



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

October 19, 2017 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

#### **PUBLIC HEARING STILL OPEN**

- o Proposed amendment to Section 9 and Section 18 (Multi-Family Dwelling) of Chapter 150 (Zoning) of the Village of Greenport Code

#### **BOARD DISCUSSION**

- o Proposed amendment to Chapter 103 (Rental Regulations for Residential Properties) of the Village of Greenport Code

#### **MONTHLY REPORTS FOR:**

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

#### **REPORTS FROM COMMITTEES**

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

#### **PUBLIC TO ADDRESS THE BOARD**



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EXT. 219

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SYLVIA PIRILLO, RMC  
EXT. 206

**TREASURER**  
ROBERT BRANDT  
EXT. 217

Submitted: October 11, 2017  
Meeting: October 19, 2017 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 October 2017 Work Session**

**Attachments:**

GFD October 2017 Work Session Report (PDF)

CHIEF WAYNE MILLER  
1<sup>ST</sup> ASST. CHIEF JEFFREY WEINGART  
2<sup>ND</sup> 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](mailto:gfdfire@optonline.net)  
[www.greenportfd.org](http://www.greenportfd.org)

## Finance Meeting 9/12/17

Attendance: Chiefs Miller, Weingart , Jimenez Excused.

Wardens: Barszczewski, Jensen, and Kalin.

Review all monthly bills and Fire Prevention account.

Company Requests:

Eagle Hose: LED light upgrade for 831, Budget Items.

Relief Hose: Budget Items.

Star Hose: Budget Items.

Standard Hose: Budget Items , New Truck.

Phenix Hook & Ladder: Budget Items.

Rescue Squad:Supplies from Hammer Medical for \$1196.92

Water Rescue Budget Items.

Fire Police: Budget Items.

Firematicly ,

Wayne D. Miller

Chief Engineer

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X
1																								
2																								
3																								
4																								
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7																								
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10																								
11																								
12																								
13																								
14																								
15																								
16																								
17																								
18																								

Greenport Fire Department period ending September 30, 2017

## maximum points in category

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X
4		elect/app	# Fire	%		pts	# EMS	%		pts		st/by	mtgs	misc	train	drill	pos(dis)		points		haz	bb	wp/sh	yap
19	Corazzini, Jeffrey	L	5	3.8%	0	9	1.9%	0	0	1	6	2	5	1	5	20			20		X	X		X
20	Corazzini, Warren		15	11%	25	18	3.8%	0	0	0	4	1	9	0	0	39			39		X	X		
21	Corwin, Everett		46	35%	25	112	24%	25	25	0	12	13	3	0	0	78			78		X	X	X	
22	Corwin, Norma	W,L	39	30%	25	141	30%	25	25	0	15	13	19	2	13	112			112		X	X	X	X
23	Corwin, Raymond	(W)	39	30%	25	76	16%	25	25	0	13	15	4	0	2	84			84		X	X	X	
24	Corwin, Robert	C,D	79	60%	25	285	61%	25	25	0	16	15	25	2	11	119			119		X	X	X	X
25	Corwin, Scott		7	5.3%	0	3	0.6%	0	0	0	6	3	1	0	0	10			10		X			
26	Costas, Tom		17	13%	25	23	4.9%	0	0	0	9	13	3	0	0	50			50		X	X	X	
27	Creedon, Daniel	L	19	15%	25	58	12%	25	25	0	8	4	1	0	3.75	66.75			66.75				X	
28	De Kerillis, Alain	T	22	17%	25	45	9.6%	0	0	0	7	7	2	1	5	47			47		X	X		X
29	Detrick, Gary		22	17%	25	3	0.6%	0	0	0	2	4	2	0	0	33			33		X		X	
30	Ellis, Scott		3	2.3%	0	32	6.8%	0	0	0	3	0	6	0	0	9			9		X	X	X	
31	Ficurilli, Michael	(L)	33	25%	25	2	0.4%	0	0	0	4	4	3	0	1.25	37.25			37.25		X	X	X	
32	Flora, Michael		65	50%	25	18	3.8%	0	0	0	9	6	2	0	0	42			42			X	X	
33	Garcia, Gloria		0	0%	0	0	0%	0	0	0	0	0	0	0	0	0			0					
34	Golden, Danielle		1	0.8%	0	3	0.6%	0	0	0	1	0	0	0	0	1			1					
35	Goldstein, Myron		0	0%	0	0	0%	0	0	0	1	1	1	1	0	3			3			X		

points as of SEPTEMBER 30, 2017 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
		elect/app	# Fire	%		pts	# EMS	%		pts		st/by	mtss	misc	train	drill	pos(dis)		points		haz	bb	w/p/sh	yap
4																								
36	Grattan, Timothy		16	12%	25	0	0	0%	0	0		0	5	1	0	0	0		31					
37	Grilli, Jared		0	0%	0	0	0	0%	0	0		0	7	3	1	0	0		11				X	
38	Grilli, Jennifer		2	1.5%	0	2	2	0.4%	0	0		0	7	10	12	0	0		29		X	X	X	
39	Grilli, John		2	1.5%	0	4	4	0.9%	0	0		0	16	12	4	0	8		40		X	X	X	
40	Hamilton Jr., Robert		47	36%	25	15	15	3.2%	0	0		0	11	11	8	0	3		58		X	X	X	
41	Hanold, Christopher	(L),D,C	24	18%	25	52	52	11%	25	25		2	13	15	19	0	8		107		X	X	X	
42	Harris, Cliff		8	6.1%	0	10	10	2.1%	0	0		0	7	12	3	1	8		31			X		X
43	Harris, Peter	L,T	69	53%	25	27	27	5.8%	0	0		0	16	15	5	1	10		72		X	X	X	X
44	Hays, Spencer	(C)	28	21%	25	9	9	1.9%	0	0		0	9	10	5	1	2		52		X	X	X	X
45	Hollid, Scott		18	14%	25	3	3	0.6%	0	0		0	11	13	2	0	8		59				X	
46	Hubbard Jr, George		16	12%	25	5	5	1.1%	0	0		0	11	11	7	0	0		54			X	X	
47	Hughes, Colleen		12	9.2%	0	41	41	8.7%	0	0		0	8	7	3	0	5		23		X		X	
48	Huzsek, Andrew H		61	47%	25	10	10	2.1%	0	0		0	12	9	3	1	0		50		X	X	X	X
49	Hydell, Carol		7	5.3%	0	17	17	3.6%	0	0		0	11	14	4	1	5		35		X	X	X	X
50	Hydell, Charles	L	25	19%	25	26	26	5.5%	0	0		1	12	15	6	1	5		65		X	X	X	X
51	Illescas, Adolfo		0	0%	0	0	0	0%	0	0		0	0	0	0	0	0		0					
52	Jenkins, Karolyn		7	5.3%	0	9	9	1.9%	0	0		0	7	6	3	0	0		16		X	X	X	

points as of SEPTEMBER 30, 2017 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
4		elect/app	# Fire	%		pts	# EMS	%		pts		st/by	mtgs	misc	train	drill	pos(dis)		points		haz	bb	wp/sh	yap
53	Jensen, Warren	W	31	24	%	25	4	0.9	%	0		0	18	14	7	0	8		72		X	X	X	
54	Jester, Robert		10	7.6	%	0	10	2.1	%	0		0	13	9	5	0	0		27		X	X	X	
55	Jimenez, Susano	CH	105	80	%	25	317	68	%	25		3	20	15	7	1	25		121		X	X	X	X
56	Johnson, Craig	L	38	29	%	25	25	5.3	%	0		0	15	10	5	0	3.75		58.75		X	X	X	
57	Kalin, James	W,T,D,D	99	76	%	25	341	73	%	25		0	20	14	4	2	16.75		106.8		X	X	X	X
58	King, David	T,D	66	50	%	25	31	6.6	%	0		1	10	10	3	0	8		57		X	X		
59	Kostal, Shelby		0	0	%	0	0	0	%	0		0	0	0	0	0	0		0					
60	Land, Shannon		0	0	%	0	0	0	%	0		0	0	0	2	0	0		2		X	X		
61	Luke, Alexander		20	15	%	25	6	1.3	%	0		0	6	5	4	0	0		40		X	X	X	
62	Manwaring, Julia		27	21	%	25	32	6.8	%	0		2	15	4	12	0	0		58		X	X	X	
63	Manwaring, Wayde	L	43	33	%	25	67	14	%	25		2	16	6	12	0	5		91		X	X	X	
64	Marczewski, Macy		8	6.1	%	0	1	0.2	%	0		0	9	10	4	0	0		23		X	X	X	
65	Martocchia, Jerome	W	20	15	%	25	5	1.1	%	0		1	19	11	5	0	6		67		X	X		
66	Mazzei, Aileen		0	0	%	0	0	0	%	0		0	5	5	3	0	0		13		X	X	X	
67	Melly, Megan		32	24	%	25	144	31	%	25		1	11	6	25	2	0		95		X	X	X	X
68	Miller, Joseph		0	0	%	0	3	0.6	%	0		0	1	1	2	0	0		4		X	X		
69	Miller, Wayne	CH	65	50	%	25	198	42	%	25		1	20	15	4	1	25		116		X	X	X	X

points as of SEPTEMBER 30, 2017 prepared by James H. Kalin

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X
4		elect/app	# Fire	%		pts	# EMS	%		pts		st/by	mtgs	misc	train	drill	pos(d/s)	points		haz	hb	wp/sh	yap	
70	Mills, William, III		0	0	%	0	0	0	%	0		0	1	0	3	0	0	4		X	X	X		
71	Milovich Jr., Joseph	W	70	53	%	25	14	3	%	0		1	17	14	4	0	8	69		X	X	X		
72	Mims, Ralph		0	0	%	0	0	0	%	0		0	1	0	2	0	0	3		X		X		
73	Morris, Gregory		7	5.3	%	0	0	0	%	0		0	2	1	0	0	0	3				X		
74	Musto, Francis		68	52	%	25	218	46	%	25		1	18	15	5	1	0	90		X	X	X	X	
75	Myslorski, Henry		0	0	%	0	0	0	%	0		0	8	3	3	0	0	14		X	X	X		
76	Myslorski, Linda	C,S	34	26	%	25	113	24	%	25		3	9	7	10	3	13	95				X	X	
77	Nedoszytko, William	S	0	0	%	0	0	0	%	0		0	9	0	0	0	5	14						
78	Nyce, David	W,L	83	63	%	25	2	0.4	%	0		2	20	15	5	3	13	83		X	X	X	X	
79	Parker, Jason	D	39	30	%	25	121	26	%	25		2	7	5	2	0	2.25	68.25		X	X			
80	Pirillo, James A. (s)		43	33	%	25	1	0.2	%	0		0	11	14	4	1	0	55		X	X	X	X	
81	Pirillo, James J. (f)	(W)	23	18	%	25	0	0	%	0		0	9	7	3	0	2	46		X	X			
82	Pope, George	L,D	83	63	%	25	225	48	%	25		1	20	6	5	1	7.25	90.25		X	X	X	X	
83	Purcell, Bernard		125	95	%	25	228	49	%	25		4	10	15	5	3	0	87		X	X	X	X	
84	Purcell, Ryan	(L),C	19	15	%	25	2	0.4	%	0		0	14	10	9	0	7.25	65.25		X	X	X		
85	Quillin, Michael	D	36	27	%	25	0	0	%	0		0	10	15	4	1	3	58		X	X	X	X	
86	Raynor, Dale		34	26	%	25	13	2.8	%	0		0	6	11	4	0	0	46		X	X	X		

points as of SEPTEMBER 30, 2017 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
4		elect/app	# Fire	%	pts	# EMS	%	pts	st/by	mtgs	misc	train	drill	pos(dis)	points	haz	hb	wp/sh	yap					
87	Reiss, Helen	L	50	38 %	25	249	53 %	25	3	9	12	5	0	5	84	X	X	X						
88	Rempe Jr, Fred		30	23 %	25	76	16 %	25	0	4	9	3	0	0	66	X	X							
89	Richter, Michael	T,T	36	27 %	25	157	33 %	25	2	14	3	3	0	10	82	X	X	X						
90	Rosa, Lisa		12	9.2 %	0	11	2.3 %	0	0	8	7	6	0	0	21	X	X	X						
91	Ruffner, William	(C)	2	1.5 %	0	1	0.2 %	0	0	5	6	0	0	2	13									
92	Rutkowski, Stephen		66	50 %	25	128	27 %	25	0	12	8	5	2	0	77	X	X	X					X	
93	Sieban, Edward	S,T,W	10	7.6 %	0	8	1.7 %	0	0	18	5	4	0	16	43	X	X	X						
94	Skrezec, John		64	49 %	25	19	4.1 %	0	0	9	11	4	0	0	49	X	X	X						
95	Spanos, James		1	0.8 %	0	0	0 %	0	0	7	2	2	0	0	11	X	X							
96	Spinozzi, Matthew		49	37 %	25	7	1.5 %	0	0	8	1	25	2	0	61	X	X						X	
97	Staples, Halsey		61	47 %	25	155	33 %	25	0	9	1	3	0	0	63	X	X	X						
98	Stoner, Gary		31	24 %	25	13	2.8 %	0	0	5	0	2	0	0	32		X	X						
99	Tamin, John		81	62 %	25	146	31 %	25	0	12	12	4	0	0	78	X	X	X						
100	Tejada, Yira		1	0.8 %	0	1	0.2 %	0	0	2	0	0	1	0	3								X	
101	Thorp, Thomas		41	31 %	25	49	10 %	25	2	6	4	5	3	0	70	X	X	X					X	
102	VanEtten, George		34	26 %	25	10	2.1 %	0	0	8	10	4	0	0	47	X	X	X						
103	Verity, Michael		0	0 %	0	0	0 %	0	0	1	1	0	0	0	2									

points as of SEPTEMBER 30, 2017 prepared by James H. Kallin

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X
		elect/app	# Fire	%		pts	# EMS	%		pts		st/by	mtgs	misc	train	drill	pos(dis)		points		haz	hb	wr/sh	yap
4																								
104	Volinski, Antone, Jr.		77	59%		25	46	9.8%		0		0	11	9	4	0	0		49		X	X	X	
105	Volinski, Antone, III	W	49	37%		25	172	37%		25		0	11	10	11	0	8		90		X	X	X	
106	Volinski, Darryl	L	18	14%		25	42	9%		0		0	4	5	6	0	5		45		X	X	X	
107	Walker, David		0	0%		0	1	0.2%		0		0	1	0	0	0	0		1					
108	Walters, Joseph		0	0%		0	0	0%		0		0	7	0	7	0	0		14		X	X		
109	Weingart, Jeffrey	CH	63	48%		25	191	41%		25		8	20	15	17	3	25		138		X	X	X	X
110	Wright, William		42	32%		25	8	1.7%		0		0	9	11	5	1	0		51		X	X	X	X
111	Zurek, Gregory		20	15%		25	11	2.3%		0		0	8	7	4	1	0		45		X	X	X	X
112	Zurek Jr, Stanley		20	15%		25	6	1.3%		0		0	9	1	4	0	0		39		X	X	X	
113																								

points as of SEPTEMBER 30, 2017 prepared by James H. Kalin

CHIEF WAYNE MILLER  
1<sup>ST</sup> ASST. CHIEF JEFFREY WEINGART  
2<sup>ND</sup> ASST. CHIEF SUSANO JIMENEZ  
CHAPLAIN T. MURRAY  
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THIRD STREET · P.O. BOX 58  
GREENPORT, NY 11944  
Email: [gfdfire@optonline.net](mailto:gfdfire@optonline.net)  
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## MEETING OF THE BOARD OF WARDENS

WEDNESDAY, September 20, 2017

### OPENING

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

### ATTENDANCE

Chief Wayne Miller

1<sup>st</sup> Ass't Chief Jeffrey Weingart

2<sup>nd</sup> Ass't Chief Susano Jimenez

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

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

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

Wardens David Nyce and Jerome Martocchia of Standard Hose Co. #4

Wardens James Kalin and John Grilli of Phenix Hook & Ladder Co. #1

### **THOSE WISHING TO ADDRESS THE BOARD –**

1. Mary Bess Phillips requesting to have the antique fire truck start off the Halloween parade Oct 28<sup>th</sup>. The carousel rides will be at the end rather than the beginning. There will be events for kids & family at the end in the park as well.
2. Cliff Harris speaking on the behalf of the Christmas parade committee- they want to start off the night with a “parade of lights.” He is asking the FD to decorate the firetrucks for a short parade around the block. The parade will go up 3<sup>rd</sup> street, front street will be shut down, let off Santa & Mrs. Claus at Mitchell Park & then the fire trucks can park on front street until the end of the festivities. They are asking that each company decorates the trucks as much as they would like. 430-5pm kick off on December 2<sup>nd</sup>.
3. Chief Wayne Miller requested an executive session.

### **EXECUTIVE SESSION**

Motion made by David Nyce, seconded by John Grilli, to adjourn to an executive session to discuss personnel matters. Motion carried. Adjourned to executive session at 7:09pm.

Upon returning from the executive session, a motion made by David Nyce, seconded by Warren Jensen, to resume with the regular meeting. Motion carried. Regular meeting resumed at 7:22pm.

### **READING OF THE PREVIOUS MINUTES**

Motion made by Edward Sieban, seconded by David Nyce, to approve the minutes of the August 23, 2017 meeting of the Board of Wardens as printed and distributed. Motion Carried.

### **FINANCE COMMITTEE**

The finance committee report was read by Chief Miller. Motion made by Warren Jensen, seconded by Edward Sieban, to accept the report. Motion Carried.

### **COMPANY OFFICERS' MEETING MINUTES-** No Report.

Chief Wayne Miller mentioned that more people need to attend these meetings. Discussion ensued. John Grilli suggested only having the meetings as needed if there is something coming up to discuss. Chief Wayne Miller asked if it needed to be changed with the board. James Kalin explained that it was an administrative decision.

### **TREASURER'S REPORT**

The Treasurer's report for the period of Aug 24, 2017 through Sept 20, 2017 was read by Secretary/Treasurer James Kalin. Motion made by John Grilli, seconded by David Nyce, to accept the treasurer's report as read. Motion carried. (report attached)

### **BILLS-**

1. \$850 from Charles Hydell for the generator room re-sheathing. Motion made by Edward Sieban, seconded by John Grilli, to accept and pay this bill. Motion carried.
2. John Grilli for gas at the BP station used with his own credit card. One was for \$25.18, the other for \$20. Motion made by Antone Volinski III, seconded by Edward Sieban to reimburse J.Grilli. Motion carried.

### **COMMUNICATIONS**

1. \$100 donation from Sandy Beach POA.
2. Invitation from Chief Flatley-scheduled Gas service exercise- simulated gas leak, Southold Town Beach, October 12, 2017.
3. Chris Golden requesting assistance to oversee GHS varsity football games Sept 23, Sept 28, Oct 13, Oct 27. He also wanted to know if the Rescue Squad could also be at JV & JR high as well. Much discussion ensued.

4. Fireboat museum muster Sept 23<sup>rd</sup>, donations needed. Motion made by David Nyce, seconded by James Kalin, to donate \$100 to SPAAMFA. Motion Carried. Another motion was made by E.Sieban, seconded by D.Nyce, to donate \$500 to the fireboat. Motion Carried.
5. Bellmore Hose Co #1 fundraiser "Wreaths Across America" to support Veterans. 1 Wreath is \$15. Motion made by 1<sup>st</sup> Ass't Chief Jeffrey Weingart, seconded by Edward Sieban, to buy 10 wreaths. Motion Carried.
6. Freeport Truck Co. Raffle, \$10,000 prize, Nov. 11, 2017.
7. Bohemia FD 125<sup>th</sup> Annual committee presents a lecture, "First 20 Min" Oct 7. 2017, Connetquot High School.
8. Oktoberfest 5k Run, Oct. 7, 2017, Stonybrook FD.
9. 6<sup>th</sup> Annual Stuff the Sleigh 5K race toy drive, Cutchogue FD, December 10, 2017.
10. Mastic FD, spaghetti dinner fundraiser, October 7<sup>th</sup> 2017.
11. NY Wildfire & incident management academy classes, Oct 19-29<sup>th</sup>, Brookhaven National Lab.
12. Heroes run, Oct 21, 2017, North Patchogue FD Head Quarters.

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

### **APPLICATIONS FOR MEMBERSHIP-**

### **REPORTS OF COMMITTEES**

#### **Buildings and Grounds**

1. J. Milovich reported that the electrician came in for the back building because the lights weren't coming on. Discussion ensued.
2. J.Milovich received estimates for the gutters from Galanek & Riverhead building supply. Galanek's estimate- \$3,600 for front gutter & roof. \$4,900 for rear gutters. Riverhead Building supply's estimate was much cheaper, but does not provide details on what is included in estimate. J.Milovich will get a more detailed estimate.

3. Norma Corwin brought up last month's discussion of making a walkway where the Belgian Block & shrubs are. She said the Mayor said that they will tie it in with doing the apron at no cost. Motion made N. Corwin, seconded by W.Jensen, to ask the village to tie it in with current work, getting rid of Belgian block, making a sidewalk like the other side of the firehouse, and adding a drywell. Motion carried. Chief Wayne Miller will let the Mayor know.
4. Norma Corwin reported that Bob Corwin spoke to someone at Peconic Landing about the guy that did the floors there. He will get an estimate. J. Milovich is getting a quote from Hoffman Floors as well.
5. Chief Wayne Miller mentioned that he wanted to get an estimate from Billy Wright to paint the North side of the building. An artist dropped off something he made from snow fence. He has made many and dropped them off to each FD. Chief Wayne Miller wants to hang it up outside on the building. Discussion ensued.
6. J. Milovich thanked everyone for all of the efforts & input.
7. Antone Volinski III said that the guy that is restoring The Bell is coming back to clean the bell & plaques & seal off the bricks.
8. J.Milovich brought up the point that since D. Nyce is working on the capital budget, maybe they can consider getting the electric done. Everything would need to be rewired & redone. Much Discussion ensued.
9. Warren Jensen mentioned getting the floors redone in the meeting room. He said he had a guy look at it. The guy pulled up the heating vents & thought that there was enough thickness to do the floors although the last person that looked at it didn't think it would be able to be done. Much Discussion ensued.

### **Bylaws**

Eagle Hose Company has made a decision about the bylaw changes that were discussed at last month's meeting. They voted on no amendments to be made to the bylaws. Majority voted that there be no amendments made.

**Finance-** No Report.

**Fire District-** No Report.

**Pre-Incident Planning**- No Report.

**Service Awards**- J. Barszczewski asked what the status was in looking into increasing the years for LOSAP. James Kalin reported that it is still ongoing.

**Recruitment**- No Report.

**Casualty Fund**- No Report.

**Funeral**- No Report.

**Communications**- No Report.

**Trips & Travel**- No Report.

### **COMPANY REQUESTS**

**Eagle Hose Co. #1**- Request use of rec. room for dart league Friday nights.

**Relief Hose Co. #2**- Turn out gear for new people, 5 new masks.

**Star Hose Co. #3**- Budget Items.

**Standard Hose Co. #4**- New helmet shield for Dale Raynor, accountability tags, & reimbursement for ferries for \$98 for Al.

**Phenix Hook & Ladder Co. #1**- Budget items.

**Rescue Squad**- Budget items.

**Fire Police**- Budget items.



Water Rescue- 2 streamlight LED flashlights, (5) 2 & a half gallon fire extinguishers, 6 harnesses (shoulder strap)

1st Ass't Chief Jeffrey Weingart got a quote on wetsuits. The cheapest he found was for a total of \$2,780 which was mutang brand with the firestore discount. W.Jensen asked if the Water Rescue fund should be used for this. A motion made by Antone Volinski III, seconded by W. Jensen, to purchase them using the Water Rescue Fund. Motion Carried.

### UNFINISHED BUSINESS –

1. Chief Wayne Miller reported that Lehmann got his expulsion letter.

REPORTS OF DELEGATES- No Report.

### NEW BUSINESS

1. Motion made by Warren Jensen, seconded by David Nyce, to accept the requests for both the Halloween & Christmas Parades. Motion Carried.
2. Edward Sieban brought up that the fire hydrant West of St. Peters Church is covered with brush & barely visible. Chief Wayne Miller spoke to Warren Jensen who reported that SCWA does not clear those & that the property owner should be the one clearing it.
3. J. Milovich questioned the last water rescue. He wondered if there could be better planning on where to launch from. Much discussion ensued. Chief Wayne Miller is the one who makes decisions on the water rescue calls.
4. James Kalin requested to go back to the hydrant issue. He brought up the point that the GFD used to clear the hydrants when they tested them, even if it was outside of the village. He then asked how the SCWA gets to the hydrants. W. Jensen reported that the SCWA only clears what they need to get to each hydrant.
5. Chief Wayne Miller requested that the GFD pays \$1500 to the pipebands to have them join Washington's Birthday Parade. This will come out of the May Mile fund. Motion made by J. Grilli, seconded by J. Martocchia, to support this request. Motion carried.

6. W. Jensen asked if there was any progress on the sign. Antone Volinski III spoke to Joe Capuano (IT manager) at Peconic Landing. Much discussion ensued. He says the best idea is to buy a laptop and dedicate it to the sign. The software would need to be added to the computer. Antone Volinski III will find the contact number to the company for the sign & make a phone call to them.

### **GOOD OF THE DEPARTMENT**

1. Norma Corwin asked what the status was on fixing the siren. Chief Wayne Miller said that they are still waiting for the encoder to come in. W. Jensen asked if there was a way to activate, without activating the siren. Much discussion ensued. As per company, it takes 6 weeks for the part to come in.
2. Norma Corwin mentioned that she needs the ability to do a power point presentation with a projector for her BLS 12 lead. Peconic Landing is allowing her use of their classroom for that. Much Discussion ensued.
3. David Nyce, on the behalf of his company, wanted to thank GFD for the use of the station for the Annual Chicken BBQ. He also questioned the status on moving the memorial rock on Moores Lane to the FD. He wanted to know if there was a letter requesting it to be moved. Chief Wayne Miller thought that it was word of mouth. There will need to be rededication of the rock.

### **READING OF THE MINUTES**

Motion by David Nyce, seconded by Antone Volinski III, to dispense with the reading of the minutes of tonight's meeting. Motion carried.

### **ADJOURMENT**

Motion by W. Jensen, seconded by D. Nyce, to adjourn. Motion carried. The meeting was adjourned at 8:33 pm.

Submitted by,

Rebecca J. Jensen

Recording Secretary

GREENPORT FIRE DEPARTMENT  
TREASURERS REPORT  
08/24/2017 thru 09/20/2017

GENERAL FUND		<u>beginning balance</u>	\$ 6,331.77
	<u>receipts</u>	J. Kalin - def drv rebate	+ \$51.75
		Sandy Beach POA	+ \$100.00
		R. Foster	+ \$25.00
	<u>expenditures</u>	R. Jensen - rec sec	- \$315.00
		<u>ending balance</u>	<u>\$ 6,193.52</u>
MEMORIAL FUND		<u>beginning balance</u>	\$1,607.53
	<u>expenditures</u>	Ivy League Flowers - Syron	- \$159.95
		<u>ending balance</u>	<u>\$1,447.58</u>
MAY MILE FUND		<u>beginning balance</u>	\$24,269.25
	<u>expenditures</u>	Rico's Clothing - trench coats	- \$8,248.35
		A. Volinski, Jr.- kitchen sup.	- 11.09
		<u>ending balance</u>	<u>\$ 16,009.81</u>
WATER RESCUE SQUAD FUND		<u>balance unchanged</u>	<u>\$2,184.35</u>
WASH. B'DAY FUND		<u>balance unchanged</u>	<u>\$597.48</u>
RESCUE SQUAD 2% FUND		<u>balance unchanged</u>	<u>\$7,068.36</u>

submitted by James H. Kalin, Secretary-Treasurer



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

**TREASURER**  
ROBERT BRANDT  
EXT. 217

Submitted: October 12, 2017  
Meeting: October 19, 2017 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**

October 19, 2017

## **Administrator's Office**

### **Statistics**

#### Work Orders:

Electric = 20 Written, 20 Completed  
Water = 23 Written, 23 Completed  
Sewer = 29 Written, 28 Completed  
Road = 54 Written, 54 Completed

### **Reports**

❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 10-10-2017. 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 10-13-2017.

# Road/Water Department

## Statistics

### Water Distribution:

10,393,700 Gallons Sold

### Sampling:

All water samples complied with Department of Health requirements.

Locations:    419 Sixth Street  
                  Total Coliform = Negative  
                  E Coli = Absent  
                  Residual Chlorine = 0.46 mg/L

Third Street Firehouse  
                  Total Coliform = Negative  
                  E Coli = Absent  
                  Residual Chlorine = 0.57 mg/L

The form, DOH-360, was filed with the DOH on October 10, 2017 outlining the above results.

## Report

### Tasks Accomplished:

- ❖ Performed Water Machine maintenance.
- ❖ Cleaned the tops of all storm drains.
- ❖ Patched roads throughout village.
- ❖ Installed new parking signs at the Polo Grounds and repaired the chain to stop vehicles from driving on the grass.
- ❖ Assisted the Sewer Department with a road closure to clear a blockage.
- ❖ Cleaned up and removed branches after a storm damaged several trees.
- ❖ Repaired Toro lawnmower, put new tires on G-66, changed gutter brooms on sweeper, and performed preventative maintenance on G-44.
- ❖ Cleaned Basketball Court on Third Street.
- ❖ Repaired more fence posts at Fifth and Sixth Street Park.
- ❖ Trained new team members on heavy equipment safety and operation.
- ❖ Stored lifeguard chair from Fifth and Sixth Street Beach.
- ❖ Moved planters on Main Street and Front Street for the Maritime Festival.
- ❖ Worked Maritime Festival on September 23<sup>rd</sup> and 24<sup>th</sup>.

## Projects:

The Road Crew has been working in conjunction with the road construction contractor. The crew completed the landscaping and seeding on South Street between Fourth and Fifth Avenues. They also removed grubbing debris after the concrete work was completed. On Main Street, they assisted with preparation and planning for the Main Street phase of the construction.

The roof on the Road Barn garage has been redone with a new silicone based roofing paint membrane. The road crew cleared and cleaned the old roof and prepared the surface for the new roof. Finally, the crew applied several coats of the membrane paint to the roof and several coats of paint to the exterior.

## 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 September = 8,555,000 gallons.

Average Daily Flow = 0.285 million gallons/day. (MGD). Permit limit = 0.650 MGD

Total Suspended Solids, (TSS) % removal = 99% Permit limit = 75%

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

Coliform Fecal General = 3 MPN/100 Permit limit = 200 MPN/100

Coliform Total General = 14.9 MPN/100 Permit limit = 700 MPN/100

Total Nitrogen in effluent = 9.8 lbs/day

#### Sludge Removal:

49,000 gallons of sludge was hauled during September.

### Report

#### ❖ Treatment Plant:

De-ragged post anoxic mixer in BNR Basin #2

Repaired plant bathroom sump pump

Replaced tires on G-13

Fixed Clarifier sump pump

❖ Collection System:

Installed RPZ on wall at Ludlum Pump Station

Cleaned level probe at Central Pump Station

Cleared blockage on Second Street

Cleared blockage at Claudio's Pump Station and jet-rodded Main Street

## Electric Department

### Statistics

#### Monthly Power Usage:

Maximum usage day = September 23<sup>rd</sup> @ 100.444 Mwh

Minimum usage day = September 30<sup>th</sup> @ 74.273 Mwh

Peak Demand = September 23<sup>rd</sup> @ 5:15 PM 5.55 Mw

Monthly total usage = 2564.179 Mwh

Greenport Meter Daily Totals Sheet is attached

Service calls/call outs = 8

Street light repairs = 13

Customers shut off for non-payment = 4

Customers turned on for payment = 3

Customers turned on for the season = 0

New Services/Service Upgrades = 0

Tasks Accomplished:

- ❖ Installed new three phase service panel at Power Plant.
- ❖ Repaired and replaced several street lights that were out.
- ❖ Installed several utility poles for new services.
- ❖ Prepared and stocked trucks for the Main Street distribution changes.
- ❖ Cleared some downed trees and repaired a house service after a storm.
- ❖ General plant and grounds maintenance.

Projects:

The Cooling Tower Project continues to progress. The old cooling towers have been disconnected and removed. The new cooling unit has been installed over the existing cooling basin. The basin has been cleaned and a new coating of waterproof paint has been applied. The exterior walls have been repaired as per the scope of work. All grading has been completed and new concrete has been poured. It is expected that we will be able to startup and test the new system by late October.

**Attachments:**

Greenport Meter Daily Totals Sept 17 (PDF)



Daily Totals - GREENPORT

**Customer Information**

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

**Fri Sep 1 2017 to Sat Sep 30 2017**

Total Usage: 2,564,179.00 KWH  
 Peak Demand: 5,552.00 KW  
 Occurred On: Sep 23 2017 17:15  
 Load Factor: 64.15 %

Period Ending	Ch. 1 (KWH)
09/01/2017	82,670.00
09/02/2017	82,672.00
09/03/2017	86,260.00
09/04/2017	86,976.00
09/05/2017	92,052.00
09/06/2017	88,912.00
09/07/2017	82,918.00
09/08/2017	81,482.00
09/09/2017	78,990.00
09/10/2017	77,259.00
09/11/2017	77,020.00
09/12/2017	76,995.00
09/13/2017	81,369.00
09/14/2017	88,525.00
09/15/2017	97,709.00
09/16/2017	96,640.00
09/17/2017	88,700.00
09/18/2017	85,673.00
09/19/2017	80,730.00
09/20/2017	82,888.00
09/21/2017	83,222.00
09/22/2017	84,734.00
09/23/2017	100,444.00
09/24/2017	97,677.00
09/25/2017	91,316.00
09/26/2017	87,806.00
09/27/2017	86,820.00
09/28/2017	86,377.00
09/29/2017	75,070.00
09/30/2017	74,273.00



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Submitted: October 12, 2017  
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*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

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## Work Session Report Village Administrator - Building

# Work Session Report for Building Department

October 21, 2017

## Building Inspector's Office

### Statistics

#### Summary of Transactions:

Building Permit Applications	3
Fence Permits	0
Wetland Permit Application	0
Wetland Permit Issued	0
HPC Application	0
Zoning Board Applications	0
Planning Board Applications	3
CO Fees	2
Yard Sale	10
Road Opening	0
Sewer Inspection Fee	0
Dumpster Permit	1
Sign Permit	1
Rental Permit Fees	0
Demo Permit	1

Total Fees Collected: \$1,827.50

## Reports

- ❖ Building Permit Applications have picked up again. We continue to have many residential renovation applications.
- ❖ The Planning Board, Zoning Board and Historic Preservation Commission have slowed down with few new applications.
- ❖ Our new Fire Marshal has been conducting inspections and has cited some code violations.
- ❖ The Building Inspector and Code Enforcer continue to respond to code complaints.

## Code Enforcer's Office

### Reports

Traffic Enforcement Statistics Worksheet is attached.

Code Enforcement Worksheet is attached.

### **Attachments:**

Code Enf Rep 101917 (PDF)

Park Enf Rep 101917 (PDF)



## September 2017 Code/Ordinance Enforcement Report

<i>DATE/LOCATION</i>	<i>CHARGE/COMPLAINT</i>	<i>FACTUAL</i>	<i>ACTION TAKEN</i>	<i>DISPOSITION</i>
September 6, 2017 511 First Street, Greenport, New York, 11944	<b>112-19B (VGC)</b> Brush pickup regulations.	Location has a brush pile in front, scheduled pickup is not until 9/12.	Order to Remedy Violation issued.	<b>Pile removed.</b>
September 6, 2017 245 Fifth Avenue, Greenport, New York, 11944	<b>112-19 (VGC)</b> Illegal Dumping	Recliner in front of location.	Order to Remedy Violation issued.	<b>Chair removed.</b>
September 7, 2017 31 Front Street, Greenport, New York, 11944	<b>112-19 (VGC)</b> Illegal Dumping	Complaint of illegal dumping reported on Post Office Property. License plate of offending vehicle recorded by complainant.	License plate check yielded registered owner of alleged offending vehicle.	Letter to registered owner of vehicle sent advising of dumping laws.
September 18, 2017 451 Sixth Street, Greenport, New York, 11944	<b>Securing a construction site</b>	Fence protecting construction site has collapsed.	E-mail sent to property owner advising them to fix it immediately.	Fence was never fixed. Village is requesting a sturdier fence to be erected at location within 10 days from 9/28/17.
September 18, 2017 223 Sixth Street, Greenport, New York, 11944	<b>112-19B (VGC)</b> Brush pickup regulations.	Location has a brush pile in front.	Order to Remedy Violation affixed to property.	<b>REMOVED</b>

September 18, 2017 157 Fifth Street, Greenport, New York, 11944	<b>112-19B (VGC)</b> Brush pickup regulations.	Location has a brush pile in front.	Order to Remedy Violation affixed to property.	<b>REMOVED</b>
September 18, 2017 168 Fifth Street, Greenport, New York, 11944	<b>112-19B (VGC)</b> Brush pickup regulations.	Location has a brush pile in front.	Order to Remedy Violation affixed to property.	<b>REMOVED</b>
September 18, 2017 220 Fifth Street, Greenport, New York, 11944	<b>112-19B (VGC)</b> Brush pickup regulations.	Location has a brush pile in front.	Order to Remedy Violation affixed to property.	<b>REMOVED</b>
September 18, 2017 130 Sixth Street, Greenport, New York, 11944	<b>AJ604.3 (NYSCS)</b> Sprinkler system Requirements  <b>65-2A (VGP)</b> Building Permits	Attic turned into habitable space without required sprinkler systems or building permits.	Several attempts by the Building Department to bring attic into compliance with the code have failed. Desk Appearance tickets issued.	<b>Awaiting arraignment</b>
September 18, 2017 413 Sixth Street, Greenport, New York, 11944	<b>112-19B (VGC)</b> Brush pickup regulations.	Location has a brush pile in front.	Order to Remedy Violation affixed to property.	<b>REMOVED</b>
September 26, 2017 200 Fourth Street, Greenport, New York, 11944	<b>112-19B (VGC)</b> Brush pickup regulations.	Location has a brush pile in front of location. Neighbors advised contractor placed brush on curb.	Order to Remedy Violation issued. Brush must be removed by property owner before October 3, 2017.	<b>PENDING</b>

September 29, 2017 Main Street, Greenport, New York, 11944	<b>Road Re- construction</b>	Handed out notices to business owners along Main Street advising of scheduled work.	N/A	<b>N/A</b>
September 30, 2017 51 Washington Avenue, Greenport, New York, 11944	<b>COMPLAINT: Rooster's causing quality of life issues.</b>	Homeowner has roosters in back yard. Code Enforcement received numerous noise complaints.	Spoke with property owner about neighbor concerns and complaints. Although not against code, property owner agreed to improve neighbor's quality of life.	<b>Property owner decided to have roosters removed from property. Property owner advised Roosters have been re-located to a farm.</b>



**COMPLETED Code/Ordinance Enforcement Report**

*CASES THAT ARE CURRENTLY IN LITIGATION OR HAVE BEEN SENT TO THE COURT ARE NOT AVAILABLE FOR FINAL DISPOSTIONS UNTIL THE CASE HAS BEEN CLOSED BY THE COURT SYSTEM.*

*\*\* COMPLAINTS RECTIFIED VIA ORDER TO REMEDY VIOLATION NOTICES ARE NOT INCLUDED \*\**

<b>LOCATION</b>	<b>SUMMONS #</b>	<b>COMPLAINT</b>	<b>FINAL</b>
14 Front Street, Greenport, New York, 11944	Numerous	Illegal Residency in a commercial building.	Defendant plead guilty to charges, agreeing to numerous stipulations, including bringing the building back to the original CO, as well as fined \$5,000.
320 Front Street, Greenport, New York, 11944	Numerous	Possible use of attic as habitable space.	Property owner provided Building Department with sworn affidavit stating the attic will at no time whatsoever be used as habitable space or for sleeping purposes under any circumstances.
299 Third Street, Greenport, New York, 11944	Numerous	Garbage & Debris on property.	Homeowner has obtained a dumpster and has begun cleaning up the property.



**September 2017 Parking Enforcement Statistics (As of October 1, 2017)**

*Case Number: Number of tickets paid.*

*Amount: Total collected for month.*

**2017 Collections by month:**

	2017	
Month	Case	Amount
January	50	\$4,895.00
February	38	\$3,740.00
March	40	\$3,375.00
April	35	\$3,045.00
May	36	\$2,675.00
June	124	\$9,530.00
July	167	\$13,045.00
August	136	\$11,785.00
September	138	\$11,935.00
October		\$0.00
November		\$0.00
December		\$0.00
TOTAL	764	\$64,025.00

***September 2017 collections:***

***\$11,935.00***

*\*Report reflects ALL parking violations issued in the Village of Greenport INCLUDING violations issued by Southold Town Police Department\**





**September 2017 Parking Enforcement Statistics (As of October 1, 2017)**

**CONTINUED**

**Fine Collection by Violation Type**

<b>VIOLATION</b>	<b>CASE</b>	<b>AMOUNT</b>
OBSTRUCT DRIVEWAY	1	\$125.00
PARKED FACING WRONG DIR.	5	\$525.00
PARKED ON SIDEWALK	3	\$225.00
PRKD DURING PROHIBITED HRS. SCH XV.	1	\$75.00
PRKD IN BUS STOP SCHED. XVII	1	\$75.00
PRKD LONGER THAN PERMITTED SCHED XVI.	46	\$3,515.00
PRKD ON VILLAGE ST. DURING SNOW STORM	1	\$225.00
PRKD OUTSIDE OF MARKINGS	11	\$985.00
PRKD WHERE PROHIBITED SCHEDULE XI.	8	\$800.00
PRKD. IN HANDICAPPED SCHED. XIX.	3	\$370.00
STOP OR STAND WHERE PROHIBITED SCH. XII.	3	\$225.00
STOP OR STAND WHERE PROHIBITED XIV.	2	\$150.00
UNINSPECTED	14	\$1,450.00
UNREGISTERED	9	\$925.00
VEHICLE PARKD OUTSD LINES	30	\$2,265.00
<b>Totals</b>	<b>138</b>	<b>\$11,935.00</b>

**\*Reflects ALL cases CLOSED by plea of guilty (Paid in full WITH or WITHOUT Penalty) OR Court ruling. Table reflects cases closed in September 2017.**

**\*THESE CASES ALSO REFLECT TICKETS WRITTEN IN PREVIOUS MONTHS THAT WERE SETTLED IN SEPTEMBER 2017\***

## Summonses ISSUED from September 1, 2017 – September 31, 2017

### Case by Violation Type

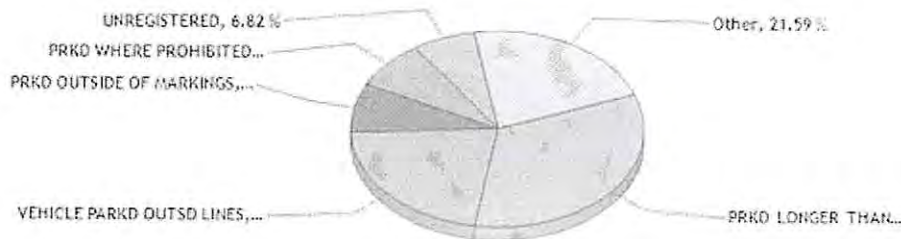
Code	Description	2017	Total
1	VEHICLE PARKD OUTSD LINES	19	19
10	PRKD. IN HANDICAPPED SCHD. XIX.	3	3
11	PRKD OBSTR. FIRE HYDRANT	1	1
13	PARKED ON SIDEWALK	3	3
14	UNREGISTERED	6	6
15	UNINSPECTED	5	5
16	PARKED FACING WRONG DIR.	5	5
17	OBSTRUCT DRIVEWAY	1	1
18	PRKD OUTSIDE OF MARKINGS	7	7
2	PRKD WHERE PROHIBITED SCHEDULE XI.	7	7
7	PRKD DURING PROHIBITED HRS. SCH XV.	1	1
8	PRKD LONGER THAN PERMITTED SCHD XVI.	29	29
	OTHER	1	1
	Total	88	88

### Top five by Violation Types

PRKD LONGER THAN PERMITTED SCHD XVI.  
 VEHICLE PARKD OUTSD LINES  
 PRKD OUTSIDE OF MARKINGS  
 PRKD WHERE PROHIBITED SCHEDULE XI.  
 UNREGISTERED

These Violations combined represent 77.26% of issuance Town wide.

### Frequently Issued Violations





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: October 12, 2017  
Meeting: October 19, 2017 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

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## **Work Session Report Village Administrator - Recreation**

# **Work Session Report Recreation Department**

October 19, 2017

## **Mitchell Park Marina/Parks**

- ❖ The marina had another successful year. We were at or near full capacity for the entire season, especially during the Labor Day and Maritime weekends.
- ❖ Maritime Festival was a huge success. All the boaters and patrons were pleased with our services. We are already booked solid for next year's festival
- ❖ Park staff was busy keeping the grounds clean and the bathrooms clean and stocked.
- ❖ The hours for the marina are now on the off-season schedule.
- ❖ The carousel has been operating nicely with no staffing or operational issues. They are also now operating on the off-season schedule.

Monthly Revenue Reports are attached.

## **Recreation Center**

### **Statistics**

Attendance:

Kids =25 Enrolled in After-School Program

## Reports

- ❖ The After-School Program began on September 11<sup>th</sup>. It was a very smooth transition and has been going very well.
- ❖ We expect to have more registrations coming in soon.
- ❖ Homework help and literacy programs began on September 18<sup>th</sup>. The programs are going extremely well, the children are very engaged and enjoy them.
- ❖ We are in the process of developing the intergenerational programs and field trips with Floyd Memorial Library. We are looking to do a trip to San Simeon and visit some local farms this year.

## Campground

### Tasks Accomplished

- ❖ Began collecting deposits for the 2018 season.
- ❖ Continued to enforce campground rules.
- ❖ General maintenance and upkeep was done.
- ❖ Updated all site maps and reservations.
- ❖ Cleaned and stocked all bathrooms.

### Attachments:

Rec Rev Report 101917(PDF)



### Recreation Department Monthly Revenue

#### Carousel

Day	Sep-17				Sep-16			
	Cash	Donations	Group Sale	Purchases	Cash	Donations	Group Sale	Purchases
1	\$2,332.00			\$110.00	\$1,446.00		\$25.00	
2	\$3,183.00			\$35.00	\$1,890.00		\$115.00	
3	\$2,582.00			\$30.00	\$2,938.00		\$10.00	
4	\$1,550.00	\$45.00		\$10.00	\$2,213.00		\$20.00	
5	\$0.00				\$1,030.00			
6	\$0.00							
7	\$0.00							
8	\$1,216.00	\$93.60						
9	\$1,216.00			\$10.00	\$90.00	\$18.00		
10	\$1,020.00	\$15.00			\$1,247.00		\$30.00	
11	\$0.00				\$1,002.00		\$15.00	
12	\$0.00							
13	\$0.00							
14	\$0.00							
15	\$180.00			\$30.00				
16	\$1,211.00			\$50.00	\$188.00			
17	\$1,027.00			\$25.00	\$1,390.00		\$35.00	
18	\$0.00				\$818.00		\$8.00	
19	\$0.00							
20	\$774.00	\$7.00						
21	\$0.00							
22	\$560.00							
23	\$3,446.00				\$186.00			
24	\$2,584.00	\$22.00		\$25.00	\$3,006.00		\$25.00	
25	\$776.00			\$70.00	\$2,348.00	\$54.66		
26	\$0.00							
27	\$0.00							
28	\$0.00							
29	\$114.00							
30	\$831.00			\$15.00	\$16.00			
31								
		\$24,150.60				\$20,163.66		
			YOY		\$3,986.94			



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**TREASURER**

ROBERT BRANDT  
EXT. 217

Submitted: October 12, 2017  
Meeting: October 19, 2017 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 October 2017**

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

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 3750, for the funding of two vehicles for the Road Department, and directing that Budget Transfer # 3750 be included as part of the formal meeting minutes for the October 26, 2017 regular meeting of the Board of Trustees.

RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 3754, for the funding various repairs and maintenance for the Waste Water Treatment Plant, and directing that Budget Transfer # 3754 be included as part of the formal meeting minutes for the October 26, 2017 regular meeting of the Board of Trustees.

**UTILITY BILLING**

Meter reading of Sector 2 being done. Sector 1 billing completed. Sector 4 red tags being processed. All monthly reports were submitted.

**COMMUNITY DEVELOPMENT/ HOUSING AUTHORITY**

- a) 7 recertifications and 3 interims were performed for August 2017.
- b) 7 recertifications and 8 interims were performed for September 2017.
- c) 6 recertifications and 2 interims were performed for October 2017.

- d) The VGHA has moved to terminate #36VC for violation of participant's obligation to report income. The informal hearing was held on September 12, 2017. The hearing officer will render a decision by September 26, 2017.
- e) 4 new vouchers were issued in August and September, therefore; at end of August, 7 families were searching for housing.
- f) 1 family found housing and leased up 9/2017. 1 family's voucher expired because they could not find housing. 1 current family lost their housing due to the landlord's intent to sell. 1 participant died. Currently, there are 6 families searching for housing.

### **SIGNIFICANT COLLECTIONS**

Rents Received for September 2017 - \$ 70,526.80

Tax Levy Collection- through September 2017 - \$ 1,025,547.54

### **INFORMATIONAL:**

Report - Cash Holdings - See attached

Utility Billing Statistics Report - see attached

CD/HA Monthly Financials - See attached

Tax Levy Collections Report - See attached

### **Attachments:**

BANK ACCOUNT BALANCES SEPTEMBER 2017 (PDF)

BILLING STATISTIC REPORT SEPTEMBER 2017 (PDF)

BUDGET AMENDMENT 3750 (PDF)

BUDGET AMENDMENT 3754 (PDF)

TAX LEVY COLLECTIONS THROUGH SEPTEMBER 2017 (PDF)

CD FINANCIALS SEPTEMBER 2017 (PDF)

HA FINANCIALS SEPTEMBER 2017 (PDF)



**BANK ACCOUNT BALANCES  
FOR THE MONTH OF SEPTEMBER 2017**

FUND	BANK ACCOUNT NAME	G/L ACCT#	TYPE	BALANCE
A	General	A.0200.000	Checking	187,143.57
A	Greenhill Cemetery	A.0201.100	Savings	33,338.29
A	Clarks Beach Savings	A.0201.120	Savings	82,279.68
A	Clarks Beach Reserve CD	A.0201.120	Cert of Deposit	678,212.87
A	Money Market	A.0201.130	Money Market	1,113,388.01
A	Fire Apparatus	A.0221.110	Money Market	356,192.18
A	General Fund Capital	A.0230.200	Cert of Deposit	251,054.79
A	Bulding Department Escrow	A.0235.101	Checking	19,442.60
A	Parks and Recreation	A.0200.200	Checking	86,768.02
				<b>TOTAL GENERAL FUND \$ 2,807,820.01</b>
CD	Small Cities Rehab.	CD.0200.000	Savings	152,586.38
CD	NYS CDBG Funds	CD.0200.400	Public Funds Acct	226.21
CD	Moran	CD.0201.000	Savings	5,728.56
CD	Watkins	CD.0201.001	Savings	21,755.08
				<b>TOTAL COMMUNITY DEVELOPMENT \$ 180,296.23</b>
E	Light Fund	E.0121.100	Checking	221,213.76
E	Light Depreciation Savings	E.0116.100	Savings	2,650,425.57
E	TTC Collections	E.0121.120	Money Market	882.64
E	Consumer Deposit Savings	E.0191.100	Savings	134,237.98
E	Consumer Deposit Checking	E.0244.200	Checking	2,472.06
				<b>TOTAL LIGHT FUND \$ 3,009,232.01</b>
F	Water	F.0200.000	Checking	409,120.60
F	Water Fund Capital	F.0200.400	SAVINGS	8,362.74
F	Water Fund CD	F.0201.000	Cert of Deposit	201,535.49
F	Water Fund Money Market	F.0201.130	Money Market	200,653.46
				<b>\$ 819,672.29</b>

G	Sewer	G.0200.000	Checking	429,895.48
G	NYS DEC Consent	G.0201.000	Savings	31,249.13
G	Sewer Fund I	G.0201.100	Cert of Deposit	360,990.71
G	Sewer Fund III	G.0201.120	Cert of Deposit	717,441.01
G	NYSEFC	G.0205.000	Checking	185,771.25
G	Sewer Wastewater	G.0220.110	Savings	12,130.72
G	NYSERDA	G.0525.000	Checking	111.01
<b>TOTAL SEWER FUND</b>				<b>\$ 1,737,589.31</b>
H	Capital	H.0200.000	Checking	566,314.69
H	Capital Reserve	H.0200.400	SAVINGS	49,458.98
<b>TOTAL CAPITAL FUND</b>				<b>\$ 615,773.67</b>
TA	Trust & Agency	TA.0200.000	Checking	90,347.96
TA	Retirement Savings	TA.0201.000	Savings	48,814.14
TA	WWI Memorial Trust	TA.0201.001	Savings	728.96
TA	T & A Special Escrow	TA.0201.002	Savings	6,584.76
TA	Justice Court	TA.0201.004	Savings	4,779.61
TA	Concert Fund	TA.0201.008	Savings	2,280.04
TA	Global Common	TA.0201.009	Savings	271,121.99
TA	Accounts Payable	TA.0202.000	Checking	660,186.27
TA	PSEG Access reserve Acct	TA.0600.112	Checking	1,320,333.33
<b>TOTAL TRUST &amp; AGENCY FUND</b>				<b>\$ 2,405,177.06</b>
	Wire Account			500,432.79
	Utility Clearing			52,710.84
				<b>\$ 553,143.63</b>
<b>TOTAL VILLAGE WIDE</b>				<b>\$ 12,128,704.21</b>

### EOM Billing Statistics Report

Rate Summary - All Routes

Service	Rate# - Description	Bills	Min. Bills	Usage	Charge	Usage	Demand	Contract	PCA	NYSCES	Comm Tax	Res Tax	
Electric	2 - Electric - Flat Charge	14	0	0	0	0	0	675.38				9.34	
	9 - Residential (1, 1)	1342	0	863063	96,299.20	0	0		24,755.75	3,246.68		2,979.94	
	10 - Water Heating (2, 2)	13	0	2130	149.10	0	0		61.05	8.02		5.45	
	11 - All Electric (3, 3)	337	0	175687	20,205.45	0	0		5,035.88	660.85		643.52	
	13 - Demand - Class 3 (5, 5)	5	0	317200	17,731.48	1203.7	14,143.48		9,092.22	1,193.30	769.13		
	14 - Village St. Lighting (6, 6)	5	0	52057.3	5,991.80	0	0		1,492.17	195.85			
	15 - Town St Lighting (7, 7)	1	0	6311.9	726.50	0	0		180.92	23.75			
	19 - Traffic Lights (11, 11)	1	0	944	100.91	0	0		27.06	3.55			
	20 - Contract St Lighting (12, 12)	1	0	0	0.00	0	0						
	21 - Sterling Harbor (13, 13)	2	0	2254.25	259.47	0	0		64.61	8.48	28.69		
	66 - Reconnection Fee- Residential	4	0	0	0	0	0	300.00					
	<b>Electric Total</b>		1725	0	1419647.45	141,463.91	1203.7	14,143.48	975.38	40,709.66	5,340.48	797.82	3,638.25
	Sewer	3 - Sewer - Flat Charge	41	0	0	2,160.70	0	0					
		4 - Sewer - Flat Charge	1	0	0	63.70	0	0					
		23 - Sewer - VILL 3/4" W/SEWER (14, 14)	876	505	5471.4	62,748.49	0	0					
		25 - Sewer - VILL 1" W/SEWER (15, 15)	29	11	659.1	7,001.26	0	0					
		27 - Sewer - VILL 1 1/2" W/SEWER (16, 16)	12	2	408.5	4,266.09	0	0					
		29 - Sewer - VILL 2" W/SEWER (17, 17)	28	5	1151.6	12,051.29	0	0					
		31 - Sewer - VILL 3" W/SEWER (18, 18)	1	1	1.8	35.04	0	0					
33 - Sewer - VILL 4" W/SEWER (19, 19)		2	1	28.7	301.30	0	0						
54 - Sewer - OUTSIDE RES SEWER (50, 50)		75	52	599.0732	10,669.41	0	0						
57 - SPLIT SEWER BILLING (52, 52)		1	0	6	0.00	0	0						
62 - DRIFTWOOD COVE 52		1	1	150.1236	2,735.20	0	0						
63 - DRIFTWOOD COVE 49		1	1	130.6008	2,577.40	0	0						
64 - PECONIC LANDING 301		1	1	561	15,832.60	0	0						
65 - CLIFFSIDE CONDOS-SEWER		1	1	98	3,682.00	0	0						
<b>Sewer Total</b>			1070	581	9265.8976	124,124.48	0	0					
Water		5 - Water - Flat Charge	24	0	0	625.10	0	0					
		22 - VILL 3/4" W/SEWER (14, 14)	883	180	6106.7	27,810.85	0	0					
		24 - VILL 1" W/SEWER (15, 15)	28	3	659	2,552.70	0	0					
		26 - VILL 1 1/2" W/SEWER (16, 16)	13	4	465	1,782.42	0	0					
	28 - VILL 2" W/SEWER (17, 17)	29	6	1297	4,841.22	0	0						
	30 - VILL 3" W/SEWER (18, 18)	1	1	2	36.90	0	0						
	32 - VILL 4" W/SEWER (19, 19)	2	1	12	73.80	0	0						
	46 - VILLAGE 1 1/2" (42, 42)	1	1	7	36.90	0	0						
	47 - VILLAGE 2" (43, 43)	8	2	671	2,446.44	0	0						
	48 - VILLAGE 3/4" (44, 44)	106	47	1174	5,268.36	0	0						
	49 - VILLAGE SEWER ONLY (45, 45)	6	0	135	0.00	0	0						
	52 - FIRE SPRINKLERS (49, 49)	25	0	0	0.00	0	0						
	53 - OUTSIDE RES SEWER (50, 50)	71	0	638.044	0.00	0	0						
	<b>Water Total</b>		1197	245	11166.744	45,474.69	0	0					
	electric-small commercial	12 - Commercial (4, 4)	371	0	980893.2	122,547.98	0	0		28,116.34	3,690.08	11,395.54	
		16 - Operating Municipalt (8, 8)	17	0	47271	5,992.46	0	0		1,354.97	177.82		
		17 - Water Department (9, 9)	3	0	14	38.79	0	0		0.40	0.05		
		18 - Sewer Department (10, 10)	10	0	56113	7,164.74	0	0		1,608.42	211.08		
	<b>Grand Total</b>	4393	826	2524371.2916	446,807.05	1203.7	14,143.48	975.38	71,789.79	9,419.51	12,193.36	3,638.25	





# VILLAGE OF GREENPORT

## Payment To 09/30/2017 Report

<b>Grand Totals</b>		Count	Payment Amt	Count	Refunds	Payment Total	Writeoff
BID	MT	108	44,077.22			44,077.22	
SEWER	MT	22	17,044.42			17,044.42	
VILL T		987	953,101.63			953,101.63	
WATER	MT	23	8,981.23			8,981.23	
<b>Total PRINCIPAL</b>			<b>1,023,204.50</b>			<b>1,023,204.50</b>	
NSF		1	15.00			15.00	
<b>Total FEES</b>			<b>15.00</b>			<b>15.00</b>	
PEN		32	2,327.27			2,327.27	
<b>Total PENALTY</b>			<b>2,327.27</b>			<b>2,327.27</b>	
OVRPY		3	806.01	1	(805.24)	0.77	
<b>Total OVRPY</b>			<b>806.01</b>		<b>(805.24)</b>	<b>0.77</b>	
<b>Total</b>			<b>1,025,352.78</b>		<b>(805.24)</b>	<b>1,025,547.54</b>	

# FDS - 213 Center St & 278 2nd Street Monthly Revenue & Expenses - September 2017

\$ 4,615.00

Account Description

	REVENUE: 213 Center 213 Center	REVENUE: 278 2nd Street UNIT 1 - 8124 8327	UNIT 3 HOUSE
Rent	\$ 1,125.00	\$ 1,300.00	1,125.00 \$ 1,125.00
Late Fees/Credits	\$ 75.00	\$ -	\$ (30.00)
<b>TOTAL REVENUE</b>	<b>\$ 1,200.00</b>	<b>\$ 1,300.00</b>	<b>\$ 1,095.00</b> <b>\$ -</b> <b>\$ 3,520.00</b>

**EXPENSES:**

	EXPENSES: 213 Center 213 CENTER	EXPENSES: 278 2nd Street UNIT 1 - 8124 8327	8328 HOUSE - 8590 RE/8361 SW
Utilities			
Electric	\$ 92.16		\$ 18.78
Water/Sewer	\$ 63.94		\$ 63.74
Propane/Heating Oil	\$ 198.33		
Admin			
Salary (\$4.32 X 2 payperiods 140 hrs=\$604.80 divide by 25% and 75%)	\$ 151.20		\$ 453.60     \$ 604.80
Payment Agreement to Village			\$ 1,000.00
<b>Total</b>	<b>\$ 505.63</b>	<b>\$ -</b>	<b>\$ -</b> <b>\$ 1,536.12</b>

	MAINTENANCE: 213 Center 213 CENTER	MAINTENANCE: 278 2nd Street Street	UNIT 1     UNIT 2     UNIT 3     HOUSE
	\$ -	\$ -	\$ -
	\$ 505.63	\$ -	\$ -
			\$ 1,536.12

Maintenance Repairs/Other

Admin Fee Supplement to HA			
Mattituck Enviro Svcs			500.00
Pine Oaks Landscaping			81.36
			120.00
Total Expenses	\$ -	\$ -	\$ 701.36
	\$ 505.63	\$ -	\$ 701.36

**MONTHLY FINANCIAL SUMMARY**

Interest Earned			
Total Revenue	\$ 1,200.00	\$ 3,520.00	
Total Expenses	\$ 505.63	\$ 2,237.48	
<b>NET REVENUE</b>	<b>\$ 694.37</b>	<b>\$ 1,282.52</b>	

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

	213 CENTER	278 2nd STREET	
	\$ 694.37	\$ 1,282.52	\$ 1,282.52

1000

**Financial Data Schedule - Monthly Revenue & Expenses  
(HAP REGISTER) - SEP 17**

Account Description

706	PHA HUD Operating Grants	\$ 69,972.00							
706a	Admin fee revenues	\$ 7,308.00							
711	Interest Earned - HAP	\$							
714	Interest Earned - ADMIN	\$							
700	<b>TOTAL REVENUE</b>	<b>\$ 77,280.00</b>							

**EXPENSES:**

912	Administrative Auditing fees	\$							
911	Salaries - Asha (\$24.52) Robert Colquhoun E.2	\$ 3,473.48	\$ 223.08	\$ 3,696.56					
911a	Medical	\$ 2,386.86	\$ 33.96	\$ 2,420.82					
911b	Dental	\$ 140.28	\$	\$ 140.28					
911c	Pension 15.8% 1st/13.0% TS	\$ 518.51	\$ 36.59	\$ 555.10					
914	Payroll Taxes/FICA	\$ 265.73	\$ 17.07	\$ 282.80					
915	Employee Benefit Contribution TOTAL	\$ 2,769.95	\$ 70.35	\$ 2,840.30					
914	Compensated absences	\$	\$	\$					

917	Inkspost	\$	\$ 180.60	\$					
918	Nina JG Stewart, Esq A. Gallacher Remb A. Gallacher Mileage	\$	\$ 46.98	\$					
916	Office Expenses Total	\$	\$ 190.00	\$					
910	Administrative Total	\$	\$ 7,183.43	\$					
962	Other General Expenses (Office Rent)	\$	\$ 530.00	\$					
969	<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 7,733.43</b>							

970	EXCESS OPERATING REVENUE OVER OPERATING EXPENSES	\$	\$	\$					
973.1	PHA Utility Allowance	\$	\$ 315.00	\$					
973.2	HAP payments	\$	\$ 71,476.00	\$					
973	PORT payments	\$	\$ 1,593.00	\$					
	(HAP, PORT and UTILITY TOTAL)	\$	\$ 71,789.00	\$					
1117	HAP & UTIL less Port payments	\$	\$ 70,196.00	\$					
1118	Total Admin Revenue	\$	\$ 7,308.00	\$					
1118-02	Total Hap Revenue	\$	\$ 69,972.00	\$					
	Net HAP	\$	\$ (1,817.00)	\$					
	Net ADMIN	\$	\$ (425.43)	\$					
980	<b>TOTAL EXPENSES</b>	<b>\$ 79,522.43</b>							

1000	EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES	\$	\$	\$					
		\$	\$ 79,522.43	\$					

80	<b>TOTAL VOUCHERS</b>	<b>TOTAL HAP,</b>	<b>PORT, UTILITIES</b>	<b>71,789.00</b>	<b>313.00</b>	<b>\$</b>
74	Vouchers Leased on last day of month					
6	New Vouchers issued/No Lease/Searching					
2	Portable Vouchers					
78	All other Vouchers					

PORT IN	DATE	BILLED	ADMIN FEE	ABSORBED
1	11/13/2015	\$ 499.00	\$ 63.31	
1	8/31/2016	\$ 1,025.00	\$ 63.31	
TOTAL PORT IN \$ - \$				
TOTAL PORT OUT \$ 1,593.00 \$ 126.62				

TERMINATED	
DECEASED	
MAR13VC	
ABSORBED	
BELINGUISHED	





236 THIRD STREET  
GREENPORT NY 11944

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**TREASURER**  
ROBERT BRANDT  
EXT. 217

Submitted: October 13, 2017  
Meeting: October 19, 2017 7:00 PM  
*Work Session Meeting*  
To: Mayor George W. Hubbard, Jr.  
Board of Trustees  
Prepared By: Jeanmarie Oddon, *Deputy Clerk*  
From: Jeanmarie Oddon, *Deputy Clerk*  
Department: Village Clerk Department

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### **Village Clerk Work Session for October 2017**

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

to be presented at the meeting held on October 19, 2017  
Report of Sylvia Lazzari Pirillo, Village Clerk

#### **Agreements, Contracts and Grants**

The quarterly MWBE Report for the Bioretention Project was completed, and submitted to the NYSEFC.

The agreement for labor counsel services between the Village of Greenport and Lamb & Barnosky was fully executed on October 5<sup>th</sup>.

#### **Financial**

On October 3<sup>rd</sup>, The Village received a payment of \$ 7,000 from the Seaport Museum, for the recent Maritime Festival.

#### **Informational**

The Carousel rounding board prints are available for sale in two sizes, at prices of \$ 75 and \$ 95, respectively. The Clerk's Office contacted [via e-mail] parties that had previously expressed interest in purchasing prints, and provided to those parties the Official Order Form as well as graphics of each Rounding Board.

Plans for the annual Tree Lighting ceremony and festivities are in progress.

At the request of the Southold Town Police Department, the start time for the Halloween Parade has been moved up to 10 a.m. (instead of 10:30 a.m.)

The Clerk has begun collecting donations for the annual Christmas event at the Recreation Center.

### **Legal Notices**

The Request for Bids for the purchase of the two surplus Fire Department Chiefs' vehicles was noticed in the October 5<sup>th</sup> edition of the paper. The bids are returnable on October 18<sup>th</sup>.

The Special Meeting Notice for the October 12<sup>th</sup> meeting with Cashin Associates and the Sandy Beach Homeowners' Association was published in the October 5<sup>th</sup> edition of the paper.

The legal notice for the public hearing regarding Chapter 118 (Merger and Sub-Division of Land) was published in the October 12<sup>th</sup> edition of the paper.

### **Letters**

On September 26<sup>th</sup>, a letter was directed to the SCWA requesting that the Village be informed in the future of work to be performed on the SCWA system.

### **Board Discussion Point(s)**

Mobilitie proposed agreement, with revisions

## **Requested Resolutions**

RESOLUTION approving the attached 2017-2018 Length of Service Award Program Fee Agreement between the Village of Greenport and Penflex, Inc. and authorizing Mayor Hubbard to sign the agreement between the Village of Greenport and Penflex, Inc.

RESOLUTION accepting the bid submitted by Stanley F. Skrezec for the provision of contractor services per the bid opening on September 28, 2017 and authorizing Mayor Hubbard to sign the agreement between the Village of Greenport and Stanley F. Skrezec.

RESOLUTION accepting the bid submitted by Stanley F. Skrezec for the provision of snow removal and disposal services per the bid opening on September 28, 2017 and authorizing Mayor Hubbard to sign the agreement between the Village of Greenport and Stanley F. Skrezec.

RESOLUTION approving the attached "Fifth Renewal to Incremental Power" between the Power Authority of the State of New York and the Village of Greenport, and authorizing Village Administrator Paul Pallas to sign the attached "Fifth Renewal to Incremental Power".

RESOLUTION declaring as surplus, and no longer needed for municipal purposes, the equipment and materials per the attached list.

RESOLUTION scheduling a public hearing for November 27, 2017 at 7:00 p.m. regarding the Wetlands Permit Application submitted by Stephen Bull to approve an existing 10' x 10' x 10' shed on upland ground above NYSDEC-designated wetlands on the property at 24 Beach Road, Greenport, New York, 11944; and directing Clerk Pirillo to notice the public hearing accordingly.

**Attachments:**

Penflex 2017\_2018 (PDF)

Fifth Renewal to Incremental Power (PDF)

Surplus List as of October 12 2017 (PDF)

# PENFLEX, INC.

SERVICE AWARD PROGRAM SPECIALISTS

[www.penflexinc.com](http://www.penflexinc.com)

Penflex, Inc.  
50 Century Hill Dr., Suite 3  
Latham, NY 12110

Phone: 800.742.1409  
Fax: 518.783.6915  
Email: [info@penflexinc.com](mailto:info@penflexinc.com)

September 2017

Ms. Sylvia Pirillo  
Village of Greenport  
236 Third Street  
Greenport, NY 11944

**RECEIVED**

SEP 22 2017

VILLAGE OF GREENPORT  
CLERK'S DEPARTMENT

**Re: Service Award Program 2017-2018 Service Fee Agreement**

Dear Ms. Pirillo:

When I was a college student, I was offered a summer internship in the actuarial department of the New York State (NYS) Retirement System. That internship was my introduction to the actuarial profession and to State and local governments. After earning a full-time position, I obtained my actuarial credentials becoming an Associate of the American Society of Actuaries. My tenure as a NYS Retirement System actuary enabled me to help State and local governments get to know and understand what has become a pretty complicated (six tiers of members!) public employee retirement plan, with almost \$200 billion in invested assets. Jump ahead 50 years and I am still helping State and local governments. Since 1990, Penflex, Inc. has been a leading facilitator to government officials in understanding and administering Service Award Programs and in lobbying for changes that would benefit both municipalities and their volunteers. I have personally helped draft proposed state and federal legislation affecting Service Award Programs.

As a result of our commitment to our clients and our hard work, Penflex has been consistently growing our NYS client base. In fact, we provide consulting, actuarial, and administration services for more Service Award Programs in NYS than any of our competitors. We also are retained to provide these services in eight other States.

We are happy to report to you that while our number of clients is growing, our staff is growing in number too! Our key senior members and I will be working together with the entire staff to ensure that we are providing the best service we can for our clients. We sincerely enjoy doing what we do. We take our responsibilities and the trust that you have placed in us very seriously.

Having more staff on board means we have been able to find ways to streamline some of our procedures. As a result, there will be no fee increases for the standard services we will provide over the 12-month period covered by the enclosed Service Fee Agreement. An Annual Statement detailing fees billed and paid to Penflex over the last 12-month period and a Penflex directory are also enclosed.

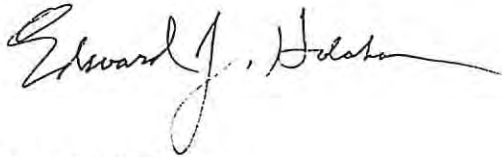
This past year we mailed two newsletters – one provided information on the new GASB 73 financial statement reporting requirements, and the other provided additional detail on the New York State LOSAP audit requirement. We are enclosing both newsletters again to help you decide if you need Penflex to provide the two optional services in relation to these requirements. If you haven't done so already, we recommend that you contact your independent auditor to discuss the impact of these requirements on your financial statements. Please check the appropriate box next to each optional service. If you are checking YES to either service, please also provide the contact information for your independent auditor. This information will be emailed directly to him or her, with a copy to you.

Ms. Sylvia Pirillo  
September 2017  
Page 2

**Please return a signed copy of the Service Fee Agreement to Penflex.** Feel free to fax the signed Agreement to (518) 783-6915, or email to: [info@penflexinc.com](mailto:info@penflexinc.com). If an invoice is attached, please also include a check for the amount invoiced. Otherwise, we will bill you for administrative fees at the agreed upon time. If applicable, enclosed is a directive letter to have the fee paid from the Trust Fund.

All of us at Penflex sincerely look forward to working with you for another year. Thank you for your continued business.

Serving your Volunteers,

A handwritten signature in black ink that reads "Edward J. Holohan". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Edward J. Holohan  
President & Actuary

Penflex, Inc. 11/1/2017-10/31/2018 Service Fee Agreement

VILLAGE OF GREENPORT  
SERVICE AWARD PROGRAM

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Standard Services Fee Schedule

Base Fee: \$3,400, \$0 change from 2016

Per-Participant Fee: \$17, \$0 change from 2016

Payment certification and trustee directive letters: \$75 per letter, \$0 change from 2016

**Total Estimated Standard and Distribution Services Fees: \$5,900**

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Preparation of Financial Statement Disclosures

PLEASE CHECK 'YES' OR 'NO':

Complete the NYS LOSAP Audit Package\* for a fee of \$495: \_\_\_\_\_ Yes \_\_\_\_\_ No

\* Please refer to the enclosed newsletter titled 'New York State Volunteer Firefighter LOSAP Audit Requirement' for more information

Complete the GASB 73 Package\* for a fee of \$750: \_\_\_\_\_ Yes \_\_\_\_\_ No

\* Please refer to the newsletter titled 'New GASB Accounting and Financial Reporting Requirements' for more information. For a sample GASB 73 package, please email: [info@penflexinc.com](mailto:info@penflexinc.com)

If YES, please complete the following information:

Auditing Firm \_\_\_\_\_

Contact Name \_\_\_\_\_

Email Address \_\_\_\_\_

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All other services are optional and are billed only when requested. Please call for fee estimates and purchase order arrangements. Optional services include additional client meetings, drafting of special correspondence and documents, and performing actuarial cost estimate calculations.

To authorize Penflex, Inc. to begin providing these services in accordance with this fee schedule, please have the Mayor sign and return this Service Fee Agreement. Keep a copy for your records.

\_\_\_\_\_  
Mayor  
Village of Greenport

*Edward J. Holohan*  
Edward J. Holohan, ASA  
President, Penflex, Inc.

# PENFLEX, INC.

## SERVICE AWARD PROGRAM STANDARD SERVICES

1. Prepare an annual Service Award Program participant statement for each Service Award Program participant (including the persons who are being paid monthly Service Awards),
2. Prepare for the record and for audit purposes an annual Service Award Program report which:
  - a. shows and completely documents the calculation (defined benefit plans) or allocation (defined contribution plans) of the annual Program cost.
  - b. accounts for changes in the Program's assets.
  - c. by individual volunteer, lists their earned Service Awards (defined benefit plans) or accounts for changes in their Program accounts (defined contribution plans).
  - d. summarizes the major provisions of the Program.
  - e. lists current payment recipients.
  - f. includes a service credit listing for current participants.
  - g. includes a written description of the actuarial methods and assumptions used to calculate the annual program costs (defined benefit plans).
  - h. For members of the Sponsor's Governing Board or Officials, prepare:
    - i. "Fact Sheet" which includes current year important information about their Program.
    - ii. "Special Commentary" correspondence which alerts officials about emerging issues and/or explains changes in the Program (such as an increase in Program funding costs).
3. Meet (one meeting) upon request, first with officials and then with volunteers to review the Annual Report, to answer questions from volunteers about their annual statements and to provide updates on Service Award Program related legislation and on their own Program.
4. Provide forms and instructions to enroll new volunteers, change beneficiaries, file for benefit payments, etc.
5. At year-end, provide written instructions about how to prepare the required certified listings to be approved by the Sponsor's Governing Board and Department/Company officials, posted by the Department/Company, and sent to Penflex, Inc.
6. Project the Program's cash flow needs in order to plan and formulate investment strategy.
7. Prepare written notification/explanation to be sent to persons who cease to participate in the Program.
8. During normal business hours, have trained staff available to answer questions from officials and designated client contact persons.
9. Throughout the year, receive, review and reconcile financial statements from custodian and/or investment and/or insurance providers.
10. Process Service Award payment applications, certify payment amounts and eligibility, prepare payment directives and communicate directly with the payment recipient and/or custodian and/or paying agent when necessary.
11. Answer routine questions from client's auditors about the Program and the annual report.
12. When required, prepare vouchers for payments to the Program Trust Fund.
13. Prepare and communicate to clients preliminary cost estimates of proposed changes to Program.
14. Help clients resolve Program funding issues.
15. Advise clients about potential Program non-compliance with applicable laws.

Penflex, Inc. 11/1/2017-10/31/2018 Service Fee Agreement

VILLAGE OF GREENPORT  
SERVICE AWARD PROGRAM

---

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Complete the GASB 73 Package\* for a fee of \$750: \_\_\_\_\_ Yes \_\_\_\_\_ No

\* Please refer to the newsletter titled 'New GASB Accounting and Financial Reporting Requirements' for more information. For a sample GASB 73 package, please email: info@penflexinc.com

If YES, please complete the following information:

Auditing Firm \_\_\_\_\_

Contact Name \_\_\_\_\_

Email Address \_\_\_\_\_

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All other services are optional and are billed only when requested. Please call for fee estimates and purchase order arrangements. Optional services include additional client meetings, drafting of special correspondence and documents, and performing actuarial cost estimate calculations.

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\_\_\_\_\_  
Mayor  
Village of Greenport

*Edward J. Holohan*  
Edward J. Holohan, ASA  
President, Penflex, Inc.



# PENFLEX, INC.

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  - a. shows and completely documents the calculation (defined benefit plans) or allocation (defined contribution plans) of the annual Program cost.
  - b. accounts for changes in the Program's assets.
  - c. by individual volunteer, lists their earned Service Awards (defined benefit plans) or accounts for changes in their Program accounts (defined contribution plans).
  - d. summarizes the major provisions of the Program.
  - e. lists current payment recipients.
  - f. includes a service credit listing for current participants.
  - g. includes a written description of the actuarial methods and assumptions used to calculate the annual program costs (defined benefit plans).
  - h. For members of the Sponsor's Governing Board or Officials, prepare:
    - i. "Fact Sheet" which includes current year important information about their Program.
    - ii. "Special Commentary" correspondence which alerts officials about emerging issues and/or explains changes in the Program (such as an increase in Program funding costs).
3. Meet (one meeting) upon request, first with officials and then with volunteers to review the Annual Report, to answer questions from volunteers about their annual statements and to provide updates on Service Award Program related legislation and on their own Program.
4. Provide forms and instructions to enroll new volunteers, change beneficiaries, file for benefit payments, etc.
5. At year-end, provide written instructions about how to prepare the required certified listings to be approved by the Sponsor's Governing Board and Department/Company officials, posted by the Department/Company, and sent to Penflex, Inc.
6. Project the Program's cash flow needs in order to plan and formulate investment strategy.
7. Prepare written notification/explanation to be sent to persons who cease to participate in the Program.
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# PENFLEX, INC.

SERVICE AWARD PROGRAM SPECIALISTS

## New York State Volunteer Firefighter LOSAP Audit Requirement

Updated February 2017

### **Background**

In November 2005 and May 2006, the Long Island-based newspaper Newsday published articles about Length of Service Award Programs (LOSAPs), in particular, their relatively poor funded status. Partly in reaction to these articles, a bill was introduced in 2006 that was eventually signed into law. This new legislation, GML §219-a(3) required a LOSAP to be audited annually by an independent certified public accountant (CPA). The justification for the bill stated, in part, the following:

*"Annual audits will help ensure that programs are adequately funded, allow program sponsors to adjust contributions and increase transparency."*

The new statute required the audits to commence effective with the program sponsor's fiscal year ending on/after June 30, 2007. Although the original deadline for the completion of the audit was 90 days, it was subsequently increased to 270 days. However, for reasons discussed below, the deadline for fire districts that prepare audited financial statements is 180 days. The audit report must be submitted to the Office of the State Comptroller (OSC).

Our observation is that the audit requirement has made LOSAP sponsors generally more educated about the financial state of their program, but more progress must still be made. Penflex is proactively working with CPAs, statewide associations, and other professionals serving LOSAP sponsors to increase awareness about the need to more closely monitor these programs.

### **Compliance & Model Footnote**

The text of the statute is somewhat vague and open ended. To clarify how a LOSAP sponsor is to comply with this requirement, the OSC established guidelines in a 2008 memorandum which outlined two options. The first option is aimed towards LOSAP sponsors that already have their financial statements audited by an independent CPA. These sponsors can include a footnote of information about the LOSAP in its financial statements. The CPA will then audit the footnote and LOSAP as part of the overall financial statement audit. The second option is to engage a CPA to perform a LOSAP-only audit in compliance with the AICPA Audit and Accounting Guide for Employee Benefit Plans. With either option, the LOSAP information is to be presented using the model footnote format and submitted to the OSC. Note that fire districts that are required to have their financial statements audited must submit the financial statements to the OSC by June 30<sup>th</sup>, making the effective filing date for these fire districts 180 days, not 270.

The footnote is to state basic program provisions and benefits provided. It must describe how the program assets are managed and what vendors have been hired to assist the sponsor in its fiduciary role, including asset management and third-party administration. It also requires disclosure of the financial condition of the program, which includes the investment allocation of the program assets and changes in the assets during the year, liabilities, contributions required and made during the year, fees paid to vendors for administration, actuarial and/or investment management services, and actuarial assumptions (for defined benefit programs).

The LOSAP audit must be filed with the OSC by the required deadline. Based on our discussions with OSC staff and information we requested on LOSAP audits reported to the OSC, it appears that LOSAP audits are not being transmitted to the OSC even though they are likely being completed by the CPA. In 2015 (the most recent year available), the OSC received 322 LOSAP audits (a slight increase from 307 as of 2013). Although information about the LOSAP (i.e., LOSAP footnote) is submitted with the Annual Update Document (AUD), this submission does not satisfy the LOSAP audit requirement because it is not one of the two compliance options outlined above.

According to the most recent fire district financial data available on the OSC website, there are 386 fire districts that report an annual expenditure for LOSAP. This does not include villages, towns, and cities that sponsor LOSAPs. Knowing this, we estimate that 322 LOSAP audits likely represents a filing compliance rate no better than 50% of all LOSAP sponsors. Although we believe that the LOSAP statute requires the CPA to file the audit report with the OSC directly, we understand in speaking to CPAs that there are certain restrictions that do not always make this a practical procedure. We recommend that each sponsor work with its CPA to ensure that the audit is being filed with the OSC, either by the CPA or the sponsor. It can be electronically filed to [afrfile@osc.state.ny.us](mailto:afrfile@osc.state.ny.us). In addition, we suggest that the sponsor review the results of the audit with the CPA and ask to be alerted of any problems or concerns. If the CPA ever has questions about actuarial or administrative work performed by Penflex, the CPA is encouraged to contact us directly to have these questions answered.

### ***Penflex LOSAP Audit Package***

To assist our clients in complying with the audit requirement, Penflex developed an optional LOSAP Audit Package service. After consulting with several CPAs, the LOSAP Audit Package was modeled to provide all the necessary information to fulfill the audit requirements for the sponsor. Essentially, Penflex completes the model footnote on behalf of the sponsor and provides the necessary documentation for the CPA to verify its accuracy – annual report, asset statements, fees paid, and other supporting materials. The LOSAP Audit Package is emailed to the CPA and sponsor. Penflex answers any questions from the CPA about the LOSAP or the package. Most CPAs find this package helpful in that it gives them direct access to the necessary information from Penflex rather than having to piece it together from multiple sources. Our clients benefit from a more streamlined process that reduces their effort and improves the accuracy of the disclosures. However, before asking Penflex to prepare the LOSAP Audit Package, please discuss it with the CPA to determine if the goal of the package will be achieved.

While our LOSAP audit package is comprehensive in its content, it cannot function as the audit itself. The audit must be performed by the CPA, and the results of the audit must be submitted to the OSC.

### ***What you need to know...***

- The LOSAP audit is an **annual requirement** that must be filed with the OSC within **270 days** of the end of the sponsor's fiscal year (**180 days for most fire districts**).
- The Penflex LOSAP Audit Package is an **optional service** and provides the necessary disclosures but **does not satisfy** the audit disclosure requirements.
- The sponsor must retain an **independent CPA** to perform the annual audit.
- There are **two audit options** – the CPA can help the sponsor determine which approach is best.
- Attaching the footnote to the AUD **does not satisfy** the audit requirement.

# PENFLEX, INC.

SERVICE AWARD PROGRAM SPECIALISTS

## New GASB Accounting and Financial Reporting Requirements

December 2016

In June 2012, the Governmental Accounting Standards Board (GASB) issued new accounting standards for public pension plans and participating employers. These standards, GASB Statements No. 67 and 68, are currently in effect and have been implemented in the financial reports of public pension plans and participating employers across the country.

In June 2015, GASB released Statement No. 73, "Accounting and Financial Reporting for Pensions and Related Assets That Are Not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68." GASB 73 establishes accounting and financial reporting requirements for defined benefit and defined contribution pensions that are not within the scope of Statement 68. These are plans that either do not have assets accumulated for pensions or that have assets accumulated in a trust that does *not* meet the following criteria:

- Trust contributions along with investment earnings are irrevocable;
- Trust assets are dedicated to providing pensions to plan members; and
- Trust assets are legally protected from creditors.

With very few exceptions, a length of service award program (LOSAP) trust will fail to satisfy the third criteria. Effectively, this new statement extends the rules established in Statement 68, with certain modifications, to all pensions including LOSAPs. The new accounting and financial reporting requirements of GASB 73 are effective for fiscal years beginning after June 15, 2016. We anticipate our clients will need the actuarial calculations required in late 2017 or early 2018.

GASB 73 substantially revises the accounting requirements of the prior standards, GASB Statements No. 25 and 27, by essentially breaking the link between actuarial funding and financial accounting for pensions. GASB 73 now requires governments and employers to report a Total Pension Liability on the face of their financial statements. Additionally, an annual cost representing the year over year change in Total Pension Liability, known as the Pension Expense, must be recognized. New financial schedules and actuarial calculations, in addition to those already calculated by Penflex for funding purposes, will be needed in order to meet the new accounting requirements.

It is important to note that the new GASB pension standards are meant to impact the accounting and financial reporting by governments for pensions and intentionally *do not* address how the pensions are funded. Penflex has provided actuarial consulting services for LOSAPs for over 25 years. One of our primary goals is to help our clients properly fund for the benefits promised to volunteers and their beneficiaries by determining annual contribution requirements. Although the new accounting requirements in GASB 73 require new actuarial calculations and additional financial note disclosures, these will have no impact on the calculation of the actuarially-determined contributions or the overall financial health of LOSAPs. For municipalities in New York State that sponsor a volunteer firefighter LOSAP, this new GASB statement does not eliminate the State's required audit.

We recommend that you contact your independent accountant to discuss the impact of the new requirements on your municipality's financial statements.

For clients that need and request it, Penflex will provide a GASB 73 package containing the necessary note disclosures and reporting requirements. For questions regarding the information in this notice and/or for our fee to prepare the GASB 73 package, please contact us.

**FIFTH RENEWAL TO THE  
INCREMENTAL POWER SUPPLY AGREEMENT**

This fifth renewal to the Incremental Power Supply Agreement ("Renewal"), dated \_\_\_\_\_, 2017 is made by and between the New York Power Authority ("NYPA" or the "Authority") and Village of Greenport ("Customer"). NYPA and the Customer are collectively referred to as the "Parties."

FACTUAL RECITALS

The Authority supplies electric power to the Customer in accordance with the Customer's 1986 Application for Service, as amended and extended, which includes provisions for the sale and purchase of hydroelectricity and incremental electricity.

The Parties entered into an Incremental Power Supply Agreement ("Incremental Agreement") on June 5, 2007 as a supplement to the 1986 Application for Service to supersede any prior agreement between the Parties pertaining to NYPA's supply of incremental electricity to the Customer.

Under the Incremental Agreement, the Customer agreed, *inter alia*, to purchase its full incremental electricity needs from NYPA for a two-year term commencing midnight January 1, 2008 and expiring on 11:59 p.m. December 31, 2009, which may be renewed successively by mutual written agreement for a one year term each year thereafter.

Consistent with the Incremental Agreement, the Parties successively executed timely, written agreements, on December 22, 2009 and December 13, 2010, for the renewal of the Incremental Agreement for the term January 1, 2010 through December 31, 2010 and for the term January 1, 2011 through December 31, 2011.

The Parties mutually agreed in writing to renew the Incremental Agreement for a three-year term, on November 28, 2011, commencing January 1, 2012 through December 31, 2014.

The Parties mutually agreed in writing to the First Amendment to the Incremental Power Supply Agreement on November 21, 2014 which i) permitted the Incremental Agreement's renewal for terms of either one, two or three additional years, as may be mutually agreed in writing by the Parties; and ii) renewed the Incremental Agreement for a three-year term commencing January 1, 2015 through December 31, 2017.

The Parties now seek to renew the Incremental Agreement to extend its term for three years, commencing January 1, 2018 through December 31, 2020.

Now, Therefore, in consideration of the premises and covenants herein, the Parties hereby agree as follows:

1. To renew the Incremental Agreement for a three-year term, effective midnight January 1, 2018 and expiring on 11:59 PM on December 31, 2020.
2. Except as provided in Section 1 of this Renewal, all other terms and conditions of the Incremental Agreement remain in full force and effect.

In Witness Whereof, the Authority and the Customer have executed this Renewal to the Incremental Agreement on the date written above.

**NEW YORK POWER AUTHORITY**

By: \_\_\_\_\_  
Name: Keith T. Hayes  
Title: Vice President, Economic Development

**VILLAGE OF GREENPORT**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

2007 NYPA  
orig. ~~copy~~ copy

## INCREMENTAL POWER SUPPLY AGREEMENT

This Agreement ("Agreement") pertains solely to the supply of Incremental Electricity to the Village of Greenport ("Customer") by the Power Authority of the State of New York ("Authority") (together with Customer, the "Parties"). The Agreement is a supplement to Customer's 1986 Application for Service, the 1991 amendment and Service Tariff A, and supersedes any prior agreement between the Parties pertaining to the supply of Incremental Electricity. Should conflicts arise between this Agreement, any previous agreements for the supply of Incremental Electricity, and the applicable Service Tariff(s) or Authority Rules and Regulations, the conflict will be decided in favor of this Agreement.

### I. Term

Subject to the termination right indicated below, the Agreement shall be effective on midnight January 1, 2008 and shall expire on 11:59 pm on December 31, 2009, , unless renewed by mutual written agreement of the Parties for the succeeding calendar year, and which may be successively renewed for a one year term each year thereafter. Termination of this Agreement will have no affect on the Customer's 1986 Application for Service, or any other contractual relationship concerning the provision of hydroelectric supply between the Authority and the Customer. For the term of this Agreement the Customer agrees to purchase its full electricity requirements from the Authority. The Customer may terminate this Agreement by submitting notice in writing to the Authority a minimum of 90 days in advance of the desired termination date. Such notice must be on official letterhead, signed by the appropriate officer(s) of the agency, and include the seal, if any, of authorizing agency.

### II. Supply

For the purposes of supplying the full Incremental Electricity requirements of the Customer, the Authority will make market-based purchases from the New York Independent System Operator ("NYISO") in either its Day-Ahead Market or the Real Time Market (each, a "Market") at the price specified in either Market for the hour in which the purchase is made. These purchases will be made in whichever Market the Authority deems to be appropriate. The costs of these purchases shall be at the Locational Based Marginal Price ("LBMP") applicable to the NYISO Zone(s) or sub-zone(s) in which the Customer receives deliveries. Any retroactive adjustments to pricing that may result from the NYISO settlement process will be passed along to the Customer in subsequent billing(s).

In addition, the Authority will pass along whatever costs that it incurs in order to deliver the Customer's Incremental Electricity. These costs may include but are not limited to:

- a. UCAP purchases using the Portfolio Weighted Average Price methodology;
- b. NYISO costs including ancillary services charges and marginal losses;
- c. NTAC and any congestion charges (or credits, if any);
- d. Any additional costs, fees, taxes, or assessments imposed on NYPA by any third party or which result from NYPA's role as load serving entity;
- e. NYPA overhead costs as determined in the last quarter of each calendar year preceding the year of application. These costs are subject to audit upon request at the expense of the requesting party(s).

### **III. Full Requirements**

Customer agrees to purchase its full electricity requirements from the Authority through the term of this Agreement.

a) Regulation: The retail rates, services and practices of the Customer are regulated by the Authority pursuant to the Application for Service.

b) Economic Development: The Parties agree to cooperate in the promotion of economic development initiatives within the Customer's service territory.

### **IV. Renewable Energy Credits**

Should the Customer formally request that the Authority procure Renewable Energy Credits on behalf of the Customer, the request shall be made in writing, stating specifically the type, quantity, certification, acceptable price range and authorization to act on the Customer's behalf. The Customer must also certify in writing their acceptance and responsibility for all cost resulting from the procurement activity as well as the final cost of the Renewable Energy Credits.

### **V. Energy Efficiency Initiatives**

NYPA and Customer confirm their commitment to continue to work in partnership to implement energy efficiency and energy conservation programs as set forth in the Global Settlement, executed by the parties on April 1, 2003.

### **VI. Long Term Supply Option(s)**

For the term of this Agreement and for any subsequent extensions, the Customer and the Authority agree to monitor the marketplace for opportunities to solicit long term supply contract(s). If the Parties agree, the Authority will tender a Request for Proposal ("RFP") to meet part of, or all of the Customers Incremental Electricity needs. The Customer agrees to pay for all expenses incurred by NYPA and its agents for the purpose of conducting the complete RFP process. The Parties agree that a "long term" supply contract shall be construed to mean any such contract with a term of at least one year.



At the conclusion of the RFP process, if the Parties agree, NYPA will enter into a long term supply contract with a supplier on behalf of the Customer. Notwithstanding any provisions in this Agreement to the contrary, the Customer will be obligated and agree to an extension of this Agreement to a date not sooner than the termination date of the of the longest supply contract(s) that arose from the RFP process.

The Customer, singly or together with other Customers, may enter into long term power supply agreements that the Authority will administer for the Customer(s) in a manner consistent with contracts that would result from the RFP process described above. The Authority may participate in the development of such agreements so as to assure the format and content is consistent with Authority requirements.

#### **VII. Distributed Generation**

The Customer may decide to develop, own, and operate Distributed Generation resources either within its service territory or adjacent to its service territory. Under no circumstances will the Customer use such Distributed Generation resources to displace any portion of the electricity that would normally be supplied by the Authority. The Customer may sell the Distributed Generation output by bilateral agreement(s) to a third party, or into the wholesale Markets as either Day-Ahead or Real-Time transactions.

The Authority may as permitted by law, at the request of the Customer, act as scheduling and settlement agent for the Customer to manage these transactions. In all cases where the Authority provides such assistance on behalf of the Customer, the Authority will document all costs, expenditures, license expenses, consultant fees, regulatory expenses and any other financial obligations. Upon acceptance of the expense statement by the Customer, the Authority will have the right to bill the account of the Customer an amount equal to the costs indicated on the documented expense statement. If the Customer chooses to establish an alternate payment structure it may do so only with the approval and agreement of the Authority. The Authority, upon written request, will provide an estimate of costs for the provision of such administrative services.

### VIII. Early Commencement of Agreement

If circumstances present a need to make this Agreement effective prior to the January 1, 2008 commencement date indicated in Section I above, the Parties, upon mutual written agreement, may start transactions on an earlier date. Such earlier start date will not affect the expiration date and provisions for subsequent renewal set forth in Article I.

Agreed:

Village of Greenport

By: Steven Brautigam

Title: Director of Utilities

Date: 5/30/07

Agreed:

Power Authority of the State of New York

By: James F. Pasquale

Title: Director - Business Power Allocations,  
Compliance & Municipal &  
Cooperative Marketing

Date: 6/5/07

**Surplus Items to be displaced/recycled  
as of October 12, 2017**

<b>Qty</b>	<b>Manufacturer</b>	<b>Model #</b>	<b>Item Description</b>	<b>Cost to displace/recycle</b>
<b>Electric Shredders</b>				
1	Shred Star	C8A0	Electric Shredder	UK
1	Swingline	100X	Electric Shredder	UK
<b>Printers</b>				
1	Cannon	LBP6030W	Laser Jet Printers	UK
1	Epson	R280	Inkjet Printer	UK
3	HP	1020	Laser Jet Printers	UK
1	HP	P1102W	Laser Jet Printers	UK
1	HP	C9037A	Laser Jet Printers	UK
<b>Monitors</b>				
1	Acer	AL1706A	LCD Monitor (broken)	UK
1	Acer	21620	LCD Monitor (broken)	UK
3	Acer	AL1717	LCD Monitor (broken)	UK
2	Dell	REVA00	LCD Monitor (broken)	UK
1	Dell	E153FP	LCD Monitor (broken)	UK
1	Lenova	F9U	LCD Monitor (broken)	UK
<b>Miscellaneous</b>				
3	APC	350VA	Back up UPS	UK
1	APC	550	Back up UPS	UK
1	Cyber Power	425VA	Back up UPS	UK
1	Sharp	EL-2630P-12	Calculator	UK
1	Cannon	MP270	Calculator	UK
1	CASIO	SE-S700	Cash Register	UK
1	CASIO	PCR-272	Cash Register	UK
1	Acer	SK1688	Keyboard	UK
1	Acer	Sk9621	Keyboard	UK
2	Dell	SK8110	Keyboard	UK
2	Ketronic	K363R	Keyboard	UK
1	Lenova	SK8825	Keyboard	UK
1	RSI	KB-6	Keyboard	UK
1	Toshiba	DKT3007SD	Phone	UK
1	Ridgid	WD40700	Shop Vac	UK
1	Linksys	SR2016	Switch	UK



236 THIRD STREET  
GREENPORT NY 11944

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Fax: (631) 477-1877

**MAYOR**  
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EXT. 215

**TRUSTEES**  
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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: October 13, 2017  
Meeting: October 19, 2017 7:00 PM  
*Work Session Meeting*  
To: Mayor George W. Hubbard, Jr.  
Board of Trustees  
Prepared By: Jeanmarie Oddon, *Deputy Clerk*  
From: Jeanmarie Oddon, *Deputy Clerk*  
Department: Village Clerk Department

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### **Trustee Roberts October 2017 Work Session Report**

#### **Attachments:**

Trustee Roberts October 2017 Work Session Report (PDF)  
Dog Park at Pologrounds (PDF)  
Parking Option A - Valet (PDF)  
Parking Option B - Shuttle (PDF)  
Parking Option C - Bicycle (PDF)

MEMORANDUM

To: Mayor and Board of Trustees

From: Trustee Doug Roberts

Re: October 2017 Work Session

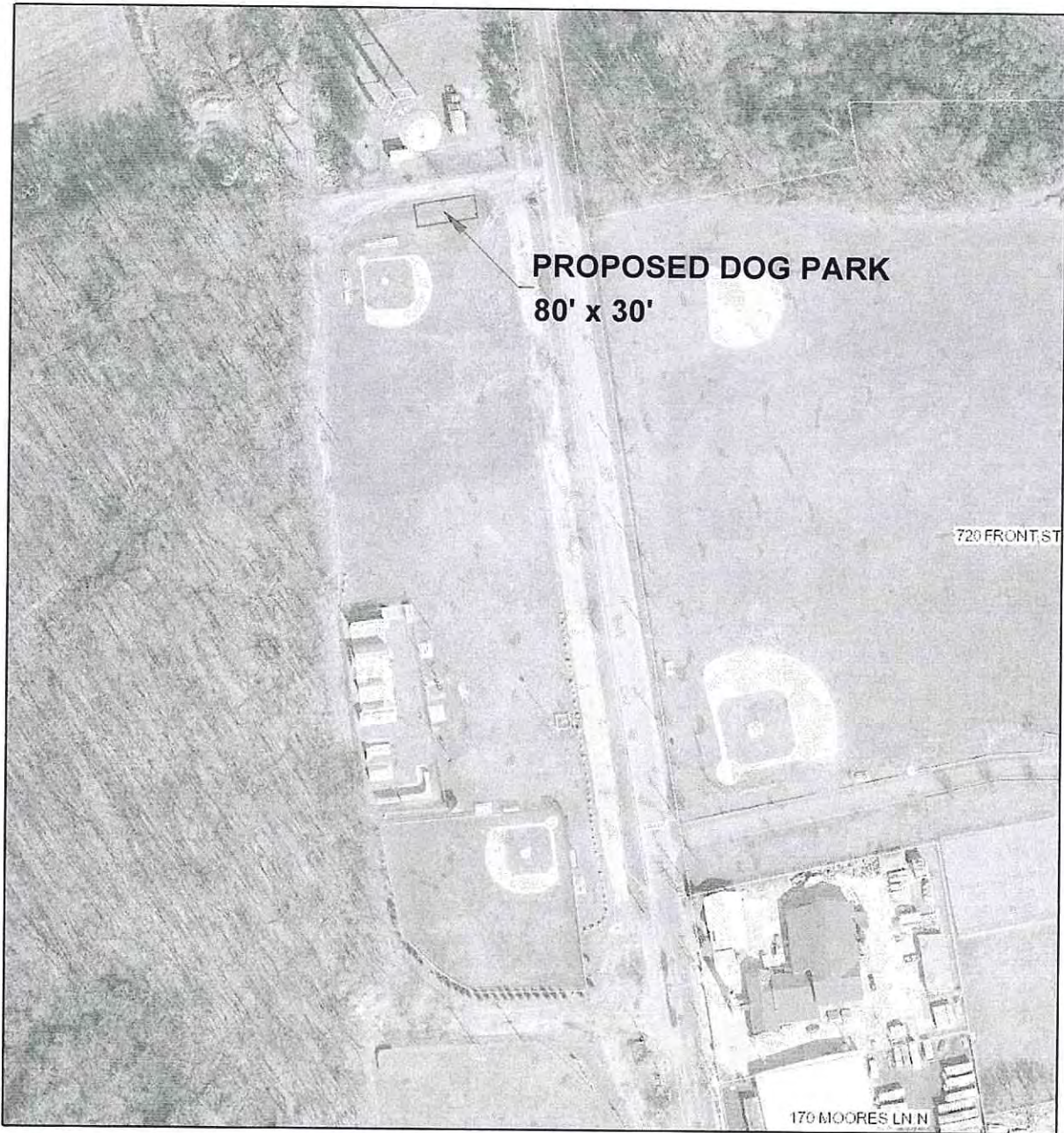
1. Discussion of parking and traffic congestion abatement proposals from last month's meeting: Can we come to a consensus and try out some of these solutions?
2. Water Quality: Am I the only person on this board who wants to take real action on this problem?
  - a. Give marinas until Memorial Day 2018 to comply with pumpout requirements
  - b. Negotiate a deal with Brewer Yards where they contribute significantly to sewer expansion in exchange for violations for their lack of pumpout and reasonably functioning septic
  - c. Formalize the asynchronous pumpout scheduling we tried out this year (a step in the right direction): Allow captains to order a pumpout by text or phone call.
  - d. Pending discussion at the 10/12 meeting with Sandy Beach residents, direct Village Administrator to put a staff resource against developing a CFA application for Water Quality Improvement NOW. Elected officials running for offices all over LI are running on platforms of funding and developing sewer in downtowns. We already have this. If we don't take advantage of funding opportunity from Empire Development Corp now we will face stiffer competition. The taxpayers of this Village deserve to have clean waters to swim and fish in. **Find somebody to spend 1-2 days a week building a CFA response.**
3. Propose we use part of the PSEG money for the Dog Run on Moore's Lane (\$7K) and a shade arbor, with tables and trash receptacles that are tasteful and functional right next to the play structures at the beach. This request is on behalf of all families with dogs and young kids in Greenport, including my own.
4. Fireworks: These have gotten out of hand. Based on the number of evenings I had to calm an agitated dog between Memorial Day and Columbus Day, I'd say there were no fewer than 10 evenings of fireworks visible and audible in the Village of Greenport. Growing up on Long Island we only had fireworks on the Fourth of July. Now we have them twice at Memorial Day, a somber holiday where we honor our veterans, particularly those who sacrificed their lives? We live close together in the Village and many of us- particularly those of us with kids- are trying to go to sleep at 10pm when these fireworks

displays take place. It's time for Fireworks displays to be included in the Public Mass Assembly Permit process. The VBOT should have control over the number and frequency of fireworks displays throughout the warm weather months, and those who shoot off fireworks without permits should be dealt with by the CEO or Town PD. The fire dangers of fireworks in a densely populated area, combined with the dangers to those lighting them, as well as the disruption to peoples' peace and quiet, require us to take action on behalf of our residents.

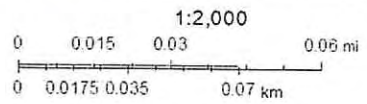
5. Leaf Blowers: Enjoyed learning about the differences in environmental impact between gas and electric-powered leaf blowers, and I want to thank the citizens who led the impressive petition campaign. I don't want to minimize the importance of the Leaf Blower issue. However, I think this board needs to target much more egregious environmental violations before we can tackle the issue of leaf blowers. Until this board decides it has the courage to enforce the code against prominent businesses in town that create environmental pollution every day- noise from bands until 2am, bleach and poisons poured into the water, lack of pumpout to the sewer for transient boats, and construction at will in the wetlands without permits- we need to park the issue of leaf blowers. I encourage the rest of the Board to join me in supporting the equal and consistent enforcement of our code and the wetlands protection laws. If business owners don't want to follow the law, we should issue them violations. It is our duty to stand up for the people of the Village, the business owners who follow all the laws, and for our waters. No business in this Village should be above the law.
6. Maritime and Alcohol: Several business owners and citizens have approached me about the Maritime Festival and the practice of suspending the open container law, raising the question about whether it is still serving the intended purpose of providing residents and visitors with a festival celebrating our maritime heritage and history. Does the rest of the board think this warrants discussion? Maybe we could ask BID to weigh in?

As always, a big thank you and kudos to Trustee Phillips, Sylvia, and everybody else involved with the Halloween Parade for the kids. Great work!

ArcGIS Web Map

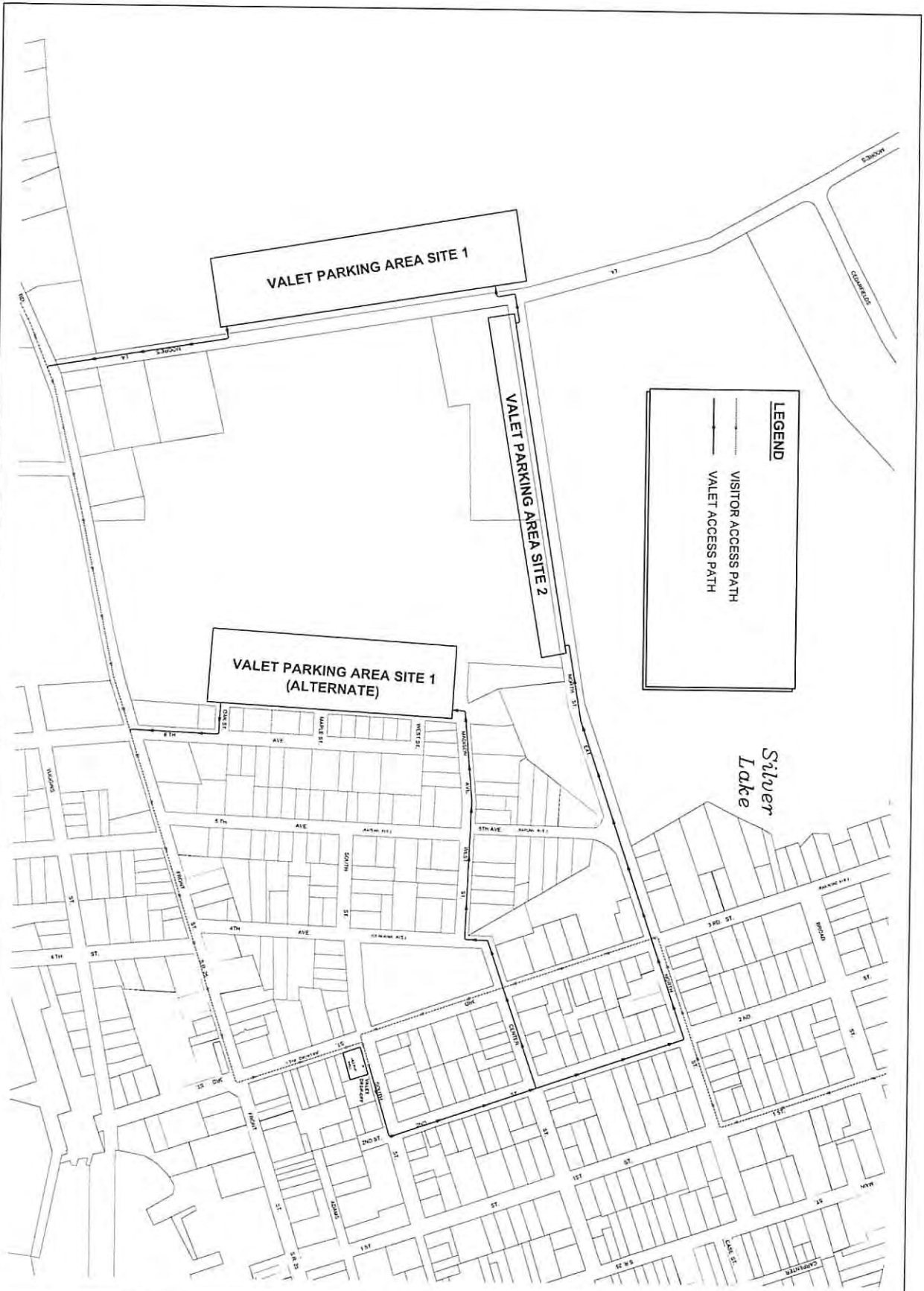


September 21, 2017



**POLOGROUNDS ON MOORE'S LANE  
PROPOSED DOG PARK**

Web AppBuilder for ArcGIS

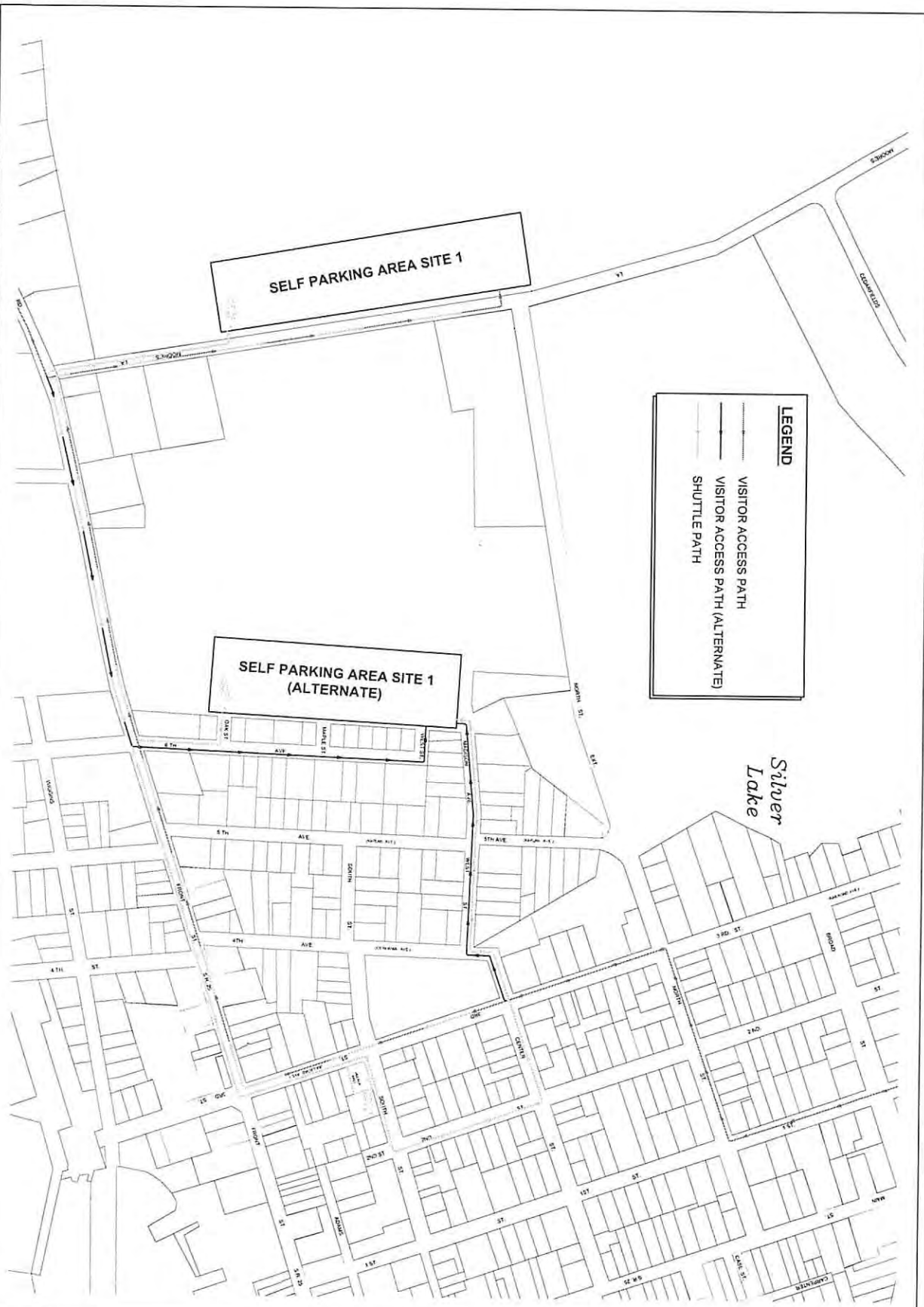


DW-VP01  
 VILLAGE OF GREENPORT  
 236 THIRD STREET  
 GREENPORT, NY 11944  
 P: 631-477-0248 F:631-477-1707

**PARKING PROPOSAL  
 OPTION A - VALET**







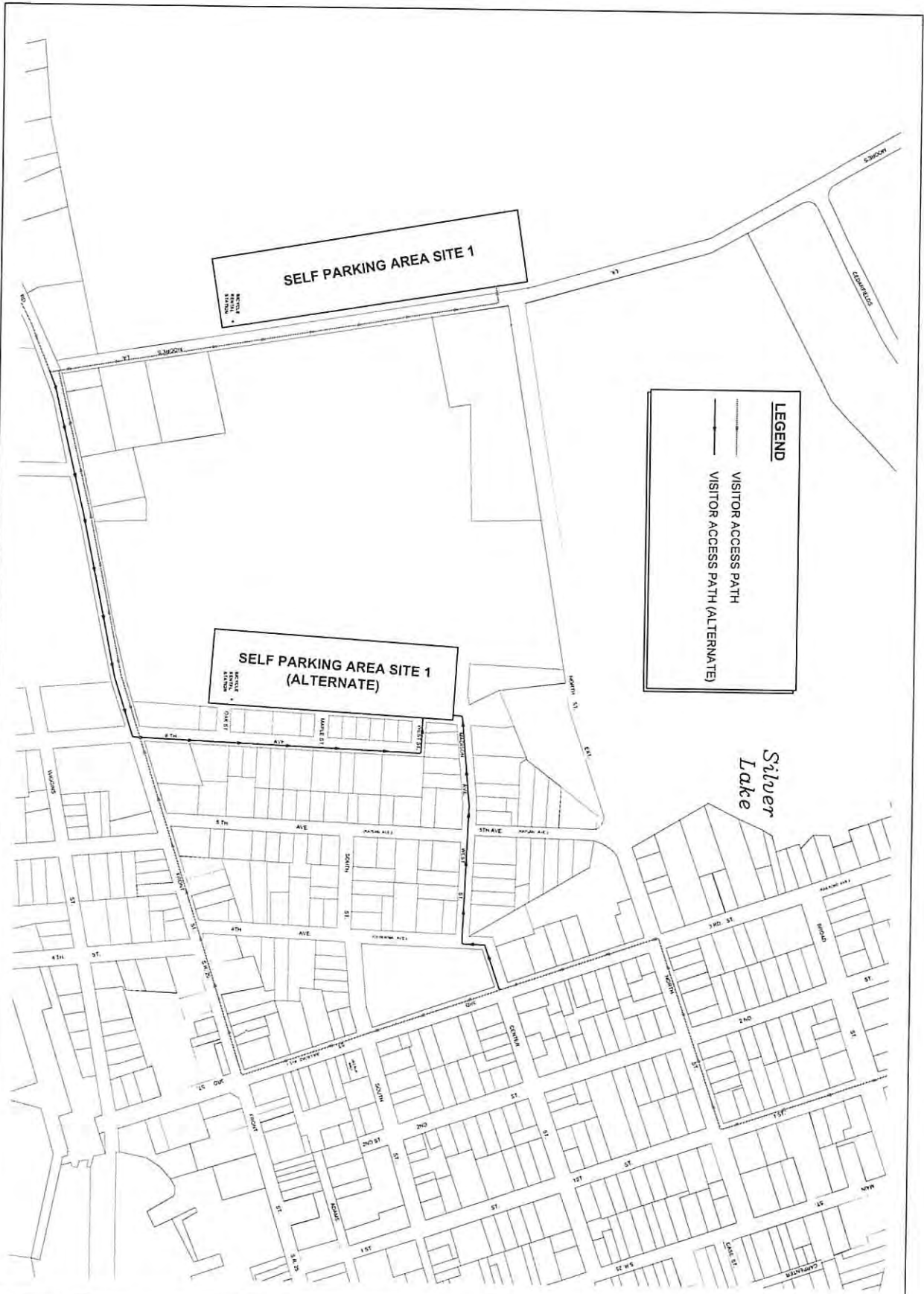
**LEGEND**

- VISITOR ACCESS PATH
- VISITOR ACCESS PATH (ALTERNATE)
- > SHUTTLE PATH

DW-VP01  
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**PARKING PROPOSAL  
 OPTION B - SHUTTLE**





DW-VP01  
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**PARKING PROPOSAL  
 OPTION C - BICYCLE**





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EXT. 219

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

**TREASURER**  
ROBERT BRANDT  
EXT. 217

Submitted: October 12, 2017  
Meeting: October 19, 2017 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

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## **Trustee Robins October 2017 Work Session Report**

### **Attachments:**

Trustee Robins October 2017 Work Session Report (PDF)

Carousel Meeting 10/3/17 Trustee Julia Robins

Approve 9/12/17 minutes

Gail reports that no prints have been sold yet.

They will do another Constant Contact outreach.

A suggestion was made to put a sign at Carousel about the prints.

Check with Paul Pallas on permitting a sign.

Check with BID about promotion of the prints on the BID website.

At the next meeting the committee will continue to discuss the inner scenic panels and what historic themes they want to represent.

Gail Horton will get a Purchase Order for NF Welding to fabricate a new panel needed to replace one that is missing. The cost is \$335.

Gail Horton has received permission to paint the masks at the Light Plant.

She will get a quote for materials and request a purchase order to complete the project.

Margo reports that the new schedule is in effect.

Friends of Mitchell Park would like to sponsor a free ride day for kids

Christine Kelly requested wants jpgs of Rounding Board digital format.

Check with Clerk Pirillo about jpgs

Gail Horton asked Committee members to think about the current pictures and ideas for inner scenic panel project

A suggestion was made to use several small committees to discuss fund-raising ideas for the inner scenic panels and Rounding Board prints.

Next meeting - 11/7/17

BID 9/21/21 Trustee Julia Robins

Treasurers Report

Jason Odell prepared a tentative budget based on last year's expenses

I checked with Robert Brandt about BID 17/18 tax allocation

Total allocation - \$45,900

Check issued 7/31/17 for \$42,060.25

Check issued 9/29/17 for \$3,839.75

Website Report

Yvonne Leiblein

Digital Landscape Recommendations

How to drive more people to the website

The use of digital advertising is more economical.

Yvonne recommends Digital Management Positions

DIGITAL CAMPAIGN MANAGER (DCM)

-branding and assets DCM

-Goals ad Metrics DCM

-Budget and strategy DCM -Website analytics

WEBSITE & MEMBER COMMUNICATIONS MANAGER (WMCM)

-Updates, corrections, banners WMCM

-Functionality & content checks DO w/ VOLUNTEER

Analytics – WMCM

WEBSITE CONSULTANT (WC)

Technical support & troubleshooting WC

## SOCIAL MEDIA STRATEGY & EXECUTION – DCM

- Audience Development
- Quarterly Editorial Calendar & Content Development
- Events, Spotlights, Contests
- Campaign Execution/ team management
- Facebook
- Instagram

## EMAIL CAMPAIGN MANAGEMENT

### *External DCM*

- Goal/Metrics
- MailChimp template design
- Email capture/audience development
- Editorial calendar for monthly email

### *Internal WMCM*

- Message composition (WMCM or BID Board Member)
- Constant Contact – formatting and execution
- Database management

## DIGITAL ADVERTISING & PROMOTION

### *Advertising DCM*

- Strategy
- Design
- Execution
- Analytics

### *PR DCM*

- Quarterly EPK (electronic press kits)

## GATE

The GATE Committee met on 9/14/17

In attendance: Paul Pallas, Derry Baumer, Rich Vandenburg, David Abatelli  
Julia Robins

Update on Main Street Reconstruction

Delivery trucks - discussion

Lighting grant – will discuss next month

Trash - Paul to discuss cost of trash removal with Southold Town

MB – requested that I mention eastbound weekend traffic

Big Belly – still pending according to David Abatelli

Will need Board approval as to location