

# Tenth Judicial District Suffolk County

## Town & Village Court Directory



2024

HON. ANDREW A. CRECCA  
District Administrative Judge

HON. PIERCE F. COHALAN  
Supervising Judge of the Town & Village Courts

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**10TH JUDICIAL DISTRICT, SUFFOLK COUNTY  
CONTACT INFORMATION**

The Honorable Andrew A. Crecca  
**District Administrative Judge**  
John P. Cohalan, Jr. Court Complex  
400 Carleton Avenue  
Central Islip, New York 11722  
631-208-5610  
[acrecca@nycourts.gov](mailto:acrecca@nycourts.gov)

Julie Walsh, Esq.  
**Special Counsel to Town and Village Courts**  
John P. Cohalan, Jr. Court Complex  
400 Carleton Avenue  
Central Islip, New York 11722  
631-208-5610  
[jwalsh1@nycourts.gov](mailto:jwalsh1@nycourts.gov)

Warren G. Clark, Esq.  
**District Executive**  
John P. Cohalan, Jr. Court Complex  
400 Carleton Avenue  
Central Islip, New York 11722  
631-208-5605  
[wgclark@nycourts.gov](mailto:wgclark@nycourts.gov)

Alexandra Imandt  
**Town and Village Courts Liaison**  
John P. Cohalan, Jr. Court Complex  
400 Carleton Avenue  
Central Islip, New York 11722  
631-208-5622  
[aimandt@nycourts.gov](mailto:aimandt@nycourts.gov)

The Honorable Pierce F. Cohalan  
Acting County Court Judge  
**Supervising Judge of Town & Village Courts**  
John P. Cohalan, Jr. Court Complex  
400 Carleton Avenue  
Central Islip, New York 11722  
631-208-5915  
Chambers: 631-208-5784  
[pcohalan@nycourts.gov](mailto:pcohalan@nycourts.gov)

Thomas Sparrow  
**LAN Administrator (IT Dept.)**  
John P. Cohalan, Jr. Court Complex  
400 Carleton Avenue  
Central Islip, New York 11722  
631-208-5630  
[tsparrow@nycourts.gov](mailto:tsparrow@nycourts.gov)

**For 24/7 help related to OCA-issued computer equipment,  
digital recorders or Outlook email,  
please call 1-800-622-2522.**

**NEW YORK STATE TOWN & VILLAGE COURTS  
CONTACT INFORMATION LIST**

**OCA CONTACTS**

**Deputy Chief Administrative Judge (DCAJ) Courts  
Outside New York City (CONYC)**

**Honorable James P. Murphy** 518-453-8650

**Office of Justice Court Support (OJCS)**

187 Wolf Road, Suite 103  
Albany, NY 12205  
Telephone: 800-232-0630/518-238-4339  
OJCS/Resource Center Fax: 518-438-3518  
Education and Training Email: [OJCS-Edtrain@nycourts.gov](mailto:OJCS-Edtrain@nycourts.gov)  
Legal Questions Email: [resourcecenter@nycourts.gov](mailto:resourcecenter@nycourts.gov)  
Website: [www.nycourts.gov/justicecourts](http://www.nycourts.gov/justicecourts)

**Jennifer DiLallo, Director/Deputy Chief of Staff, Deputy  
Chief Administrative Judge's Office, Courts Outside New  
York City**

**Diane Turo, Esq., Supervising Court Attorney**

**Michele Willey, Principal Management Analyst, Deputy  
Chief Administrative Judge's Office, Courts Outside New  
York City**

Michele Conley, Esq.	Robert Logan, Esq.
Grace Demand	Michele Martone
Cyilie Graham	Kevin O'Connell, Esq.
Erika Hanks	Christopher Wilson

**Criminal Disposition Reporting**

ports/E-tickets: [CDR@nycourts.gov](mailto:CDR@nycourts.gov)  
1-800-622-2522  
CDR Serial #'s: I/O Control Email:  
[iocontrol@nycourts.gov](mailto:iocontrol@nycourts.gov)  
Remote CDR Training: [CDR@nycourts.gov](mailto:CDR@nycourts.gov)

**Division of Technology (DoT) - Help Center**

[helpcenter@nycourts.gov](mailto:helpcenter@nycourts.gov) or 800-622-2522  
Digital recorder, OCA-issued computer equipment & Outlook  
email

**E-Mail – Remote Access – Outlook Link:**

<https://outlook.office365.com/owa>

**WebDVS Application Support Team**

Toll free number: 800-622-2522  
Email: [helpcenter@nycourts.gov](mailto:helpcenter@nycourts.gov) Indicate "WebDVS" in subject **Sex**

**Offense Registry** 518-457-4185

**Judicial Campaign Ethics Center** 888-600-5232

**OCA CONTACTS (continued)**

**Judicial Ethics, Advisory Committee on** 866-795-8343 Laura L.  
Smith, Esq., Chief Counsel  
25 Beaver Street, Room 867  
New York, NY 10004

**Nonjudicial Ethics Hotline** 888-283-8442

**Public Safety, Department of**  
[DPS1@NYCOURTS.GOV](mailto:DPS1@NYCOURTS.GOV) 212-428-2766

**Office of Records Management**  
[records@nycourts.gov](mailto:records@nycourts.gov) 212-428-2875

**STATE AGENCY CONTACTS**

**Agriculture & Markets**  
General Info # 800-554-4501

**Criminal Justice Services, Div. of (DCJS) & e-Justice RAPs**  
Customer Contact 800-262-3257

**DNA Databank/SORA**  
General Info # 518-457-1901

**Justice Court Fund**  
**Office of the State Comptroller (OSC) 110**

State Street  
Albany, NY 12236-0001  
Automatic Filing/Paper Filing 518-473-6438  
Technical Support 866-321-8503 opt. 1  
General Questions 866-321-8503 opt. 2

**Motor Vehicles**

Public Call Center 518-486-9786  
Forms 518-486-6583  
TSLED – Court Use Only 800-948-7533  
TSLED – Public number 518-474-3255

**JUSTICE & COURT CLERK ASSOCIATIONS**

**NYS Magistrates' Association** Hon.  
Tanja Sirago, Executive Director 163  
Delaware Avenue - Suite 108  
Delmar, NY 12054  
Telephone number: 800 669-6247/518-439-1087  
Fax number: 518-439-1204

Email: [nysma1@gmail.com](mailto:nysma1@gmail.com)  
Website: [www.nysma.net](http://www.nysma.net)

**NYS Association Magistrates' Court Clerks**  
Kim Howard, President 315-687-3347, ext. 222  
Email: [khoward1@nycourts.gov](mailto:khoward1@nycourts.gov)  
Website: [www.nysamcc.com](http://www.nysamcc.com)

## AMITYVILLE VILLAGE COURT

21 Ireland Place  
 Amityville, New York 11701  
 (631) 691-3303 – Phone  
 (631) 691-3304 – Fax

<https://www.amityville.com/173/Village-Justice-COURT>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
The 1 <sup>st</sup> Tuesday of Each Month as follows: 5:30 PM for Village Ordinance Violations 6:00 PM for Counsel & 7:30 PM Gen. Cal. The 2 <sup>nd</sup> , 3 <sup>rd</sup> , and 4 <sup>th</sup> Tuesday of each month: 6:00 PM for Counsel & 7:30 PM Gen. Cal. *Check website for schedule changes*	Monday – Friday 8:00 AM – 4:00 PM

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable Joseph L. Calabrese <i>Elected Justice</i>  The Honorable Colleen R. Nugent <i>Associate Justice</i>	Shannon Kokoneshi <i>Senior Justice Court Clerk</i>  Danielle Fernandez <i>Justice Court Clerk</i> <a href="mailto:AmityvilleVillageCourt@nycourts.gov">AmityvilleVillageCourt@nycourts.gov</a>

### Jurisdiction of Village Court

*Misdemeanors and Violations in Penal Law, Misdemeanors and Violations in Vehicle and Traffic Law, Violations of Village Ordinances and parking infractions*

## ASHAROKEN VILLAGE COURT

1 Asharoken Avenue  
 Northport, New York 11768  
 (631) 261-8677 – Phone  
 (631) 261-9698 – Fax

<http://asharoken.com/index.htm>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
First and Third Wednesdays of every month 6:00 PM Call Court directly to verify court dates	4:00PM but hours vary; leave a detailed voicemail

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable Paul A. Boronow <i>Elected Justice</i>	Brian O’Connor <i>Court Liaison</i>
The Honorable Tara Ryan <i>Associate Justice</i>	James Cox <i>Court Liaison</i>

**Jurisdiction of Village Court**  
*Some Misdemeanors, Vehicle and Traffic Violations,  
 Violations of Village Ordinances, and parking infractions*



**BABYLON VILLAGE COURT**

153 West Main Street  
 Babylon, New York 11702  
 (631) 669-1771 – Phone  
 (631) 669-1920 – Fax

<http://www.villageofbabylonny.gov/>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
Every Tuesday at 2:00 PM & the 4 <sup>th</sup> Thursday at 7:00 PM	Monday – Friday 9:00 AM – 5:00 PM

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable John T. Rafter <i>Elected Justice</i>	Christine P. Becker <i>Court Clerk</i>
The Honorable Timothy J. Dunn <i>Associate Justice</i>	Madison Beckman <i>Deputy Court Clerk</i>
	Cheryl Lugo <i>Court Office Assistant</i>
	Marie Rogate <i>Court Office Assistant</i>

**Jurisdiction of Village Court**  
*Some Misdemeanors, Vehicle and Traffic Violations,  
 Violations of Village Ordinances, and parking infractions*

**BELLE TERRE VILLAGE COURT**

55 Cliff Road  
 Belle Terre, New York 11777  
 (631) 473-5105 – Phone  
 (631) 928-7971 – Fax

<http://belleterre.us/>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
Last Thursday of each month 6:00 PM *Exceptions apply; call to confirm court date	Monday – Friday 9:00 AM – 5:00 PM

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable Eric Cherches <i>Elected Justice</i>	Louise Smit <i>Court Clerk</i>
The Honorable Michael V. Devine <i>Associate Justice</i>	
The Honorable John F. Reilly <i>Associate Justice</i>	

**Jurisdiction of Village Court**

*Misdemeanors and Violations in Penal Law, Vehicle and Traffic Violations,  
 Violations of Village Ordinances and parking infractions*



**BELLPORT VILLAGE COURT**

4 Bell Street  
 Bellport, New York 11713  
 (631) 286-0327 (x122 for Court Clerk) – Phone  
 (631) 286-7055 – Fax

<https://www.bellportvillageny.gov/village-justice>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
Two Mondays each month 7:00 PM	Varies; call and leave a message

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable Howard G. Meyers III <i>Elected Justice</i>	Leigh Huisman <i>Court Clerk</i>
The Honorable Kerri Lechtrecker <i>Associate Justice</i>	

**Jurisdiction of Village Court**  
*Some Misdemeanors, Vehicle and Traffic Violations,  
 Violations of Village Ordinances, and parking infractions*

**BRIGHTWATERS VILLAGE COURT**

40 Seneca Drive  
 Brightwaters, New York 11718  
 (631) 665-1281 – Phone  
 (631) 665-2830 – Fax

<http://www.villageofbrightwaters.com/village-justice-court>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
Second Wednesday of each month 6:30 PM	Monday & Thursday 9:00 AM - 4:00 PM 2 <sup>nd</sup> Wednesday of the month 6:30 PM (closed Thursday of that week)

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable David Kluepfel <i>Elected Justice</i>	Kristen French <i>Court Clerk</i>
The Honorable Salvatore Puccio <i>Associate Justice</i>	Nicole Rhodes <i>Clerk Treasurer</i>

**Jurisdiction of Village Court**  
*Violations of Village Ordinances and parking infractions*

## EAST HAMPTON TOWN COURT

159 Pantigo Road  
 East Hampton, New York 11937  
 (631) 324-4134 – Phone  
 (631) 324-4132 – Fax

<http://ehamptonny.gov/310/Justice-Court>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
<p><u>Monday</u>: Civil/Small Claims/Summary Proceeding @ 9:00AM                      Virtual Zoning @ 10:00 AM                      In-person Zoning @ 11:00AM                      Parking @ 12:00PM  <u>Wednesday</u>: In-person VTL @ 9:00AM                      Atty/Criminal Dispositions @ 11:00AM  <u>Thursday</u>: Virtual Court for Attys. @ 9:00AM</p>	<p>Monday – Friday                      8:30 AM – 3:00 PM</p>

<b>Town Justices</b>	<b>Court Clerk Staff</b>	
<p>The Honorable David L. Filer  <i>Elected Justice</i></p>	<p>Jennifer Anderson  <i>Senior Court Clerk</i></p>	<p>Nicole Shipman  <i>Senior Court Clerk</i></p>
<p>The Honorable Steven Tekulsky  <i>Elected Justice</i></p>	<p>Katherine Farez  <i>Justice Court Clerk</i></p>	<p>Tylene Harris-Rouse  <i>Justice Court Clerk</i></p>
	<p>Mercy Morocho  <i>Justice Court Clerk</i></p>	<p>Maria Osborne  <i>Justice Court Clerk</i></p>
	<p>Rachel Sachtleben  <i>Justice Court Clerk</i></p>	

### Jurisdiction of Town Court

*Misdemeanors and Violations in Penal Law, Vehicle and Traffic Violations, Civil Matters including Summary Proceedings, Violations of Town Ordinances and parking infractions*

**HEAD OF THE HARBOR**

500 North Country Road  
 Saint James, New York 11780  
 (631) 584-2034 – Phone  
 (631) 862-1417 – Fax

<http://villagehohny.org/v2/pageon.php?b=court>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
Third Thursday of each month 6:00 PM *Exceptions apply; call court to confirm date*	Tuesday and Thursday 9:00 AM – 2:00 PM

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable John J. Toomey <i>Associate Justice</i>	Carolanne J. Darrigo <i>Court Clerk</i>

**Jurisdiction of Village Court**

*Misdemeanors and Violations in Penal Law, Vehicle and Traffic Violations,  
 Civil Matters, Violations of Village Ordinances and parking infractions*

**HUNTINGTON BAY VILLAGE COURT**

244 Vineyard Road  
 Huntington, New York 11743  
 (631) 427-2843 – Phone  
 (631) 425-3063 – Fax

<http://www.huntingtonbay.org/village-court>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
Second Thursday of each month 5:00 PM	Mondays – Fridays 10:00 AM – 3:00 PM
<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable Stephen Kunken <i>Elected Justice</i>	Sonia Lysek <i>Court Clerk</i>

**Jurisdiction of Village Court**

*Misdemeanors and Violations in Penal Law, Vehicle and Traffic Violations,  
 Violations of Village Ordinances and parking infractions*



**ISLANDIA VILLAGE COURT**

1100 Old Nichols Road  
 Islandia, New York 11749  
 (631) 348-1133 – Phone  
 (631) 348-7650 – Fax

<http://www.newvillageofislandia.com/>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
First Thursday of each month and select Tuesdays and Thursdays	Mondays, Tuesdays, Thursdays, and Fridays 8:30 AM – 4:30 PM (Closed on Wednesdays)
<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable W. Alexander Melbardis <i>Acting Justice</i>	Denise Schrage <i>Court Clerk</i>

**Jurisdiction of Village Court**

*Some Misdemeanors in Penal Law, Vehicle and Traffic Violations,  
 Violations of Village Ordinances and parking infractions*



**LAKE GROVE VILLAGE COURT**

980 Hawkins Avenue  
 Lake Grove, New York 11755  
 (631) 585-2008 – Phone  
 (631) 585-0805 – Fax

<http://lakegroveny.gov/government/village-court/>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
Select Tuesdays (by summons or letter from the Court) 6:30 PM	Tuesdays and Thursdays 10:00 AM – 2:00 PM

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable Scott Middleton <i>Elected Justice</i>	Michele Drake <i>Court Clerk</i>
The Honorable W. Alexander Melbardis <i>Associate Justice</i>	Vivian Lorper <i>Court Clerk</i>

**Jurisdiction of Village Court**  
*Vehicle and Traffic Violations,  
 Violations of Village Ordinances and parking infractions*

**LINDENHURST VILLAGE COURT**

430 South Wellwood Avenue  
 Lindenhurst, New York 11757  
 (631) 957-7508 – Phone

<https://villageoflindenhurstny.gov/departments/courts/>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
First and Third Wednesdays at 2:00 PM Second and Fourth Wednesdays at 1:00 PM	Monday – Friday 9:00 AM – 4:00 PM

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable H. John Bopp <i>Elected Justice</i>	Donna Hochman <i>Senior Justice Court Clerk</i>
The Honorable Garin Scollan <i>Associate Justice</i>	Debra Rodriguez                      Lorraine Sayan <i>Court Clerk</i> <i>Court Clerk</i>
	Dawn Sblendorio                      Mary Smith <i>Court Clerk</i> <i>Court Clerk</i>

**Jurisdiction of Village Court**  
*Vehicle and Traffic Violations,  
 Violations of Village Ordinances and parking infractions*

## LLOYD HARBOR VILLAGE COURT

32 Middle Hollow Road  
 Huntington, New York 11743  
 (631) 549-8896 – Phone

<http://www.lloydharbor.org/>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
First Wednesday of each month 6:00 PM	Varies; call and leave a message

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable Michael J. Brown <i>Elected Justice</i>	Robin Smiles <i>Court Clerk</i>

### Jurisdiction of Village Court

*Misdemeanors and Violations in Penal Law, Vehicle and Traffic Violations,  
 Violations of Village Ordinances and parking infractions*

**NISSEQUOGUE VILLAGE COURT**

631 Moriches Road, P.O. Box 184  
 Saint James, New York 11780  
 (631) 862-8576 – Phone  
 (631) 862-7401 – Fax

<http://nissequogueny.gov/pageon.php?b=court>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
Second Wednesday of each month 7:00 PM	Varies; call and leave a message

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable Kevin E. Balfe <i>Elected Justice</i>	Laura Winkeler <i>Court Clerk</i>
Hon. Douglas J. Bilotti <i>Elected Justice</i>	

**Jurisdiction of Village Court**

*Misdemeanors (Agg. Unlicensed in the 3<sup>rd</sup>), Penal Law Violations,  
 Vehicle and Traffic Violations, Violations of Village Ordinances and parking infractions*



**NORTHPORT VILLAGE COURT**

224 Main Street  
 Northport, New York 11768  
 (631) 757-0935 – Phone  
 (631) 628-6008 - Fax

<http://www.northportny.gov/pages/court.html>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
Mondays at 6:00 PM	Monday-Friday 9:00 AM – 4:00 PM

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable Brian A. Trodden <i>Elected Justice</i>	Tanya Karpf <i>Senior Court Clerk</i>
The Honorable Ralph Crafa <i>Associate Justice</i>	

**Jurisdiction of Village Court**

*Misdemeanors and Violations in Penal Law, Vehicle and Traffic Violations,  
 Violations of Village Ordinances and parking infractions*

**OCEAN BEACH VILLAGE COURT**

157-164 Bay Walk  
 Ocean Beach, New York  
*Mailing Address: PO Box 433 Ocean Beach, New York 11770*  
 (631) 583-0104 – Phone  
 (631) 583-9261 – Fax

<https://villageoceanbeach.org/justice-court>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
Saturdays at 10:30 AM* *Seasonally	Varies; call and leave a message

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable William Wexler <i>Elected Justice</i>	Jonneigh Adrion <i>Court Clerk</i>
The Honorable Pamela R. Esterman <i>Acting Justice</i>	Jacqueline Rulon <i>Court Clerk</i>

**Jurisdiction of Village Court**

*Misdemeanors and Violations in Penal Law and Violations of Village Ordinances*



**OLD FIELD VILLAGE COURT**

207 Old Field Road  
 East Setauket, New York 11733  
*Mailing Address: PO Box 2724 Setauket, New York 11733*  
 (631) 941-9416 – Phone

<http://oldfieldny.org/>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
First Thursday of every second month 7:00 PM	Varies; call and leave a message

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable Mitchell Birzon <i>Elected Justice</i>	Marianne Feller <i>Court Clerk</i>
The Honorable Michael S. Levine <i>Appointed Justice</i>	

**Jurisdiction of Village Court**  
*Violations of Village Ordinances and parking infractions*

## PATCHOGUE VILLAGE COURT

14 Baker Street  
 Patchogue, New York 11772  
 (631) 475-2753 – Phone  
 (631) 208-5323 – Fax

<https://www.patchoguevillage.org/194/Village-Justice-Court>



Court Session Schedule	Court Clerk’s Office – Hours of Operation
Varies, typically Wednesdays and Thursdays* 5:00 PM – 6:15 PM *Check website for court dates.	Monday – Friday 9:00 AM – 4:30 PM

Village Justices	Court Clerk Staff
The Honorable Patricia K. Romeo <i>Elected Justice</i>  The Honorable Kerri Lechtrecker <i>Associate Justice</i>	Debra Newham <i>Senior Court Clerk</i>  Nancy Auer <i>Court Clerk</i>  Denise Burke <i>Court Clerk</i>  Danielle Muro <i>Court Clerk</i>

### Jurisdiction of Village Court

*Misdemeanors and Violations in Penal Law, Vehicle and Traffic Violations,  
 Violations of Village Ordinances and parking infractions*

**POQUOTT VILLAGE COURT**

45 Birchwood Avenue  
 East Setauket, New York 11733  
 (631) 476-4043

<https://www.villageofpoquott.com>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
Fourth Wednesday of each month 7:00 PM	Varies; call and leave a message

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable Paul J. Edelson <i>Elected Justice</i>	Leslie Murray <i>Court Clerk</i>
The Honorable Joel Katims <i>Associate Justice</i>	

**Jurisdiction of Village Court**  
*Violations of Village Ordinances and parking infractions*

**PORT JEFFERSON VILLAGE COURT**

121 West Broadway  
 Port Jefferson, New York 11777  
 (631) 473-8287 – Phone  
 (631) 473-8215 – Fax

<https://portjeff.com/justicecourt/>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
Second and fourth Tuesday of each month 6:00 PM	Monday – Friday 9:00 AM – 4:30 PM

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable John F. Reilly <i>Elected Justice</i>	Elizabeth Kidney <i>Court Clerk</i>
The Honorable Tara Higgins <i>Elected Justice</i>	Arleen Ayala <i>P/T Court Clerk</i>

**Jurisdiction of Village Court**

*Vehicle and Traffic Violations, Violations of Village Ordinances and parking infractions*

## QUOGUE VILLAGE COURT

123 Jessup Avenue  
 Quogue, New York 11959  
*Mailing Address: PO Box 926 Quogue, New York 11959*  
 (631) 653-9400 – Phone  
 (631) 653-9356 – Fax

<http://www.villageofquogueny.gov/justice.cfm>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
First and Third Monday of the Month 9 AM Civil/Small Claims and Village Ordinance 1PM	Mondays and Fridays from 9:00 AM – 12 PM Wednesdays from 9:00 AM – 4:00 PM

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable Francis G. Fineo <i>Village Justice</i>	Theresa K. Conway <i>Senior Court Clerk</i>
The Honorable Martha M. Rogers <i>Associate Justice</i>	Susan M. Doyle <i>P/T Court Clerk</i>
	Frances Schurek <i>P/T Court Clerk</i>

### Jurisdiction of Village Court

*Misdemeanors and Violations in Penal Law, Vehicle and Traffic Violations,  
 Civil Matters, Violations of Village Ordinances and parking infractions*



**RIVERHEAD TOWN COURT**

210 Howell Ave  
 Riverhead, New York 11901  
 (631) 727-3200 x229 – Phone  
 (631) 727-8283 – Fax

<http://www.townofriverheadny.gov/pView.aspx?id=2480&catid=118>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
Mondays, Tuesdays and Wednesdays (Criminal and Traffic) – 9:00 AM Thursdays and Fridays – (Trials) Tuesday – 1:30PM (Town Code) Wednesday – 2:00PM (L/T, Civil, Small Claims) 1 <sup>st</sup> and 2 <sup>nd</sup> Mondays of the month – 2:00PM (Parking)	Monday – Thursday 8:30 AM – 4:00 PM Friday 8:30 AM - 12:00 PM

<b>Town Justices</b>	<b>Court Clerk Staff</b>
The Honorable Lori M. Hulse <i>Elected Justice</i>	Sarah Burgess <i>Justice Court Director</i>
The Honorable Sean M. Walter <i>Elected Justice</i>	Katie Biancospino                      Maribeth Vail <i>Justice Court Clerk</i> <i>Senior Justice Ct. Clk</i>
	Yenci Avelar- Gonzalez <i>Justice Court Clerk</i>
	Kristin Mabanta                      Lauren Waskowiak <i>Justice Court Clerk</i> <i>Justice Court Clerk</i>

**Jurisdiction of Town Court**

*Felony Arraignments, Misdemeanors and Violations in Penal Law, Vehicle and Traffic Violations, Civil Matters including Summary Proceedings, Small Claims, Violations of Town Ordinances and parking infractions*



**SAG HARBOR VILLAGE COURT**

55 Main Street  
 Sag Harbor, New York 11963  
*Mailing Address: PO Box 1999 Sag Harbor, New York 11963*  
 (631) 725-0621 – Phone  
 (631) 725-0618 – Fax

<https://sagharborny.gov/156/Justice-Court>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
Two Tuesdays each month (Zoning/Parking/Civil) Two Fridays Each Month (VTL/Criminal) 9:00 AM	Mondays, Tuesdays, Thursdays, and Fridays 8:30 AM – 2:30 PM

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable Carl A. Irace <i>Elected Justice</i>	Michelle Field <i>Court Clerk</i>
The Honorable Carl A. Benincasa <i>Associate Justice</i>	Cindy Arkinson <i>P/T Court Clerk</i>

**Jurisdiction of Village Court**

*Misdemeanors and Violations in Penal Law, Vehicle and Traffic Violations,  
 Civil Matters, Violations of Village Ordinances and parking infractions*

**SALTAIRE VILLAGE COURT**

Corner of Broadway and Pomander Walk

103 Broadway Village Hall

Saltaire, New York

*Mailing Address: PO Box 5551 Bay Shore, New York 11706*

(631) 583-5566 – Phone

<http://www.saltaire.org/>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
Saturdays from 10:00 AM – 12:00 PM* *Seasonally	Varies; call and leave a message

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable Lawrence Shire <i>Elected Justice</i>	Catherine O’Brien <i>Court Clerk</i>

**Jurisdiction of Village Court**  
*Violations of Village Ordinances*

**SHELTER ISLAND TOWN COURT**

46 North Ferry Road  
 Shelter Island, New York 11964  
*Mailing Address: PO Box 1632 Shelter Island, New York 11964*  
 (631) 749-8989 – Phone  
 (631) 749-2504 – Fax

<https://www.shelterislandtown.us/justice-court>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
Mondays (twice a month) 9:30 AM	Monday – Friday 9:00 AM – 12:00 PM 1:00 PM – 4:00 PM

<b>Town Justices</b>	<b>Court Clerk Staff</b>
The Honorable Stanley I. Birnbaum <i>Elected Justice</i>	Claudine Loria <i>Court Clerk</i>
The Honorable Mary-Faith Westervelt <i>Elected Justice</i>	Dawn Congdon <i>Court Clerk</i>

**Jurisdiction of Town Court**

*Misdemeanors and Violations in Penal Law, Vehicle and Traffic Violations, Civil Matters including Summary Proceedings, Violations of Town Ordinances and parking infractions*

**SHOREHAM VILLAGE COURT**

80 Woodville Road  
 Shoreham, New York 11786  
*Mailing Address: PO Box 625 Shoreham, New York 11786*  
 (631) 849-1444 – Phone

<http://www.shorehamvillage.org/>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
Third Wednesday of every third month 7:00 PM	Varies; call and leave a message

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable David Desmond <i>Elected Justice</i>	Elizabeth Kidney <i>Court Clerk</i>

**Jurisdiction of Village Court**  
*Vehicle and Traffic Violations and Violations of Village Ordinances*

**SOUTHAMPTON TOWN COURT**

32 Jackson Avenue  
 Hampton Bays, New York 11946  
 (631) 702-2990 – Phone  
 (631) 728-2954 – Fax

<http://www.southamptontownny.gov/252/Justice-Court>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
Monday – Friday 9:00 AM & 1:00 PM	Monday – Friday 8:30 AM – 4:00 PM

<b>Town Justices</b>	<b>Court Clerk Staff</b>
The Honorable Adam B. Grossman <i>Elected Justice</i>  The Honorable Gary J. Weber <i>Elected Justice</i>  The Honorable Karen Sartain <i>Elected Justice</i>  The Honorable Patrick J. Gunn <i>Elected Justice</i>	Selena Berbig <i>Director (631) 702-2977</i> <u>Court Clerks:</u> Margaret Foley Tatyana Dawson Christina Hutchinson Janet Robles Elizabeth Roy Victoria Sardegna Joanne Whelan-Altenkirch Erica Crafa Heather Drapal Valerie Bellevue Milce Garcia Lindsay Smith Kelly Campbell P/T: Manolo Espana

**Jurisdiction of Town Court**

*Misdemeanors and Violations in Penal Law, Vehicle and Traffic Violations, Civil Matters including Summary Proceedings, Violations of Town Ordinances and parking infractions*



**SOUTHAMPTON VILLAGE COURT**

151 Windmill Lane  
 Southampton, New York 11968  
 (631) 204-2140 – Phone  
 (631) 204-2145 – Fax

<https://www.southamptontvillage.org/156/Justice-Court>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
Tuesdays 9:00 AM	Monday – Friday 9:00 AM – 4:00 PM

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable Linda Riley <i>Elected Justice</i>	Leith McLoughlin <i>Court Clerk</i>
The Honorable Michael I. Solomon <i>Associate Justice</i>	Jeanne Brenner <i>Court Clerk</i>

**Jurisdiction of Village Court**

*Misdemeanors and Violations in Penal Law, Vehicle and Traffic Violations,  
 Violations of Village Ordinances and parking infractions*

**SOUTHOLD TOWN COURT**

PO Box 1179  
 53095 Main Road (Route 25)  
 Southold, New York 11971  
 (631) 765-1852 – Phone  
 (631) 765-3898 – Fax

<http://www.southoldtownny.gov/114/Justice-Court>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
Various Wednesdays 12:00 PM (Parking) Wednesday at 12:30 PM (T&V Code) Wednesday at 1:00 PM (Traffic) Fridays at 9:00 AM (Criminal) Fridays at 10:30 AM (Civil/Small Claims/Landlord Tenant Matters)	Monday – Friday 8:00 AM – 4:00 PM

<b>Town Justices</b>	<b>Court Clerk Staff</b>	
The Honorable Eileen Powers <i>Elected Justice</i>	Leanne Reilly <i>Justice Court Director</i>	Dania Atkinson <i>Court Clerk</i>
The Honorable Daniel C. Ross <i>Elected Justice</i>	Kendra Wadlington <i>Senior Court Clerk</i>	Michele Drake <i>Court Clerk</i>
The Honorable Louisa P. Evans <i>Elected Justice</i>		

**Jurisdiction of Town Court**

*Misdemeanors and Violations in Penal Law, Vehicle and Traffic Violations, Civil Matters including Summary Proceedings, Violations of Town Ordinances, parking infractions and matters from the Village of Greenport*

**VILLAGE OF THE BRANCH VILLAGE COURT**

40 Route 111  
 Smithtown, New York 11787  
*Mailing Address: PO Box 725 Smithtown, New York 11787*  
 (631) 265-3315 x 1 – Phone  
 (631) 382-7688 – Fax

<http://villageofthebranch.net/>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
Fourth Monday of Each Month 6:00 PM <i>No court session is held in December.</i>	Tuesdays and Thursdays 10:00 AM – 2:00 PM

<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable Brian Murphy <i>Elected Justice</i>	Christine Cozine <i>Court Clerk</i>
The Honorable Lauren Campisi <i>Elected Justice</i>	

**Jurisdiction of Village Court**  
*Violations of Village Ordinances and parking infractions*

## WESTHAMPTON BEACH VILLAGE COURT

165 Mill Road  
 Westhampton Beach, New York 11978  
 (631) 288-3980 x1 – Phone  
 (631) 702-1585 – Fax

<http://westhamptonbeach.org/clerks-office/justice-court/>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
<p><i>Year Round:</i>                      Second Wednesday of each month – 7:00 PM  <i>June – September:</i>                      Every Wednesday at 1:00 p.m. for certain types of cases; 2<sup>nd</sup> and 4<sup>th</sup> Wednesday at 3:00 p.m. for all other matters  <i>October – May:</i>                      2<sup>nd</sup> and 4<sup>th</sup> Wednesday at 1:00 PM for certain cases; 3:00 p.m. for all other matters</p>	<p>Monday – Friday                      9:00 AM – 3:00 PM</p>

<b>Village Justices</b>	<b>Court Clerk Staff</b>
<p>The Honorable Robert A. Kelly, Jr.  <i>Elected Justice</i></p> <p>The Honorable Martha Rogers  <i>Associate Justice</i></p>	<p>Janet Jurgielewicz  <i>Senior Court Clerk</i></p> <p>Ericka Smith  <i>Court Clerk</i>  <a href="mailto:WesthamptonBeachVillageCourt@nycourts.gov">WesthamptonBeachVillageCourt@nycourts.gov</a></p>

### Jurisdiction of Village Court

*Misdemeanors and Violations in Penal Law, Vehicle and Traffic Violations, Civil Matters, Violations of Village Ordinances and parking infractions*

**WESTHAMPTON DUNES VILLAGE COURT**

165 Mill Road  
 Westhampton Beach, New York 11978  
*Mailing Address: PO Box 306 Westhampton Beach, New York 11978*  
 (631) 466-1632 – Phone  
 (631) 288-6571 (Village Office)  
 (631) 280-5321 – Fax

<http://www.whdunes.org/departments/court-clerk/>



<b>Court Session Schedule</b>	<b>Court Clerk’s Office – Hours of Operation</b>
First Monday of Each Month 5:00 PM	Varies; call and leave a message

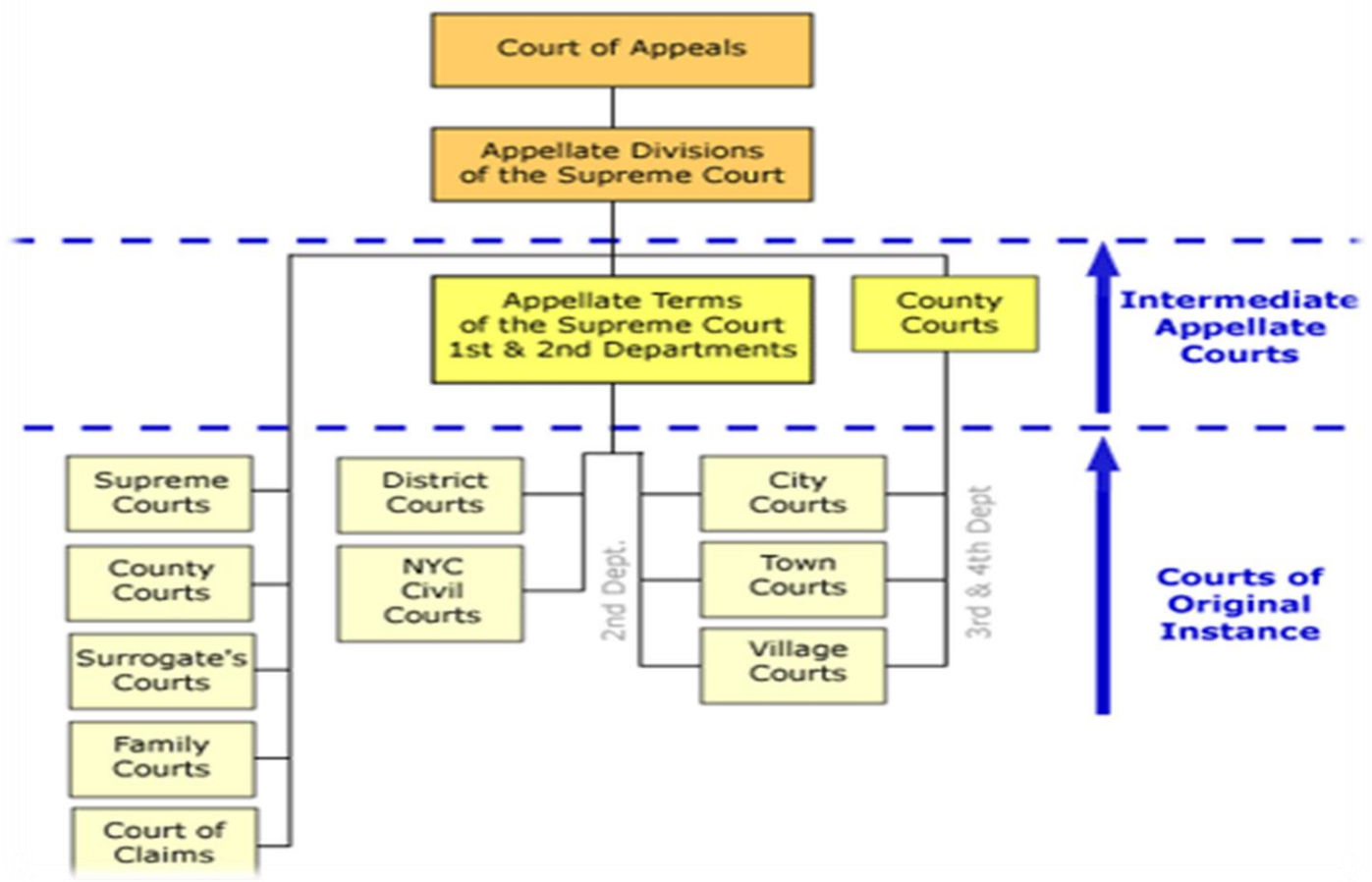
<b>Village Justices</b>	<b>Court Clerk Staff</b>
The Honorable Adam Gomeran <i>Elected Justice</i>	Jacqueline McKay Court Clerk
The Honorable Enrico Scarda <i>Associate Justice</i>	

**Jurisdiction of Village Court**  
*Violations of Village Ordinances and parking infractions*

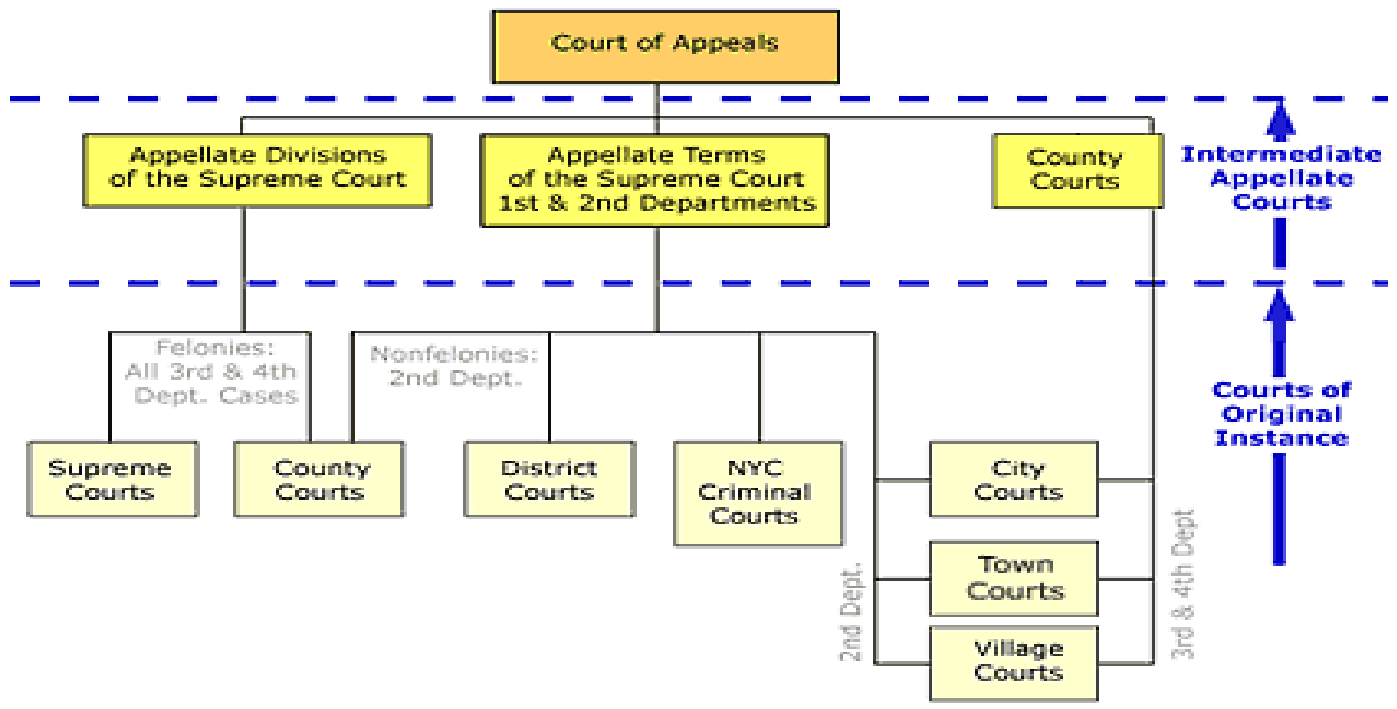


# STRUCTURE OF THE COURTS

## CIVIL COURT STRUCTURE



## CRIMINAL COURT STRUCTURE



**FILING REQUIREMENTS**

**Town and Village Justices are required by Article XIII, §1 of the New York State Constitution to take and subscribe the Oath of Office set forth below.**

**The completed Oath then must be filed in four places [Uniform Justice Court Act §104]:**

- 1. The office of the County Clerk (the original)**
- 2. The office of the clerk of the municipality (see also Town Law §25 and Village Law §3-312), and**
- 3. The Office of Court Administration (see also Public Officers Law §10), 187 Wolf Rd, Suite 103, Albany, NY 12205 (Fax to: 518-438-3518)**
- 4. The Suffolk County District Administrative Judge’s office representative, Alexandra Imandt ([aimandt@nycourts.gov](mailto:aimandt@nycourts.gov)).**

**In addition, §104 of the Uniform Justice Court Act requires Town and Village Justices to file a bond conditioned for the faithful performance of their duties with their County Clerks. However, if a Town or Village Justice is covered by a blanket undertaking procured by a town or village for its officers, the filing requirement for the justice is satisfied if the town or village has filed the undertaking with its respective Town or Village Clerk.**

**OATH OF OFFICE**

STATE OF NEW YORK ) ss.  
COUNTY OF \_\_\_\_\_)

I, **Hon** \_\_\_\_\_ do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties of the office of \_\_\_\_\_ of \_\_\_\_\_ according to the best of my ability.  
(Associate Village Justice, Village or Town Justice) (Specify Town or Village and name of municipality)

X \_\_\_\_\_  
(Signature of the Justice)

**AFFIDAVIT/AFFIRMATION**

STATE OF NEW YORK ) ss.  
COUNTY OF \_\_\_\_\_)

*Further, pursuant to Town Law §31/Village Law §3-301, I swear or affirm, under penalty of perjury, that I have not been convicted of a felony pursuant to the laws of this State, or in Federal Court or in any other State for a crime or offense that would constitute a felony under the laws of the State of New York.*

X \_\_\_\_\_  
(Signature of the Justice)

[Notary for both signatures]  
Subscribed and sworn to before me  
this \_\_\_\_\_ day of \_\_\_\_\_, 20

\_\_\_\_\_  
(Authorized Signature)

**Please complete:**

JUSTICE’S TERM BEGINS \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ TERM ENDS \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Replacing Justice \_\_\_\_\_ Appointed \_\_\_\_\_  
(If applicable)

or (Re-) Elected \_\_\_\_\_

