



STATE OF NEW YORK
UNIFIED COURT SYSTEM

HON. JOSEPH FARNETI

Acting Supreme Court Justice

CHAMBERS

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IAS/TRIAL PART 37 - RULES & PROCEDURES

(Effective 9/19/2024)

Unless otherwise directed by the Court, the following rules shall govern practice in Part 37:

1. MOTION PRACTICE: (Except Contempt - see Miscellaneous Matters)

PRE-MOTION CONFERENCE: Prior to submitting a motion on actions assigned to this Court, **the movant shall arrange and schedule a conference with the Court**, notify all parties to the action in advance, and be prepared to articulate the issues and efforts toward resolution, notwithstanding that a preliminary or other conference may have been conducted by this Court or another justice previously assigned to the action. The purpose of the conference will be to resolve the dispute between the parties, whether by stipulation or by Order of the Court. In the event the dispute cannot be resolved, the Court may grant permission to make an appropriate motion addressed to the disputed issue.

No motion may be submitted in the absence of a pre-motion conference, which shall be held via personal appearance with prior approval of Chambers.

The pre-motion conference may be conducted in conjunction with a regularly scheduled conference or may be requested by correspondence emailed to suffarneti@nycourts.gov or faxed to the Court at (631) 852-3161 on notice to all appearing parties. Such correspondence should include the full name of the case and the index number, a contact person and their direct phone number along with their email address, and a brief summary of the nature of the dispute.

The parties shall immediately file written notice with the New York State Courts Electronic Filing system (NYSCEF) to the Court of the withdrawal or settlement of any motion, or portion thereof, or settlement of any case in which a motion is pending. Failure to promptly notify the Court of such developments may result in sanctions.

RETURN DATES/SUBMISSIONS: All motions made in cases assigned to Justice Farneti shall be calendared for submission on **Thursdays**. Unless adjourned by the Court or withdrawn by the movant, all motions appearing on the Court's **Thursday** motion calendar shall be marked submitted.

PAPERS: Timely interposition of all papers in accordance with the CPLR is required, as the Court will not consider the merits of any papers, including opposition, cross-moving or reply, which appear to have not been interposed in accordance with the CPLR or 22 NYCRR § 202.8. The timely submission of memoranda of law is expected in all special proceedings and on motions which include demands for dispositive relief.

ADJOURNMENTS: Adjournments of motions are limited to three in number and may not extend the original return date for more than sixty (60) days unless prior permission of the Court is obtained (22 NYCRR § 202.8 [e]). *All proposed adjourned dates must fall on a **Thursday***. An application for an adjournment of a motion may be made by submission of a written request containing the stipulated consent of counsel for all appearing parties. All stipulations of adjournment must be received by Chambers no later than 2:00 p.m. on the day prior to the return date, and must be uploaded to NYSCEF. The stipulations must indicate the date on which the motion and any cross-motions riding therewith are returnable before the Court; and the adjourn date requested (**Thursdays only**). A denial of any stipulated adjournment request will be forthwith communicated by Chambers personnel by court notice on NYSCEF. If the stipulated consent of all appearing parties is not obtainable, a written

application for an adjournment before the date the motion is returnable before the Court must be made by the party seeking the adjournment by filing a letter with NYSCEF stating the reasons for the adjournment, and Chambers personnel will issue a court notice as to the grant or denial of such request. Interposition of a cross-motion with a return date subsequent to the submission date of the motion-in-chief will cause an adjournment of the motion-in-chief.

2. **CONFERENCES:**

SCHEDULING: Conferences shall be calendered for any Thursday other than court holidays.

APPEARANCES: Appearances by persons with knowledge of the facts and vested with authority to make binding dispositions are required. Non-appearances will not be countenanced by the Court, and may subject the non-appearing party to one or more of the sanctions attendant with defaults (see 22 NYCRR § 202.27; 22 NYCRR Part 130-2).

ADJOURNMENTS: Due to the time limitations imposed on various stages of civil cases within the purview of the Comprehensive Civil Justice Program and its cornerstone, and the Differentiated Case Management system, adjournments of conferences will not be granted lightly. Applications for adjournments of conferences shall be made in writing on notice to all appearing parties to the Chambers email address. Appearances are thus required, unless the Court has granted an adjournment upon a written request containing the stipulated consent of counsel for all parties, and such request is received by Chambers no later than 2:00 p.m. of the day preceding the scheduled conference.

PRELIMINARY CONFERENCES: Preliminary Conferences will be scheduled by the Court in accordance with 22 NYCRR §§ 202.12 and 202.19 (b). All matters, including those raised by pending motions and those contemplated by 22 NYCRR § 202.19, shall be undertaken at the Preliminary Conference.

COMPLIANCE CONFERENCES & PRE-TRIAL CONFERENCES: These conferences will be scheduled and conducted in accordance with the provisions of 22 NYCRR § 202.19.

3. **TRIALS:**

JURY TRIALS: A trial conference with the Court shall be held immediately prior to the commencement of all jury trials. Thereat, counsel shall supply the Court with marked pleadings, any amendments thereto, and all bills of particulars served. Counsel shall further provide the Court with a list of proposed jury charges, the contentions of each party, and proposed jury verdict sheets. A list of all pre-marked exhibits shall also be provided to the Court and to the stenographer. Counsel shall notify the Court of their inability to stipulate to the admission of any exhibits to be offered at trial. Counsel shall further advise the Court of the witnesses to be called, and if any be experts, shall further provide the information required by CPLR 3101 (d) (1) (i).

NON-JURY TRIALS: Non-jury trials are subject to scheduling by the Court. A conference with the Court shall precede the commencement of all non-jury trials at which counsel shall submit the following: (1) a copy of marked pleadings, any amendments thereto, and bills of particulars; (2) a list of pre-marked exhibits, and identification of those on which counsel could not agree as to their introduction at trial; (3) a list of witnesses, and if any be experts, the information required by CPLR 3101 (d) (1) (i); and (4) pretrial memoranda of law. The parties shall be required to provide a transcript of the trial. The filing of a Note of Issue is a condition precedent to the commencement of any trial.

4. **MISCELLANEOUS MATTERS:**

CONTEMPT: All applications shall be calendared on the date returnable. *Appearance by all parties is mandatory.* No adjournments will be granted unless a stipulation consenting to the adjournment, signed by all parties and any alleged contemnor who is not a party, is received in Chambers no later than 2:00 p.m. of the day prior to the return date.

COMPROMISE APPLICATIONS: All applications for Court approval of a proposed compromise of an infant or other disabled party's claim must comply with the provisions of CPLR 1207, 1208 and 22 NYCRR § 202.67, and a proposed distribution of the net amounts to be recovered by the disabled plaintiff that is consistent with the provisions of CPLR 1206 is

required. The Court requires an unredacted proposed order determining the application, including the full name of the disabled plaintiff and date of birth, to be sent to the Chambers email address. The Court will not accept medical reports/affidavits executed more than six months prior to the submission date. The report must indicate whether the injured plaintiff has fully recovered, and if not, the nature and extent of the injuries and the course of future treatment. Since the Court may direct that notice of the application be given to all persons who possess claims against the proceeds recoverable under the compromise, including those with statutory liens, the names and addresses of all such persons and the amounts of their respective claims must be set forth in the petition. If no person has asserted such a claim, the petition must so state. Once the submissions are complete, an appearance date shall be scheduled by the Court for the purpose of a compromise hearing.

HEARINGS/INQUESTS: All hearings and/or inquests emanating from cases in the inventory of IAS Part 37 shall be scheduled by the Court. The filing of a Note of Issue, as well as timely written notice to the defaulting party or parties as to the date and time of the inquest or any adjourned date thereof, are conditions precedent to the commencement of any hearing or inquest.

EX PARTE COMMUNICATIONS WITH CHAMBERS: Except to the limited extent permitted by the rules set forth at 22 NYCRR § 100.3, *ex parte* communications with the Court or any member of its staff, by telephone or otherwise, is strictly prohibited. All inquiries regarding the scheduling of conferences or return dates of motions should be directed to Chambers at (631) 852-3160 or via email to suffarneti@nycourts.gov. Otherwise, *direct telephone communication with Chambers is prohibited except for the most exigent circumstances*. Authorized communication with Chambers is thus limited to the emails permitted by these rules, all of which must contain stipulated consents of all other appearing parties or proof that the email communication was duly served upon all such parties.

Thank you for your courtesies and cooperation.