

**TOWN OF GREENPORT, NEW YORK**  
**DECLARATION OF LOCAL STATE OF EMERGENCY**

**EXECUTIVE ORDER NO. 1 OF 2020**

I, **KATHLEEN ELDRIDGE**, duly elected Supervisor of the Town of Greenport, New York, (the "Town") do hereby declare as an **EXECUTIVE ORDER** the following:

**WHEREAS**, there exists a novel coronavirus (COVID-19) (the "Coronavirus") pandemic declared by the World Health Organization (the "Pandemic") and its present and substantial impact to the United States generally, and the State of New York specifically, was recognized by the respective declarations of the President and Governor; and

**WHEREAS**, the serious impact of the Coronavirus upon the Town, although presently unknown due to a lack of testing authorized by applicable governmental agencies, is inevitable and will cause a significant health and safety threat to the Town's inhabitants and visitors; and

**WHEREAS**, the existence of these conditions poses a real, immediate, and continued danger to the health of our community, which requires immediate measures to protect the lives, health, and safety of the people in the Town; and

**WHEREAS**, pursuant to Section 24 of the Executive Law of the State of New York, the Town Supervisor, as the Town's Chief Executive, is authorized to proclaim a local state of emergency within any part or all of the territorial limits of the Town, and in connection therewith the Supervisor may promulgate local emergency orders to protect life and property and bring the emergency situation under control; and

**WHEREAS**, pursuant to Section 103(4) of the General Municipal Law, the Town is authorized to forego the competitive bidding process when conditions exist whereby circumstances affecting public buildings, public property or the life, health, or safety of the inhabitants of the Town require immediate action which cannot await the competitive bidding process to take place.

**NOW, THEREFORE**, I, Kathleen Eldridge, as Supervisor and Chief Executive of the Town do hereby find the public safety to be imperiled by the present and imminent conditions of the Coronavirus Pandemic and the resulting risk to the lives of residents, officials, first responders, and others in the Town and, consequently, to safeguard the lives, health, safety, and property of the public, I do hereby declare a **LOCAL STATE OF EMERGENCY** for the entire Town, pursuant to, *inter alia*, New York State Executive Law Sections 24 and 25, beginning at 9:01 a.m. on March 17, 2020, and continuing until such time that I declare the State of Emergency is no longer necessary, or until 11:59 pm on April 1, 2020, whichever shall come first, unless and until this Local State of Emergency is modified and/or continued (the "Declaration of Emergency"); and

**I FURTHER FIND**, that conditions exist that pose a threat to the public health, safety, and environment and, due to the fact that immediate action may be required to perform emergency repairs and services, and procure goods and services to prevent loss of life, protect the public health and safety, such that the Town cannot wait for the competitive bidding process and/or local procurement process to take place for the procurement of goods and services by the Town related

to the conditions giving rise to this Declaration of Emergency, I hereby suspend such competitive bidding and local procurement processes to the extent necessary to meet the present pandemic crisis; and

**I FURTHER ORDER THE FOLLOWING**, as a result of my declaration of this Local State of Emergency:

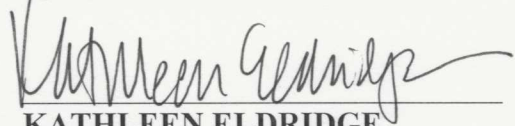
1. The Town Hall and each of the offices and places of business of the government of the Town, including the Highway Department and Town Police Department offices, are hereby closed to the public. However, Town Residents may, unless modified by subsequent order, receive documents and other items at the Town Hall vestibule. Mail deliveries will continue in the ordinary course. All persons wanting interaction with any Town department, except as noted above, shall do so by telephoning or emailing the appropriate Town official. The Town Directory, available at the Town's website (<https://www.townofgreenport.com/contact.html>) lists relevant telephone numbers and email addresses.
2. The Town Supervisor remains the point of contact for emergency situations and emergency medical supplies and can be reached as provided in the Town Directory at <https://www.townofgreenport.com/contact.html>.
3. The payment of all monies to the Town, including real property tax and water/sewer payments must be made by mail and postmarked no later than the last due date. Real property tax payments must be made by either a bank check or money order; water/sewer payments may also be made by personal check. No cash should be mailed.
4. All Town employees shall continue to report to work and carry out their duties to allow the Town to continue with its important work of providing essential services to the Town's inhabitants and property owners, subject to exceptions allowed by the undersigned. Non-essential Town Hall employees shall limit their time and/or working remotely.
5. The Town Police Department shall continue all essential services, including the enforcement of New York State Vehicle & Traffic Laws, subject to any protocols instituted by the Chief of Police relative to the Coronavirus Pandemic.
6. The April 1, 2020 Town Board meeting is cancelled and is subject to rescheduling upon proper public notice. The March 24, 2020 Planning Board meeting is cancelled and is subject to rescheduling upon proper public notice. All in-person meetings of applicants shall be made by appointment only at the election of the Planning Board Chairman.
7. Building and fire inspections shall continue and the issuance of all building permits, certificates of occupancy, and other essential Town-issued permits shall continue at the direction of the Building Department.
8. All Town parks shall remain open.
9. Town Court is closed until further notice, except that individual matters deemed essential may proceed as each Town Justice determines, consistent with the guidelines and protocols issued by the New York Unified Court System.
10. All major purchases by the town are suspended and no new major purchases are authorized, except as necessary pursuant to this Local Declaration of Emergency, unless modified by subsequent order.



All Town Code provisions that are contrary to the above are hereby suspended to the extent necessary, and all other Town Code provisions that may prevent, hinder, or delay necessary action in coping with this emergency are also suspended, but only to the minimum deviation extent necessary.

This Executive Order shall take effect, as noted above, at 9:01 a.m. on March 17, 2020 and, pursuant to Section 24 of New York State Executive Law Section 24, shall be published as soon as practicable in a newspaper of general circulation in the area and transmitted to the radio and television media for publication and broadcast.

ORDERED this 17th day of March 2020 at 9:01 a.m.

A handwritten signature in black ink, appearing to read "Kathleen Eldridge", written over a horizontal line.

**KATHLEEN ELDRIDGE**

Supervisor, Town of Greenport