legion Bldg	TA.0600 107	Checking	200.00
TA	Carousel Committee	TA.0600 113	Checking	13,216.94
TA	Accounts Payable	TA.0202.000	Checking	208,930.86
<b>TOTAL TRUST &amp; AGENCY FUND</b>				<b>\$ 609,036.61</b>
	Wire Account			141.00
	Utility Clearing			84,875.27
				<b>\$ 85,016.27</b>
<b>TOTAL VILLAGE WIDE</b>				<b>\$ 9,422,473.07</b>

EOM Billing Statistics Report

Service	Rate# - Description	Bills	Min Bills	Usage	Charges	Usage	Demand	Contract	PCA	NYSSES	Comm Tax	Res Tax	
Electric	2 - Electric - Flat Charge	12	0	0	0	0	0	556.16	7,666.86	1,617.23	2,603.67	9.61	
	9 - Residential (1, 1)	1367	0	864144	98,610.37	0	0	0	20.11	4.62	0	4.57	
	10 - Water Heating (2, 2)	12	0	2460	157.72	0	0	0	2,312.86	529.52	0	851.31	
	11 - All Electric (3, 3)	335	0	262844	31,430.96	0	0	0	2,718.03	622.26	0	0	
	13 - Demand - Class 3 (5, 5)	5	0	332400	18,581.16	779.1	9,278.55	0	317.07	72.60	0	0	
	14 - Village St. Lighting (6, 6)	5	0	38775.875	4,483.11	0	0	0	43.21	9.89	0	0	
	15 - Town St. Lighting (7, 7)	1	0	5254.71	608.27	0	0	0	11.58	2.65	0	0	
	18 - Traffic Lights (11, 11)	1	0	1416	146.66	0	0	0	0	0	0	0	
	20 - Contract St. Lighting (12, 12)	2	0	207	0.00	0	0	0	0	0	0	0	
	21 - Sterling Harbor (13, 13)	2	0	1837.125	211.45	0	0	0	15.03	3.43	0	0	
	Electric Total	1742	0	1529368.71	154,209.69	779.1	9,278.55	556.16	12,504.75	2,862.20	579.42	3,469.16	
	Sewer	3 - Sewer - INSIDE Flat Charge	34	0	0	1,791.80	0	0	0	0	0	0	0
		4 - Sewer - OUTSIDE Flat Charge	1	0	0	63.70	0	0	0	0	0	0	0
		23 - Sewer - IN VILL 3/4" W/SEWER (14, 14)	866	489	3528.1	51,136.70	0	0	0	0	0	0	0
		25 - Sewer - IN VILL 1" W/SEWER (15, 15)	30	0	221.8	2,704.34	0	0	0	0	0	0	0
		27 - Sewer - IN VILL 1 1/2" W/SEWER (16, 16)	12	4	189.9	2,833.15	0	0	0	0	0	0	0
		29 - Sewer - IN VILL 2" W/SEWER (17, 17)	27	1	176.7	2,549.25	0	0	0	0	0	0	0
		31 - Sewer - IN VILL 3" W/SEWER (18, 18)	1	1	1.8	42.00	0	0	0	0	0	0	0
		33 - Sewer - IN VILL 4" W/SEWER (19, 19)	3	2	185.7	2,812.95	0	0	0	0	0	0	0
		54 - Sewer - OUTSIDE RES SEWER (50, 50)	76	54	639.5828	13,105.39	0	0	0	0	0	0	0
		57 - SPLIT SEWER BILLING (52, 52)	1	0	4	6.00	0	0	0	0	0	0	0
62 - O/S DRIFTWOOD COVE 52		1	1	127.2348	3,275.00	0	0	0	0	0	0	0	
63 - O/S DRIFTWOOD COVE 49		1	1	117.1368	3,087.00	0	0	0	0	0	0	0	
64 - O/S PECONIC LANDING 301		1	1	300	18,963.00	0	0	0	0	0	0	0	
65 - O/S CLIFFSIDE CONDOS-SEWER		1	1	32	4,410.00	0	0	0	0	0	0	0	
Water Total		1075	565	5523.9544	106,763.28	0	0	0	0	0	0	0	
Water		5 - Water - Flat Charge	31	0	0	866.95	0	0	0	0	0	0	0
		22 - RES VILL 3/4" W/SEWER (14, 14)	897	266	3912.8	21,003.99	0	0	0	0	0	0	0
		24 - RES VILL 1" W/SEWER (15, 15)	31	4	250	1,019.15	0	0	0	0	0	0	0
		26 - COMM VILL 1 1/2" W/SEWER (16, 16)	13	10	211	1,010.82	0	0	0	0	0	0	0
		28 - COMM VILL 2" W/SEWER (17, 17)	29	20	196	1,238.46	0	0	0	0	0	0	0
		30 - COMM VILL 3" W/SEWER (18, 18)	1	1	2	36.90	0	0	0	0	0	0	0
	32 - COMM VILL 4" W/SEWER (19, 19)	3	1	212	814.25	0	0	0	0	0	0	0	
	45 - COMM VILLAGE 1 1/2" (42, 42)	1	1	0	36.90	0	0	0	0	0	0	0	
	47 - COMM VILLAGE 2" (43, 43)	7	6	13	269.34	0	0	0	0	0	0	0	
	48 - RES VILLAGE 3/4" (44, 44)	114	100	434	3,192.84	0	0	0	0	0	0	0	
	49 - RES VILLAGE SEWER ONLY (45, 45)	5	0	0	0.00	0	0	0	0	0	0	0	
	52 - FLAT-FIRE SPRINKLERS (49, 49)	31	0	0	0.00	0	0	0	0	0	0	0	
	53 - OUTSIDE RES SEWER (50, 50)	73	0	680.68	9.00	0	0	0	0	0	0	0	
	Water Total	1236	409	5911.48	29,489.62	0	0	0	0	0	0	0	
	electric-small commercial	12 - Commercial (4, 4)	364	0	566515.6	67,281.82	0	0	0	4,795.97	1,097.92	5,145.80	0
16 - Operating Municipalt (8, 8)		33	0	37127	4,382.78	0	0	0	303.57	89.50	0	0	
17 - Water Department (9, 9)		2	0	0	24.86	0	0	0	716.79	164.10	0	0	
18 - Sewer Department (10, 10)		10	0	87560	9,503.93	0	0	0	0	0	0	0	
electric-small commercial Total	73 - Electric Power Plant	6	0	70856	0.00	0	0	0	0	0	0	0	
	Grand Total	415	0	782188.6	81,193.39	0	0	556.16	18,321.08	4,193.72	5,825.22	3,469.16	
Grand Total	4468	894	2322562.7444	371,675.98	779.1	9,278.55	556.16	18,321.08	4,193.72	5,825.22	3,469.16		

FDS - 213 Center St & 278 2nd Street Monthly Revenue & Expenses - April 2020

\$ 4,775.00

Account Description

REVENUE: 213 Center 213 Center	REVENUE: 278 2nd Street UNIT 1 - 8124	UNIT 2 - 8327	UNIT 3	HOUSE
\$ 1,125.00	\$ 1,375.00	1,125.00	\$ 1,175.00	
\$ -	\$ -			
\$ 1,125.00	\$ 1,125.00	\$ 1,175.00	\$ -	\$ 3,675.00

EXPENSES: 213 Center 213 CENTER	EXPENSES: 278 2nd Street UNIT 1 - 8124	UNIT 2 - 8327	8328	HOUSE - 8590 RE/8361 SW
\$ 58.06				\$ 22.80
\$ 57.12				\$ 85.20
				\$ 328.54
\$ 227.50				\$ 682.50
\$ 342.68	\$ -	\$ -	\$ -	\$ 1,000.00
				\$ 2,119.04
				\$ 2,119.04

MAINTENANCE: 213 Center 213 CENTER	MAINTENANCE: 278 2nd Street Street	UNIT 1	UNIT 2	UNIT 3	HOUSE
\$ -	\$ -	\$ -	\$ -	\$ 135.00	\$ 1,968.75
					\$ 39.49
					\$ 2,008.24
					\$ 2,143.24

City Fees  
North Shore Exterminating  
Supp Admin Funds to HA  
Mattituck Enviro Services  
Pine Oaks Landscaping

Total Expenses \$ 342.68

MONTHLY FINANCIAL SUMMARY

Interest Earned	\$ -	\$ -	\$ 135.00	\$ 2,008.24
Total Revenue	\$ 1,125.00	\$ 3,675.00	\$ -	\$ 2,143.24
Total Expenses	\$ 342.68	\$ 4,262.28	\$ -	\$ -
NET REVENUE	\$ 782.32	\$ (587.28)	\$ -	\$ -

EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES \$ 782.32

1000

**Financial Data Schedule - Monthly Revenue & Expenses  
(HAP REGISTER) - April 2020**

Account Description	80	TOTAL VOUCHERS Vouchers leased on last day of month	TOTAL HAP PORT, UTILITIES	84,773.00	353.00	\$ 563.00
<b>REVENUE:</b>		80				
706 PHA HUD Operating Grants	\$ 84,659.00					
706a Admin fee revenues	\$ 7,441.00					
711 Interest Earned - HAP	\$	0				
711 Interest Earned - ADMIN	\$					
714 Fraud recovery	\$					
<b>700 TOTAL REVENUE</b>	<b>\$ 92,080.00</b>					
<b>EXPENSES:</b>						
912 Administrative Auditing fees	\$					
912 Salaries - Asha (\$26.02) Robben Column E 2 payperiods	\$ 3,683.34					
911a Medical	\$ 2,217.89					
911b Dental	\$ 156.86					
911c Pension T4 15.8%, T5 15.8%, April 18, T4 15.7%, T5 12.9%	\$ 376.32					
914 Payroll Taxes FICA	\$ 281.70					
915 Employee Benefit Contribution	\$ 2,953.07					
914 Compensated absences	\$					
Academy Printing	\$ 125.22					
917 Nina JG Stewart, Esq	\$					
916 A Gallacher Reimb	\$					
918 A Gallacher Mileage	\$					
916 Office Expenses Total	\$ 125.22					
910 Administrative Total	\$ 7,403.86					
962 Other General Expenses (Office Rent)	\$ 550.00					
<b>969 TOTAL OPERATING EXPENSES</b>	<b>\$ 7,953.86</b>					
<b>970 EXCESS OPERATING REVENUE OVER OPERATING EXPENSES</b>	<b>\$ 353.00</b>					
973.1 PHA Utility Allowance	\$ 353.00					
973.2 HAP payments	\$ 84,983.00					
973 PORT payments	\$					
973 (HAP, PORT and UTILITY TOTAL)	\$ 85,336.00					
(1117 HAP & UTIL less Port payments)	\$ 85,336.00					
(1117 Total Admin Revenue)	\$ 7,441.00					
1118 Total Hap Revenue	\$ 84,639.00					
1118-020 Net HAP	\$ (697.00)					
Net ADMIN	\$ (512.86)					
<b>990 TOTAL EXPENSES</b>	<b>\$ 93,289.86</b>					
<b>1000 EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES</b>	<b>\$ (1,209.86)</b>					
<b>PORT BREAKDOWN</b>						
PORT IN						
TOTAL PORT IN	0					
PORT OUT						
TOTAL PORT OUT	0					
TOTAL PORT TOTAL	0					
<b>TERMINATED</b>						
<b>DECEASED</b>						
<b>ABSORBED</b>						
<b>RELINQUISHED</b>						
<b>TOTAL CASH DISBURSEMENTS</b>	<b>\$ 93,852.86</b>					
<b>Village of Greenport Total</b>	<b>\$ 7,828.64</b>					



# VILLAGE OF GREENPORT

## Budget Adjustment Form

Year: 2020 Period: 5 Trans Type: B2 - Amend Status: Batch  
 Trans No: 4329 Trans Date: 05/12/2020 User Ref: ROBERT  
 Requested: D. JACOBS Approved: Created by: ROBERT 05/12/2020  
 Description: TO APPROPRIATE RESERVES TO FUND THE WATER TREATMENT SERVICE Account # Order: No  
 AT THE LIGHT PLANT Print Parent Account: No

Account No.	Account Description	Amount
E.5990	APPROPRIATED FUND BALANCE	10,800.00
E.0345	MISC POWER PLANT EQUIPMENT	10,800.00
<b>Total Amount:</b>		<u>21,600.00</u>



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

PETER CLARKE

MARY BESS PHILLIPS

JULIA ROBINS

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

**CLERK**  
SYLVIA PIRILLO, RMC  
EXT. 206

**TREASURER**  
ROBERT BRANDT  
EXT. 217

Submitted: May 13, 2020  
Meeting: May 21, 2020 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 May 2020 Work Session Report**

### **VILLAGE of GREENPORT - BOARD of TRUSTEES WORK SESSION**

to be presented at the meeting held on May 21, 2020  
Report of Sylvia Lazzari Pirillo, Village Clerk

#### **Financial**

The Third-Party Custodian Agreement with BNY Mellon was executed on the 15<sup>th</sup> of April.

The FEMA/DHS Request for Public Assistance Application (as an RPA re COVID-19) was executed on April 15<sup>th</sup>.

#### **Legal Notices Published**

- Liquor License Application for Iberico Jamon, with Trade Name Basso
- Extension until May 17<sup>th</sup> of Emergency Declaration
- Estoppel Notice for \$ 500K Bond
- Estoppel Notice for \$ 700K Bond
- Liquor License Application for PWIB Claudio Management LLC with Trade Name Claudio's Restaurant
- Executive Order regarding the wearing of face coverings
- Executive Order extending the wearing of face coverings
- HPC Public Hearing Notice for May 27, 2020 meeting - for Claudio's

## **Miscellaneous**

The Village Official information was updated and verified to the NYS OSC on April 15<sup>th</sup>.

The dates of operation for the regular and emergency HEAP benefit components were extended from April 24<sup>th</sup> through June 30<sup>th</sup>, or until the funds are exhausted (whichever comes first).

## **Public Assembly Permits**

The annual Northeast Stage "Shakespeare in the Park" program is "on hold" for this year, per the organizer.

## **Resolutions**

RESOLUTION approving the application for membership of Craig David Jobes to Eagle Hose Company # 1 of the Village of Greenport Fire Department, as approved by the Board of Wardens on May 6, 2020; pending receipt of the requisite Arson Report, and and/all other outstanding paperwork.

RESOLUTION approving the attached agreement between Harry Munroe and the Village of Greenport for contractor services to be rendered at the Village of Greenport McCann Campground, and authorizing Mayor Hubbard to sign the agreement between Harry\_Munroe and the Village of Greenport.

## **"Placeholder" Resolutions**

RESOLUTION rejecting all proposals received for consulting services for the Village of Greenport Fire Department, per the proposal opening on February 20, 2020; and directing Clerk Pirillo to re-notice the request for proposals accordingly.

RESOLUTION approving the Public Assembly Permit Application submitted by Donald Shea on behalf of the Eastern Tandem Rally for the use of the Fifth Street Park from 10:00 a.m. through 3:00 p.m. on May 16, 2020 for the lunch portion of a tandem cycling event. - **CANCELLED BY ORGANIZER**

RESOLUTION approving the Public Assembly Permit Application submitted by Denise Gillies on behalf of The Friends of Mitchell Park, to use a portion of Mitchell Park from 9:00 a.m. through 10:00 a.m. every Saturday from June 6, 2020 through October 31, 2020 for Tai Chi instruction, which will be at no cost to the public.

RESOLUTION approving the Public Assembly Permit Application as submitted by the Relief Hose and Phenix Hook and Ladder Companies of the Greenport Fire Department, for the use of the Polo Grounds at Moore's Lane from 6:00 p.m. through 12 midnight from June 30, 2020 through July 4, 2020 for the annual Carnival fundraiser, with fireworks scheduled for July 2, 2020 and July 4, 2020.

RESOLUTION approving the Public Assembly Permit Application submitted by the GHS All-Class Corporation for the use of Fifth Street Park from 8:00 a.m. through 8:00 p.m. on July 18, 2020 for the Greenport High School All-Class Reunion. -

**POSTPONED BY ORGANIZER**

RESOLUTION approving the Public Assembly Permit Application submitted by Ashley Santacroce on behalf of Classy Cab, Inc. for the use of a portion of Fifth Street Park from 1:00 p.m. through 7:00 p.m. on August 15, 2020 for a Back to School Bash.

RESOLUTION approving the Public Assembly Permit Application as submitted by the Hellenic American Taxpayers and Civic Association of Southold Township ("HATCAST") to use a portion of Mitchell Park from 5:30 p.m. through 9:30 p.m. on September 5, 2020 for the annual Greek music and dance festival.

RESOLUTION declaring as surplus, and no longer needed for municipal purposes, the Village-owned AWV-100B reverse osmosis water machine.

RESOLUTION adopting the attached SEQRA resolution regarding the approval of the Wetlands Permit Application submitted by applicant Robert I. Brown Architect, P.C. on behalf of owner Scott Wachenfeld to add a second story and undertake interior renovations on the property at 3 Sandy Beach, Greenport, New York, 11944; adopting lead agency status, determining that the approval of the application is an Unlisted Action for purposes of SEQRA, and adopting a Negative Declaration determining that the approval of the Wetlands Permit Application will not have a significant negative impact on the environment.

RESOLUTION approving the Wetlands Permit Application submitted by applicant Robert I. Brown Architect, P.C. on behalf of owner Scott Wachenfeld to add a second story and undertake interior renovations on the property at 3 Sandy Beach, Greenport, New York, 11944. Per recommendations by the Village of Greenport Conservation Advisory Council, the following conditions shall also apply to the approval of this permit application:

- The approved Wetlands Permit Application will have an expiration date of two (2) years from the date of approval,
- The applicant shall obtain approval from the Suffolk County Department of Health for the on-site septic system, and
- The elevation of the bottom of the floor joists shall be eleven (11) feet, as required by regulation. (The plans indicate that the elevation of the finished floor is at eleven (11) feet.)

**Attachments:**

## CONTRACT FOR VENDOR SERVICES

AGREEMENT, made this                    day of                    2020 by and between the Village of Greenport, with offices located at 236 Third Street, Greenport, New York 11944, party of the first part (the "Village") and Harry Munroe, with an address of 32 Laurelton Avenue, Lake Grove, New York 11755 (the "Contractor").

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

1. The Contractor shall perform all services required to be performed and completed as outlined (the "Contract Work") in the March 7, 2015 Request for Proposals (the "RFP") and the Contractor's proposal (together with the RFP the "Contract Documents") as follows:
  - A. Beginning on or about March 1, 2020, prepare Park for opening on May 1, 2020, and closing on October 31, 2020, and complete clean-up at closing, including verifying that electricity and water are turned on at opening, bathroom facilities are cleaned and prepared, and general clean up are performed, and that all services are turned off and trailers are removed by the closing of the Park on October 31, 2020.
  - B. Collect all rents and fees when due and deliver rental fees to the Village offices on a daily basis, and work in conjunction with Village staff to assure accurate and timely accounting.
  - C. Ensure that all parties for seasonal rentals execute rental agreements, provide identification and vehicle registration, and abide by campground rules and regulations, and leave in a timely and orderly manner at the end of their stay, and assist Village staff with the off-season registration process.
  - D. Maintain the park grounds, including cleaning up and refuse left behind by campers, weed-whacking, mowing grass & overgrowth where riding Village lawnmowers cannot clear, checking all plumbing and electrical systems to ensure proper functioning, perform periodic Fall and Spring cleanups.
  - E. Bathrooms will be checked and cleaned daily, re-stocked when necessary, and thoroughly cleaned weekly.
  - F. Act as point of contact for all campers, handle camper inquiries and concerns, as needed, and resolve conflicts when required.
  - G. Flexible on-site hours, with phone availability hours more regulated. Minimum of 15 hours on-site over five days per calendar week, including at least one weekend day.

H. Additional duties related to the above that may reasonably be requested by the Village.

2. In consideration of the Contractor satisfactorily performing this Contract the Village of Greenport shall pay the Contractor the amount of \$19 per hour for service time provided with services to be provided at a minimum of 15 hours per week of the Contract period, and the Village will also provide a space for the Contractor's personal camper, at no charge to the Contractor, for the duration of time of the Contract.

3. The Contractor shall not assign or subcontract this Contract or any part thereof and shall not employ any Subcontractor or other person or organization (including those who are to furnish the physical of material or equipment), whether initially or as a substitute.

4. This agreement establishes a contract vendor-vendee relationship only between the Village and the Contractor and the neither the Contractor or any agent, employee, helper or assistant of the Contractor shall be considered an employee of the Village of Greenport. The Contractor shall procure and maintain where required, at Contractor's own expense, and without any contract expense to the Village, workman's compensation insurance, New York State disability insurance, and liability insurance and be prepared to provide the Village of Greenport proof of that coverage on request.

5. Contractor agrees to indemnify and hold the Village of Greenport harmless for any damages, fees or costs incurred by the Village of Greenport due to any negligent or intentional act or omission by Contractor.

6. Payment shall be made by the Village to the Contractor on a semiweekly basis, on the basis of invoices to be prepared and submitted by the Contractor.

7. Contractor shall provide the required services in a professional manner, to the best of the Contractor's ability, and in accordance with the Contract Documents. The Village of Greenport reserves the right to terminate this Contract at any time in the event that Contractor fails to provide the required services in a satisfactory manner or violates any provision of this Contract or the Contract Documents.

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

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

VILLAGE OF GREENPORT

CONTRACTOR

BY \_\_\_\_\_  
Hon. George W. Hubbard, Jr., Mayor

BY \_\_\_\_\_

(SEAL)

ACKNOWLEDGEMENT OF PRINCIPAL, IF AN INDIVIDUAL

STATE OF \_\_\_\_\_ )  
 )ss:  
COUNTY OF \_\_\_\_\_ )

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

(SEAL)

\_\_\_\_\_  
Notary Public

ACKNOWLEDGEMENT OF VILLAGE

STATE OF NEW YORK

COUNTY OF SUFFOLK

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

(SEAL)

\_\_\_\_\_  
Notary Public