

**WORK SESSION MINUTES
of the Village of Windsor, N.Y.
107 Main Street, Windsor, NY 13865
March 11, 2015**

Present:	Mayor:	Ronald G. Harting
	Trustee	Robert Bennett Eileen Shelp-Olmstead Thomas M. Skinner Robert E. West
	Clerk/Treasurer:	Patricia L. Harting
	Streets/Water Superintend:	David M. Decker
	Attendees:	0

Call to Order: Time: 6:00 P.M.
By: Mayor Ronald G. Harting

Water - David was present to talk to the Village Board about all the water leaks. We have a law on the books that states the village is responsible for the main lines and the homeowner is responsible for the water lines going into their homes. We need to stick with that procedure as there are many residents that have frozen lines that expect us to unthaw their lines. The board agreed. Trustee Skinner also stated that we need to start charging for new water meters if the residents meter froze. It's in the code book that they have to purchase. David stated that he will replace them if the meter is old, but this winter there are 2 residents that received new meters last year that have had to be replaced this year. Trustee Skinner stated that he would like to start turning water off if someone hasn't paid their bill for 2 years. This way we wouldn't get stuck with unpaid water bills when the county forecloses on the property. The mayor doesn't agree with Tom. He would rather relevy to the village taxes because it only has happened a couple times. For now it will remain as is.

Budget - The Clerk/Treasurer had final figures for the end of last year's budget. She had resolutions for the board.

Resolution #9-2015

RESOLUTION NO.9-2015

RESOLUTION MOVING MONIES FROM CONTINGENCY FUND

WHEREAS, this Board having previously adopted annual budget for the fiscal year commencing March 1, 2014; and

WHEREAS, the Village of Windsor anticipated funds from S.E.P.P for the PILOT agreement in the amount of \$4,963.27; and

WHEREAS, the Village previously by resolution, adjusted the tax warrant to appropriate those funds to account A1621.4 Office Contractual; and

WHEREAS, the PILOT agreement was never paid this fiscal year;

AND THEREFORE, BE IT RESOLVED that the Village Board of Trustees authorizes a transfer from the contingency fund to cover this uncollected amount to be appropriated between funds as such:

Estimated Appropriations	A960	\$ -4,963.27	
Subsidiary Account		A1990.4-Contingency Fund	\$ -4,963.27
Estimate Appropriations	A960	\$ 4,963.27	
Subsidiary Account		A1621.4-Office Contractual	\$ 4,963.27

Offered by: Thomas M. Skinner
2nd by: Ronald G. Harting
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, 2015

Resolution #10-2015

RESOLUTION NO.10-2015

**RESOLUTION TO REMOVE MUSEUM RESERVE FUNDS
 INTO MUSEUM ACCOUNT FISCAL YEAR 2014/2015**

WHEREAS, the Village Board of Trustees set up a reserve account for museum funds;
 and

WHEREAS, for the fiscal year ending February 28, 2015, museum expenses were
 \$575.00; and

WHEREAS, for the fiscal year ending February 28, 2015, museum donations were
 \$525.86; and

THEREFORE, funds in the amount of \$49.14 need to be moved from museum reserves
 to cover the shortage;

THEREFORE, BE IT RESOLVED that the Village Board of Trustees authorize a
 transfer from the Museum Reserve to Museum Appropriations to be such:

Estimated Appropriations	A889	\$ 49.14	
Estimated Appropriations	A522	\$ 49.14	
Subsidiary Account	A7450.4		\$ 49.14

THEREFORE, BE IT RESOLVED, that said transfer hereby be adopted and
 established for the fiscal year beginning March 1, 2014.

Offered by: Ronald G. Harting
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 February 28, 2015

Resolution #11-2015

RESOLUTION NO.11-2015

**RESOLUTION TO REMOVE WATER RESERVE FUNDS
 INTO WATER ACCOUNT FISCAL YEAR 2014/2015**

WHEREAS, the Village Board of Trustees set up a reserve account for water funds; and

WHEREAS, these funds were to be used for anticipated expenses pertaining to the
 SRBC requirements, permits and fees; and

WHEREAS, for the fiscal year ending February 28, 2015, expenses were over our budget of \$5,264.94 due to the SRBC requirements; and

THEREFORE, these funds need to be moved from water reserves to cover the shortage;

THEREFORE, BE IT RESOLVED that the Village Board of Trustees authorize a transfer from the Water Reserve to Water Appropriations to be such:

Estimated Appropriations	A889	\$ 5,264.94	
Estimated Appropriations	A522	\$ 5,264.94	
Subsidiary Account	A5110.4		\$ 5,264.94

THEREFORE, BE IT RESOLVED, that said transfer hereby be adopted and established for the fiscal year beginning March 1, 2014.

Offered by: Thomas M. Skinner
2nd by: Robert E. West
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, 2015

Resolution #12-2015

RESOLUTION NO.12-2015

**RESOLUTION TO MOVE WATER FUNDS
INTO WATER RESERVE**

WHEREAS, at the end of the 2014-2015 Village of Windsor Fiscal Year, the amount of revenues in account A2140 Metered Water Sales exceeding said budget was \$ -386.22;

WHEREAS, at the end of the 2014-2015 Village of Windsor Fiscal Year, the amount of revenues in account A2142 Unmetered Water Sales exceeding said budget was \$ -602.00; and

WHEREAS, at the end of the 2014-2015 Village of Windsor Fiscal Year, the amount of revenues in account A2144 Water Charges exceeding said budget was \$ 95.00; and

WHEREAS, at the end of the 2014-2015 Village of Windsor Fiscal Year, the amount of revenues in account A2148 Water Interest & Penalties exceeding said budget was \$ 4,220.39;

WHEREAS, at the end of the 2014-2015 Village of Windsor Fiscal Year, the amount of revenues in account A1030 Special Assessment was \$ -86.93;

AND WHEREAS, the total amount of unanticipated water revenue was \$ 3,240.24;

THEREFORE, BE IT RESOLVED, that \$ 3,240.24 be transferred from the Appropriated Fund Balance Account A909 into the Water Reserve Fund A889

A909	Appropriated Fund Balance	\$ 3,240.24
A889	Reserve Fund – Water	\$ 3,240.24

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 February 28, 2015

Resolution #13-2015

RESOLUTION NO.13-2015

**RESOLUTION TO MOVE STREET FUNDS
INTO STREET RESERVE**

WHEREAS, the Village Board of Trustees of the Village of Windsor needs to set up a Streets Reserve to help with paving of streets; and

WHEREAS, at the end of the 2014-2015 Village of Windsor Fiscal Year, the amount of appropriation that was unused in Streets Account A5110.4 is \$11,210.51;

AND WHEREAS, the Village Board would like to put the unused street appropriation into reserve.

A909	Appropriated Fund Balance	\$ 11,210.51
A889	Appropriated Fund Balance	\$ 11,210.51

THEREFORE, BE IT RESOLVED, that said budget as amended, is hereby adopted and established as the amended annual budget for this village year.

Offered by: Robert J. Bennett
2nd by: Robert E. West
Vote: **AYE** – Mayor Ronald G. Harting
AYE – Trustee Robert J. Bennett
AYE – Trustee Richard M. Dillenbeck
AYE – Trustee Thomas M. Skinner
AYE – Trustee Robert E. West

Resolution effective February 28, 2015

Clean-Up Day - There was discussion on when to have Clean Up Day. It would be Saturday, May 9th. There was discussion on moving it to the fall. Trustee Bennett stated that he thought we should have it in the spring this year but next year have it in the fall. We do it in conjunction with the town so if we leave things as they are, we can let them know that next year we may consider going to the fall.

Fire Company - The Windsor Fire Company, Inc. has sent request for approval or consent to An amendment of its certificate of incorporation to include specific language required by the IRS to qualify as a 501(c)(3) non-profit to which tax-deductible donations may be given. The Village Board was given a copy of their request to review the environmental significance of the Application incident to, and as a part of, the public hearing.

Motion: to hold a Public Hearing on April 7, 2015 at 7:10 p.m. at the Village Board Meeting at the Community House.

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

Local Law #1 - The board was presented at last meeting, a draft of Local Law #1 which would change the off-street parking requirements. They reviewed this and agreed to proceed with the new law.

Motion: to hold a Public Hearing on April 7, 2015 at 7:20 p.m. at the Village Board Meeting at the Community House.

By: Eileen Shelp-Olmstead

2nd: Robert J. Bennett

Vote: AYE - All

Local Law #2 - The board was presented at the last meeting, a draft of Local Law #2 which would institute a permitting process for signs in commercial, industrial and transition districts. They reviewed this and agreed to proceed with the new law.

Motion: to hold a Public Hearing on April 7, 2015 at 7:25 p.m. at the Village Board Meeting at the Community House.

By: Robert E. West

2nd: Eileen Shelp-Olmstead

Vote: AYE - All

Motion: to adjourn at 7:30 p.m.

By: Eileen Shelp-Olmstead

2nd: Robert J. Bennett

Vote: Aye - All

Respectfully Submitted,

Patricia L. Harting, Village Clerk / Treasurer