

**MEETING MINUTES
of the Village of Windsor, N.Y.
107 Main Street
Windsor, NY 13865
March 5, 2013**

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: 7

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

Pledge of Allegiance

Welcome

Public Comment - Present was County Legislator Scott Baker, Tim Harting, Kellin Price, Ron Rambo, Sue Rambo, Bob Crowley, Diane Wallick and Bill Wallick

County Legislator Scott Baker was present - 1) The County is moving forward with the Willow Point sprinkler update. 2) They changed the sell-back issue which pertains to taxes. In the past if someone wasn't able to pay their taxes, before it went to auction at the county, the resident was not allowed to pay the back taxes 120 days before the auction. Now they can buy back up to the day before they go to auction providing they can provide a hardship case. 3) Scott requested support for the storm gauges and keeping them in place in our area. 4) Mayor Harting asked if there is action being done on going back to the 50/50 split for sales tax. Scott stated that it is moving incrementally back toward that split. 5) Mayor Harting also told Scott that we just purchased the property at 117 Main Street and he is working with Kevin Keough on getting it off the tax roll and wanted to know if the county would help out with using their large equipment to tear down the building and for a break with the county landfill. Scott stated that the mayor would have to go to Dan Schofield first but he is on the Public Works Committee so he will talk to Dan also. Scott would like to see the county equipment used to help the fire companies when they have burned houses

Youth Director Bob Crowley was present to give the signed contract to the village that is between the Town Youth Board and the Village Board. Bob asked if we can put up an area designated for smoking. The board thought it was a good idea. Trustee Shelp-Olmstead suggested that maybe you could put up a sign pointing to the area.

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

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

Window on the Arts - Sue Rambo was present to tell the board that the Window on the Arts this year will be on Saturday, September 14th. Mayor Harting told Sue that anything they want, to let us know. He also stated that Youth Director Bob was present so it might be a good time to talk to him about the concession stand. She said they don't want it and they didn't want it last year but they would like to make more use out of the ball fields. She stated that she had a blank application for park use so the clerk didn't need to send one and she would fill it out.

Grant Writer Report - Grant Writer Steve Contento was not present. Patti and David have a meeting on Thursday morning with Alex Urda from Urda Engineering to work on the Constitution Pipeline Grant that has to be in by March 15th.

Code Enforcement Report, Gary Post present - 1) The Village had to make some changes to the state report for the Hazard Mitigation. 2) Gary has an application for 116 Main Street and for 185 Main Street. A 239 Review has to be filed first then it has to go to Broome County and the State because it is within 500' of a county and state road. Then it goes to the Zoning Board of Appeals and then the Planning Board for approval. The attorney needs to be present for both of these meetings. They have to be public meetings and advertised for 2 weeks prior to the meeting. If either property owners don't like the decision, they can take it to the Supreme Court.

Attorney's Report - A report was submitted. 1) We closed last week on the Railroad Station. The mayor has sent an article along with a picture to the Windsor Standard. 2) Trustee Skinner made up a list of things that we had previously talked to the Attorney about and would like everyone to sign the letter and send it to her as a reminder of the outstanding items that need attention.

Streets Report, David Decker present - 1) We're still anticipating the Safe Routes to School Grant. 2) Out patching some of the streets. 3) Boy Scout Nick Bendick stopped and asked him if there was an Eagle project he could do. It was discussed possibly putting lights in under the pavilions down at the park. 4) Oliver's gave David a price for trade-in on the zero turn toward the purchase of a new one. The cost is \$10,999.95 with a 20% bid assist discount, with a trade in of \$5250 so the final cost is \$3549.96. Resident Tim Harting asked if they have to trade in every year and David said yes, in order to get the bid assist.

Motion: to purchase a new zero turn at a cost of \$3,549.96 from Oliver's

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

Water Report, David Decker present - 1) He shut off the water at Jim Gow's on Chapel Street. The next day he received a call from a neighbor 2 doors down saying she has great pressure. Mr. Gow is putting in a well, as he is out of the village. David instructed the clerk that the meter reading will be his final one. 2) We will be working on the CCR Report this month and we can put it on the website so we don't have to mail them out. We have to let the residents know by either a newsletter or a note on the billing/reading cards that it is on the website and what the website is. 3) The board was given a copy of an informational letter from Connect Global that contacts all of our residents in case of emergency, such as flooding or boils water advisory. David would like to have the system. Trustee Skinner stated that at a cost of \$1,000.00 a year, it would work out to be \$2.00 per household. Diane suggested maybe getting a grant from the Jeffer's Fund or the Stillson Grant. It was stated that a grant would be good but it's a cost that would occur every year and the grant wouldn't. They will table this till next month in order to find some possible funding opportunities and to check out other companies.

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

Motion: to accept the Treasurer's Report

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

2) The mayor stated that he would like to have a workshop meeting on Tuesday, March 19th at 6:30 p.m. to discuss our plan for hiring a second Department of Public Works guy and to go over results of the student survey done by Dr. Sinclair. 3) A public hearing needs to be set up to sign a contract with the fire company to renew their contract at our next meeting.

Motion: to hold a Public Hearing to sign the contract with the Windsor Fire Station to be held on Tuesday, April 2, 2013 at 7:15 p.m.

By: Ronald G. Harting
2nd: Thomas M. Skinner
Vote: AYE - All

Accept Meeting Minutes of February 5, 2013

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

Resolution #7-2013

RESOLUTION NO.7-2013

RESOLUTION AMENDING ANNUAL VILLAGE BUDGET FOR 2012/2013

WHEREAS, this Board having previously adopted annual budget for the fiscal year commencing March 1, 2012, and

WHEREAS, has need to sell the 1985 John Deere tractor; and

WHEREAS, a bid packet was duly advertised in the Windsor Standard on December 19, 2012 and posted on the Clerk's bulletin board on December 13, 2012; and

WHEREAS, a bid was accepted at a regular meeting on January 8, 2013 in the amount of \$1,857.57 to Breed Farms, Vestal, New York

THEREFORE, BE IT RESOLVED that said budget approved and filed as aforesaid be amended as follows:

Estimated Revenues	A510	\$ 1,857.57	
Subsidiary Account		A2665-Sale of Equipment	\$ 1,857.57
Estimated Appropriations	A960	\$ 1,857.57	
Subsidiary Account		A5110.4-Streets Contractual	\$ 1,857.57

THEREFORE, BE IT RESOLVED, that said budget as amended, is hereby adopted and established at the amended annual budget for this Village for the fiscal year beginning March 1, 2012

Offered by: Robert E. West
2nd 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 February 28, 2013

Resolution #8-2013

RESOLUTION NO.8-2013

**RESOLUTION AUTHORIZING THE MAYOR TO SIGN
A CONTRACT WITH WASTE MANAGEMENT**

WHEREAS, the Village of Windsor requires garbage collection; and

WHEREAS, the Village of Windsor and Waste Management have agreed to enter into a contract for a term commencing March 1, 2013 to February 28, 2014; and

WHEREAS, in consideration for the collection of garbage, ordinary refuse and recyclables within the Village of Windsor limits; and

WHEREAS, the Village of Windsor agrees to pay Waste Management a total sum of \$51,370.12 for one year, with equal monthly installments of \$4,280.84 per month; and

THEREFORE, BE IT RESOLVED, that Mayor Ronald G. Harting be authorized to sign the contract with Waste Management to provide garbage collection to the Village of Windsor.

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 #9-2013

The Clerk/Treasurer asked if they wanted the monies that were left in the water unspent in the contractual A8350.4 and the water amount that was over in revenues A2144, A2142 and A2148 were to be moved into the water reserve when closing the books. They stated yes. She also stated that the monies that were donated to the museum should also go into a reserve for the museum A2705 and there were some expenses that should be taken from there A7450.4. Do they want a reserve account set up for the museum? Yes, they do and they want the money donated minus expenses put in that account. A resolution will be presented next month.

RESOLUTION NO.9-2013

BE IT RESOLVED, that monies be transferred from the under-expended 2012/2013 Village Budget line items to the over-expended line items.

Offered by: Robert E. West
2nd by: Thomas M. Skinner

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 #10-2013

RESOLUTION NO.10-2013

WHEREAS, the Village of Windsor Board of Trustees having previously adopted an annual budget for the fiscal year commencing March 1, 2013 and the Village Tax Roll reflected an amount of \$.07¢ 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		\$.07
Subsidiary Account		A1001 – Taxes	\$.07
Estimated Appropriations	A960		\$.07
Subsidiary Account		A1621.4 – Office Contractual	\$.07

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 E. West
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 #11-2013

RESOLUTION NO.11-2013

**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 5, 2013, 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 29, 2013,

NOW, THEREFORE, BE IT RESOLVED this 5th day of March, 2013 by the Board of Trustees of the Village of Windsor, located in Broome County New York, that the bond resolution dated March 5, 2013, be renewed and that the bond anticipation note dated March 30, 2012, which matures on March 29, 2013, be renewed for an additional year.

The renewal bond anticipation note shall be in the principal amount of \$17,500.00, together with interest at a rate not to exceed 2% per annum, shall be dated March 29, 2013 and shall mature on March 28, 2014.

Offered by: Robert J. Bennett
2nd by: Thomas M. Skinner
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 #12-2013

RESOLUTION NO.12-2013

**RESOLUTION TO SUPPORT SUSQUEHANNA RAIN
AND STREAM GAGES**

The Village of Windsor Board of Trustees of the Village of Windsor, duly convened in regular session at the Community House, does hereby resolve as follows:

WHEREAS, the Village of Windsor is located within Broome County;

WHEREAS, there are currently a series of sixteen rain gages and eighteen stream gages in the Susquehanna River Basin all of which are federally funded;

WHEREAS, one of the rain gages and three of the stream gages are in Broome County;

WHEREAS, the stream and river gages are maintained and operated by the U Geological Survey and generate real-time data needed by the National Weather Service to forecast river levels and to issue timely, accurate early flood warnings;

WHEREAS, this information is used by emergency managers, local officials, and citizens to make critical decisions to protect life and property;

WHEREAS, the Susquehanna River is one of the most flood prone portions of the country, with more than 18 percent of the over 1,400 municipalities in the region including areas that are flood prone;

WHEREAS, Broome County was subject to a devastating record flood in 2006;

WHEREAS, the 2006 record flood was exceeded by a more damaging flood in 2011;

WHEREAS, the 2011 flood event alone caused hundreds of millions in damage due to property loss, economic impacts, and infrastructure damage;

WHEREAS, the community is still recovering from the 2011 flood;

WHEREAS, we were fortunate not to have experienced loss of life during the 2012 flooding, due in substantial part to have sufficient advance warning to allow for orderly evacuations;

WHEREAS, according to our recently drafted Hazard Mitigation Plan there is the potential for \$1 billion in damage to Broome County alone from a future flood event;

WHEREAS, the annual cost to the Federal government to maintain this vital gage system for the entire Susquehanna River is \$215,000;

WHEREAS, the funding of these vital gages is uncertain from year to year,

NOW, THEREFORE, BE IT RESOLVED, that we, the undersigned urgently call for the Federal government to make a firm, long-term commitment to doing this critical rain and stream gage system.

BE IT FURTHER RESOLVED, that it is requested that the Clerk send a certified copy of his resolution to:

Frank Evangelisti, Chief Planner
Broome County Department of Planning
P.O. Box 1766
Binghamton, NY 13902

LASTLY IT BE RESOLVED, that this resolution shall take effect immediately.

Offered by: Thomas M. Skinner

2nd 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 5, 2013

Resolution #13-2013

RESOLUTION NO.13-2013

RESOLUTION FOR VILLAGE OF WINDSOR PLAYGROUND IMPROVEMENTS

WHEREAS, the Village of Windsor is in need of playground equipment at Klumpp Park; and

WHEREAS, the Village can file an application for funds from the Constitution Pipeline Company's Community Grant Program in the amount not to exceed \$25,000.00 to assist with funding for playgrounds improvements, more particularly playground equipment;

THEREFORE, BE IT RESOLVED, the Village authorizes Alex Urda from Urda Engineering to file such application to Constitution Pipeline Company in the amount not to exceed \$25,000.00.

Offered by: Eileen Shelp-Olmstead

2nd by: Thomas M. Skinner

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 NO.14-2013

BOND ANTICIPATION NOTE RENEWAL

WHEREAS, the Village of Windsor has previously issued a Bond Anticipation Note (hereinafter referred to as “the BAN”) for the purpose of making assessable capital improvements to the Village’s public water system and the principal amount of \$5,000 on the BAN, together with interest at the rate of 2.15% per annum, is due and payable to HSBC Bank USA, now known as First Niagara Bank, on or before March 29, 2013; and

WHEREAS, the Board of Trustees of the Village desire to refinance the remaining balance on the BAN, consisting of \$17,500 in principal, together with interest not exceeding 2% per annum, with NBT Bank, N.A.; and

WHEREAS, the Board of Trustees wishes to authorize the Mayor and the Village Clerk/Treasurer to complete the refinance of the BAN,

NOW, THEREFORE, this 5th day of March, 2013, **BE IT RESOLVED** by the Board of Trustees of the Village of Windsor, Broome County, New York, as follows:

1. The Board of Trustees hereby authorizes the Village Clerk/Treasurer to refinance the BAN with NBT Bank, N.A. and to execute all documents necessary to carry out the refinance transaction.
2. The Board of Trustees hereby authorizes the Village Clerk/Treasurer to pay off the BAN with First Niagara Bank, using the proceeds of \$17,500 from the refinance transaction, together with \$5,000 due on the principal, plus interest not exceeding \$485, by paper check or by electronic transfer, if required by First Niagara Bank.

Offered by: Robert J. Bennett

2nd by: Thomas M. Skinner

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

Reports of Committees:

Code Enforcement Committee - No report

Community House Committee - The Deputy Clerk/Treasurer Diane Wallick has requested a small refrigerator for upstairs. They could use it in the library for many things, especially all their children’s programs. The Village could purchase this and apply for the NYSERDA grant that reimburses 75% of the cost, providing there are still funds available for reimbursement. The meeting room upstairs needs an air conditioner. It was suggested that a new air conditioner be purchased for the office, as it is 9 years old and gets a lot of use and move the old one up upstairs, as it would not be used as much.

Motion: to purchase a compact refrigerator for the upstairs kitchen in the community house and to also purchase an air conditioner for the village office when it is time to be needed

By: Ronald G. Harting

2nd: Thomas M. Skinner

Vote: **AYE** - All

Fire Co Committee - The Mayor met with our Attorney, Town Supervisor Carolyn Price and the Town Attorney, a County Insurance Representative and Attorney Oliver Blaise representing the County and the Fire Company in regard to the Worker's Comprehensive Insurance. Any injuries that are in the village, the village comp will cover. Any injuries in the town, the town comp will cover. Any injuries outside of the town & village, the village will cover because of home rule and the main department is in the village. At this time, the town comp is being taken from the "A" account which includes both town and village taxes so this issue needs to be addressed next year with the town.

Parks Committee - No report

Pool Committee - No report

Streets & Water Committee

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

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

Motion: to adjourn at 8:55 P.M.

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

Respectfully Submitted,

Patricia L. Harting, Village Clerk / Treasurer