

**Village of Port Dickinson  
Monthly Board Meeting  
April 9, 2024**

**Officers Present:**                    **Mayor**                    **Kevin M. Burke**  
   **Trustees**                    **Michael Cashman**  
                                      **James DeGennaro**  
                                      **Rob Moss**  
   **Attorney**                    **Nathan VanWhy**  
   **Clerk**                         **Susan Fox**  
   **Treasurer**                    **Sandra Reifler**

**Absent:**                                    **Trustee**                    **Rob Warholic**

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

**PUBLIC HEARING:**

- 1. Proposed 2024-2025 Budget”

Motion by Trustee Cashman, seconded by Trustee DeGennaro, to close the Public Hearing

AYE TRUSTEES: CASHMAN, DEGENNARO, MOSS  
NAY NONE

**PUBLIC COMMENT:**

Question by Brian Wood regarding how many dogs are allowed per household. The Mayor requested the Code Officer to review Village Code to see if it matches the Town of Dickinson Code as they provide dog control.

Dave Robertson – complaint about people parking on both sides of Summer St and possibly many unrelated people living at 4 Summer St. Question regarding possible code violations at 1 Phelps St. Trustee DeGennaro will follow up with the Police Dept and Code Enforcement.

**APPROVAL OF MINUTES:**

Motion by Trustee Moss, seconded by Trustee DeGennaro, for a resolution to approve the March 12, 2024 minutes.

AYE TRUSTEES: CASHMAN, DEGENNARO, MOSS  
NAY NONE

**TREASURER’S REPORT:**

**AUDIT AND PAYMENT OF CLAIMS: Abstract #19 (2023-2024)**

Motion by Trustee Cashman, seconded by Trustee DeGennaro, to pay claims as listed on the Abstract of Unaudited Vouchers for the General Fund for \$6,136.03

AYE TRUSTEES: CASHMAN, DEGENNARO, MOSS  
NAY NONE

Motion by Trustee Moss, seconded by Trustee DeGennaro, to pay claims as listed on the Abstract of Unaudited Vouchers for the Water Fund for \$128.26

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 \$2,100.00

AYE TRUSTEES: CASHMAN, DEGENNARO, MOSS  
NAY NONE

**AUDIT AND PAYMENT OF CLAIMS: Abstract #20 (2023-2024)**

Motion by Trustee DeGennaro, seconded by Trustee Cashman, to pay claims as listed on the Abstract of Unaudited Vouchers for the General Fund for \$31,308.65

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 \$1,564.97

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 \$74,604.99

AYE TRUSTEES: CASHMAN, DEGENNARO, MOSS  
NAY NONE

**COMMUNICATIONS:**

Certificate of Liability Insurance – LCP Group Inc

**TRUSTEE-COMMISSIONER REPORTS:**

**Administration/Community Association** – Rob Warholic, Trustee (Absent)

**Planning** –

**Public Works** – Michael Cashman, Trustee

*Employees are doing a good job. Working in the Park on Spring cleanup.*

**Public Safety** – James DeGennaro, Trustee

*Police: Report attached*

*Fire: Reports attached*

*Code Enforcement:*

*758 Chenango St - Attorney VanWhy reported that the owner was sentenced to 10 days of jail time and a \$1000 fine.*

*10 Beacon St – Attorney VanWhy reported that the owner has filed a motion to dismiss the action and a future date was set for a hearing on the motion.*

**Parks, Water & Sewer** – Robert Moss, Trustee

*Water/Sewer: Water arrears as of 4/9/24 - \$2,507.47*

*Park: Trustee Moss has discussed trees in the Park with several sources. Cooperative Extension experts have recommended no further planting until it is determined why other trees have died.*

*Mayor Burke reported that he has spoken with the construction company that was doing work on the 188 bridge over the basketball courts. They have agreed to reimburse the cost of the broken backboard and the invoice will be forwarded to them.*

**Zoning Board of Appeals:**

**RESOLUTIONS:**

1. Motion by Trustee Moss, seconded by Trustee DeGennaro, for a Resolution scheduling a Public Hearing on 5/14/24 at 6:00pm on A LOCAL LAW AMENDING CHAPTER 62 OF THE VILLAGE CODE REGARDING INSTALLATION, REPAIR AND MAINTENANCE OF WATER SERVICE.

AYE TRUSTEES: CASHMAN, DEGENNARO, MOSS  
NAY NONE

2. Motion by Trustee DeGennaro, seconded by Trustee Cashman, for a Resolution adopting Police Policy and Procedure 144.90 TIRE DEFLATION DEVICES

AYE TRUSTEES: CASHMAN, DEGENNARO, MOSS  
 NAY NONE

3. Motion by Trustee Moss, seconded by Trustee DeGennaro, for a Resolution adopting the 2024-2025 Budget

AYE TRUSTEES: CASHMAN, DEGENNARO, MOSS  
 NAY NONE

4. Motion by Trustee DeGennaro, seconded by Trustee Moss, for a Resolution authorizing the Mayor to sign the Tax Collector's Warrant.

AYE TRUSTEES: CASHMAN, DEGENNARO, MOSS  
 NAY NONE

5. Motion by Trustee DeGennaro, seconded by Trustee Moss, for a Resolution authorizing the Mayor to consult with Thoma Assoc. for grantwriting for the Chenango St water main replacement and curb replacement.

AYE TRUSTEES: CASHMAN, DEGENNARO, MOSS  
 NAY NONE

6. Motion by Trustee Moss, seconded by Trustee DeGennaro, for a Resolution authorizing the hiring of Municipal Solutions for assistance with bonding for the Rochelle Rd. water main replacement.

AYE TRUSTEES: CASHMAN, DEGENNARO, MOSS  
 NAY NONE

7. Motion by Trustee Moss, seconded by Trustee DeGennaro, for a Resolution delegating the Mayor retain bond counsel with the law firms of either Orrick or Hawkins Delafield. (Attorney VanWhy has provided contact information for both.)

AYE TRUSTEES: CASHMAN, DEGENNARO, MOSS  
 NAY NONE

**OLD BUSINESS:**

**NEW BUSINESS:**

- Trustee Moss reported beavers have built a dam along the Rt. 7 draining ditch. NYS DOT is aware and will be relocating the beavers.

Motion by Trustee Cashman, seconded by Trustee DeGennaro 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. 5 OF 2024**

**A LOCAL LAW AMENDING CHAPTER 62 OF  
THE VILLAGE CODE REGARDING INSTALLATION,  
REPAIR AND MAINTENANCE OF WATER SERVICE**

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

**Section 1.** Section 62-4E of the Village Code entitled “Installation, repair and maintenance of water service” shall be replaced entirely as follows:

- E. The property owner may choose to install, at his/her/its own expense, a meter pit at a depth and standard of construction as specified by the Commissioner of Water and Sewer. The service line between the curb box and such meter pit or, if no meter pit is installed, between the curb box and the building, shall be of Type K copper tubing of the required minimum inside diameter. If a meter pit is installed, then the service line between such meter pit and the building shall be of \_\_\_\_\_ plastic tubing of the required minimum inside diameter. On the inside of the building an approved stop and waste valve shall be installed where the service line enters. The installation of the service line shall be at an elevation of five (5) feet below grade and shall be left exposed until inspected by the \_\_\_\_\_ and, if satisfactory, connection to the main will be completed. Upon completion of grading the curb box shall be at grade for access at all times. All plumbing work shall be done by a duly qualified plumber and all materials and labor for the installation, repair and maintenance shall be at the property owner's expense.

**Commented [NDV1]:** Currently says Board. Who would actually do the inspection?

**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.

**144.90 TIRE DEFLATION DEVICES****I. PURPOSE:**

- A. The purpose of this policy is to prescribe a procedure for members of the Port Dickinson Police Department to utilize tire deflating devices for incapacitating fleeing vehicles and minimizing the hazards associated with stopping any vehicles when the operators are unwilling to stop on their own.

**II. DISCUSSION:**

- A. In any law enforcement operation where a pursuit has been initiated, the officer must use reasonable judgement and responsibility in attempting to stop vehicles which are being operated by those operators unwilling to comply with the police officer's commands. Although "tire deflating devices" will be available for members of the Port Dickinson Police Department, they shall not be used in an irresponsible or reckless manner. The safety of all persons involved, and other drivers must be considered before the use of these devices are justified.

**III. POLICY: (New 03/2024)**

- A. The following policy statements are to serve as a guide to assist those members in use of the tire deflating devices.
1. Only an approved tire deflating device which shall be kept in the patrol vehicles shall be used by members of the Port Dickinson Police Department.
  2. Tire deflating devices shall not be deployed without the consideration of the following factors.
    - a. The reason for stopping the vehicle justifies the use of tire deflating devices.
    - b. The amount of other vehicular traffic present. (Can the operation be conducted safely without deflating the tires of other vehicles?)
    - c. The vehicle which officers are attempting to stop with the tire deflating devices has been positively identified as the fleeing vehicle.
  3. The tire deflation device will be authorized for deployment at the direction of the on-duty officer and, if assisting another agency, the on-duty Patrol Supervisor of the assisting agency as well. Deployment must meet approval of both agencies.

*Tire Deflation Devices (cont)*

4. The supervisor in charge shall notify Broome Communications if the tire deflating device will be used.
5. If possible, officers are to use natural conditions or barriers to assist in forcing the fleeing vehicle over the tire deflating devices.

6. The tire deflating devices shall be removed from the roadway immediately after the fleeing vehicle has gone by or over them.
7. The following activities are strictly forbidden while using Tire Deflating Devices.
  - a. The "Tire Deflating Device" shall not be used in attempting to stop motorcycles.
  - b. Officers shall not use other vehicles, such as civilian vehicles, to funnel or force the fleeing vehicle to drive over the tire deflating devices.
8. Post Incident Reporting.
  - a. The Police Chief or his designee shall ensure that the officer who used the tire deflation device submit a Subject Management Report. Every officer involved will submit a supplemental report.

#### B. Training

- All officers will successfully complete initial training prior to using any pursued vehicle deterrents and receive annual refresher training thereafter.

## Village of Port Dickinson

Trustees:  
Michael Cashman  
James DeGennaro  
Charles Harding  
Robert Moss

Village Hall, 786 Chenango St.  
Binghamton, NY 13901  
Phone: 607-771-8233  
Fax: 607-771-8235

Susan E. Fox, Clerk  
Sandra Reifler, Treasurer  
Coughlin & Gerhart, Attorney

KEVIN M. BURKE, MAYOR



### COLLECTOR'S WARRANT

#### STATE OF NEW YORK VILLAGE OF PORT DICKINSON

To: Susan Fox, Collector of Taxes in the Village of Port Dickinson

You are hereby charged with the total amount of \$432,549.00 levied on the tax roll, hereto annexed, and are authorized and directed to collect, no later than June 1, 2024 from the several persons and corporations, therein named, the amounts listed opposite their respective names, together with an interest thereon prescribed by law.

You are authorized to enforce the collection of any taxes remaining unpaid after the thirtieth day of June, as provided in Section 1432 of the Real Property Tax Law, and for so doing, this shall be your warrant.

You are directed to pay taxes collected, not later than November first, pursuant to Section 1426 of the Real Property Tax Law as follows:

To the Treasurer \$432,549.00

Given under our hand and seal of the Village of Port Dickinson this 9th day of April, 2024.

Kevin M. Burke, Mayor

Village Water Consumption for : Mar-24

Read dates:	Binghamton meter	Fenton Large	Fenton Small
4/1/2024	6269	38073125	8061117
2/29/2024	6269	37863349	7946609
Usage	0	209776	114508
Total cubic ft:	324284		

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Read dates:	Town of Fenton Sewer Readings
4/1/2024	54492700
2/29/2024	54383900
Total	108800 cu. ft.

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Read dates:	Wayne Ave.	sewer station readings (hours):		
	Pump1	Pump 2	Pump 3	
4/1/2024	7122	20210	18205	
2/29/2024	7079	20165	18166	
Totals	43	45	39	
Total hrs.	127			





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

**Police Department Monthly Report**

Report Month:	<b>March</b>	Police Commissioner:	<b>Trustee J. DeGennaro</b>
Report Year:	<b>2024</b>	Chief:	<b>Scot McDonald</b>
Report Date:	<b>04/09/2024</b>	Deputy Village Clerk:	<b>Corina M. Beames</b>

**Total Complaints Received:96 (86)**

- Med calls-3
- Traffic stops-10
- Noise-2
- Domestic-3
- Check welfare-6
- Police information-1
- Assault-1
- PDFD-2
- Building checks-6
- Dispute-1
- Open door-1
- Assistance rendered-2
- 911 hang up-1
- Suspicious-6
- Mental health-3
- Person annoying-1
- Vehicle Repo-1

**Parking warning: 21 tickets issued-7**

**Miscellaneous-18** \*Includes Assist other agencies, Lockouts, Alarms, Animals, Traffic lights, Information, code enforcement, special details, vacant properties , and Etc.

<b>491 start mileage:20,414</b>	<b>492 start mileage: 74,451</b>
<b>Ending mileage 20,537</b>	<b>Ending mileage 76,279</b>
<b>Total:123</b>	<b>Total: 1828</b>

**Report of the  
CHIEF  
March 2024**



**Alarms**

ALARMS		RESPONSE		TIMES	
Fire	7	Avg Members Response (F)	1.86	Med Avg	1
EMS	7	Avg Alarm to Response	8.50	0700-1500	5
Standby		Avg Alarm to Arrival	10.6 6	1500-2300	5
<b>Total</b>	<b>14</b>	<b>Total Time in Service (hh:mm)</b>	<b>8:00</b>	<b>2300-0700</b>	<b>4</b>
MUTUAL AID		LOCATION		DOLLAR LOSS/VALUE	
Given	4	Village of Port Dickinson	7	Fire Loss	
Received	1	Town of Dickinson	3	\$50,000	
Engine 94		Town of Fenton	4	Property Saved	
No Tone		Town of Chenango		200,000	
		Town of Kirkwood			
		City of Binghamton			
		Other			
CASUALTIES			YTD		
		Fire Service Injured	0		
		Fire Service Death	0		
		Civilian Injured	0		
		Civilian Death	0		

CODE	DESCRIPTION		YTD	CODE	DESCRIPTION		YTD
111	Building Fire		4	440	Electrical/Wiring Problem		
114	Chimney Fire			444	Power Line Down		
131	Passenger Vehicle fire			4441	Power/Cable Line Down		
142	Brush Fire			445	Arcing electrical equipment		
150	Outside Rubbish Fire			520	Water Problem, other		
212	Overpressure Steam Boiler			550	Public Service Assistance		
311	Medical Assist, Assist EMS			571	Standby/Moveup		2
3001	EMS Incident, No Response	6	15	611	Dispatched, Canceled enroute	2	4
321	EMS Incident, Except MVA	1	2	651	Smoke Scare, Odor of Smoke		1
322	MVA w/ Injury	1	3	700	False Call, False Alarm, Other		
323	Vehicle vs Ped Accident			714	False Alarm - Malicious		
324	MVA w/out Injuries			735	Alarm Activation - Malfunction	1	1
350	Rescue/Extrication, other			745	Alarm Activation - Unintentional	1	3
355	Confined Space Rescue			746	CO Alarm Activation, No CO		3
4001	Tree Down, No wires	1	1	800	Severe Weather, other		
412	Gas Leak (NG or LPG)		1				

4121	Gas Leak, no leak found	1	1			
424	Carbon Monoxide Incident				<b>TOTAL</b>	14 41

**Report of the Chief**  
**March 2024**



SUMMARY	Training	Average	Total
	Hours Offered	Members Present	Man Hours
March	7	5.4	35
YTD Totals	19	6.8875	125
Non Department 35 Training			

**TRAINING**

Wk	Date	Lesson	Training Hours Offered	Members Present	Total Man Hours
	3/3/2024	Parade Detail	2	4	8
	3/4/2024	Driver Training	1	3	3
	3/11/2024	Monthly Meeting		8	0
	3/18/2024	Pre-Plans, Chase Walkthrough	2	6	12
	3/25/2024	Air Pack Training on new Air Packs	2	6	12