

**Village of Port Dickinson
Monthly Board Meeting
July 8, 2025**

Officers Present:	Mayor	Kevin M. Burke
	Trustees	James DeGennaro
		Rob Moss
	Clerk	Susan Fox
	Treasurer	Sandra Reifler

Absent:	Trustees	Michael Cashman
		Robert Warholc

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

PUBLIC HEARING:

- 3 Newton St, unsafe structure
Tucker Williams appeared on behalf of the owner and stated that he will be demolishing the structure and requested a 30 day extension. Attorney VanWhy advised keeping the Public Hearing open until the demolition was completed.

PUBLIC COMMENT:

- Carl Chamberlain, 10 Church St, and Joe McMillion, 9 Church St., reported Code violations at 7 Church St. The roof is falling in, building is not secured, lawn is not mowed. Attorney VanWhy has advised that the County may be in the process of foreclosure. Code Officer Broughton will contact Broome County and DPW will keep lawn mowed until the matter is resolved.

APPROVAL OF MINUTES:

Motion by Trustee Moss, seconded by Trustee DeGennaro, to approve the June 10 and June 24, 2025 minutes.

AYE MAYOR BURKE, TRUSTEES: DEGENNARO, MOSS
NAY NONE

TREASURER'S REPORT:

AUDIT AND PAYMENT OF CLAIMS: Abstract #3 (2025-2026)

1. Motion by Trustee DeGennaro, seconded by Trustee Moss to pay Abstract of Unaudited vouchers numbered 1, 3, 7-15 for the General Fund for \$34,278.10
2. Motion by Trustee DeGennaro, seconded by Trustee Moss, to pay Abstract of Unaudited vouchers number 1-2, 5,7,12 for the Water Fund for \$1,290.52
3. Motion by Trustee Moss, seconded by Trustee DeGennaro, to pay Abstract of Unaudited vouchers number 2, 4, 6-8 for the Sewer Fund for \$40,276.31

AYE MAYOR BURKE, TRUSTEES: DEGENNARO, MOSS
NAY NONE

COMMUNICATIONS:

TRUSTEE-COMMISSIONER REPORTS:

Administration/Community Association – Robert Warholic, Trustee
Absent

Public Works – Michael Cashman, Trustee
Absent

Planning – none

Public Safety – James DeGennaro, Trustee
Reports attached

Parks, Water & Sewer – Robert Moss, Trustee
Thanked DPW employees for their work after the 7/3/25 storm.

Park: will remain closed until storm damage can be assessed and the Park is safe.

Water: Water/Sewer: 5 accounts were shutoff today for a total of \$865.25 due: 15 Beacon St, 753 Chenango St., 10 James Ave, 6 Perkins Ave and 762 ½ State St. \$1,553.33 due on accounts already shut off.

Zoning Board of Appeals – none

RESOLUTIONS:

1. Motion by Trustee DeGennaro, seconded by Trustee Moss, authorizing the Mayor to sign the Legal Services Agreement with NDV Law, PLLC for a fee of \$2600.00 per month with additional fees as described.

AYE	MAYOR BURKE, TRUSTEES: DEGENNARO, MOSS
NAY	NONE
2. Motion by Trustee Moss, seconded by Trustee DeGennaro, scheduling a Public Hearing on 8/12/25 at 6:00PM on proposed Local Law 5-2025, A Local Law Establishing a Temporary Moratorium on Commercial Development ALONG CHENANGO STREET BETWEEN BROMLEY AVENUE AND GRANT STREET within the Village of Port Dickinson, Broome County, New York

AYE	MAYOR BURKE, TRUSTEES: DEGENNARO, MOSS
NAY	NONE
3. Motion by Trustee Moss, seconded by Trustee DeGennaro, authorizing the Mayor to sign a Demand Note for \$228,176.09, with interest of 1% per year for a term of for a period of 30 years. Rochelle Rd BAN of \$584,585.88 to be paid to Municipal Solutions, \$100,000 from Sen. Webb grant, \$100,000 from the Water Fund, \$156,409.79 from ARPA monies, with the balance of \$228,176.09 as a loan from the General Fund to the Water Fund.

AYE MAYOR BURKE, TRUSTEES: DEGENNARO, MOSS
 NAY NONE

OLD BUSINESS:

- The Treasurer will identify Capital Reserve Funds to be re-established.
- Mayor Burke is attempting to clarify the Cap Fee on water bills with the City of Binghamton.
- Clerk Fox will contact General Code and request an extension on Code Book review until 9/30/25.

NEW BUSINESS:

- Clerk Fox is attempting to clarify tax exemptions for Village homeowners. She will contact Broome County Real Property and the Town Assessor. Information will be distributed to the Board as it becomes available.

Motion by Trustee Moss, seconded by Trustee DeGennaro to adjourn at 6:40 pm

AYE MAYOR BURKE, TRUSTEES: DEGENNARO, MOSS
 NAY NONE

Respectfully submitted,
 Susan E. Fox, Village Clerk

Village of Port Dickinson

LOCAL LAW NO. 5 FOR THE YEAR 2025

A Local Law Establishing a Temporary Moratorium on Commercial Development ALONG CHENANGO STREET BETWEEN BROMLEY AVENUE AND GRANT STREET within the Village of Port Dickinson, Broome County, New York

SECTION 1. PURPOSE AND INTENT

The Village Board of Trustees of the Village of Port Dickinson finds that there currently exists a need to review, evaluate, and if necessary, revise the zoning and land use regulations governing commercial development along Chenango Street between Bromley Avenue and Grant Street. This need arises from concerns regarding the potential impacts of commercial projects on community character, traffic safety, environmental resources, public infrastructure, and the health, safety, and general welfare of the residents. In order to allow adequate time for thoughtful land use planning and to ensure that future commercial development is consistent with the Village's goals and vision, the Board deems it necessary to temporarily suspend the review, processing, and approval of applications for commercial development along Chenango Street between Bromley Avenue and Grant Street. This moratorium will provide the Village with the opportunity to conduct studies, solicit public input, and implement any necessary changes to its regulatory framework.

SECTION 2. AUTHORITY

This Local Law is enacted pursuant to the authority conferred by the New York State Constitution, the Municipal Home Rule Law, and Article 7 of the Village Law of the State of New York, which collectively authorize the Village Board to adopt local laws for the protection and enhancement of the quality of life within the Village and to regulate land use and development.

SECTION 3. DEFINITIONS

- A. **Chenango Street Commercial Development:** Any construction, expansion, alteration, or change of use of a building, structure, or lot that has lot frontage along Chenango Street within the Village, between Bromley Avenue and Grant Street, for purposes of retail, wholesale, service, office, industrial, hospitality, or other business or non-residential enterprise intended to produce income or profit, whether for public or private entities, including but not limited to shopping centers, office buildings, restaurants, hotels, warehouses, and similar facilities.
- B. **Moratorium:** A temporary suspension of the receipt, consideration, review, approval, or issuance of permits or approvals for Chenango Street Commercial Development as defined herein.
- C. **Village:** The Village of Port Dickinson, Broome County, New York.
- D. **Board:** The Board of Trustees of the Village of Port Dickinson.

SECTION 4. ENACTMENT OF MORATORIUM

- A. Upon the effective date of this Local Law, and continuing for a period of twelve (12) months thereafter, there shall be a moratorium on all Chenango Street Commercial Development within the Village of Port Dickinson.
- B. No department, board, agency, or officer of the Village shall accept, review, process, or approve any application for subdivision, site plan, special use permit, variance, building permit, certificate of occupancy, or any other approval or permit that would allow for the commencement or expansion of a Chenango Street Commercial Development as defined above.
- C. This moratorium applies to all zoning districts within the Village, regardless of the underlying zoning classification, and to all forms of Chenango Street Commercial Development not expressly exempted under Section 7 of this Local Law.

SECTION 5. DURATION

The moratorium imposed by this Local Law shall remain in effect for twelve (12) months from the date of its adoption by the Village Board. The Board may, by resolution, extend the moratorium for up to two additional periods of six (6) months each, upon a finding that such extension is necessary to complete the studies, public hearings, and legislative actions contemplated by this Local Law.

SECTION 6. STUDY AND REVIEW PROCESS

- A. During the effective period of the moratorium, the Village Board, in cooperation with the Planning Board, Village Counsel, and such professionals or consultants as may be necessary, shall undertake a comprehensive review of the Village's zoning laws, subdivision regulations, comprehensive plan, and other land use regulations as they pertain to Chenango Street Commercial Development.
- B. The Board shall hold at least one (1) public hearing to solicit input from residents, business owners, and other interested parties regarding the potential impacts of Chenango Street Commercial Development and strategies for managing growth consistent with the Village's character and values.
- C. The Board shall develop and consider amendments to the Village's regulatory framework, including but not limited to zoning amendments, new design standards, or additional environmental or infrastructure requirements, as may be deemed necessary to address identified needs and concerns.
- D. The Board shall provide periodic updates to the community regarding the status of the review process and the anticipated timeline for completion.

SECTION 7. EXEMPTIONS

The following activities shall be exempt from the moratorium imposed by this Local Law:

- A. The repair, maintenance, or rehabilitation of existing commercial structures that do not result in a change of use, expansion of floor area, or intensification of use.
- B. Activities necessary to address a bona fide emergency affecting the public health or safety, provided that written notice is given to the Village Board within five (5) business days of commencement.
- C. Governmental or public utility projects deemed essential to the continued operation of vital services, as determined by the Village Board.

SECTION 8. HARDSHIP WAIVER

- A. Any property owner or applicant affected by this moratorium may apply to the Village Board for a waiver from strict compliance with the requirements of this Local Law on the grounds of undue hardship.
- B. The applicant shall submit a written request specifying the nature of the hardship and the reasons why a waiver should be granted. The Village Board shall hold a public hearing on the application, following at least ten (10) days written notice to the applicant and publication in the official newspaper of the Village.
- C. In determining whether to grant a waiver, the Village Board shall consider:
 - 1. Whether the applicant can realize a reasonable return, provided that lack of return is substantial as demonstrated by competent financial evidence;
 - 2. Whether the hardship relating to the property in question is unique, and does not apply to a substantial portion of the district or neighborhood;
 - 3. Whether the waiver, if granted, will alter the essential character of the neighborhood
 - 4. The degree to which the hardship was self-created;
 - 5. The extent to which a waiver would adversely affect the purposes of this Local Law;
 - 6. Other factors deemed relevant to the public interest.
- D. Any waiver granted by the Board shall be the minimum necessary to address the demonstrated hardship and may be subject to conditions as deemed appropriate to protect the public interest.

SECTION 9. ENFORCEMENT AND REMEDIES

- A. Any person who shall construct, expand, or commence Chenango Street Commercial Development in violation of this Local Law shall be subject to a civil penalty of up to \$1,000 for each day that such violation continues, in addition to any other remedies available at law or in equity.
- B. The Village may seek injunctive relief to prevent or correct violations of this Local Law.
- C. The remedies provided herein shall be in addition to, and not in limitation of, any other rights or remedies available to the Village.

SECTION 10. SEVERABILITY

If any section, subsection, paragraph, sentence, clause, or provision of this Local Law shall be adjudged unconstitutional, invalid, or unenforceable by a court of competent jurisdiction, such determination shall not affect the validity of any other part of this Local Law, which shall remain in full force and effect.

Section 11. Superseding Intent and Effect

It is the specific intent of the Village Board that this Local Law shall supersede any inconsistent provisions of Sections 7-712, 7-712-A, 7-712-B, 7-725-A, 7-725-B and 7-728 of the Village Law of the State of New York, as well as all other inconsistent provisions of local ordinances, local laws, or local resolutions or policies of the Village of

Port Dickinson, including but not limited to provisions of the aforementioned state and local laws, ordinances, resolutions or policies that require the approval, or affect a default approval of land use applications within certain statutory time periods.

SECTION 12. EFFECTIVE DATE

This Local Law shall take effect immediately upon filing and publication in accordance with the requirements of the Village Law and the Municipal Home Rule Law of the State of New York.

Village Water Consumption for : Jun-25

Read dates:	Binghamton meter	Fenton Large	Fenton Small
6/30/2025	216707	41884508	9649334
5/30/2025	212552	41596995	9543975
Usage	4155	287513	105359

Total cubic ft: 397027

Read dates:	Town of Fenton Sewer Readings
6/30/2025	55306900
5/30/2025	55257500

Total 49400 cu. ft.

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

	Pump1	Pump 2	Pump 3
6/30/2025	7522	20673	18591
5/30/2025	7495	20644	18565
Totals	27	29	26

Total hrs. 82

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

June 2025

To: **Board of Trustees**

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

Issued several garbage can/ removal warnings,

Recheck 11 Grant, owner has not contacted me or made any attempt to remedy, appearance ticket was issued for 08/4/2025 for arraignment

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, owner has been slowly making progress and has until 7/17/25 for compliance

Issued violation for grass and paint at 772 State St, owner mowed but has not painted and an appearance ticket will be issued

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

Attended court proceeding for 19 Bromley Ave. owner has not complied and a sentencing hearing is scheduled for 8/4/2025

Final walk through inspection at Abbey Office Building, Certificate of Occupancy will be issued and move in date is 7/11/25

Received a complaint about rats in area of Kirkwood and Rochelle Rd, located a property that was storing bags of garbage in garage not in cans. Issued violation notice, owner contracted with Bert Adams and also provided a signed contract with exterminator.



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

Police Department Monthly Report

Report Month:	June	Police Commissioner:	Trustee J. DeGennaro
Report Year:	2025	Chief:	Scot McDonald
Report Date:	07/02/2025	Deputy Village Clerk:	Corina M. Beames

Total Complaints Received:74 (69)

Med calls-4	Forgery/fraud-2
PDFD-4	Building check-1
Assistance rendered-6	Missing/runaway-1
Encon related-1	
Domestic-1	
Mental health-3	
MVAPD-1	
DV-2	
Check welfare-7	
Person's annoying-1	
Civil matter-1	
Suspicious-7	
Traffic stop-9	

Parking tickets issued-2

Miscellaneous-21 **Includes Assist other agencies, Lockouts, Alarms, Animals, Traffic lights, Information, code enforcement, special details, vacant properties , and Etc.*

491 start mileage:32,175
Ending mileage 33,343
Total:1,168

492 start mileage: 88,512
Ending mileage 88,784
Total:272

Report of the Chief

June 2025



TRAINING

SUMMARY	Training Hours Offered	Average Members Present	Total Man Hours
June	8	6.2	42
YTD Totals	47	6.15	280
Non Department 35 Training			

Wk	Date	Lesson	Training Hours Offered	Members Present	Total Man Hours
	6/2/2025	Hose Test - PT25	2	7	14
	6/9/2025	Meeting		10	0
	6/16/2025	Elevator Emergencies	2	5	10
	6/23/2025	Reading Smoke, Fire Behavior	2	4	8
	6/30/2025	EMS Review	2	5	10

Report of the

CHIEF

June 2025



Alarms

ALARMS		RESPONSE		TIMES	
Fire	7	Avg Members Response (F)	2.57	Med Avg	
EMS	3	Avg Alarm to Response	6.00	0700-1500	
Error		Avg Alarm to Arrival	7.83	1500-2300	
Total	10	Total Time in Service (hh:mm)	3:15	2300-0700	
MUTUAL AID		LOCATION		DOLLAR LOSS/VALUE	
Given	3	Village of Port Dickinson	6	Fire Loss	
Received	3	Town of Dickinson	1		
Engine 94		Town of Fenton	3	Property Saved	
No Tone		Town of Chenango			
		Town of Kirkwood		Fire Loss YTD	-
		City of Binghamton		\$146,000	\$56,
		Other		Property Saved YTD	
				\$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		
311	Medical Assist, Assist EMS		6	611	Dispatched, Canceled enroute		2
3001	EMS Incident, No Response	2	30	651	Smoke Scare, Odor of Smoke		
321	EMS Incident, Except MVA	1	8	700	False Call, False Alarm, Other		1
322	MVA w/ Injury		3	714	False Alarm - Malicious		
323	Vehicle vs Ped Accident			735	Alarm Activation - Malfunction		2
324	MVA w/out Injuries			745	Alarm Activation - Unintentional		
350	Rescue/Extrication, other			746	CO Alarm Activation, No CO		1
355	Confined Space Rescue			800	Severe Weather, other		
412	Gas Leak (NG or LPG)			813	Windstorm Assessment		
4121	Gas Leak, no leak found	1	5				
424	Carbon Monoxide Incident						
440	Electrical/Wiring Problem				TOTAL		10