

**MEETING MINUTES**  
**of the Village of Windsor, N.Y.**  
**107 Main Street**  
**Windsor, NY 13865**  
**July 6, 2023**

<b>Present:</b>	Mayor:	Ronald G. Harting
	Trustee	Edward C. McLean
		John R. McNulty
		James W. Miller
		Thomas M. Skinnerabsent
	Clerk/Treasurer:	Patricia L. Harting
	Code Enforcement:	Richard Osborne
	Grant Writer:	Steven Contento
	Attendees:	3

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

**Pledge of Allegiance**

**Welcome**

**Public Comment** - Steve Fasano was present to discuss with the board about putting a manufactured house on a property he purchased at 31 Grove Street. He wants to see if he can put a manufactured home there without it costing \$200,000. Rich says it has to be on a permanent pad. He wants to put in what is considered a trailer which does not meet the standards of a stick home. It is a 28' by 60'. The mayor stated there is a process to go through such as the zoning board of appeals. Rich said that he interprets the law as it is written. If he doesn't agree, he can always go for an appeal. A manufactured home has to have a permanent pad with a frost wall. Steve said he spoke with someone about building a new home. Trustee John McNulty asked about a camper. Rich stated that he can put it on the property but only for 30 days. John said that he could put it there for 28 days and then move it over to his property and then go back for another 28 days and continue that way. Rich stated that it is nothing personal, it just is the way the law is written.

**Town Fair** - Stacey Congdon was present to update the board with the town fair. They are working on fundraisers such as a raffle, a softball tournament on July 15<sup>th</sup>, a Texas Roadhouse night on July 17<sup>th</sup> where they get 10% of the proceeds, on July 21<sup>st</sup> there will be a barbeque at the park. The food will be cooked by Maria and her husband. July 29<sup>th</sup> there will be a basket raffle at the Big M. They have a lot of entertainment coming on Saturday and also at the car show.

**Tina James from the Ag Department** at the school was present. One of her students was not able to get into BOCES. They are looking for a place for him to fit in. He would work the set of hours that would work with Mr. Decker, be under their insurance and their liability. She's looking for an opportunity for him to get some experience doing a variety of jobs. No cost to the village. It would be 8am – 12 noon. It would be during school hours and on school days. David stated that in the winter time, it's really slow and as he is under 18, there is a lot of stuff that he is not able to do. The board will discuss this with David and get back to her.

**Grant Writer Report, Steve Contento present** - 1) Grants were submitted for another SRBC for level monitoring to collect and report data to assist in water system management. The requested amount was \$5,000. 2) The grant for FY24 Community Project that was requested from Representative Marc Molinaro for support to update 20+ year old water & sewer master plan design was denied. The total request was \$80,000. 3) Steve, David & Ron will be having a conference call on July 21<sup>st</sup> from 12:30 – 1:00 with Environmental Facilities & NYS Department of Health staff to discuss drinking water funding opportunities for the village, including Water Infrastructure Improvement Grant (WIIA). 4) Still investigating funding opportunities for holiday light displays, village fire station and village garage. 5) There is another SRBC Grant in the fall. There is a better possibility for that.

**Code Enforcement Report, Rich Osborne present** - Activity has increased during the past month. 1) We have issued 2 building permits, both of which were the result of stop work orders. 2) Several projects are proposed to get started. I've been actively working with the residents to address the permitting process. 3) I've been receiving literature from NYS concerning the villages zoning in RA District, specifically the not allowing manufactured housing. My interpretation is that the village doesn't forbid or that the installation of manufactured housing is illegal, but has the right to regulate their installation and in which zoning area they are allowed. This all came forth with a proposal to install a manufactured home on Grove Street. I've explained to the resident that modular homes are permitted to be installed on a permanent foundation and said structure has to meet NYS Building, Energy and Fire Codes. I have spent a lot of time on this. 4) This office has sent a second notice to the owner of 116 Main Street to secure the residence or the village will hire a contractor to perform the service, the cost of which will be assessed to their property tax obligation. 5) Been working with the Fair Committee to assure everything is in order for the planned event. 6) The owner of 134 Main Street started the process of obtaining a demolition permit after the January fire. Holly Gardinier and I searched records and it was found that the house was constructed prior to 1900. The application has been submitted to the planning department for review and appropriate action. 7) There was an additional fire at 72 Chapel Street on June 29<sup>th</sup>. Thankfully this event was limited to an accessory building, only personal property was lost. We've been working with the resident to secure the building and move forward. I talk with the insurance company. 8) I was able to get into 140 Main Street. Someone from the bank did a walk through and the place is not in bad shape. They said they had an engineer's report but would not give it to him. 9) Trustee John asked about the

garage/barn on Maple Avenue. He inquired if the owner got a permit. Rich stated he first got a demo permit then rebuild a new garage/barn using the same footprint. John stated it went up really fast.

**Attorney's Report** - A report was submitted.

**Streets Report, David Decker present** - A report was presented. 1) The new slide is in and installed at the park. 2) We need to repair and replace pipe and elbows around the fall zones at the park. Unfortunately, the price has sky rocketed and to replace everything would be \$5-6000. We need to purchase a couple lengths of pipe, couplings and six (6) elbows. The elbows or sweeps are over \$90 apiece. The cost of a 10' length of pipe is \$80 but we need to use them as the schedule 80 kind holds up longer to the uv rays. The current piping is degrading and when it breaks it leaves sharp edges. 3) The new mower has arrived and is working well. It sits a little different than the Husqvarna but we are adapting to it. 4) We ran out of gas last Friday. Mirabito brought 236 gallons. We ran out again today. The ambulance has been having a lot of calls along with some distant transports. Mirabito will fill us more often per my request as we nor the ambulance can be without fuel in our equipment. 5) It is salt bin decision time. I called Clearspan today and the man that gave us the quote in January is out until next week. I have a quote from another company, HYBRID, and both structures seem comparable. That being said, the new company would take 5-8 weeks to deliver. Clearspan, I would assume, would be the same or faster but won't know until I talk to the salesman. The good news is that if you wanted to, we could use some of the CHIPS funding. A call was made to NYSDOT to confirm this. The Hybrid paperwork came with a long list of references, some of which are local.

Motion: for David to make phone calls for references and if they are good, follow through with purchasing the salt bin from HYBRID at a cost of \$21,306.00

By: Ronald G. Harting

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

Vote: AYE – All present.

6) All the DASNY grants have been sent in with the exception of the lighting at the park, which we should meet with Chris Klumpp to discuss as we will need to file for an extension. 7) We should be starting the memorial sidewalk project this month. The last time I talked to the contractor he said after the 4<sup>th</sup> of July. Grant Writer Steve said h will call to find out the status on the concrete.

**Water Report, David Decker present** - A report was presented. 1) Last years' SRBC grant was put in for reimbursement. We should hear back soon if we qualify for the current round. If we do, we will be able to get reimbursed as soon as possible – as the work was done and paid for in April. 2) The pumphouse had a lightening strike very close by. Some of our controls, transducers and computer stuff was damaged. We are waiting to

hear back from Precision Digital on what may be wrong with the level controls which were purchased by the above. I think we will surely exceed our \$2500 deductible and will be applying everything lost to the insurance. 3) We put the new water line in yesterday on Chestnut Street. We shut off water to the entire side of the river as the valve that we wanted to use did not shut the water off. Now that same valve has the packing nut leaking. Hopefully it will seal in the next few days or we may need to look at replacing it. There was 180 foot 4' line exposed in the creek. 4) We fixed a service leak on Chestnut Street earlier in the month. The line was not supposed to be there and runs between two houses, mean there is only one tap in the main serving the two residences. 5) The bridge will be coming in on Monday.

**Treasurer's Report, Patricia Harting present** - A report was presented. 1) The Treasurer stated that we have received 2 of the 3 DASNY grant monies. The 3<sup>rd</sup> portion of the grant was submitted and we're just waiting for the funds. 2) Mayor Ron informed the board that Patti is retiring from her position as full-time Clerk-Treasurer effective July 29, 2023. She will be staying on part-time as the Treasurer. Courtney Decker, the Deputy Clerk will be the new Clerk.

**Motion:** to accept the Treasurer's Report

**By:** James W. Miller  
**2<sup>nd</sup>:** Edward C. McLean  
**Vote:** AYE - All present

**Motion:** to accept the Meeting Minutes of June 1, 2023

**By:** James W. Miller  
**2<sup>nd</sup>:** John R. McNulty  
**Vote** - All present

**Reports of Committees - No reports.**

**Mayor's Report** - The mayor asked if everyone would go over to see the progress of the new bridge on Chestnut Street. Broome County and ZMK, the company doing the work on the bridges, would like to tear out the steps that come down the bank next to the culvert. Everyone agreed to it.

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

**By:** James W. Miller  
**2<sup>nd</sup>:** John R. McNulty  
**Vote:** AYE – All present

**Motion:** to adjourn at 8:15 p.m.

**By:** John R. McNulty

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

**Vote:** AYE – All present

**Respectfully Submitted,**

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