

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 12, 2026, 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
Tom J. Burns, Councilperson**

Also attending:

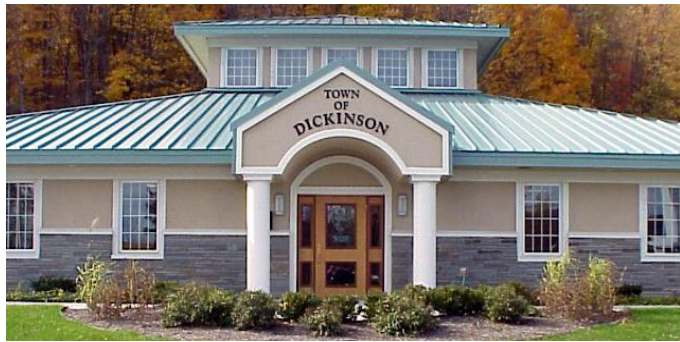
**Keegan Coughlin, Esq., Attorney for the Town
Wendi Evans, Town Clerk**

Also in attendance:

**Public Works Commissioner Joel Kie, Deputy Code Enforcement Officer
Kyle Doyle, and 2 guests**

PROCLAMATION CEREMONY

Jeanne Compton



☀️ A Proclamation of Esteem and Gratitude: Honoring 37+ Years of Dedicated Zoning Board Service ☀️

WHEREAS, for over thirty-seven (37) years, a remarkable span covering nearly four decades, our community has benefited from the steadfast commitment and tireless dedication of Jeanne Compton; and

WHEREAS, this lengthy tenure on the Zoning Board has demanded countless hours of preparation, meticulous review of complex documents, thoughtful deliberation on sensitive issues, and a constant commitment to balancing individual rights with the greater good and orderly development of our Town and

WHEREAS, Zoning Board decisions shape the lasting landscape, character, and quality of life for all residents, making this service a profound contribution to the welfare and future of our community; and

WHEREAS, the longevity of this service demonstrates an extraordinary level of civic responsibility, impartiality, wisdom, and an unwavering belief in the proper planning and governance of our shared home;

NOW, THEREFORE, BE IT PROCLAIMED that we, the grateful residents and governing body of the Town of Dickinson, do hereby express our deepest and most heartfelt appreciation to Jeanne Compton for over 37 years of outstanding, honorable, and impactful service to the Zoning Board. **Supervisor:** *Michael A. Marinaccio*
Date: *1/10/2026*

Council Members: Dan Morabito, Sharon Exley, Tom Burns, Steve Gardner

SUPERVISOR'S REPORT

TOWN SUPERVISOR'S MONTHLY REPORT January 2026

1. I reviewed the monthly town credit card statement and did not find any issues
2. We received \$94,603.69 for mortgage taxes. In October we received \$19,083.75. I believe that the latest amount is a record for our town. Homes in our town continue to sell much more than they are assessed for.
3. Thanks to the great planning and work of our Public Works Commissioner, Joel Kie, we recently received a check for our CHIPS program for the amount of \$118,923.44. Joel can explain how we received this sum of CHIPS funding.
4. Once again, I want to thank Joel and his public works crew for the fantastic job they did during the holidays
5. The first letters and applications regarding the hotel occupancy taxes were sent out last week. Please keep in mind that since this information was sent out 8 days prior to the first of the year, the taxes will not be in effect until the hotels receive and acknowledge the new tax. I want to thank Darrell and Keegan for their efforts in getting this done.
6. This is important not only to us but to our residents as well: when mailing out checks/payments that have a postmark deadline, you need to send out that mail at least 5-6 days prior to the postmark deadline. The US Mail Service is extremely slow nowadays with our mail going to Syracuse first, getting postmarked there, then getting shipped back to our area.
7. I will be participating with another supervisor in a panel discussion in Corning NY with the subject matter of what supervisors are responsible for and what we do in our day-to-day governing of our municipalities.

Planning Board:

There was a recap Planning Board meeting held on December 15.

Zoning Board:

There was no Zoning Board meeting to report on

NYSEG Notifications of Discontinuation of Services:

63 Adams Street once again received notification of utility shutoff from NYSEG due to unpaid balance of \$16,251.92

Town of Dickinson Code Enforcement Office

Report for December 2025

Code Enforcement Officer Kyle Doyle

To: Supervisor Marinaccio

Violations

1. 43 Adams St – Snow/Ice on Sidewalk Warning Tag Issued
2. 61 Adams St - Snow/Ice on Sidewalk Warning Tag Issued
3. 63 Adams St - Snow/Ice on Sidewalk Warning Tag Issued
4. 63 Adams St – No handrail on front porch steps
5. 53 Downs Ave – Fire Safety Violations
6. 225 Lower Stella Ireland Rd – Trash & Debris
7. 338 Prospect St – Garage Roof Unsafe
8. 349 Prospect St - Snow/Ice on Sidewalk Warning Tag Issued
9. 351 Prospect St - Snow/Ice on Sidewalk Warning Tag Issued
10. 41 Pulaski St – Trash & Debris
11. 68 Sowden St – Trash & Debris

Permits Issued

1. 435 Glenwood Rd – 2 Sign Permits
2. 33 N Louisa St – Roof Permit
3. 550 Old Front St – Storage Garage

Inspections/Site Visits/Communications/Complaints

1. 53 Downs Ave – Mirabito Fire Safety Inspection
2. 159 Glenwood Rd – Violation Follow Up
3. 316 Glenwood Rd – Fire Safety Inspection
4. 435 Glenwood Rd – Correspondence on new access lighting
5. 494 Glenwood Rd – Correspondence on solar project
6. 38 Fellows Ave – Violation Follow Up
7. 225 Lower Stella Ireland Rd – Violation Follow up
8. 43 Sunset Dr – 100amp service upgrade certificate of electrical compliance issued by Atlantic-Inland Inc.
9. 62 Sowden St – Violation Follow Up
10. 863 Upper Front St – Elizabeth Church Manor oven fire contained to the oven
11. 879-881 Upper Front St – Mirabito Fire Safety Inspection
12. Correspondence on Solar Overlay District
13. 6 FOIL Requests
14. 1 sign removed from Town Right of Ways
15. 1 Complaint on open burning

16. 2 Lighting Complaint

17. 2 Noise Complaint

18. 1 Parking Complaint

19. Complaint on 2 trailers parked on Boland for 3 weeks

Application Fees Year to Date

Permit number	Amount	Bill Type	Category
2025-BP-0001	40.00 USD	Permit	Building
2025-D-0001	50.00 USD	Permit	Demo
2025-D-0002	50.00 USD	Permit	Demo
2025-D-0003	50.00 USD	Permit	Demo
2025-BP-0002	50.00 USD	Permit	Building
2024-BP-0006	25.00 USD	Permit	Building
2025-BP-0003	50.00 USD	Permit	Building
2025-FP-0001	15.00 USD	Permit	Fence
2025-BP-0004	50.00 USD	Permit	Building
2025-BP-0005	50.00 USD	Permit	Building
2025-BP-0006	50.00 USD	Permit	Building
2025-BP-0007	50.00 USD	Permit	Building
2025-BP-0008	50.00 USD	Permit	Building
2025-BP-0009	50.00 USD	Permit	Building
2025-BP-0010	50.00 USD	Permit	Building
2025-FP-0002	15.00 USD	Permit	Fence
2025-FP-0003	15.00 USD	Permit	Fence
2025-BP-0011	100.00 USD	Permit	Building
2025-BP-0012	50.00 USD	Permit	Building
2025-FP-0004	15.00 USD	Permit	Fence

January 12, 2026 – Regular Meeting

2025-BP-0013	50.00 USD	Permit	Building
2025-BP-0014	50.00 USD	Permit	Building
2024-BP-0003	25.00 USD	Permit	Building
2025-BP-0015	50.00 USD	Permit	Building
2025-BP-0016	50.00 USD	Permit	Building
2025-BP-0017	50.00 USD	Permit	Building
2025-BP-0018	30.00 USD	Permit	Building
2025-BP-0021	50.00 USD	Permit	Building
2025-BP-0022	40.00 USD	Permit	Building
2025-BP-0020	50.00 USD	Permit	Building
2025-BP-0019	50.00 USD	Permit	Building
2025-BP-0023	50.00 USD	Permit	Building
2025-FP-0004	15.00 USD	Permit	Fence
2025-BP-0024	50.00 USD	Permit	Building
2025-BP-0025	50.00 USD	Permit	Building
2025-BP-0026	50.00 USD	Permit	Building
2025-BP-0027	50.00 USD	Permit	Building
2025-FP-0005	15.00 USD	Permit	Fence
2025-FP-0006	15.00 USD	Permit	Fence
2025-FP-0007	15.00 USD	Permit	Fence
2025-BP-0029	50.00 USD	Permit	Building
2025-BP-0031	50.00 USD	Permit	Building
2025-BP-0032	34.40 USD	Permit	Building

January 12, 2026 – Regular Meeting

2025-FP-0008	15.00 USD	Permit	Fence
2025-BP-0033	50.00 USD	Permit	Building
2025-BP-0034	50.00 USD	Permit	Building
2025-BP-0035	50.00 USD	Permit	Building
2025-BP-0036	50.00 USD	Permit	Building
2025-BP-0037	50.00 USD	Permit	Building
2025-BP-0038	36.10 USD	Permit	Building
2025-BP-0039	50.00 USD	Permit	Building
2025-FP-0009	15.00 USD	Permit	Fence
2025-BP-0040	50.00 USD	Permit	Building
2025-TSP-0004	10.00 USD	Permit	Sign
2025-BP-0041	50.00 USD	Permit	Building
2025-BP-0042	50.00 USD	Permit	Building
2025-BP-0043	28.75 USD	Permit	Building
2025-FP-0010	15.00 USD	Permit	Fence
2025-BP-0044	855.50 USD	Permit	Building
2025-BP-0045	1,000.00USD	Permit	Building - Solar
2025-BP-0046	50.00 USD	Permit	Building
2025-FP-0011	15.00 USD	Permit	Fence
2025-BP-0047	50.00 USD	Permit	Building
2025-BP-0050	50.00 USD	Permit	Building
2025-BP-0051	50.00 USD	Permit	Building
2025-BP-0057	50.00 USD	Permit	Building

January 12, 2026 – Regular Meeting

2025-BP-0074	25.00 USD	Permit	Building
2025-BP-0075	25.00 USD	Permit	Building
2025-SP-0004	50.00 USD	Permit	Sign
2025-BP-0088	43.00 USD	Permit	Building
2025-BP-0089	50.00 USD	Permit	Building
2025-FP-0012	15.00 USD	Permit	Fence
2025-FP-0013	15.00 USD	Permit	Fence
2025-FP-0014	15.00 USD	Permit	Fence
2025-BP-0115	50.00 USD	Permit	Building
2025-FP-0016	15.00 USD	Permit	Fence
2025-FP-0017	15.00 USD	Permit	Fence
2025-BP-0149	50.00 USD	Permit	Building
2025-BP-0157	15.00 USD	Permit	Building
2025-BP-0158	25.00 USD	Permit	Building
2025-BP-0177	50.00 USD	Permit	Building
2025-BP-0182	50.00 USD	Permit	Building
2025-BP-0183	200.00 USD	Permit	Building
2025-BP-0187	50.00 USD	Permit	Building
2025-BP-0188	50.00 USD	Permit	Building
2025-BP-0190	50.00 USD	Permit	Building
2025-BP-0191	50.00 USD	Permit	Building
2025-BP-0192	50.00 USD	Permit	Building
2025-BP-0193	50.00 USD	Permit	Building

January 12, 2026 – Regular Meeting

2025-BP-0194	50.00 USD	Permit	Building
2025-BP-0195	50.00 USD	Permit	Building
2025-BP-0197	50.00 USD	Permit	Building
2025-BP-0198	50.00 USD	Permit	Building
2025-BP-0200	50.00 USD	Permit	Building
2025-BP-0201	50.00 USD	Permit	Building
2025-BP-0202	50.00 USD	Permit	Building
2025-BP-0203	50.00 USD	Permit	Building
2025-BP-0204	50.00 USD	Permit	Building
2025-BP-0205	50.00 USD	Permit	Building
2025-BP-0206	50.00 USD	Permit	Building
2025-BP-0207	50.00 USD	Permit	Building
2025-BP-0208	50.00 USD	Permit	Building
2025-BP-0209	50.00 USD	Permit	Building
2025-BP-0210	50.00 USD	Permit	Building
2025-BP-0211	50.00 USD	Permit	Building
2025-BP-0212	50.00 USD	Permit	Building
2025-BP-0213	50.00 USD	Permit	Building
2025-BP-0214	50.00 USD	Permit	Building
2025-BP-0215	50.00 USD	Permit	Building
2025-BP-0216	50.00 USD	Permit	Building
2025-BP-0217	46.00 USD	Permit	Building
2025-BP-0218	50.00 USD	Permit	Building

January 12, 2026 – Regular Meeting

2025-FP-0018	15.00 USD	Permit	Fence
2025-BP-0220	50.00 USD	Permit	Building
2025-BP-0221	50.00 USD	Permit	Building
2025-BP-0222	50.00 USD	Permit	Building
2025-BP-0223	50.00 USD	Permit	Building
2025-BP-0224	50.00 USD	Permit	Building
2025-BP-0225	50.00 USD	Permit	Building
2025-BP-0226	50.00 USD	Permit	Building
2025-BP-0227	50.00 USD	Permit	Building
2025-BP-0228	50.00 USD	Permit	Building
2025-BP-0229	50.00 USD	Permit	Building
2025-BP-0230	50.00 USD	Permit	Building
2025-BP-0231	50.00 USD	Permit	Building
2025-BP-0232	50.00 USD	Permit	Building
2025-BP-0233	50.00 USD	Permit	Building
2025-BP-0234	50.00 USD	Permit	Building
2025-BP-0235	50.00 USD	Permit	Building
2025-BP-0236	50.00 USD	Permit	Building
2025-BP-0237	50.00 USD	Permit	Building
2025-BP-0238	50.00 USD	Permit	Building
2025-BP-0239	50.00 USD	Permit	Building
2025-BP-0240	50.00 USD	Permit	Building
2025-BP-0241	50.00 USD	Permit	Building

January 12, 2026 – Regular Meeting

2025-BP-0242	50.00 USD	Permit	Building
2025-BP-0243	50.00 USD	Permit	Building
2025-BP-0244	50.00 USD	Permit	Building
2025-BP-0245	30.50 USD	Permit	Building
2025-BP-0246	50.00 USD	Permit	Building
2025-BP-0247	50.00 USD	Permit	Building
2025-BP-0248	50.00 USD	Permit	Building
2025-BP-0249	100.00 USD	Permit	Building/Demo
2025-BP-0250	50.00 USD	Permit	Building
2025-BP-0251	50.00 USD	Permit	Building
2025-BP-0253	50.00 USD	Permit	Building
2025-BP-0254	50.00 USD	Permit	Building
2025-BP-0255	50.00 USD	Permit	Building
2025-FP-0020	15.00 USD	Permit	Fence
2025-SP-0001	100.00 USD	Permit	Solicitation
2025-SP-0002	100.00 USD	Permit	Solicitation
2025- SP -0005	100.00 USD	Permit	Sign
2025-RUR-0001	75.00 USD	Registration	Rental Unit Registration
2025-SPR-0001	50.00 USD	Application	Site Plan Review
2025-RUR-0002	75.00 USD	Registration	Rental Unit Registration
2025-RUR-0003	75.00 USD	Registration	Rental Unit Registration
2025-RUR-0005	75.00 USD	Registration	Rental Unit Registration
03-28-2025	25.00 USD	Compliance	Zoning Compliance Letter

04-25-2025	25.00 USD	Compliance	Zoning Compliance Letter
10-14-2025	25.00 USD	Compliance	Zoning Compliance Letter
Total	\$9,244.25		

Town of Dickinson / Village of Port

Dickinson Dog Control December 2025

The month of December was relatively quiet for Dog Control operations. Seasonal factors such as the holidays, colder weather, and residents being more attentive to keeping their pets properly contained contributed to a lower call volume compared to busier months.

Dog Control activity focused primarily on routine calls, communications with residents, and administrative follow-ups. No enforcement actions were required during this reporting period, reflecting good overall compliance within the community.

Activity Summary

- Stray Dog Calls: 2
- Dogs Transported to Shelter: 0
- Miles Logged on Fenton DCO Vehicle: 27
- Calls Pertaining to Other Animals: 1
- Calls Redirected to Other Towns: 3
- Phone Calls Received: 8
- Phone Calls Made: 12
 - *(Includes past-due reminder calls and follow-ups)*
- Emails Received: 2
- Emails Sent: 2
- Tickets Issued: 0
- Written Warnings Issued: 0

Summary

Overall, December reflected strong resident cooperation and responsible pet ownership. With minimal stray activity and no enforcement necessary, the month allowed Dog Control services to operate efficiently while maintaining availability for residents as needed.

Respectfully submitted,
Dog Control Officer
Greg Starley

Our next town board meeting is scheduled for February 2, 2026 work session

PUBLIC COMMENTS

No Public Comments

COMMITTEE REPORTS

• **PUBLIC WORKS**

Councilman Morabito commented that the Prospect Terrace Fire Company has 10 members that have achieved at least 50 points with the LOSAP and will have contributions made in their name this year. Michael Cisek, Kyle Doyle, Jason Delanoy, Jamar Dimanche, Tylor Ellis, Adam Lubbe, Vincent Pilotti, Michael Roma, Jonah Saunders and David Tripicco.

• **WATER/SEWER**

Nothing to comment

• **FINANCE**

JUSTICE COURT REPORT

- Councilperson Gardner made a motion to accept the **November 2025 Monthly Financial Report** for the **Town Court** in the amount of **\$28,266.00** seconded by Councilperson Exley. All in favor.
- **TOWN CLERK MONTHLY FINANCIAL REPORT**
Councilperson Gardner made a motion to accept the **December 31, 2025 Monthly Financial Report** for the **Town Clerk in the amount of \$752.00**. On a motion by Councilperson Gardner seconded by Councilperson Morabito. All in favor.
- **SUPERVISOR'S REPORT**
Councilperson Gardner made a motion to accept the **December 2025 Monthly Financial Report** for the **Town Supervisor in the amount of \$2,146,655.29** seconded by Councilperson Burns. All in favor.

○ **ABSTRACTS FOR APPROVAL**

On Motion from Councilperson Gardner, seconded by Councilperson Morabito to approve abstract # 13, dated December 31, 2025, in the amount of \$166,183.10 Vote Ayes-5, Nays-0, Absent-0.

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

Unanimously passed and noted as duly adopted.

**Abstract Summary of Audited Vouchers for Funds respectively in the amount(s) of \$166,183.10:
Voucher #13 for December 31, 2025, in the amount of \$166,183.10**

<u>General Fund</u>	<u>\$19,290.29</u>
<u>Part Town</u>	<u>\$0.00</u>
<u>Highway</u>	<u>\$94,895.38</u>
<u>Fire District</u>	<u>\$0.00</u>
<u>Light Districts</u>	<u>\$4,426.52</u>
<u>Sewer Operating Dist.</u>	<u>\$17,502.89</u>
<u>Water Operating Dist.</u>	<u>\$30,068.02</u>

ABSTRACTS FOR APPROVAL CONT.

On Motion from Councilperson Gardner, seconded by Councilperson Exley to approve abstract # 1, dated January 12, 2026, in the amount of \$373,353.83 Vote Ayes-5, Nays-0, Absent-0

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

Unanimously passed and noted as duly adopted.

**Abstract Summary of Audited Vouchers for Funds respectively in the amount(s) of \$373,353.83
Voucher #1 for January 12, 2026, in the amount of \$373,353.83**

<u>General Fund</u>	<u>\$49,054.73</u>
<u>Part Town</u>	<u>\$190.00</u>
<u>Highway</u>	<u>\$11,313.87</u>
<u>Fire Districts</u>	<u>\$10,086.00</u>
<u>Light Districts</u>	<u>\$530.08</u>
<u>Sewer Operating Dist.</u>	<u>\$277,899.18</u>
<u>Water Operating Dist.</u>	<u>\$24,279.97</u>

- **PERSONNEL**

Supervisor Marinaccio commented that we had 2 new part-timers start. One in the Court office and one in the highway department.

- **PLANNING**

No comments heard.

APPROVAL OF MINUTES

On a motion by Councilperson Exley seconded by Councilperson Morabito to approve the **December 1, 2025, Work Session Meeting Minutes, and the December 8, 2025, Regular Meeting Minutes**. All in favor.

Vote- Ayes-5, Nays-0, Absent-0.

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

All in favor.

ATTORNEY

RESOLUTION 2026 - 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 LOCAL LAW #1 AMENDING CHAPTER 528 OF THE TOWN CODE REGARDING PARKING ON OLD STATE SPUR.

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-5, Nays-0, Absent-0.

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

All in favor.

Town of Dickinson

Resolution No. ____ 1 ____

**Resolution Adopting Local Law #1-2026 entitled
A LOCAL LAW AMENDING CHAPTER 528 OF THE TOWN CODE
REGARDING PARKING ON OLD STATE SPUR**

At a meeting of the Town Board of the Town of Dickinson held at Town Hall, 531 Old Front Street, Binghamton, New York on the 12th day of January, 2026, the following resolution was offered and seconded:

WHEREAS, the Town of Dickinson scheduled a public hearing for January 5, 2026 at 5:30 p.m. for Local Law No. 1 of 2026 entitled “A LOCAL LAW AMENDING CHAPTER 528 OF THE TOWN CODE REGARDING PARKING ON OLD STATE SPUR”; and

WHEREAS, notice of said public hearing was duly advertised in the official newspaper of the Town and posted on the Town Clerk’s signboard; and

WHEREAS, said public hearing was duly held on the 5th day of January, 2026 at 5:30 p.m. and all parties in attendance were permitted an opportunity to speak on behalf of or in opposition to said proposed Local Law, or any part thereof; and

WHEREAS, pursuant to the State Environmental Quality Review Act, it has been determined by the Town Board that adoption of the proposed Local Law constitutes a Type II Action as defined under 6 NYCRR 617.5(c)(22) and (33); and

WHEREAS, the Town Board, after due deliberation, finds it in the best interest of the Town to adopt said Local Law.

NOW, THEREFORE BE IT RESOLVED that the Town Board hereby adopts said local law as Local Law No. 1 of 2026 entitled “A LOCAL LAW AMENDING CHAPTER 528 OF THE TOWN CODE REGARDING PARKING ON OLD STATE SPUR”; a copy of which is attached hereto and made a part hereof; and be it further

RESOLVED that the Town Clerk be and hereby is directed to enter said Local Law in the minutes of this meeting and to give due notice of the adoption of said Local Law to the Secretary of State; and be it further

RESOLVED that this resolution will take effect upon filing with the Department of State.

CERTIFICATION

I, Wendi Evans, do hereby certify that I am the Town Clerk of the Town of Dickinson and that the foregoing constitutes a true, correct and complete copy of a resolution duly adopted by the Town

January 12, 2026 – Regular Meeting

Board of the Town of Dickinson at a meeting thereof held on this 12th day of January, 2026. Said resolution was adopted by the following roll call vote:

Supervisor Michael Marinaccio	<u>Aye</u>
Councilperson Sharon M. Exley	<u>Aye</u>
Councilperson Thomas J. Burns	<u>Aye</u>
Councilperson Danny F. Morabito	<u>Aye</u>
Councilperson Stephen M. Gardner	<u>Aye</u>

Town of Dickinson Seal

Dated: January 12, 2026

Wendi Evans, Town Clerk
Town of Dickinson

RESOLUTION 2026– 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: ADOPTING THE 2026 ORGANIZATIONAL RESOLUTION

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 2026 - 2

RESOLUTION ADDRESSING ORGANIZATIONAL
MATTERS FOR TOWN OPERATIONS IN 2026

Offered by Councilperson Exley

Offered by Councilperson Gardner

WHEREAS, it is necessary and appropriate to establish certain organizational matters for the operation of the Town of Dickinson for 2026.

NOW, THEREFORE, BE IT,

RESOLVED, that the Town Board hereby authorizes the following:

1. TOWN BOARD MEETING SCHEDULE

The Town Board shall meet at the Town Hall, 531 Old Front Street, Town of Dickinson, New York, for the purpose of conducting Town Business, on the following dates and at the following times:

January 05, 2026	5:30 PM Work Session
January 12, 2026	6:00 PM Regular Meeting
February 02, 2026	5:30 PM Work Session
February 09, 2026	6:00 PM Regular Meeting
March 02, 2026	5:30 PM Work Session
March 09, 2026	6:00 PM Regular Meeting
April 06, 2026	5:30 PM Work Session
April 13, 2026	6:00 PM Regular Meeting
May 04, 2026	5:30 PM Work Session
May 11, 2026	6:00 PM Regular Meeting
June 01, 2026	5:30 PM Work Session
June 08, 2026	6:00 PM Regular Meeting
July 13, 2026	5:30 PM Work Session/Regular Meeting
August 17, 2026	5:30 PM Work Session/Regular Meeting
September 14, 2026	5:30 PM Work Session/Regular Meeting
October 05, 2026	5:30 PM Work Session
October 13, 2026 (TUESDAY)	6:00 PM Regular Meeting
November 02, 2026	5:30 PM Work Session

January 12, 2026 – Regular Meeting

November 09, 2026	6:00 PM Regular Meeting
December 07, 2026	5:30 PM Work Session
December 14, 2026	6:00 PM Regular Meeting

2. TOWN HALL OFFICE HOURS.

The office hours for the Town Hall in 2026 shall be 9:00 AM to 4:00 PM - Monday through Friday, except holidays.

3. HOLIDAYS

The Town shall have thirteen (13) paid holidays, observed during 2026 as follows:

<u>Holiday</u>	<u>Date of Observance</u>	
New Year's Day	January 1	Thursday
Designated Holiday	January 2	Friday
President's Day	February 16	Monday
Designated Holiday	April 3	Friday
Memorial Day	May 25	Monday
Juneteenth	June 19	Friday
Independence Day (Observed)	July 3	Friday
Labor Day	September 7	Monday
Columbus Day	October 12	Monday
Thanksgiving	November 26	Thursday
Designated Holiday	November 27	Friday
Designated Holiday	December 24	Thursday
Christmas	December 25	Friday

4. OFFICIAL NEWSPAPER

The Press & Sun Bulletin is designated as the official newspaper for the Town of Dickinson for the year 2026.

5. DEPOSITORIES FOR TOWN MONEYS.

The following banks or trust companies in Broome County are designated as Depositories for all money coming into the hands of the town officers by virtue of their office in the year 2026: NBT Bank, N.A.

6. INVESTMENT OF TOWN MONEY

The Town Supervisor is authorized to deposit and invest monies which are not required for immediate expenditure, in accordance with General Municipal Law Section 11, and Local Finance Law Section 165.00.

7. STATE AID – NYS DIVISION FOR YOUTH

The Town Supervisor is authorized to make application to the New York State Division for Youth for State Aid for the Town of Dickinson during the year 2026.

8. OPENING BIDS

The Town Supervisor and/or the Town Clerk are authorized to open all bids received for items requiring bidding by the Town for the year 2026.

9. MILEAGE

Authorized Town officials and employees designated by the Town Supervisor are Authorized to use their automobiles for Town purposes, to be reimbursed at \$0.70 per mile when said costs are submitted on a voucher accompanied by an itemized statement of the nature of the expense.

10. ASSOCIATION OF TOWNS MEETING

The maximum expense for the Town Supervisor to attend the Annual Association of Towns meeting which will take place on February 15-18 of 2026 is \$2500. A total of \$2500 is set aside to cover the cost of any Town Board member who attends the training session.

11. DESIGNATION OF DELEGATES TO ASSOCIATION OF TOWNS MEETING

Supervisor Michael A. Marinaccio is hereby designated as the official delegate of Town of Dickinson to the Annual Association of Towns meetings for 2026. Councilperson Stephen Gardner is hereby appointed as the alternate official delegate.

12. PURCHASE OR HIGHWAY EQUIPMENT; PUBLIC WORKS COMMISSIONER.

Pursuant to Section 142(1) (a) of the Highway Law, the Public Works Commissioner is authorized to purchase equipment, tools, and implements to be used for highway maintenance, construction or reconstruction, or snow removal without prior approval of

the Town Board at a cost not to exceed \$10,000.00, provided the funds for said purchases are derived exclusively from the Highway Fund.

Pursuant to Town Law Section 32(2) of the Town Law, and subject to appropriation thereafter, there is established the office of Deputy Public Works Commissioner.

13. ADMINISTRATION AND SUPERVISION OF IMPROVEMENT DISTRICTS

Pursuant to Town Law Section 29(16), the Town Supervisor is delegated the powers and duties of administration and supervision of town or special improvement district functions.

14. TOWN PERSONNEL POLICIES

A copy of each of the Town personnel policies (including, but not limited to, sexual harassment policy, civil rights policy, Americans with Disabilities (ADA policy) shall be inserted in the first pay envelope of each employee every calendar year. In relation to any employee hired during the year, these policies shall be inserted in the first paycheck paid to the employee. Michael Marinaccio shall be named as compliance officer in this regard.

15. PETTY CASH

Petty cash funds are hereby established for 2026 for the following Town Officers Or Town Offices: Sewer and Water Clerk - \$200.00, Town Clerk -\$100, Petty Cash Drawer-\$175. Total of \$475.

16. OFFICIALS AND EMPLOYEES.

The following officials and Employees are designated to serve in the respective Positions for the Town of Dickinson at the pleasure of the Town Board where no term is provided by law:

Code Enforcement Officer	Kyle Doyle
Deputy Code Officer	Joel Kie
Dog Control Officer	Gregory Starley
Deputy to Assessor	Danny Scoville
Deputy Town Clerk	Linda Lee
Administrative Assistant	Darrell Dennison
Historian	Kathleen Groover
Engineer for Town	Griffiths Engineering
Attorney for Town	Keegan Coughlin, Esq. (Coughlin & Gerhart)
Sewer & Water Clerk	Darrell Dennison
Clerk(s) to the Justices	Shannon Sanzi and Kerri Bennedum

January 12, 2026 – Regular Meeting

Water & Sewer Superintendent	Matthew Fitzpatrick
Constable	Joel Kie
Zoning Board Chair	TBD
Planning Board/Chair	Hans VanHouten
Water Officers	Joel Kie and Darrell Dennison
BAR	John Giblin
BAR	TBD
BAR	Christine Klein

Committee Assignments for 2026:

Finance Committee.....	Stephen Gardner
Personnel Committee.....	Mike Marinaccio
Planning and Zoning Chair.....	Thomas Burns
Water and Sewer.....	Sharon Exley
Highway Committee Chair.....	Danny Morabito
Code Enforcement Chair.....	Michael Marinaccio
Deputy Supervisor.....	Sharon Exley

17. SCHEDULE OF SALARIES.

The following schedule of annual salaries and hourly rates for the positions listed and payment thereof for the Town of Dickinson for the year 2026 is hereby authorized.

<u>Official/Employees</u>	<u>Salary/Hourly Rate</u>
Supervisor	\$ 34,026.30/year
Board Members (4)	\$ 13,717.20/year
Justices (2)	\$ 29,808.50/year
Public Works Commissioner	\$ 82,932.15/year
Water and Sewer Superintendent	\$ 86,881.20/year
Town Clerk	\$ 57,271.20/year
Sewer and Water Clerk	\$ 25,172.00/year
Deputy Town Clerk	\$ 22.00/hour
Court Clerk	\$ 61,000.00/year
Court Clerk	\$ 66,150.00/year
Assessor	\$ 28,661.85/year
Deputy Assessor	\$ 22.00/hour
Code Enforcement Officer	\$ 61,437.00/year
Deputy Code Officer	\$ 9,343.95/year
Executive Assistant	\$ 56,240.00/year
ZBA Chair	\$ 1,189.00/year
ZBA Members (4)	\$ 962.00/year each
Laborer	\$ 26.57/hour
Laborer	\$ 27.89/hour

January 12, 2026 – Regular Meeting

Laborer	\$ 29.35/hour
Laborer	\$ 29.40/hour
Laborer	\$ 30.03/hour
Planning Board Chair	\$ 2,360.00/year
Planning Board Members (4)	\$ 2,028.00/year each
Constable 1	\$ 2,100.00/year
Constable 2	\$ 2,100.00/year
Historian	\$ 1,197.00/year
Dog Control Officer	\$ 13,380.00/year

Premiums for Hourly Paid Employees

Overtime	1 ½ x hourly rate
Holiday	2 ½ x hourly rate

18. TOWN BULLETIN BOARD/SIGN BOARD

The official Town Bulletin Board/Sign Board for all proper, legal and official notices shall be located on the wall inside the Town Clerk's entrance to the Town Hall.

19. FEES PAYABLE TO CODE ENFORCEMENT OFFICER

All fees for licenses and permits issued by the Code Enforcement Officer shall be payable to and collected by the Town Clerk.

20. BIDDING POLICY AND PROCEDURES.

I. Objectives

The following policies and procedures governing the procurement of goods and services not subject to the bidding requirements of the General Municipal Law (GML) Section 103 are adopted pursuant to GML Section 104-b. The objectives of the Bidding Policy and Procedure of the Town of Dickinson are to assure the prudent and economical use of public moneys in the best interest of the taxpayers of the Town of Dickinson, to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances, and guard against favoritism, improvidence, extravagance, fraud and corruption. All procurement of goods and services by employees and officials of the Town of Dickinson shall be made in compliance with the following conditions:

II. Determining the Necessity for Competitive Bidding

Prior to the procurement of any goods or services by any employee or official on behalf of the Town of Dickinson, a determination shall be made whether such procurement is subject to competitive bidding. The procedure for making the determination shall be as follows:

A. It shall be determined whether the proposed procurement is a contract for public work or a purchase contract.

B. It shall be ascertained whether the proposed procurement is exempt from competitive bidding for one of the following reasons:

1. The cost falls below monetary thresholds as set forth in General Municipal Law Section 103(1).

2. It is a case of public emergency as defined by General Municipal Law Section 103(4).

3. The contract is for professional services or involves professional skill or knowledge.

4. The contract is for a true lease of equipment.

5. The contract is for standardized equipment, materials or supplies previously awarded by the Town Board to a supplier pursuant to General Municipal Law Section 103(5).

6. The contract is for goods or services for which there is only one source available at the time the contract is entered into.

7. The procurement is to be made under County or State contract.

8. The procurement is to be made pursuant to Correction Law Section 186 or State Finance Law Section 175-b.

9. The contract is for surplus or second-hand supplies, materials or equipment to be purchased from the State of New York, any other political subdivision or public benefit corporation.

10. The contract falls within some other exemption from the Competitive bidding requirements recognized by the laws of the State of New York.

C. In the event there exists uncertainty as to the character or exemption status of the proposed procurement, advice and counsel of the Town Attorney and/or the Town Board shall be sought.

III. Procedure to be Used When Competitive Bidding Not Required

- A. Each department within the Town shall maintain a Procurement Log which shall set forth the information and documentation required pursuant to this policy document. It shall be the responsibility of each department head to keep the Procurement Log up to date. The Procurement Log shall be available for inspection upon demand by any member of the Town Board.
- B. In the event a procurement is determined to be exempt from competitive bidding, the procedures set forth in Resolution 29-2012, adopted June 11, 2012, a copy of which shall be provided to every department head and can be obtained from the Town Clerk, shall be followed.
- C. In the event a contract is awarded to other than the lowest dollar offer, it shall be set forth in the Procurement Log the justification and reasons such an award furthers the purposes of the Town of Dickinson bidding policy.

IV. Exemption by Act of the Town Board

- A. It shall be within the sole discretion of the Town Board to grant by resolution an exemption from the requirement that alternative proposals or quotations be obtained pursuant to paragraph II B.
- B. In exercising its discretion, the Town Board shall consider whether such exemption may be granted and is in the best interest of the Town of Dickinson.
- C. An exemption may be granted under any of the following circumstances:
 - 1. When a public emergency exists as defined by General Municipal Law Section 103(4).
 - 2. When the contract is for professional services or involves professional skills and knowledge.
 - 3. When the contract is for goods or services for which there is only one source available at the time the contract is entered into.
 - 4. When the contract is for goods or services for which a desired warranty or service contract is available from only one source at the time the contract is entered into.
 - 5. Under such other and further circumstances determined to be sufficient justification by the Town Board.

V. Noncompliance

The unintentional failure to comply with the provisions of this Bidding Policy and Procedure shall not be grounds to void action or give rise to a cause of action against the Town of Dickinson or any officer or employee thereof.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call which resulted as follows:

Ayes 5 Nays 0

Councilperson Stephen M. Gardner voting Aye

Councilperson Sharon M. Exley voting Aye

Councilperson Danny F. Morabito voting Aye

Councilperson Thomas J. Burns voting Aye

Supervisor Michael A. Marinaccio voting Aye

Dated: January 12, 2026

COMMENTS: Supervisor Marinaccio commented that some residents have received a mailing regarding water line information from “America Water Resources.” This is false information and does not pertain to our town.

PUBLIC WORKS

- Attorney Coughlin explained that he has been discussing with Highway Commissioner Kie regarding the towns code and making some changes to that as it relates to the size of the lot for septic system or public sewer connection and his inclination that if everyone is on board with it that right now it says a minimum of 40,000 sq. ft. He would like to add a minimum lot frontage requirement to that as well, so they have to have a minimum of street frontage for those connections. The board discussed it and decided on 200 ft. and if they needed a less amount they could file a variance. This would be in place to create the spacing between the septic systems. This will stop stringing along a development as well. Protects us from any issues. A public hearing will be held at the February 2nd Work Session.

January 12, 2026 – Regular Meeting

On a motion by Councilperson Gardner seconded by Councilperson Burns **TO SET A PUBLIC HEARING FEBRUARY 2, 2026 FOR “LOCAL LAW #2 AMENDING SECTION 600-12 OF THE TOWN CODE REGARDING MINIMUM ROAD FRONTAGE.” All in favor.**

Vote Ayes-5, Nays-0, Absent-0.

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

All in favor.

- Highway Commissioner Kie recommended that we increase the fee for a parking ticket. It is currently \$10.00. Currently with it being so low, offenders tend to not pay any attention to it. A warning is always given before any ticket is issued. The board agreed to raise the initial fee to \$25.00 with an escalation for repeat offenders. The board will vote on this in February.

ZONING

No comments heard.

CODE

- Code Officer Doyle commented that with the solar project all the panels are installed. They have a lot more work to do but it is moving along well.
- The Microtel will be installing EV charging stations.

The meeting was adjourned on motion of Councilperson Morabito and seconded by Councilperson Burns at 6:45 PM.

Respectfully submitted,

Wendi Evans

Town Clerk
Wendi Evans