

MEETING MINUTES
of the Village of Windsor, N.Y.
107 Main Street
Windsor, NY 13865
March 4, 2014

Present: Mayor: Ronald G. Harting
Trustee: Robert Bennett
Eileen Shelp-Olmstead
Thomas M. Skinner
Robert E. West
Clerk/Treasurer: Patricia L. Harting
Streets & Water Suptdnt: David M. Decker
Code Enforcement: Gary Post
Attendees: 3

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

Pledge of Allegiance

Welcome

Public Comment - Resident Bill & Diane Wallick were present to talk about the casino.

Town of Windsor Youth Director Bob Crowley - Bob signed the Agreement between the Village and the Town Youth Programs. He also presented the Board with a schedule of games and tournaments. Mayor Harting thanked Bob for all his hard work, along with David.

Motion: to approve the agreement between the Town Youth Board and the Village Board

By: Robert J. Bennett
2nd: Eileen Shelp-Olmstead
Vote: AYE - All

Code Enforcement Report, Gary Post present - 1) Gary put a file together for Bob McKirtich regarding 185 Main Street. Bob is putting everything in order and getting ready to take it to court. He needs pictures and he asked David to get some, especially of the roof on the garage structure. 2) Gary sent out a violation to 3 Bridge Street. The owner came in and discussed the issue with Gary, Ron and Tom. He's coming up with a proposal. He would like to tear it down but doesn't have the money. He may talk to the fire chief about having a controlled burn. He will keep us informed and Gary did speak to Bob McKirtich about it.

Streets Report, David Decker present - 1) The truck should be finished this week. The cost of the fenders over the rear tires would be \$925.00 each. The mayor stated he felt it was worth the money. Trustee West asked David if we have the money in the account and David stated yes.

Motion: to purchase the rear fenders at a cost of \$925.00

By: Thomas M. Skinner
2nd: Eileen Shelp-Olmstead
Vote: AYE - All

2) The new truck needs to be added to the insurance policy. 3) The old dump truck needs to be put out to bid with no minimum but with the right to reject any bids if it comes in too low. Then put it out again with a minimum. 4) 5) The old truck needs new rotors. The cost is \$500 for two of them. We may be able to do just one. The inspection needs to be renewed. Trustee West stated that as long as it's going to be sold, don't have it inspected. When the new owner registers it, they are given a temporary inspection and have to renew it anyway. 6) Garbage totes were delivered last Friday. There were many calls from residents wanting 2 or more totes. We may end up needing more. In speaking with them, they would consider swapping out the large totes for smaller ones. Waste Management has said they want their tote back which David has salt stored in. We may want to purchase it. 7) Trustee Skinner asked David if he could replace some missing stop signs.

Water Report, David Decker present - 1) There is a water leak by Marian's. They can't do it while school is in session. There is no school on March 14th so they may try to do it then. The other one is by the electric pole across from Patty Lee's on Grove Street. He's going to have NYSEG come out to support their pole when they do it. 2) Matthew has finished the homework for the Grade C license. He still has to take a laboratory training and take the final exam. The next class is May 28th. 3) We had a bunch more houses freeze up this month. The latest is Tom Bosket's. Both of his houses were froze last weekend. He wanted to know who's responsibility it is. David told him it is the homeowners. He told him to put heat on the wall and pipe.

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

Motion: to accept the Treasurer's Report

By: Robert J. Bennett
2nd: Robert E. West
Vote: AYE - All

Resolution #8-2014

RESOLUTION NO.8-2014

BE IT RESOLVED, that monies be transferred from the under-expended 2013/2014 Village Budget line items to the over-expended line items.

Offered by: Robert J. Bennett
2nd by: Eileen Shelp-Olmstead
Vote: **AYE** - Mayor Ronald G. Harting
AYE - Trustee Robert J. Bennett
AYE - Trustee Eileen Shelp-Olmstead
AYE - Trustee Thomas M. Skinner
AYE - Trustee Robert E. West

Resolution effective March 5, 2013

Resolution #9-2014

RESOLUTION NO.9-2014

RESOLUTION AMENDING ANNUAL VILLAGE BUDGET FOR 2013/2014

WHEREAS, the Village Board of Trustees of the Village of Windsor signed an agreement with the Windsor Central School District for water testing to be done by our licensed water operator; and

WHEREAS, the agreement specified the school would be billed by the village for the time and mileage as agreed upon; and

WHEREAS, such funds have been billed and paid for the month of December;

THEREFORE, the following budget amendments be made;

Estimated Revenues	A510	\$ 257.50	
Subsidiary Account		A1710-Public Work Charges	\$ 257.50
Estimated Appropriations	A960	\$ 257.50	
Subsidiary Account		A8310.1-Water Salary	\$ 220.00
Subsidiary Account		A5110.4-Streets Contractual	\$ 37.50

AND WHEREAS, such funds have been billed and paid for the month of January;

THEREFORE, the following budget amendments be made;

Estimated Revenues	A510	\$ 230.00	
Subsidiary Account		A1710-Public Work Charges	\$ 230.00
Estimated Appropriations	A960	\$ 230.00	
Subsidiary Account		A8310.1-Water Salary	\$ 200.00
Subsidiary Account		A5110.4-Streets Contractual	\$ 30.00

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, 2013.

- Offered by:** Robert J. Bennett
- Seconded by:** Eileen Shelp-Olmstead
- Vote:** AYE - Mayor Ronald G. Harting
- AYE - Trustee Robert J. Bennett
- AYE - Trustee Eileen Shelp-Olmstead
- AYE - Trustee Thomas M. Skinner
- AYE - Trustee Robert E. West

Resolution effective February 28, 2014

Resolution #10-2014

RESOLUTION NO.10-2014

RESOLUTION AMENDING ANNUAL VILLAGE BUDGET FOR 2013/2014

WHEREAS, this Board having previously adopted annual budget for the fiscal year commencing March 1, 2013, and

WHEREAS, the Village has been billed \$1,628.85 and paid on October 2, 2013 for unemployment from a previous employee; and

WHEREAS, the Village has been billed \$2,606.16 and paid on November 8, 2013 for unemployment from a previous employee; and

WHEREAS, the Village has been billed \$666.53 and paid on February 5, 2014 for unemployment from a previous employee; and

WHEREAS, the Village has been billed \$1.30 and paid on March 5, 2014 for unemployment from a previous employee;

BE IT RESOLVED that the Village Board of Trustees of the Village of Windsor does authorize a transfer between appropriation funds as such:

Estimated Appropriations	A960	\$ 4,902.84	
Subsidiary Account		A5010.1-Streets Personnel	\$ 4,902.84

Estimated Appropriations	A960	\$ 4,902.84	
Subsidiary Account	A9050.8-Unemployment Ins		\$ 4,902.84

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, 2013.

Offered by: Robert J. Bennett
Seconded by: Eileen Shelp-Olmstead
Vote: **AYE** - Mayor Ronald G. Harting
AYE - Trustee Robert J. Bennett
AYE - Trustee Eileen Shelp-Olmstead
AYE - Trustee Thomas M. Skinner
AYE- Trustee Robert E. West

Resolution effective February 28, 2014

Resolution #11-2014

RESOLUTION NO.11-2014

RESOLUTION TO MOVE MUSEUM FUNDS INTO MUSEUM RESERVE

WHEREAS, at the end of the 2013-2014 Village of Windsor Fiscal Year, the amount of money appropriated in Museum expense account A7450.4 had a negative balance of \$2,022.98 ; and

WHEREAS, at the end of the 2013-2014 Village of Windsor Fiscal Year, the amount of revenues in the Museum account A2705 had a balance of \$2,738.86; and

WHEREAS, there is a surplus not spent in the amount of \$715.88;

THEREFORE, BE IT RESOLVED, that \$715.88 be transferred from the Appropriated Fund Balance Account A909 into the Museum Reserve Fund A889

A909	Appropriated Fund Balance	\$ 715.88
A889	Reserve Fund – Water	\$ 715.88

Offered by: Robert J. Bennett
Seconded by: Eileen Shelp-Olmstead
Vote: **AYE** - Mayor Ronald G. Harting
AYE - Trustee Robert J. Bennett
AYE - Trustee Eileen Shelp-Olmstead
AYE - Trustee Thomas M. Skinner
AYE - Trustee Robert E. West

Resolution effective March 4, 2014

Resolution #12-2014

RESOLUTION NO.12-2014

RESOLUTION AMENDING ANNUAL VILLAGE BUDGET FOR 2013/2014

WHEREAS, this Board having previously adopted annual budget for the fiscal year commencing March 1, 2013, and

WHEREAS, the Village has purchased a truck in the amount of \$35,500.00 and

WHEREAS, funds for said truck need to be transferred from A1990.4 Contingency Fund into A5110.4 Street Contractual;

BE IT RESOLVED that the Village Board of Trustees of the Village of Windsor does authorize a transfer between appropriation funds as such:

Estimated Appropriations	A960	\$ -30,000.00	
Subsidiary Account	A1990.4-Contingency Fund		\$ -30,000.00

Estimated Appropriations	A960	\$ 30,000.00	
Subsidiary Account	A5110.4-Streets Contractual		\$ 30,000.00

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, 2013.

Offered by: Robert J. Bennett
Seconded by: Eileen Shelp-Olmstead
Vote: **AYE** - Mayor Ronald G. Harting
AYE - Trustee Robert J. Bennett
AYE - Trustee Eileen Shelp-Olmstead
AYE - Trustee Thomas M. Skinner
AYE - Trustee Robert E. West

Resolution effective February 28, 2014

Resolution #13-2014

RESOLUTION NO.13-2014

**RESOLUTION AUTHORIZING THE ISSUANCE OF A BOND
ANTICIPATION NOTE FOR THE PURPOSE OF MAKING
ASSESSBLE CAPITAL IMPROVEMENTS TO THE EXISTING
PUBLIC WATER SYSTEM OF THE VILLAGE OF WINDSOR
(RENEWAL)**

WHEREAS, the Board of Trustees of the Village of Windsor, by resolution dated March 4, 2014, authorized certain assessable capital improvements to the Village's public water system; and

WHEREAS, the Board of Trustees previously authorized the issuance of bond anticipation notes in anticipation of the sale of serial bonds and the current bond anticipation note matures on March 28, 2014,

NOW, THEREFORE, BE IT RESOLVED this 4th day of March, 2014 by the Board of Trustees of the Village of Windsor, located in Broome County New York, that the bond resolution dated March 4, 2014, be renewed and that the bond anticipation note dated March 29, 2013, which matures on March 28, 2014, be renewed for an additional year.

The renewal bond anticipation note shall be in the principal amount of \$12,500.00, together with interest at a rate of 2.85% per annum, shall be dated March 28, 2014 and shall mature on March 27, 2015.

Offered by: Thomas M. Skinner
Seconded by: Robert J. Bennett
Vote: **AYE** - Mayor Ronald G. Harting
AYE - Trustee Robert J. Bennett
AYE - Trustee Eileen Shelp-Olmstead
AYE - Trustee Thomas M. Skinner
AYE - Trustee Robert E. West

Resolution effective March 4, 2014

Resolution #14-2014

RESOLUTION NO.14-2014

VILLAGE OF WINDSOR CLEAN-UP DAY

BE IT RESOLVED, that the Village will sponsor a Clean-up Day on Saturday, May 10, 2014 from 8:00 A.M. to 12:00 P.M.; and

BE IT FURTHER RESOLVED, that there will be four categories provided:

- Tires
- White goods, metal
- Bulk items
- Non-contaminated C & D

Offered by: Robert J. Bennett

Seconded by: Eileen Shelp-Olmstead

Vote: AYE - Mayor Ronald G. Harting

AYE - Trustee Robert J. Bennett

AYE - Trustee Eileen Shelp-Olmstead

AYE - Trustee Thomas M. Skinner

AYE - Trustee Robert E. West

Resolution effective March 4, 2014

Resolution #15-2014

RESOLUTION NO.15-2014

METHOD OF COLLECITON OF SPECIAL ASSESSMENT

BE IT RESOLVED, that the method of collection for the Special Assessment of 2014/2015 be based on the water levy consumption of each individual residence, and

BE IT RESOLVED, that the consumption is based on the October 2013 and April 2014 readings; and

BE IT RESOLVED, that the amount of assessment be divided accordingly by gallons used based on yearly consumption; and

BE IT RESOLVED, that the total amount per resident be divided equally in quarters to be paid with the water billings of 5/1/14, 8/1/14, 11/1/14 and 2/1/15; and

BE IT FURTHER RESOLVED, that the method collection for Special Assessment be as stated above.

Offered by: Thomas M. Skinner

Seconded by: Robert J. Bennett

Vote: AYE - Mayor Ronald G. Harting

AYE - Trustee Robert J. Bennett

AYE - Trustee Eileen Shelp-Olmstead

AYE - Trustee Thomas M. Skinner

AYE - Trustee Robert E. West

Resolution effective March 4, 2014

Resolution #16-2014

RESOLUTION NO.16-2014

**BUDGET AMENDMENT FOR VILLAGE OF WINDSOR
FISCAL YEAR 2014-2015**

WHEREAS, the Village of Windsor Board of Trustees having previously adopted an annual budget for the fiscal year commencing March 1, 2014 and the Village Tax Roll reflected an amount of \$.02¢ more in taxes 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	\$.02	
Subsidiary Account	A1001 – Taxes		\$.02
Estimated Appropriations	A960	\$.02	
Subsidiary Account	A1621.4 – Office Contractual		\$.02

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, 2014.

Offered by: Thomas M. Skinner
Seconded by: Robert J. Bennett
Vote: AYE - Mayor Ronald G. Harting
 AYE - Trustee Robert J. Bennett
 AYE - Trustee Eileen Shelp-Olmstead
 AYE - Trustee Thomas M. Skinner
 AYE - Trustee Robert E. West

Resolution effective March 4, 2014

Accept Meeting Minutes of February 4, 2014

By: Robert E. West
2nd: Robert J. Bennett
Vote: AYE - All

Motion: for the Mayor to sign a contract with the Windsor Fire Company and with Taylor Garbage

By: Thomas M. Skinner
2nd: Robert J. Bennett
Vote: AYE - All

Reports of Committees:

Code Enforcement Committee - No report

Community House Committee - No report

Fire Co Committee - No report

Parks Committee - No report

Pool Committee - No report

Streets & Water Committee

Mayor's Report - 1) Mayor Harting received a letter from the owner of the building on the corner of Main and Chapel. He wants the no parking sign removed from in front of his building. David said he would talk to the state guys to see if they would stripe it out there. The no parking is a safety issue and we can't ask the state to change that. In speaking with police, if he parked there with the car still running and was unloading from his vehicle, that wouldn't be an issue. 2) The Mayor received a letter from SHIPO in regard to the Safe Routes to School Grant. The letter stated the many choices of what the

sidewalks could be made of. This is good news.

Motion: to go into Executive Session at 8:15 p.m. for a legal matter

By: Eileen Shelp-Olmstead

2nd: Robert J. Bennett

Vote: AYE - All

Motion: to return from Executive Session at 8:30 p.m.

By: Thomas M. Skinner

2nd: Robert J. Bennett

Vote: AYE - All

Motion: to engage Attorney Bob Murphy to review property files.

By: Thomas M. Skinner

2nd: Robert J. Bennett

Vote: AYE - All

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

By: Robert J. Bennett

2nd: Eileen Shelp-Olmstead

Vote: Aye - All

Motion: to adjourn at 8:45 p.m.

By: Thomas M. Skinner

2nd: Eileen Shelp-Olmstead

Vote: Aye - All

Respectfully Submitted,

Patricia L. Harting, Village Clerk / Treasurer