

MEETING MINUTES
of the Village of Windsor, N.Y.
107 Main Street
Windsor, NY 13865
March 2, 2023

Present:	Mayor:	Ronald G. Harting
	Trustee	Edward C. McLean
		John R. McNulty
		James W. Miller, absent
		Thomas M. Skinner
	Clerk/Treasurer:	Patricia L. Harting
	Streets & Water Suptdnt:	David M. Decker
	Code Enforcement	Richard Osborne, absent
	Grant Writer:	Steven Contento
	Attendees:	9

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

Pledge of Allegiance

Welcome to Holly Gardinier, Betty Vilecco, Corky Mott, Carolyn Price, Dave Markie, Amanda Jackson, Stacey Congdon, Ruth Ann and Mickey Galusha

Public Comment – Holly Gardinier was present to discuss the tree stumps on the village green. If the village has funds available, she would like to see the tree stumps ground down and more trees planted. Not necessarily ornamental, but trees that would go along with the other trees there. David stated that the tree stumps are in the state right-of-way. Trustee Skinner stated that he has noticed the people will often get their picture taken while sitting on the tree stump on the green. David stated that he would check with NYSDOT about removing them and wouldn't plant new trees within their right-of-way.

Corrine Mott, Community Beautification - Corky and Betty met with Steve Contento, Trustee Jim Miller and Trustee Ed McLean to discuss putting up barrels with flowers in them on Main Street. The Garden Club will be maintaining them and changing them with the seasons. Trustee Ed discussed their plans and asked the board if it would be possible for the village to purchase the barrels and flowers. The barrels cost \$42 each and they are looking to purchase 12 of them.

Motion: to pick up the costs of the barrels and the flowers

By: John R. McNulty
2nd: Edward C. McLean
Vote: AYE - All present

Windsor Fair - The Fair Committee and the WYSR would like to do some projects in the park for the fair. They would like to improve the pavilion and next year they'd like to build a pavilion in the back behind the fire station that's permanent. Mayor Ron stated we are filling and grading the flat area behind the station so the fire company can do fundraisers. Unfortunately, that spot won't be done for probably another 5 years David stated. You may be able to do something temporary but not permanent. Trustee John stated they can't do anything back there because of the fire company. David asked what they want to do to the pavilion this year because people use that pavilion and also there's a lot of kids hanging out and vandalism sometimes occur there. She stated for this year it would be lighting and speakers and to

upgrade the electric service. The clerk checked with the insurance agent regarding the stage in the pavilion. They didn't see an issue but it would depend on the height of the stage. Code Enforcement Officer Rich will be involved to make sure any changes or additions meet state codes. All plans need to come to the board for approval. Stacey had met with the assistant to the owner of the factory to discuss using their parking lot. He was receptive to it but it will also depend upon if someone is renting the place. But they would like to help out the community he stated. There was a discussion as to when the fair would take place with the committee leaning toward graduation weekend (June 25th) and a secondary date of August 5th. The committee was advised that there would be conflicts over graduation weekend that would limit services normally provided by the village and schools. The committee stated they would take it into consideration before setting the date.

Motion: to allow the fair committee to put electric at the pavilion and to put in a temporary stage upon approval of the plans

Motion by: Ronald G. Harting
2nd by: Edward C. McLean
Vote: AYE – All present

Grant Writer Report, Steve Contento present - 1) A grant was sent to the Small Communities Grant Fund through Broome County. We asked for help with the expense of putting in the salt bin. 2) We submitted to Congressman Molinaro for help with updating our water system. 3) David and Steve are going to meet with NYS Water to help us find funding and grants to help with the water improvements. Trustee Ed asked what residents who suffer from problems due to water flow, what do they do in the meantime and what are we able to do to help them. David stated that it all depends on water flow. 75% of all residents have a 1/2" line and all have the same issue of running more than one tap in their home. 4) Steve reached out to Senator Oberacher for a new fire station. 5) Steve, David and Ron have been working on a monument for the Veteran's Memorial stone. They gave a quote for \$4500. After looking at the diagram, it was decided that it needs to be a larger, which will increase the price. David presented paperwork for a quote from Ouaquaga Construction LLC for the stone for sidewalks at a cost of \$7,250 and stamped areas at \$4,250. The cost would be \$12,500. The village workers would do the excavation and removal of the present sidewalk and stones around the flagpole and memorial and the hauling away. The village would also provide the gravel for the base. No decision was made.

Code Enforcement Report – Rich was not able to attend but did submit a report. 1) Continuing to inspect open permits and construction work that is in progress. 2) I met with the new owners of the Part Street building to discuss their future plans for the building to assure compliance. 3) I've been trying to contact the insurance company that is covering the fire damaged home at 134 Main Street. 4) The mayor and myself met with legal council to discuss several open matters that were brought before us. 5) That time of year to start scheduling and conducting fire inspections where warranted by NYS Fire Code. 6) As always, we continue to answer questions regarding zoning issues and construction in the village.

Attorney Report – A report was submitted. There were no comments.

Streets Report, David Decker present – 1) We got samples and prices for the community house decking. We want to get this done as soon as the weather breaks and time permits. The board needs to decide on the flooring material so we can get them ordered and if needed, I can get more samples for color, etc. He was instructed to get a few more samples of the flooring that has the 50 year warranty. 2) Been working with Steve and Ron on grants. 3) Prices for the concrete blocks for the salt bin from Binghamton Precast is included in your folder. The cost should not exceed \$10,500. I want to get these ordered and delivered as soon as we can so that we can get reimbursed through the DASNY grant. Ron, Steve and I have been putting together some information for a grant from the Small Communities Funding through Broome County hoping to get help with the cost of the salt bin. 4) Unfortunately, I had to order a couple more loads of salt with the storms we had and the potential for more coming. We used a bunch

during the ice storm. When it's freezing rain and/or sleet, you have to keep laying salt down, otherwise the ice will iron on to the roads and make it near impossible to remove the ice quickly and efficiently. 5) We have 6 street name signs that have been ripped off and stolen from sign posts in the Grove Street area. I had a resident tell me who she thought it was, as she saw them hanging around on or near the posts. I told a distant family member that they should talk to this individual's parents and let them know we have an idea that he took them, amongst other vandalism that he has been caught doing in the past. I will order the signs in a month or two so that they don't vanish right away since word should get back to this individual that people are watching. They will cost approximately \$150 - \$200 per sign to replace. 6) The tractor died during the last storm. Everything pointed to the alternator. We replaced it and it still wasn't acting right and ended up being the same fuse holder that failed on the old tractor. If you remember we made our own use and relay assembly on the old one as the original part was \$2,000. We did it again for the cost of \$442.00 instead of the \$1800 Kubota wanted. 7) David stated that with the new garbage contract in effect on March 1st, we need to get the extra totes that we requested in the contract. The clerk will call them.

Water Report, David Decker present - 1) We need to have Milton Cat come out and look at the generator as it is turning over but not starting. 2) We had a couple water meters and a house with frozen lines during the brief cold snap. 3) The water is turned on at the factory. They installed a new backflow preventer and a new water meter as I requested. 4) The town needed a water flow test done across the river so they can design their fire suppression system for the new Town Highway Garage. There was an increase in pressure and flow since it was last done in the late 1990's. The increase can be attributed to the increased main size under the river and the amount of leaks that have been repaired. Last time it was tested, we were pumping upwards of 400,000 gallons per day. Now we pump 200-250,000 gallons per day. The engineer is thinking that they want to run a new 6" water main all the way to their new building and maybe a fire hydrant near their building to achieve the necessary volumes for the sprinkler system. 5) We had a minor leak inside the pumphouse that we repaired. 6) We were able to use the new portable generator and shop-vac to clean out a curb box so that we didn't have to dig it up. The owner was able to make repairs inside since we were able to shut the water off. The generator paid for itself just in this instance. 7) The grant application went in to Molinaro's office for a grant for planning etc. on water upgrades to the system so that we are shovel ready for upgrades. 8) Steve mentioned that he and I will be doing a virtual meeting and possibly in person meeting with representatives from the state on some more new funding opportunities for small rural communities to update their water and waste water systems.

Treasurer's Report, Patricia Harting present - A report was presented. 1) Michele, who cleans the Community House, would like to paint the bathrooms.

Motion: to allow Michele to paint the bathrooms at a cost not to exceed \$500

By: Thomas M. Skinner

2nd: John R. McNulty

Vote: AYE - All present

2) Clerk Patti had been told that the Windsor Standard would no longer be. Carolyn Price, a reporter for the Standard said she was happy to announce that someone purchased the business so the Windsor Standard will continue. This is great news for the village and their residents. 3) CleanUp Day will be Saturday, May 13th. The paperwork has been sent to the county, Taylor Garbage has been notified and Weitsman's are set up to bring in a dumpster for metals. At this time, the Town of Windsor will not be participating as they did last year with us at the park. There was discussion of how this will effect us because town residents will be coming down and have to be turned away. This happened many years ago when we first started doing this event and town residents were angry and just dumped their trash in the village and along many town roads. Town residents again will be angry and dump their trash. It's such a great thing that the county does by waving tipping fees that it's a disservice to town residents to not have it. 4) The board has talked previously about raising the rates to rent out the community house. At the present time, it is \$50 for village residents and \$100 for outside-of-village residents with a required deposit of \$100 for all users. Trustee Skinner suggested making it \$75 for village residents and \$150 for outside-of-village residents. Town resident Mickey Galusha stated that

he feels it is unfair to charge out-of-village residents more. Trustee Tom explained that village residents already pay for the upkeep of the community house, which this year is a cost of \$30,000 to maintain and also replace the decking on the porch. He feels the residents shouldn't have to pay as much because they already pay towards it in their taxes. He also suggested we put a 4 hour limit with 1 hour setup and 1 hour clean up. In the past, there are people who use it all day long and \$50 doesn't cover the cost of heat and/or air conditioning, the propane for the stove/oven and electric and lights. Plus we don't require them to purchase an insurance policy like most other places do. There are many community groups that meet here that can still use it. If a new group wants to start using it, the Community House Committee will make that decision.

Motion: to charge \$75.00 for village residents and \$150.00 for out-of-village residents for use of the community house along with a 4 hour limit with an additional one (1) hour setup and one (1) hour clean up

By: Thomas M. Skinner
2nd: John R. McNulty
Vote: AYE – All present

Motion: to accept the Treasurer's Report

By: Thomas M. Skinner
2nd: John R. McNulty
Vote: AYE – All present

Motion: to approve the Meeting Minutes of February 2, 2023

By: Ronald G. Harting
2nd: Edward C. McLean
Vote: AYE – All present

Resolution 4-2023

**RESOLUTION NO.4-2023
 RESOLUTION AMENDING ANNUAL
 VILLAGE BUDGET FOR 2022/2023**

WHEREAS, the Village Board entered into an agreement with Windsor Emergency Services; and

WHEREAS, Windsor Emergency Services has purchased diesel and gasoline for their vehicles from the Village Streets Department at State Bid price; and

WHEREAS, Windsor Emergency Services is billed monthly for diesel and gasoline purchased by the village; and

WHEREAS, the Village Street Superintendent keeps record of all diesel and gasoline pumped electronically and the clerk sends them a bill on or about the 1st of each month;

AND WHEREAS, the following payments were made to the Village for fuel reimbursement in July for \$3,018.12; August for \$1,839.13; September for \$1,683.84; October for \$2,151.10; November for \$2,229.45; Decemb3er for \$2,262.85 and January for \$1,646.44 for a total amount of \$14,830.93

THEREFORE, monies spent from streets need to be reimbursed from the monies paid

Estimated Revenues	A510	\$ 14,830.93	
Subsidiary Account		A2188-Ambulance	\$ 14,830.93
Estimated Appropriations	A960	\$ 14,830.93	

NOW, THEREFORE, BE IT RESOLVED, that said budget as amended, is hereby adopted and established as the amended annual budget for this Village for the fiscal year beginning March 1, 2022.

Offered by: John R. McNulty
Seconded by: Edward C. McLean
Vote: **AYE** - Mayor Ronald G. Harting
 AYE - Trustee Edward C. McLean
 AYE – Trustee John R. McNulty
 ABSENT - Trustee James W. Miller
 AYE – Trustee Thomas M. Skinner

Resolution effective March 2, 2023

Resolution #5-2023

RESOLUTION NO.5-2023

BE IT RESOLVED that monies be transferred from the under-expended 2002/2023 Village Budget line items to the over-expended line items.

Offered by: John R. McNulty
Seconded by: Edward C. McLean
Vote: **AYE** - Mayor Ronald G. Harting
 AYE - Trustee Edward C. McLean
 AYE – Trustee John R. McNulty
 ABSENT - Trustee James W. Miller
 AYE - Trustee Thomas M. Skinner

Resolution effective March 2, 2023

Resolution #6-2023

**RESOLUTION NO.6-2023
RESOLUTION TO ESTABLISH A RESERVE FUND
FOR GRANT MONEY RECEIVED FOR FISCAL YEAR 2022/2023**

WHEREAS, the Village Board of Trustees wants to set up a reserve account for grant money received from Broome County; and

WHEREAS, the County of Broome provided funding in the amount of \$7,000.00 to the Village of Windsor to support Village Soldiers Memorial Improvements, in accordance with the Village’s proposal; and

WHEREAS, the terms of this agreement signed by both parties shall be from 7/1/2022 – 6/30/2023 and of which the monies were adopted into the budget year but were not expended during the fiscal year ending 2/28/2023,

THEREFORE, these funds will be moved to a Reserve Account for fiscal year beginning 3/1/2023 to be used prior to 6/30/2023 as agreed upon;

THEREFORE, BE IT RESOLVED that the Village Board of Trustees authorize a transfer from the Fund Appropriations to a Reserve for the Memorial Grant Fund

A889	Reserve Fund – Memorial Fund	\$ 7,000.00
A909	Appropriated Fund Balance	\$ 7,000.00

THEREFORE, BE IT RESOLVED, that said budget as amended, is hereby adopted and established as the amended annual budget for this Village for the fiscal year beginning March

1, 2022.

Offered by: John R. McNulty
Seconded by: Edward C. McLean

Vote: **AYE** - Mayor Ronald G. Harting
AYE - Trustee Edward C. McLean
AYE – Trustee John R. McNulty
ABSENT - Trustee James W. Miller
AYE – Trustee Thomas M. Skinner

Resolution effective March 2, 2023

Resolution 7-2023

**RESOLUTION NO.7-2023
RESOLUTION TO MOVE FUNDS
FOR U.S.TREASURY STATE AND LOCAL FISCAL
RECOVERY FUNDS FOR FISCAL YEAR 2022-2023**

WHEREAS, the Village Board of Trustees received from the Department of the Treasury’s State and Local Fiscal Recovery Funds from the ARPA Coronavirus Local Fiscal Recovery Fund; and

WHEREAS, these funds were not used during the fiscal year 2022/2023; and

WHEREAS, these funds will be used following the Federal Guidelines of usage for the ARPA Coronavirus Local Fiscal Recovery Funds; and

THEREFORE, these funds will be moved to a Reserve Account to be used along with other funds for this program;

THEREFORE, BE IT RESOLVED that the Village Board of Trustees authorize a transfer from the Fund Appropriations to a Reserve for SLFRF funds:

A889	Reserve Fund – SLFRF	\$ 44,102.42
A909	Appropriated Fund Balance	\$ 44,102.42

THEREFORE, BE IT RESOLVED, that said this resolution hereby be adopted and established for the fiscal year beginning March 1, 2022.

Offered by: John R. McNulty
Seconded by: Edward C. McLean
Vote: **AYE** - Mayor Ronald G. Harting
AYE - Trustee Edward C. McLean
AYE – Trustee John R. McNulty
ABSENT - Trustee James W. Miller
AYE – Trustee Thomas M. Skinner

Resolution effective March 2, 2023

Resolution 8-2023

**RESOLUTION NO.8-2023
BUDGET AMENDMENT FOR VILLAGE OF WINDSOR
FISCAL YEAR 2023-2024**

WHEREAS, the Village of Windsor Board of Trustees having previously adopted an annual budget for the fiscal year commencing March 1, 2023 and the Village Tax Roll reflected an amount of \$.07¢ additional in taxes to be received than had been entered into the budget.

IT IS HEREBY RESOLVED that the said annual budget approved and filed as aforesaid, be amended as follows:

Estimated Revenues	A510	\$.07	
Subsidiary Account		A1001 - Taxes	\$.07
Estimated Appropriations	A960	\$.07	
Subsidiary Account		A1621.4 – Office Cont.	\$.07

NOW, THEREFORE, BE IT RESOLVED, that said budget as amended, is hereby adopted and established as the amended annual budget for this Village for the fiscal year beginning March 1, 2022.

Offered by: John R. McNulty
Seconded by: Edward C. McLean
Vote: **AYE** - Mayor Ronald G. Harting
AYE - Trustee Edward C. McLean
AYE – Trustee John R. McNulty
ABSENT - Trustee James W. Miller
AYE – Trustee Thomas M. Skinner

Resolution effective March 2, 2023

Resolution 9-2023

RESOLUTION NO.9-2023
A RESOLUTION AMENDING THE FEE SCHEDULE IN APPENDIX B
OF THE VILLAGE CODE FOR CERTIFIED TAX CERTIFICATES

At a regular meeting of the Village Board of the Village of Windsor, held at the Community House, 107 Main Street, Windsor, New York on the 2nd day of March, 2023, the following resolution was offered and seconded:

WHEREAS, pursuant to Local Law No.4 of 2001, the fee schedule in Appendix B of the Village Code may be amended by resolution of the Village Board of Trustees from time to time; and

WHEREAS, the Village Board now desires to amend the Fee Schedule in Appendix B to increase the fee for a Certified Tax Certificate from \$10.00 to \$20.00; and

NOW, THEREFORE, BE IT RESOLVED that the Village Board of Trustees hereby amends the fee schedule in Appendix B of the Village Code as follows

Certified Tax Certificate \$ 20.00

Offered by: John R. McNulty
Seconded by: Edward C. McLean
Vote: **AYE** - Mayor Ronald G. Harting
AYE - Trustee Edward C. McLean
AYE – Trustee John R. McNulty
ABSENT - Trustee James W. Miller
AYE – Trustee Thomas M. Skinner

Resolution effective February 2, 2023

Motion: to go into Executive Session at 9:02 p.m. for a legal mitigation issue

By: Ronald G. Harting

2nd: John R. McNulty
Vote: AYE - All

Motion: to return from Executive Session at 9:19 p.m.

By: Ronald G. Harting
2nd: John R. McNulty
Vote: AYE - All present

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

By: John R. McNulty
2nd: Thomas M. Skinner
Vote: AYE – All present

Motion: to adjourn at 9:30 p.m.

By: Thomas M. Skinner
2nd: John R. McNulty
Vote: AYE – All present

Respectfully Submitted,

Patricia L. Harting, Clerk/Treasurer