

**VILLAGE OF PORT DICKINSON
Village Board Meeting Agenda
December 10, 2019
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 12 & 26, 2019 meetings

PUBLIC PARTICIPATION:

TREASURER'S REPORT:

AUDIT & PAYMENT OF CLAIMS #11 (2019-2020)

1. Abstract of Unaudited vouchers for the General Fund for \$11,510.57
2. Abstract of Unaudited vouchers for the Water Fund for \$13,398.80
3. Abstract of Unaudited vouchers for the Sewer Fund for \$1,147.13
4. Abstract of Unaudited vouchers for the Capital Project Fund for \$7,332.32

COMMUNICATIONS:

Certificate of Liability Insurance received for M & P Rogers Electric LLC

COMMITTEE REPORTS:

Administration/Community Association – Charles Harding, Trustee

Public Works – Michael Cashman, Trustee

Planning – meeting 12/10/19 7:00PM, Comprehensive Plan meetings 12/17/19 at 5:00PM

Public Safety – James DeGennaro, Trustee

Parks, Water & Sewer – Robert Aagre, Trustee

1. A curb box failed at the old trucking terminal and had to be replaced as an emergency project dig. Fortunately, a Port Dickinson police officer on patrol spotted the gushing water and called in the break to Public Works. A new curb box was installed within a few hours, after the break was noticed.

2. Other pipes and pumps are functioning normally. There have been no other breaks or clogs during the past month.

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, 2020.
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 John Broughton as Building Inspector/Code Enforcement Officer for a one-year term to expire December 31, 2020
5. Resolution approving Mayor's reappointment of Corina Beames as Deputy Village Clerk for a term to expire December 31, 2020
6. Resolution approving Mayor's reappointment of Robert Blakeslee and Roger Shaller as Village Historians for a term to expire December 31, 2020
7. Resolution approving Mayor's reappointment of Emily Carpenter as member of the Planning Board for a term to expire December 31, 2024
8. Resolution approving Mayor's reappointment of Elizabeth Donahue as member of the Zoning Board of Appeals for a term to expire December 31, 2024
9. Resolution reaffirming mayoral appointment of ad hoc members for the Zoning Board of Appeals for a term to expire 12/31/20 - David Robertson
10. Resolution reaffirming mayoral appointment of ad hoc members for the Planning Board for a term to expire 12/31/20 – Edward Corcoran
11. Resolution approving Robert Shields, Edward Corcoran, Robert Aagre as members to the Tree Board.
12. Resolution reaffirming and re-adopting resolutions establishing Procurement Policy adopted February 14, 1995 and Cash Management and Investment Policies adopted December 14, 1993
13. 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
14. Resolution appointing the Press & Sun-Bulletin as the official newspaper for 2020, 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.
15. Resolution naming all commercial banks in Broome County as depositories for Village funds.
16. Resolution reaffirming the Village Hall Use Policy adopted 10/8/2002.
17. Resolution reaffirming the Village Employee Personnel Policy adopted 11/12/2002 as amended.
18. 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.
19. 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.
20. Resolution authorizing payment in advance of audit on claims for public utility services and postage.
21. Resolution setting the date for the next organization meeting as December 8, 2020.
22. Resolution authorizing the Mayor and Trustees to attend any and all meetings of the Broome County Association of Towns & Villages.
23. 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.
24. 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."
25. Resolution authorizing the Mayor to sign an Intermunicipal Agreement with Broome County
26. Resolution approving the hiring of Daniel Siedel effective 12/10/19, for training purposes, and as fulltime Police Officer beginning 1/1/20 at a salary of \$30,000/yr and
27. Resolution approving the hiring of Paul Buttacavoli as parttime Police Officer beginning 1/1/20 at a salary of \$16.00/hr

NEW BUSINESS/DISCUSSION:

1. Proposal by Sentry Alarms for pump station monitoring
2. Raffle Consent Form for St. Francis of Assisi Parish
3. Time clock repair/replacement

4. Deputy Mayor appointments for 2020
Trustee James DeGennaro

5. Committee Assignments for 2020

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 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