

**MEETING MINUTES
of the Village of Windsor, N.Y.
107 Main Street
Windsor, NY 13865
December 1, 2022**

Present: Mayor: Ronald G. Harting
Trustee Edward C. McLean
John R. McNulty, absent
James W. Miller
Thomas M. Skinner
Clerk/Treasurer: Patricia L. Harting
Streets & Water Suptdnt: David M. Decker
Grant Writer: Steve Contento
Attendees: 4

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

Pledge of Allegiance

Welcome

Administration of Oath of Office of Mayor

To: Ronald G. Harting
By: Patricia L. Harting, Clerk/Treasurer

Administration of Oath of Office of Trustee

To: James W. Miller
By: Patricia L. Harting, Clerk/Treasurer

Administration of Oath of Office of Trustee

To: Edward C. McLean
By: Patricia L. Harting, Clerk/Treasurer

Administration of Oath of Office of Clerk/Treasurer

To: Patricia L. Harting
By: Ronald G. Harting, Mayor

Recognition – Bob West was present to attend this board meeting as he leaves the Village Board. Bob was given a certificate of appreciation acknowledging his 20 years of faithful and dedicated service as Village Trustee.

7:05 P.M. - Public Hearing for Local Law #1-2022

A public hearing was held for the adoption of Local Law #1-2022 in regard to allowing the Village to adopt a budget for the fiscal year commencing March 1, 2023 that requires a real property tax levy limit as defined by General Municipal Law §3-c.

Resolution #15-2022

**RESOLUTION NO.15-2022
ADOPTING LOCAL LAW NO.1 OF 2022**

WHEREAS, a resolution was duly adopted by the Village Board of Trustees of the Village of Windsor for a public hearing to held by said Board at the Community House, 107 Main Street, Windsor, New York at 7:05 p.m. on Tuesday, December 1, 2022, to hear all interested parties on a proposed Local Law No.1 for 2022 authorizing a property tax levy in excess of the limit established in General Municipal Law §3-c; and

WHEREAS, notice of said public hearing was duly advertised in the Windsor Standard on November 23, 2022; and posted on the Village Clerk’s Sign Board on November 18, 2022; and posted the Village website on November 18, 2022; and

WHEREAS, said public hearing was duly held at the Community House, 107 Main Street, Windsor, NY at 7:05 p.m. on December 1, 2022, and all parties in attendance were permitted an opportunity to speak on behalf of or in opposition to said proposed Local Law, or any part thereof;

WHEREAS, the Village Board of Trustees of the Village of Windsor, after due deliberation finds it in the best interest of the Village to adopt said Local Law,

NOW, THEREFORE, BE IT RESOLVED by the Village Board of Trustees of the Village of Windsor hereby adopts said Local Law as Local Law No.1 of 2022, a copy of which is attached hereto and made a part hereof, and

RESOLVED that the Village Clerk be and she is directed to enter said Local Law in the minutes of this meeting and in the Local Law Book of the Village of Windsor, and to give due notice of the adoption of said Local Law to the Secretary of State; and

RESOLVED that the Village Clerk be and she is directed to enter said Local Law in the minutes of this meeting and in the Local Law Book of the Village of Windsor, and to give due notice of the adoption of said Local Law to the Secretary of State; and

RESOLVED that this Resolution will take effect immediately.

- Offered by:** Edward C. McLean
- 2nd by:** James W. Miller
- Vote:**
 - AYE - Mayor Ronald G. Harting
 - AYE - Trustee Edward C. McLean
 - ABSENT - Trustee John R. McNulty
 - AYE - Trustee James W. Miller
 - AYE - Trustee Thomas M. Skinner

Resolution effective December 1, 2022

LOCAL LAW #1-2022

Be it enacted by the Village Board of the Village of Windsor as follows:

Section 1. Legislative intent

It is the intent of this local law to allow the Village of Windsor to adopt a budget for the fiscal year commencing March 1, 2023 that requires a real property tax levy in excess of the “tax levy limit” as defined by General Municipal Law §3-c.

Section 2. Authority

This local law is adopted pursuant to subdivision 5 of General Municipal Law §5-3c, which expressly authorizes a local government’s governing body to override the property tax cap for the coming fiscal year by the adoption of a local law approved by a vote of sixty percent (60% of said governing board.

Section 3. Tax Levy Limit Override

The Board of Trustees of the Village of Windsor, located in the County of Broome, is hereby authorized to adopt a budget for the fiscal year commencing March 1, 2023 that requires a real property tax levy in excess of the amount otherwise prescribed in General Municipal Law §5-3c.

Section 4. Severability

If a court determines that any clause, sentence, paragraph, subdivision, or part of this local law or the application thereof to any person, firm or corporation, or circumstance is invalid or unconstitutional, the court's order or judgment shall not affect, impair, or invalidate the remainder of this local law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this local law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

Section 5. Effective date

This local law shall take effect immediately upon filing with the Secretary of State.

Public Comment - 1) Bob Larnerd who is opening the new pizza place, brought a pizza to the meeting and thanked all of Windsor for their support. 2) Ruth Ann Seward was present to discuss the water blow-off that is by her house. She stated she had some unclear water. David said there were complaints of discolored water at the time she stated. It has since cleared up. David stated the auto blow-offs happen two (2) times a week at 1:30 a.m. 3) Resident John Pioch was present. He asked what the story was with the holes at the post office and if it was a tenant/landlord issue. Mayor Ron stated no, the owner has always been accommodating to repair the holes but he/she doesn't live here so they aren't aware of the problem until someone brings it to their attention. There also is an issue with a spring under there. Ron will get in touch with the owner.

Grant Writer Report, Steve Contento present - 1) Steve has been working with David on the SRBC grant. There is a webinar on December 15th that he will be attending. The grant ends January 31st. The meters they were looking at for the grants are no longer available. They have spoken with the vendors and they are trying to get quotes for a different meter. 2) Steve called Assemblyman DeAnelino's office about the new fire station construction grant. They told him that everything is on hold because of the new elected officials coming in and old ones leaving, so don't call back until February.

Code Enforcement Report - Richard Osborne was not able to be present. He submitted a report. 1) Issued one new building permit renewal for an addition at 33 Grove Street. 2) He's continued inspections on all open permits. Several of them are nearing completion. 3) Conducting a final inspection for Certificate of Occupancy for the house remodel at 30 Grove Street. There are still several open items that need to be addressed. 4) Issued a violation for building without a permit. 5) Working with the contractor doing the remodel at the Subway Sandwich Shop on Main Street. 6) The office has been in discussion with the projected new owner of 191 Main Street. 7) Starting to discuss the adoption of the updated NYS Building Code with legal council. This will probably require the adoption of a new Local Law and public hearings. 8) Rich registered for classes to obtain information on AirBnB's to further advise village board members and residents. Patti stated that NYCOM was offering a webinar but she missed the deadline date. The mayor suggested she check with NYCOM and they may send her the paperwork from the event.

Attorney Report - A report was submitted. There was no discussion.

Streets Report, David Decker present - 1) David spoke with Chenango Sales. He is looking to replace the village pickup truck. If we order it, we're looking at least a year out. They have an F250 super XLT cab, not a crew cab. They very rarely get a single cab work truck in unless it's ordered. Our current truck is a 2016 with nearly 35,000 miles on it. Covid

screwed the timing of everything as we were in the process of trading pickups in after 3 years and the dump truck after 5 years. That being said, we could trade in our current truck or sell it outright to a buyer. The Kelly Blue Book price for a trade-in is \$26,672 and to sell it to a private party the median value is \$29,680. I would add \$1500-2500 for the price of the plow that will go with it. The price of the new truck is \$55,700 but with state bid price it is reduced to \$48,700 with the snow plow prep package, extra battery and upgraded alternator already installed on it. We would need to put a new V-plow on at a cost of between \$8450 and 8875 depending on the model. We may have interest in our old truck from the Town of Windsor and maybe the school. Or we can trade it directly to dealer or put out a sealed bid with a minimum on it and sell it outright.

Motion: to move forward with the purchase of the new truck from Chenango Sales at a cost of \$48,700 and to put the necessary V-plow on it.

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

2) All of our equipment is all outfitted for winter. He had to replace a few minor parts to get everything operational and for spares to have on hand. Everything is working good thus far.
3) The Christmas decorations are up and mostly working but the wiring, garland and light sockets are in pretty rough shape. These decorations have been here since 2006 when FEMA replaced them. We need to either replace all of them via a grant or slowly start replacing 10 or so a year. They're expensive anywhere from 500 to 1000 a piece and we have roughly 70 total. The risk of doing a couple per year are technology changes and how they mount to poles and designs may be discontinued before all have been replaced. The benefit to purchase is less price up front year to year than one bulk purchase. Spoke with Steve to possibly locate some funding. He stated he hasn't found one yet but will spend more time and he has some ideas of where he might get them.

Water Report, David Decker present - 1) The blow-offs are working good. They run for 5 minutes each time. 2) We dug the trenches and ran the conduit for Matco to run the wires for the ground water level monitoring in the wells. The readout has still not arrived from Precision Digital that we ordered in may. It was supposed to be here in September, then delayed until November and now supposedly within a week or two. When it arrives, Matco will run the water, the kpsi unit and calibrate the units. 3) We had a leak on Castle Drive and had to have a tree removed prior to digging. We used Ed's contact to get someone from the electric company to come out to hook onto a pole should we had needed to be closer to it and prevent it from falling. 3) While Josh Budine was out cutting the tree near the leak, we had him cut the tree up by the reservoir that we talked about a couple months ago.

Treasurer's Report, Patricia Harting present - 1) A report was presented. There was no discussion.

Motion: to accept the Treasurer's Report

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

Resolution #16-2022

RESOLUTION NO.16-2022

RESOLUTION TO ESTABLISH DATE, PLACE AND TIME OF REGULAR VILLAGE OF WINDSOR BOARD MEETINGS

BE IT RESOLVED, that all regular meetings of the Board of Trustees of the Village of Windsor be held on the first Thursday of every month at 7:00 p.m. in the Windsor

Community House located at 107 Main Street Windsor, NY

Offered by: Edward C. McLean
2nd by: James W. Miller
Vote: AYE - Mayor Ronald G. Harting
AYE - Trustee Edward C. McLean
ABSENT - Trustee John R. McNulty
AYE - Trustee James W. Miller
AYE - Trustee Thomas M. Skinner

Resolution effective December 1, 2022

Resolution #17-2022

RESOLUTION NO.17-2022

RESOLUTION TO PERMIT PAYMENT IN ADVANCE OF AUDIT

BE IT RESOLVED, that payment may be made in advance of audit on claims for certain recurring expenses that include, but are limited to, public utility expenses, postage, freight and express charges, and such similar expenses.

Offered by: Edward C. McLean
2nd by: James W. Miller
Vote: AYE - Mayor Ronald G. Harting
AYE - Trustee Edward C. McLean
ABSENT - Trustee John R. McNulty
AYE - Trustee James W. Miller
AYE - Trustee Thomas M. Skinner

Resolution effective December 1, 2022

Resolution #18-2022

RESOLUTION NO.18-2022

RESOLUTION TO PAY MILEAGE

WHEREAS, the Board of Trustees of the Village of Windsor has determined to pay a fixed rate for mileage as reimbursement to such Officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village;

NOW, THEREFORE, BE IT RESOLVED, that the Board of trustees shall approve reimbursement to such Officers and employees at the rate of fifty-five cents (.625¢) per mile.

Offered by: Edward C. McLean
2nd by: James W. Miller
Vote: AYE - Mayor Ronald G. Harting
AYE - Trustee Edward C. McLean
ABSENT - Trustee John R. McNulty
AYE - Trustee James W. Miller
AYE - Trustee Thomas M. Skinner

Resolution effective December 1, 2022

Resolution #19-2022

RESOLUTION NO.19-2022

DESIGNATION OF OFFICIAL NEWSPAPER AND WEBSITE

WHEREAS, the Village Board of Trustees has determined that there needs to be an official

newspaper for the Village; and

WHEREAS, the Windsor Standard publishes a weekly newspaper that has a broad distribution of the newspaper within the village; and

WHEREAS, the Village of Windsor has a website and will post all legal notices and public notices on their site; and

THEREFORE, BE IT RESOLVED, the Board of Trustees does designate that the Windsor Standard be the official newspaper and www.villageofwindsor.org be the official website of the Village of Windsor.

Offered by: Edward C. McLean
2nd by: James W. Miller
Vote: AYE - Mayor Ronald G. Harting
AYE - Trustee Edward C. McLean
ABSENT - Trustee John R. McNulty
AYE - Trustee James W. Miller
AYE - Trustee Thomas M. Skinner

Resolution effective December 1, 2022

Resolution #20-2022

RESOLUTION NO.20-2002

DESIGNATION OF AUTHORIZED DEPOSITORIES

WHEREAS, the Village Board of Trustees of the Village of Windsor has determined that the Village Law §4-412(3)(2) requires the designation of banks or trust companies for the deposit of all village monies; and

WHEREAS, NBT is located in Norwich, NY;

THEREFORE, BE IT RESOLVED, that the Board of Trustees does designate NBT as the depositories of all money received by the Village Treasurer, Clerk and Receiver of Taxes.

Offered by: Edward C. McLean
2nd by: James W. Miller
Vote: AYE - Mayor Ronald G. Harting
AYE - Trustee Edward C. McLean
ABSENT - Trustee John R. McNulty
AYE - Trustee James W. Miller
AYE - Trustee Thomas M. Skinner

Resolution effective December 1, 2022

Resolution #21-2022

RESOLUTION NO.21-2022

EMPLOYEE ATTENDANCE AT CONFERENCES

WHEREAS, there is to be held during the coming official year, training and meetings for municipal officers and employees; and

WHEREAS, it is determined by the Board of Trustees that attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools, benefits the municipality;

THEREFORE, BE IT RESOLVED, that the following officers and employees are hereby authorized to attend these events:

Mayor Ronald G. Harting
Trustees Edward C. McLean, John R. McNulty, James W. Miller, Thomas M. Skinner
Clerk/Treasurer Patricia Harting
Deputy Clerk/Treasurer Courtney Decker
Streets & Water Superintendent David Decker
Assistant Streets & Water Superintendent Eric Weidner
Other individuals as approved by the Board of Trustees

Offered by: Edward C. McLean
2nd by: James W. Miller
Vote: AYE - Mayor Ronald G. Harting
AYE - Trustee Edward C. McLean
ABSENT - Trustee John R. McNulty
AYE - Trustee James W. Miller
AYE - Trustee Thomas M. Skinner

Resolution effective December 1, 2022

Resolution #22-2022

RESOLUTION NO.22-2022

RESOLUTION TO ADOPT PROCUREMENT POLICY

WHEREAS, section 104-b of the General Municipal Law requires the governing body of every municipality to adopt internal policies and procedures governing all procurement of goods and services which are not required by law to be publicly bid, and

WHEREAS, comments have been solicited from all officers in the Village of Windsor involved in the procurement process,

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of Trustees of the Village of Windsor, in a regular session duly convened that the Village of Windsor does hereby adopt the following procurement policy which is intended to apply to all goods and services which are not required by law to be publicly bid.

Offered by: Edward C. McLean
2nd by: James W. Miller
Vote: AYE - Mayor Ronald G. Harting
AYE - Trustee Edward C. McLean
ABSENT - Trustee John R. McNulty
AYE - Trustee James W. Miller
AYE - Trustee Thomas M. Skinner

Resolution effective December 1, 2022

Motion: to accept the Meeting Minutes of November 3, 2022

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

Mayor's Report - 1) The bids came in for the Chestnut Street Bridge project at a cost of \$406,000. Our share of the cost of that may be 20% or approximately \$99,000. We are still waiting to hear if the other grants come through to help lower our % cost. 2) Mayor Ron stated that the Clerk is doing a Toys for Tots program in conjunction with Human Development and the Charles L. English Museum on December 17th. The out-pour of toys and monetary gifts has been wonderful and the 'Marine Toys For Tots' made a 400 toy donation. It's been overwhelming. We can use volunteers to help give out the toys if any board members are able. 3)

On Friday evening, December 9th, Liz at the Town has organized a Santa Parade in the village from the School Bus Garage to the Village Green. It will end with everyone being invited into the Community House for hot chocolate. The village board has been asked to participate in the parade. David stated if they have time, they will decorate the village truck and be in the parade. It was also noted that the parade will be in West Windsor on Saturday, December 10th.

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

By: James W. Miller

2nd: Edward C. McLean

Vote: AYE – All present

Motion: to adjourn at 8:17 p.m.

By: Thomas M. Skinner

2nd: Edward C. McLean

Vote: AYE - All

Respectfully Submitted,

Patricia L. Harting, Village Clerk / Treasurer