



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

April 20, 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:

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

DISCUSSION:

- Proposed local law amending Chapter 132 (Vehicles and Traffic), Section 43, Schedule V: (Stop Intersections), to add a stop sign at the following locations: Madison Avenue at Fifth Avenue (heading east), West Street at Fifth Avenue (heading west), and at Fifth Avenue at South Street in both directions (heading north and heading south)

MONTHLY REPORTS FOR:

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

REPORTS FROM COMMITTEES

MAYOR AND VILLAGE BOARD OF TRUSTEES

PUBLIC TO ADDRESS THE BOARD



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ROBERT BRANDT
EXT. 217

Submitted: April 5, 2017
Meeting: April 20, 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

Fire Department April Work Session Report

Attachments:

Fire Department April 2017 Work Session Report (PDF)

CHIEF WAYNE MILLER
1ST ASST. CHIEF JEFFREY WEINGART
2ND ASST. CHIEF SUSANO JIMENEZ
CHAPLAIN T. MURRAY
ASST. CHAPLAIN C. KUMJIAN
TREAS/SECRETARY J. KALIN



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

Organized 1845
Finance Report 3/15/17

Attendance: Chiefs, Miller, Weingart, Jimenez.

Wardens, Barszczewski, Kalin, Nyce, Volinski, Warden Jensen excused.

Reviewed all monthly bills and reviewed fire prevention account.

Company Requests:

Eagle Hose: Budget Items

Relief Hose: Budget Items

Star Hose: Budget Items

Standard Hose: Budget Items, Street Brooms, Gas Blower

Phenix Hook & Ladder: Budget Items, Hand Lights, Replace Light Bars on Cab

Rescue Squad: Supplies from Hammer Medical in the amount of \$1138.75

Water Rescue: Budget Items

Fire Police: Budget Items

Department: Chief Weingart requested 6" Reflective White Ghost Chevrons for units 8380, 8314, and 8331 for a total cost of \$900.00, Warden Volinski acquired quotes for refurbishing Memorial Monument in the amount of \$5600.00 to be paid for with May Mile Fund.

Firematicly,

Wayne D. Miller

Chief Engineer



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TREASURER
ROBERT BRANDT
EXT. 217

Submitted: April 13, 2017
Meeting: April 20, 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

April 20, 2017

Administrator's Office

Statistics

Work Orders:

Electric = 20 Written, 18 Completed
Water = 7 Written, 7 Completed
Sewer = 31 Written, 31 Completed
Road = 12 Written, 12 Completed

Reports

❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 04-06-2017. 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 04-17-2017.

Resolutions:

Rehiring of Gus Klavas and Brian Doherty

Rehiring of Walker Sutton, Remi Droskoski, Sean Cary, Brian Ricker, Sophie Jacobs, Kyle Strovink, and John Kinsey

Rehiring of Erika Martinez

Rehiring of Madison Hilton

Rehiring of Anthony DeVito, Brendan Flinter, Brennan Strovink, and Jasmine Luke

Hiring of Joshua Sidor

NYAPP Spring Conference for Julia Robins

Bay Constable - Peter Harris

APPA National Conference for Paul Pallas

Lobby Day in Albany for Paul Pallas

Accept H2M Proposal for Water Quality Report

Surplus Vehicles

Topics of Discussion:

IGA Easement for Propane Tanks

Long Island Railroad Schedule Change

Road/Water Department

Statistics

Water Distribution:

3,989,900 Gallons Sold

Sampling:

All water samples complied with Department of Health requirements.

Locations: Harbor Front Deli
Total Coliform = Negative
E Coli = Absent
Residual Chlorine = 0.55 mg/L

Third Street Firehouse
Total Coliform = Negative
E Coli = Absent
Residual Chlorine = 0.52 mg/L

The form, DOH-360, was filed with the DOH on April 6, 2017 outlining the above results.

Report

Tasks Accomplished:

- ❖ Performed Water Machine maintenance.
- ❖ Cleaned the tops of all storm drains.
- ❖ Patched roads throughout the village.
- ❖ Stored Ice Rink equipment.
- ❖ Cleaned up the Skate Park.
- ❖ Cleared debris from cross walks so that they could be painted.
- ❖ Performed maintenance on vehicles
- ❖ Steam washed the fleet to remove salt and sand.
- ❖ Removed branches that were trimmed at the campground.
- ❖ Cleaned up rubbish at the end of Webb Street
- ❖ Reinstalled seasonal water meters on Sandy Beach

Projects:

The Road Crew continued installing new parking and road signs in the downtown area and on Carpenter Street. They also continued replacing stop signs and making sure they are the correct height.

The crew spent several days cleaning up Moore's Woods by the Polo Grounds and spreading RCA along the driveways to level them.

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 March = 8,014,000 gallons.

Average Daily Flow = 0.259 million gallons/day. (MGD). Permit limit = 0.650 MGD

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

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

Coliform Fecal General = <1.8 MPN/100 Permit limit = 200 MPN/100

Coliform Total General = <1.9 MPN/100 Permit limit = 700 MPN/100

Total Nitrogen in effluent = 8.1 lbs/day

Sludge Removal:

42,000 gallons of sludge was hauled during March.

Report

❖ Treatment Plant:

Put BNR Basin No. 1 in service.

Reset configuration setting on the post anoxic mixer.

Filled Aerotor gearboxes No. 1 and No. 3 with oil.

Cleaned out clarifier sump.

New chains for the Aerotors have been ordered as replacements

❖ Collection System:

Cleared a blockage of Wiggins Street between 5th and 6th Street.

Jet-Rodded sewer main by 621 Third Street.

Checked smell complaint on Fourth Avenue. No issue was found.

Checked pumps at the campground to make sure they are ready for the season. Everything checked out ok.

Electric Department

Statistics

Monthly Power Usage:

Maximum usage day = March 16th @ 110.26 Mwh
Minimum usage day = March 1st @ 76.61 Mwh
Average usage for the month per day = 89.28 Mwh
Monthly total usage = 2499.95 Mwh

Service calls/call outs = 5
Street light repairs = 8
Customers shut off for none payment = 1
Customers turned on for payment = 1
Customers turned on for the season = 0
New Services/Service Upgrades = 1

Tasks Accomplished:

- ❖ Performed DMNC Tests on Engines No. 5 and No. 6
- ❖ Power Plant staff repaired the wood chipper.
- ❖ Assisted contractors with the ongoing engines repairs.

Projects:

The upgrade work for the distribution switching is nearing completion.

Concrete pad for the Oil Water Separator has been poured and is now ready to have the unit installed. The overflow lines for the day tanks have been installed

The line crew has been doing some tree trimming around the Village.

Attachments:



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Submitted: April 13, 2017
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To: Mayor George W. Hubbard, Jr.
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Prepared By: Derryl Baumer, *Engineering Aide*
From: Paul Pallas, *P.E. Village Administrator*
Department: Village Administrator

Work Session Report Village Administrator - Building

Work Session Report for Building Department

April 20, 2017

Building Inspector's Office

Statistics

Summary of Transactions:

Building Permits Issued	5
Building Permit Applications	9
Fence Permits	0
Wetland Permit Application	0
Wetland Permit Issued	0
HPC Application	3
Zoning Board Applications	1
Planning Board Applications	5
CO Fees	4
Yard Sale	1
Road Opening	0
Sewer Inspection Fee	0
Dumpster Permit	2
Sign Permit	4
Rental Permit Fees	0
Demo Permit	0

Total Fees Collected: \$6,686.00

Reports

- ❖ The Building Department has been busy with tremendous amounts of activity. Residential and commercial construction projects are underway everywhere in the Village
- ❖ The Code Enforcer has been responding to many complaints so far this season.
- ❖ The mandatory training that was scheduled for March has been rescheduled for mid-June.

Code Enforcer's Office

Reports

Traffic Enforcement Statistics Worksheet is attached.

Code Enforcement Worksheet is attached.

Attachments:

Park Enf Rep 042017 (PDF)

Code Enf Rep 042017 (PDF)



March 2017 Parking Enforcement Statistics (As of April 1, 2017)

March 2017 Collection: \$3,375.00

	2017	
Month	Case	Amount
January	50	\$4,895.00
February	38	\$3,740.00
March	40	\$3,375.00
April		\$0.00
May		\$0.00
June		\$0.00
July		\$0.00
August		\$0.00
September		\$0.00
October		\$0.00
November		\$0.00
December		\$0.00
TOTAL	128	\$12,010.00

Report reflects ALL parking violations issued in the Village of Greenport INCLUDING violations issued by Southold PD

**** CASE # & AMOUNT REFLECTS SETTLED SUMMONSES CLOSED IN MARCH 2017. THIS INCLUDES COLLECTION FROM PREVIOUS MONTHS AS WELL CASES SETTLED VIA COURT IN MARCH 2017. ****



March 2017 Parking Enforcement Statistics (As of April 1, 2017)

CONTINUED

Fine Collection by Violation Type

VIOLATION	CASE	AMOUNT
OBSTRUCT DRIVEWAY	1	\$75.00
OTHER	1	\$25.00
PARKED FACING WRONG DIR.	4	\$235.00
PRKD OBSTR. FIRE HYDRANT	1	\$100.00
PRKD ON VILLAGE ST. DURING SNOW STORM	14	\$1,065.00
PRKD OUTSIDE OF MARKINGS	2	\$200.00
PRKD WHERE PROHIBITED SCHEDULE XI.	10	\$1,000.00
STOP OR STAND WHERE PROHIBITED XIV.	1	\$75.00
UNDEFINED	1	\$75.00
UNINSPECTED	4	\$450.00
UNREGISTERED	1	\$75.00
Totals	40	\$3,375.00

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

THESE CASES ALSO REFLECT TICKETS WRITTEN IN PREVIOUS MONTHS THAT WERE SETTLED IN MARCH 2017

Case by Violation Type

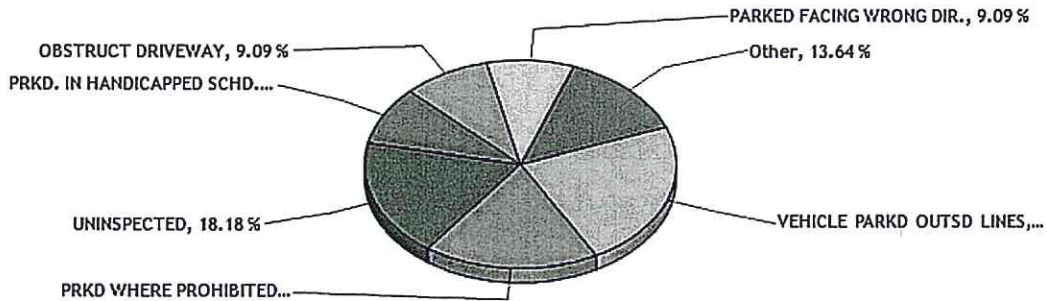
Code	Description	2017	Total
1	VEHICLE PARKD OUTSD LINES	5	5
10	PRKD. IN HANDICAPPED SCHD. XIX.	2	2
11	PRKD OBSTR. FIRE HYDRANT	1	1
14	UNREGISTERED	1	1
15	UNINSPECTED	4	4
16	PARKED FACING WRONG DIR.	2	2
17	OBSTRUCT DRIVEWAY	2	2
18	PRKD OUTSIDE OF MARKINGS	1	1
2	PRKD WHERE PROHIBITED SCHEDULE XI.	4	4
Total		22	22

Top five by Violation Types

- VEHICLE PARKD OUTSD LINES
- PRKD WHERE PROHIBITED SCHEDULE XI.
- UNINSPECTED
- PRKD. IN HANDICAPPED SCHD. XIX.
- OBSTRUCT DRIVEWAY

These Violations combined represent 77.27% of issuance Town wide.

Frequently Issued Violations



Summonses ISSUED from March 1, 2017 – March 31, 2017

(INCLUDES SUMMONSES ISSUED BY SOUTHDOLD POLICE)



March 2017 Code/Ordinance Enforcement Report

- **Village Complaints Received: 4 Completed: 3 Open: 1**
**Complaints Received via Online Form, Code Complaint form, Telephone or walk-in.*
PMCNYS = Property Maintenance Code of the State of New York

<i>DATE/LOCATION</i>	<i>CHARGE</i>	<i>FACTUAL</i>	<i>ACTION TAKEN</i>	<i>DISPOSITION</i>
March 1, 2017 434 Main Street, Greenport, New York, 11944	112-11 Abandoned/ Unlicensed vehicles	Box truck on east side of property without license plates.	Attempts to have vehicle removed have failed. This case will go to trial.	PENDING ARRAIGNMENT
March 2, 2017 229 Third Street, Greenport, New York, 11944	90-3N Public Nuisances declared	Out of harmony with adjoining properties	Order to remedy violations have been issued in regards for all 4 charges. The property owner has until 3/31/17 to comply. The property owner also has until 3/31/17 to allow the Building Department access to inspect the interior of the property.	PENDING O.T.R.V.
	109-7 Application for rental permit.	It is believed that the accessory structure is being used as a rental unit.		
	304.1 (PMCNYS) Exterior Structure	Exterior of accessory structure is in a state of disrepair.		
	307.1 (PMCNYS) Accumulation of rubbish and garbage	Garbage and debris is spread out across property.		

<p>March 3, 2017 25 Sandy Beach Road, Greenport, New York, 11944</p>	<p>142-4A.1 Construction without Wetlands permit.</p>	<p>Accessory Building constructed on property without obtaining proper Wetlands permits.</p>	<p>Order to remedy violations issued in regards. Has until 4/2/17 to comply.</p>	<p>PENDING O.T.R.V.</p>
<p>March 8, 2017 24 Sandy Beach Road, Greenport, New York, 11944</p>	<p>142-4A.1 Construction without Wetlands permit.</p>	<p>Accessory Building constructed on property without obtaining proper Wetlands permits.</p>	<p>Order to remedy violation issued on January 26, 2017 with no resolve. Appearance ticket 031701 issued in regards.</p>	<p>PENDING ARRAIGNMENT</p>
<p>March 9, 2017 Various Locations.</p>	<p>132-18 Parking on Village Streets during a snow storm.</p>	<p>Handed out multiple notices to business owners informing them of current snow code.</p>	<p>Literature handed out with tips to prevent customers and staff from being issued tickets during snow events.</p>	<p>ONGOING</p>
<p>March 15, 2017 408 South Street, Greenport, New York, 11944</p>	<p>112-17 Illegal Dumping</p>	<p>Mattresses and garbage located on the curb line of the property.</p>	<p>Spoke with North Fork Housing Alliance via telephone. Assured garbage will be removed immediately.</p>	<p>COMPLIANCE ANTICIPATED</p>

<p>March 15, 2017 212 Front Street, Greenport, New York, 11944</p>	<p>112-13 Unauthorized dumping of garbage near business dumpster</p>	<p>Unauthorized dumping of trash around business dumpster.</p>	<p>Sent a letter to the business and property owner advising of options to prevent further unauthorized usage of the dumpster.</p>	<p>COMPLIANCE ANTICIPATED</p>
<p>March 16, 2017 213 South Street Greenport, New York, 11944</p>	<p>115-7C Clearing sidewalks after a snowfall.</p>	<p>Failure to clear snow from sidewalk.</p>	<p>Attempts to make contact via telephone were unsuccessful. OTRV issued. Property owner has until 3/19/17 to comply</p>	<p>MELTED</p>
<p>March 16, 2017 2530 Manhanset Avenue Greenport, New York, 11944</p>	<p>150-15 I.3 Offsite directional signage license fee.</p>	<p>Business has not renewed directional sign license after expiration.</p>	<p>Final Notice sent. Attempts to contact owner has failed. Sign to be removed.</p>	<p>SCHEDULED FOR REMOVAL</p>
<p>March 16, 2017 1410 Manhanset Avenue, Greenport, New York, 11944</p>	<p>150-15 I.3 Offsite directional signage license fee.</p>	<p>Business had not renewed directional sign license after expiration.</p>	<p>Final Notice sent. Owner of location stated they were away for the winter & renewed at Village Hall.</p>	<p>RENEWED</p>

March 16, 2017 538 Main Street Greenport, New York, 11944	150-15 I.3 Offsite directional signage license fee.	Business has not renewed directional sign license after expiration.	Business no longer wishes to have signage.	SCHEDULED FOR REMOVAL
March 16, 2017 102 Main Street Greenport, New York, 11944	150-15 I.3 Offsite directional signage license fee.	Business has not renewed directional sign license after expiration.	Out of business.	SCHEDULED FOR REMOVAL
March 17, 2017 415 South Street Greenport, New York, 11944	115-7C Clearing sidewalks after a snowfall.	Failure to clear snow from sidewalk.	Notice affixed to property. Property owner must comply within 24 hours.	MELTED
March 17, 2017 423 Sixth Avenue Greenport, New York, 11944	115-7C Clearing sidewalks after a snowfall.	Failure to clear snow from sidewalk.	Notice affixed to property. Property owner must comply within 24 hours.	MELTED
March 17, 2017 531 Madison Avenue Greenport, New York, 11944	115-7C Clearing sidewalks after a snowfall.	Failure to clear snow from sidewalk.	Spoke with an individual on the property, said she will have it removed.	COMPLIANCE ANTICIPATED

March 17, 2017 229 Third Street Greenport, New York, 11944	115-7C Clearing sidewalks after a snowfall.	Failure to clear snow from sidewalk.	Notice affixed to property. Property owner must comply within 24 hours.	MELTED
March 17, 2017 239 Third Street Greenport, New York, 11944	115-7C Clearing sidewalks after a snowfall.	Failure to clear snow from sidewalk.	Notice affixed to property. Property owner must comply within 24 hours.	MELTED
March 20, 2017 520 Carpenter Street Greenport, New York, 11944	112-9B Brush pickup	Brush left on curb with no scheduled pickup	Order to remedy violation issued. Property owner has until 4/3/17 to comply.	PENDING O.T.R.V.
March 24, 2017 717 Main Street Greenport, New York, 11944	112-17 Illegal dumping	Couch left on the curb of the rear of the property	Order to remedy violation issued. Owner did not comply. Appearance Ticket 31705 issued.	PENDING ARRAIGNEMENT
March 27, 2017 320 Front Street Greenport, New York, 11944	65-2 Construction without a building permit	Construction on the existing property commenced without the required permits.	Ongoing issue, Homeowner issued Appearance Ticket #31702 in regards.	PENDING ARRAIGNEMENT

March 30, 2017 5 th Street Condos Greenport, New York, 11944	65-2 Construction of a fence without a building permit	Complaints of a fence being built without permits were confirmed.	Stop work order issued, Management must obtain proper permits before resuming construction.	COMPLIANCE ANTICIPATED
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** LISTED CODE COMPLAINTS/VIOLATIONS FROM MARCH 1 – MARCH 31, 2017 **



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From: Paul Pallas, *P.E. Village Administrator*
Department: Village Administrator

Work Session Report Village Administrator - Recreation

Work Session Report Recreation Department

April 20, 2017

Marina/Mitchell Park

- ❖ Hiring of part time seasonal employees for Mitchell Park continues.
- ❖ Mitchell Park Marina is getting ready to open on May 15th. Staff is cleaning up landscaping and doing maintenance for the upcoming season.
- ❖ The visitors dock has been moved into position and seasonal moorings in Sterling Harbor have been painted, renumbered, and put in place.
- ❖ The bolts on the East Pier have been refastened and the splash board has been picked up.
- ❖ Reservations for the upcoming season continue to be booked.
- ❖ The Letter of Intent has been completed for the pump out boat and the pump out station.
- ❖ Application for the Carousel Permit has been completed
- ❖ The Ice Rink has been fully removed and stored for the winter.
- ❖ We received \$50.00 for seasonal moorings in March.
- ❖ Ice Rink revenue was down by \$2643.00 from last year.
- ❖ Marina Revenue is up by \$50.00 over last year.
- ❖ Carousel revenue is down by \$1,874.25 from last year.

Monthly Revenue Reports are attached.

Recreation Center

Statistics

Attendance:

Kids =24 Enrolled in After-School Program

Reports

- ❖ The After-School Program is going very well. Library programs continue with both homework help and the Literacy Program. The children also continue to attend movies on a weekly basis.
- ❖ Dance classes continue every Saturday at the Recreation Center. The children are having a great time
- ❖ The renewal application for Summer Camp has been completed.
- ❖ We are already starting to receive sign-ups for the Summer Camp.
- ❖ The Recreation Center Supervisor attended the Job Fair at Greenport High School. We were able educate students about opportunities and jobs that the village offers.

Campground

Tasks Accomplished

- ❖ The campground is almost prepared to open for May 1st.
- ❖ All seasonal spots at the campground have been reserved.
- ❖ The Road Crew has been helping to clean-up and repair potholes.
- ❖ The campground revenue is down by 1,240.00 from last year.

Attachments:

Rec Rev Report 042017(PDF)

Recreation Department Monthly Revenue

Day	Marina		Campground		Ice Rink		Moorings		Camera Obscura			
	Cash	Mar-17 C.C.	Cash	Mar-16 C.C.	Cash	Mar-17 C.C.	Cash	Mar-16 C.C.	Cash	Mar-17 C.C.	Cash	Mar-16 C.C.
1		\$100.00		\$50.00				\$600.00				
2				\$100.00								
3						\$50.00						
4							\$155.00		\$16.00			
5							\$15.00	\$483.00		\$43.00		
6							\$463.00			\$1,315.00		
7				\$1,150.00	\$1,250.00					\$1,397.00		
8		\$150.00		\$580.00				\$200.00				
9		\$100.00										
10												
11		\$100.00		\$800.00		\$150.00			\$1,188.00			
12												
13		\$150.00		-\$450.00	\$45.00							
14						\$550.00						
15		\$150.00		\$150.00								
16												
17		\$250.00		\$200.00								
18		\$50.00				\$500.00						
19												
20		\$300.00										
21		\$50.00										
22		\$150.00										
23				\$300.00								
24		\$250.00						\$300.00				
25				\$100.00		\$660.00						
26				\$50.00								
27		\$50.00										
28		\$50.00							\$50.00			
29		\$50.00				\$1,285.00						
30						\$620.00						
31				\$150.00								
	\$1,950.00	\$1,900.00	\$2,575.00	\$3,815.00	\$1,916.00	\$4,559.00	\$50.00	\$0.00	\$0.00	\$0.00		
	YOY	\$50.00	YOY	-\$1,240.00	YOY	-\$2,643.00	YOY	\$50.00	YOY	\$0.00		

Recreation Department Monthly Revenue
Carousel

Day	Mar-17				Mar-16			
	Cash	Donations	Group Sale	Purchases	Cash	Donations	Group Sale	Purchases
1								
2								
3								
4	\$244.00				\$383.00			
5	\$186.00	\$11.00			\$404.00	\$12.25		\$15.00
6								
7								
8								
9								
10								
11	\$272.00							
12	\$116.00				\$648.00			
13					\$460.00			\$15.00
14								
15								
16								
17	\$70.00							
18	\$210.00	\$10.00						
19	\$239.00				\$312.00			\$15.00
20					\$214.00			
21								
22								
23								
24								
25	\$412.00				\$318.00			\$10.00
26	\$178.00				\$971.00			\$45.00
27								
28								
29								
30								
31								
		\$1,948.00				\$3,822.25		
			YOY					-\$1,874.25



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: April 13, 2017
Meeting: April 20, 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

TREASURER'S REPORT

Report from the Treasurer's Office

REQUEST A MOTION BE PLACED ON THE AGENDA FOR:

- RESOLUTION authorizing Treasurer Brandt to perform attached Budget Transfer # 3663, to fund repairs including nitrate recirculating pump, control panel at campground, and directing that Budget Transfer # 3663 be included as part of the formal meeting minutes for the April 27, 2017 regular meeting of the Board of Trustees.
- RESOLUTION authorizing Treasurer Brandt to perform attached Budget Amendment # 3665, to fund the installation of the oil/ water separator, and directing that Budget Amendment # 3665 be included as part of the formal meeting minutes for the April 27, 2017 regular meeting of the Board of Trustees.
- RESOLUTION authorizing Treasurer Brandt to perform attached Budget Transfer # 3666, to fund repairs Mitchell Park Marina bulkhead, and directing that Budget Transfer # 3666 be included as part of the formal meeting minutes for the April 27, 2017 regular meeting of the Board of Trustees.
- RESOLUTION authorizing Treasurer Brandt to perform attached Budget Transfer # 3667, to fund carousel and ice rink repairs, and directing that Budget Transfer # 3667 be included as part of the formal meeting minutes for the April 27, 2017 regular meeting of the Board of Trustees.

- RESOLUTION to adopt the Fiscal Year 2017 - 2018 Tentative Budget as proposed.
- RESOLUTION to establish a Capital Reserve fund for the funding of Village wide capital improvements, and authorizing Treasurer Brandt to invest such funds in accordance with the Village of Greenport Investment Policy. Any interest earned shall accrue to and become part of the Reserve Fund. The Treasurer shall record all activity in account A.0230.200 of the Village general ledger. No expenditure shall be made from this Reserve Fund without the approval of this governing board.
- RESOLUTION authorizing the attendance of Linda Topalian to the NYS Retirement System Employer Education Seminar on May 23, 2017 with all applicable travel expenses to be reimbursed accordingly, and noting that there is no fee for this seminar.

UTILITY BILLING

March billing cycle completed. All monthly reports submitted. Meter checking & replacement is ongoing. Billing of Sector 2 in process, due to go out on or about March 14. Sector 1 red tags have been processed.

COMMUNITY DEVELOPMENT/ HOUSING AUTHORITY

- a) Pending terminations were concluded; both were terminated as of 3/31/2017.
- b) 8 recertifications and 8 interims were performed for March 2017.
- c) 3 new voucher holders found units and leased up for March 2017.
- d) 2 current voucher holders moved to different units.

SIGNIFICANT PAYMENTS

- 2014 Bond Interest Payment -
Mitchell Park - \$ 5,393.75
Road Department - \$ 2,012.50
Electric Fund - \$ 51,159.38

SIGNIFICANT COLLECTIONS

- Rents Received - March 2017 - \$ 81,802.50
- Property Taxes Received - \$ 1,083,127.14
- East West Fire District - 1st. payment received - \$ 369,739.50

INFORMATIONAL:

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

Attachments:

BILLING STATISTIC REPORT - MARCH 2017 (PDF)

CD FINANCIALS MARCH 2017 (PDF)

HA FINANCIALS MARCH 2017 (PDF)

BANK ACCOUNT BALANCES MARCH 2017 (PDF)

BUDGET TRANSFER 3663 - SEWER (PDF)

BUDGET AMENDMENT 3665 - LIGHT (PDF)

BUDGET TRANSFER 3666 - BULKHEAD (PDF)

BUDGET TRANSFER 3667 - REPAIRS (PDF)

4/5/2017 11:35:49 AM

EOM Billing Statistics Report

Page

Rate Summary - All Routes

Service	Rate# - Description	Bills	Min. Bills	Usage	Charge	Usage	Demand	Contract	PCA	Comm Tax	Res Tax	Total
Electric	2 - Electric - Flat Charge	14	0	0	0	0		675.38			9.34	684.72
	9 - Residential (1, 1)	1348	0	742021	86,157.55	0			2,813.96		2,139.23	91,110.74
	10 - Water Heating (2, 2)	14	0	2332	162.11	0			8.68		4.28	175.07
	11 - All Electric (3, 3)	333	0	321395	35,505.25	0			1,197.46		912.72	37,616.43
	13 - Demand - Class 3 (5, 5)	5	0	282600	15,797.34	1094.95	12,855.66			365.00		30,060.96
	14 - Village St. Lighting (6, 6)	5	0	36891	4,246.16	0			137.46			4,383.62
	15 - Town St Lighting (7, 7)	1	0	4473	514.84	0			16.67			531.51
	19 - Traffic Lights (11, 11)	1	0	1416	146.65	0			5.28			151.93
	20 - Contract St Lighting (12, 12)	2	0	31	0.00	0						0.00
	21 - Sterling Harbor (13, 13)	2	0	1597.5	183.87	0			5.95	16.38		206.20
	66 - Reconnection Fee - Residential	2	0	0	0	0		150.00				150.00
	71 - Reconnection Fee - Commercial	1	0	0	0	0		150.00				150.00
Electric Total		1728	0	1392756.5	142,714.77	1094.95	12,865.66	975.38	5,238.42	381.38	3,055.57	165,241.18
Sewer	3 - Sewer - Flat Charge	41	0	0	2,160.70	0						2,160.70
	4 - Sewer - Flat Charge	1	0	0	63.70	0						63.70
	23 - Sewer - VILL 3/4" W/SEWER (14, 14)	878	686	2841.5	43,484.66	0						43,484.66
	25 - Sewer - VILL 1" W/SEWER (15, 15)	29	14	411.1	4,592.35	0						4,592.35
	27 - Sewer - VILL 1 1/2" W/SEWER (16, 16)	12	7	217.8	2,452.07	0						2,452.07
	29 - Sewer - VILL 2" W/SEWER (17, 17)	28	16	259.2	3,106.26	0						3,106.26
	31 - Sewer - VILL 3" W/SEWER (18, 18)	1	1	0	35.04	0						35.04
	33 - Sewer - VILL 4" W/SEWER (19, 19)	2	2	0	70.08	0						70.08
	54 - Sewer - OUTSIDE RES SEWER (50, 50)	76	60	674.1104	12,219.36	0						12,219.36
	57 - SPLIT SEWER BILLING (52, 52)	1	0	2	0.00	0						0.00
	62 - DRIFTWOOD COVE 52	1	1	152.8164	2,735.20	0						2,735.20
	63 - DRIFTWOOD COVE 49	1	1	129.9276	2,577.40	0						2,577.40
	64 - PECCONIC LANDING 301	1	1	450	15,832.60	0						15,832.60
	65 - CLIFFSIDE CONDOS-SEWER	1	1	25	3,682.00	0						3,682.00
Sewer Total		1073	790	5163.4544	93,011.44	0						93,011.44
Water	5 - Water - Flat Charge	24	0	0	625.10	0						625.10
	22 - VILL 3/4" W/SEWER (14, 14)	884	411	3151.9	19,547.00	0						19,547.00
	24 - VILL 1" W/SEWER (15, 15)	28	7	459	1,899.06	0						1,899.06
	26 - VILL 1 1/2" W/SEWER (16, 16)	13	8	242	1,158.30	0						1,158.30
	28 - VILL 2" W/SEWER (17, 17)	29	21	-132	22.26	0						22.26
	30 - VILL 3" W/SEWER (18, 18)	1	1	0	36.90	0						36.90
	32 - VILL 4" W/SEWER (19, 19)	2	2	0	73.80	0						73.80
	46 - VILLAGE 1 1/2" (42, 42)	1	1	0	36.90	0						36.90
	47 - VILLAGE 2" (43, 43)	8	6	144	673.20	0						673.20
	48 - VILLAGE 3/4" (44, 44)	105	95	125	1,971.60	0						1,971.60
	49 - VILLAGE SEWER ONLY (45, 45)	5	0	0	0.00	0						0.00
	52 - FIRE SPRINKLERS (49, 49)	24	0	0	0.00	0						0.00
	53 - OUTSIDE RES SEWER (50, 50)	71	0	1072.632	0.00	0						0.00
Water Total		1195	553	5062.532	29,044.12	0						29,044.12
electric-small commercial	12 - Commercial (4, 4)	370	0	576114.3	66,243.42	0			753.62	3,612.78		70,609.82
	16 - Operating Municipal (5, 6)	18	0	28741	3,274.17	0			61.98			3,336.15
	17 - Water Department (9, 9)	3	0	0	37.29	0						37.29
	18 - Sewer Department (10, 10)	10	0	78743	8,549.80	0			293.39			8,843.19
electric-small commercial Total		401	0	683598.3	78,104.68	0			1,108.99	3,612.78		82,826.45

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

\$ 4,675.00 75.00

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)
TOTAL REVENUE	\$ 1,200.00	\$ 1,300.00	\$ 1,125.00	\$ 1,095.00
				\$ -
				\$ 3,520.00
EXPENSES:	EXPENSES: 213 Center 213 CENTER	EXPENSES: 278 2nd Street UNIT 1 - 8124 8327	8328	HOUSE - 8590 RE/8361 SW
Utilities				
Electric	\$ 100.07			\$ 24.80
Water/Sewer	\$ 63.94			\$ 63.94
Propane/Heating Oil	\$ 380.55			\$ 399.86
Admin				
Salary (\$4.32 X 3 payperiods 210 hrs=\$907.20 divide by 25% and 75%)	\$ 226.80			\$ 680.40
Payment Agreement to Village				\$ 1,000.00
Total	\$ 771.36	\$ -	\$ -	\$ 2,169.00
				\$ 2,169.00
	MAINTENANCE: 213 Center 213 CENTER	MAINTENANCE: 278 2nd Street UNIT 1	UNIT 2	UNIT 3
Maintenance Repairs/Other				HOUSE
Asha Gallacher				119.46
Martituek Enviro Svcs				81.36
George Hand Construction	\$ 750.00	525.00		100.00
VGHA Admin Fee Deficit				
Pine Oaks Landscaping				85.00
	\$ 750.00	\$ 525.00	\$ -	\$ 100.00
Total Expenses	\$ 1,521.36			\$ 285.82
				\$ 910.82
MONTHLY FINANCIAL SUMMARY	213 CENTER	278 2nd STREET		
Interest Earned				
Total Revenue	\$ 1,200.00		\$ 3,520.00	
Total Expenses	\$ 1,521.36		\$ 3,079.82	
NET REVENUE	\$ (321.36)		\$ 440.18	
EXCESS (DEFICIENCY) OF TOTAL REVENUE				
1000 OVER (UNDER) TOTAL EXPENSES	\$ (321.36)		\$ 440.18	

Financial Data Schedule - Monthly Revenue & Expenses - MAR 17				82	TOTAL UNITS	TOTAL HAP & PORT PAYMENT	\$ 73,504.00	289.00	\$ 97.00	\$
Account Description						TOTAL HAP, PORT, UTILITIES	\$ 73,793.00			
REVENUE:										
706	PHA HUD Operating Grants	\$	73,743.00							
708a	Admin fee revenues	\$	6,758.00	\$ 48.50	Fraud Recovery HAP (714 010)	\$	281.66	Salary		
711	Interest Earned - HAP	\$		\$ 48.50	Fraud Recovery	\$	158.94	Medical		
	Interest Earned - ADMIN				Admin HAP Offset	\$	(1,148.80)	Dental		
714	Fraud recovery	\$	97.00		Admin Fee Supplemental from CD	\$	(32.95)	Pension		
709	TOTAL REVENUE	\$	80,598.00			\$	137.60	FICA		
EXPENSES:										
912	Administrative Auditing fees	\$	1,140.00	Audited FASS 3/31/16			\$ 281.66	Total Salary Makeup to Village 4/16 to 1/17		
	Salaries - Aisha (\$24.52) Robert Columi E3				Admin Salaries total		\$ (883.19)	Total Emp Benefits Reconciliation 4/16 to 1/17		
911	payperiods	\$	5,139.16	\$ 334.62	\$ 5,484.78		\$ (601.53)	GRAND TOTAL		
911a	Medical	\$	2,074.22	\$ 37.80	\$ 2,112.02	MedCOG Total				
911b	Dental					Dental Total				
911c	Pension 15.5% T4/15/2015	\$	813.73	\$ 43.50	\$ 857.23	Pension Total				
914	Payroll Taxes FICA	\$	395.99	\$ 25.60	\$ 419.59	FICA Total				
915	Employee Benefit Contribution TOTAL	\$	2,887.95	\$ 81.30	\$ 8,873.60	Benefits Total				
914	Compensated absences									
	Phys Stenography & Transcription	\$	234.25							
917	Nina JG Stewart, Esq	\$	1,137.50							
	A Gallacher Reimb	\$	119.46							
918	A Gallacher Mileage	\$	39.40	\$ 178.86						
916	Office Expenses Total	\$	1,371.75							
910	Administrative Total	\$	11,698.39	\$ 9,423.60	Village of Greenport total					
962	Other General Expenses (Office Rent)	\$	550.00	\$ 3,822.07	reconciliation FYE 3.31.17 4/16 to 1/17 (\$601.53) to Village of Greenport					
969	TOTAL OPERATING EXPENSES	\$	11,646.86	includes rec amount						
979	EXCESS OPERATING REVENUE OVER OPERATING EXPENSES			\$ (4,840.36)						
973.1	PHA Utility Allowance	\$	289.00							
973.2	HAP payments	\$	72,083.00							
	PORT payments	\$	1,421.00							
973	(HAP, PORT and UTILITY TOTAL)	\$	73,793.00							
	HAP & UTIL less Port payments	\$	72,372.00							
1117	Total Admin Revenue	\$	6,806.50							
1118	Total Hap Revenue	\$	73,791.50							
1118-02	Net HAP	\$	(1.50)							
	Net ADMIN	\$	(4,840.36)							
1000	TOTAL EXPENSES	\$	85,439.86	\$ 85,439.86	TOTAL CASH DISBURSEMENTS					
1000	EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES	\$		\$ (4,841.86)						

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

FUND	BANK ACCOUNT NAME	G/L ACCT#	TYPE	BALANCE
A	General	A.0200.000	Checking	600,831.71
A	Greenhill Cemetery	A.0201.100	Savings	33,311.35
A	Clarks Beach Savings	A.0201.120	Savings	82,238.66
A	Clarks Beach Reserve CD	A.0201.120	Cert of Deposit	677,625.54
A	Money Market	A.0201.130	Money Market	372,386.19
A	Fire Apparatus	A.0221.110	Money Market	264,116.87
A	General Fund Capital	A.0230.200	Cert of Deposit	250,868.01
A	Bulding Department Escrow	A.0235.101	Checking	14,542.60
A	Parks and Recreation	A.0200.200	Checking	7,677.47
TOTAL GENERAL FUND				\$ 2,303,598.40
CD	Small Cities Rehab.	CD.0200.000	Savings	152,510.31
CD	NYS CDBG Funds	CD.0200.400	Public Funds Acct	226.21
CD	Moran	CD.0201.000	Savings	5,727.13
CD	Watkins	CD.0201.001	Savings	21,749.68
TOTAL COMMUNITY DEVELOPMENT				\$ 180,213.33
E	Light Fund	E.0121.100	Checking	723,946.88
E	Light Depreciation Savings	E.0116.100	Savings	2,150,780.36
E	Light Ban	E.0118.000	Checking	305,013.49
E	TTC Collections	E.0121.120	Money Market	278,827.30
E	Consumer Deposit Savings	E.0191.100	Savings	129,555.56
E	Consumer Deposit Checking	E.0244.200	Checking	1,997.87
TOTAL LIGHT FUND				\$ 3,590,121.46
F	Water	F.0200.000	Checking	352,461.68
F	Water Fund Capital	F.0200.400	SAVINGS	8,358.57
F	Water Fund CD	F.0201.000	Cert of Deposit	201,352.01
F	Water Fund Money Market	F.0201.130	Money Market	200,603.45
				\$ 762,775.71

G	Sewer	G.0200.000	Checking	434,547.35	
G	NYS DEC Consent	G.0201.000	Savings	31,224.09	
G	Sewer Fund I	G.0201.100	Cert of Deposit	360,635.55	
G	Sewer Fund III	G.0201.120	Cert of Deposit	716,817.67	
G	NYSEFC	G.0205.000	Checking	185,851.61	
G	Sewer Wastewater	G.0220.110	Savings	12,124.67	
G	NYSERDA	G.0525.000	Checking	111.01	
				TOTAL SEWER FUND	\$ 1,741,311.95
H	Capital	H.0200.000	Checking	128,418.84	
H	Capital Reserve	H.0200.400	SAVINGS	49,434.33	
				TOTAL CAPITAL FUND	\$ 177,853.17
TA	Trust & Agency	TA.0200.000	Checking	77,060.75	
TA	Retirement Savings	TA.0201.000	Savings	48,789.80	
TA	WWI Memorial Trust	TA.0201.001	Savings	728.54	
TA	T & A Special Escrow	TA.0201.002	Savings	6,581.47	
TA	Justice Court	TA.0201.004	Savings	4,777.22	
TA	Concert Fund	TA.0201.008	Savings	2,278.91	
TA	Global Common	TA.0201.009	Savings	271,054.41	
TA	Accounts Payable	TA.0202.000	Checking	392,575.97	
				TOTAL TRUST & AGENCY FUND	\$ 803,847.07
	Wire Account			1.00	
	Utility Clearing			46,183.87	
					\$ 46,184.87
				TOTAL VILLAGE WIDE	\$ 9,605,905.96

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2017	Period: 4	Trans Type: B1 - Transfer	Status: Batch
Trans No: 3663	Trans Date: 04/11/2017	User Ref: ROBERT	
Requested: A. HUBBARD	Approved:	Created by: ROBERT	04/11/2017
Description: FUNDING OF REPAIRS INCLUDING NITRATE RECIRCULATING PUMP, CONTROL PANEL AT CAMP GROUND IN MAY 2017			Account # Order: No
			Print Parent Account: No

Account No.	Account Description	Amount
G.8110.402	WATER SERVICE..	-6,000.00
G.8110.700	INTEREST ON LTD..	-19,000.00
G.8130.201	EQUIPMENT / SECONDARY TREATMENT..	25,000.00
Total Amount:		0.00

VILLAGE OF GREENPORT

Budget Adjustment Form

Year: 2017 Period: 4 Trans Type: B1 - Transfer Status: Batch
Trans No: 3667 Trans Date: 04/13/2017 User Ref: ROBERT
Requested: P. PALLAS Approved: Created by: ROBERT 04/13/2017
Description: TRANSFER OF FUNDS TO FUND CAROUSEL & ICE RINK REPAIRS
Account # Order: No
Print Parent Account: No

Account No.	Account Description	Amount
A.9010.800	EMPLOYEES STATE RETIREMENT.EMPLOYEE BENEFITS	-21,360.00
A.7311.400	ICE RINK EXPENSE	8,660.00
A.7312.401	CAROUSEL EXPENSE	12,700.00
Total Amount:		0.00



236 THIRD STREET
GREENPORT NY 11944

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

MAYOR
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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: April 5, 2017
Meeting: April 20, 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: Village Clerk Department

Village Clerk April Work Session Report

VILLAGE of GREENPORT - BOARD of TRUSTEES WORK SESSION

to be presented at the meeting held on April 20, 2017
Report of Sylvia Lazzari Pirillo, Village Clerk

Contracts and Agreements

- The Village of Greenport Camp Permit from Suffolk County was signed by Mayor Hubbard and Margo DeVito.
- The contract between the Village and Hands Fuel for the delivery of diesel fuel was fully executed on March 21st.
- The contract between the Village and Hands Fuel for the delivery of 87 octane gasoline was fully executed on March 21st.
- The contract between the Village and Hands Fuel for the delivery of No. 2 heating oil was fully executed on March 21st.
- The contract between the Village and Johnson Tree Company for the removal of trees and stumps was fully executed on March 27th.
- The agreement between the Village and Harry Munroe for contractor services at the McCann Campground was fully executed on March 30th.
- The agreement between the Village and Cashin Associates, for the engineering of Fire Department building aprons, was fully executed on March 31st.

Dances in the Park

- The 2017 Dances in the Park Season will encompass the following dates: July 3, July 10, July 17, July 24, July 31, August 7, August 14, August 21 and August 28.

Election 2017

- A Village general election, to fill two open Trustee positions, was held on March 21st. There were 340 ballots cast, and 25 valid absentee ballots counted. The results are as follows:

Julia Robins - 223
Mary Bess Phillips - 221
Paul Kreiling - 195
Mary L. Given - 37
William Swiskey (Write-In) - 12

Employment

- The notice of open employment position for Park Maintenance Crew Leader was distributed, posted and noticed in the April 13th edition of the newspaper.

Financial

- The Village received a check in the total amount of \$ 5,145 from the Office of the State Comptroller, as payment for the January 2017 Justice Court fees.
- The Village received a check in the amount of \$ 374,884.50 from the Town of Southold as a payment for East/West contract fees.
- The Village received a check in the amount of \$ 26,984 from Suffolk County, representing a subsidy for sewage treatment facilities.
- The annual tax sale was held on April 12th. There were six liens available for purchase. Five were purchased, for a total of \$ 5,014.87. The sixth lien, for a vacant lot, in the amount of \$ 181.67, was not purchased.

Grants

- The MWBE Quarterly Report for GIGP 702 (the Bioretention Project) was submitted to the EFC on March 28th.

Informational

- The annual PERMA coverage report was received by the Clerk's Office on March 20th, and is available for review in the Clerk's Office.
- The Rotary continues to make progress on the Children's Railroad project.
- The change in time of the Planning Board work session meeting was noted on the monthly calendar.
- A copy of the NYCOM Municipal Management Series booklet, "Streets, Sidewalks and Everything in Between" is available for review in the Clerk's Office.
- There were three Lifeguard Program scholarships awarded by the East End Seaport Museum, in conjunction with the Paul Drum Nautical Education Program. Two of the winners are students at Greenport School. Training will begin at Peconic Landing at the end of May.

Legal Notices

- The first legal notice (of the three required) for the tax sale was published in the March 23, 2017 edition of the paper. The second legal notice was published on March 30th. The third notice was published on April 6th.
- The public hearing notice for the Tentative Budget was published in the March 30th edition of the newspaper.
- The brush pick-up schedule was published in the March 30th edition of the newspaper.
- The legal notice for the liquid sludge removal re-bid was printed in the April 6th edition of the newspaper. The bids are returnable on April 20th.
- The bio-retention bid was re-noticed in the April 6th edition of the newspaper, and is returnable on April 27th.

Public Assembly Permits

- A representative of the Farmers' Market advised that the approved Village location will be need to be used from 9 a.m. through 2 p.m., with the Market operating from 10 a.m. through 2 p.m.

Requested Resolutions

- RESOLUTION approving the Public Assembly Permit Application submitted by True Light Church for the use of the Polo Grounds at Moore's Lane from June 1, 2017 through June 3, 2017 for a "Hope Day" event.
- RESOLUTION approving the Public Assembly Permit Application submitted by the Relief Hose and Phenix Hook and Ladder Companies of the Greenport Fire Department for the use of the Polo Grounds at Moores Lane from 6:00 p.m. through midnight from July 4, 2017 through July 8, 2017 for the annual Carnival fundraiser.
- RESOLUTION approving the Public Assembly Permit Application submitted by Denise Gillies for the use of a portion of Mitchell Park from 9:00 a.m. through 10 :00 a.m. on Saturday mornings from June 3, 2017 through October 28, 2017 for outdoor Tai Chi instruction.
- RESOLUTION scheduling a public hearing for May 25, 2017 at 7 p.m. at the Third Street Firehouse, Third and South Streets, Greenport, New York, 11944, for the Wetlands Permit Application submitted by John V. Halsey on behalf of Peconic Land Trust, Inc. to perform shoreline restoration activities at the Widow's Hole Preserve, with such restoration including approximately .4 acres of shoreline and adjacent upland; and directing Clerk Pirillo to notice the public hearing accordingly.
- RESOLUTION authorizing the attendance of the Mayor, and any interested: Trustee, Village staff member, Planning Board and Zoning Board member at the SCVOA Municipal Training class from 5:30 p.m. through 9:30 p.m. on May 10, 2017 in Holtsville, New York at a cost of \$ 65 per person, plus applicable mileage reimbursement costs, to be expensed from the corresponding account number.
- RESOLUTION re-appointing Victor Brown to the Village of Greenport Carousel Committee.

Attachments:



236 THIRD STREET
GREENPORT NY 11944

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

MAYOR
GEORGE W. HUBBARD, JR.
EXT. 215

TRUSTEES
JACK MARTILOTTA
DEPUTY MAYOR

MARY BESS PHILLIPS

DOUGLAS W. ROBERTS

JULIA ROBINS

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

CLERK
SYLVIA PIRILLO, RMC
EXT. 206

TREASURER
ROBERT BRANDT
EXT. 217

Submitted: April 13, 2017
Meeting: April 20, 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

Trustee Roberts April 2017 Work Session Report

Attachments:

Trustee Roberts April 2017 Work Session Report (PDF)

MEMORANDUM

To: Mayor and Board of Trustees
From: Trustee Douglas Roberts
Re: April 2017 Work Session
Date: April 13, 2017

1. Traffic and the North Ferry

At recent Planning Board and ZBA meetings, there has been much discussion of traffic and its effects on applications for proposed projects on lower 3rd Street.

Upon reviewing the building department file for the property leased by the North Ferry Company from the MTA, there are no signs of approved use evaluations, no approved site plans addressing traffic flow, no building permits, and no wetlands permits. It is obvious to all Greenporters that the Ferry Company has done construction and wetlands work over the course of its tenancy at the end of 3rd Street. The Village issues violations to private homeowners if they put up a fence without a permit.

Common sense must prevail. It is not new applications that are bringing traffic problems to lower 3rd Street. The operation of a ferry moving hundreds of cars to Shelter Island and the South Fork create the traffic problems on lower 3rd Street. I am asking the Village Board to join me in a proactive political effort to get some relief from the traffic problems Greenporters have endured for years and years, all off the back of the Village taxpayer.

The County Legislature regulates the ferry rates for the North Ferry Company. I propose a resolution of this board to draft a letter to County Executive Steve Bellone, County Legislator Al Krupski and Legislature Presiding Officer DuWayne Gregory, asking for their assistance in securing a \$1/car surcharge on all cars traveling through the Village of Greenport to ride the North Ferry. Request a similar resolution to send a letter to the Shelter Island Heights Corporation asking them to sit down and negotiate a PILOT or other mechanism for paying a \$1/car fee to the Village of Greenport.

Also request that we finalize the rental agreement with the Hampton Jitney.

2. Dog Waste and Water Pollution

Dog Waste: The recent challenge, led by Village resident Mindy Ryan in a series of Facebook posts, to residents that we pick up one bag full of trash

around town each day leads to another problem that needs addressing: Dog waste.

In addition to the nuisance, dog waste brings the additional harmful effects of nitrogen pollution that makes its way into our waters. The Village has taken a proactive approach to dog waste in Mitchell Park, where dog-walkers can find free plastic bags dispensed in Village-provided containers and plenty of trash cans for dog waste disposal. Why wouldn't we do the same thing in the parks in residential neighborhood where we live? Part of the answer to that question is because the current Village code outlaws all dogs from parks and recreation areas. Yet pretty much every dog owner in The Village walks their dogs at Herzog Park (5th/6th Street Beach). All winter long, dog waste accumulates from irresponsible dog owners who don't clean up after their pets, leaving piles of dog waste for the rest of us to pick up on their behalf. I've never seen any dog waste left behind in Mitchell Park. The signage and free plastic bags seem to work.

I propose that we schedule a public hearing to adopt the following law regulating dogs in parks (largely borrowed from the Town of Southold law).

Dogs or other domestic animals are permitted on Village-owned recreation areas and subject to the following conditions:

(1)

The dog or domestic animal is on a leash and restrained no more than four feet from the owner or custodian at all times from May 1 through October 1 between the hours of 9:00 a.m. and 6:00 p.m.

2)

Unless otherwise stated herein, where dogs or domestic animals are permitted on Town-owned recreation areas, the dogs or domestic animals shall be under immediate supervision and control of the owner or custodian with the ability to immediately leash the dogs or domestic animals.

3).

The leashing requirements of this section shall not apply to a dog or dogs hunting in the company of a hunter or hunters on recreational areas where hunting is permissible or to bona fide service dogs.

4)

All dogs permitted on Village-owned recreation areas shall have a collar that adequately displays a valid dog license.

5)

All dog or domestic animal waste shall be removed in accordance with Section 39-3-H of Village Code

Section 39-3-H provides for removal of waste, and violations of this law are subject to a \$250 fine. The idea is to allow people to walk their dogs off-season at their leisure, but restrict dogs to 4 foot leash walks during the daytime in-season. If we put this law in place, we should also launch an enforcement effort by our TCO to ensure compliance, and we should invest in signage and dog waste bag dispensers in all Village parks, including Herzog 5th/6th, 3rd Street, Steamboat Corner, Moore's Lane/Woods, etc.

Many in town have called for a dog run out on Moore's Lane. It seems we have the room and all we need to do is put up a chain link fence. Ask the board to consider

3. Marine Waste Mitigation Strategy

I have spoken with a couple of members of the CAC, including new member Paul Kreiling, about their ideas for being more proactive to ensure that recreational boaters are encouraged to properly dispose of waste to mitigate the pollution of Sterling Creek and Greenport Harbor. I request that the Board ask CAC to provide a formal proposal and presentation to the VB of their ideas for how the Village can take actions to reduce marine dumping in our waters. The ideas I've heard have included options for boat owners to leave a signal on their boats that they want a pumpout even when they are not aboard, scheduled cruises by the pumpout boat around Village waters, and inexpensive portable pumpout technology that would allow small mom and pop marinas, like those on Sterling Street or at the condos, to comply with Village Code around pumpout requirements. This request is for the CAC to properly map out their proposed plan and present it to the VB at our May Work Session for possible action to be taken before the recreational boating season is in full swing.

4. Request exploratory housing meeting with Town Board

We have talked at great length about ways to incent an increase in the supply of reasonably priced rental housing in the Village of Greenport. Many critics of these efforts have said that the Village has done its part and it is time for the town to step up. In recent months, the Town Supervisor and Town Board have discussed a desire to be more proactive on higher density rental housing. The most sustainable way to build reasonably priced high-density housing is to connect it to a waste water treatment plant. There are several properties just outside of the Village that could easily connect to the sewer and could be developed to provide great housing opportunities. The Town's

zoning code is very different than ours but perhaps the two legislative bodies could put their heads together and come up with solutions for residents of the greater Greenport community.

The Long Island Builders Institute, based on prior discussions and stories in the media, reached out to me to set up a meeting with The Village to discuss opportunities to build housing here. I propose that first the Village and Town need to discuss a possible housing strategy before we can talk with an organization representing real estate developers. Request a letter to be sent from the Mayor and VB to the Town Supervisor and Town Board to request a joint work session to discuss housing opportunities.

5. Habitat on Johnson Place

Request the Board resolve to divest the paper street at the end of Johnson Place and move forward with selling 324 Johnson Place to Habitat for the construction of a 1-family home to benefit a local family.



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TREASURER
ROBERT BRANDT
EXT. 217

Submitted: April 14, 2017
Meeting: April 20, 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

Trustee Robins April 2017 Work Session Report

Attachments:

Trustee Robins April 2017 Work Session Report (PDF)

Carousel Meeting 4/4/17

Trustee Julia Robins

Attended by: Gail Horton, Arlene Klein, Bob Wissmann, Victor Brown and Marjory Stevens, Julia Robins and Margo DeVito.

After discussion with Paul Pallas it was determined that an outlet will not be installed by the ring bar.

An extension cord with a rubber floor cover will be installed.

As requested I had a briefing with Paul Pallas about the status of the doors to make sure all are operational. There were several doors that needed fuses replaced and parts. The work was being done presently.

The annual inspection will take place in June.

The inspection report was sent to the Labor Dept. as required.

Margo DeVito reports Carousel staffing is running smoothly.

The exhibit of the Rounding Paintings at the Library was well received.

The paintings have been returned to Village Hall.

The last two paintings were photographed and are ready for digital reproduction and installation by the end of April.

Auction of paintings

Gail Horton said it was suggested by South Street Gallery that the silent auction be held on the first Friday of the month to coincide with the Harbor Walk. She will be getting estimates on limited edition prints signed by the artists.

The proposed location to display the paintings is the observation deck at Mitchell Park with the School House as back-up in case of rain.

Gail Horton developed a tentative budget for restoration of the inner scenic panels that she submitted to Friends of Mitchell Park.

The committee will begin thinking about ideas for images for the 14 panels. Planning for the panel project will begin after the silent auction.

Next meeting on April 25, 2017