

**Village of Port Dickinson
Monthly Board Meeting
July 14, 2026**

Officers Present:	Mayor Trustees	Kevin Burke Michael Cashman James DeGennaro Rob Moss
	Attorney Clerk	Nathan VanWhy Susan Fox
Absent:	Trustees Treasurer	Robert Warholc Sandra Reifler

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

PUBLIC HEARING:

1. Proposed Local Law 2-2026, "...amending chapter 250 of the Code of the Village of Port Dickinson entitled "zoning" to adopt the North Chenango St Corridor District and South Chenango St Corridor District, to amend related provisions of the Village Code, and to rezone certain commercial properties along Chenango Street."

Attorney read the 239 comments from Broome County Planning and indicated they could be considered at this time or reviewed at a later date. No Public Comment.

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

AYE CASHMAN, DEGENNARO, MOSS

NAY NONE

2. FY 2026 Small Cities Community Development Block Grant Program:
Mayor Burke requested all attendees to sign the attendance sheet and to view/take a copy of the Citizen Participation Plan.
Mayor Burke explained:
This is the first of two public hearings as required under the Community Development Block Grant Program at 24 CFR 570.486; to be held prior to submission of any Community Development Block Grant application.
Purposes of the first hearing:
 - To provide general information to the public about the CDBG program including, but not limited to CDBG Program requirements, eligible activities of the CDBG Program, types of grants, and program funding available;
 - To obtain citizens' views or complaints about the CDBG Program;
 - To respond to the public's proposals and encourage participation of low-to-moderate income persons in planning
 - To respond to and answer questions.

No public comment or questions.

Motion to close Public Hearing by Trustee Moss, seconded by Trustee DeGennaro
 AYE CASHMAN, DEGENNARO, MOSS
 NAY NONE

APPROVAL OF MINUTES:

Motion to approve minutes of the June 9, 2026 meeting by Trustee Cashman, seconded by Trustee Moss
 AYE CASHMAN, DEGENNARO, MOSS
 NAY NONE

PUBLIC PARTICIPATION: none

TREASURER'S REPORT: absent

AUDIT & PAYMENT OF CLAIMS # 26 (2025-2026)

1. Abstract of Unaudited vouchers numbered 1 for the Water Fund for \$44,836.72

Motion by Trustee Moss, seconded by Trustee Cashman to pay vouchers as listed
 AYE CASHMAN, DEGENNARO, MOSS
 NAY NONE

AUDIT & PAYMENT OF CLAIMS # 2 (2026-2027)

1. Abstract of Unaudited vouchers numbered 1-5, 7-13, 15, 17-20 for the General Fund for \$13,217.78
2. Abstract of Unaudited vouchers numbered 12, 14, 16 for the Water Fund for \$480.24
3. Abstract of Unaudited vouchers numbered 6, 12 for the Sewer Fund for \$864.74

Motion by Trustee Moss, seconded by Trustee Cashman to pay vouchers as listed
 AYE CASHMAN, DEGENNARO, MOSS
 NAY NONE

AUDIT & PAYMENT OF CLAIMS # 3 (2026-2027)

1. Abstract of Unaudited vouchers numbered 2, 5-10, 12-24 for the General Fund for \$24,818.22
2. Abstract of Unaudited vouchers numbered 4, 11, 24-26 for the Water Fund for \$3,120.18
3. Abstract of Unaudited vouchers numbered 1, 3, 8, 12, 27 for the Sewer Fund for \$42,848.06

Motion by Trustee Moss, seconded by Trustee DeGennaro to pay vouchers as listed
 AYE CASHMAN, DEGENNARO, MOSS
 NAY NONE

COMMUNICATIONS:

TRUSTEE-COMMISSIONER REPORTS:

Administration/Community Association – Robert Warholie
Absent

Public Works – Michael Cashman, Trustee
Employees are working hard.

Planning – None

Public Safety – James DeGennaro, Trustee
Reports attached
Code Enforcement –

Officer Broughton has retired effective this date.

Officer Broughton has been following up on property maintenance violations.

Several building permits have been issued.

Parks, Water & Sewer – Robert Moss, Trustee

New benches have been ordered for the Park.

A water leak was repaired on Chenango St at Wayne Ave.

Zoning Board of Appeals – none

OLD BUSINESS:

RESOLUTIONS FOR APPROVAL:

1. Resolution regarding Local Law 2-2026, unlisted SEQR action, responses to 11 categories of Short EAF are all negative.

Motion by Trustee Moss, seconded by Trustee Cashman for a negative declaration

AYE CASHMAN, DEGENNARO, MOSS

NAY NONE

2. Resolution adopting Local Law 2-2026, "...amending chapter 250 of the Code of the Village of Port Dickinson entitled "Zoning" to adopt the North Chenango St Corridor District and South Chenango St Corridor District, to amend related provisions of the Village Code, and to rezone certain commercial properties along Chenango Street."

Motion by Trustee DeGennaro, seconded by Trustee Moss to adopt the resolution

AYE CASHMAN, DEGENNARO, MOSS

NAY NONE

3. VILLAGE OF PORT DICKINSON RESOLUTION REGARDING DETERMINATION OF TYPE II ACTION PURSUANT TO THE STATE ENVIRONMENTAL QUALITY REVIEW ACT

WHEREAS, the Board of Trustees (the "Board") of the Village of Port Dickinson (the "Village") has reviewed a proposed project to replace the existing water mains along Chenango Street within the Village as set forth in the Preliminary Engineering Report prepared by Hulbert Engineering and Land Surveying DPC dated June 26, 2026 (the "Proposed Project"); and

WHEREAS, the Board has reviewed the criteria under the New York State Environmental Quality Review Act ("SEQR") regarding the determination of whether the Proposed Project constitutes a Type I, Type II or Unlisted action for the purposes of SEQR; and

WHEREAS, the Board has determined that the Proposed Project constitutes a Type II action pursuant to SEQR because the Proposed Project is the replacement of said water mains, in kind, on the same site as the existing water mains;

NOW THEREFORE BE IT RESOLVED that the Village Board hereby declares that the Proposed Project is a Type II action as defined under SEQR and does not require any further environmental review, determination or procedure; and be it further

RESOLVED that this resolution shall take effect immediately.

Motion by Trustee DeGennaro, seconded by Trustee Moss to approve the resolution

AYE CASHMAN, DEGENNARO, MOSS

NAY NONE

4. **RESOLUTION APPROVING AGREEMENT WITH HULBERT ENGINEERING AND LAND SURVEYING DPC FOR ENGINEERING SERVICES RELATED TO THE CHENANGO STREET WATER MAIN REPLACEMENT PROJECT AND WIIA GRANT APPLICATION**

WHEREAS, the Board of Trustees (the "Board") of the Village of Port Dickinson (the "Village") has reviewed a proposed project to replace the existing water mains along Chenango Street within the Village as set forth in the Preliminary Engineering Report prepared by Hulbert Engineering and Land Surveying DPC dated _____, 2026 (the "Proposed Project"); and

WHEREAS, the Village desires to retain Hulbert Engineering and Land Surveying DPC ("Hulbert Engineering") to provide engineering services related to the Proposed Project, including services necessary or appropriate in connection with the Village's application for grant funding through the New York State Water Infrastructure Improvement Act ("WIIA") program; and

WHEREAS, Hulbert Engineering has submitted a proposed agreement for such engineering services, and the Board has reviewed the proposed agreement and determined that approval of the same is in the best interests of the Village;

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the Village of Port Dickinson hereby approves the agreement with Hulbert Engineering and Land Surveying DPC for engineering services related to the Proposed Project and services related to the Village's WIIA grant application, subject to review and approval of the final form of said agreement by Village counsel; and be it further

RESOLVED, that the Mayor is hereby authorized to execute the agreement and any related documents necessary to effectuate the purposes of this resolution, in such final form as may be approved by Village counsel; and be it further

RESOLVED, that this resolution shall take effect immediately.

Motion by Trustee Cashman, seconded by Trustee DeGennaro to adopt the resolution

AYE CASHMAN, DEGENNARO, MOSS

NAY NONE

5. Motion by Trustee DeGennaro, seconded by Trustee Moss, for a Resolution approving the Mayor's appointment of Kyle Doyle as Building Inspector/Code Enforcement Officer effective 7/14/2026 at a salary of \$20,000 per year.

AYE CASHMAN, DEGENNARO, MOSS

NAY NONE

6. Motion by Trustee Moss, seconded by Trustee DeGennaro, for a resolution approving Jennifer Finelli to use the Park pavilion on Wed, 7/22/26 for a 75th birthday party with 50-75 people attending. Police and Fire have no safety concerns.

AYE CASHMAN, DEGENNARO, MOSS

NAY NONE

7. Motion by Trustee Moss, seconded by Trustee DeGennaro, for a Resolution authorizing the Mayor to sign an agreement with Hulbert Engineering and Land Surveying DPC for the Village Hall Facility Roof Replacement Project.

AYE CASHMAN, DEGENNARO, MOSS

NAY NONE

NEW BUSINESS/DISCUSSION:

Mayor Burke has reviewed insurance coverage with our agent.

Motion by Trustee Moss, seconded by Trustee DeGennaro to adjourn at 6:20 PM

AYE CASHMAN, MOSS, DEGENNARO

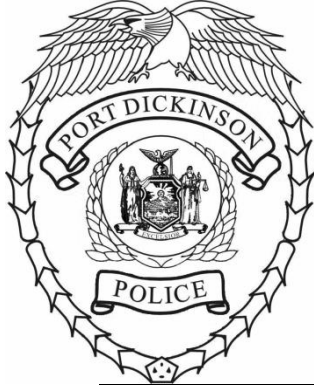
NAY NONE

Respectfully submitted,
Susan E. Fox, Village Clerk

Village Water Consumption for: Jun-26

Read dates:	Binghamton meter	Fenton Large	Fenton Small
6/30/2026	385629	44560054	852962
5/31/2026	372672	44343993	755187
Usage	12957	216061	97775
Total cubic ft:	326793		

Read dates:	Wayne Ave.	sewer station readings (hours):		
	Pump1	Pump 2	Pump 3	
6/30/2026	7872	21088	18929	
6/1/2026	7851	21062	18904	
Totals	21	26	25	
Total hrs.	72			



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:	2026	Chief:	Scot McDonald
Report Date:	07/03/2026	Deputy Village Clerk:	Corina M. Beames

Total Complaints Received:109 (66)

Med calls-7	PDFD-1
Check welfare-3	Building checks-2
Encon related-2	Court warrant-1
Assistance rendered-5	Criminal mischief-1
Dispute-1	Fireworks-1
Civil matter-1	Harassment-2
DV-1	Local law/violations-2
Domestic-3	Persons annoying-3
MVAPD-8	
Mental health-1	
Noise-1	
Open door/window-2	
Suspicious-4	
Traffic stop-4	

Parking violations-4

Traffic tickets issued-11

Miscellaneous-17 *Includes Assist other agencies, Lockouts, Alarms, Animals, Traffic lights, Information, code enforcement, special details, vacant properties , and Etc.

491 start mileage:43,815

Ending mileage 43,815

Total:0

New 492: Start mileage: 7635

Ending : 9160

Total: 1,525