

**MEETING MINUTES**  
**Of the Village of Windsor, N.Y.**  
**107 Main Street**  
**Windsor, NY 13865**  
**July 1, 2021**

**Present:** Mayor: Ronald G. Harting  
Trustee James W. Miller  
Eileen Shelp-Olmstead - Absent  
Thomas M. Skinner  
Robert E. West, Jr.  
Clerk/Treasurer: Patricia L. Harting  
Streets & Water Suptdnt: David M. Decker

**Call to Order:** **Time:** 7:01 P.M.  
**By:** Mayor Ronald G. Harting

**Pledge of Allegiance**

**Welcome**

**Public Comment -** There was no public comment.

**Code Enforcement Report -** Gary Post was not present. In the last month, he has had some health issues and a death in the family. 1) The bank regarding 5 Pine Street wants to know where things stand. Twice before, Gary had sent her a list of the violations plus responded by email to her. The mayor emailed her a copy of all the violations again and also several pictures of the house. 2) Someone from a managing company inquired about the uninhabitable signs on the house at 140 Main Street. The mayor emailed her a copy of the violation. They also asked for a copy of the water bills that are past due. 3) Trustee Jim asked if all the animal violations had been taken care of. The mayor stated we are working with the attorney in regard to the pig and he doesn't know if Gary has followed through on the chicken issues.

**Grant Writer Report -** A report was presented. Steve was unable to attend as he was out of town. 1) Steve has been working with David on a grant to the SRBC for improved water system monitoring. The grant was submitted. 2) Steve is looking for possible monies for the village water department building expansion. 3) He sent an email to Representative Claudia Tenney regarding the federal funds we are supposed to be receiving due to COVID. 4) He is helping Renee from Eastern Broome with a grant for an ambulance.

**Attorney's Report -** A report was submitted. The mayor, along with Steve Contento's help, has been working on the DASNY Grant. With COVID, it appeared the project was dead. Steve received an email stating that we are indeed going to get the grant. The mayor resubmitted the paperwork. It appears that our attorney will need to provide a legal opinion letter.

**Motion:** Authorizing the Mayor to execute a Grant Disbursement Agreement with DASNY for Project ID #15647.

**By:** Thomas M. Skinner  
**2nd:** James W. Miller  
**Vote:** **AYE** - By all members present

**Streets Report - David Decker present.** 1) David spoke with Alex about the addition. His firm primarily provides civil engineering services and does not cannot provide design services for building construction bid specs and design work for municipalities. He suggested Keystone or Delta Engineering. He ball parked the price of doing a bid packet and design at between \$8,000 and \$10,000. Alex asked if we had a contractor on retainer. No. 2) David wanted to thank RuthAnn Seward for all the cleaning up she does in the village. She walks every day and takes a bag with her and picks up all the garbage along the side of the road. It is definitely noticeable and appreciated. He asked if we could acknowledge her doing this by thanking her publicly in the local newspaper or put something on the website. Patti will mention it on our website. 3) They have been keeping busy with grass and road edges. 4) There's a tournament next week at the park. The concession stand will be open under a temporary permit. The ansul system works but they couldn't get an inspection done before that. They turned on the water and had to replace a toilet in the mens' room. 5) Rob Munson on Bridge Street inquired about a speed bump on Bridge Street. He states that cars come flying through there. David is not a fan of speed bumps because of plowing but maybe they could look into making it a one-way with no outlet with a cul-de-sac on the Chapel Street side. There was some discussion with no final conclusion.

**Water Report – David Decker present.** 1) The house at 28 Academy Street has another water leak on their side. The owner is arranging for someone to come and dig it up again. 2) The Fire Department needs a new service put in at their property on Bridge Street. David told Fred to figure out what they wanted as we could probably provide the excavating for them. He told him they may want to consider a frost-free hydrant on the outside of the building then we could hook a hose and meter on that instead of digging up the concrete floors. Clerk Patti asked if we are going to be charging them for water at that location. There was some discussion and decided no, we won't charge them for water, as long as they don't abuse the free water usage. David stated they won't be using much water. 3) The Annual Water Quality Report (AWQR) is on the website and he will be sending out the certification forms hopefully tomorrow or next week at the latest. 4) David is hoping this month to line up Colwell's for a bunch of projects including the blow-offs. I would also like to put a new fire hydrant down on Bridge Street as that one has never been right since it froze during the river crossing project. When doing it, I would like to do it right and have a valve in front of the hydrant, though it would cost a little more money. I would like to put an insertion valve as no customers would be affected versus having to shut off the entire east side of the river. Vince Kilb on Chestnut Street needs a new shut off and the ditches need cleaning. It also needs a blow-off there. We need another blow-off across from RuthAnn, one at Munsons on Bridge Street. The fire hydrant by the pumphouse needs to be replaced. 5) The grant paperwork for the well monitoring through SRBC was completed and turned in by Steve Contento. 6) We had an inspection with the SRBC last week. Everything went well.

**Treasurer's Report – Patricia L Harting present.** 1) There were no questions or comments on the Treasurer's Report. 2) We have been having a lot of trouble with our computers in the office. They were purchased in 2015. She had mentioned to the board members when they were working on the budget last year that our IT guy said we should get new computers as these are out-dated. After some discussion, it was decided to wait till next year and we'll put them in the new budget. Unfortunately, we can't wait until then. Courtney's computer is almost unusable and mine sometimes needs to be turned on several times in the morning but it is being used for everything, which is not a good situation. Steve, our IT guy, has been working with Dell and got us a quote for both computers. The board was given a copy of the quote.

**Motion:** to purchase 2 new computers for the office at a cost of \$2,256.40.

**By:** Ronald G. Harting

**2<sup>nd</sup>:** James W. Miller

**Vote:** AYE - All present

**Motion:** to accept Treasurer's Reports

**By:** Thomas M. Skinner

**2<sup>nd</sup>:** Robert E. West, Jr.

**Vote:** AYE - All present

**Motion:** to accept Meeting Minutes from June 4, 2021  
**By:** Robert E. West, Jr.  
**2<sup>nd</sup>:** Thomas M. Skinner  
**Vote:** AYE – All present

**Resolution #11-2021**

**RESOLUTION NO.11-2021**

**A RESOLUTION ACCEPTING THE DONATION OF  
REAL PROPERTY LOCATED AT 15 CHAPEL STREET AND  
DEDICATING SAID PROPERTY AS PARKLAND**

At a meeting of the Village Board of the Village of Windsor, held on the 1<sup>st</sup> day of July, 2021, the following resolution was offered and seconded:

**WHEREAS**, Broome County is the owner of real property located at 15 Chapel Street, Windsor, New York, Tax Map No. 182-07-2-6; and

**WHEREAS**, Broome County desires to donate a portion of said property to the Village of Windsor, as set forth in the attached survey description (Exhibit A) containing 1.079± Acres and as shown on the attached survey (Exhibit B) by Keystone Associates Architects, Engineers and Surveyors dated March 23, 2021 (hereinafter, the “Property”); and

**WHEREAS**, the Village desires to accept the donation of said Property and to dedicate said Property as parkland; and

**NOW THEREFORE, BE IT RESOLVED**, that the Village hereby accepts the donation of the aforementioned Property and that said Property shall hereby be dedicated as parkland; and

**BE IT FURTHER RESOLVED**, that the Mayor be and hereby is authorized to execute any and all necessary legal documents to accept the donation of the aforementioned Property from Broome County; and

**BE IT FURTHER RESOLVED**, pursuant to the State Environmental Quality Review Act, it has been determined by the Village Board that this constitutes a Type II Action as defined under 6 NYCRR 617.5©(39); and

**BE IT FURTHER RESOLVED**, this Resolution shall take effective immediately.

**Motion by:** Thomas M. Skinner  
**2<sup>nd</sup> by:** Robert E. West, Jr.  
**Vote:** AYE - Mayor Ronald G. Harting  
AYE - Trustee James W. Miller  
ABSENT - Trustee Eileen Shelp-Olmstead  
AYE - Trustee Thomas M. Skinner  
AYE - Trustee Robert E. West, Jr.

**Dated: July 1, 2021**

**Mayor’s Report** – 1) Mayor Ron sent a draft letter to the President and the Chief of the Windsor Fire Company regarding them taking water from us. He has not heard back from them yet for their approval of his requests. The mayor instructed the clerk to get a list of the volunteers from both the Fire Company and the EMS. According to our policies, we need to know the numbers of volunteers and are to have a list of their names in the village files. By knowing the numbers, we can get a more accurate amount for the worker’s comp insurance. 2) The SAM Grant (DASNY) is progressing. It looks like we will be getting it provided all the paperwork is completed and sent in. 3) We have received some paperwork for the ARPA Coronavirus Local Fiscal Recovery Funds. We don’t know the amount that we will be getting. The Federal

Government extended the time frame 30 days for the states to distribute the monies. So we should have it by July 28<sup>th</sup>. We will only receive half of the amount and the other half we will receive next summer. 4) Broome County is offering a Small Community Grant. The mayor received many phone calls asking if he would want to submit for this as it's \$20,000. He feels strongly that we need lights in the new parking lot. It's very noticeable in the wintertime. He will fill out the required papers and get them to the county before the deadline of July 30<sup>th</sup>. 5) The village received a donation from the Butler Case Memorial Foundation. That was the owner of the American Legion in Windsor that has now dissolved. Jim Austin requested that the village get a donation from the sale of the building. 6) Trustee Miller asked if anything was happening with the house down on Bridge Street. Nothing yet. The mayor has to work up an elevation for the new salt bin that hopefully we'll be putting on Bridge Street soon.

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

**By:** Thomas M. Skinner

**2<sup>nd</sup>:** James W. Miller

**Vote:** Aye – All present

**Motion:** to adjourn at 8:32 P.M.

**By:** James W. Miller

**2<sup>nd</sup>:** Robert E. West, Jr.

**Vote:** Aye – All present

**Respectfully Submitted,**

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**Patricia L. Harting, Clerk / Treasurer**