

**Village of Port Dickinson
Monthly Board Meeting
October 14, 2025**

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

Absent:	Trustees 	Rob Moss Robert Warholc
----------------	-------------------------	--

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

PUBLIC HEARING:
None

PUBLIC COMMENT:

- Sandra Wood requested information regarding the property behind her home. She has to have some trees removed and the contractor wants to leave the trees on the property behind her as there is no way to get the trees from behind her home to the street. She was advised to call the property owner, Joe Verrastro.

APPROVAL OF MINUTES:

Motion by Trustee Cashman, seconded by Trustee DeGennaro, to approve the September 9, 2025 minutes.

AYE MAYOR BURKE, TRUSTEE CASHMAN, TRUSTEE DEGENNARO
NAY NONE

TREASURER'S REPORT:

AUDIT & PAYMENT OF CLAIMS #8 (2025-2026)

1. Abstract of Unaudited vouchers numbered 1-3, 5-6, 8, 10-15, 18 for the General Fund for \$54,331.94
2. Abstract of Unaudited vouchers numbered 7, 9, 16-17 for the Water Fund for \$1,423.90
3. Abstract of Unaudited vouchers number 2, 4, 7, 17 for the Sewer Fund for \$1,852.52

Motion by Trustee Cashman, seconded by Trustee DeGennaro to pay above claims

AYE MAYOR BURKE, TRUSTEE CASHMAN, TRUSTEE DEGENNARO
NAY NONE

AUDIT & PAYMENT OF CLAIMS #9 (2025-2026)

1. Abstract of Unaudited vouchers numbered 1-8, 11-12, 15, 17-24, 26, 29, 30 for the General Fund for \$40,716.51
2. Abstract of Unaudited vouchers numbered 8-9, 13-14, 17, 25, 27, 31 for the Water Fund for \$3,895.23
3. Abstract of Unaudited vouchers number 1, 10, 16-17, 28 for the Sewer Fund for \$77,535.96

Motion by Trustee Cashman, seconded by Trustee DeGennaro to pay above claims

AYE MAYOR BURKE, TRUSTEE CASHMAN, TRUSTEE DEGENNARO

NAY NONE

COMMUNICATIONS:

TRUSTEE-COMMISSIONER REPORTS:

Administration/Community Association – Robert Warholic, Trustee

Absent

Public Works – Michael Cashman, Trustee

Leaf pickup has started. Yard waste pickup ends 10/21/25

Planning – *none*

Public Safety – James DeGennaro, Trustee

Reports attached

Parks, Water & Sewer – Robert Moss, Trustee

Absent

Zoning Board of Appeals – none

RESOLUTIONS:

1. Motion by Trustee DeGennaro, seconded by Trustee Cashman, waiving the permit fees until 3/31/26 for properties with hail damage due to the 7/3/25 storm
 AYE MAYOR BURKE, TRUSTEE CASHMAN, TRUSTEE DEGENNARO
 NAY NONE
2. Motion by Trustee DeGennaro, seconded by Trustee Cashman, approving a Standard Work Day of 6 hours for John Broughton
 AYE MAYOR BURKE, TRUSTEE CASHMAN, TRUSTEE DEGENNARO
 NAY NONE

OLD BUSINESS:

- The Treasurer will identify Capital Reserve Funds to be re-established.
- Mayor Burke has received information from the Town of Fenton regarding new water rates. He will clarify with the Town. Attorney VanWhy will contact the City of Binghamton regarding water rates.
- Mayor Burke reported that he had a report from Hulbert Engineering regarding Chenango St. water main replacement. The Engineering report is in progress, removing the Rochelle Rd scope.
 - WIHA – expect submission in 2026.
 - Hulbert Engineering will coordinate with Thoma Assoc for Spring submission of

- Intended Use Plan to NYS DOH Drinking Water State Revolving Fund
- CDBG – Thoma will continue to monitor for funding opportunities.

NEW BUSINESS:

- Mayor Burke has received notice that the Town of Dickinson had approved renewal of the Fire District contract for 3 years. Attorney VanWhy will contact ToD Attorney.

Motion by Trustee Cashman, seconded by Trustee DeGennaro to adjourn at 6:20 pm

AYE MAYOR BURKE, TRUSTEE CASHMAN, TRUSTEE DEGENNARO

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

September 2025

To: **Board of Trustees**

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

Spoke with owners of 740 and 742 Chenango St about storm damage clean up, both properties are working on it, painting for 742 will take place in the spring

In court for 11 Grant St, owner provided signed contract for roofing and siding

In court for 19 Bromley, owner provided a signed contract with Delta Engineering for garage survey, provided paid receipt for vinyl siding for the west side of the home, replaced 2 more windows on the west side of the home

Performed numerous site inspections and issued building permits for roofing due to 7/3/25 storm.

Issued Unregistered vehicle and paint violations to 1 Phelps St. Owner has provided valid registration documents for the vehicles. In court for paint of the house, owner has completed the main house painting and has window and door trim to finish. Also issued a separate violation for the downed tree and weed in side yard. Owner will have the tree cut up and placed at curb for pick up by end of yard waste season.

3 River St weeds and painting is now complete. Will speak with the owner about some small debris items stored in the driveway

In court for 24 River St pool violation. Owner plead not guilty and is making attempts to borrow funds from a family member for a hard cover. She installed a tarp/water bag cover over the pool however the pool does not hold water so the tarp falls inside

Issued grass violation to 772 State St, will have DPW mow after 10/18/25 if owner does not mow it himself

Village Water Consumption for : Sept-25

Read dates:	Binghamton meter	Fenton Large	Fenton Small
9/30/2025	240657	42700454	9958016
9/2/2025	240614	42435975	9866045
Usage	43	264479	91971
Total cubic ft:	356493		

Read dates:	Town of Fenton Sewer Readings
9/30/2025	55371400
9/2/2025	55344800

Total	26600 cu. ft.
-------	---------------

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

	Pump1	Pump 2	Pump 3
9/30/2025	7593	20770	18648
9/2/2025	7573	20749	18623
Totals	20	21	25

Total hrs.	66
------------	----



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

Police Department Monthly Report

Report Month:	September	Police Commissioner:	Trustee J. DeGennaro
Report Year:	2025	Chief:	Scot McDonald
Report Date:	10/07/2025	Deputy Village Clerk:	Corina M. Beames

Total Complaints Received:76 (68)

Med calls-6
PDFD-3
Building check-2
Burglary-1
Assistance rendered-1
Domestic-1
Larceny-1
MVAPD-1
Open/door-1
Noise-1
Check welfare-3
Civil matter-1
Suspicious-6
Traffic stop-17
Disputes-5
Parking tickets issued-2
Traffic tickets issued-8

911 hang up-1

DV-2

V&T violations reported-4

Miscellaneous-9 *Includes Assist other agencies, Lockouts, Alarms, Animals, Traffic lights, Information, code enforcement, special details, vacant properties , and Etc.

491 start mileage:36,784
Ending mileage 39,117
Total:2,333

492 start mileage: 89276
Ending mileage 89482
Total: 206 old vehicle

New 492: Start mileage: 536
Ending : 642
Total: 106

Report of the CHIEF September 2025



Alarms

ALARMS		RESPONSE		TIMES	
Fire	10	Avg Members Response (F)	2	Med Avg	
EMS	5	Avg Alarm to Response	7.50	0700-1500	
Error		Avg Alarm to Arrival	9.66	1500-2300	
Total	15	Total Time in Service (hh:mm)	3:15	2300-0700	
MUTUAL AID		LOCATION		DOLLAR LOSS/VALUE	
Given	4	Village of Port Dickinson	8	<u>Fire Loss</u>	
Received	2	Town of Dickinson	3		
Engine 94		Town of Fenton	4	<u>Property Saved</u>	
No Tone		Town of Chenango			
		Town of Kirkwood		<u>Fire Loss YTD</u>	-
		City of Binghamton		\$146,000	\$56,
		Other		<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	1	
131	Passenger Vehicle fire			445	Arcing electrical equipment		
142	Brush Fire		1	520	Water Problem, other	1	
150	Outside Rubbish Fire	1	1	550	Public Service Assistance		
212	Overpressure Steam Boiler			571	Standby/Moveup		
311	Medical Assist, Assist EMS		6	611	Dispatched, Canceled enroute	1	
3001	EMS Incident, No Response	5	47	651	Smoke Scare, Odor of Smoke		
321	EMS Incident, Except MVA		10	700	False Call, False Alarm, Other		
322	MVA w/ Injury	1	5	714	False Alarm - Malicious	1	
323	Vehicle vs Ped Accident			735	Alarm Activation - Malfunction		
324	MVA w/out Injuries			745	Alarm Activation - Unintentional	2	
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	2	7				
424	Carbon Monoxide Incident						
440	Electrical/Wiring Problem				TOTAL	15	

**Report of the Chief
September 2025**



TRAINING

SUMMARY	Training Hours Offered	Average Members Present	Total Man Hours
September	6	7.5	38
YTD Totals	65	7.6	402
Non Department 35 Training	200		200

Wk	Date	Lesson	Training Hours Offered	Members Present	Total Man Hours
	9/8/2025	Monthly Meeting		11	0
	9/15/2025	Hose Test - 5 lengths of LDH	2	5	10
	9/22/2025	Hose Loading and New Chainsaw Ops	2	8	16
	9/29/2025	Driver Training	2	6	12