

**MEETING MINUTES
of the Village of Windsor, N.Y.
107 Main Street
Windsor, NY 13865
December 7, 2021**

Present: Mayor: Ronald G. Harting
Trustee John R. McNulty
James W. Miller
Thomas M. Skinner
Robert E. West
Clerk/Treasurer: Patricia L. Harting
Streets & Water Suptdnt: David M. Decker
Code Enforcement: Gary Post
Grant Writer: Steve Contento
Attendees: 2

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

Pledge of Allegiance

Welcome

Administration of Oath of Office of Trustee

To: Thomas M. Skinner
By: Patricia L. Harting, Clerk/Treasurer

Administration of Oath of Office of Trustee

To: John R. McNulty
By: Patricia L. Harting, Clerk/Treasurer

7:05 P.M. - Public Hearing for Local Law #2-2021

**Resolution #16-2021
RESOLUTION NO.16-2021
ADOPTING LOCAL LAW NO.2 OF 2021**

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 7, 2021, to hear all interested parties on a proposed Local Law No.2 for 2021 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 24, 2021; and posted on the Village Clerk's Sign Board on November 24, 2021; and posted the Village website on November 24, 2021; and

WHEREAS, said public hearing was duly held at the Community House, 107 Main Street, Windsor, NY at 7:15 p.m. on December 7, 2021, 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.2 of 2021, 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 Winsor, 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: Thomas M. Skinner
Seconded: James W. Miller
Vote: **AYE** - Mayor Ronald G. Harting
AYE - Trustee John R. McNulty
AYE - Trustee James W. Miller
AYE - Trustee Thomas M. Skinner
AYE - Trustee Robert E. West

LOCAL LAW #2-2021

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, 2022 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, 2022 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) Resident Russell Teed was present to discuss a business he would like to have in his home. Because it is in a RA District, he will have to file a Special Use Permit with the ZBA. Ruth Ann Seward was present but had nothing to say.

Code Enforcement Report, Richard Osborne present - 1) Rich issued 2 building permits; 5 Dewey Road and 30 Grove Street. 2) He has done repeated visits to 86 Chapel Street. They will not respond and have actually looked out the window but refused to answer. We will proceed with going to court. 3) He has been working with Russell Teed at 56 Grove Street for an in-home business. 4) He has been doing research for the ownership and code status of 8 Park Street. We are still waiting for a proposal from an interested party to confirm proposed future use of building. 5) He spoke with the new owner at 5 Pine Street.

Grant Writer Report, Steve Contento present - 1) Still working on continuing activities with the clean energy grant. The grant depends on the population and the village could be the recipients. Steve will meet with the person in charge because it works on a points system. 2) He received information on the Small Communities Fund. He will stay in touch with David and Patti for the necessary paperwork. 3) He found a grant for a 5 year term grant to examine new initiatives for villages. It needs to be looking closer into it before we apply.

Attorney Report - A report was submitted. No comment.

Streets Report, David Decker present - 1) All the equipment is ready and operational for snow, only have had to salt the roads once thus far. 2) David got zero-turn prices from Chenango Supply. The cost to fix the old one with sharpening blades, tires, oil change would cost \$550. To purchase a new one with a price of \$11,400 with a 25% discount making it \$8,499 and they will give us \$5,000 for the old one for a final cost of \$3,499 for a new mower.

Motion: to purchase the new mower at a cost of \$3,499

By: Thomas M. Skinner

2nd: Robert E. West

Vote: AYE - All

3) The Christmas lights are up. They have an idea of possibly hiring a company to decorate the gazebo as everyone is getting older and we aren't getting any young volunteers. Pole lights will be in jeopardy. I fear in a few years, unless younger people come in to take it over. 4) Keystone submitted a proposal for the addition to the pumphouse at a cost of \$39,070.00.

Motion: to have Keystone do the architectural and engineering services for the DPW Pumhouse expansion

By: Thomas M. Skinner

2nd: James W. Miller

Vote: AYE - All

Motion: to give permission for Mayor Harting to sign the contract with Keystone

By: Thomas M. Skinner

2nd: James W. Miller

Vote: AYE - All

Water Report, David Decker present - 1) All has been quiet so far. 2) Keeping an eye on the vacant houses. 3) Keep looking for grants for water. 4) Dave's been throwing numbers around for water rates. We haven't raised rates

Treasurer's Report, Patricia Harting present - A report was submitted. There was no comment.

Motion: to accept the Treasurer's Report

By: Robert E. West

2nd: James W. Miller

Vote: AYE - All

Resolution #17-2021

**RESOLUTION NO.17-2021
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: Ronald G. Harting
2nd by: James W. Miller
Vote: AYE - Mayor Ronald G. Harting
AYE - Trustee John R. McNulty
AYE - Trustee James W. Miller
NAY - Trustee Thomas M. Skinner
AYE - Trustee Robert E. West

Resolution effective December 7, 2021

Resolution #18-2021

**RESOLUTION NO.18-2021
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: John R. McNulty
2nd by: James W. Miller
Vote: AYE - Mayor Ronald G. Harting
AYE - Trustee John R. McNulty
AYE - Trustee James W. Miller
AYE - Trustee Thomas M. Skinner
AYE - Trustee Robert E. West

Resolution effective December 7, 2021

Resolution #19-2021

**RESOLUTION NO.19-2021
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 (.55¢) per mile.

Offered by: John R. McNulty
2nd by: James W. Miller
Vote: AYE - Mayor Ronald G. Harting
AYE - Trustee John R. McNulty
AYE - Trustee James W. Miller
AYE - Trustee Thomas M. Skinner
AYE - Trustee Robert E. West

Resolution effective December 7, 2021

Resolution #20-2021

**RESOLUTION NO.20-2021
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:** John R. McNulty
- 2nd by:** James W. Miller
- Vote:** AYE - Mayor Ronald G. Harting
- AYE - Trustee John R. McNulty
- AYE - Trustee James W. Miller
- AYE - Trustee Thomas M. Skinner
- AYE - Trustee Robert E. West

Resolution effective December 7, 2021

Resolution #21-2021

**RESOLUTION NO.21-2021
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:** John R. McNulty
- 2nd by:** James W. Miller
- Vote:** AYE - Mayor Ronald G. Harting
- AYE - Trustee John R. McNulty
- AYE - Trustee James W. Miller
- AYE - Trustee Thomas M. Skinner
- AYE - Trustee Robert E. West

Resolution effective December 7, 2021

Resolution #22-2021

**RESOLUTION NO.22-2021
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 James W. Miller, John R. McNulty, Thomas Skinner, Robert West
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: John R. McNulty
2nd by: James W. Miller
Vote: AYE - Mayor Ronald G. Harting
AYE - Trustee John R. McNulty
AYE - Trustee James W. Miller
AYE - Trustee Thomas M. Skinner
AYE - Trustee Robert E. West

Resolution effective December 7, 2021

Resolution #23-2021

**RESOLUTION NO.23-2021
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: John R. McNulty
2nd by: James W. Miller
Vote: AYE - Mayor Ronald G. Harting
AYE - Trustee John R. McNulty
AYE - Trustee James W. Miller
AYE - Trustee Thomas M. Skinner
AYE - Trustee Robert E. West

Resolution effective December 7, 2021

Resolution #24-2021

**RESOLUTION NO.24-2021
RESOLUTION AMENDING ANNUAL
VILLAGE BUDGET FOR 2021/2022**

WHEREAS, the Village of Windsor purchased a new dump truck; and

WHEREAS, the Village of Windsor no longer needed the old dump truck and decided to sell the old truck;

AND WHEREAS, a quote was given by the Ford dealer to the value of the old truck being approximately \$25,000;

AND WHEREAS, George Hull wanted to purchase the truck at a price of \$25,000;

THEREFORE, the money received from the sale of the old truck be recorded into Streets Contractual to help offset some of the cost of the new truck;

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

Estimated Revenues	A510	\$ 25,000.00	
Subsidiary Account	A2665-Equipment Sales		\$ 25,000.00
Estimated Appropriations	A960	\$ 25,000.00	
Subsidiary Account	A5110.4-Streets Contractual		\$ 25,000.00

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, 2021.

Offered by: John R. McNulty
2nd by: James W. Miller
Vote: AYE - Mayor Ronald G. Harting
AYE - Trustee John R. McNulty
AYE - Trustee James W. Miller
AYE - Trustee Thomas M. Skinner
AYE - Trustee Robert E. West

Resolution effective December 7, 2021

Motion: to accept the Meeting Minutes of November 2, 2021

By: Robert E. West
2nd: James W. Miller
Vote: AYE - Mayor Ronald G. Harting
AYE - Trustee John R. McNulty
AYE - Trustee James W. Miller
ABSTAIN - Trustee Thomas M. Skinner
AYE - Trustee Robert E. West

Motion: to accept the Meeting Minutes of November 8, 2021

By: Robert E. West
2nd: James W. Miller
Vote: AYE - All

Motion: to accept the Meeting Minutes of November 15, 2021 with a change that the Public Hearing for the budget year 2022/2023 take place on January 6, 2022 at 7:00 p.m.

By: Robert E. West
2nd: James W. Miller
Vote: AYE - All

Motion: to accept the Organizational Committees

By: Thomas M. Skinner
2nd: Robert E. West
Vote: AYE - All

Organizational Committees:

Mayor: Ronald G. Harting
Trustees: John R. McNulty
James W. Miller
Thomas M. Skinner
Robert E. West, Jr.

Deputy Mayor: Thomas M. Skinner
Clerk/Treasurer: Patricia L. Harting
Deputy Clerk/Treasurer: Courtney Decker
Streets & Water Superintdt: David M. Decker
Village Attorney: Robert McKertich
Code Enforcement Officer: Richard Osborne
Official Newspaper: Windsor Standard
Historian: Louella English
Grant Writer: Steven Contento

Zoning Board of Appeals: Noreen Millen Expires 12/2022
Paul Noyd Expires 12/2019
Elaine Card Expires 12/2020
David Florance Expires 12/2021

Planning Board: Chris Nagle Expires 12/2022
Don Sibley Expires 12/2023
James Sorenson Expires 12/2024
James Conrad Expires 12/2025
Grace Holton Expires 12/2026

Committees:

Code Enforcement: Ronald G. Harting
Thomas M. Skinner
Richard Osborne
Comm.House/RR: John R. McNulty
Thomas M. Skinner
Robert E. West
Parks: John R. McNulty
James W. Miller
Fire Company: Ronald G. Harting
James W. Miller
Streets: James W. Miller
Robert E. West
Water: Ronald G. Harting
Thomas M. Skinner
James W. Miller
Safety: David M. Decker
James W. Miller
Richard Osborne

New Business

1) Trustee McNulty asked about the ditch that was dug at the base of the hill in back of the school. It was stated that it's school property and there's nothing we can do. Trustee McNulty also asked if the village board had recognized Paul Dillingham's service to the village as a Trustee. Mayor Harting stated that we did at last month's meeting along with recognition for Dick Smith and Don Williams.

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

By: James W. Miller
2nd: John R. McNulty
Vote: AYE - All

Motion: to adjourn at 8:10 p.m.

By: Thomas M. Skinner

2nd: James W. Miller

Vote: AYE - All

Respectfully Submitted,

Patricia L. Harting, Village Clerk / Treasurer