

**MEETING MINUTES
of the Village of Windsor, N.Y.
107 Main Street
Windsor, NY 13865
June 5, 2025**

Present:	Mayor:	Ronald G. Harting
	Trustee	Elaine L. Card
		John R. McNulty
		James W. Miller
		Thomas M. Skinner
	Treasurer:	Patricia L. Harting
	Clerk:	Courtney J. Decker
	Streets & Water Supt.:	David M. Decker
	Code Enforcement:	Richard Osborne
	Attendees:	4

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

Pledge of Allegiance

Welcome

Public Comment – No public comments were given.

Code Enforcement Report, Rich Osborne, present - A report was presented. 1.) Activity has slowly picked up. Issued a building permit for a garage addition on Kent Street. This project has been ongoing for quite some time. A second building permit was issued to 140 Main Street for repairs to the building's foundation. 2.) Several property maintenance violations were issued to parcels that did not take advantage of the dumpsters that were supplied by the Village during Clean-Up Day. 3.) A second notice of violation was sent to the owners of 14 Main Street. This was issued to address the building after the fire that damaged the structure. The owner has contacted me to obtain a building permit. We are waiting for an engineer's report to confirm the integrity of the structure; to ensure that the building is repairable. Another two weeks were given to obtain the report. The owner is considering the possibility of turning the building into a gym. 4.) I continue to answer and address any questions concerning building permits and zoning issues that arise from our Village residents. 5.) Continue to perform necessary inspections on any open building permits as warranted. Mayor Harting inquired about the Chestnut Street residence and how progress was going. Rich stated that they are having to tear out and redo more than they are progressing to meet code requirements.

6.) We were contacted by a company that was exploring the possibility of renting a portion of the factory on Park Street. They were proposing some type of product manufacturing and / or distribution. After multiple conversations, we have not heard back from them.

Attorney's Report - No report given; no activity.

Streets Report, David Decker, present – A report was presented. 1.) We had a small fender bender at the beginning of the month. We were on Academy Street, waiting to turn onto Chapel Street. A resident was trying to turn onto Academy Street; we saw nothing behind us, so we backed up to make room for them to turn on to Academy Street. However, a different resident, Grace Holton, was actually behind us in her Mini Cooper. Neither one of us saw her in any of our mirrors. Our pintle hook dented the Mini Coopers hood, no one was injured, the police were contacted, both insurance companies were contacted, quotes were given, and Grace will be receiving a check to cover the repairs. 2.) Supt. Decker has been working on getting prices from Broome Bituminous. He is looking to see which streets are eligible for paving as well as what streets need to be paved. Five streets were eligible but only two of them; Academy Street and upper Terrace Drive, actually need to be paved at this time. Discussion was had regarding the pitch of Academy Street, which may need to be milled down so that it drains properly. He will have to have Broome Bituminous come back to look at / get an estimate for the additional work that could potentially be done to Academy Street. For now, we will go forward with paving Academy Street for \$19,875.68 and upper Terrace Drive for \$10,187.40. With the understanding that we may opt to address the pitch of Academy Street which could increase costs.

Motion: to pave Academy Street for \$19,875.68 and upper Terrace Drive for \$10,187.40.

By: John R. McNulty
2nd: James W. Miller
Vote: AYE - All

3.) There is a large tree by McNally's on Grove Street that needs to come down as soon as possible. Received price from CCR for \$2,850.00 to take it down. No one else was available to take it down.

Motion: to have CCR cut down the tree by McNally's on Grove Street for \$2,850.00.

By: Ronald G. Harting
2nd: James W. Miller
Vote: AYE - All

4.) Lawn violations were issued; a total of five were sent out. We will be taking care of four out of the five of them today and tomorrow. 5.) Summer help starts next week; Tyler Isham. After a little bit of confusion figuring out a start date, he decided on Tuesday, June 10th. 6.) The AED cabinets were hung throughout the Community House; one by the office, one in the back room and one upstairs. We also have a portable one in our pickup truck. 7.) Clean-Up Day was a success, Courtney and Patti have been working with the county to set up an electronics collection day as well. Which will be on August 9, 2025, from 9 a.m. to 1:00 p.m. at Klumpp Park. 8.) Opening day was also a success. The park has been in pretty good shape considering all the rain that we have had. Supt. Decker, would still like to replace the barriers around the fall zone of the play structures; many are broken or brittle from all the years of UV exposure. The conduit pipes we use are more expensive than the regular schedule forty pipes, but it will hold up and last longer. The current ones have been in place for almost twenty-five years. 9.) We installed new culvert pipes and a new ditch on Kent Street at the property where we took the big tree down last year. We also, lined the ditch with rock so there were not deep ditches on both sides of the road. One of the neighbors asked if they too could have rock for their ditch, I said that I would have to ask the board. It does make it look nice, makes it easier for the residents to maintain and lessens the depth of the ditch should vehicle enter it. There is a concern that everyone would want it and that could get costly. Mayor Harting, stated that it would be looked at on an individual basis, to see where it may be needed. 10.) Started doing the mulch on the Windsor bank, we should be able to finish it tomorrow or early next week. We had to get more mulch to finish that, as well as to have enough to do around the Community House and the park areas. 11.) Filled out and submitted the annual emergency shared service agreement between the Village and NYSDOT. This agreement will be good for four years.

Water Report, David Decker, present – A report was presented. 1.) The annual water quality report was finished and sent electronically to the local and State Health Department. Several things were added to the verbiage to meet the new requirements per the State. It is still not nearly as long as it used to be when it was twenty pages long. We were also required to mail out a copy to all residents in the Village. It is also posted on our website as required. 2.) The annual report for the NYSDEC was completed and sent in. 3.) We had a service leak at the Martino residence; it was about a foot further towards the road then what we repaired last year; the copper was pitted and had holes in it. 4.) The hydrants have been flushed. The county and the town have also been using water for sweeping and bridge cleaning operations. 5.) Next Thursday, Eric and Dave will be out of town for the day. They will be attending the Spring Waterworks Conference for continuing education credits required for renewing our water licenses. The new hire will not be working that day since it will only be his third day.

Treasurer's Report, Patricia Harting, present – A report was presented. 1.) Treasurer Harting went over her report. There were no questions or comments.

Motion: to accept the Treasurer's Report

By: James W. Miller

2nd: Elaine L. Card

Vote: AYE - All

Motion: to pay bills as authorized by vouchers signed by board members for \$81,326.30

By: Thomas M. Skinner

2nd: James W. Miller

Vote: AYE – All

Clerk's Report, Courtney Decker, present – A report was presented. 1.) The office has been quite busy, a lot of foot traffic coming in with water payments. 2.) Renting of the Community House has picked up as well. There have been lots of inquiries and quite a few events have been booked. 3.) The first Spring Farmer's Market went well. There was a good turnout not only from the people coming but also from the vendors. 4.) I have been working on Resolution #12-2025 to adopt the Broome County Multi-Jurisdictional Hazard Mitigation Plan Update. Rich has been attending the meetings with the County for both the Village and the Town; which has been appreciated.

THE VILLAGE OF WINDSOR BOARD, NEW YORK STATE

RESOLUTION NO.12-2025

RESOLUTION OF THE VILLAGE OF WINDSOR BOARD ADOPTING THE 2024 BROOME COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN UPDATE

WHEREAS, the Village of Windsor Board recognizes the threat that natural hazards pose to people and property within the Village of Windsor; and

WHEREAS, the Village of Windsor Board has prepared a multi-hazard mitigation plan, hereby known as 2024 Broome County Multi -Jurisdictional Hazard Mitigation Plan in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, 2024 Broome County Multi -Jurisdictional Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the Village of Windsor from the impacts of future hazards and disasters; and

WHEREAS, adoption by the Village of Windsor Board demonstrates their commitment to hazard mitigation and achieving the goals outlined in the 2024 Broome County Multi - Jurisdictional Hazard Mitigation Plan

NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE OF WINDSOR BOARD, NEW YORK STATE, THAT:

Section 1. In accordance with (Public Law 106-390), the Village of Windsor Board adopts the 2024 Broome County Multi -Jurisdictional Hazard Mitigation Plan . This plan, approved by the community, may be edited or amended after submission for review, but will not require the community to re-adopt any further iterations. This only applies to this specific plan and does not absolve the community from updating the plan in 5 years.

Offered by: James W. Miller

Seconded by: John R. McNulty

Vote: **AYE** - Mayor Ronald G. Harting

AYE - Trustee Elaine L. Card

AYE – Trustee John R. McNulty

AYE - Trustee James W. Miller

AYE – Trustee Thomas M. Skinner

Resolution effective June 5, 2025

5.) We have not done any pool / bulk water permits as of yet, but Steve Brown did stop in the office the other day to confirm the price of bulk water and our permits. We also called Supt. Decker while Steve was in the office to verify what hydrants he would be allowed to use for filling pools this summer season. 6.) I received a phone call inquiring about having movies at Klumpp Park this summer. I think she may have been under the impression that she could do so whenever, but I did let her know that any event going on at Klumpp Park needs to be approved by the Village. I did get some information from her, but the board requested that she come to the next board meeting to be able to give more information on what exactly her plans are. If she would be covered under WYSR or if she was asking as an individual and obtaining her own insurance. I will give her a call in the next week or so to let her know that the board has requested that she attend the next meeting on July 3rd. 7.) The Town will be holding a Rabies Clinic on June 18th, 2025, at the Town Highway Garage. The cost is only five dollars this year and the specifics to attend have been added to the Village website. 8.) Clerk Decker requested a motion to approve the meeting minutes from our May 1st, 2025, board meeting.

Motion: to accept the Meeting Minutes of May 1, 2025

By: John R. McNulty

2nd: James W. Miller

Vote - **AYE** – All

Mayor's Report - 1.) Mayor Harting drafted and sent a letter to Tony Signorelli, P.E. New York State Department of Transportation, in correlation with Superintendent of Schools, Jason Andrews letter. Requesting the establishment of a designated school zone speed limit on Main Street (Route 79) in front of Windsor Central Middle School and Palmer Elementary School, located at 213 Main Street in the Village. There have been several near-miss incidents, and they feel that if there is a designated school zone speed limit it would help significantly; as it did up at the high school. Superintendent Andrews was very appreciative of our on-going commitment and support to the Village of Windsor. 2.) Path Through History weekend is coming up soon. The Village has several different stops listed this year; Charles L. English Museum, Old South Windsor Grange Hall, One-room Schoolhouse / George Catlin, Whip Works Building, Windsor High School Future Farmers of America / land lab, and Windsor Farmer's Market. 3.) Mayor Harting was happy to say that we will be looking to add another bench to honor our Veterans at the Memorial site next to the Community House. 4.) Also, we still plan to have a dedication for Fred Stapleton where his tree was planted at some point this summer, depending on the weather and his family's availability.

Motion: to adjourn at 7:50 p.m.

By: John R. McNulty

2nd: James W. Miller

Vote: AYE - All

Respectfully Submitted,

Courtney J. Decker, Village Clerk