

**Village of Port Dickinson
Monthly Board Meeting
June 10, 2025**

Officers Present:	Mayor Trustees Clerk Treasurer	Kevin M. Burke Michael Cashman James DeGennaro Rob Moss Susan Fox Sandra Reifler
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Absent:	Trustee	Robert Warholc
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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 Moss, to approve the May 13, 2025 minutes.

AYE TRUSTEES: DEGENNARO, CASHMAN, MOSS
NAY NONE

TREASURER'S REPORT:

AUDIT AND PAYMENT OF CLAIMS: Abstract #21 (2024-2025)

1. Motion by Trustee Moss, seconded by Trustee DeGennaro, to pay claims as listed on the Abstract of Unaudited Vouchers for the General Fund for \$4,711.40
AYE TRUSTEES: DEGENNARO, CASHMAN, MOSS
NAY NONE

AUDIT AND PAYMENT OF CLAIMS: Abstract #22 (2024-2025)

1. Motion by Trustee Cashman, seconded by Trustee Moss, to pay claims 1-10, 12-13, 15-22 for the General Fund for \$61,507.38; 2-3, 5-6, 11, 14, 23 for the Water Fund for \$44,578.76; and 2-3, 6-7 for the Sewer Fund for \$1,230.71
AYE TRUSTEES: DEGENNARO, CASHMAN, MOSS
NAY NONE

AUDIT AND PAYMENT OF CLAIMS: Abstract #1 (2025-2026)

1. Motion by Trustee DeGennaro, seconded by Trustee Cashman, to pay claims on the Abstract of Unaudited vouchers numbered 1-2, 4-12 for the General Fund for \$23,459.41; Abstract of Unaudited vouchers number 3 for the Water Fund for \$3,505.26; and Abstract of Unaudited vouchers number 3 for the Sewer Fund for \$2,679.70
AYE TRUSTEES: DEGENNARO, CASHMAN, MOSS
NAY NONE

COMMUNICATIONS:

- Certificate of Liability Insurance received for Karges & Cunningham

TRUSTEE-COMMISSIONER REPORTS:

Administration/Community Association – Robert Warholic, Trustee

Absent

Public Works – Michael Cashman, Trustee

John Broughton has moved to part-time and Scott Jokel is now fulltime.

Planning – none

Public Safety – James DeGennaro, Trustee

Reports attached

Parks, Water & Sewer – Robert Moss, Trustee

Park: path paving has started

Zoning Board of Appeals – none

RESOLUTIONS:

1. Motion by Trustee Moss, seconded by Trustee DeGennaro, to accept a grant of \$18,207.83 from the Broome County District Attorney's Office for purchase and installation of new computers in the Police cars.
 AYE TRUSTEES: DEGENNARO, MOSS, CASHMAN
 NAY NONE
2. Motion by Trustee Moss, seconded by Trustee DeGennaro, authorizing the Mayor to sign a Shared Services Agreement with NYS DOT for the period 1/1/2025-12/31/2028.
 AYE TRUSTEES: DEGENNARO, MOSS, CASHMAN
 NAY NONE
3. Motion by Trustee Cashman, seconded by Trustee DeGennaro, to accept the Building Inspector's report of an unsafe structure at 3 Newton St.
 AYE TRUSTEES: DEGENNARO, MOSS, CASHMAN
 NAY NONE
4. Motion by Trustee Cashman, seconded by Trustee Moss, to schedule a Public Hearing on 7/8/25 at 6:00PM regarding the unsafe structure at 3 Newton St.
 AYE TRUSTEES: DEGENNARO, MOSS, CASHMAN
 NAY NONE

OLD BUSINESS:

- The \$100,000 NYS grant for Rochelle Rd water main replacement is supposed to be

received with the next couple of weeks.

- The Rochelle Rd project total was approximately \$543,000. There is \$155,774 in ARPA monies and the \$100,000 grant to apply to the cost. The remaining amount will be paid by a loan from the General Fund to the Water Fund. Attorney VanWhy will prepare the necessary forms.
- Attorney VanWhy has completed the letter to the Town of Fenton regarding overpayment of water fees to them and Clerk Fox will send on 6/11/25.
- Attorney VanWhy will prepare notice to the Town of Fenton regarding raising the sewer rate to \$1.57/100 cf. giving 120 day notice of the increase.
- Mayor Burke reported that Thoma Associates has indicated that CDBG funding is being held up at the Federal level. The Mayor will contact US Congressman and Senators for assistance.

NEW BUSINESS:

- There will be a work session on 6/24/25 for Board members to review the draft electronic Code.

Motion by Trustee Cashman, seconded by Trustee Moss to adjourn at 6:43 pm

AYE TRUSTEES: DEGENNARO, MOSS, CASHMAN

NAY NONE

Respectfully submitted,
Susan E. Fox, Village Clerk

Village of Port Dickinson
 Village Hall, 786 Chenango Street
 Port Dickinson, New York 13901
 Telephone: (607) 771-8233
 Fax: (607) 722-0072
John M. Broughton, Code Enforcement Officer



MONTHLY REPORT

May 2025

To: **Board of Trustees**

From: **John M. Broughton**
Code Enforcement Officer

Issued several garbage can/ removal warnings,

Issued violation to 676 Chenango St for garbage and grass/owner complied with both violations

Issued grass violation to 753 Chenango St owner mowed

Issued violation to 22 Dickinson Ave for grass, owner mowed

Recheck 11 Grant, owner has not contacted me or made any attempt to remedy, will be issuing an appearance ticket to court

Issued violation 789 Chenango St for overgrown weeds, was contacted by owners daughter and met with her and her contractor on site and advised what needed to be taken care of

Issued violation for grass and paint at 772 State St, owner mowed but has not painted and he still has some time left for compliance

Issued grass and porch railing violation to 32 Phelps St, owner made contact and will be mowing but asked for more time to repair the railing

Issued grass violation to 749 Chenango St. owner mowed

Issued grass violation to 29 Dickinson Ave, owner mowed

Issued 4 building permits for fence, porch replacements.

Attended court proceeding for 19 Bromley Ave. owner has not complied and a sentencing hearing is scheduled for 6/10/25

Village Water Consumption for : May-25

Read			
dates:	Binghamton meter	Fenton Large	Fenton Small
5/30/2025	212552	41596995	9543975
5/1/2025	208829	41353423	9442533
Usage	3723	243572	101442
Total cubic ft:	378199		

Read	
dates:	Town of Fenton Sewer Readings
5/30/2025	55257500
5/1/2025	55179700

Total 77800 cu. ft.

Read	Wayne		
dates:	Ave.	sewer station readings (hours):	
	Pump1	Pump 2	Pump 3
5/30/2025	7495	20644	18565
5/1/2025	7454	20599	18523
Totals	41	45	42

Total hrs. 128



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

Police Department Monthly Report

Report Month:	May	Police Commissioner:	Trustee J. DeGennaro
Report Year:	2025	Chief:	Scot McDonald
Report Date:	06/04/2025	Deputy Village Clerk:	Corina M. Beames

Total Complaints Received:69 (72)

Med calls-6	Forgery/fraud-1
PDFD-1	Harassment-3
Court warrant-2	Larceny-2
Assistance rendered-4	Missing/runaway-2
Criminal mischief-1	Assault-1
Domestic-5	
Mental health-2	
MVAPD-3	
Disturbance-2	
Check welfare-6	
Person's annoying-1	
Dispute-1	
Vehicle theft-1	
Suspicious-5	
Traffic stop-7	

Parking tickets issued-0

Miscellaneous-13 **Includes Assist other agencies, Lockouts, Alarms, Animals, Traffic lights, Information, code enforcement, special details, vacant properties , and Etc.*

491 start mileage:30,802
Ending mileage 32,175
Total:1,373

492 start mileage: 88,404
Ending mileage 88,512
Total:108

Report of the Chief
May 2025



TRAINING

SUMMARY	Training Hours Offered	Average Members Present	Total Man Hours
May	9	5.6	40
YTD Totals	39	6.09	198
Non Department 35 Training			

Wk	Date	Lesson	Training Hours Offered	Members Present	Total Man Hours
		Community Night at CVHS	3	2	6
	5/5/2025	Station Maintenance	2	7	14
	5/5/2025	Work Detail - Chase Funeral Home	2	2	4
	5/12/2025	Monthly Meeting		9	0
	5/19/2025	Hose Test - Engine Hose	2	8	16

Report of the CHIEF
May 2025



Alarms

ALARMS		RESPONSE		TIMES	
Fire	7	Avg Members Response (F)	2.43	Med Avg	
EMS	8	Avg Alarm to Response	4.67	0700-1500	
Error		Avg Alarm to Arrival	7.00	1500-2300	
Total	15	Total Time in Service (hh:mm)	5:15	2300-0700	
MUTUAL AID		LOCATION		DOLLAR LOSS/VALUE	
Given	7	Village of Port Dickinson	6	<u>Fire Loss</u>	
Received	1	Town of Dickinson	2		
Engine 94		Town of Fenton	5	<u>Property Saved</u>	
No Tone		Town of Chenango			
		Town of Kirkwood		<u>Fire Loss YTD</u>	-
		City of Binghamton	1	\$146,000	\$56,
		Other	1	<u>Property Saved YTD</u>	

				\$351,000	
		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		6	444	Power Line Down		
114	Chimney Fire			4441	Phone/Cable Line Down		
131	Passenger Vehicle fire			445	Arcing electrical equipment		
142	Brush Fire		1	520	Water Problem, other		
150	Outside Rubbish Fire			550	Public Service Assistance		
212	Overpressure Steam Boiler			571	Standby/Moveup		1
311	Medical Assist, Assist EMS	1	6	611	Dispatched, Canceled enroute		4
3001	EMS Incident, No Response	5	28	651	Smoke Scare, Odor of Smoke		
321	EMS Incident, Except MVA	2	7	700	False Call, False Alarm, Other		
322	MVA w/ Injury	1	3	714	False Alarm - Malicious		
323	Vehicle vs Ped Accident			735	Alarm Activation - Malfunction		
324	MVA w/out Injuries			745	Alarm Activation - Unintentional		1
350	Rescue/Extrication, other			746	CO Alarm Activation, No CO		
355	Confined Space Rescue			800	Severe Weather, other		
412	Gas Leak (NG or LPG)			813	Windstorm Assessment		
4121	Gas Leak, no leak found		4				
424	Carbon Monoxide Incident						
440	Electrical/Wiring Problem				TOTAL		15