

**Village of Port Dickinson
Monthly Board Meeting
December 14, 2021**

Officers Present:	Mayor	Kevin M. Burke
	Trustees	James DeGennaro Michael Cashman Robert Moss
	Attorney	Nathan VanWhy
	Clerk	Susan Fox
Absent:	Treasurer	Sandra Reifler
	Trustee Charles Harding	

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

PUBLIC HEARING: None

PUBLIC COMMENT:

APPROVAL OF MINUTES:

Motion by Trustee Cashman, seconded by Trustee DeGennaro for a resolution to approve the November 9, 2021 minutes

AYE: TRUSTEES CASHMAN, DEGENNARO, MOSS

NAY **NONE**

TREASURER’S REPORT:

On file with the Village Clerk.

AUDIT AND PAYMENT OF CLAIMS: Abstract #10 (2021-2022)

Motion by Trustee Moss, seconded by Trustee DeGennaro, to pay claims as listed on the Abstract of Unaudited Vouchers for the General Fund for \$91,678.41

AYE: TRUSTEES CASHMAN, DEGENNARO, MOSS

NAY **NONE**

Motion by Trustee Moss, seconded by Trustee Cashman, to pay claims as listed on the Abstract of Unaudited Vouchers for the Water Fund for \$3,072.59

AYE: TRUSTEES CASHMAN, DEGENNARO, MOSS

NAY **NONE**

Motion by Trustee Moss, seconded by Trustee Cashman, to pay claims as listed on the Abstract of Unaudited Vouchers for the Sewer Fund for \$5,487.00

AYE: TRUSTEES CASHMAN, DEGENNARO, MOSS

NAY **NONE**

AUDIT AND PAYMENT OF CLAIMS: Abstract #11 (2021-2022)

Motion by Trustee DeGennaro, seconded by Trustee Cashman, to pay claims as listed on the Abstract of Unaudited Vouchers for the General Fund for \$52,814.36

AYE: TRUSTEES CASHMAN, DEGENNARO, MOSS

NAY **NONE**

Motion by Trustee Moss, seconded by Trustee Cashman, to pay claims as listed on the Abstract of Unaudited Vouchers for the Water Fund for \$420.93

AYE: TRUSTEES CASHMAN, DEGENNARO, MOSS

NAY **NONE**

Motion by Trustee Moss, seconded by Trustee Cashman, to pay claims as listed on the Abstract of Unaudited Vouchers for the Sewer Fund for \$3,437.62

AYE: TRUSTEES CASHMAN, DEGENNARO, MOSS
NAY NONE

TRUSTEE-COMMISSIONER REPORTS:

Administration/Community Association – Charles Harding, Trustee
Mayor Burke reported that there is a decorating contest in progress. The Deputy County Executive reported that the Community Association was awarded a grant to re-do the basketball court at the Park.

Public Works – Michael Cashman, Trustee
Town of Dickinson has assisted with the remaining leaf pickup as they are able.

The new truck has been inspected and DMV paperwork is pending.

Mayor Burke thanked DPW employees for their efforts in locating and obtaining a used vehicle for plowing.

Planning – none

Public Safety – James DeGennaro, Trustee
Reports attached.

Parks, Water & Sewer – Robert Moss, Trustee

*Parks:
Looking at options for incorporating pickleball courts with the tennis courts.*

*Water/Sewer:
Continuing with legal process on Curb Box Damage and the water meter refusal installation,*

Perkins Ave pumping station electrical work is done. Cover will be installed as soon as it is received.

Watson Ave grant has been submitted and is in the review process.

469 remote meters installed (79%), 121 remaining (21%).

Supreme Court action has been filed against the owner of 688 & 711 Chenango St. for refusal to install remote meters. An initial hearing has been scheduled for 12/17/2021 however Attorney VanWhy reported that Ms. Waters has requested adjournment until January.

Zoning Board of Appeals – none

RESOLUTIONS:

1. Motion by Trustee DeGennaro, seconded by Trustee Moss, to approve the following:
 - a. Resolution approving Mayor’s reappointment of Coughlin & Gerhart as Attorney for the Village for a term to expire December 31, 2022.

- b. Resolution approving the Mayor’s appointment of John Broughton as Building Inspector/Code Enforcement Officer for a one-year term to expire December 31, 2022
- c. Resolution approving Mayor’s reappointment of Corina Beames as Deputy Village Clerk for a term to expire December 31, 2022
- d. Resolution approving Mayor’s reappointment of Robert Blakeslee and Roger Shaller as Village Historians for a term to expire December 31, 2022
- e. Resolution approving Mayor’s reappointment of Robert Warholic as member of the Planning Board for a term to expire December 31, 2026
- f. Resolution approving Mayor’s reappointment of Joseph Griswold as member of the Zoning Board of Appeals for a term to expire December 31, 2026
- g. Resolution reaffirming mayoral appointment of ad hoc members for the Zoning Board of Appeals for a term to expire 12/31/2022 - David Robertson
- h. Resolution reaffirming the mayoral appointment of ad hoc members of the Planning Board for a term to expire 12/31/2022 – Ginger Kipper
- i. Resolution approving Edward Corcoran, Robert Aagre as members to the Tree Board for a term to expire 12/31/2022

AYE: TRUSTEES CASHMAN, DEGENNARO, MOSS
 NAY NONE

- 2. Motion by Trustee Cashman, seconded by Trustee DeGennaro, for a resolution approving the following:
 - j. Resolution reaffirming and re-adopting resolutions establishing Procurement Policy adopted February 14, 1995 and Cash Management and Investment Policies adopted December 14, 1993
 - k. 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
 - l. Resolution appointing the Press & Sun-Bulletin as the official newspaper for 2022, 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.
 - m. Resolution naming all commercial banks in Broome County as depositories for Village funds.
 - n. Resolution reaffirming the Village Hall Use Policy adopted 10/8/2002.
 - o. Resolution reaffirming the Village Employee Personnel Policy adopted 11/12/2002 as amended.
 - p. 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.
 - q. Resolution establishing reimbursement of travel and mileage expenditures incurred in 2022 for travel and use of private vehicles on Village business at the Internal Revenue Service (IRS) rates prescribed for 2022.
 - r. Resolution authorizing payment in advance of audit on claims for public utility services and postage.
 - s. Resolution setting the date for the next organization meeting as December 13, 2022
 - t. Resolution authorizing the Mayor and Trustees to attend any and all meetings of the Broome County Association of Towns & Villages.
 - u. 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.

AYE: TRUSTEES CASHMAN, DEGENNARO, MOSS
 NAY NONE

- 3. Motion by Trustee Moss, seconded by Trustee DeGennaro, for a resolution scheduling a Public Hearing on 1/11/22 at 6:00 PM to amend § 62-8 (Rates and bills) of the Village Code.
 AYE: TRUSTEES CASHMAN, DEGENNARO, MOSS
 NAY NONE
- 4. Motion by Trustee Moss, seconded by Trustee Cashman, for a Resolution scheduling a Public Hearing on 1/11/22 at 6:00PM to amending the Schedule of Zoning Regulations, Commercial District section, #2 (Retail stores and personal services (i.e. food, variety, barber and beauty shops, dry cleaning, laundry); fabrication related to the principal use, provided that no more than 20% of floor area is used (see Remark No. 7)), Signs section: change “lot” to “frontage”.

AYE: TRUSTEES CASHMAN, DEGENNARO, MOSS
 NAY NONE

5. Motion by Trustee Cashman, seconded by Trustee Moss, for a Resolution authorizing the purchase of a 2002 diesel 4x4 Ford F350 for \$9500.00 from Robert Hamm Jr.

AYE: TRUSTEES CASHMAN, DEGENNARO, MOSS
 NAY NONE

6. Motion by Trustee Cashman, seconded by Trustee DeGennaro, for a Resolution approving Port Dickinson Fire Department Officers for 2022: Chief – Matthew Griswold, Stephen Barlow – Assistant Chief, David Casiuk – Assistant Chief.

AYE: TRUSTEES CASHMAN, DEGENNARO, MOSS
 NAY: HARDING

OLD BUSINESS:

NEW BUSINESS:

1. The Mayor reported that the 2022 meeting schedule has been distributed.
2. The Fire Department has Breakfast with Santa scheduled for 12/18/2021.

Deputy Mayor appointments for 2022
 Trustee James DeGennaro

Committee Assignments for 2022

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.

Motion by Trustee Cashman, seconded by Trustee Moss, to adjourn at 6:35PM.

AYE: TRUSTEES CASHMAN, DEGENNARO, MOSS

NAY NONE

Respectfully submitted,
Susan E. Fox, Village Clerk

**VILLAGE OF PORT DICKINSON
LOCAL LAW NO. 1 OF 2022 AMENDING
CHAPTER 62 OF THE VILLAGE CODE ENTITLED “WATER”**

Be it enacted by the Board of Trustees of the Village of Port Dickinson as follows:

Section 1. Section 62-8.A. of the Village Code is hereby amended as follows:

- A. Water rates and charges shall be as set forth by resolution of the Village Board from time to time. Water bills shall be due and payable to the designated agent of the Board of Trustees of the Village of Port Dickinson in February, May, August and November of each year and if not paid within thirty (30) days after receipt, a fee of fifteen percent (15%) will be added for the next twenty (20) days. If the bill is not paid by the end of said twenty-day period, the water may be shut off. Service will be restored M-F, 7a.m. to 2p.m. upon payment of the bill with a fifteen percent (15%) penalty and a service charge for restoration of service. If service is restored after the regular hours of M-F, 7a.m. to 2p.m., there will also be an additional after hours charge.

Section 2. Separability

The provisions of this local law are separable and if any provision, clause, sentence, subsection, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstance, such illegality, invalidity or unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, subsections, words, or parts of this local law or their application to other persons or circumstances. It is hereby declared to be the legislative intent that this local law would have been adopted if such illegal, invalid, or unconstitutional provision, clause, sentence, subsection, word or part had not been included therein, and as if such person or circumstance, to which the local law or part thereof is held inapplicable, had been specifically exempt therefrom.

Section 3. Repealer

All Ordinances, Local Laws and parts thereof inconsistent with the Local Law are hereby repealed.

Section 4. Effective Date

This local law shall take effect upon filing with the New York Secretary of State in accordance with Section 27 of the Municipal Home Rule Law.

Village Water Consumption for : Nov-21

Read dates:	Binghamton meter	Fenton Large	Fenton Small
11/30/2021	36132400	2529238	515522
11/3/2021	36132400	2473438	507006
Usage	0	55800	8516

Total cubic ft: 64316

Read dates:	Town of Fenton Sewer Readings		Rate:	.0182x.01
11/30/2021	51859200			cu. Ft/min
11/3/2021	51778300		Time:	9:00am
Total	80900	cu. ft.		

Read dates: Wayne Ave. sewer station readings (hours):

	Pump1	Pump 2	Pump 3
11/30/2021	6307	19063	17512
11/3/2021	6277	19034	17486
Totals	30	29	26

Total hrs. 85

**Report of the Chief
November 2021**



TRAINING

SUMMARY	Training	Average	Total
	Hours Offered	Members Present	Man Hours
Nov-21	22	7	132
YTD Totals	92	7	568
Non Department 35 Training	65		

Wk	Date	Lesson	Training Hours Offered	Members Present	Total Man Hours
	11/1/2021	Topic: Monthly Truck Checks	2	6	12
	11/8/2021	Topic: Monthly Meeting		10	
	11/15/2021	Topic: Wildland Search	2	9	18
	11/22/2021	Topic: SOP Review	2	7	14
	11/29/2021	Topic: Chimney Fires	2	5	10
	Nov-21	Sexual Harrassment	2	15	30
	11/5/2021	Prep for M Aswad Funeral	6	4	18
	11/6/2021	M Aswad Funeral	6	5	30
		Steve Shenk FF2	42		42
		Rob and Marissa Warholic NYS Fire Pol.	21	2	42
	11/18/2021	Vince L and Steve Shenk FP Training	2	2	4

Report of the CHIEF

November 2021



Alarms

ALARMS		RESPONSE		TIMES	
Fire	3	Avg Members Response (F)	3	Med Avg	0
EMS	6	Avg Alarm to Response	0:11	0700-1500	5
Standby	2	Avg Alarm to Arrival	0:03	1500-2300	4
Total	11	Total Time in Service (hh:mm)	3:49	2300-0700	2
MUTUAL AID		LOCATION		DOLLAR LOSS/VALUE	
Given	1	Village of Port Dickinson	5	Fire Loss	
Received	2	Town of Dickinson	1		
Engine 99		Town of Fenton	1		
No Tone		Town of Chenango			
		Town of Kirkwood	3		
		City of Binghamton	1		
CASUALTIES					
		Fire Service Injured	0		
		Fire Service Death	0		
		Civilian Injured	0		
		Civilian Death	0		

CODE	DESCRIPTION	YTD	COD E	DESCRIPTION	YTD
111	Building Fire	3	322	MVA w/Injuries	4
112	Structure/No Building		400	Hazardous Condition	29
113	Cooking Fire	1	411	Flammable Liquid Spill	2
114	Chimney		412	Natural/LP Gas Leak	1
116	Burner/Boiler/Furnace	1	424	CO Detector Activation	1
118	Trash/Inside Building		463	MVA no Injuries	
121	Mobile Home Residence		500	Service Call	1
130	Vehicle (All)	1	531	Smoke/Odor Removal	
141	Forrest/Woods/Wild Land		561	Open Burning	
142	Brush/Grass		571	Cover Assign/Standby	2 10
150	Trash/Outside Fires	1	600	Good Intent Call	3
163	Outside Gas/Vapor Exp		611	Cancelled en Route	1
170	Garden/Orchard/Crops		710	False Malicious	3
200	Over Pressure Rupture		730	False Malfunction	12
240	Explosion/No Fire		740	False Unintentional	1 12
243	Fireworks Exposure/No Fire		800	Severe Weather	
300	Rescues/EMS	6	99	900 Special Incident	
				TOTAL	11 18 5



The Village of Port Dickinson
 Department of Police
 Scot McDonald, Chief of Police

Police Department Monthly Report

Report Month:	November	Police Commissioner:	Trustee J. DeGennaro
Report Year:	2021	Chief:	Scot McDonald
Report Date:	12/02/2021	Deputy Village Clerk:	Corina M. Beames

Total Complaints Received:88(81)

- | | | |
|---------------|---------------|-----------------------|
| Med calls-6 | PDFD-1 | Check welfare-4 |
| Suspicious-7 | Disturbance-1 | Poss. fraud/neglect-1 |
| Domestic-2 | Fraud-1 | Abandoned vehicle-1 |
| DV-2 | Larceny-1 | Harassment-1 |
| Lift assist-1 | Dispute-1 | |
| MVA(PD)-4 | 911 hang up-1 | |

Miscellaneous-53 *Includes Assist other agencies, Lockouts, Alarms, Parking Comp., Animals, Traffic lights, Information, code enforcement, special details, vacant properties , assist public and Etc.

Penal law charges-0(3)

Parking tickets issued-0

Vehicle and Traffic tickets-0

Patrol vehicle #492

- A. Starting Mileage-53673
- B. Ending Mileage-54734
- Total Mileage-1061

Patrol Vehicle #491

- A. Starting Mileage -113719
- B. Ending Mileage- 115496
- Total Mileage-1777