



236 THIRD STREET  
GREENPORT, NY 11944

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

[www.villageofgreenport.org](http://www.villageofgreenport.org)

**MAYOR**  
KEVIN STUESSI  
EXT 215

**TRUSTEES**  
PATRICK BRENNAN  
DEPUTY MAYOR

LILY DOUGHERTY-  
JOHNSON

JULIA ROBINS

MARY BESS PHILLIPS

**TREASURER**  
ADAM BRAUTIGAM  
EXT. 217

**VILLAGE CLERK**  
CANDACE HALL  
EXT 214

November 20, 2025 – 6:00 p.m.  
Mayor and Board of Trustees – Work Session Meeting  
Greenport Firehouse  
Third Street, Greenport, NY 11944

## **MOTION TO OPEN MEETING**

## **PLEDGE OF ALLEGIANCE**

## **GREENPORT FIRE DEPARTMENT MONTHLY REPORT**

- **Fire Department – Chief Alain DeKerillis**
  - Board of Wardens meeting minutes, monthly report(s) and calendar

## **MONTHLY REPORTS**

- **VILLAGE CLERK** – Candace Hall
- **VILLAGE TREASURER** – Adam Brautigam
  - Meter Department
  - Housing Authority & Community Development
- **VILLAGE ADMINISTRATION**
  - Road and Water Department
  - Sewer Department (Wastewater Treatment)
  - Electric (Light) Department
  - Building Department
  - Recreation Department
    - Mitchell Park Marina/Parks
    - Recreation Center/After School Program
    - Campground

## **MAYOR AND BOARD OF TRUSTEES**

### **Board Discussion**

- Greenport BID and Village Board review of BID operating plan
- Hotel/Motel Tax in the Village of Greenport
- Peconic Star License Agreement Renewals
- Update on Bulkhead and Utilities Relocation
- Planning Board Code Summary List Review
- Greenport Jail and Seaport Museum, Historic Building Maintenance

Call to Order

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Patrick Brennan	Trustee	Present	
Lily Dougherty-Johnson	Trustee	Present	
Mary Bess Phillips	Trustee	Present	
Julia Robins	Trustee	Present	
Kevin Stuessi	Mayor	Present	

II. RESOLUTIONS

**RESOLUTION # 11-2025-1**

RESOLUTION scheduling a public hearing for 6:00 PM on December 18th, 2025, at the Third Street Fire Station, Third and South Streets, Greenport NY, 11944 regarding potential CDBG (Community Development Block Grant) opportunities for the Village of Greenport and directing Clerk Hall to notice the public hearing accordingly.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Mary Bess Phillips, Trustee  
**SECONDER:** Lily Dougherty-Johnson, Trustee  
**AYES:** Brennan, Dougherty-Johnson, Phillips, Robins, Stuessi

**RESOLUTION # 11-2025-2**

RESOLUTION authorizing the annual solicitation of bids for the delivery of diesel fuel to various locations throughout the Village of Greenport, and directing Clerk Hall to notice the solicitation of bids accordingly.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Lily Dougherty-Johnson, Trustee  
**SECONDER:** Julia Robins, Trustee  
**AYES:** Brennan, Dougherty-Johnson, Phillips, Robins, Stuessi

**RESOLUTION # 11-2025-3**

RESOLUTION authorizing the annual solicitation of bids for the delivery of No. 2 heating oil to various locations throughout the Village of Greenport and directing Clerk Hall to notice the solicitation of bids accordingly.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Julia Robins, Trustee  
**SECONDER:** Patrick Brennan, Trustee  
**AYES:** Brennan, Dougherty-Johnson, Phillips, Robins, Stuessi

#### **RESOLUTION # 11-2025-4**

RESOLUTION authorizing the annual solicitation of quotes for a 10-yard dump truck and driver to assist the Village with the removal and disposal of snow as needed and directing Clerk Hall to notice the Request for Quotations accordingly.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Patrick Brennan, Trustee  
**SECONDER:** Mary Bess Phillips, Trustee  
**AYES:** Brennan, Dougherty-Johnson, Phillips, Robins, Stuessi

#### **RESOLUTION # 11-2025-5**

RESOLUTION authorizing the annual solicitation of quotes for a requirement contractor, with a unit price schedule for hourly, half-day and daily rates for one (1) worker, one (1) worker with a back hoe, two (2) workers, and two (2) workers with a back hoe, including regular time and overtime, and directing Clerk Hall to notice the Request for Quotations accordingly.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Mary Bess Phillips, Trustee  
**SECONDER:** Lily Dougherty-Johnson, Trustee  
**AYES:** Brennan, Dougherty-Johnson, Phillips, Robins, Stuessi

#### **RESOLUTION # 11-2025-6**

RESOLUTION approving all checks per the Voucher Summary Report dated November 20, 2025, in the total amount of \$1,281,793.43 consisting of:

- o All regular checks in the amount of \$1,116,838.46 and
- o All prepaid checks (including wire transfers) in the amount of \$164,954.97.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Lily Dougherty-Johnson, Trustee  
**SECONDER:** Julia Robins, Trustee  
**AYES:** Brennan, Dougherty-Johnson, Phillips, Robins, Stuessi

## RESOLUTION # 11-2025-7

RESOLUTION approving the public assembly application received from Rich Vandenburg on behalf of The Greenport Harbor Brewery to host a Shellabration Kick-Off on Friday, December 5, 2025 from 5:00pm-9:00pm; including a road closure 1-hour before and after the event on Carpenter Street between Bay Avenue and the corner of East Front Street. The event will include music and local oyster farmers.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Mary Bess Phillips, Trustee
<b>SECONDER:</b>	Lily Dougherty-Johnson, Trustee
<b>AYES:</b>	Brennan, Dougherty-Johnson, Phillips, Robins, Stuessi

## RESOLUTION # 11-2025-8

RESOLUTION authorizing the suspension of the open container law of the Village of Greenport, per Sections 35-3B and 35-3C of the Greenport Village Code, within the Festival parameters of the Annual Shellabration Festival, from 5:00 pm to 8:00 pm on December 5, 2025.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Mary Bess Phillips, Trustee
<b>SECONDER:</b>	Lily Dougherty-Johnson, Trustee
<b>AYES:</b>	Brennan, Dougherty-Johnson, Phillips, Robins, Stuessi



236 THIRD STREET  
GREENPORT, NY 11944

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

[www.villageofgreenport.org](http://www.villageofgreenport.org)

MAYOR  
KEVIN STUSSI  
EXT 215

TRUSTEES  
PATRICK BRENNAN  
DEPUTY MAYOR

MARY BESS PHILLIPS

LILY DOUGHERTY-JOHNSON

JULIA ROBINS

TREASURER  
ADAM BRAUTIGAM  
EXT. 217

VILLAGE CLERK  
CANDACE HALL  
EXT 214

**Submitted:** November 11, 2025

**Meeting:** November 20, 2025 6:00 PM  
Work Session Meeting

**To:** Mayor Kevin Stuessi  
Board of Trustees

**Prepared by:** Jeanmarie Oddon, Deputy Village Clerk

**From:** Greenport Fire Department

---

### Greenport Fire Department November 2025 Work Session Report

**Attachments:**  
GFD November 2025 Work Session Reports

CHIEF ALAIN DeKERILLIS  
 1<sup>ST</sup> ASST CHIEF WAYNE MILLER  
 2<sup>ND</sup> ASST CHIEF DAVID NYCE  
 CHAPLAIN FRANK MUSTO  
 ASST. CHAPLAIN CLAUDE KUMJIAN  
 TREASURER: NORMA CORWIN  
 Duty Companies: 8-3-4 & 8-3-1



(631) 477-9801 – STATION 1  
 (631) 477-8261 – STATION 2  
 (631) 477-1943 – CHIEF'S OFFICE  
 (631) 477-4012  
 311 THIRD STREET – PO BOX 58  
 GREENPORT, NY 11944  
 Email: gfdsecretary@greenportvillage.org  
 First due on Signal 24's + 8-3-1

## November 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 There will not be CME's at ELIH until the new year	2 	3 Eagle Hose 19:00 Election Day	4 Relief Hose Standard Hose 19:00	5 Star Hose mtg 19:30	6 Planning board work session, public hearing, Regular meeting 16:00	7 Rescue Standby 18:00 American Legion
8	9 Village closed Rescue mtg 19:00 Finance mtg Follow Res Mtg	10 Marine Res mtg 19:00	11 Phenix H&L mtg 18:30	12 Dept Train TBA Comm forcible entry door, blue forcible entry door Hand tools, power tools	13 Yaphank Training Private Dwelling Search 19:00 Historical pres 17:00 BOT wrk sess 18:00	14 Turkey Shoot Company 4 18:00
15	16 Fire Police mtg 18:30 Officers Meet Follow FP Sta 2	17 Wardens mtg 19:00	18 Happy Thanksgiving	19 Village Hall Closed	20 TBA	21 Village Hall Closed
22	23 Planning board work session, public hearing, Regular meeting 16:00	24 BOT Reg Session 18:00	25 Happy Thanksgiving	26 Village Hall Closed	27 TBA	28 Boy Scout Breakfast???
29	30					

## UPCOMING DECEMBER DATES

**There will not be CME's at ELIH until the New year**

- Dec 1 Relief, Standard
- Dec 2 Eagle
- Dec 3 Marine
- Dec 6 Village Christmas Parade of Lights 17:00
- Dec 8 Star
- Dec 9 Rescue, Finance
- Dec 10 Phenix
- Dec 11 Palmer House, Ventilation/Fire Behavior Demonstration Utilizing a Live Fire Prop
- Dec 13 Department Christmas Party 19:00-23:00
- Dec 16 Fire Police
- Dec 17 Wardens



CHIEF ALAIN DeKERILLIS  
1<sup>ST</sup> ASST CHIEF WAYNE MILLER  
2<sup>ND</sup> ASST CHIEF DAVID NYCE  
CHAPLAIN FRANK MUSTO  
ASST. CHAPLAIN CLAUDE  
KUMJIAN  
TREASURER NORMA CORWIN



(631) 477-9801 – STATION 1  
(631) 477-8261 – STATION 2  
(631) 477-1943 – CHIEF'S OFFICE  
(631) 477-4012  
311 THIRD STREET – PO BOX 58  
GREENPORT, NY 11944  
Email: [gfdsecretary@greenportvillage.org](mailto:gfdsecretary@greenportvillage.org)  
[www.greenportfd.org](http://www.greenportfd.org)

## **Meeting of the Board of Wardens**

**Wednesday October 15, 2025**

### **OPENING**

Chief Alain de Kerillis 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 Alain de Kerillis

1<sup>st</sup> Ass't Chief Wayne Miller

2<sup>nd</sup> Ass't Chief David Nyce

Wardens Bernard Purcell and Wayde Manwaring of Eagle Hose Co. #1

Warden Antone Volinski III of Relief Hose Co. #2

Warden Patrick Brennan of Star Hose Co. #3

Wardens Scott Hollid and Jordan Arnold of Standard Hose Co. #4

Wardens Michael Reed and Peter Harris of Phenix Hook & Ladder Co. #1

Excused: Warden Norma Corwin of Relief Hose Co. #2 and Warden Robert Hamilton of Star Hose Co. #3.

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

1. Jen Grilli mentioned that she was summoned to be here. After a short discussion, there was a request for an executive session.

## **EXECUTIVE SESSION**

Motion made by W. Manwaring, seconded by J. Arnold, to adjourn to an executive session to discuss personnel matters. Motion Carried. Adjourned to executive session at 7:04pm.

Upon returning from executive session, a motion made by W. Manwaring, seconded by B. Purcell, to resume with the regular meeting. Motion Carried. Regular meeting resumed at 8:19 pm.

## **READING OF THE PREVIOUS MINUTES**

Motion made by J. Arnold, seconded by B. Purcell, to approve the minutes of the September 17, 2025 meeting of the Board of Wardens as printed and distributed. Motion Carried.

## **FINANCE COMMITTEE**

The finance committee report was read by Chief Nyce. Motion made by P. Brennan, seconded by J. Arnold, to accept the report. Motion Carried.

1. 1<sup>ST</sup> Asst Chief Miller reported that the Chiefs are going to request a written report for the Treasurer's report instead of an oral report.
2. 1<sup>st</sup> Asst Chief Miller also mentioned Chief de Kerillis spending \$1,000 on the department card for lunch at Tunnels of Towers with other departments and it was never approved by the Wardens. It is a non-department function. Chief de Kerillis said that he would ask Southold and East Marion for some back.
3. Adding a winch to the Mule was brought up and 2<sup>nd</sup> Asst Chief Nyce reported that we need to get a quote first.

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

## **TREASURER'S REPORT**

The Treasurer's report was read by 2<sup>nd</sup> Asst Chief D. Nyce. Motion made by p. Harris, seconded by J. Arnold, to accept the treasurer's report as read. Motion carried. (report attached)

1. P. Brennan stated that at this point, discretionary expenditures should be curtailed. 1<sup>st</sup> Asst Chief Miller said that at one point we had \$10,000 and doesn't understand where it went. It was also discussed that at the time of the last treasurer's report when it was reported that Phenix Hook and Ladder didn't cash their 2% check, Star Hose didn't either and we didn't know about it at the time.

**BILLS-** None.

**COMMUNICATIONS**

1. Thank you from Tom Roslak for the donation.

Motion by J. Arnold, seconded by A. Volinski III, to file and/or forward all communications ,  
Motion carried.

**APPLICATIONS FOR MEMBERSHIP-**

1. Jocelyn Hubbard to Juniors.

Motion made by J. Arnold, seconded by M. Reed, to approve her application for membership.  
Motion Carried. A. Volinski III asked who runs Juniors now and how many members are there.  
Taylor Reed does and there are two.

**REPORTS OF COMMITTEES**

**Buildings and Grounds-** No Report.

**Bylaws-** No Report

**Finance-** No Report.

**Fire District-** No Report.

**Pre-Incident Planning-**

1. The committee is going to meet, Chief will be in touch with the committee members.  
The meeting will also be with the Mayor and other Dignitaries. A.Volinski III said the  
drivers and Captains should also be included.

**Service Awards-** No Report.

**Recruitment-** No Report.

**Casualty Fund-**

1. W. Manwaring asked if N.Corwin got everything she needed. S. Hollid said that he will  
reach out to her this week and do that.

**Funeral-** No Report.

**Communications-** No Report.

**Trips & Travel**- No Report.

**COMPANY REQUESTS**

Eagle Hose Co. #1- As per finance report.

Relief Hose Co. #2- As per finance report.

Star Hose Co. #3- As per finance report.

Standard Hose Co. #4- As per finance report.

Phenix Hook & Ladder Co. #1- As per finance report.

Rescue Squad- As per finance report.

Fire Police- As per finance report.

Water Rescue- Requesting a P.O for repair of 8-3-10 ignition. It will be around \$660, would like a P.O for \$700.

**UNFINISHED BUSINESS –**

1. A. Volinski reported that he did some digging and as far as the parking for 4<sup>th</sup> Avenue, nothing made it to the State. P. Brennan said that he reached out to George Hubbard who reached out to Paul Pallas, but he hasn't gotten back to him. P. Brennan explained that he is still working on it.

**REPORTS OF DELEGATES**- None.

**NEW BUSINESS**-

1. J. Arnold asked for permission for the Marine Squad to have a spaghetti dinner in 2026. They will also be doing a fundraiser on letterhead. Motion made by A. Volinski III, seconded by P. Brennan, to approve the spaghetti dinner for some time in 2026. Motion Carried.
2. 2<sup>nd</sup> Ass Chief D. Nyce said he needs to get reimbursement for the signal 8 from San Simeon fire and he has the receipts.
3. J. Arnold reported that at the San Simeon incident the road was supposedly shut down and they were breaking down hoses and all of a sudden cars started coming down from

the West and on the East side the cops had someone stopped for a DWI. He had a thought that we have an ambulance that is going to be taken out of service soon and other departments have done repurposing of them so he thought that we could turn it into a fire police vehicle to have better protection and the members have been asking for a vehicle. W. Manwaring said it is in the contract to trade it in.

4. J. Arnold suggested adding an amendment to the social media policy that gives guidance to members on how to act in the event of an alleged violation. As follows:

**Amendment: Reporting and Handling of Alleged Policy Violations**

Any member who believes that another member has violated this Social Media Policy shall promptly bring the alleged violation to the **Board of Wardens** and request that a **special meeting** be convened to address the matter **within seventy-two (72) hours** of becoming aware of the alleged offense.

No member shall **direct, request, or instruct another member to take any action in connection with an alleged violation of the Social Media Policy.** All determinations and actions regarding such matters shall be made **solely by the Board of Wardens** in accordance with department procedures.

Motion made by P. Harris, seconded by A. Volinski III to move forward with the amendment. Motion Carried.

### **GOOD OF THE DEPARTMENT**

1. W. Manwaring mentioned that he spoke with Laura from McMann Price and she has been trying to get ahold of the Chief's about having a Driving Class here. It will also help our insurance go down.
2. 2<sup>ND</sup> Asst Chief Nyce asked if we authorized the gator and antique for the Halloween Parade. The Wardens agreed to that.
3. 2<sup>nd</sup> Asst Chief Nyce also said that the Capt 54 asked him to update the Wardens on 8-3-4: the oil pan underneath was a plastic replacement pan that has some cracks. The metal one is in Shirley and will be brought out next week. D. Nyce suggested that if we get a bill, we do not pay it.
4. Chief de Kerillis reported that hydrant testing is 10/26.
5. S. Hollid requested permission for Standard Hose to use Station 2 November 15<sup>th</sup> for the Turkey Shoot. Motion made by J. Arnold, seconded by W. Manwaring, to approve request. Motion Carried.
6. W. Manwaring mentioned that the Mule should get wrapped in red to be identified as fire department.
7. W. Manwaring also mentioned that we need to buy lids for the pots in the kitchen.

## **READING OF THE MINUTES**

Motion by W. Manwaring, seconded by M. Reed, to dispense with the reading of the minutes of tonight's meeting. Motion carried.

## **ADJOURMENT**

Motion by P. Harris, seconded by W. Manwaring, to adjourn. Motion carried. The meeting was adjourned at 8:59pm.

Submitted by,

Rebecca J. McKnight

Recording Secretary



236 THIRD STREET  
GREENPORT, NY 11944

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

www.villageofgreenport.org

**MAYOR**  
KEVIN STUESSI  
EXT 215

**TRUSTEES**  
PATRICK BRENNAN  
DEPUTY MAYOR

LILY DOUGHERTY-JOHNSON

JULIA ROBINS

MARY BESS PHILLIPS

**TREASURER**  
ADAM BRAUTIGAM  
EXT. 217

**VILLAGE CLERK**  
CANDACE HALL  
EXT 214

**Submitted:** November 14, 2025  
**Meeting:** November 20, 2025, 6:00p.m.  
**Work Session Meeting**  
**To:** Mayor Kevin Stuessi  
Board of Trustees  
**Prepared by:** Candace Hall, *Village Clerk*  
**From:** Candace Hall, *Village Clerk*

---

## Village Clerk November 2025 Work Session Report

### Announcements, Updates and Reminders:

- The November Regular Session meeting will take place on Thursday, December 4, 2025.
- Village Hall will be closed on the following dates in November:
  - Thursday November 27, 2025 and Friday, November 28, 2025 – for Thanksgiving
- The annual Village Festival of Lights and Tree Lighting will be on Saturday December 6, 2025 at 5:00 p.m. – rain date Sunday, December 7, 2025.
- The Annual Menorah Lighting will be held at Mitchell Park on Sunday, December 14, 2025 at 5:00pm.
- Village Hall will be closed on the following dates in December:
  - Thursday, December 25, 2025 and Thursday, January 1, 2025
- Village Hall will close at noon on the following dates:
  - Wednesday, December 24, 2025 and Wednesday, December 31, 2025
- Village Website
  - See attached DRAFT of the new Village of Greenport website landing page
  - Estimate of launch is January 2026
  - Photography Contest

- Village Election
  - Suffolk County BOE announced changes to services offered for Village elections, most important of which is there will no longer be an option to rent the voting machines.

#### **Resolutions:**

- RESOLUTION authorizing the annual solicitation of bids for the delivery of diesel fuel to various locations throughout the Village of Greenport, and directing Clerk Hall to notice the solicitation of bids accordingly
- RESOLUTION authorizing the annual solicitation of quotes for a 10-yard dump truck and driver to assist the Village with the removal and disposal of snow as needed and directing Clerk Hall to notice the Request for Quotations accordingly.
- RESOLUTION authorizing the annual solicitation of bids for the delivery of No. 2 heating oil to various locations throughout the Village of Greenport and directing Clerk Hall to notice the solicitation of bids accordingly.
- RESOLUTION authorizing the annual solicitation of quotes for a requirement contractor, with a unit price schedule for hourly, half-day and daily rates for one (1) worker, one (1) worker with a back hoe, two (2) workers, and two (2) workers with a back hoe, including regular time and overtime, and directing Clerk Hall to notice the Request for Quotations accordingly.
- Resolution authorizing the hiring of Anna Gambone as an intern for the Village of Greenport at a pay rate of \$18.00 per hour, with a maximum of 22 hours.

#### **Public Assembly Permit Applications Received:**

- Public assembly application received from Rich Vandenburg on behalf of The Greenport Harbor Brewery to host a Shellabration Kick-Off on Friday, December 5, 2025 from 5:00pm-9:00pm; including a road closure 1-hour before and after the event on Carpenter Street between Bay Avenue and the corner of East Front Street. The event will include music and local oyster farmers.

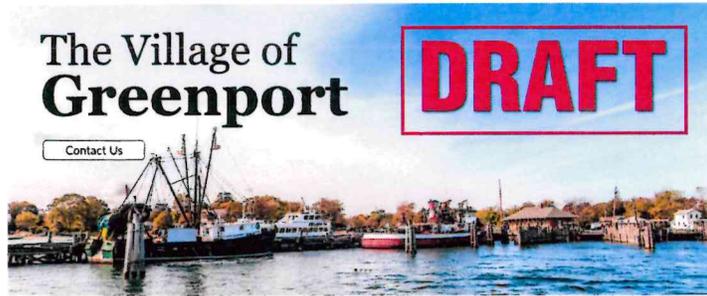
- Public assembly application received from Kara Hoblin and The Greenport BID to host an outdoor Holiday Stroll on Saturday December 19, 2025 between the hours of 5:00pm-8:00pm. The event will include a road closure on Front Street between Third Street and First Street from 4:00pm – 9:00pm. Various organizations, businesses, the Greenport Fire Department, Southold PD and the Village of Greenport will be collaborating for this holiday event.
- Public assembly application received from the Greenport Fire Department for the annual Washington's Birthday Celebration and Parade on Saturday, February 14, 2026; the parade will kick off at 1:00pm at the intersection of Main Street and Knapp Place.
- Public assembly application received from Nicki Gohorel on behalf of Clinton Memorial AME Zion Church and Coming to the Table to host the 3<sup>rd</sup> Annual Juneteenth Celebration and Parade on Saturday, June 20, 2026 from 10:00am-6:00pm. The celebration will include a road closure for a parade (route outlined in application) with a celebration to continue in Mitchell Park.
- Public assembly application received from Paul Livsey on behalf of the Greenport Farmers Market to host a farmers market in Mitchell Park on Saturdays from 9:00am-1:00pm between May 23, 2026 through October 10, 2026.

**Legal Notices:**

- Transformer Purchase BID

**Attachments:**

- DRAFT Village of Greenport Website Landing Page



Contact Us

- Agenda, Minutes & Video
- Legal Notices
- Bids & RFPs
- Forms

### How Can I... Find What You Need

- » Apply
  - Apply for a Job**
  - Apply for a Building Permit
  - Apply for a Marina Slip or Reservation
- > Bids and RFPs
- > Request / Report
- > Find / View

### What's New

Click the arrows to navigate

[View All Updates](#)

- Residential Electric Service Upgrade Application** [View Here](#)
- Commercial Electric Service Upgrade Application** [View Here](#)
- 2025 Building Department Fee Schedule** [View Here](#)

### Upcoming Events

[View More Events](#)

 Brush Pick-up Tue, 10/02/2025, All Day <a href="#">View Details</a>	 Carousel Cmte (SH) Tue, 10/07/2025 10:00 AM <a href="#">View Details</a>	 Greenport Housing Commitee Wed, 10/08/2025 09:00 PM <a href="#">View Details</a>	 Mural Committee Meeting (S) Fri, 10/10/2025 01:00 PM <a href="#">View Details</a>
 Farmer's Market at Mitchell P... Fri, 10/10/2025 02:00 PM <a href="#">View Details</a>	 Planning Board Work Session... Fri, 10/10/2025 04:00 PM <a href="#">View Details</a>	 Tai Chi at Mitchell Park Sat, 10/11/2025 09:00 AM <a href="#">View Details</a>	 Greenport Fire Department C... Tue, 10/13/2025 09:00 AM <a href="#">View Details</a>



#### Contact Us

Village of Greenport  
236 Third Street  
Greenport, NY 11944

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

Village Hall Hours:  
8:30am - 4:30pm

After Hours Utilities Emergencies  
Call: (631) 477-0172

#### Quick Links

- Home
- Village Boards
- Departments
- Village Code
- Village Plans & Reports
- Village Employeers
- Recreation
- Community
- Contact





236 THIRD STREET  
GREENPORT, NY 11944

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

villageofgreenport.org

**MAYOR**  
KEVIN STUSSI  
EXT 215

**TRUSTEES**  
PATRICK BRENNAN  
DEPUTY MAYOR

LILY DOUGHERTY-JOHNSON

JULIA ROBINS

MARY BESS PHILLIPS

**TREASURER**  
ADAM BRAUTIGAM  
EXT 217

**VILLAGE CLERK**  
CANDACE HALL  
EXT 214

Submitted: November 13, 2025  
Meeting: November 20, 2025 6:00 PM  
*Work Session Meeting*  
To: Mayor Kevin Stuessi  
Board of Trustees  
Prepared By: Jeanmarie Odden, *Deputy Clerk*  
From: Adam Brautigam, *Village Treasurer*

---

### **Village Treasurer November 2025 Work Session Report**

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

RESOLUTION authorizing Mayor Stuessi to sign the attached contract between SynergEV and the Village of Greenport, allowing SynergEV to replace and operate the existing EV charger located in the Adams Street parking lot.

RESOLUTION approving the attached 2025 - 2026 Service Fee Agreement between the Village of Greenport and Penflex, Inc. regarding the 2025 - 2026 fees applicable to the administration by Penflex, Inc. of the Village of Greenport Volunteer Firefighter Length of Service Awards Program, and authorizing Mayor Stuessi to sign the agreement between Penflex, Inc. and the Village of Greenport.

RESOLUTION approving attached budget modification #6550, to appropriate light fund reserves to fund the relocation of the railroad dock electric service panel and directing that budget amendment #6550 be included as part of the formal meeting minutes of the November 25<sup>th</sup> 2025 meeting of the Board of Trustees.

RESOLUTION scheduling a public hearing for 6:00 PM on December 18<sup>th</sup>, 2025, at the Third Street Fire Station, Third and South Streets, Greenport NY, 11944 regarding potential CDBG (Community Development Block Grant) opportunities for the Village of Greenport and directing Clerk Hall to notice the public hearing accordingly.

### **UTILITY BILLING**

End of Month Statistics for October 2025 completed.

Sector one read, to be billed by 11/10/2025.

Sector two bills to be read and mailed by 11/17/2025.

### **TALKING POINTS**

### **SIGNIFICANT COLLECTIONS**

RENTS COLLECTED IN OCTOBER 2025- \$73,292.35

PROPERTY TAX COLLECTED THROUGH OCTOBER 2025-  
\$1,368,313.26

### **SIGNIFICANT PAYMENTS**

AEROTOR REPLACEMENT- \$183,800.00

TCC PAYMENT 75%- \$336,359.65

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

9 recertifications and 3 interims were performed for October 2025.

**INFORMATIONAL:**

Cash Holdings Report - See attached

Utility Billing Statistics Report - See attached

**Attachments:**

BANK BALANCE SHEET NOV 2025 (PDF)

BUD MOD #6550 (PDF)

CD REPORT (PDF)

EOM BILLING STATS (PDF)

HA REPORT (PDF)

PENFLEX (PDF)

property tax collected through (PDF)

<b>BANK ACCOUNT BALANCES</b>					
<b>FOR THE MONTH OF OCTOBER 2025</b>					
<b>FUND</b>	<b>BANK ACCOUNT NAME</b>	<b>G/L ACCT#</b>	<b>TYPE</b>	<b>BALANCE</b>	
A	General	A.0200.000	Checking	105,487.99	
A	Repair & Maintenance	A.0200.400	Checking	137,471.76	
A	Greenhill Cemetery	A.0201.100	Savings	2.87	
A	Money Market	A.0201.130	Money Market	725,141.78	
A	Fire Apparatus	A.0221.110	Savings	742,744.13	
A	Bulding Department Escrow	A.0235.101	Checking	73,262.63	
A	Parks and Recreation	A.0200.200	Checking	14,574.98	
A	General Investment Savings	A.0201.110	Muni Investment Pool	1,252,637.59	
A	American Recovery Plan	A.0200.415	Checking		
				<b>TOTAL GENERAL FUND</b>	<b>\$ 3,051,323.73</b>
CD	Small Cities Rehab.	CD.0200.000	Savings	1,142.10	
CD	NYS CDBG Funds	CD.0200.400	Public Funds Acct	226.21	
				<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>\$ 1,368.31</b>
E	Light Fund	E.0121.100	Checking	196,260.99	
E	Light Depreciation Savings	E.0116.100	Savings	1,718,854.48	
E	Light Investment Savings	E.0201.110	Muni Investment Pool	1,083,381.44	
E	TTC Collections	E.0121.120	Savings	162,665.84	
E	Renewable Energy Savings	E.0121.130	Savings	237,573.25	
E	Consumer Deposit Savings	E.0191.100	Savings	120,400.54	
E	Consumer Deposit Checking	E.0244.200	Checking	15,682.73	
				<b>TOTAL LIGHT FUND</b>	<b>\$ 3,534,819.27</b>
F	Water	F.0200.000	Checking	5,297.03	
F	Water Fund Capital	F.0200.400	Savings	8,407.73	
F	Water Investment Savings	F.0201.120	Muni Investment Pool	513,527.05	
F	Water Fund CD (MM)	F.0201.000	Money Market	204,106.81	
F	Water Fund Money Market	F.0201.130	Money Market	17,006.27	
					<b>\$ 748,344.89</b>
G	Sewer	G.0200.000	Checking	874,241.02	
G	NYS DEC Consent	G.0201.000	Savings	31,636.42	

G	Sewer Fund I	G.0201.100	Money Market	297,703.18	
G	Sewer Investment Savings	G.0201.110	Muni Investment Pool	811,034.20	
G	NYSEFC	G.0205.000	Checking	185,851.61	
G	Sewer Wastewater	G.0220.110	Savings	12,195.99	
G	NYSERDA	G.0525.000	Checking	111.01	
				<b>TOTAL SEWER FUND</b>	<b>\$ 2,212,773.43</b>
H	Capital	H.0200.000	Checking	2,837,659.20	
H	Capital Reserve	H.0200.400	Savings	51,317.80	
				<b>TOTAL CAPITAL FUND</b>	<b>\$ 2,888,977.00</b>
TA	Trust & Agency	TA.0200.000	Checking	50,372.58	
TA	Retirement Savings	TA.0201.000	Savings	50,648.72	
TA	WWI Memorial Trust	TA.0201.001	Savings	732.86	
TA	T & A Special Escrow	TA.0201.002	Savings	6,620.17	
TA	Justice Court	TA.0201.004	Savings	0.21	
TA	Global Common	TA.0201.009	Savings	272,072.19	
TA	Basketball Court Donations	TA.0200.101	Checking	92.00	
TA	Tree Committee	TA.0200.102	Checking	4,447.63	
TA	Summer Day Camp Donations	TA.0200.103	Checking	1,680.00	
TA	Recreation Center Donations	TA.0200.104	Checking	15,316.66	
TA	Friends of Fifth Street	TA.0200.106	Checking	113.00	
TA	American Legion Bldg	TA.0200.107	Checking	200.00	
TA	Fifth Street Rehab	TA.0200.120	Checking	13,796.00	
TA	Carousel Committee	TA.0200.113	Checking	30,742.84	
TA	Mitchell Park Bathrooms Rehab	TA.0200.115	Checking	30,000.00	
TA	Accounts Payable	TA.0202.000	Checking	363,561.62	
TA	Camera Obscura Donations	TA.0200.116	Checking	1,601.28	
				<b>TOTAL TRUST &amp; AGENCY FUND</b>	<b>\$ 841,997.76</b>
	Wire Account			16.61	
	Utility Clearing			78,448.18	
					<b>\$ 78,464.79</b>
				<b>TOTAL VILLAGE WIDE</b>	<b>\$ 13,358,069.18</b>

Financial Data Schedule - Monthly Revenue & Expenses (HAP REGISTER) - October 2025										
Account Description				78	TOTAL VOUCHERS	TOTAL HAP, PORT, UTILITIES	118,803.00	\$	100.00	#REF!
				77	Vouchers Leased on last day of month					
				1	New Vouchers Issued/No Lease/Searching					
<b>REVENUE:</b>										
706 PHA HUD Operating Grants	\$	117,407.00								
706 Admin fee revenues	\$	10,193.00	\$	50.00						
711 Interest Earned - HAP	\$	50.00								
711 Interest Earned - ADMIN										
714 Fraud recovery	\$	100.00								
700 TOTAL REVENUE	\$	127,700.00								
<b>EXPENSES:</b>										
<b>Administrative</b>										
912 Auditing fees										
Salaries - Asha (\$35.91), Adam										
911 Column E, 2 payperiods	\$	5,027.60	\$	277.56						
911 Medical	\$	3,056.29	\$	59.18						
b Dental	\$	185.61	\$	4.17						
911 Pension T4 15.7%, T5 12.9%	\$	789.33	\$	35.81						
912 Payroll Taxes FICA	\$	384.61	\$	21.23						
913 Employee Benefit Contribution	\$	9,443.44	\$	397.95						
TOTAL	\$	19,887.18	\$	738.87						
919										
917 Legal Fees/Nina JG Stewart										
916 A Gallacher Reimb										
918 A Gallacher Mileage										
916 Office Expenses Total										
910 Administrative Total	\$	7,381.04								
962 Other General Expenses (Office Rent)	\$	550.00								
973 Port Admin Fee										
969 TOTAL OPERATING EXPENSES	\$	7,931.04								
970 EXCESS OPERATING REVENUE OVER OPERATING EXPENSES	\$	119,768.96								
973 PHA Utility Allowance	\$	2,311.96								
973 HAP payments	\$	118,803.00								
PORT payments										
973 (HAP, PORT and UTILITY TOTAL)	\$	121,256.00								
HAP & UTIL less Port payments	\$	121,256.00								
1117 Total Admin Revenue	\$	10,243.00								
1117 Net ADMIN	\$	2,311.96								
1118 Total Hap Revenue	\$	117,457.00								
1118 Net HAP	\$	(3,799.00)								
900 TOTAL EXPENSES	\$	129,187.04								
TOTAL CASH DISBURSEMENTS										\$
EXCESS (DEFICIENCY) OF TOTAL REVENUE OVER (UNDER) TOTAL EXPENSES										\$
										(1,487.04)



# VILLAGE OF GREENPORT

## Payment To 10/31/2025 Report

Date Prepared: 11/05/2025 01:16 PM  
 Report Date: 11/05/2025  
 Purpose Table: ALL

	Count	Payment Amt	Count	Refunds	Payment Total	Writeoff
<b>Grand Totals</b>						
BID	110	51,170.39			51,170.39	
MT						
CODEV	2	23,046.80			23,046.80	
MT						
SEWER	18	10,495.81			10,495.81	
MT						
VILLT	1,009	1,368,313.26			1,368,313.26	
MT						
WATER	18	5,387.60			5,387.60	
MT						
<b>Total PRINCIPAL</b>		<u>1,458,413.86</u>			<u>1,458,413.86</u>	
PEN	54	5,709.84			5,709.84	
<b>Total PENALTY</b>		<u>5,709.84</u>			<u>5,709.84</u>	
<b>Total</b>		<u>1,464,123.70</u>			<u>1,464,123.70</u>	



### EOM Billing Statistics Report

11/4/2025 2:24:52 PM

Rate Summary - All Routes

Service	Rate#	Description	Bills	Min. Bills	Usage	Charge	Usage	Demand	Contract	PCA	NYSCE	Comm Tax	Res Tax
Electric	2	Electric - Flat Charge	9	0	0	0	0	0	494.98				5.88
	9	Residential (1, 1)	1376	0	786709	89,202.95	0	0		8,984.10	2,374.68		2,431.83
	10	Water Heating (2, 2)	9	0	739	73.28	0	0		8.44	2.24		2.11
	11	All Electric (3, 3)	344	0	141346	16,943.81	0	0		1,354.85	421.81	700.19	465.02
	13	Demand - Class 3 (5, 5)	4	0	294538	16,464.67	820.5	9,640.88		3,361.86	889.21		
	14	Village St. Lighting (6, 6)	5	0	17626.475	2,028.80	0	0		201.19	53.21		
	15	Town St Lighting (7, 7)	1	0	497.165	57.22	0	0		5.67	1.50		
	19	Traffic Lights (11, 11)	1	0	944	100.91	0	0		10.77	2.85		
	20	Contract St Lighting (12, 12)	2	0	35	0.00	0	0					
	21	Sterling Harbor (13, 13)	2	0	239.625	27.59	0	0				2.67	
	67	NSF Fee	1	0	0	0	0	0	150.00				
	77	RESIDENTIAL SOLAR	12	0	2067	438.56	0	0		38.32	10.13		12.21
	78	CLASS 3 SOLAR	1	0	68800	3,845.92	180	2,115.00		785.28	207.71		
			1767	0	1313541.265	129,183.71	1000.5	11,755.88	644.98	14,733.22	3,964.07	702.86	2,917.05
	Electric Total												
Sewer	3	Sewer -INSIDE Flat Charge	28	0	0	1,741.32	0	0					
	23	Sewer - IN VILL 3/4" W/SEWER (14, 14)	896	508	4310.5	72,233.58	0	0					
	25	Sewer - IN VILL 1" W/SEWER (15, 15)	31	11	281.6	4,048.45	0	0					
	27	Sewer - IN VILL 1 1/2" W/SEWER (16, 16)	12	1	97.2	1,726.80	0	0					
	29	Sewer - IN VILL 2" W/SEWER (17, 17)	29	11	529.9	9,195.22	0	0					
	31	Sewer - IN VILL 3" W/SEWER (18, 18)	1	0	3.6	49.56	0	0					
	33	Sewer - IN VILL 4" W/SEWER (19, 19)	3	1	417	7,522.67	0	0					
	54	Sewer - OUTSIDE RES SEWER (50, 50)	92	57	741.9	18,056.51	0	0					
	57	SPLIT SEWER BILLING (52, 52)	1	0	18	0.00	0	0					
	62	O/S DRIFTWOOD COVE 52	1	1	44.1	3,589.56	0	0					
	63	O/S DRIFTWOOD COVE 49	1	1	37.8	3,382.47	0	0					
	64	O/S PECONIC LANDING 301	1	1	901	20,778.03	0	0					
	65	O/S CLIFFSIDE CONDOS-SEWER	1	1	133	4,832.10	0	0					
			1097	593	7515.6	147,156.27	0	0					
	Sewer Total												
Water	5	Water - Flat Charge	34	0	0	970.60	0	0					
	22	RES VILL 3/4" W/SEWER (14, 14)	912	276	5002	30,646.98	0	0					
	24	RES VILL 1" W/SEWER (15, 15)	32	5	340	1,680.64	0	0					
	26	COMM VILL 1 1/2" W/SEWER (16, 16)	13	6	130	729.02	0	0					
	28	COMM VILL 2" W/SEWER (17, 17)	31	14	597	3,080.54	0	0					
	30	COMM VILL 3" W/SEWER (18, 18)	1	1	4	45.35	0	0					
	32	COMM VILL 4" W/SEWER (19, 19)	3	2	462	2,245.94	0	0					
	46	COMM VILLAGE 1 1/2" (42, 42)	1	1	0	45.35	0	0					
	47	COMM VILLAGE 2" (43, 43)	7	2	327	1,451.86	0	0					
	48	RES VILLAGE 3/4" (44, 44)	156	66	1578	8,583.80	0	0					
	49	RES VILLAGE SEWER ONLY (45, 45)	5	0	0	0.00	0	0					
	52	FLAT-FIRE SPRINKLERS (49, 49)	34	0	0	0.00	0	0					
	53	OUTSIDE RES SEWER (50, 50)	90	0	857	0.00	0	0					
			1319	373	9297	49,480.08	0	0					
	Water Total												
electric-small commercial	12	Commercial (4, 4)	378	0	804021.7	100,614.22	0	0		9,177.07	2,427.29	7,944.35	
	16	Operating Municipal (8, 8)	33	0	37239	4,819.92	0	0		425.06	112.43		
	17	Water Department (9, 9)	2	0	0	24.86	0	0					
	18	Sewer Department (10, 10)	10	0	42694	5,351.14	0	0		487.30	128.90		
	73	Electric Power Plant	5	0	29232	0.00	0	0					

### EOM Billing Statistics Report

11/4/2025 2:24:53 PM

Rate Summary - All Routes

<u>Service</u>	<u>Rate#</u> - <u>Description</u>	<u>Bills</u>	<u>Min. Bills</u>	<u>Usage</u>	<u>Charge</u>	<u>Usage</u>	<u>Demand</u>	<u>Contract</u>	<u>PCA</u>	<u>NYSCES</u>	<u>Comm Tax</u>	<u>Res Tax</u>
electric-small commercial Total	79 - SMALL COMMERCIAL SOLAR	1	0	3000	354.49	0			34.24	9.06		
Grand Total		429	0	916186.7	111,164.63	0			10,123.67	2,677.68	7,944.35	
		4612	966	2246540.565	436,984.69	1000.5	11,755.88	644.98	24,856.89	6,641.75	8,647.21	2,917.05

### EOM Billing Statistics Report

Rate Summary - All Routes

Service	Rate# - Description	Total	
Electric	2 - Electric - Flat Charge	500.86	
	9 - Residential (1, 1)	102,973.56	
	10 - Water Heating (2, 2)	86.07	
	11 - All Electric (3, 3)	19,185.49	
	13 - Demand - Class 3 (5, 5)	31,056.81	
	14 - Village St. Lighting (6, 6)	2,283.20	
	15 - Town St Lighting (7, 7)	64.39	
	19 - Traffic Lights (11, 11)	114.53	
	20 - Contract St Lighting (12, 12)	0.00	
	21 - Sterling Harbor (13, 13)	33.73	
	67 - NSF Fee	150.00	
	77 - RESIDENTIAL SOLAR	499.22	
	78 - CLASS 3 SOLAR	6,953.91	
	<b>Electric Total</b>	<b>163,901.77</b>	
	Sewer	3 - Sewer -INSIDE Flat Charge	1,741.32
		23 - Sewer - IN VILL 3/4" W/SEWER (14, 14)	72,233.58
		25 - Sewer - IN VILL 1" W/SEWER (15, 15)	4,048.45
		27 - Sewer - IN VILL 1 1/2" W/SEWER (16, 16)	1,726.80
		29 - Sewer - IN VILL 2" W/SEWER (17, 17)	9,195.22
		31 - Sewer - IN VILL 3" W/SEWER (18, 18)	49.56
		33 - Sewer - IN VILL 4" W/SEWER (19, 19)	7,522.67
		54 - Sewer - OUTSIDE RES SEWER (50, 50)	18,056.51
		57 - SPLIT SEWER BILLING (52, 52)	0.00
62 - O/S DRIFTWOOD COVE 52		3,589.56	
63 - O/S DRIFTWOOD COVE 49		3,382.47	
64 - O/S PECONIC LANDING 301		20,778.03	
65 - O/S CLIFFSIDE CONDOS-SEWER		4,832.10	
<b>Sewer Total</b>		<b>147,156.27</b>	
Water		5 - Water - Flat Charge	970.60
		22 - RES VILL 3/4" W/SEWER (14, 14)	30,646.98
		24 - RES VILL 1" W/SEWER (15, 15)	1,680.64
	26 - COMM VILL 1 1/2" W/SEWER (16, 16)	729.02	
	28 - COMM VILL 2" W/SEWER (17, 17)	3,080.54	
	30 - COMM VILL 3" W/SEWER (18, 18)	45.35	
	32 - COMM VILL 4" W/SEWER (19, 19)	2,245.94	
	46 - COMM VILLAGE 1 1/2" (42, 42)	45.35	
	47 - COMM VILLAGE 2" (43, 43)	1,451.86	
	48 - RES VILLAGE 3/4" (44, 44)	8,563.80	
	49 - RES VILLAGE SEWER ONLY (45, 45)	0.00	
	52 - FLAT-FIRE SPRINKLERS (49, 49)	0.00	
	53 - OUTSIDE RES SEWER (50, 50)	0.00	
	<b>Water Total</b>	<b>49,480.08</b>	
	electric-small commercial	12 - Commercial (4, 4)	120,162.93
		16 - Operating Municipal (8, 8)	5,357.41
		17 - Water Department (9, 9)	24.86
	18 - Sewer Department (10, 10)	5,967.34	
	73 - Electric Power Plant	0.00	

# EOM Billing Statistics Report

Rate Summary - All Routes	Rate# - Description	Total
Service	79 - SMALL COMMERCIAL SOLAR	397.79
electric-small commercial Total		131,910.33
Grand Total		492,448.45

Report Setup Information:

Report Design	EOM Billing Statistics Report		
Output Type	Graphics		
Start Route	End Route	Start Date	End Date
51	56	9/10/2025	10/10/2025
57	63	9/16/2025	10/17/2025
64	72	9/27/2025	10/27/2025
73	79	10/3/2025	11/3/2025
82	82	10/3/2025	11/3/2025
80	80	10/3/2025	11/3/2025
81	81	10/3/2025	11/3/2025





236 THIRD STREET  
GREENPORT, NY 11944

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

villageofgreenport.org

**MAYOR**  
KEVIN STUESSI  
EXT 215

**TRUSTEES**  
PATRICK BRENNAN  
DEPUTY MAYOR

LILY DOUGHERTY-JOHNSON

JULIA ROBINS

MARY BESS PHILLIPS

**TREASURER**  
ADAM BRAUTIGAM  
EXT 217

**VILLAGE CLERK**  
CANDACE HALL  
EXT 214

Submitted: November 10, 2025  
Meeting: November 20, 2025 6:00 PM  
*Work Session Meeting*  
To: Mayor Kevin Stuessi  
Board of Trustees  
Prepared By: William Schulz,  
From: Village Administration

---

## Work Session

# Work Session Report for Road and Utilities

November 20, 2025

## Administrator's Office

### Statistics

#### Work Orders:

Electric = 51 Written, 51 Completed

Water = 40 Written, 40 Completed

Sewer = 45 Written, 45 Completed

Road = 39 Written, 39 Completed

### Reports

- ❖ DOH-360: This is a monthly report for bacteriological presence and residual chlorine levels, it was sent on 10-08-2025. The results are detailed below in the Road Department's *Sampling* section.

- ❖ GADS Data: This is a monthly report about run and usage data for the generators at the Power Plant, it was sent on 10-08-2025.

## Discussion

## Resolutions

## Road/Water Department

### Statistics

Water Distribution:

8,440,000 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 = 0.92 mg/L

Third Street Firehouse - Kitchen Sink

Total Coliform = Absent

E Coli = Absent

Residual Chlorine = 0.90 mg/L

The form, DOH-360, was filed with the DOH on October 8, 2025, with the above results.

**Report**

Tasks Accomplished:

- ❖ Did all normal highway tasks.
- ❖ Daily garbage collection
- ❖ Daily litter pick up parking lots
- ❖ Daily clean up of parks
- ❖ Ongoing am sweeping
- ❖ Ongoing mowing of Village parks
- ❖ Ongoing biweekly brush pick up
- ❖ Cleared drains of blockages
- ❖ Patched throughout Village
- ❖ Finished servicing salters for winter
- ❖ Preventive maintenance on cat and skid steer
- ❖ Unloaded flowers for bid
- ❖ Picked up G-32

- ❖ Started tree committee pruning list
- ❖ Replaced stop sign Monsell Place
- ❖ Highway tree list
- ❖ Cut down tree 611 1st st
- ❖ Storm prep
- ❖ Cleaned garbage on Monsell trail
- ❖ Replaced no parking signs Sterling Street
- ❖ Repaired amber lights G-55
- ❖ Responded to downed limbs from noreaster oct 12 and 13th
- ❖ Took care of downed limbs at post office
- ❖ Took care of downed limb at blacksmith shop
- ❖ Removed damaged bus stop at turn table
- ❖ Cleared sidewalks of trip hazards throughout Village
- ❖ Charged oil G-55
- ❖ Removed political signs Moores Lane
- ❖ Picked up barricades and cleaned arcade parking lot after contractors.
- ❖ Pruned trees on Front Street
- ❖ Picked up parts at ho penn
- ❖ Cleared brush from storm
- ❖ Responded to downed limbs on oct 31st and nov 1
- ❖ Spread top soil at Broad Street , 4th Street , 5th Street and 2nd Street
- ❖ Ran old fence from highway dept to dumps

## Sewer Department

### Statistics

#### Flow and Sampling:

The plant continues to run well, exceeding DEC permit requirements.

Total plant flow for the month of October = 11,783,000 Gallons

Average Daily Flow = .380 (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 = 5.3 MPN. Permit limit 200 MPN/100

Coliform Total General = 18 MPN. Permit limit 700 MPN/100

Total Nitrogen = 16.5 LBS/day

#### Sludge Removal:

0 Gallons of sludge hauled in October

## Report

### ❖ Treatment Plant:

SCDH inspection

Cleaned UV bulbs

Contractor repaired blower piping on aerobic digester (Imhoff tank)

### ❖ Collection System:

RPZ's tested at pump stations

Cleared blockage on 5<sup>th</sup> Ave

## Electric Department

### Statistics

#### Monthly Power Usage:

Maximum usage day = October 5 @ 84.494 Mwh

Minimum usage day = October 21 @ 71.564 Mwh

Peak demand for the month = 4.560 MW October 05, 03:30pm

Monthly total usage = 2,364.992 Mwh

Service calls/call outs = 15

Street light repairs = 1

Customers shut off for nonpayment = 3

Customers turned on for payment = 3

Customers turned on for the season = 0

New Services/Upgrade = 2 new service and 0 service upgrade.

#### Tasks Accomplished:

- ❖ Sent 3 trucks out for annual NY State inspection, all had the power steering service on the digger truck.
- ❖ In contact with Greenport School District about installing EV charging stations on the school property.
- ❖ Safe Harbor Marine, high voltage complaint, corrected the issue on site.

- ❖ Received the last 2 remaining large 3 phase pad mount transformers.
- ❖ Kick off meeting for the LED streetlight project, this will take about 8 weeks or so. This is to begin in November.
- ❖ Trimmed trees back from a couple of properties and removed several trees with the Highway Department.
- ❖ Constructed the 120/208 3 phase service pedestal for on the east pier, to be installed in the spring.
- ❖ Received quote for relocation of electrical service panels at the Railroad dock, purchase order has been written, need to schedule with other work that is being planned for repairs to the bulkhead.
- ❖ Had a couple of foul weather weekend bring in high winds and rain. Had several service calls due to wires down, half power, and trees on wires. One location required assistance from Haugland Energy to help restore services.
- ❖ Had several flickering lights call, most of these were due to the high winds that we had over most of the month.
- ❖ Changed out several electric meters.
- ❖ Suffolk County Health Department did an onsite visit and inspection; this is a follow up on a tank removal that was done a couple years ago.
- ❖ Staff is working on the Holiday lights, re-lamping display pieces as needed, as usual both of the ships require a complete re-lamping. Everting will be ready for the Holidays.

**Attachments:**

Greenport Meter 10-2025 (PDF)

Total Usage: 2,364,992.0000 KWH  
 Peak Demand: 4560.00 KW  
 Occured On: October 5 2025 15:30  
 Load Factor: 69.71%  
 Date Start: Wednesday, October 1, 2025  
 Date End: Friday, October 31, 2025

Period Ending	KWH
10/1/2025	75,731.00
10/2/2025	73,589.00
10/3/2025	76,879.00
10/4/2025	82,176.00
10/5/2025	84,494.00
10/6/2025	83,201.00
10/7/2025	82,736.00
10/8/2025	77,578.00
10/9/2025	71,623.00
10/10/2025	76,109.00
10/11/2025	75,340.00
10/12/2025	76,156.00
10/13/2025	76,112.00
10/14/2025	73,568.00
10/15/2025	72,534.00
10/16/2025	74,685.00
10/17/2025	77,342.00
10/18/2025	75,147.00
10/19/2025	73,334.00
10/20/2025	72,467.00
10/21/2025	71,564.00
10/22/2025	72,051.00
10/23/2025	72,704.00
10/24/2025	74,715.00
10/25/2025	74,899.00
10/26/2025	74,973.00
10/27/2025	76,540.00
10/28/2025	80,775.00
10/29/2025	79,741.00
10/30/2025	77,776.00
10/31/2025	78,453.00



236 THIRD STREET  
GREENPORT, NY 11944

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

[villageofgreenport.org](http://villageofgreenport.org)

**MAYOR**  
KEVIN STUSSI  
EXT 215

**TRUSTEES**  
PATRICK BRENNAN  
DEPUTY MAYOR

LILY DOUGHERTY-JOHNSON

JULIA ROBINS

MARY BESS PHILLIPS

**TREASURER**  
ADAM BRAUTIGAM  
EXT 217

**VILLAGE CLERK**  
CANDACE HALL  
EXT 214

Submitted: November 10, 2025  
Meeting: November 20, 2025 6:00 PM  
*Work Session Meeting*  
To: Mayor Kevin Stuessi  
Board of Trustees  
Prepared By: William Schulz,  
From: Village Administration

## Recreation

# Work Session Report Recreation Department

November 20, 2025

## Mitchell Park Marina/Parks

- ❖ The 2025 Marina season was a success with the facility only missing our annual goal by less than 3%. Considering the overall marina industry's economic activity, we find this is a great achievement given the slowing economic outlook.
- ❖ Mitchell Park Marina sold out every weekend in July, August and September. Mega Yacht activity has remained strong. Many yachts were turned away due to being sold out on the pier.
- ❖ The pump out vessel program was a great success as well with the 5 days of coverage by Greenport Village personnel, and 2 days by Southold Town personnel. Additionally, we were able to assist Safe Harbor Marina when their pump out program hit some logistical challenges.
- ❖ Mitchell Park Marina shutdown for the season, with the exception of one Mega yacht to leave on November 1<sup>st</sup>.
- ❖ The Friends of Mitchell Park sponsored another "Free Carousel Day" on October 24<sup>th</sup> for the Halloween event following the parade. A great big Thank you for the Friends of Mitchell Park for their generosity.

- ❖ Removal of swim line and winterization completed for Fifth Street Beach facility.
- ❖ Pump out station to remain open until November 1<sup>st</sup>, it will then be shut down and winterized for the offseason.
- ❖ Bayman and mooring applications sent out to repeat tenants. Many have been completed and are being processed.
- ❖ Routine temporary fill RCA maintenance of Mitchell Parki continues with attention to increased sinkhole bulkhead activity.
- ❖ Mitchell Park boardwalk and Dockhand station seasonal canvases removed and store off season.
- ❖ Routine greasing of Mitchell Park Carousel with attention to grease zerks, open gears, and telescopes.
- ❖ Weekly maintenance of Mitchell Park continues with mowing, trimming, and weed whacking. Thorough cleaning of the carousel and School House is also maintained weekly.
- ❖ Daily maintenance of Mitchell Park continues with sanitation of public restrooms Jitney lot, Tuthill Park, Fifth Street Park, ground debris collection, and trash receptacles.
- ❖ Daily cleaning of public bottled water fill center on Moores Lane adjacent to Power Plant.
- ❖ Daily wellness checks to all Recreation Department sites to include Bayman's dock, Mooring Field, Fifth Street Park, Pier, Skate Park, Mini Railroad Road, Tuthill Park, Railroad Dock, School House, McCann Campground, Bay Avenue Swimming Pier, and Mitchell Park Marina.
- ❖ Village pumpout vessel and patrol boat have been winterized and shrink wrapped and is now located at Moores Lane storage yard for the winter.

Monthly Revenue Reports are attached

## Recreation Center

### Statistics

Attendance:

After School Program = 15 Children Enrolled

### Reports

- ❖ The After School Program is going very well. The children are enjoying the wide range of games provided for them.
- ❖ Enrollment continues with the After School Program.
- ❖ The Recreation Center was decorated for Halloween.
- ❖ The Halloween Party for the children was on October 29<sup>th</sup>. The children enjoyed treats, refreshments, games, music, and dance. All of them went home with a bag full of treats and had a great time.

## Campground

### Tasks Accomplished

- ❖ Reservations continue through October.
- ❖ The campground closes November 1<sup>st</sup>.
- ❖ Landscaping and light maintenance continue.
- ❖ All money has been collected for the month of October.
- ❖ Site map updated.
- ❖ All RV sites have been prepared for October arrivals.
- ❖ Bathrooms cleaned daily.
- ❖ Maritime weekend at the Campground was a huge success.
- ❖ All sites prepared for October arrivals.
- ❖ Reservations continue for the 2026 season.
- ❖ End of season clean-up began this month for seasonal RV sites that were checking out.
- ❖ Many telephone reservations were made this month.
- ❖ Began preparing 2026 reservations, deposits, calendar, paperwork. All credit cards for the month of October were completed.

### **Attachments:**

RECREATION MONTHLY REVENUE REPORT 10-2025 (PDF)





236 THIRD STREET  
GREENPORT, NY 11944

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

[www.villageofgreenport.org](http://www.villageofgreenport.org)

**MAYOR**  
KEVIN STUESSI  
EXT 215

**TRUSTEES**  
PATRICK BRENNAN  
DEPUTY MAYOR

LILY DOUGHERTY-JOHNSON

JULIA ROBINS

MARY BESS PHILLIPS

**TREASURER**  
ADAM BRAUTIGAM  
EXT. 217

**VILLAGE CLERK**  
CANDACE HALL  
EXT 214

**Submitted:** November 14, 2025  
**Meeting:** November 20, 2025  
**Work Session Meeting**  
**To:** Mayor Kevin Stuessi  
**Board of Trustees**  
**Prepared by:** Patrick Brennan, Deputy Mayor  
**From:** Patrick Brennan, Deputy Mayor

---

**Patrick Brennan, Deputy Mayor**  
**November 2025 Work Session Report**

## VILLAGE OF GREENPORT - WORK SESSION REPORT

**TO:** MAYOR STUESSI & TRUSTEES  
**FROM:** TRUSTEE BRENNAN  
**DATE:** 11/20/2025

### MINI RR – UPDATE

- Closed for season
  - Engine repair – Status

### FIRE DEPARTMENT – UPDATE

- No Parking at 4<sup>th</sup> Ave – Status & next steps
- GFD Parade & Tree Lighting 12/6/25 – 4:30PM
- Holiday Stroll 12/19/25 – 5-8pm
- Washington’s Birthday Celebration 2/14/26 – Parade at 1pm

### HARBOR MANAGEMENT & PLANNING

- Baymen’s Dock Policy – Recommendations for additional terms & conditions
  - Vessel size – NOTE Max Allowable Vessel Width (8.5FT)
  - Use of docks – NOTE that nothing can be fastened, installed, or otherwise affixed to dock structure; pier, floats, pilings, etc. (other than dock lines and fenders secured to existing cleats).

### GENERAL DISCUSSION TOPICS

Village Administrator Role - Status

Village Organizational Chart - Status

Sidewalk & Road Repair - Priorities

3<sup>rd</sup> Street Basketball Court - Signage

Building Department – Staffing Status

Code Enforcement – Staffing Status