

**MEETING MINUTES  
of the Village of Windsor, N.Y.  
107 Main Street  
Windsor, NY 13865  
August 4, 2022**

<b>Present:</b>	Mayor:	Ronald G. Harting
	Trustee	John R. McNulty
		James W. Miller, absent
		Thomas M. Skinner
		Robert E. West, Jr.
	Clerk/Treasurer:	Patricia L. Harting
	Code Enforcement:	Richard Osborne
	Grant Writer:	Steven Contento
	Attendees:	

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

**Pledge of Allegiance**

**Welcome**

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

**Sentry Alarm** – David Winckler from Sentry was present to discuss a proposal that he submitted to the village for a security system for the Community House and for the office. The first proposal cost is \$5,400 with a monthly fee of \$40.75. The second proposal cost is \$9,500 with a monthly fee of \$45.75. The system we have is out-dated. The mayor stated that we do need to update and we need to define what exactly we want for security and we will get back to him.

**Windsor Emergency Services - Chris Zacharias was present** - Chris gave the board members the July monthly report. They were dispatched to 133 calls for service. They were able to respond to 114 of them. Their overall response percentage for the month was 87.02.

**Grant Writer Report, Steve Contento present** - Not a whole lot is new. 1) Looking for more specifics for the memorial grant. David spoke to Mike Lasher about the concrete for the sidewalk and area around the monument. 2) Steve followed up with Liz & Holly at the town hall for grants. The grant was successfully submitted. Liz did a wonderful job with all she had going on at the time. Liz & Holly worked very hard and did a great job. 3) Steve looked into the Records Management Grant that we had received in the past. He would like to work with Liz & Patti. It's not a matching grant. 4) Steve hasn't heard back from the Fire Station Grant. 5) Mayor Harting asked Steve if they can work on the electric charging station. Steve stated yes, he will get back to the mayor.

**Code Enforcement Report, Rich Osborne present** - 1) Issued a couple new permits. 2) We are working on a handicap inspection and for a back deck. 3) I sent a violation to the home on Grove Street. We gave them 30 days and the time is almost up. He will work with Dave to get it cleaned up. 4) Met with the SEPP for a building inspection. The next fire drill they do, Rich will be there along with the Fire Company. 5) Spent quite a bit of time with the fair committee. It went off pretty well. Parking will have to be addressed next year and maybe we can be a little more pro-active. 6) A title search company has been in touch with Rich regarding the factory on Park Street. They have spoken many times about any possible violations and code infractions. 7) We've been working with the new owners on Red Harvest Lane. He has to do some major work before the water can be turned back on. There isn't a meter in the house. 8) Rich has kept an eye on the work that is being done at the wells. 9) Had a complaint about 12 Gary Drive. The owner is storing things and there are no safety violations.

**Attorney's Report** - The Village Attorney had no discussion with the village this month so a report and a bill was not submitted.

**Streets Report, David Decker, present** - A report was presented. 1) With it being extremely dry, we are mowing every other week for the last few weeks. In shady areas, it still seems to grow just at a slower rate than usual. 2) The fair was successful. We may need to seed some of the dead areas of grass but won't know until we get some rain. We need to have a day dedicated to be able to mow/weed whack and get the park in shape prior to any carnival workers being on site, like getting benches set up, etc. If it happens again next year, trash pickup as far as the grounds, needs to be a little swifter and more thorough. Eric & I still spent 4 hours down there this week picking up (mainly the thousands of cigarette butts throughout the park and parking lot), the bulk trash and most of the little trash was picked up. That being said, there is no smoking signs in the park and it is designed no smoking. It will need to be enforced better or possibly have a smoking section in one of the parking lots during the entirety of the event. The Partnership is concerned about the grass in the park as they have the Tractor Event coming at the end of August. David stated that we can't plant seed until we get some rain. 3) We did vehicle inspections/oil changes. The pickup has an airbag light on. We think it's a module or wire in the steering wheel (it's quite common). We still need to get

a trade in price and new truck price, hopefully this month, but we've just been too dang busy. 4) We were able to spend some much needed time scraping, patching and painting the gazebo. 5) Trustee McNulty asked where we stand on the PumpHouse. David stated they met with Keystone and we're waiting for Keystone to get back to them regarding the asbestos. David would like to start doing some of the projects broke down to small stuff. 6) Trustee Skinner asked if the county was going to do the Chestnut Street Bridge. Mayor Harting stated he was in touch with the county and the hold-up has been as easement with LES, the new owners of the rail trail. It is going to happen in the spring. 7) Someone has been dumping parts of large trees down at the leaf pit. He's getting a camera put down there to find out who it is.

**Water Report, David Decker present** - A report was presented. 1) Mike Lasher is about done with the well vault extensions. They just have the ladders left to install and bolt the lids on. He plans on being finished on Tuesday. 2) The level monitoring of the wells are not too accurate. The gauges say we haven't lost too much water in the wells due to the near drought conditions when I know they have to be lower than their normal levels. 3) Still awaiting the new level monitoring system read out. We need to have MATCO come in to calibrate and run wires and conduit with us doing the digging, for a cost of \$11,597.00. We put in for another SRBC Grant to help with this cost. We are waiting to hear if we will be receiving the funds.

**Motion:** to have MATCO come do the work according to the Scope of Work submitted.

**By:** John R. McNulty  
**2<sup>nd</sup>:** Thomas M. Skinner  
**Vote:** AYE - All present

4) Painted the hydrants. They look great from afar. The yellow is a little streaky up close so we may do a second coat if it remains dry giving us time while mowing is slow. 5) New York Leak Detection is supposed to come out next week to discuss a price for a leak survey. At the least, I want them to look at a spot on Chestnut Street for a leak. 6) Rural Water was out to do their fluoride audit. Everything went well. 7) We had a pump failure occur as the alarm called me at 4 a.m. in the beginning of the week and I cleared the fault, switched pumps and never reset the alarm. Unfortunately the pump failed later that same week on Saturday morning after I had already done samples. By Sunday morning, the tank only had 3 feet of water or so left. With that little head pressure, the system suffers low pressure throughout. The pump fault cleared and began the slow process of filling the reservoir back up.

**Treasurer's Report, Patricia Harting present** - A report was presented. Holly Gardinier thought it would be a great idea to have a celebration/party for the 100<sup>th</sup> anniversary of the Community House being given to the Village. The date would be in 2025.

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

**By:** Thomas M. Skinner

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

**Vote:** AYE - All present

**Motion:** to accept the Meeting Minutes of July 7, 2022

**By:** Robert E. West

**2<sup>nd</sup>:** John R. McNulty

**Vote** - All present

**Resolution #10-2022**

**RESOLUTION NO.10-2022  
RESOLUTION AMENDING ANNUAL  
VILLAGE BUDGET FOR 2022/2023**

**WHEREAS**, the Village of Windsor needed to install, maintain and improve water level monitoring equipment in the wells; and

**WHEREAS**, the Village of Windsor applied for a grant to the Susquehanna River Basin Commission; and

**WHEREAS**, the purpose of the Water Level Monitoring Grant Program is to provide funds to support the purchase and installation and improve equipment and systems used in the measurement and collection of water level data;

**AND WHEREAS**, the Village of Windsor’s needs met the requirements of the Water Level Monitoring Grant Program;

**THEREFORE**, an amount of \$3,000 (three thousand dollars) was awarded to the village:

Estimated Revenues	A510	\$ 3,000.00	
Subsidiary Account		A2770-Miscellaneous	\$ 3,000.00
Estimated Appropriations	A960	\$ 3,000.00	
Subsidiary Account		A8350.4-Water Contractual	\$ 3,000.00

**NOW THEREFORE, BE IT RESOLVED**, that said budget as amended, is hereby adopted on March 1, 2022

**Offered by:** John R. McNulty  
**Seconded by:** Robert E. West, Jr.  
**Vote:** **AYE** - Mayor Ronald G. Harting  
**AYE** - Trustee John R. McNulty  
**ABSENT** - Trustee James W. Miller  
**AYE** - Trustee Thomas M. Skinner  
**AYE** - Trustee Robert E. West, Jr.

**Resolution effective August 4, 2022**

**Resolution #11-2022**

**RESOLUTION NO.11-2022**  
**RESOLUTION AMENDING ANNUAL**  
**VILLAGE BUDGET FOR 2022/2023**

**WHEREAS**, the Village Board entered into an agreement with Windsor Emergency Services; and

**WHEREAS**, Windsor Emergency Services has purchased diesel and gasoline for their vehicles from the Village Streets Department at State Bid price; and

**WHEREAS**, Windsor Emergency Services is billed monthly for diesel and gasoline purchased by the village; and

**WHEREAS**, the Village Street Superintendent keeps record of all diesel and gasoline pumped electronically and the clerk sends them a bill on or about the 1<sup>st</sup> of each month;

**AND WHEREAS**, the following payments were made to the Village for fuel reimbursement in February for \$1658.75; March for \$1804.93; April for \$1914.25; May for \$2021.48 and June for \$2246.23 for a total amount of \$9645.64.

**THEREFORE**, monies spent from streets need to be reimbursed from the monies paid

Estimated Revenues	A510	\$ 9,654.64	
Subsidiary Account		A2188-Ambulance diesel	\$ 9,645.65
Estimated Appropriations	A960	\$ 9,645.64	
Subsidiary Account	A5110.4-Streets Department		\$ 9,645.64

**NOW, 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, 2022.

**Motion by:** John R. McNulty  
**Seconded by:** Robert E. West  
**Vote:** AYE - Mayor Ronald G. Harting  
AYE - Trustee John R. McNulty  
ABSENT - Trustee James W. Miller  
AYE - Trustee Thomas M. Skinner  
AYE - Trustee Robert E. West, Jr.

**Resolution effective August 4, 2022**

**Motion:** to go into Executive Session to discuss a contractual issue at 8:21 p.m.

**By:** Ronald G. Harting  
**2<sup>nd</sup>:** Thomas M. Skinner  
**Vote:** AYE - All present

**Motion:** to return from Executive Session at 8:44 p.m.

**By:** Ronald G. Harting  
**2<sup>nd</sup>:** John R. McNulty  
**Vote:** AYE - All present

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

**By:** Thomas M. Skinner  
**2<sup>nd</sup>:** Robert E. West, Jr.  
**Vote:** AYE – All present

**Motion:** to adjourn at 8:45 p.m.

**By:** John R. McNulty  
**2<sup>nd</sup>:** Robert E. West, Jr.  
**Vote:** AYE – All present

**Respectfully Submitted,**

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