

**VILLAGE OF PORT DICKINSON  
Village Board Meeting Agenda  
December 11, 2018  
6:00 pm  
Port Dickinson Village Hall**

***Please take a moment to ensure that your cellphones are OFF or SILENCED.***

CALL TO ORDER

APPROVAL OF MINUTES: November 13, 2017 meeting & November 27, 2017 meeting

PUBLIC PARTICIPATION:

TREASURER'S REPORT:

AUDIT & PAYMENT OF CLAIMS #11 (2018-2019)

1. Abstract of Unaudited vouchers for the General Fund for \$64,796.52
2. Abstract of Unaudited vouchers for the Water Fund for \$1891.83
3. Abstract of Unaudited vouchers for the Sewer Fund for \$603.13

COMMUNICATIONS:

COMMITTEE REPORTS:

Administration/Community Association – James DeGennaro, Trustee

Parks/Public Works – Charles Harding, Trustee

Planning – none

Public Safety – Michael Cashman, Trustee

Water & Sewer – Robert Aagre, Trustee

*1. Our recent run of good luck in not having any water or sewer line breaks lasted until this past weekend, . At least 2 breaks in the sewer line appeared on the east end of Kirkwood Ave. and, after another break in the same area a year ago, it was deemed prudent to replace the approximately 250-foot sewer pipe with new plastic pipe. We got a very fair price of no more than \$19,000 for parts and labor, with the exception of the hot asphalt restoration, which will be done separately in the Spring. We thank the residents on the east end of Kirkwood for their cooperation. The project should be finished this week.*

*2. The Watson Ave lift station has had a series of clogs caused by massive doses of grease being flushed/dumped down the drains. Repeated doses of industrial-strength Dawn detergent has worked well, but for the long-term, we have ordered some special algae enzymes which will feed on the grease year-around.*

Zoning Board of Appeals – none

OLD BUSINESS:

RESOLUTIONS FOR APPROVAL:

1. Resolution approving Mayor's reappointment of Coughlin & Gerhart as Attorney for the Village for a term to expire December 31, 2019.
2. Resolution approving the Mayor's appointment of Susan Fox as Village Clerk/Tax Collector for a two-year term to expire December 31, 2020.
3. Resolution approving the Mayor's appointment of Sandra Reifler as Village Treasurer for a two-year term to expire December 31, 2020.

4. Resolution approving the Mayor's appointment of William Broderick as Building Inspector for a one-year term to expire December 31, 2019.
5. Resolution approving the Mayor's appointment of John Broughton as Code Enforcement Officer for a one-year term to expire December 31, 2019
6. Resolution approving Mayor's reappointment of Corina Beames as Deputy Village Clerk for a term to expire December 31, 2019
7. Resolution approving Mayor's reappointment of Robert Blakeslee and Roger Shaller as Village Historians for a term to expire December 31, 2019
8. Resolution approving Mayor's reappointment of Peter Dionne as member of the Planning Board for a term to expire December 31, 2023
9. Resolution approving Mayor's reappointment of Robert Sherling as member of the Zoning Board of Appeals for a term to expire December 31, 2022
10. Resolution reaffirming mayoral appointment of ad hoc members for the Zoning Board of Appeals - Paul Kallfelz.
11. Resolution reaffirming mayoral appointment of ad hoc members for the Planning Board – Emily Carpenter
12. Resolution approving Robert Shields, Edward Corcoran, Robert Aagre as members to the Tree Board.
13. Resolution reaffirming and re-adopting resolutions establishing Procurement Policy adopted February 14, 1995 and Cash Management and Investment Policies adopted December 14, 1993
14. 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
15. Resolution appointing the Press & Sun-Bulletin as the official newspaper for 2019, 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.
16. Resolution naming all commercial banks in Broome County as depositories for Village funds.
17. Resolution reaffirming the Village Hall Use Policy adopted 10/8/2002.
18. Resolution reaffirming the Village Employee Personnel Policy adopted 11/12/2002 as amended.
19. 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.
20. Resolution establishing reimbursement of travel and mileage expenditures incurred in 2019 for travel and use of private vehicles on Village business at the Internal Revenue Service (IRS) rates prescribed for 2019.
21. Resolution authorizing payment in advance of audit on claims for public utility services and postage.
22. Resolution setting the date for the next organization meeting as December 10, 2019.
23. Resolution authorizing the Mayor and Trustees to attend any and all meetings of the Broome County Association of Towns & Villages.
24. 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.
25. Resolution renewing the agreement with SUNCO HOLDING CORP. d/b/a U SAVE TOWING AND RECOVERY, with offices located at 339 Front Street, Binghamton, NY 13901, hereinafter referred to as "U SAVE."

#### NEW BUSINESS/DISCUSSION:

1. Deputy Mayor appointments for 2019  
Trustee James DeGennaro
2. Committee Assignments for 2019
  - Administration Commissioner – James Degennaro**
    - Community Association Liaison.
    - Broome County Shared Services Health Care Committee.
    - Medical Insurance Cost Containment Initiative.
  - Public Safety Commissioner – Michael Cashman**
    - Broome County Emergency Services Liaison. (Fire, Police and EMS)

**Public Works & Parks Commissioner – Charles Harding**

- 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.

**Water & Sewer Commissioner – Robert Aagre**

- 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