

**MEETING MINUTES
of the Village of Windsor, N.Y.
107 Main Street
Windsor, NY 13865
January 7, 2020**

Present: Mayor: Ronald G. Harting
Trustee: James W. Miller
Eileen Shelp-Olmstead, absent
Thomas M. Skinner
Robert E. West
Clerk/Treasurer: Patricia L. Harting
Streets & Water Suptdnt: David M. Decker
Code Enforcement: Gary Post, absent
Grant Writer: Steve Contento
Attendees: 4

Call to Order: **Time:** 7:00 P.M.
 By: Mayor Ron Harting

Pledge of Allegiance

Welcome

7:02 P.M. 201202021 Budget Hearing - There was no public comment. The increase is 1.04%.
The tax cap allowable is 1.011.

Resolution #1-2020

**RESOLUTION NO.1-2020
PROPOSED BUDGET FOR THE FISCAL YEAR
MARCH 1, 2020 – FEBRUARY 28, 2021**

WHEREAS, a resolution was a duly adopted by the Village Board of Trustees of the Village of Windsor for a public hearing to held by said Board at the Community House, 107 Main Street, Windsor, New York at 7:02 pm on Tuesday, January 7, 2020, to hear all interested parties on the proposed Village Budget for the fiscal year March 1, 2020-February 28, 2021.

WHEREAS, notice of said public hearing was duly advertised in the Windsor Standard on January 1, 2020; and posted on the Village Clerk’s Sign Board on December 23, 2019; and posted on the Village website on December 23, 2019; and

WHEREAS, said public hearing was duly held at the Community House, 107 Main Street, Windsor, NY at 7:02 p.m. on January 7, 2020, and all parties in attendance were permitted an opportunity to speak on behalf of or in opposition to said proposed budget, or any part thereof; and

WHEREAS, the Village Board of Trustees of the Village of Windsor, after due deliberation, finds it in the best interest of the Village to adopt the proposed Village Budget for the year 2020/2021.

NOW, THEREFORE, BE IT RESOLVED that the following is a true and accurate copy of the 2020/2021 Budget for the Village of Windsor, county of Broome, State of New York, and

BE IT FURTHER RESOLVED, that this Budget be adopted as set forth herein, and

Offered by: James W. Miller
2nd: Robert E. West, Jr.
Vote: AYE - Ronald G. Harting
 AYE - Trustee James W. Miller
 ABSENT - Trustee Eileen Shelp-Olmstead
 AYE - Trustee Thomas M. Skinner
 AYE - Trustee Robert E. West

Resolution effective January 3, 2019

**VILLAGE OF WINDSOR
 BUDGET 2020/2021
 APPROPRIATIONS**

GOV'T SUPPORT

| | | | |
|------------------------------|---------|-----------|-------------------|
| LEGISLATIVE - TRUSTEES | | | |
| PERSONNEL SERVICES | A1010.1 | \$ | 8,000.00 |
| CONTRACTUAL EXPENSE | A1010.4 | \$ | 200.00 |
| TOTAL LEGISLATIVE | | \$ | 8,200.00 |
| EXECUTIVE MAYOR | | | |
| PERSONNEL SERVICES | A1210.4 | \$ | 400.00 |
| TOTAL EXECUTIVE | | \$ | 4,400.00 |
| FINANCE-CLERK/TREASURER | | | |
| PERSONNEL SERVICES | A1325.1 | \$ | 42,588.00 |
| MEETING SALARY | A1325.3 | \$ | 450.00 |
| EXPENSES | A1325.4 | \$ | 1,000.00 |
| DEPUTY CLERK/TREASURER | A1326.1 | \$ | 11,980.80 |
| TOTAL FINANCE | | \$ | 56,018.80 |
| STAFF | | | |
| CLERK – MEETING SALARY | A1410.3 | \$ | 400.00 |
| ATTORNEY | A1420.4 | \$ | 10,000.00 |
| GRANT WRITER | A1430.4 | \$ | 3,800.00 |
| ENGINEER | A1440.4 | \$ | 2,500.00 |
| TOTAL STAFF | | \$ | 16,700.00 |
| SHARED SERVICES | | | |
| COMMUNITY HOUSE - ADMINIST. | A1620.1 | \$ | 3,827.20 |
| CONTRACTUAL EXPENSE | A1620.4 | \$ | 40,000.00 |
| OFFICE - EQUIPMENT | A1621.2 | \$ | 3,000.00 |
| CONTRACTUAL EXPENSE | A1621.4 | \$ | 6,000.00 |
| BROOME COUNTY | | | |
| DATA PROCESSING | A1680.4 | \$ | 500.00 |
| TOTAL SHARED SERVICES | | \$ | 53,327.20 |
| SPECIAL ITEMS | | | |
| UNALLOCATED INSURANCE | A1910.4 | \$ | 32,000.00 |
| DUES | A1920.4 | \$ | 900.00 |
| CONTINGENCY FUND | A1990.4 | \$ | 30,000.00 |
| TOTAL SPECIAL ITEMS | | \$ | 62,900.00 |
| TOTAL GOV'T SUPPORT | | \$ | 201,546.00 |
| PUBLIC SAFETY | | | |
| SHERRIFF | A3120.4 | | |
| FIRE PROTECTION CONTRACT | A3410.4 | \$ | 39,000.00 |
| CONTRACTUAL EXPENSE | A3411.4 | \$ | 1,000.00 |
| SAFETY | | | |
| CODE ENFORCEMENT OFFICER | A3620.1 | \$ | 16,800.00 |
| CONTRACTUAL EXPENSE | A3620.4 | \$ | 2,500.00 |
| CODE EXPENSE | A3721.4 | \$ | 2,000.00 |
| TOTAL PUBLIC SAFETY | | \$ | 61,300.00 |
| HEALTH | | | |
| AMBULANCE | A4540.4 | \$ | 3,500.00 |
| TOTAL HEALTH | | \$ | 3,500.00 |
| TRANSPORTATION-HIGHWAY | | | |
| ADMINISTRATION | A5010.1 | \$ | 60,278.40 |
| OVERTIME | | \$ | 15,069.60 |

| | | | |
|--|---------|-----------|-------------------|
| MEETING SALARY | A5010.3 | \$ | 350.00 |
| CONTRACTUAL EXPENSE | A5110.4 | \$ | 70,000.00 |
| C.H.I.P.S.-PERMANENT IMPROVEMENT | A5112.4 | \$ | 25,748.88 |
| STREET LIGHTING | A5182.4 | \$ | 35,000.00 |
| SIDEWALKS | A5410.4 | \$ | 900.00 |
| TOTAL TRANSPORTATION | | \$ | 207,346.88 |
| CULTURE & RECREATION | | | |
| RECREATION | | | |
| PARK - ADMINISTRATION | A7110.1 | \$ | 9,568.00 |
| CONTRACTUAL | A7110.4 | \$ | 9,000.00 |
| POOL - CONTRACTUAL | A7140.4 | \$ | 400.00 |
| CULTURE | | | |
| MUSEUM | A7450.4 | \$ | 2,000.00 |
| SENIORS | A7620.4 | \$ | 150.00 |
| TOTAL CULTURE & RECREATION | | \$ | 20,968.00 |
| HOME & COMMUNITY SERVICES | | | |
| GENERAL ENVIRONMENT | | | |
| ZONING BOARD | A8010.4 | \$ | 200.00 |
| PLANNING BOARD | A8020.4 | \$ | 200.00 |
| SANITATION | | | |
| REFUSE CONTRACT | A8160.4 | \$ | 52,236.16 |
| CLEANUP DAY | A8161.4 | \$ | 800.00 |
| WATER | | | |
| ADMINISTRATION | A8310.1 | \$ | 26,738.40 |
| OVERTIME | | \$ | 9,358.44 |
| MEETING SALARY | A8350.3 | \$ | 300.00 |
| SERVICES | A8350.4 | \$ | 65,500.00 |
| BILLING EXPENSES | A8351.3 | \$ | 1,000.00 |
| COMMUNITY BEAUTIFICATION | A8510.4 | \$ | 1,500.00 |
| SHADE TREES - CUT | A8560.4 | \$ | 3,000.00 |
| SHADE TREES - PLANTED | A8561.4 | \$ | 600.00 |
| TOTAL HOME & COMMUNITY SERVICES | | \$ | 161,433.00 |
| EMPLOYEE BENEFITS | | | |
| NYS RETIREMENT | A9010.8 | \$ | 26,000.00 |
| SOCIAL SECURITY | A9030.8 | \$ | 15,927.98 |
| WORKER'S COMPENSATION | A9040.8 | \$ | 26,000.00 |
| DISABILITY INSURANCE | A9055.8 | \$ | 1,500.00 |
| HOSPITAL & MEDICAL INSURANCE | A9060.8 | \$ | 51,000.00 |
| TOTAL EMPLOYEE BENEFITS | | \$ | 120,427.98 |
| TOTAL APPROPRIATIONS | | \$ | 776,521.86 |
| ESTIMATED REVENUES | | | |
| TAX ITEMS | | | |
| P.I.L.O.T. - S.E.P.P. | A1080 | \$ | 7,425.00 |
| INTEREST & PENALTIES - TAXES | A1090 | \$ | 3,500.00 |
| INTEREST & PEN - S/A | A1091 | | - |
| TOTAL TAX ITEMS | | \$ | 10,925.00 |
| NOT-PROPERTY TAX | | | |
| BC SALES TAX | A1120 | \$ | 195,000.00 |
| FRAMCJOSES | A1170 | \$ | 9,000.00 |
| TOTAL NON-PROPERTY TAX | | \$ | 204,000.00 |
| DEPARTMENTAL INCOME | | | |
| GENERAL GOVERNMENT | | | |
| CLERK FEES | A1255 | \$ | 150.00 |
| TOTAL GENERAL GOVERNMENT INCOME | | \$ | 150.00 |
| PUBLIC SAFETY | | | |
| FIRE STATION | A1540 | \$ | 1.00 |
| PUBLIC WORK CHARGES | A1710 | \$ | |
| TOTAL PUBLIC SAFETY | | \$ | 1.00 |
| CULTURE & RECREATION | | | |
| PARK & POOL CHARGES | A2001 | \$ | |
| TOTAL CULTURAL & COMMUNITY SERVICES | | | |

| | | | |
|---|-------|-----------|-------------------|
| HOME & COMMUNITY SERVICES | | | |
| METERED WATER CHARGES | A2140 | \$ | 100,000.00 |
| UNMETERED WATER CHARGES | A2142 | \$ | 400.00 |
| WATER CHARGES | A2144 | \$ | - |
| WATER - INTEREST & PENALTIES | A2148 | \$ | 3,000.00 |
| COMMUNITY HOUSE | A2189 | \$ | 1,000.00 |
| TOTAL HOME & COMMUNITY | | \$ | 104,400.00 |
| TOTAL DEPARTMENTAL INCOME | | \$ | 319,476.00 |
| INTERGOVERNMENTAL CHARGES | | | |
| CULTURE & RECREATION | | | |
| PARK USER FEE | A2350 | \$ | 5,000.00 |
| TOTAL CULTURE & RECREATION | | \$ | 5,000.00 |
| USE OF MONEY | | | |
| INTEREST EARNINGS | A2401 | \$ | 50.00 |
| TOTAL USE OF MONEY | | \$ | 50.00 |
| LICENSES AND PERMITS | | | |
| BUILDING PERMITS | A2555 | \$ | 200.00 |
| JUNK CAR PERMITS | A2590 | \$ | - |
| TOTAL LICENSES AND PERMITS | | \$ | 200.00 |
| FINES & FORFEITURES | | | |
| JUSTICE FEES | A2610 | \$ | - |
| TOTAL FINES & FORFEITURES | | | |
| SALE OF PROPERTY | | | |
| CENTENNIAL SALES | A2655 | \$ | - |
| EQUIPMENT SALES | A2665 | \$ | - |
| INSURANCE RECOVERIES | A2680 | \$ | - |
| TOTAL SALE OF PROPERTY | | \$ | - |
| MISCELLANEOUS | | | |
| MISCELLANEOUS | A2770 | \$ | - |
| TOTAL MISCELLANEOUS | | \$ | - |
| TOTAL INTERGOVERNMENTAL CHARGES | | \$ | 5,250.00 |
| STATE AID | | | |
| GENERAL GOVERNMENT | | | |
| PER CAPITA | A3001 | \$ | 8,000.00 |
| MORTGAGE TAX | A3005 | \$ | 2,000.00 |
| STAR | A3040 | \$ | |
| TOTAL GENERAL GOVERNMENT | | \$ | 10,000.00 |
| TRANSPORTATION | | | |
| HIGHWAY AID - C.H.I.P.S. | A3501 | \$ | 25,748.88 |
| TOTAL TRANSPORTATION | | \$ | 25,748.88 |
| CULTURE & RECREATION | | | |
| YOUTH PROGRAM - LIFEGUARDS | A3820 | \$ | - |
| YOUTH PROGRAM - LIBRARY | A3821 | \$ | - |
| TOTAL CULTURE & RECREATION | | \$ | - |
| HOME & COMMUNITY SERVICE | | | |
| STATE EMERGENCY ASSISTANCE | A3960 | \$ | - |
| TOTAL HOME & COMMUNITY SERVICE | | \$ | - |
| TOTAL STATE AID | | \$ | 35,748.88 |
| FEDERAL AID | | | |
| HOME & COMMUNITY SERVICE | | | |
| FEDERAL EMERGENCT ASSISTANCE | A4960 | \$ | - |
| TOTAL FEDERAL AID | | \$ | - |
| GRAND TOTAL ESTIMATED REVENUE | | \$ | 360,474.88 |
| APPROP.CASH SURPLUS | | \$ | 122,000.00 |
| BALANCE OF APPROPRIATIONS TO BE RAISED | | | |
| BY TAXES | | \$ | 294,046.98 |
| TAXABLE VALUATION | | \$ | 23,204.308 |
| VILLAGE TAX RATE | | | 12.672086 |

SCHEDULE OF WAGES & SALARIES

| | | | |
|------------------------------------|---|-----------|-------------------|
| MAYOR / YR | 1 | \$ | 4,000.00 |
| TRUSTEES \$2,000 EA/YR | 4 | \$ | 8,000.00 |
| STREETS & WATER SUPERINTENDENT | 1 | \$ | 60,320.00 |
| ASSISTANT STS & WTR SUPERINTENDENT | 1 | \$ | 35,360.00 |
| CLERK / TREASURER | 1 | \$ | 47,320.00 |
| DEPUTY CLERK/TREASURER | 1 | \$ | 11,980.80 |
| CODE ENFORCEMENT | 1 | \$ | 16,800.00 |
| TOTAL | | \$ | 183,780.80 |

Public Comment - RuthAnn Seward, Bill Wallick, Chris Zachariah and Colin Harting were present. There were no comments.

Bill Wallick was present to discuss a proposal for using solar. We can use this for on-demand. So we could use it on the pumphouse. We would be guaranteed a 10% savings. The solar farm is located up near Ithaca. We would be able to opt out of it if we wanted. We would be guaranteed 74kw. The only difference is that there would be a bill from NYSEG and get another bill from this company. This doesn't start until September 2021 but signing up now will secure us a certain amount of solar panels when it starts up.

Motion: to move forward with signing up with this new company.

By: Thomas M. Skinner

2nd: James W. Miller

Vote: AYE - All

Chris Zachariah from Eastern Broome Emergency Services was present. They are having trouble with their finance/billing company. They will not be renewing their contract and will be going back to the one in Binghamton. They cut back ALS at night. He has spoke with the town supervisor but there is still no interest in them contributing even though Chris stated to her that most of their calls are in the town. Trustee Skinner asked Chris how they felt about wearing the bullet proof vests. Patricia Merrill/Youngs has been getting donations to purchase a couple for each ambulance. Chris stated they would like them. Trustee Skinner questioned the need for them and is concerned with the fitting of the vests.

Grant Writer Report, Steve Contento present - 1) Steve has heard nothing from the Senator Akshar grants. 2) He is working on a grant for a new dumptruck. It is a 50% matching grant with the balance being a low interest rate. It's a community facilities program. 3) Steve got the report for the water audit. He is speaking with Frank Evangelisti regarding help with the water. 4) The Community Foundation is interested in seeing the museum. They may be interested in giving money towards that.

Code Enforcement Report - Gary was not able to attend the meeting.

Attorney Report - A report was submitted. There were no comments or questions.

Streets Report, David Decker present - 1). David got prices for a new truck. \$66,000.00. Steve has found a possible grant for the truck which would include the wings and spreader. 2) The spreader motor needs to be replaced on the spinner. Had to buy a new motor for it. It's 8 years old. And they need a new cutting edge. 3) The zero turn was picked up to get a trade in price. 4) The new backhoe came in. It's a much nicer unit than the last, a little bigger and a lot more visibility. 5) PESH was here, waiting for violations in writing and for him to drop a disk off as a lot of paperwork was lost over the last few floods and leaks. He wants us to be fitted for a full facemask respirator that requires clean shaved faces. They want the dumptruck parked outside as there is not much access to emergency exit. We will see what the actual write-ups

are before we start making changes. 6) The furnace cleanings were done. The boiler is still leaking at the fire station and needs to be replaced. The furnace at the pumphouse firebox chamber is split and cracked, possible CO2 hazard and fire hazard. It's 30 years old. Mirabito gave a price of different systems. They are propane. He thinks we can make it through this heating season but it should be replaced before the next heating season. David suggested #2 on the quotes at a cost of \$8,125.00. 7) The boiler in the fire station needs to be replaced. There is a substantial leak. Mirabito gave us a price of \$14,925 for propane or oil for \$13,795. It may last the heating season but it may not start up if it's off for any time. Kevin Kennedy was asked to give a price but didn't get back to David before the meeting. Evan's gave a price of \$23,900 for a propane and \$22,750 for a fuel oil. David really trusts them and if there are any costs that are lower, they will pass the savings to us. If they do it, they would purchase all the equipment but not put it in until an emergency or in the spring. There was much conversation. Trustee West stated that we should request that this work be done in the spring but to have them ready in case of an emergency.

Motion: to go forward with having Mirabito doing a propane boiler for the fire station at a cost of \$14,925 per quote

By: James W. Miller
2nd: Robert E. West
Vote: AYE - All

Motion: to go forward with having Mirabito doing a propane heater unit in the garage and a new furnace connected to the existing piping at a cost of \$8,125.00 per quote

By: Robert E. West
2nd: James W. Miller
Vote: AYE - All

Water Report, David Decker present - 1) Working on the end of year reports for the DEC, Health Department and the SRBC. 2) Two days in a row was called numerous times for dirty water. Both occasions were the fire department taking water. The hydrants were open too far for non-emergency use. 30-40 PSI loss while pumps were running. Talked to McNulty and Gibbons and scolded Brownie and stopped him from getting water.

Treasurer's Report, Patricia Harting present - 1) A report was presented.

Motion: to accept the Treasurer's Report

By: Robert E. West
2nd: James W. Miller
Vote: AYE - All present

Reports of Committees:

Code Enforcement Committee - No report
Community House Committee -
Fire Co Committee - No report
Parks Committee - No report
Pool Committee - No report
Streets & Water Committee - No report

Mayor's Report - 1) The mayor wrote a response to the New York State Auditors in response to the audit that was conducted of the water program. The mayor asked for approval to send the letter to NYS.

Motion: to allow the mayor to send the letter to the Comptroller's in response to the audit.

By: Thomas M. Skinner

2nd: James W. Miller

Vote: AYE - All

2) Attorney Bob McKirtich sent the board members a draft of a law we may want to adopt in regard to turning water meters off. There was some discussion about this and the members need to look this over with their thoughts.

Motion: to pay bills as authorized by vouchers signed by board members

By: Robert E. West

2nd: Thomas M. Skinner

Vote: AYE - All

Motion: to adjourn at 9:05 p.m.

By: James W. Miller

2nd: Robert E. West

Vote: AYE - All

Respectfully Submitted,

Patricia L. Harting, Village Clerk / Treasurer