

**Village of Port Dickinson
Monthly Board Meeting
December 8, 2020
ZOOM meeting ID: 860 8848 8623**

Officers Present:

Mayor
Trustees

Kevin M. Burke
Robert Aagre
Michael Cashman
James DeGennaro
Charles Harding
Nathan VanWhy
Susan Fox
Sandra Reifler

Attorney
Clerk
Treasurer

The meeting was called to order at 6:00 pm by Mayor Kevin Burke.

PUBLIC HEARING:**PUBLIC COMMENT:****APPROVAL OF MINUTES:**

Motion by Trustee Harding, seconded by Trustee Aagre for a resolution to approve the November 10, 2020 minutes

AYE TRUSTEES: AAGRE, CASHMAN, DEGENNARO, HARDING
NAY NONE

TREASURER'S REPORT:

On file with the Village Clerk.

AUDIT AND PAYMENT OF CLAIMS: Abstract #10 (2020-2021)

Motion by Trustee Harding, seconded by Trustee DeGennaro, to pay claims as listed on the Abstract of Unaudited Vouchers for the General Fund for \$55,822.03

AYE TRUSTEES: AAGRE, CASHMAN, DEGENNARO, HARDING
NAY NONE

Motion by Trustee Aagre, seconded by Trustee DeGennaro, to pay claims as listed on the Abstract of Unaudited Vouchers for the Water Fund for \$11,946.94

AYE TRUSTEES: AAGRE, CASHMAN, DEGENNARO, HARDING
NAY NONE

Motion by Trustee Aagre, seconded by Trustee Harding, to pay claims as listed on the Abstract of Unaudited Vouchers for the Sewer Fund for \$588.70

AYE TRUSTEES: AAGRE, CASHMAN, DEGENNARO, HARDING
NAY NONE

COMMUNICATIONS:

Robert Moss has submitted his resignation from Planning Board effective 12/31/2020.

TRUSTEE-COMMISSIONER REPORTS:

Administration/Community Association – Charles Harding, Trustee

Nothing to report

Planning – *Comprehensive Plan Zoom meeting on 12/9/2020 at 5:00pm*

Public Works – Michael Cashman, Trustee

Leaf pickup has been completed. Thank you to Joel Kie and the Town of Dickinson for assisting in the Park. Employees have already salted streets and are prepared for plowing.

Public Safety – James DeGennaro, Trustee

Reports attached

Parks, Water & Sewer – Robert Aagre, Trustee

345 remote water meters have been installed (58%), all systems are working fine

Zoning Board of Appeals – none

RESOLUTIONS:

1. Resolution by Trustee Cashman, seconded by Trustee Harding as follows:
 - a. Resolution approving Mayor’s reappointment of Coughlin & Gerhart as Attorney for the Village for a term to expire December 31, 2021.
 - b. Resolution approving the Mayor’s appointment of Susan Fox as Village Clerk/Tax Collector for a two-year term to expire December 31, 2022.
 - c. Resolution approving the Mayor’s appointment of Sandra Reifler as Village Treasurer for a two-year term to expire December 31, 2022.
 - d. Resolution approving the Mayor’s appointment of John Broughton as Building Inspector/Code Enforcement Officer for a one-year term to expire December 31, 2021
 - e. Resolution approving Mayor’s reappointment of Corina Beames as Deputy Village Clerk for a term to expire December 31, 2021
 - f. Resolution approving Mayor’s reappointment of Robert Blakeslee and Roger Shaller as Village Historians for a term to expire December 31, 2021
 - g. Resolution approving Mayor’s reappointment of Gary Campbell as member of the Planning Board for a term to expire December 31, 2025
 - h. Resolution approving Mayor’s reappointment of Eric Backlund as member of the Zoning Board of Appeals for a term to expire December 31, 2025
 - i. Resolution reaffirming mayoral appointment of ad hoc members for the Zoning Board of Appeals for a term to expire 12/31/2021 - David Robertson
 - j. Resolution reaffirming mayoral appointment of Edward Corcoran as a member of the Planning Board for a term to expire 12/31/2022
 - k. Resolution reaffirming the mayoral appointment of ad hoc members of the Planning Board for a term to expire 12/31/2021 – Ginger Kipper
 - l. Resolution approving Edward Corcoran, Robert Aagre as members to the Tree Board for a term to expire 12/31/2021.

AYE TRUSTEES: AAGRE, CASHMAN, DEGENNARO, HARDING
NAY NONE

2. Resolution by Trustee Aagre, seconded by Trustee Harding as follows:
 - a. Resolution reaffirming and re-adopting resolutions establishing Procurement Policy adopted February 14, 1995 and Cash Management and Investment Policies adopted December 14, 1993
 - b. Resolution designating the following Tuesdays of each month as Village Board meeting nights at Port Dickinson Village Hall
 - Second Tuesday – Regular Village Board Meeting 6:00pm
 - Fourth Tuesday – Work Session 5:00pm
 - c. Resolution appointing the Press & Sun-Bulletin as the official newspaper for 2021, and requiring the applicant on a zoning matter or an environmental matter to pay the cost of such publication in the official newspaper of the Village.
 - d. Resolution naming all commercial banks in Broome County as depositories for Village funds.

AYE TRUSTEES: AAGRE, CASHMAN, DEGENNARO, HARDING
NAY NONE

- 3. Resolution by Trustee Cashman, seconded by Trustee Harding as follows:
 - a. Resolution reaffirming the Village Hall Use Policy adopted 10/8/2002.
 - b. Resolution reaffirming the Village Employee Personnel Policy adopted 11/12/2002 as amended.
 - c. Resolution requiring all vouchers to be submitted to the Village Clerk’s office before noon on the Monday prior to the first Tuesday of each month to qualify for audit and payment at next regular Village Board meeting.
 - d. Resolution establishing reimbursement of travel and mileage expenditures incurred in 2021 for travel and use of private vehicles on Village business at the Internal Revenue Service (IRS) rates prescribed for 2021.
 - e. Resolution authorizing payment in advance of audit on claims for public utility services and postage.
 - f. Resolution setting the date for the next organization meeting as December 14, 2021.
 - g. Resolution authorizing the Mayor and Trustees to attend any and all meetings of the Broome County Association of Towns & Villages.
 - h. Resolution designating the bulletin board on the south wall inside the main front door as the official place for posting legal notices by the Village Clerk.
 - i. Resolution authorizing the Mayor to sign the renewal agreement with Broome County for STOP DWI Overtime Patrol CA 1512-1F for \$500 for 2021.
 - j. Resolution approving Building Code fees as attached.

AYE TRUSTEES: AAGRE, CASHMAN, DEGENNARO, HARDING
 NAY NONE

- 4. Motion by Trustee Cashman, seconded by Trustee DeGennaro, for a resolution declaring the following items as surplus and authorizing sale at auction for a minimum price of \$200 for all items. Should the item(s) fail to sell, they may be scrapped for their value.

Wacker Jumping Jack Tamp
 Model # BS60Y
 Serial # 677989964

Rockford Leaf Loader
 Model # PTA40-4819
 PF226514
 Serial # 398125

Case Uni-Loader
 Model # 1840
 Serial # JAF0075767

AYE TRUSTEES: AAGRE, CASHMAN, DEGENNARO, HARDING
 NAY NONE

OLD BUSINESS:

NEW BUSINESS:

- 1. The Treasurer will be distributing year-to-date reports prior to the next meeting. The Mayor asks Trustee to review reports for their respective departments for budget compliance and savings.
- 2. Deputy Mayor appointment for 2021
 Trustee James DeGennaro
- 3. Committee Assignments for 2021
Administration Commissioner – Charles Harding
 - Community Association Liaison.
 - Broome County Shared Services Health Care Committee.
 - Medical Insurance Cost Containment Initiative.

Public Safety Commissioner – James DeGennaro

- Broome County Emergency Services Liaison. (Fire, Police and EMS)

Public Works Commissioner – Michael Cashman

- Broome County Shared Services Public Works Committee.
- FEMA Coordinator of applications and activity.
- Village Tree Committee Leader.
- County & Municipalities Sharing of Parks Services Committee.
- Broome County Parks Liaison.
- Local Waterfront Redevelopment Project.

Parks and Water & Sewer Commissioner – Robert Moss

- MS4 (Municipal Separate Storm Sewer System) coordinate compliance with Engineer.
- Sewer Treatment (BJCJSTP) Representative.
- CMOM operations.

Mayor:

Greater Binghamton Council of Governments.
 Broome County Association of Towns & Villages.
 NYSDOT Greenway Committee.
 NYSDOT Liaison to Regional Director and local Engineers.
 Outside Sewers Users Group of the BJCJSTB.
 Broome County Legislature Finance Committee.
 Millennium Pipeline Relations.
 Broome County Civil Service.
 Broome County Executive Point of Contact.
 Flood Mitigation Coordination – FEMA, DEC, Corp. of Engineers & Local Engineers.

ADJOURNMENT: Motion by Trustee Aagre, seconded by Trustee Harding for a motion to adjourn at 6:15 PM.

AYE TRUSTEES: AAGRE, CASHMAN, DEGENNARO, HARDING
 NAY NONE

Respectfully submitted,
 Susan E. Fox, Village Clerk

Village Water Consumption for : Nov-20

Read dates:	Binghamton meter	Fenton Large	Fenton Small
12/2/2020	36132400	17974052	3977851
10/30/2020	36132400	17441310	3869933
Usage	0	532742	107918
Total cubic ft:	640660		

Read dates:	Town of Fenton Sewer Readings	Rate:	2.52
12/2/2020	50666400		cu.
10/30/2020	50560600		Ft/min
Total	105800	Time:	8:50am
	cu. ft.		

Read dates:	Wayne Ave.	sewer station readings (hours):		
	Pump1	Pump 2	Pump 3	
12/2/2020	5910	18652	17154	
10/30/2020	5882	18624	17128	
Totals	28	28	26	

Total hrs. 82

- (a) For the construction of a new building, additions, alterations or other structures equal to or exceeding one hundred twenty (120) square feet in area:
 - (1) One and two-family dwellings: \$.01 per square foot or the sum of Twenty- five Dollars (\$25.00), whichever shall be more:
 - (2) Multiple dwellings: \$.02 per square foot. or the sum of Twenty-five Dollars (\$25.00), whichever shall be more:
 - (3) General Commercial Construction: \$.02 per square foot. or the sum of Twenty-five Dollars (\$25.00), whichever shall be more:
 - (4) Industrial Construction: \$.03 per square foot. or the sum of Twenty-five Dollars (\$25.00), whichever shall be more:
 - (5) Supplemental Structure:
 - a. Residential - whether attached to or detached from the main structure, more particularly in reference to, but not limited to, garages, patios, decks, breezeways, porch enclosure or enlargement, dormers and swimming pools: \$5.00 - or the sum of Twenty-five Dollars (\$25.00), whichever shall be more:
 - b. Commercial - \$.02 per square foot. or the sum of Twenty-five Dollars (\$25.00), whichever shall be more:
 - c. Industrial - \$.03 per square foot. or the sum of Twenty-five Dollars (\$25.00), whichever shall be more:
 - (6) The square feet of area shall be determined from the outside dimensions of the structures and shall include all floor areas, except for non-habitable basements and attics of dwellings and garages.
- (b) Alteration of a Building:
 - (1) Residential - \$5.00.
 - (2) Commercial - \$10.00.
 - (3) Industrial - \$10.00.
- (c) Moving Any Type of Building to a New Location:
 - (1) Residential - \$10.00.
 - (2) Commercial - \$10.00.
 - (3) Industrial - \$10.00.
- (d) The demolition or wrecking of any building or structure shall be Five Dollars (\$5.00).
- (e) Erection of signs and billboards equal to or exceeding ten (10) square feet in area shall be Five Dollars (\$5.00).
- (f) No permit fee will be required for construction work less than one hundred twenty square feet (120) in area or for the erection of signs less than ten (10) square feet in area.

- (g) No permit fee will be required for the erection on any lot of not more than one prefabricated metal storage shed not exceeding one hundred twenty (120) square feet in gross floor area and to be used exclusively for the storage of lawn and garden equipment and tools.
- (h) The fee for renewal of a building permit when construction has not been completed within one year of its issuance shall be Five Dollars (\$5.00).
- (i) Any work which is not specifically provided for above, and for which a fee must be obtained, shall be charged a fee in accordance with the rate set forth in the category herein most analogous to such work to be determined at the discretion of the Code Enforcement Officer.
- (j) The definitions of one and two family dwellings, multiple dwellings and general construction shall be those set forth in the Uniform Code.

In the event any work is commenced prior to the issuance of a permit pursuant to the terms of this section, the permit fee shall be twice the amount of the regular fee above set forth



The Village of Port Dickinson

Department of Police
Douglas E. Pipher, Chief of Police

Police Department Monthly Report

Report Month:	November	Police Commissioner:	Trustee J. DeGennaro
Report Year:	2020	Chief:	Douglas Pipher
Report Date:	12/01/2020	Deputy Village Clerk:	Corina M. Beames

Total Complaints Received: 89 (89)

- Med calls-6
- Check welfare-3
- Suspicious-3
- PDFD-2
- Noise-2
- Larceny-1
- Harassment-1
- DV-2
- 911 hang up -1
- MVA/hit and run-1
- Fraud-1
- Unattended death-2
- Burglary-1
- Civil issue-1
- Covid complaint-1
- Found property-2
- V & T-3
- Open burn-1

Miscellaneous-54 *Includes Property Checks, Lockouts, Alarms, Parking Comp., Animals, Traffic lights, Information, village reassurance program, code enforcement, special details, vacant properties , assist public and Etc.

Assist Other Agencies-(1)

BCSO

Traffic stop-1

Charges- 0 (0)

Parking tickets issued-5

Vehicle and Traffic tickets-15

Patrol vehicle #492

- A. Starting Mileage-46319
- B. Ending Mileage-46689
- Total Mileage-370

Patrol Vehicle #491

- A. Starting Mileage -93960
- B. Ending Mileage- 95775
- Total Mileage-1815

Report of the CHIEF

November 2020



Alarms

ALARMS		RESPONSE		TIMES	
Fire	6	Avg Members Response (F)	5	Med Avg	2
EMS	6	Avg Alarm to Response	0:04	0700-1500	5
Standby		Avg Alarm to Arrival	0:02	1500-2300	6
Total	12	Total Time in Service (hh:mm)	1:33	2300-0700	1
MUTUAL AID		LOCATION		DOLLAR LOSS/VALUE	
Given	5	Village of Port Dickinson	6	Fire Loss	
Received	1	Town of Dickinson			
Engine 99		Town of Fenton	6		
No Tone		Town of Chenango			
		Town of Kirkwood			
		City of Binghamton			
		Other			
CASUALTIES					
		Fire Service Injured	0		
		Fire Service Death	0		
		Civilian Injured	0		
		Civilian Death	0		

CODE	DESCRIPTION		YTD	CODE	DESCRIPTION	YTD
111	Building Fire	2	10	322	MVA w/Injuries	10
112	Structure/No Building		1	400	Hazardous Condition	21
113	Cooking Fire		2	411	Flammable Liquid Spill	1
114	Chimney			412	Natural/LP Gas Leak	7
116	Burner/Boiler/Furnace			424	CO Detector Activation	3
118	Trash/Inside Building		1	463	MVA no Injuries	1
121	Mobile Home Residence			500	Service Call	1
130	Vehicle (All)		4	531	Smoke/Odor Removal	
141	Forrest/Woods/Wild Land		2	561	Open Burning	
142	Brush/Grass			571	Cover Assign/Standby	4
150	Trash/Outside Fires	1	2	600	Good Intent Call	1
163	Outside Gas/Vapor Exp			611	Cancelled en Route	
170	Garden/Orchard/Crops			710	False Malicious	6
200	Over Pressure Rupture			730	False Malfunction	13
240	Explosion/No Fire			740	False Unintentional	3
243	Fireworks Exposure/No Fire			800	Severe Weather	26
300	Rescues/EMS	6	63	900	Special Incident	
				TOTAL		12 179