

MEETING MINUTES
of the Village of Windsor, N.Y.
107 Main Street Windsor, NY 13865
October 6, 2020

Present:	Mayor:	Ronald G. Harting
	Trustee	James W. Miller
		Eileen Shelp-Olmstead
		Thomas M. Skinner
		Robert E. West
	Clerk/Treasurer:	Patricia L. Harting
	Streets & Water Supt:	David Decker
	Code Enforcement:	Gary Post
	Attendees:	0

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

Pledge of Allegiance

Welcome - There was no public comment.

Code Enforcement Report, Gary Post present - A report was presented. 1) Gary was down several times during each week. He sent out violations and did permit inspections. 2) He has been working on the ISO reporting which is 28 pages long. Very tedious. 3) He noted that on November 24th of 2019 was the day he posted 116 Main Street as being uninhabitable. That means on November 24th of this year, according to Village Law, there can no longer be downstairs apartments in that building. The grandfather clause is no longer effective as of that day. 4) 15 Maple Avenue has new owners. They are working to clean it up.

Attorney's Report - A report was submitted. There were no comments.

Streets Report, David Decker present - 1) David got a price on a new dump truck. It is from Chenango Sales. It's a Ford 2021 F-Series. The price on the truck is \$45,320.00. The state price concession is -\$4,800 bringing the cost to \$40,520. That is just the base truck. The needed accessories would be purchased from M&C Truck Equipment. The cost is \$29,845.90 for the 9' blade, the salt spreader and the dump body, all installed. Chenango Sales will give us \$22,000 as a trade-in value for our present dump truck, but the dealer stated we could get more if we were to sell the truck outright and not trade it in. David stated that there is someone interested in buying it. It was discussed and decided not to trade the truck in and to sell it. Mayor Ron will speak to the attorney to see if it is appraised, do we have to go out to sealed bid or can we just sell it. So the cost of the truck would be \$70,364.90 with no trade-in. They would not start making it till November or December. David suggested splitting the cost with both the water and streets department or purchase the truck with water funds and all the accessories with street funds.

Motion: to move forward with the purchase of the 2021 Ford Truck from Chenango Sales and the accessories needed from M&C Truck Equipment.

By: Thomas M. Skinner
2nd: James W. Miller
AYE - All present

2) We did a bit of shared services with the NYSDOT. They couldn't purchase blacktop until mid to late October and the biggest spots they were patching were our old water leak spots. So we hauled the blacktop and paid for it while they provided the labor and equipment. They also rolled the paving in front of our latest water leak that was on the state road at 127 Main Street. It worked out good for us. 3) The street signs will be finished this month. We were able to fit in 5 or 6 on slower days. 4) The roof work will begin on the band pagoda on Thursday. When finished with that, they will also do the small roof on the community house over the mayor's corner. 5) The painters are making progress. There's still lots to do and maybe we should do a change order to include under the porch roof, especially with the tan/gray color as it will make the door and corners pop.

Water Report, David Decker present - 1) The Health Inspection went well except for a few minor things that need to be done which we have already started on, such as the seal around the reservoir and the water lines painted in the wells. 2) All the main water samples are done with the exception of one new one that must be done by February 2021. It is very expensive. I will be getting bottles for it this month. 3) The water leak at 127 Main Street was a lead service line and we were losing approximately 20,000 to 30,000 gallons per day. We tapped a new line. 4) We had the respirator fit test. We still need medical clearance that needs to be set up with a doctor.

Treasurer's Report, Patricia Harting present - A report was presented. 1) The clerk stated that last month there were large expenditures due to streets being paved but the papers have been filed for CHIPS reimbursement which we should receive in December. Code Enforcer Gary stated that he was told there would be no CHIPS funding next year. David has not heard either way. 2) Steve Goss gave a breakdown of the equipment and wanted to know if we have a business account with Amazon so I set one up. He will purchase the equipment through that account and will do the work on weekends so as not to disrupt the office. Once started, it should only take about 2 weeks. The domain will cost, as it does now, but we will have a different email address and there will be a cost to be in the icloud.

Motion: to accept the Treasurer's Report

By: Robert E. West
2nd: Eileen Shelp-Olmstead
Vote: AYE - All

Motion: to accept the Meeting Minutes of August 4, 2020 with some wording changed

By: Thomas M. Skinner
2nd: James W. Miller
Vote: AYE - All

Resolution #16-2020

**RESOLUTION NO.16-2020
 BUDGET AMENDMENT
 CLEAN-UP DAY REIMBURSEMENT**

WHEREAS, on July 11, 2020, the Village of Windsor held a Clean-Up Day at the park; and

WHEREAS, the Village of Windsor was to be reimbursed in the amount of \$344.80 from Gary's U-Pull It for metals collected.

BE IT RESOLVED, that said annual budget approved and filed as aforesaid, be amended as follows:

Estimated Revenues	A510	\$ 344.80	
		A2770-Miscellaneous	\$ 344.80
Estimated Appropriations	A960	\$ 344.80	
		A8161.4-Cleanup Day Exp.	\$ 344.80

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, 2020.

Offered by: Eileen Shelp-Olmstead

Seconded by: James W. Miller

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

AYE - Trustee James W. Miller

AYE - Trustee Eileen Shelp-Olmstead

AYE - Trustee Thomas M. Skinner

AYE - Trustee Robert E. West, Jr.

Resolution effective October 6, 2020

Resolution #17-2020

**RESOLUTION NO.17-2020
BUDGET AMENDMENT
BAND PAGODA ROOF REIMBURSEMENT**

WHEREAS, the roof on the band pagoda was in need of replacement; and

WHEREAS, the Windsor Lion's Club gave the Village of Windsor a most generous donation to cover the cost;

BE IT RESOLVED, that said budget approved and filed as aforesaid, be amended as follows:

Estimated Revenues	A510	\$ 6,857.00	
	A2770-Miscellaneous		\$ 6,857.00
Estimated Appropriations	A960	\$ 6,857.00	
	A1620.4-Com.Hse Cont.		\$ 6,857.00

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, 2020.

Offered by: James W. Miller

Seconded by: Eileen Shelp-Olmstead

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

AYE - Trustee James W. Miller

AYE - Trustee Eileen Shelp-Olmstead

ABSTAIN - Trustee Thomas M. Skinner

AYE - Trustee Robert E. West, Jr.

Resolution effective October 6, 2020

Resolution #18-2020

**RESOLUTION NO.18-2002
RESOLUTION AMENDING ANNUAL
VILLAGE BUDGET FOR 2020/2021**

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

WHEREAS, Windsor Emergency Services will be purchasing 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 Streets Superintendent keeps record of all diesel and gasoline pumped electronically and the clerk sends them a bill on or about the 1st of each month;

AND WHEREAS, the following payments were made to the Village for fuel reimbursement in April for \$168.10; May for \$154.00; June for \$376.82; July for \$584.85; and August for \$737.63 for a total of \$2,021.40

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

Estimated Revenues	A510	\$ 2,021.40	
		A2188-Ambulance diesel	\$ 2,021.40
Estimated Appropriations	A960	\$ 2,021.40	
		A5110.4-Streets Dpt.	\$ 2021.40

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, 2020.

Offered by: Robert E. West, Jr.

Seconded by: James W. Miller

- Vote:** **AYE** - Mayor Ronald G. Harting
AYE - Trustee James W. Miller
AYE - Trustee Eileen Shelp-Olmstead
AYE - Trustee Thomas M. Skinner
AYE - Trustee Robert E. West, Jr.

Resolution effective October 6, 2020

Resolution #19-2020

**RESOLUTION NO.19-2020
 BUDGET AMENDMENT FOR VILLAGE OF WINDSOR
 2020/2021 TAX WARRANT**

WHEREAS, the Village of Windsor Board of Trustees having previously adopted an annual budget for the fiscal year commencing March 1, 2020; and

WHEREAS, a Resolution was adopted by the Broome County Legislature; and

WHEREAS, this Resolution authorized cancellation of taxes plus accrued interest and penalties on a county-owned parcel in the Village of Windsor, tax map #182.11-1-40;

WHEREAS, this Resolution resulted in a decrease of taxes of \$529.05 in the Village Tax Roll and in the Tax Warrant.

THEREFORE BE IT RESOLVED, that said annual budget approved and filed as aforesaid, be amended as follows:

Estimated Revenues	A510	\$ -529.05	
		A1001-Taxes	\$ -529.05
Estimated Appropriations	A960	\$ -529.05	
		A1621.4-Office Contractual	\$ -529.05

Offered by: James W. Miller

Seconded by: Thomas M. Skinner

- Vote:** **AYE** - Mayor Ronald G. Harting
AYE - Trustee James W. Miller
AYE - Trustee Eileen Shelp-Olmstead
AYE - Trustee Thomas M. Skinner
AYE - Trustee Robert E. West, Jr.

Resolution effective October 6, 2020

Resolution #20-2020

RESOLUTION NO.20-2020

WHEREAS, the Village of Windsor Board of Trustees having previously adopted an annual budget for the fiscal year commencing March 1, 2020; and

WHEREAS, the parking lot at the fire station was paved at a cost of \$14,280.55; and

WHEREAS, the Fire Company agreed to pay for half of the paving costs; and

WHEREAS, the Village of Windsor paid the bill in full;

THEREFORE, the Fire Company has paid for their half at a cost of \$7,140.27.

THEREFORE, BE IT RESOLVED, that said annual budget approved and filed as aforesaid, be amended as follows:

Estimated Revenues	A510	\$ 7,140.27	
		A2770-Miscellaneous	\$ 7,140.27
Estimated Appropriations	A960	\$ 7,140.27	
		A5110.4-Streets Cont.	\$ 7,140.27

- Offered by:** Eileen Shelp-Olmstead
- Seconded by:** Robert E. West, Jr.
- Vote:** **AYE** - Mayor Ronald G. Harting
- AYE** - Trustee James W. Miller
- AYE** - Trustee Eileen Shelp-Olmstead
- AYE** - Trustee Thomas M. Skinner
- AYE** - Trustee Robert E. West, Jr.

Resolution effective October 6, 2020

Reports of Committees:

- Code Enforcement Committee - No report**
- Community House Committee - No report**
- Fire Co Committee - No report**
- Parks Committee - No report**
- Pool Committee - No report**
- Streets & Water Committee - No report**

Mayor’s Report - 1) The mayor has been working with the village attorney in regard to hiring a deputy-clerk/treasurer. There is concern that if we don’t have anyone from the village or a qualified person from the village apply, could we hire someone that lives in the town. In 1997, a resolution was approved and passed for this. Attorney Bob said we need to do a local law to expand the residency requirements for the position. He presented to the board a copy of the proposed law which was given to the board members.

Motion: to have a public hearing in regard to the residency of deputy clerk/treasurer for November 5, 2021 at 7:03 p.m.

- By:** Ronald G. Harting
- 2nd:** Thomas M. Skinner
- Vote:** All present

There is still the concern with the position title. Mayor Ron will speak with Attorney Bob and get back to the rest of the board. Once the local law is passed, we can start advertising and interviewing. 2) The resident at 62 Chapel has not paid their water bill or given any reading for many years. It appears the house is vacant and the bank has taken ownership of it. They mayor has requested that we send out a shut off notice, following all the guidelines set up by our local laws. It will need to be posted and a letter sent by certified return request.

Motion: to post the property and send out a violation.

By: Thomas M. Skinner
2nd: James W. Miller
Vote: All present

3) There has been a lot of chatter on social media about the truck volume usage on Rt.79 and other traffic concerns around the village. Mayor Ron has spoken to the police (the Sheriff's Department who put up a speed limit counter) and they have checked with the NYS DOT regulations for the trucks. Trustee Tom stated by law we cannot lower the speed limit any less than 30 mph, which is what it is. And we have no control over state roads. 4) The painters are almost done. George is all caught up with the work needed to do on the Community House. 5) There have been many residents calling wanting to know if the village has cancelled Trick or Treating. No, we haven't. Hopefully everyone will use their best judgement and follow the safety guidelines presented for COVID. 6) The Bilco basement doors and steps need to be replaced. The steps are part stone and part wood and are busted up. The doors are rusted. We need drainage because when it rains, water comes in the basement. We also need a door at the bottom of the stairs. The village will provide the materials and some of the labor. David will talk to George Hull about doing it and get an approximate cost. 7) Trustee Tom had some information about a spray that you can use to disinfect a room. He also stated that ambulances use a mixture of hydrogen peroxide and water and place it in a large jug with a sprayer/mister on it and use that for disinfecting the ambulances. This is something we may want to do once we open up. 8) The first Tuesday of the month in November falls on Election Day. We will move the meeting to Thursday, November 5th at 7:00 p.m. 9) We need to have a budget workshop for next fiscal year. The board set a date of Wednesday, November 18, 2020 at 6:00 p.m.

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

By: James W. Miller
2nd: Eileen Shelp-Olmstead
Vote: AYE - All

Motion: to adjourn at 8:41 p.m.

By: James W. Miller
2nd: Eileen Shelp-Olmstead
Vote: AYE - All

Respectfully Submitted,

Patricia L. Harting, Village Clerk / Treasurer