



236 Third Street  
Greenport NY  
11944

Tel: (631)477-0248  
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**MAYOR**  
GEORGE W. HUBBARD, JR.  
EXT. 215

**TRUSTEES**  
JACK MARTILOTTA  
DEPUTY MAYOR

PETER CLARKE

MARY BESS PHILLIPS

JULIA ROBINS

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

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

**TREASURER**  
ROBERT BRANDT  
EXT. 217

September 16, 2021 at 7:00 PM  
Mayor and Board of Trustees - Work Session Meeting  
Third Street  
Firehouse  
Greenport, NY 11944

## **PLEDGE OF ALLEGIANCE**

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

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

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

## **PUBLIC TO ADDRESS THE BOARD**



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ROBERT BRANDT  
EXT. 217

Submitted: September 8, 2021  
Meeting: September 16, 2021 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 September 2021 Work Session Report**

**Attachments:**

Fire Department September 2021 Work Session Report (PDF)

CHIEF WAYDE MANWARING  
1<sup>ST</sup> ASST CHIEF JAMES KALIN  
2<sup>ND</sup> ASST CHIEF ALAIN DeKERILLIS  
CHAPLAIN FRANK MUSTO  
CHAPLAIN CLAUDE KUMJIAN  
SECRETARY/TREASURER JAMES KALIN



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

## Meeting of the Board of Wardens

**WEDNESDAY August 18, 2021**

### OPENING

Chief Wayde Manwaring 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 Wayde Manwaring

1<sup>st</sup> Ass't Chief James Kalin

Warden Warren Jensen of Eagle Hose Co. #1

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

Warden Robert Jester of Star Hose Co. #3

Wardens Scott Hollid and Wayne Miller of Standard Hose Co. #4

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

Mary Bess Phillips VOG/GFD Liaison

Excused: Wardens Joseph Milovich of Eagle Hose Co. #1, Joseph Barszczewski of Star Hose Co. #3 and 2<sup>nd</sup> Ass't Chief Alain de Kerillis

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

1. Helen Reiss brought a rough proposal for moving the ambulances and getting proper storage/office space in the back building for the rescue squad. It would be an extension onto the building on the south wall. There would be two rooms- one storage space and one an office. There would be a closet to store education material in the office and a table for training for classes. She understands that someone would need to come in to give the guidance and do the specs on exactly what needs to be done. There will need to be full utilities like a slop sink and bathroom. N. Corwin said that having proper storage space is long overdue. S. Hollid said that we need to have someone come in to tell us where the best spot would be for it.
2. Chief Wayne Manwaring requested an Executive Session.

## **READING OF THE PREVIOUS MINUTES**

Motion made by John Grilli, seconded by Scott Hollid, to approve the minutes of the July 21, 2021 meeting of the Board of Wardens as printed and distributed. Motion Carried.

## **FINANCE COMMITTEE**

The finance committee report was read by Chief Kalin. Motion made by Wayne Miller, seconded by Scott Hollid, to accept the report. Motion Carried.

1. 2 bills submitted last month that never got paid. One was missing a W9 form so Chief Kalin got that taken care of. The second bill was the Firehouse Training Plus invoice. Mary Bess Phillips will take a look into it.

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

## **TREASURER'S REPORT**

The Treasurer's report for the period of July 22, 2021 through August 18, 2021 was read by Secretary/Treasurer James Kalin. Motion made by Warren Jensen,

seconded by Scott Hollid, to accept the treasurer's report as read. Motion carried. (report attached)

**BILLS-** None.

### **COMMUNICATIONS**

1. \$150 donation from Ann Alexandroce from Sterling Eastern Shores Association.
2. \$5,000 donation in honor and at the suggestion of Lisa Schoenstein from Goldie Anna Charitable Trust: Trustee's Ken and Nancy Stein.
3. Maritime Parade September 18 at 11AM.
4. Mastic FD Golf Outing October 4.
5. Riverhead Raceway 50% discount for FD members. Sept 11,2021.
6. FDNY Marine Corps Association Fundraiser raffle.
7. Fire News 20<sup>th</sup> Anniversary Celebration Issue, buy issue or put ad in.
8. Tom Roslak- looking for donations for Parkinson's Walkathon.
9. Patchogue FD Golf Outing October 18.
10. Request for Standby for GHS Football games Sept 10- Oct 27.
11. Aug 29- Car Show GTG Post 803 Southold American Legion.
12. October 2<sup>nd</sup> Chicken BBQ at Southold American Legion.
13. September 27- 28<sup>th</sup> Annual Golf Classic.

Motion by Warren Jensen, seconded by Scott Holid, to file and/or forward all communications and deposit checks, Motion carried.

### **APPLICATIONS FOR MEMBERSHIP-**

1. Patrick Brennan to Star Hose Co. #3.
2. Jane Betz to Standard Hose Co. #4.
3. Susano Jimenez transfer to Standard Hose Co. #4 from Eagle Hose.

Motion made by Antone Volinski III, seconded by Wayne Miller, to accept the two applications for membership and the transfer to Standard Hose. . Motion Carried.

## REPORTS OF COMMITTEES

### Buildings and Grounds

1. Antone Volinski III said that he had 3 people look at the floor. He has one estimate and Cliff Harris has another estimate. He is still waiting for one more. The estimate that C. Harris has is on state contract. It is to rip out everything and put in everything new. The estimate is \$6,102. W. Jensen asked if that included the hallway and bathroom. C. Harris said that it does include them. W. Jensen asked what kind of tile it is- ceramic or vinyl. C. Harris said ceramic. John Grilli then looked it up and said that it looks like it is just vinyl. Motion made by Antone Volinski III, seconded by James Kalin, to table it until we get a new quote that includes the ceramic tile. Motion Carried.
2. Cliff Harris looked into the ADA bathrooms. The measurements for an ADA compliant bathroom should at least be 5' x 7' 3". Measurement for ladies' room is 6' x 5'. Men's room is 69.5" x 91". Cliff Harris said that even if we moved the existing wall and put sheetrock in, it would be too small. W. Jensen said that we are already bringing in a professional for the other project, we should consider having someone tell us what the best thing to do is. In the past we talked about moving the bathrooms and making the kitchen bigger. We should probably discuss this before starting the floors.

Bylaws- No Report.

Finance- No Report.

Fire District- 1<sup>st</sup> Asst. Chief James Kalin reported that he went to a district meeting in East Marion and there were two lawyers and an insurance company representative there to talk about the new marijuana use laws in NY State. They said all FD's should pull out there drug and alcohol policy and review it and update it ahead of time to be proactive. He also mentioned that there was a demonstration for turn out gear cleaning. The districts association has set up three dates for the company to come out with his truck and do heavy duty

cleaning for a discounted rate- August 23<sup>rd</sup>-24<sup>th</sup> in Mattituck, Aug 30<sup>th</sup> and 31<sup>st</sup> in Orient and Cutchogue, and September 1<sup>st</sup> is an open date.

Pre-Incident Planning- No Report.

Service Awards- No Report.

Recruitment- No Report.

Casualty Fund- No Report.

Funeral No Report.

Communications- No Report.

Trips & Travel- No Report.

### COMPANY REQUESTS

Eagle Hose Co. #1- LDH Intake valve- cant get it working properly- will need to be sent out and rebuilt or replaced. Estimate is \$2,000-3,000.

Relief Hose Co. #2- Budget items.

Star Hose Co. #3- Replacement Hose.

Standard Hose Co. #4- Budget items, As per finance.

Phenix Hook & Ladder Co. #1- New truck

Rescue Squad- As per finance.

Fire Police- Budget items.

Water Rescue- Budget items.

### UNFINISHED BUSINESS –

1. Wayne Miller asked if anything was done about repairing the ambulance. Chief Manwaring said that they have been so busy that he does not want to take an ambulance out of service right now. He will look into it more over the winter.

2. Norma Corwin brought up the inspection of the supplies in the 80 car and asked if we figured out who is responsible for those things since there were things in there that were expired. Chief Manwaring said that it is Mike Richter who is responsible for the inspections, it is in his job description. Warren Jensen said that in the future he needs to be made aware that it is a part of his job.
3. Robert Jester asked if there is an update on the boat. Chief Manwaring said that they are still waiting for the fuel pump. R. Jester asked if there is actually any interest in running the boat. W. Jensen said that he thinks that there is a renewed interest. R. Jester reported that he did some research on waterfront communities and said that he has seen them getting grants for boats. S. Hollid said that Joe O'Leary is willing to help them out with the grant paperwork.
4. Cliff Harris mentioned that if it wasn't for the recent combined training with Southold, the inflatable boat wouldn't have been blown up. He said since we know the other boat is out of service, we should have had this one ready to go. W. Jensen said that we need a revitalized water rescue group. He thinks that there is interest, but there are new people that don't know how to get it going.
5. Wayne Miller asked what the status of the ladder truck is. Chief Manwaring said that they have to press the pins out of the old cylinder, they couldn't get them out.

**REPORTS OF DELEGATES-** No Report.

**NEW BUSINESS-**

1. Wayde Miller said that the street sign and dedication sign for Richie and Bruce is missing- the post is still there.
2. 9/11 Ceremony is going to be held on September 11 in Peconic. Southold Town's Chief Council has been in contact with the town and Mrs. Orlando. It is not a town function, it is a community function. Chief's Council is going at 5:30PM. Two flags and four ladder trucks. March in at 6:00PM. Mrs. Orlando's ceremony starts at 9AM. Class A uniforms.



3. Scott Hollid asked if the \$5,000 dollar donation will be going into a different account. Chief James Kalin said that it will be done and going into the Wood's Trust.
4. Scott Hollid mentioned that the air machine is out of service. He asked if there is a way we could put it in a cage or something and can only be opened by certain key fobs. He asked if someone who doesn't know what they are doing did that. Chief Manwaring said that the guy doing the flow test stripped them.
5. Robert Jester mentioned that one of the members feels like there needs to be a S.O.P for first due truck at the hospital- should there be a different assignment or something. He was also concerned about the fact that they went to an alarm the other day and they weren't sure if everyone that was rode on the truck to the alarm were on the truck on the way home. He thinks there needs to be way better accountability. 1<sup>st</sup> Asst. Chief James Kalin said that we are fortunate that the pumpers are stationed close by.
6. 1<sup>st</sup> Asst. Chief James Kalin mentioned that the Community Giveback Celebration is at Peconic Landing on September 12<sup>th</sup> and he wanted to make sure that the Antique gets there. The driver doesn't need to stay. He also wants to take the antique pumper on the trailer- it's a short ride. It will be left on the trailer while there. W. Jensen said just to make sure that we have what we need to strap it down. Motion made by Wayne Miller, seconded by Warren Jensen, to allow the Antiques to go to Peconic Landing. Motion Carried.
7. Robert Jester brought up the battery storage system near the power plant. He found a bunch of different ways that they store the energy and most of them involve some type of lithium. He said that everyone has seen them catch fire and when lithium burns it's a different kind of fire. He wants to know if we get more information on the system that is going to be there and the suppressants that are going to be used and who is responsible to train the FD. 1<sup>st</sup> Asst Chief James Kalin said that Suffolk County is having a lithium battery class in October. He also said that there is going to be some kind of suppression system. W. Jensen said that we should have more information on whatever that is. Mary Bess Phillips said that once the RFP is complete, we could look at it for more information. She said that she believes that Hawkeye is involved and if you have connections there you could probably get a better idea. 1<sup>st</sup> Asst

Chief James Kalin said that the other Chief's recently met with HawkEye and they want a bigger group to come again to take a look at everything and he feels it will be the same way for this. Cliff Harris said that lithium is going to be more prevalent here in the fire service. Mary Bess Phillips said that we need to look at the code to see where lithium is even allowed.

### GOOD OF THE DEPARTMENT

1. Mary Bess Phillips said that Dave Murray was contacted to come look at the leaking roof.
2. Antone Volinski III asked when the parkets are going away. Mary Bess Phillips said that they will be gone after the Maritime Festival as far as she knows. They are asking for them to be removed if they aren't being used. She said that the BID had a discussion today, so it is possible that it gets changed. Chief Manwaring asked where vendors are going and how they will have a parade.
3. 1<sup>st</sup> Asst Chief James Kalin asked if GFD wants to participate in the Maritime Parade. He mentioned having the antique truck, Chief's car and maybe an ambulance as well. Motion by Warren Jensen, seconded by Wayne Miller, to participate in the Maritime Parade. Motion Carried.
4. Maximum Motor Sports sent a letter advising that they are the only authorized Kawasaki dealer on Long Island. 1<sup>st</sup> Asst Chief James Kalin said that we will submit it to the Village and see what happens. Motion made by Antone Volinski III, seconded by Norma Corwin, to send the letter to the Village. Motion Carried.
5. Cliff Harris said that it was asked that the department send out a letter to let the membership know that the Department Picnic will be September 5<sup>th</sup>. Wayne Miller asked who made the decision that the picnic was going to be at the Fire House. Cliff Harris said that it was the Captain's decision because there are so many people down at the beach and there has been issues with that before. There will be a different vendor for the food this time. The only thing we will need to do is get clams and mussels. He will be doing potato salad etc. Bob Corwin said that if he can get envelopes and stamps, he will make sure the letters get out. Motion made by Wayne Miller, seconded by John Grilli, to use the May Mile money to pay for the Department's picnic. Motion Carried.

6. Cliff Harris said that there will be 27 members for the bail out ropes after he surveyed the members. He mentioned that we should get 2 extra in case something happens. Mary Bess Philips asked what the life expectancy is on the ropes. Cliff Harris said that he believes that it is 10 years, but if you are using it at a fire it is one and done. Mary Bess Phillips said come December it will be budget time and we need to anticipate life expectancy and get it built into the budget so that there isn't any issues down the road. The price for 30 bail out ropes for 30 people was \$23,332.50. He knows we don't have 30 people but maybe the train to trainer will make it the price similar. Motion made by Cliff Harris, seconded by Wayne Miller, to buy the bail out system for 30 members. Motion Carried. W. Jensen asked what we do about new members. Cliff Harris said that when we order them gear we also order them a bail out rope. W. Jensen said that we need to keep that in mind.
7. Cliff Harris said that we need to have the Village hook up water and sewer in the back building for washer, bathroom, etc. He said he thinks the best idea for the washer is a water heater demand system. It is more energy efficient, and they are smaller. He said he has to talk to a plumber. W. Jensen said that he expects that it will be a Navion water heater.
8. Cliff Harris also mentioned that we need to add admins to the air machine. The regulator was turned down so someone must be messing with it. 1<sup>ST</sup> Asst Chief James Kalin will obtain a price to enclose the air machine and have the key fob system installed as the lock.
9. Cliff Harris announced that there will be a Milwaukee Tool demo at Station #1 Tuesday, August 24 at 6:30pm.
10. Cliff Harris also announce a demo from Fire Systems computer software coming up.
11. Discussion on installing the Pack Trackers that were purchased some time ago into the designated vehicles.
12. Much discussion on the mandatory training required of each member yearly.

### **Executive Session**

Motion by James Kalin, seconded by Scott Hollid to adjourn to an executive session to discuss a personnel issue. Motion carried. Meeting adjourned to an executive session at 9:25pm.

Motion made by James Kalin, seconded by Scott Hollid to leave the executive session and resume with the regular meeting. Motion carried.

### **READING OF THE MINUTES**

Motion by James Kalin, seconded by Scott Hollid, to dispense with the reading of the minutes of tonight's meeting. Motion carried.

### **ADJOURMENT**

Motion by James Kalin, seconded by Scott Hollid, to adjourn. Motion carried. The meeting was adjourned at 9:50pm.

Submitted by,

Rebecca J. Jensen

Recording Secretary

GREENPORT FIRE DEPARTMENT  
TREASURERS REPORT

07/22/2021 thru 08/18/2021

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GENERAL FUND	<u>beginning balance</u>	\$ 53,987.02
<u>expenditures</u>	Elbow East - chiefs' mtg	- \$50.36
	Brickoven - training	-\$318.22
	O'Malley's - fire school	-\$335.80
	Hellenic Snack training	-\$349.89
	2% ins \$ distribution	- \$48,540.46
	C. Harris E-Zpass reimb -expo	-\$21.98
	Ridge FD golf x2	-\$320.00
	R. Jensen-rec sec- 4 months	-\$328.00
	Gpt. IGA	-\$52.03
	TGIF - fire school	-\$444.96
	N F Roadhouse - fire school	-\$41.98
<u>receipts</u>	donations	+ \$5,150.00
	<u>ending balance</u>	<u>\$8,333.34</u>

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WOODS TRUST	<u>balance unchanged</u>	<u>\$10,592.43</u>
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MEMORIAL FUND	<u>balance unchanged</u>	<u>\$1,130.35</u>
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MAY MILE FUND	<u>balance unchanged</u>	<u>\$ 19,195.83</u>
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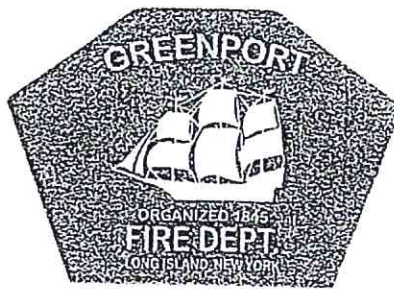
WASH. B'DAY FUND	<u>balance unchanged</u>	<u>\$1,833.46</u>
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RESCUE SQUAD 2% FUND	<u>balance unchanged</u>	<u>\$1,789.48</u>
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CHIEF WAYDE MANWARING  
1<sup>ST</sup> ASST CHIEF JAMES KALIN  
2<sup>ND</sup> ASST CHIEF ALAIN DeKERILLIS  
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## Greenport Fire Department Monthly Report For the Month of August, 2021

Number of calls this month: 119

Number of Calls to Date for 2021: 670

### Breakdown of calls by signal numbers:

9 (stand-by):	0
12 (brush fire):	0
13 (auto alarm, smoke, etc.):	17
13-35 (working structure fire):	0
14 (vehicle fire):	0
16 (ambulance/rescue):	83
16-23 (mva, water rescue, misc.):	5
16-59 (routine transport):	0
23 (co detector, medi-vac):	12
24/13-35 (mutual aid; working structure fire):	2
24/16 (mutual aid; ambulance/rescue):	0
24/16-23 (mutual aid; mva):	0
24/23 (mutual aid; misc., water rescue):	0
26 (boat fire):	0

### Breakdown of calls by location

Incorporated Village:	41
East/West Protection District:	76
Other:	2



A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
	elect/app	# Fire	%	pts	# EMS	%	pts	st/by	mtgs	misc	train	drill	pos(dis)	C19	points	phys	haz	bb	wp/sh	yap					
Clark III, Henry		1	0.6 %	0	0	0 %	0	0	0	1	0	0	0	5	6										
Clark, James	S,T	43	25 %	25	6	1.2 %	0	1	8	3	3	0	10	5	55		X	X					X		
Clark, Jeffrey		53	31 %	25	2	0.4 %	0	0	8	9	11	0	0	5	58		X	X					X		
Corazzini, Jeffrey		0	0 %	0	0	0 %	0	0	0	0	0	0	0	5	5										
Corazzini, Warren		2	1.2 %	0	0	0 %	0	0	1	3	0	0	0	5	9	X									
Corwin, Everett		71	41 %	25	168	34 %	25	0	8	8	5	0	0	5	76	X	X	X					X		
Corwin, Norma	W,C	41	24 %	25	171	35 %	25	3	17	12	11	3	10	5	111	X	X	X					X	X	X
Corwin, Robert E.	C,(L),D	45	26 %	25	177	36 %	25	2	13	12	8	2	10.25	5	102.3	X	X	X					X	X	
Corwin, Robert J.		54	31 %	25	181	37 %	25	2	9	11	8	3	0	5	88			X	X			X	X	X	X
Corwin, Scott		39	23 %	25	7	1.4 %	0	0	7	5	3	0	0	5	45	X	X	X					X	X	
Costas, Tom		8	4.6 %	0	34	6.9 %	0	0	1	2	3	0	0	5	11		X	X					X	X	
Creedon, Daniel	S	99	57 %	25	319	65 %	25	2	12	11	4	0	5	5	89	X	X	X					X	X	
Creighton, Ryan		3	1.7 %	0	2	0.4 %	0	0	0	0	1	0	0	0	1										
DeFrancesco, James	L	24	14 %	25	35	7.1 %	0	0	10	9	3	0	5	5	57								X	X	
De Kerillis, Alain	CH	87	50 %	25	226	46 %	25	0	20	12	20	2	25	5	134		X	X					X	X	X
Detrick, Gary		2	1.2 %	0	0	0 %	0	0	2	3	0	0	0	5	10										
Diaz, Juan		19	11 %	25	8	1.6 %	0	0	7	7	13	0	25	5	82										
Dillis, Scott		3	1.7 %	0	16	3.2 %	0	0	1	0	3	0	0	5	9		X	X					X	X	

points as of August 31, 2021



A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
	elect/app	# Fire	%	pts	# EMS	%	pts	%	pts		st/by	mtgs	misc	train	drill	pos(dis)	C19	points	phys	haz	bb	wp/sh	yap		
Ferguson, Peter		20	12 %	25	7	1.4 %	0	0 %	0		1	3	4	3	0	0	5	41	X	X	X	X	X		
Ferrari, Dakoda		0	0 %	0	0	0 %	0	0 %	0		0	0	0	0	0	0	5	5							
Ficurilli, Michael		43	25 %	25	5	1 %	0	0 %	0		0	8	4	8	0	0	5	50	X	X	X	X	X		
Flora, Michael	(L)	1	0.6 %	0	0	0 %	0	0 %	0		0	0	0	0	0	1.25	5	6.25							
Fogarty, Jonathan		2	1.2 %	0	0	0 %	0	0 %	0		0	4	1	0	0	0	0	5							
Golden, Danielle		0	0 %	0	0	0 %	0	0 %	0		0	0	0	0	0	0	5	5							
Grattan, Timothy		17	9.8 %	0	4	0.8 %	0	0 %	0		0	4	0	3	0	0	5	12		X	X	X	X		
Gray, Enya		0	0 %	0	1	0.2 %	0	0 %	0		0	0	0	0	0	0	0	0							
Gray, Sally Anne	L	36	21 %	25	121	25 %	25	25 %	25		2	7	4	9	2	6	5	85	X	X				X	
Grilli, Jared		0	0 %	0	0	0 %	0	0 %	0		0	0	0	0	0	0	5	5							
Grilli, Jennifer	L	0	0 %	0	0	0 %	0	0 %	0		0	4	2	0	0	3.75	5	14.75	X						
Grilli, John	W	1	0.6 %	0	3	0.6 %	0	0 %	0		0	15	4	0	0	8	5	32	X						
Hamilton Jr., Robert	D	76	44 %	25	27	5.5 %	0	0 %	0		0	9	8	5	1	3	5	56		X	X	X	X		
Hanold, Christopher	C	22	13 %	25	23	4.7 %	0	0 %	0		1	8	11	5	0	8	5	63		X	X	X	X	X	
Hanold, Christopher, Jr.		0	0 %	0	0	0 %	0	0 %	0		0	1	0	0	0	0	5	6							
Harris, Cliff	C,W	10	5.8 %	0	4	0.8 %	0	0 %	0		0	4	4	3	0	14	5	30		X	X	X	X		
Harris, Peter	L,T,D(W)	61	35 %	25	15	3 %	0	0 %	0		0	12	12	3	0	15	5	72	X	X	X	X	X		
Harvey, Russell		27	16 %	25	13	2.6 %	0	0 %	0		0	4	1	3	0	0	5	38	X	X	X	X	X		

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
	elect/app	# Fire	%	pts	# EMS	%	pts	st/by	mtgs	misc	train	drill	pos(dis)	C19	points	phys	haz	bb	wp/sh	yap					
Hollid, Scott	W	30	17%	25	4	0.8%	0	0	16	9	0	0	8	5	63										
Hubbard Jr, George		12	6.9%	0	3	0.6%	0	0	7	8	3	0	0	5	23		X	X						X	
Hughes, Colleen	S	27	16%	25	48	9.7%	0	0	13	7	9	0	6	5	65	X	X	X						X	
Huzsek, Andrew H		96	55%	25	20	4.1%	0	0	8	8	4	1	0	5	51	X	X	X						X	
Hydell, Carol	L,S	26	15%	25	19	3.9%	0	2	10	6	6	0	10	5	64	X	X	X						X	X
Hydell, Charles	C	33	19%	25	18	3.7%	0	2	8	8	6	0	2	5	56	X	X	X						X	
Jensen, Warren	W	31	18%	25	9	1.8%	0	1	12	6	4	0	8	5	61	X	X	X						X	
Jester, Robert	W	0	0%	0	8	1.6%	0	0	15	12	8	0	6	5	46		X	X						X	
Jimenez, Susano		1	0.6%	0	0	0%	0	0	3	0	3	0	0	5	11		X	X						X	
Jobes, Craig	L	97	56%	25	192	39%	25	2	9	4	10	2	3.75	5	85.75	X	X	X						X	X
Johnson, Craig	C(L)	43	25%	25	112	23%	25	1	9	3	5	0	7.25	5	80.25		X	X						X	X
Kalin, James	CH,T	146	84%	25	351	71%	25	1	20	14	10	1	25	5	126	X	X	X						X	X
King, Kendra		1	0.6%	0	0	0%	0	0	0	0	0	0	0	0	0										
Kuke, Alexander		81	47%	25	33	6.7%	0	0	9	10	12	0	0	5	61		X	X						X	
Mantzopoulos, John		19	11%	25	2	0.4%	0	0	1	0	0	0	0	0	26										
Manwaring, Julia		58	34%	25	84	17%	25	2	13	9	11	0	0	5	90		X	X						X	
Manwaring, Wayde	CH	139	80%	25	210	43%	25	2	20	15	14	0	25	5	131		X	X						X	X
Marczewski, Macy		12	6.9%	0	2	0.4%	0	1	9	11	10	0	0	5	36		X	X						X	X

points as of August 31, 2021

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
	elect/app	# Fire	%	pts	# EMS	%	pts		pts		st/by	mtgs	misc	train	drill	pos(dis)	C19	points	phys	haz	bb	wp/sh	yap		
Martocchia, Jerome		11	6.4	0	24	4.9	0	0	0		0	5	2	3	0	0	5	15	X	X	X				
Melly, Megan		0	0	0	0	0	0	0	0		0	0	0	0	0	0	5	5							
Miller, Wayne	W	25	14	25	2	0.4	0	0	0		0	15	8	5	0	8	5	66		X	X				
Mills, William, III		1	0.6	0	0	0	0	0	0		0	3	1	0	0	0	5	9							
Milovich Jr., Joseph	W	47	27	25	8	1.6	0	0	0		1	12	7	0	0	8	5	58	X						
Morris, Gregory		10	5.8	0	0	0	0	0	0		0	0	4	0	0	0	5	9							
Musto, Francis	S, Ch	92	53	25	217	44	25	0	25		0	16	14	7	1	10	5	103	X	X	X				
Myslborski, Henry		0	0	0	0	0	0	0	0		0	0	0	0	0	0	5	5							
Myslborski, Linda		3	1.7	0	16	3.2	0	0	0		1	2	0	25	0	0	5	33		X	X				
Narkiewicz, Piotr		69	40	25	208	42	25	0	25		0	6	8	3	0	1	5	73	X	X	X				
Nedoszytko, William	S	0	0	0	0	0	0	0	0		0	6	3	0	0	5	5	19	X						
Nyce, David	C	112	65	25	192	39	25	0	25		0	15	14	11	3	8	5	106	X	X	X				
O'Brien, Michael		34	20	25	3	0.6	0	0	0		0	5	2	7	1	0	5	45						X	
Petrigliano, Victor		0	0	0	1	0.2	0	0	0		0	0	0	0	0	0	0	0							
Piel, Jeffrey		1	0.6	0	0	0	0	0	0		1	5	0	0	0	0	5	11							
Pirillo, James A.		80	46	25	12	2.4	0	0	0		1	8	9	6	1	0	5	55		X	X			X	
Pope, George		19	11	25	25	5.1	0	0	0		1	3	1	4	0	0	5	39		X	X				
Purcell, Bernard		165	95	25	226	46	25	0	25		1	7	11	9	1	0	5	84		X	X			X	

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
	elect/app	# Fire	%	pts	# EMS	%	pts	%	pts		st/by	mtgs	misc	train	drill	pos(dis)	C19	points	phys	haz	bb	wp/sh	yap		
Purcell, Ryan		2	1.2	0	0	0	0	0	0		0	3	0	3	0	0	5	11		X	X	X			
Quillin, Michael	D	42	24	25	3	0.6	0	0	0		1	10	12	14	0	3	5	70	X	X	X	X			
Raynor, Dale		57	33	25	18	3.7	0	0	0		1	7	9	8	0	0	5	55	X	X	X	X	X		
Reed, Taylor		52	30	25	147	30	25	25	25		2	14	13	8	1	0	5	93	X	X	X	X	X		
Reiss, Helen	C	73	42	25	206	42	25	25	25		0	13	9	4	1	8	5	90	X	X	X	X			
Rempe Jr, Fred		24	14	25	85	17	25	25	25		0	2	3	3	0	0	5	63		X	X	X	X		
Richter, Michael	T,T	28	16	25	90	18	25	25	25		0	13	3	4	0	10	5	85	X	X	X	X			
Robins, William		48	28	25	4	0.8	0	0	0		1	8	9	9	0	25	5	82							
Rosa, Lisa		14	8.1	0	5	1	0	0	0		0	8	9	5	0	0	5	27	X	X	X	X			
Ruffner, William		0	0	0	0	0	0	0	0		0	1	1	0	0	0	5	7							
Rung, Rosalie	L	13	7.5	0	103	21	25	25	25		0	6	1	3	0	6	5	46		X	X				
Rutkowski, Stephen	L,D	91	53	25	236	48	25	25	25		1	14	10	9	1	8.75	5	98.75		X	X	X	X		
Skrezec, John		21	12	25	5	1	0	0	0		0	4	2	0	0	0	5	36	X						
Spanos, James		14	8.1	0	6	1.2	0	0	0		0	6	1	3	0	0	5	15		X	X	X			
Staples, Halsey		63	36	25	95	19	25	25	25		0	7	2	4	0	0	5	68	X	X	X	X			
Stoner, Gary		2	1.2	0	0	0	0	0	0		0	0	0	0	0	0	0	0							
Stoner, Kelly		2	1.2	0	4	0.8	0	0	0		0	0	0	0	0	0	0	0							
Strickland, Samuel	L,D	62	36	25	176	36	25	25	25		0	14	12	25	3	4.5	5	113.5		X	X	X	X		

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
	elect/app	# Fire	%	pts	# EMS	%	pts	pts	pts	st/by	migs	misc	train	drill	pos(dis)	C19	points	phys	haz	bb	wp/sh	yap			
Strittmatter, Amanda		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
Swetland, Jessica		1	0.6	0	1	0.2	0	0	0	0	0	0	0	0	0	0	5								
Tamin, John		69	40	25	98	20	25	25	25	0	8	9	3	0	0	5	75	X	X	X	X				
Tejada, Yira		6	3.5	0	13	2.6	0	0	0	0	7	1	8	0	1	5	22	X	X	X	X				
Thorp, Thomas		34	20	25	11	2.2	25	25	25	0	5	2	2	0	0	5	39	X	X	X					
Trapani, Heather		25	14	25	44	8.9	25	25	25	0	2	3	2	1	0	0	33	X					X		
VanEtten, George	D	81	47	25	30	6.1	25	25	25	0	1	6	7	5	0	3	52	X	X	X	X				X
Verity, Michael		0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	6	X							
Verley, Joseph, Jr.		1	0.6	0	2	0.4	0	0	0	0	5	2	0	0	0	5	12								
Volinski, Antone, III	W	16	9.2	0	120	24	0	25	25	0	13	4	4	0	0	8	59	X	X	X	X				
Volinski, Darryl		11	6.4	0	32	6.5	0	0	0	0	2	3	6	0	0	0	16		X	X	X				
Walters, Joseph		0	0	0	0	0	0	0	0	0	4	1	8	0	0	5	18	X	X	X	X				
Weingart, Jeffrey		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0								
Zaymayar, Elias	L	89	51	25	23	4.7	25	25	25	0	9	10	7	2	5	5	64		X	X	X				X
Zurek, Gregory		23	13	25	4	0.8	25	25	25	0	8	4	10	0	0	5	52		X	X	X				
Zurek Jr, Stanley		17	9.8	0	2	0.4	0	0	0	0	8	2	3	0	0	5	18	X	X	X	X				

# Greenport F D

## September 2021

Duty Companies 8-3-1 & 8-3-4 First due on Sig. 24's = 8-3-1

OFFICE 631.477.1943 FAX 631.477.4012 gfdfire@optonline.net gfdsec@optonline.net

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Chief Wayde Manwaring 631.644.5430	1st. Ass't. Chief Jim Kalin 631.466.5294	2nd. Ass't. Chief Alain DeKerillis 631.208.7506	1	2	3	4
5 GFD PICNIC Sta. #1 1-5pm	6 Labor Day	7 EAGLE HOSE mtg	8 PHENIX H&L mtg	9 DEPT. TRAINING Sta #1 7pm Search Techniques	10	11 9/11 Memorial Service 5:30pm Peconic
12 Peconic Landing Community Giveback Celebration 9am-3pm	13 RELIEF HOSE mtg STAR HOSE mtg STANDARD HOSE mtg	14 RESCUE SQUAD mtg 7PM FINANCE COMM. mtg 7:30PM	15 WARDENS mtg 7pm	16	17	18 MARITIME PARADE 11 Am
19	20 Dept. Physicals CME Class 7pm Sta #1	21 Fire Police mtg. Sta. #1 6pm	22 Dept. Physicals	23	24	25
26	27	28	29	30		

Important future events and details on reverse side !!

Sunday, September 12

**Peconic Landing - Community Giveback Celebration to benefit Greenport FD**

9am - 3pm May Mile race, classic cars, marketplace

October 3 - 9

Fire Prevention Week

Tuesday, October 5

**New York State Fallen Firefighters Memorial Ceremony  
Albany 11am (same day transportation available)**

Thursday, October 14

**Department training - Maze/Obstacle Course  
Sta. #1 7pm**

Monday, October 18 & Wednesday, October 20

**Department Physicals (sign up required)**

Wednesday, October 20

**Wardens Mtg. Sta. #1 7pm**

Sunday, October 24

**GFD Installation dinner @ The Vineyards, Aquebogue  
1 - 5 pm (R.S.V.P. by October 5)**



236 THIRD STREET  
GREENPORT NY 11944

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EXT. 215

**TRUSTEES**  
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DEPUTY MAYOR

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

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

**TREASURER**  
ROBERT BRANDT  
EXT. 217

Submitted: September 9, 2021  
Meeting: September 16, 2021 7:00 PM  
*Work Session Meeting*  
To: Mayor George W. Hubbard, Jr.  
Board of Trustees  
Prepared By: Paul Pallas, P.E. Village Administrator  
From: Paul Pallas, P.E. Village Administrator  
Department: Village Administrator

## Work Session

# Work Session Report for Road and Utilities

September 16, 2021

## Administrator's Office

### Statistics

#### Work Orders:

Electric = 56 Written 56 Completed  
Water = 17 Written, 17 Completed  
Sewer = 45 Written, 45 Completed  
Road = 82 Written, 82 Completed

### Reports

❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 8-09-2020. The results are detailed below in the Road Department's *Sampling* section.

❖ GADS Data: This is a monthly report about run and usage data for the generators at the Power Plant, it was sent on 8-18-2020.



## Discussion

- Ferry Queue Re-Design update
- Microgrid Project Update
- Effluent Reuse EFC Status Update

## Resolutions

- Acceptance of Empire State Development Grant
- Central Pump Station Upgrade Change Order

## Road/Water Department

### Statistics

Water Distribution:

11,083,000 Gallons Sold

Sampling:

All water samples complied with Department of Health requirements.

Locations:     419 Sixth Street - Slop Sink  
Total Coliform = Absent  
E Coli = Absent  
Residual Chlorine = 0.65 mg/L

Third Street Firehouse - Kitchen Sink  
Total Coliform = Absent  
E Coli = Absent  
Residual Chlorine = 0.62 mg/L

The form, DOH-360, was filed with the DOH on August 9, 2021 with the above results.

## Report

### Tasks Accomplished:

- ❖ Performed all normal highway tasks.
- ❖ Performed water machine maintenance.
- ❖ Performed bi-weekly G-44 maintenance.
- ❖ John Diaz continued assistance at Mitchel Park.
- ❖ Repaired Toro riding mower.
- ❖ Repaired Amber lights on G-55 and G-66.
- ❖ Patched throughout village.
- ❖ Grinded sidewalks on 3<sup>rd</sup> street.
- ❖ Trimmed back trees on Main Street.
- ❖ Stop bars repainted throughout village.
- ❖ Repaired front door at village hall.
- ❖ New exhaust on G-9 installed.
- ❖ Completed pre-season salter maintenance.
- ❖ Assisted with paving of Moores Lane.
- ❖ Repaired and replaced signs throughout village.
- ❖ Watered trees on tree list.
- ❖ Repaired fire hydrant at Mitchel Park.
- ❖ Cover graphite on blocks on Front St.
- ❖ Changed oil on G-44.
- ❖ Prepared for Hurricane Henri 8/22/21
- ❖ Repaired swim line sat 6<sup>th</sup> street beach.
- ❖ Repaired hustler mower.
- ❖ Removed broken bike rack from 5<sup>th</sup> street beach.
  
- ❖

## Sewer Department

### Flow and Sampling:

The plant continues to run well, exceeding DEC permit requirements.  
Total plant flow for the month of August = 10,381,000 Gallons  
Average Daily Flow = .335 (MGD) Permit Limit = .650 MGD  
Total Suspended Solids percent removal (TSS) = 98% Permit Limit = 75%  
CBOD percent removal = 99% Permit Limit = 75%  
Coliform Fecal General = MPN. Permit limit 200 MPN/100  
Coliform Total General = MPN. Permit limit 700 MPN/100  
Total Nitrogen = 3.8 LBS/day

### Sludge Removal:

42,000 Gallons of sludge hauled in August

### Report

#### ❖ Treatment Plant:

Performed intensive coliform sampling this month

Tightened chains for aerotor drives in BNR Basin #1

Sludge holding tank mixer control panel repaired

Drained and cleaned out west clarifier

#### ❖ Collection System:

Pump station inspections

Pump #1 at Central pump station replaced with spare, out for repair evaluation

Phone line for emergency dialer fixed at Central pump station

Checked 29 Front St. report of sewer backup - no issue

Replaced riser for manhole at corner of Bay and Carpenter St.

# Electric Department

## Statistics

### Monthly Power Usage:

Maximum usage day = August 13 @ 157.146 Mwh  
Minimum usage day = August 5 @ 94.961 Mwh  
Peak demand for the month = 8.352 MW August 13, 4:00 pm  
Monthly total usage = 3,767.768 Mwh

Service calls/call outs = 8  
Street light repairs = 6  
Customers shut off for nonpayment = 0  
Customers turned on for payment = 0  
Customers turned on for the season = 0  
New Services = 2

### Tasks Accomplished:

- ❖ DMNC test completed for engines 4 and 5
- ❖ Engine 5 replaced #7-cylinder head, due to an external water leak. Ran the engine for testing after reassembly, everything ran as expected.
- ❖ Check the line voltage in several places on circuit 1, will require additional work in the near future.
- ❖ Performed several service up-grades
- ❖ Responded to service calls at Wastewater Treatment Plant.
- ❖ Prepared for Hurricane Henri; minimal damage to report.
- ❖ Repaired the water machines, due to both being vandalized.
- ❖ Replaced a transformer on Clark St., 400 block due to overloading.
- ❖ At Mitchell Park, assisted in the upgrade of the WIFI system for the docks, installed cable in marina building, under the west pier, and fabricated a mounting bracket and mast on the marina building.
- ❖ Set up a 3Ø 120/208 service on the East pier for one of larger boat's that is staying here for an extended time.
- ❖ Replaced several breakers and receptacles on the docks
- ❖ Replaced breakers, receptacles and a light fixture at McCann Campground.
- ❖ Removed high school banners and replaced with flag banners.

### Attachments:

Greenport Meter 8-2021 (PDF)

Total Usage: 3,767,768.0000 KWH  
Peak Demand: 8352.00 KW  
Occured On: Aug 13 2021 16:00  
Load Factor: 60.63%  
Date Start: Sunday, August 1, 2021  
Date End: Tuesday, August 31, 2021

Period Ending	KWH
8/1/2021	101,949.00
8/2/2021	106,806.00
8/3/2021	97,311.00
8/4/2021	95,028.00
8/5/2021	94,961.00
8/6/2021	118,417.00
8/7/2021	124,505.00
8/8/2021	108,907.00
8/9/2021	107,363.00
8/10/2021	115,455.00
8/11/2021	133,367.00
8/12/2021	145,847.00
8/13/2021	157,146.00
8/14/2021	152,375.00
8/15/2021	123,501.00
8/16/2021	119,969.00
8/17/2021	119,989.00
8/18/2021	121,355.00
8/19/2021	133,865.00
8/20/2021	134,565.00
8/21/2021	129,882.00
8/22/2021	101,054.00
8/23/2021	108,876.00
8/24/2021	124,950.00
8/25/2021	132,592.00
8/26/2021	143,399.00
8/27/2021	150,608.00
8/28/2021	117,231.00
8/29/2021	105,222.00
8/30/2021	123,807.00
8/31/2021	117,466.00



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To: Mayor George W. Hubbard, Jr.  
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Prepared By: Paul Pallas, P.E. Village Administrator  
From: Paul Pallas, P.E. Village Administrator  
Department: Village Administrator

## Building

# Work Session Report for Building Department & Enforcement

September 16, 2021

## Office of Code Enforcement & Fire Prevention

### Reports

- ❖ Code Enforcement continues to patrol the Village and respond to complaints.
- ❖ Occupancy Checks in Public Places of Assemblies are being conducted to ensure fire code compliance.
- ❖ Officer Bolanos has successfully completed 2 NYS Code Enforcement classes and will be a certified Building Safety Inspector later this month.

**NOTES & TIPS:**

**Please ensure you pay attention to parking regulations when parking.**

Code Enforcement Report is attached.

Building Permit Report is attached.

Traffic Enforcement Statistics Report is attached.

**Attachments:**

August 2021 Building (PDF)

August 2021 CODE (PDF)

August 2021 TRAFFIC (PDF)

**PERMIT REPORT**

From: 08/01/2021 To: 08/31/2021

Permit Number	Permit Date	Type	ParcelID	LegalAddress	Status
02875	8/13/2021	VG RESIDENTIAL - Alterations and Repair	5.-3-8	220 Carpenter St	OPEN
02875	8/13/2021	VG RESIDENTIAL - Alterations and Repair	2.-5-23	630 Second St	OPEN
02876	8/13/2021	VG POOLS	5.-3-2	135 Bay Ave	OPEN
02877	8/13/2021	VG RESIDENTIAL - Alterations and Repair	4.-7-18	449 Main St	OPEN
02878	8/13/2021	VG EXISTING COMMERCIAL	2.-1-21.2	Webb St	OPEN





# Village of Greenport Enforcement Report

## CODE ENFORCEMENT & FIRE PREVENTION

September 1, 2021,

**Monthly Report**  
 REPORT COVERING  
 8/01/2021 through 8/31/2021

Incorporated Village

LOCATION	DATE	FACTUAL	DISPOSITION
411 Fourth Street Greenport, New York 11944	8/5/2021	COMPLAINT	Complaint of a shed too close to property line. Investigation determined that the shed was built prior to 1971.
111 Main Street Greenport, New York 11944	8/14/2021	Occupancy Check	Property issued a Notice of Violation for being over occupancy. Property ordered to evict patrons until they were at the allowed occupancy count as per fire count.
312 Atlantic Avenue Greenport, New York 11944	8/14/2021	NYS Property Maintenance Code	Re-inspection of property determined Property Maintenance Code violations. Notice of Violation issued to property owner in regards.
<b>APPEARANCE TICKETS ISSUED:</b>			
111 Main Street Greenport, New York 11944	8/5/2021	Appearance Tickets issued for Site Plan violation.	On for Arraignment
430 First Street Greenport, New York 11944	8/5/2021	Appearance Tickets issued for No Rental Permit	On for Arraignment
27 Front Street Greenport, New York 11944	8/14/2021	Appearance Tickets issued for Site Plan violation.	On for Arraignment
308 Main Street Greenport, New York 11944	8/14/2021	Appearance Tickets issued for illegal dumping into storm drains.	On for Arraignment
48 Front Street Greenport, New York 11944	8/25/2021	Appearance ticket issued for grease dumped onto sidewalk.	On for Arraignment

# RENTAL PERMIT INFORMATION

## INFORMATION

*The following statistics represent the status of rental permits and rental permit violations from  
January 1, 2018 – September 1, 2021*

**New Applications/Renewal Applications Received: 264**

**Incomplete Applications** (Missing fees, docs, etc.): 0

**Applications Pending Inspection: 1**

**Applications Pending Re-Inspection** (Corrections needed to be made to rental unit): 0

**Applications Completed/Permits Issued: 263**

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# Village of Greenport Enforcement Report

## TRAFFIC ENFORCEMENT (PARKING)

September 1, 2021

**Monthly Report**  
REPORT COVERING  
08/01/2021 through 08/31/2021

Incorporated Village

### FINE COLLECTION BY MONTH: 2021

MONTH	No. OF TICKETS PAID	AMOUNT COLLECTED (VIA PLEA OF GUILTY OR COURT RULING)
January	16	\$2,195.00
February	38	\$4,225.00
March	33	\$3,315.00
April	19	\$2,505.00
May	19	\$2,025.00
June	163	\$13,395.00
July	265	\$22,695.00
<b>August</b>	<b>203</b>	<b>\$17,330.00</b>
September		
October		
November		
December		
<b>YTD</b>	<b>756</b>	<b>\$67,685</b>

### Fine Collection by Violation Type : AUGUST 2021

VIOLATION	CASE	AMOUNT
PARKED FACING WRONG DIR.	4	\$350.00
PARKED ON SIDEWALK	1	\$75.00
PRKD LONGER THAN PERMITTED SCHD XVI.	152	\$13,035.00
PRKD OBSTR. FIRE HYDRANT	3	\$300.00
PRKD ON VILLAGE ST. DURING SNOW STORM	2	\$75.00
PRKD OUTSIDE OF MARKINGS	5	\$425.00
PRKD WHERE PROHIBITED SCHEDULE XI.	10	\$860.00
PRKD. IN HANDICAPPED SCHD. XIX.	2	\$210.00
STOP OR STAND WHERE PROHIBITED SCH. XII.	1	\$75.00
STOPPING/PARKING AT CHARGING STATION	1	\$250.00
UNINSPECTED	2	\$150.00
UNREGISTERED	3	\$200.00
VEHICLE PARKD OUTSD LINES	17	\$1,325.00
<b>Totals</b>	<b>203</b>	<b>\$17,330.00</b>

**TICKETS ISSUED: AUGUST 2021**

**Case by Violation Type**

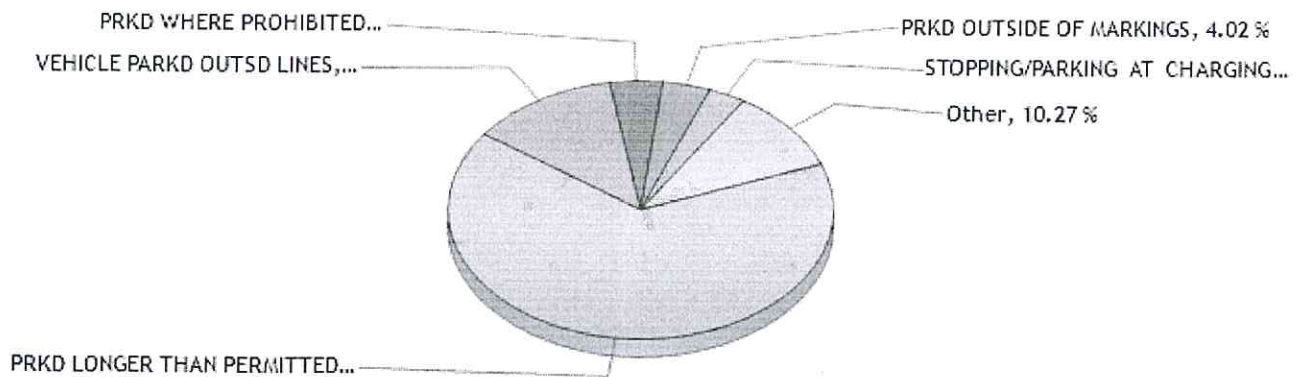
Code	Description	2021	Total
1	VEHICLE PARKD OUTSD LINES	28	28
10	PRKD. IN HANDICAPPED SCHD. XIX.	2	2
11	PRKD OBSTR. FIRE HYDRANT	5	5
14	UNREGISTERED	3	3
15	UNINSPECTED	4	4
16	PARKED FACING WRONG DIR.	6	6
18	PRKD OUTSIDE OF MARKINGS	9	9
2	PRKD WHERE PROHIBITED SCHEDULE XI.	10	10
24	STOPPING/PARKING AT CHARGING STATION	7	7
4	STOP OR STAND WHERE PROHIBITED SCH. XII.	2	2
6	STOP OR STAND WHERE PROHIBITED XIV.	1	1
8	PRKD LONGER THAN PERMITTED SCHD XVI.	147	147
Total		224	224

**Top five by Violation Types**

- PRKD LONGER THAN PERMITTED SCHD XVI.
- VEHICLE PARKD OUTSD LINES
- PRKD WHERE PROHIBITED SCHEDULE XI.
- PRKD OUTSIDE OF MARKINGS
- STOPPING/PARKING AT CHARGING STATION

These Violations combined represent 89.74% of issuance Village 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

PETER CLARKE

MARY BESS PHILLIPS

JULIA ROBINS

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

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

**TREASURER**  
ROBERT BRANDT  
EXT. 217

Submitted: September 9, 2021  
Meeting: September 16, 2021 7:00 PM  
*Work Session Meeting*  
To: Mayor George W. Hubbard, Jr.  
Board of Trustees  
Prepared By: Paul Pallas, P.E. Village Administrator  
From: Paul Pallas, P.E. Village Administrator  
Department: Village Administrator

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## Recreation

# Work Session Report Recreation Department

September 16, 2021

## Mitchell Park Marina/Parks

- ❖ Carousel remains open 9:00 am - 8:00 pm daily for the month of August.
- ❖ The ring bar has been repaired and ten seatbelts have been replaced on the horses at the carousel.
- ❖ Mitchell Park Marina remains very busy through the month of August with mega yachts, large vessels, and day stays.

Monthly Revenue Reports are attached.

# Recreation Center

## Statistics

Attendance:

Summer Day Camp=91 Children Enrolled

## Reports

- ❖ The last day Summer Day Camp was August 20<sup>th</sup>. The campers had a great summer experience.
- ❖ A great big shout out to the Southold, Southampton and Riverhead Police Department that took time out of their busy day to spend the afternoon with the counselors and campers for the annual K-9 program at Mitchell Park on August 20<sup>th</sup>. The campers had the opportunity to learn about each K-9 officer and the extensive training these dogs need to become an officer.
- ❖ The children also enjoyed an end of the summer pizza party with games and music.
- ❖ The After School Program will commence on September 13<sup>th</sup>.
- ❖ Busy preparing for the upcoming school year at the recreation center. The building was thoroughly sanitized, and the classrooms were decorated and reorganized.
- ❖ Application packets were made, distributed to parents/guardians and Greenport School. They were also posted to the Village of Greenport website.

# Campground

## Tasks Accomplished

- ❖ August rent for camp sites is being retrieved.
- ❖ The campground remains busy for the month of August.
- ❖ All payments processed for July.
- ❖ Reservations for Labor Day weekend continue to be made.
- ❖ Site maps updated.
- ❖ General grounds maintenance continues daily.
- ❖ Bathrooms are cleaned several times a day.
- ❖ Campsites are being cleaned daily.

## Attachments:

RECREATION MONTHLY REVENUE REPORT 8-2021 (PDF)





236 THIRD STREET  
GREENPORT NY 11944

Tel: (631)477-0248  
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PAUL J. PALLAS, P.E.  
EXT. 219

CLERK  
SYLVIA PIRILLO, RMC  
EXT. 206

TREASURER  
ROBERT BRANDT  
EXT. 217

Submitted: September 8, 2021  
Meeting: September 16, 2021 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

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## SEPTEMBER 2021 REPORT

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

RESOLUTION approving the agreement between Munistat Services Inc. and the Village of Greenport with respect to the Annual Information Statement as required by the U.S. Securities and Exchange Commission, at a cost of \$3,500.00, to be expensed proportionately from the General, Water, Electric and Sewer funds; and further authorizing Mayor Hubbard to sign the agreement with Munistat on behalf of the Village of Greenport.

### **UTILITY BILLING**

Sector 4 billing for August completed. Billing statistics for the month of August finished. Sector one being read, to be completed and mailed by 9/13/21.

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

2 recertifications and 3 interims were performed for September 2021.

2 voucher holders moved into their units mid-month (8/15/21). There are 2 voucher holders still searching for units.

### **SIGNIFICANT COLLECTIONS**

Rents for August 2021 - \$ 117,144.49

Property Tax Collected - through August, 2021 - \$ 1,092,653.63



**INFORMATIONAL:**

Cash Holdings Report - See attached

Utility Billing Statistics Report - See attached

Property Tax Collections Report - See attached

**Attachments:**

BANK BALANCES AUGUST 2021 (PDF)

CD FINANCIALS AUGUST 2021 (PDF)

HA FINANCIALS AUGUST 2021 (PDF)

PROPERTY TAX COLLECTION AUGUST 2021 (PDF)

MUNISTAT ANNUAL AGREEMENT (PDF)

BILLING STATISTIC REPORT AUGUST 2021 (PDF)

**BANK ACCOUNT BALANCES  
FOR THE MONTH OF JULY 2021**

FUND	BANK ACCOUNT NAME	G/L ACCT#	TYPE	BALANCE	
A	General	A.0200.000	Checking	220,502.19	
A	Repair & Maintenance	A.0200.400	Checking	93,224.16	
A	Greenhill Cemetery	A.0201.100	Savings	33,621.90	
A	Money Market	A.0201.130	Money Market	2,346,832.17	
A	Fire Apparatus	A.0221.110	Savings	304,590.17	
A	Bulding Department Escrow	A.0235.101	Checking	69,326.59	
A	Parks and Recreation	A.0200.200	Checking	47,314.37	
A	American Recovery Plan	A.0200.415	Checking	114,409.92	
				<b>TOTAL GENERAL FUND</b>	<b>\$ 3,115,411.55</b>
CD	Small Cities Rehab.	CD.0200.000	Savings	454.22	
CD	NYS CDBG Funds	CD.0200.400	Public Funds Acct	226.21	
				<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>\$ 680.43</b>
E	Light Fund	E.0121.100	Checking	609,481.53	
E	Light Depreciation Savings	E.0116.100	Savings	2,627,445.78	
E	TTC Collections	E.0121.120	Savings	231,281.20	
E	Renewable Energy Savings	E.0121.130	Savings	110,076.93	
E	Consumer Deposit Savings	E.0191.100	Savings	129,263.18	
E	Consumer Deposit Checking	E.0244.200	Checking	3,809.97	
				<b>TOTAL LIGHT FUND</b>	<b>\$ 3,711,358.59</b>
F	Water	F.0200.000	Checking	564,094.45	
F	Water Fund Capital	F.0200.400	Savings	8,390.23	
F	Water Fund CD (MM)	F.0201.000	Money Market	203,323.77	
F	Water Fund Money Market	F.0201.130	Money Market	386,368.89	
					<b>\$ 1,162,177.34</b>
G	Sewer	G.0200.000	Checking	637,402.44	
G	NYS DEC Consent	G.0201.000	Savings	31,516.06	
G	Sewer Fund I	G.0201.100	Money Market	364,442.57	
G	Sewer Fund III	G.0201.120	Money Market	1,381,076.07	
G	NYSEFC	G.0205.000	Checking	185,851.61	

G	Sewer Wastewater	G.0220.110	Savings	12,170.59	
G	NYSERDA	G.0525.000	Checking	111.01	
				<b>TOTAL SEWER FUND</b>	<b>\$ 2,612,570.35</b>
H	Capital	H.0200.000	Checking	287,042.66	
H	Capital Reserve	H.0200.400	Savings	49,651.96	
				<b>TOTAL CAPITAL FUND</b>	<b>\$ 336,694.62</b>
TA	Trust & Agency	TA.0200.000	Checking	92,871.17	
TA	Retirement Savings	TA.0201.000	Savings	49,004.60	
TA	WWI Memorial Trust	TA.0201.001	Savings	731.36	
TA	T & A Special Escrow	TA.0201.002	Savings	6,606.40	
TA	Justice Court	TA.0201.004	Savings	4,795.32	
TA	Global Common	TA.0201.009	Savings	271,655.21	
TA	Basketball Court Donations	TA.0600.101	Checking	1,992.00	
TA	Tree Committee	TA.0600.102	Checking	4,678.23	
TA	Summer Day Camp Donations	TA.0600.103	Checking	1,200.00	
TA	Recreation Center Donations	TA.0600.104	Checking	21,289.98	
TA	Friends of Fifth Street	TA.0600.106	Checking	113.00	
TA	American Legion Bldg	TA.0600.107	Checking	200.00	
TA	Fifth Street Rehab	TA.0600.120	Checking	20,356.00	
TA	Carousel Committee	TA.0600.113	Checking	13,528.94	
TA	Accounts Payable	TA.0202.000	Checking	11,882.98	
				<b>TOTAL TRUST &amp; AGENCY FUND</b>	<b>\$ 500,905.19</b>
	Wire Account			1.00	
	Utility Clearing			183,004.38	
					<b>\$ 183,005.38</b>
				<b>TOTAL VILLAGE WIDE</b>	<b>\$ 11,622,803.45</b>

**FDS - 213 Center St & 278 2nd Street Monthly Revenue & Expenses - Aug 2021**

Account Description	REVENUE: 213 Center 213 Center	REVENUE: 278 2nd Street UNIT 1 - 8124 UNIT 2 - 8327 UNIT 3	HOUSE	\$ 4,800.00	50.00
Rent	\$ 1,125.00	\$ 1,375.00	\$ 1,175.00		
Late Fees/Credits	\$ 50.00				
<b>TOTAL REVENUE</b>	<b>\$ 1,175.00</b>	<b>\$ 1,375.00</b>	<b>\$ 1,175.00</b>	<b>\$ -</b>	<b>\$ 4,850.00</b>
<b>EXPENSES:</b>					
<b>EXPENSES: 213 Center</b>					
213 CENTER		EXPENSES: 278 2nd Street UNIT 1 - 8124 UNIT 2 - 8327 8328	HOUSE - 8590 RE/8361 SW		
Utilities					
Electric	\$ 73.06			\$ 12.25	
Water/Sewer	\$ 64.17			\$ 117.09	
Propane/Heating Oil				\$ 515.78	
Admin					
Salary (\$6.70 X 2 payperiods 140 hrs=\$938.00 divide by 25% and 75%) [\$26.80 x 25%=\$6.70]	\$ 234.50			\$ 703.50	\$ 938.00
Payment Agreement to Village				\$ 1,000.00	
<b>Total</b>	<b>\$ 371.73</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,348.62</b>	<b>\$ 2,348.62</b>
<b>MAINTENANCE: 213 Center</b>					
213 CENTER		MAINTENANCE: 278 2nd Street UNIT 1 UNIT 2 UNIT 3	HOUSE		
<b>Maintenance Repairs/Other</b>					
Paul R. Golancec Inc				\$ 2,800.00	
Hands Fuel Co.				\$ 145.00	
American Bankers Ins Co of FL	\$ 573.00			\$ 295.00	
Pine Oaks Landscaping				\$ 39.49	
Mattituck Enviro Services				\$ 140.00	
Pine Oaks Landscaping				\$ 3,419.49	
Total Expenses	\$ 573.00	\$ -	\$ -	\$ 3,419.49	
\$ 944.73	\$ 944.73			\$ 3,419.49	
<b>MONTHLY FINANCIAL SUMMARY</b>					
213 CENTER		278 2nd STREET			
Interest Earned					
Total Revenue	\$ 1,175.00	\$ 3,675.00			
Total Expenses	\$ 944.73	\$ 5,768.11			
NET REVENUE	\$ 230.27	\$ (2,093.11)			
<b>EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES</b>	\$ 230.27	\$ (2,093.11)			

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

2021	Account Description				81	TOTAL VOUCHERS	TOTAL HAP, PORT, UTILITIES	90,247.00	233.00	\$ -	\$ -
						Vouchers Leased on last day of month					
					79	New Vouchers Issued/No Lease/Searching					
					2						
	<b>REVENUE:</b>										
706	PHA HUD Operating Grants	\$ 85,314.00									
706a	Admin fee revenues	\$ 8,460.00	\$ -	Fraud Recovery							
711	Interest Earned - HAP	\$ -	\$ -	Fraud Recovery ADMIN (714.020)							
	Interest Earned - ADMIN			Add'l HAP	0	Portable Vouchers					
				Admin Fee							
				Supplemental from CD							
714	Fraud recovery	\$ -		Add'l ADMIN from HUD	81	All other Vouchers					
700	<b>TOTAL REVENUE</b>	\$ 93,774.00									
	<b>EXPENSES:</b>										
912	Administrative Auditing fees										
	Salaries - Asha (\$26.80), Robert Column E, Paul Column F 2 payperiods	\$ 3,827.08	\$ 264.24	\$ 576.92	4,668.24	Admin Salaries total					
911a	Medical	\$ 2,118.74	\$ 44.71	\$ 127.52	2,290.97	Medical Total					
911b	Dental	\$ 151.52	\$ -	\$ 8.05	159.57	Dental Total					
911c	Pension T4 15.2%, T5 12.9%	\$ 600.85	\$ 34.09	\$ 74.42	709.36	Pension Total					
914	Payroll Taxes FICA	\$ 292.77	\$ 20.21	\$ 44.13	357.12	FICA Total					
915	Employee Benefit Contribution TOTAL	\$ 2,871.11	\$ 78.80	\$ 209.99	3,159.89	Benefits Total					
917	Nina JG Stewart, Esq	\$ 1,312.50									
916	A Gallacher Reimb	\$ 44.24									
918	A Gallacher Mileage										
916	Office Expenses Total	\$ 44.24									
910	Administrative Total	\$ 8,229.50	\$ -	\$ 8,735.26	Village of Greenport total						
962	Other General Expenses (Office Rent)	\$ 550.00									
969	<b>TOTAL OPERATING EXPENSES</b>	\$ 10,092.00									
970	<b>EXCESS OPERATING REVENUE OVER OPERATING EXPENSES</b>	\$ 233.00		\$ (1,632.00)							
973.1	PHA Utility Allowance	\$ 233.00									
973.2	HAP payments	\$ -									
973	(HAP, PORT and UTILITY TOTAL)	\$ 90,247.00	(VMS - HAP TOTAL)								
1117-0	Total Admin Revenue	\$ 90,247.00	(VMS- ALL OTHER VOUCHERS HAP)								
1117	Net ADMIN	\$ (1,632.00)									
1118-	Total Hap Revenue	\$ 85,314.00									
1118-0	Net HAP	\$ (4,933.00)									
900	<b>TOTAL EXPENSES</b>	\$ 100,339.00	\$ 100,339.00								
1000	<b>EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES</b>	\$ -	\$ (6,565.00)								

# VILLAGE OF GREENPORT

## Payment To 08/31/2021 Report

<b>Grand Totals</b>		Count	Payment Amt	Count	Refunds	Payment Total	Writeoff
BID	MT	104	46,126.39			46,126.39	
SEWER	MT	20	11,036.01			11,036.01	
VILLT		949	1,026,646.43			1,026,646.43	
WATER	MT	21	7,463.70			7,463.70	
<b>Total PRINCIPAL</b>			<u>1,091,272.53</u>			<u>1,091,272.53</u>	
PEN		22	1,381.10			1,381.10	
<b>Total PENALTY</b>			<u>1,381.10</u>			<u>1,381.10</u>	
<b>Total</b>			<u>1,092,653.63</u>			<u>1,092,653.63</u>	

NEW YORK OFFICE

831.331.8811



CONNECTICUT OFFICE

860.227.8701

860.493.7707

## MUNICIPAL ADVISOR SERVICES AGREEMENT

THIS MUNICIPAL ADVISOR SERVICES AGREEMENT (the "Agreement") is entered into on \_\_\_\_\_ (the "Effective Date") between the Village of Greenport ("Village") and Munistat Services, Inc. ("Munistat") (collectively referred to herein as the "Parties").

### RECITALS

WHEREAS, Munistat is a Municipal Advisory firm specializing in municipal finance and municipal government related matters; and

WHEREAS, the Village desires to engage Munistat to provide certain services relative to the issuance of the certain obligations as set forth in Appendix A ("Work Orders"), and Munistat desires to provide services to the Village in connection with such Work Orders.

### AGREEMENT

NOW THEREFOR, the Parties agree as follows:

1. Municipal Advisory Services. The Parties hereto agree that Munistat shall provide those services set forth in the Work Orders, and Munistat's services as the Village's Municipal Advisor shall be expressly limited to the services noted therein.
2. Term and Termination. This Agreement shall be effective as of the Effective Date and shall remain in effect until terminated by either party upon (30) days written notice; provided, however, that in the event of termination of any such engagement, Munistat reserves that right to assess fees for any work performed pursuant to a Work Order in accordance with the Fee Schedule set forth in Appendix B.
3. Agreement to Provide Information. The Village agrees to provide Munistat with factual, not misleading information as shall be required by Munistat in furtherance of the services set forth herein, including financial statements, budgets, and other relevant documents. The Village further agrees to not intentionally omit any material information relevant to Munistat's provision of services. Munistat agrees to promptly amend or supplement this Agreement to reflect any material changes or additions to this Agreement, including material changes to the information provided.

4. Compensation. Munistat shall receive a fee for any services rendered to the Village pursuant to this Agreement in accordance with the fee schedule set forth in Appendix B attached hereto and incorporated herein by reference.

5. Indemnity. Each party shall defend, indemnify and hold harmless the other from and against any and all claims, demands, expenses, cost or causes, arising out of or in connection with any claim, suit, action, or proceeding for personal injury, death or property damage sustained or incurred as a result of any act, failure, or default by the other party's employee while acting within the scope of their duties as determined by this Agreement.

6. Required Regulatory Disclosures. Munistat is registered as a "Municipal Advisor" pursuant to Section 15B of the Securities Exchange Act and rules and regulations adopted by the United States Securities and Exchange Commission ("SEC") (Registration #867-00429) and the Municipal Securities Rulemaking Board ("MSRB") (Registration #K0114). As part of this SEC registration Munistat is required to disclose to the SEC information regarding criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation involving Munistat. Pursuant to MSRB Rule G-42, Munistat is required to disclose any legal or disciplinary event that is material to the Village's evaluation of Munistat or the integrity of its management or advisory personnel. Munistat has determined that no such event exists. Copies of Munistat's filings with the United States Securities and Exchange Commission can currently be found by accessing the SEC's EDGAR system Company Search Page which is currently available at [www.sec.gov](http://www.sec.gov) and searching for either "Munistat Services Inc." or for our CIK number which is 0001608472.

The MSRB has made available on its website ([www.msrb.org](http://www.msrb.org)) a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the appropriate regulatory authority.

7. Disclosure of Conflicts of Interest. The Village acknowledges that it has received those disclosures set forth and contained within Appendix C attached hereto and incorporated herein by reference. The Village further acknowledges that it has been given the opportunity to raise questions and discuss such disclosures with Munistat and that it fully appreciates the nature of such disclosures and any and all conflicts noted therein. The Village hereby waives such conflicts and authorizes Munistat to provide services pursuant to this Agreement. From time to time, Munistat may provide additional conflict of interest disclosures to the Village as noted in Appendix C and such disclosures shall be incorporated by reference into this Agreement to the same extent as if set forth herein. In this regard, Village hereby authorizes the Village Treasurer to acknowledge and/or waive any such additional conflict of interest disclosures of Munistat on behalf of the Village.

Munistat certifies, under penalty of perjury, that it has and implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all of its employees. Our policy meets the requirements of section 201-g of the Labor Law.

*[Signature page follows]*



## APPENDIX A

### SERVICES

- Meet with appropriate Village Officials to discuss plan of finance and establish the timeline.
- Preparation of maturity schedules for bond issues which will be acceptable to the Village and to Bond Counsel, in accordance with Local Finance Law. We will offer options, i.e. traditional versus level debt, term of bonds so that the Village may make an informed decision regarding current as well as future budgetary impact.
- With regard to the use of notes and bonds, depending on the scope of the project, the Village may consider to fund its capital projects at inception with note issues in order to ensure that permanent financing is accomplished for the proper amount.
- We will assist the Village with the preparation of the Official Statement, based on information provided by the Village and/or third parties, including Bond Counsel for certain language relating to legal matters. Munistat will make no representation, warranty or guarantee regarding the accuracy or completeness of the information in the Preliminary Official Statement or Official Statement, and its assistance in preparing these documents should not be construed as a representation that it has independently verified such information.
- In order to avoid the errors that may be caused by time pressures, we would prefer to have about 2 weeks for composition and word processing of the Official Statement, measured from the date upon which we have received all necessary documents and information from the Village and/or third parties. Upon completion of word processing, the Official Statement will be submitted to the Village and to Bond Counsel for review and comment.
- We distribute Official Statements and Notices of Sale to the investment community through various information repositories and post the documents on “[preo]”, a third party distribution and electronic bidding platform.
- We submit requested documents and information to the rating agencies and, if we feel the situation warrants, we will make an appointment with a credit analyst in order to present our views regarding the Village’s rating.
- Since almost all bond and note issues are issued in book-entry-only form, we coordinate with the Village, bond counsel and The Depository Trust Company (DTC) to ensure that the procedure is accomplished smoothly and efficiently.
- Prior to the bond sale, we submit the required information to the CUSIP Service Bureau. It is generally the function of bond counsel and the underwriter to ensure that the bonds are printed in correct form and on a timely basis.
- We ensure the publication of the Notice of Sale for bond issues within the required time limits.

- We prepare the Debt Statement for certain bond issues and file it with the State Comptroller's office.
- We handle the bid opening at our office and verify the calculation of the winning bid.
- We coordinate the financial details of the closing with the Village, bond counsel, the underwriter, and the bond insurance company (if applicable).
- We coordinate the preparation of the Final Official Statement with the underwriter, bond counsel and, where applicable, the bond insurance company.
- We prepare the final Debt Service Schedule (and, where applicable, the apportionments of such overall Debt Service Schedule into the appropriate funds), and distribute copies of such schedules to the issuer, to the fiscal agent (or DTC) and bond counsel.
- We assist the Village in short-term and long-term financings with the Environmental Facilities Corporation. Such financings require much of the services described above. Additional services include, but are not limited to: coordinate the collection of financial and operating information during the application process, participation in conference calls, prepare various estimated debt service schedules, determine amounts to be included in ensuing operating budgets, and tax impact analysis.
- If appropriate, we assist the Village in lease financings (energy performance contract, vehicle, LED lighting, etc.). Such services include but are not limited to: coordinate the collection of financial and operating information, verify and analyze the projected cash flows, draft the Request for Proposals, accept the bids via competitive public sale on the lease and help determine the award, prepare various estimated debt service schedules, determine amounts to be included in ensuing operating budgets, and coordinate the closing.
- In accordance with SEC Rule 15c2-12 and the Undertaking to Provide Continuing Disclosure as executed by the Village in connection with the sale of certain bonds and delivered at the closing for such bonds, the Village may be obligated to file a Statement of Annual Financial and Operating Information with the Electronic Municipal Market Access System ("EMMA") according to the Agreement. When necessary, we are available to help the Village to ensure compliance with its Continuing Disclosure Undertakings.

APPENDIX B  
FEES AND EXPENSES

The fees for our services for capital project financings will *not exceed* the following: Serial Bonds - \$9,500 for each bond issue with an Official Statement up to \$3,000,000 and \$0.85 per \$1,000 thereafter; Refunding Serial Bonds - \$12,500 for each bond issue with an Official Statement up to \$3,000,000 and \$1.85 per \$1,000 thereafter; Bond Anticipation Notes – Base fee of \$4,500 for each note with an Official Statement up to \$3,000,000 and \$0.45 per \$1,000 thereafter; Lease financings - \$6,500 up to \$3,000,000 and \$0.35 per \$1,000 thereafter; Environmental Facilities Corporation Financings - \$3,500 for the first 10 hours spent, \$150 per hour thereafter. The fee for general consulting services will be \$150 per hour with the terms of the service agreed upon prior to the engagement.

The fee for preparation and filing of the Statement of Annual Financial and Operating Information in accordance with SEC Rule 15c2-12, and the Village's Continuing Disclosure Undertaking will be \$3,500. There is no charge for the filing of material event notices.

All of the above fees represent our experience in working with local governments for the last several years, a general understanding of the capital project plans and the necessary time expected to execute each transaction. It should be noted that these fees represent a "not to exceed" amount. Munistat has historically discounted much of the above fees due to size, the issuance of more than one bond issue in a given year, or single-purpose borrowings.

The fee for our services includes all out-of-pocket expenses. Other normal issuing costs, such as bond counsel fees, rating agency fees and publication of resolutions and Notices of Sale are billed directly to the Village by the respective parties.

Munistat Services, Inc. will not charge to attend meetings of the Board, work sessions, meetings with bond counsel, ratings agencies, or any other meetings associated with a capital project. We do not charge any fees for services delivered prior to a referendum, including preparation of estimated debt service and tax rate impact schedules. There will be no charge until, and unless the closing of the bonds or notes take place.

## APPENDIX C

### DISCLOSURE OF CONFLICTS OF INTEREST

#### CONTINGENT COMPENSATION

The fees to be paid by the Village to Munistat Services, Inc. are contingent on the size and successful closing of the transaction. Although this form of compensation may be customary, it presents a conflict because Munistat Services, Inc. may have an incentive to recommend unnecessary financings or to recommend a larger transaction to the Village. For example, when facts or circumstances arise that could cause the financing or other transaction to be delayed or fail to close, Munistat Services, Inc. may have an incentive to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction.

Munistat Services, Inc. manages and mitigates this conflict primarily by adherence to the fiduciary duty which it owes to municipal entities which require it to put the interests of the Village ahead of its own.

#### OTHER MATERIAL CONFLICTS OF INTEREST

Munistat Services, Inc. has determined, after exercising reasonable diligence, that it has no other known material conflicts of interest that would impair its ability to provide advice to the Village in accordance with its fiduciary duty to municipal entity clients. To the extent any such material conflicts of interest arise after the date of this Agreement, Munistat Services, Inc. will provide information with respect to such conflicts to the Village and such additional information shall be incorporated by reference into this Agreement to the same extent as if set forth herein.

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Munistat

# EUMI Billing Statistics Report

Rate Summary - All Routes

Rate# - Description	Bills	Min. Bills	Usage	Charge	Usage	Demand	Contract	PCA	NYSCES	Comm Tax	Res. Tax
2 - Electric - Flat Charge	12	0	0	0	0	0	0	0	0	0	0
9 - Residential (1, 1)	1374	0	1096751	119,245.85	0	0	556.16	32,008.79	5,460.63	3,771.97	9.61
10 - Water Heating (2, 2)	12	0	1702	126.89	0	0	0	67.27	8.47	3,771.97	5.58
11 - All Electric (3, 3)	352	0	234654	26,060.83	0	0	0	5,856.32	1,168.37	849.13	5.58
13 - Demand - Class 3 (5, 5)	5	0	486400	27,189.76	962	11,303.50	0	14,212.11	2,421.79	1,384.80	849.13
14 - Village St. Lighting (6, 6)	5	0	31512.95	3,627.13	0	0	0	920.78	156.89	0	0
15 - Town St Lighting (7, 7)	1	0	1548.295	178.21	0	0	0	45.24	7.71	0	0
19 - Traffic Lights (11, 11)	1	0	1416	146.65	0	0	0	41.37	7.05	0	0
20 - Contract St Lighting (12, 12)	2	0	217	0.00	0	0	0	0	0	0	0
21 - Sterling Harbor (13, 13)	2	0	1925.875	221.67	0	0	0	56.27	9.59	24.80	0
3 - Sewer - INSIDE Flat Charge	1766	0	1856127.12	176,796.99	962	11,303.50	556.16	54,228.15	9,240.50	1,409.60	4,636.29
4 - Sewer - OUTSIDE Flat Charge	34	0	0	1,370.20	0	0	0	0	0	0	0
23 - Sewer - IN VILL 3/4" W/SEWER (14, 14)	1	0	0	63.70	0	0	0	0	0	0	0
25 - Sewer - IN VILL 1" W/SEWER (15, 15)	891	429	5018.1	66,956.50	0	0	0	0	0	0	0
27 - Sewer - IN VILL 1 1/2" W/SEWER (16, 16)	29	9	556.6	5,983.94	0	0	0	0	0	0	0
29 - Sewer - IN VILL 2" W/SEWER (17, 17)	12	5	171	2,556.45	0	0	0	0	0	0	0
31 - Sewer - IN VILL 3" W/SEWER (18, 18)	28	4	887.1	12,792.60	0	0	0	0	0	0	0
33 - Sewer - IN VILL 4" W/SEWER (19, 19)	1	1	0	42.00	0	0	0	0	0	0	0
54 - Sewer - OUTSIDE RES SEWER (50, 50)	3	1	487	7,500.15	0	0	0	0	0	0	0
57 - SPLIT SEWER BILLING (52, 52)	80	50	1190.4788	24,908.33	0	0	0	0	0	0	0
62 - O/S DRIFTWOOD COVE 52	1	0	12	0.00	0	0	0	0	0	0	0
63 - O/S DRIFTWOOD COVE 49	1	1	72.0324	3,276.00	0	0	0	0	0	0	0
64 - O/S PECONIC LANDING 301	1	1	59.9148	3,087.00	0	0	0	0	0	0	0
65 - O/S CLIFFSIDE CONDOS-SEWER	1	0	1332	23,931.00	0	0	0	0	0	0	0
5 - Water - Flat Charge	1084	501	10053.226	158,137.87	0	0	0	0	0	0	0
22 - RES VILL 3/4" W/SEWER (14, 14)	32	0	0	901.50	0	0	0	0	0	0	0
24 - RES VILL 1" W/SEWER (15, 15)	504	219	5605	32,800.85	0	0	0	0	0	0	0
26 - COMM VILL 1 1/2" W/SEWER (16, 16)	30	6	555	3,105.38	0	0	0	0	0	0	0
28 - COMM VILL 2" W/SEWER (17, 17)	13	5	288	1,352.47	0	0	0	0	0	0	0
30 - COMM VILL 3" W/SEWER (18, 18)	31	7	1154	4,973.65	0	0	0	0	0	0	0
32 - COMM VILL 4" W/SEWER (19, 19)	1	1	0	44.46	0	0	0	0	0	0	0
46 - COMM VILLAGE 1 1/2" (42, 42)	3	1	647	3,004.36	0	0	0	0	0	0	0
47 - COMM VILLAGE 2" (43, 43)	1	1	0	44.46	0	0	0	0	0	0	0
48 - RES VILLAGE 3/4" (44, 44)	7	0	779	3,340.27	0	0	0	0	0	0	0
49 - RES VILLAGE SEWER ONLY (45, 45)	127	46	1743	8,720.47	0	0	0	0	0	0	0
52 - FLAT-FIRE SPRINKLERS (49, 49)	7	0	12	0.00	0	0	0	0	0	0	0
53 - OUTSIDE RES SEWER (50, 50)	32	0	0	0.00	0	0	0	0	0	0	0
12 - Commercial (4, 4)	77	0	1380.06	0.00	0	0	0	0	0	0	0
16 - Operating Municipal (9, 9)	1265	286	12453.06	58,287.87	0	0	0	0	0	0	0
17 - Water Department (9, 9)	365	0	1180907.1	147,928.58	0	0	0	0	0	0	0
15 - Sewer Department (10, 10)	34	0	86402	10,899.25	0	0	0	0	0	0	0
73 - Electric Power Plant	2	0	0	24.86	0	0	0	0	0	0	0
Electric-small commercial	10	0	75140	9,434.69	0	0	0	0	0	0	0
and Total	6	0	27538	0.00	0	0	0	0	0	0	0
Electric-small commercial Total	417	0	1369587.1	168,337.38	0	0	0	0	0	0	0
and Total	4532	797	3248630.506	561,560.11	962	11,303.50	556.16	54,228.15	9,240.50	1,409.60	4,636.29



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EXT. 215

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JACK MARTILOTTA  
DEPUTY MAYOR

PETER CLARKE

MARY BESS PHILLIPS

JULIA ROBINS

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

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

**TREASURER**  
ROBERT BRANDT  
EXT. 217

Submitted: September 8, 2021  
Meeting: September 16, 2021 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

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## **Village Clerk September 2021 Work Session Report**

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

to be presented at the meeting held on September 16, 2021  
Report of Sylvia Lazzari Pirillo, Village Clerk

#### **Agreements and Contracts**

The contract between the Village and the Rotary regarding the mini railroad was fully executed on August 31<sup>st</sup>.

#### **Bids and RFP's**

There were no bids received for the surplused John Deere tractor. The solicitation was re-noticed in the September 2<sup>nd</sup> edition of the paper, and was returnable on the 8<sup>th</sup>. There were two bids received, which are in the process of being reviewed by Management and Legal Counsel.

#### **Dances in the Park**

A check in the amount of \$ 500 was received from the BID on September 1<sup>st</sup> for the 2021 Dances in the Park season.

## **Employment**

The open full-time Senior Office Assistant (Spanish Speaking) was noticed in the September 2<sup>nd</sup> edition of the newspaper, and also via Constant Contact.

## **Financial**

Notification was received by the NYS Office of the State Comptroller that \$ 22,795 is due to the Village from the Town for July 2021 Justice Court fees.

## **Fire Department**

Three copies of the LOSAP Executive Summary, all LOSAP individual Member reports, and mailing labels were all received on September 2<sup>nd</sup>, and placed in to the GFD mailbox at Village Hall on September 2<sup>nd</sup>. In addition, both the GASB 73 paperwork and the Annual Report were transmitted electronically to all three Chiefs on September 2<sup>nd</sup>.

## **Informational**

The Village of Greenport Housing Authority is seeking a new Member.

## **Resolutions for the Regular Meeting**

RESOLUTION ratifying the hiring of John Atticus Generosa as a seasonal part-time Dockhand at the Village of Greenport Mitchell Park Marina, at an hourly pay rate of \$ 15.00 per hour, effective September 11, 2021.

RESOLUTION authorizing the attendance of any interested Trustee, Village employee, Planning Board member or Zoning Board member at the Suffolk County Village Officials Association Municipal Training from 5:30 p.m. through 9:30 p.m.in Melville, New York on October 13, 2021, at a cost of \$ 65.00 per person plus applicable gas and mileage expenses reimbursable through the official Village of Greenport Travel Policy, to be expensed from the corresponding account number.



RESOLUTION accepting the proposal submitted by L.I. Computer Networks, Inc. for the provision of information technology services and technology-based security systems and services, per the attached Request for Proposal price form, per the bid opening on August 5, 2021; and authorizing Mayor Hubbard to sign the contract between the Village of Greenport and L.I. Computer Networks, Inc.

RESOLUTION accepting the revised resignation letter of Gregory Morris as a Code Enforcement Officer for the Village of Greenport, effective September 14, 2021.

**Attachments:**

Request for Proposal - L.I. Computer Networks, Inc. - Information Technology- Technology-Based Security Systems (PDF)

REQUEST FOR PROPOSAL FORM

INFORMATION TECHNOLOGY / TECHNOLOGY-BASED SECURITY SYSTEMS AT  
VILLAGE HALL AND VILLAGE SATELLITE LOCATIONS - 2021

Village of Greenport  
236 Third Street  
Greenport, New York 11944

Gentlepersons:

The undersigned bidder has carefully examined the Contract Documents for the proposed work and will provide all necessary labor, materials, equipment and incidentals as necessary and called for by the said contract Documents in the manner prescribed therein and in said Contract, and in accordance with the requirements of the Village of Greenport at the following unit and lump sum prices:

Name of Bidder: L.I. Computer Networks, Inc.

Address of Bidder: 1200 Veterans Hwy, Suite 107, Hauppauge, NY 11788

Signature: 

Signed By: Steven Mazza

Title: President

Date: 7/30/21

(REQUEST FOR PROPOSAL FORM CONTINUED)

INFORMATION TECHNOLOGY / TECHNOLOGY-BASED SECURITY SYSTEMS AT VILLAGE HALL AND VILLAGE SATELLITE LOCATIONS - 2021

INFORMATION TECHNOLOGY / TECHNOLOGY-BASED SECURITY SYSTEMS AT VILLAGE HALL AND VILLAGE SATELLITE LOCATIONS - 2021			
Category	Workday Hourly Rate	Holidays and Weekends Rate	Emergency Services Rate
General Network Support (i.e. router wiring, virus monitoring, onsite archiving)	\$ 125.00 One hundred twenty-five dollars and 00/100	\$ 225.00 Two hundred twenty-five dollars and 00/100	\$ 325.00 Three hundred twenty-five dollars and 00/100
24/7 monitoring and backup	\$ 5.00/device Varies per device Five dollars and 00/100 per device	\$ N/A Not Applicable	\$ N/A Not Applicable
Maintenance and Updates to security cameras	\$ 75.00 Seventy-five dollars and 00/100	\$ 150.00 One hundred fifty dollars and 00/100	\$ 225.00 Two hundred twenty-five dollars and 00/100
Monthly Maintenance	\$ 5.00/device Varies per device Five dollars and 00/100 per device	\$ N/A Not Applicable	\$ N/A Not Applicable
Updates to software as required	\$ 125.00 One hundred twenty-five dollars and 00/100	\$ 225.00 Two hundred twenty-five dollars and 00/100	\$ 325.00 Three hundred twenty-five dollars and 00/100
Troubleshooting/repairs (computer)	\$ 125.00 One hundred twenty-five dollars and 00/100	\$ 225.00 Two hundred twenty-five dollars and 00/100	\$ 325.00 Three hundred twenty-five dollars and 00/100
Troubleshooting/repairs (LAN network)	\$ 185.00 One hundred eighty-five dollars and 00/100	\$ 285.00 Two hundred eighty-five dollars and 00/100	\$ 385.00 Three hundred eighty-five dollars and 00/100
Cloud Backup and Disaster recovery services	\$ 185.00 One hundred eighty-five dollars and 00/100	\$ 285.00 Two hundred eighty-five dollars and 00/100	\$ 385.00 Three hundred eighty-five dollars and 00/100
Other (Please specify)	\$ N/A Not Applicable	\$ N/A Not Applicable	\$ N/A Not Applicable



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EXT. 206

**TREASURER**  
ROBERT BRANDT  
EXT. 217

Submitted: September 9, 2021  
Meeting: September 16, 2021 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 September 2021 Work Session Report**

**Attachments:**

Trustee Robins September 2021 Work Session Report (PDF)

## **Moratorium and LWRP**

I have several issues that I believe this board should discuss as soon as possible.

We as a community must find a way to preserve a way of life and the Village, we love and protect our local residents.

We need to find a way to provide housing security for the workers and families that provide the services that our community needs.

The workers that support infrastructure, provide emergency services, teachers and tradespeople, retail and service workers.

1. We need a task force to address the dire housing crisis that exists for local residents.
2. We must update our LWRP for use as our planning guide for development that benefits the entire community.
3. I am calling for a moratorium on permits for development in the Waterfront Commercial and Retail Commercial districts to give the board an opportunity to review the LWRP.

The LWRP has not been updated since 2014 and the Village has changed significantly since then.

4. We should eliminate grandfathered buildings and payment in lieu of parking, which lead to overdevelopment with limited infrastructure.
5. It is time to hit the pause button.
6. I am respectfully asking Mayor Hubbard and my fellow Board members that these be added for discussion at the September work session

## **BID**

Update on the parklets

The BID will be removing the parklets from the Front Street Block on Monday September 13 requested by Chief Martin Flatly prior to the Maritime Festival.

They have enlisted the help of a contractor to do so.

The remaining parklets will be removed by September 27.

### **Carousel meeting 9/3/21**

There was discussion about ongoing maintenance of the carousel.

Would like to know plans for Maritime Festival and Halloween for the purpose of decorating and possible suggestions for staff costume participation.

Discussion about music and possibly using an MP3 player

Would need to have a playlist created

Dave Abatelli did some research and there is carousel music available for online.