

January 13,2025 – Regular Meeting

The Regular Meeting of the Town of Dickinson Town Board was called to order with the pledge of allegiance by Supervisor Michael A. Marinaccio at 6:00 PM on Monday, January 13, 2025, at the Town Hall, 531 Old Front Street, Binghamton, New York.

**The members of the Town Board present were:**

**Michael A. Marinaccio, Supervisor**  
**Stephen M. Gardner, Councilperson**  
**Danny F. Morabito, Councilperson**  
**Sharon M. Exley, Councilperson**

**Also attending:**

**Keegan Coughlin, Esq., Attorney for the Town**  
**Wendi Evans, Town Clerk**

**Also in attendance:**

**Public Works Commissioner Joel Kie, Deputy Code Enforcement Officer**  
**Kyle Doyle, and 1 guest**

**SUPERVISOR’S REPORT**

**TOWN SUPERVISOR’S MONTHLY REPORT**  
**January 2025**

I want to thank all of our elected officials and staff for their efforts in making 2024 another great year for our town. As everyone is aware, inflation has hit every aspect of our operations, but we have controlled our spending and at the same time maintained our services to our constituents. I am looking forward to having another great year in 2025.

1. I reviewed the monthly town credit card statement and did not find any issues
2. A reminder to board members and others to review our current employee handbook and list any changes, additions etc. that you would recommend. Our attorney’s office is also reviewing our handbook. I hope to begin meetings on the changes being recommended by various department heads and our attorney.
3. We are finally having a BC Association of Towns & Villages meeting this month on Thursday, January 23, starting around 5;30 PM at Tony’s Italian Grill in Endicott. The guest speaker is County Executive Jason Garnor. Please plan on attending this meeting to show support of this Association.
4. We received notification that all of the sewage treatment plant users will be receiving a refund. Our town will receive \$148,710.62 which will go into our sewage treatment line item.
5. Our Highway Department received a check for \$94,994 from the NYS CHIPS Fund.
6. I reviewed the December 10 reinspection of the County Dog Shelter, and several issues remain: indoor/outdoor runs in need of repair, chipped paint and cracked concrete, rust on kennels not repaired, multiple records unavailable for review.

7. I am still waiting for the county to schedule a meeting with me regarding the issues we continue to experience at the Hillside Inn on Old Front St.
8. The Village of Port Dickinson has expressed an interest in our old water department van. I spoke to Joel and he would get at least \$5000 for it. I let the mayor know and am waiting for his reply.
9. Next month I will have the 2024 fund transfers information ready for review and board approval. This is due to overspending on a certain line item by a department.

***NYSEG Notifications of Discontinuation of Services:***

I have not received any notices from NYSEG for December

**Town of Dickinson Code Enforcement Office**

**Kyle Doyle, Code Enforcement Officer**

**Monthly Code Report for December 2024**

<b>Violations</b>	
<b>Property</b>	<b>Type</b>
26 Pulaski St	Trash and Debris
63 Adams St	Trash/Debris/Broken Basement Window
354 Prospect St	Outside Lighting
49 Downs Ave	Fire/Safety Violations
710 Old Front St	Fire/Safety Violations
700 Old Front St	Fire/Safety Violations
881 Upper Front St	Fire/Safety Violations
54 Downs Ave	Follow Up Notice/Electrical Violations
5 South College Dr.	Fire/Safety Violations
310 Ferndale Dr.	No Permit for Fence
362 Prospect St	Fire/Safety Violations
<b>Permits Issued</b>	
<b>Property</b>	<b>Type</b>
340 Prospect St	Sign
155 Lt VanWinkle Dr	Telecommunications Antennas
<b>Inspections/Site Visits</b>	
<b>Property</b>	<b>Type</b>
8 Orchard Rd	Plumbing inspection
2 True St	Site Plan Review
49 Downs Ave	Fire/Safety Inspection

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700 Old Front St	Fire/Safety Inspection
710 Old Front St	Fire/Safety Inspection
881 Upper Front St	Fire/Safety Inspection
125 Cutler Pond Rd	Fire/Safety Inspection
690 Old Front St	Follow up Fire/Safety Inspection
166 Glenwood Rd	Site Visit for MS4
33 Market St	Fire/Safety Inspection
5 South College Dr	Fire/Safety Inspection
158 Rosedale Dr	Framing Inspection
20 N Broad St	Home Inspection
316 Glenwood Rd	Fire/Safety Inspection
362 Prospect St	Fire/Safety Inspection
<b>Appearance Tickets</b>	
39 Pulaski St	Trash and Debris

**Town Of Dickinson/Port Dickinson Dog Control Meeting Summary  
December 2024**

- 6** stray dog calls
- 2** dogs transported to the shelter.
- 38** miles on Fenton DCO Van
- 6** calls pertaining to “other” animals.
- 18** calls for other towns to be redirected.
- 42** phone calls received.
- 64** Phone calls Made (including past due Reminder calls)
- 12** E-mails received.
- 12** E-mails sent.
- 4** tickets issued.

**Next Town Board Meeting is scheduled for February 3, 5:30PM work session**

**DISCUSSION:** Supervisor Marinaccio received an email from our assemblyman Joe Angelino regarding our interest in going through the hotel/motel occupancy tax. The board is interested and will have to get approval from the Senate. It was discussed last year and offered by the senate, but the timing was not right, but he will let her know that we would like to pursue that and start the process.

Supervisor Marinaccio also commented that he would like the departments to think about what they would like to submit for the 2025 Newsletter as we will be putting that together in the next couple of months.

**PUBLIC COMMENTS**

- No comments were given

**COMMITTEE REPORTS**

- **PUBLIC WORKS**

- Nothing to report

- **WATER/SEWER**

- A letter was sent to Broome Developmental Center regarding blockages in the sanitary sewage system. We raised the issue a couple years ago. Addressing them proactively where they hire a company to come and clean it out a couple times a year. Waiting for a response from them.

- **FINANCE**

**JUSTICE COURT REPORT**

- Councilperson Gardner made a motion to accept the **November 2024 Monthly Financial Report** for the **Town Court** in the amount of **\$20,693.00** seconded by Councilperson Exley. All in favor.

- **TOWN CLERK MONTHLY FINANCIAL REPORT**

Councilperson Gardner made a motion to accept the **December 31, 2024 Monthly Financial Report** for the **Town Clerk in the amount of \$1,155.00**. On a motion by Councilperson Gardner seconded by Councilperson Morabito. All in favor.

- **SUPERVISOR'S REPORT**

Councilperson Gardner made a motion to accept the **November 2024 Monthly Financial Report** for the **Town Supervisor in the amount of \$2,062,441.66** seconded by Councilperson Morabito. All in favor.

Councilperson Gardner made a motion to accept the **December 2024 Monthly Financial Report** for the **Town Supervisor in the amount of \$2,053,879.41** seconded by Councilperson Exley. All in favor.

o **ABSTRACTS FOR APPROVAL**

On Motion from Councilperson Gardner, seconded by Councilperson Morabito to approve abstract # 13, dated December 30, 2024, in the amount of \$93,431.74 Vote Ayes-4, Nays-0, Absent-1.

- Supervisor Marinaccio voting Aye
- Councilperson Gardner voting Aye
- Councilperson Exley voting Aye
- Councilperson Morabito voting Aye
- Councilperson Burns voting Absent

Unanimously passed and noted as duly adopted.

**Abstract Summary of Audited Vouchers for Funds respectively in the amount(s) of \$93,431.74: Voucher #13 for December 30, 2024, in the amount of \$93,431.74**

<b>General Fund</b>	<b>\$35,820.95</b>
<b>Part Town</b>	<b>\$0.00</b>
<b>Highway</b>	<b>\$24,008.81</b>
<b>Light Districts</b>	<b>\$3,906.04</b>
<b>Sewer Operating Dist.</b>	<b>\$13,952.80</b>
<b>Water Operating Dist.</b>	<b>\$15,743.14</b>

**ABSTRACTS FOR APPROVAL CONT.**

On Motion from Councilperson Gardner, seconded by Councilperson Exley to approve abstract # 1, dated January 13, 2025, in the amount of \$464,935.38 Vote Ayes-4, Nays-0, Absent-1

- Supervisor Marinaccio voting Aye
- Councilperson Gardner voting Aye
- Councilperson Exley voting Aye
- Councilperson Morabito voting Aye
- Councilperson Burns voting Absent

Unanimously passed and noted as duly adopted.

**Abstract Summary of Audited Vouchers for Funds respectively in the amount(s) of \$464,935.38 Voucher #1 for January 13, 2025, in the amount of \$464,935.38**

<b>General Fund</b>	<b>\$81,632.98</b>
<b>Part Town</b>	<b>\$190.00</b>
<b>Highway</b>	<b>\$27,691.03</b>
<b>Fire Districts</b>	<b>\$10,086.00</b>
<b>Light Districts</b>	<b>\$544.24</b>
<b>Sewer Operating Dist.</b>	<b>\$248,861.94</b>
<b>Water Operating Dist.</b>	<b>\$95,929.19</b>

- **PERSONNEL**

No comments heard.

- **PLANNING**

No comments heard.

**APPROVAL OF MINUTES**

On a motion by Councilperson Gardner seconded by Councilperson Exley to approve the **December 2, 2024, Work Session Meeting Minutes, and the December 9, 2024, Regular Meeting Minutes**. All in favor.

Vote- Ayes-4, Nays-0, Absent-1.

Supervisor Marinaccio voting Aye  
Councilperson Gardner voting Aye  
Councilperson Exley voting Aye  
Councilperson Morabito Aye  
Councilperson Burns voting Absent

All in favor.

**ATTORNEY**

**RESOLUTION 2025 - 1**

The following Resolution was offered by Councilperson Morabito, who moved its adoption, seconded by Councilperson Gardner to wit:

BE IT RESOLVED, by the Town Board of the Town of Dickinson, Broome County, New York as follows:

**RESOLUTION: ADOPTING ORGANIZATIONAL MATTERS FOR TOWN OPERATIONS IN 2025**

The question of adoption of the foregoing Resolution was duly put to a vote on roll call which resulted as follows: All in favor. Vote Ayes-4, Nays-0, Absent-1.

Supervisor Marinaccio voting Aye  
Councilperson Gardner voting Aye  
Councilperson Exley voting Aye  
Councilperson Morabito voting Aye  
Councilperson Burns voting Absent

All in favor.

The 2025 Resolution is available to view in the Town Clerk’s office and posted on the Town of Dickinson website.

**RESOLUTION 2025 – 2**

The following Resolution was offered by Councilperson Exley, who moved its adoption, seconded by Councilperson Gardner to wit:

BE IT RESOLVED, by the Town Board of the Town of Dickinson, Broome County, New York as follows:

**RESOLUTION: 2025 CHENANGO WATER AGREEMENT**

The question of adoption of the foregoing Resolution was duly put to a vote on roll call which resulted as follows: All in favor. Vote Ayes-4, Nays-0, Absent-1.

Supervisor Marinaccio voting Aye  
Councilperson Gardner voting Aye  
Councilperson Exley voting Aye  
Councilperson Morabito voting Aye  
Councilperson Burns voting Absent

All in favor.

**RESOLUTION 2025 – 3**

The following Resolution was offered by Councilperson Gardner, who moved its adoption, seconded by Councilperson Morabito to wit:

BE IT RESOLVED, by the Town Board of the Town of Dickinson, Broome County, New York as follows:

**RESOLUTION: INTERMUNICIPAL CODE ENFORCEMENT AGREEMENT- VILLAGE OF PORT DICKINSON**

The question of adoption of the foregoing Resolution was duly put to a vote on roll call which resulted as follows: All in favor. Vote Ayes-4, Nays-0, Absent-1.

Supervisor Marinaccio voting Aye  
Councilperson Gardner voting Aye  
Councilperson Exley voting Aye  
Councilperson Morabito voting Aye  
Councilperson Burns voting Absent

All in favor.

**PUBLIC WORKS**

On a motion by Councilperson Morabito seconded by Councilperson Exley to **Authorize Highway Commissioner Kie to sell the water van pursuant to the General Municipal Law** which allows to sell it to another municipality or auction the van.

All in favor. Vote Ayes –4, Nays – 0, Absent-1.

Supervisor Marinaccio voting Aye  
Councilperson Gardner voting Aye  
Councilperson Exley voting Aye  
Councilperson Morabito voting Aye  
Councilperson Burns voting Absent

All in favor

**ZONING**

No comments heard.

**CODING**

- Officer Doyle submitted a 239 review from Boces to the county. They have applied for their demolition permits for 3 structures that will be demolished.
  - Solar has slowed down in regard to the weather. Waiting to check on the runoff to see if that has been fixed. Will be able to check it once we get a decent rainfall.
  - The new software that was approved will be in the process of getting installed. Had a meeting with the software developer to set up documents so will be moving forward with it soon.
  - Small fire on Jameson Rd. A little smoke damage but the cause is still being investigated.
- 
- Code Officer Doyle created an end of year report to help show the comparison from this year to years past.

**Town of Dickinson Code Enforcement Office**  
**Annual Report for 2024**

2024 was a steady year in the Code Enforcement Department. A total of 112 building permits representing over \$6,000,000 worth of construction were issued which is a significant increase from last year. Although there was only one new commercial project, most permits issued were for improvements to residential properties. These permits included new roofs, decks, siding, sheds and swimming pools. Below is a breakdown of the violations, permits, appearance tickets, and etc. that were done for the year. We saw an increase in vehicle charging stations being installed on commercial properties. Fire/Safety inspections continue to be completed each year, and have been beneficial in building relationships between the businesses and the Town, and assisting in the prevention and education of fire/safety throughout the town. Solar was a large project for the year with multiple site visits and inspections being completed at the Citizens Solar site on Glenwood Rd. As this project starts to wrap up the second solar project located at 494 Glenwood Rd will be starting in the spring of 2025. New housing on Fuller Rd will be wrapping up in 2025 with several other home renovations and new construction that will be starting or finishing up throughout the town.



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To help improve our local laws and keep up with the changing times nine new local laws were adopted from Solar Energy Systems, Fire Protection Systems, Food Trucks, EV Charging Stations, Outdoor Lighting Regulations, Lot Coverage, Driveway Regulations, and Parking on Glenwood Rd. Permit applications, violation reports, appearance tickets, and fire/safety reports were revamped and updated. Along with a new updated permit fee schedule. The code office continues to work closely with Broome County Health Department, Broome County Fire Investigation Bureau, Village of Port Dickinson Code Enforcement, Town of Chenango Code Enforcement, Chenango Fire Department, Port Dickinson Fire Department, and Prospect Terrace Fire Department. Working with these agencies has helped improve communication and resources between all the agencies. Continued education and training were completed by attending the New York State Fire Marshal and Inspectors Association seminar, and through New York State Division of Standards and Codes.

For 2025 the code office is looking forward to continuing these relationships with these agencies. Along with new software that will help improve the work flow and documentation in the office, and provide a more streamlined service to the public. The code office will continue to encourage and support public safety by ensuring that all buildings, structures, and related equipment are designed, constructed, installed and maintained in compliance with the standards of the established building and fire codes.

**Violations:** 151

**Appearance Tickets:** 12

**Permits Issued**

Building Permits – 98

Fence Permits – 11

Fireworks Permits – 2

Demolition Permit – 1

Temporary Sign – 1

Garage Sale Permits - 4

Permit Renewals – 3

Operating Permits - 1

**Total: 121**

**Reported Structure Fires: 5**

**Stop Work Orders: 3**

**Building / Fire Safety Inspections: 65**

**Letters of Compliance: 5**

**Certificate of Compliance and Occupancy: 1**

**FOIL Requests: 6**

**Training Hours Completed: 46 Hours**

Sincerely,

Kyle J Doyle  
Code Enforcement Officer



**Comments: Commissioner Kie wanted to commend Code Officer Doyle for his yearly report and the work he did all last summer with being short staffed and having to do both the highway work and code enforcement most days, he is doing a great job!**

The meeting was adjourned on motion of Councilperson Morabito and seconded by Councilperson Gardner at 6:53 PM.

Respectfully submitted,

Town Clerk  
Wendi Evans