

**MEETING MINUTES  
of the Village of Windsor, N.Y.  
107 Main Street  
Windsor, NY 13865  
January 2, 2018**

**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 Suptdnt: David M. Decker  
Attendees: 0

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

**Pledge of Allegiance**

**Welcome**

**7:05 P.M.** Public Hearing for the 2018/2019 Budget - There was no public comment.

**Resolution #1-2018**

**RESOLUTION NO.1-2018  
PROPOSED BUDGET FOR THE FISCAL YEAR  
MARCH 1, 2018 – FEBRUARY 28, 2019**

**BE IT RESOLVED**, that the following is a true and accurate copy of the 2018-2019 Budget for the Village of Windsor, county of Broome, State of New York, and

**BE IT FURTHER RESOLVED**, that this Budget be adopted as set forth herein.

**Motion:** to accept the budget for 2018/2019  
**By:** Thomas M. Skinner  
**2<sup>nd</sup>:** 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 January 17, 2017**

**VILLAGE OF WINDSOR  
BUDGET 2018/2019  
APPROPRIATIONS**

**GOV'T SUPPORT**

LEGISLATIVE - TRUSTEES			
PERSONNEL SERVICES	A1010.1	\$	8,000.00
CONTRACTUAL EXPENSE	A1010.4	\$	200.00
<b>TOTAL LEGISLATIVE</b>		<b>\$</b>	<b>8,200.00</b>
EXECUTIVE MAYOR			
PERSONNEL SERVICES	A1210.1	\$	4,000.00
	A1210.4	\$	400.00
<b>TOTAL EXECUTIVE</b>		<b>\$</b>	<b>4,400.00</b>
FINANCE-CLERK/TREASURER			

PERSONNEL SERVICES	A1325.1	\$	39,312.00
MEETING SALARY	A1325.3	\$	450.00
EXPENSES	A1325.4	\$	1,000.00
DEPUTY CLERK/TREASURER	A1326.1	\$	9,126.00
<b>TOTAL FINANCE</b>		<b>\$</b>	<b>49,888.00</b>
STAFF			
CLERK – MEETING SALARY	A1410.3	\$	400.00
ATTORNEY	A1420.4	\$	10,000.00
GRANT WRITER	A1430.4	\$	3,000.00
ENGINEER	A1440.4	\$	2,000.00
<b>TOTAL STAFF</b>		<b>\$</b>	<b>15,400.00</b>
SHARED SERVICES			
COMMUNITY HOUSE - ADMINIST.	A1620.1	\$	3,536.00
CONTRACTUAL EXPENSE	A1620.4	\$	20,000.00
OFFICE - EQUIPMENT	A1621.2	\$	2,000.00
CONTRACTUAL EXPENSE	A1621.4	\$	6,000.00
BROOME COUNTY			
DATA PROCESSING	A1680.4	\$	500.00
<b>TOTAL SHARED SERVICES</b>		<b>\$</b>	<b>32,036.00</b>
SPECIAL ITEMS			
UNALLOCATED INSURANCE	A1910.4	\$	30,000.00
DUES	A1920.4	\$	900.00
CONTINGENCY FUND	A1990.4	\$	30,000.00
<b>TOTAL SPECIAL ITEMS</b>		<b>\$</b>	<b>60,900.00</b>
<b>TOTAL GOV'T SUPPORT</b>		<b>\$</b>	<b>170,824.00</b>
PUBLIC SAFETY			
SHERRIFF	A3120.4		
FIRE PROTECTION CONTRACT	A3410.4	\$	39,000.00
CONTRACTUAL EXPENSE	A3411.4	\$	1,000.00
SAFETY			
CODE ENFORCEMENT OFFICER	A3620.1	\$	12,480.00
CONTRACTUAL EXPENSE	A3620.4	\$	2,500.00
CODE EXPENSE	A3721.4	\$	350.00
<b>TOTAL PUBLIC SAFETY</b>		<b>\$</b>	<b>55,330.00</b>
<b>HEALTH</b>			
AMBULANCE	A4540.4	\$	3,000.00
<b>TOTAL HEALTH</b>		<b>\$</b>	<b>3,000.00</b>
TRANSPORTATION-HIGHWAY			
ADMINISTRATION	A5010.1	\$	55,692.00
OVERTIME		\$	13,923.00
MEETING SALARY	A5010.3	\$	350.00
CONTRACTUAL EXPENSE	A5110.4	\$	65,000.00
C.H.I.P.S.-PERMANENT IMPROVEMENT	A5112.4	\$	25,780.65
STREET LIGHTING	A5182.4	\$	35,000.00
SIDEWALKS	A5410.4	\$	900.00
<b>TOTAL TRANSPORTATION</b>		<b>\$</b>	<b>196,645.65</b>
CULTURE & RECREATION			
RECREATION			
PARK - ADMINISTRATION	A7110.1	\$	8,840.00
CONTRACTUAL	A7110.4	\$	11,000.00
POOL - ADMINISTRATION	A7140.1	\$	-
CONTRACTUAL	A7140.4	\$	400.00
DIVISION FOR YOUTH	A7310.4	\$	-
CULTURE			
MUSEUM	A7450.4	\$	2,000.00
SENIORS	A7620.4	\$	150.00
<b>TOTAL CULTURE &amp; RECREATION</b>		<b>\$</b>	<b>22,390.00</b>
HOME & COMMUNITY SERVICES			
GENERAL ENVIRONMENT			
ZONING BOARD	A8010.4	\$	150.00
PLANNING BOARD	A8020.4	\$	150.00
SANITATION			

REFUSE CONTRACT	A8160.4	\$	48,236.16
CLEANUP DAY	A8161.4	\$	1,000.00
WATER			
ADMINISTRATION	A8310.1	\$	24,700.00
OVERTIME		\$	8,645.00
MEETING SALARY	A8350.3	\$	300.00
SERVICES	A8350.4	\$	65,500.00
BILLING EXPENSES	A8351.3	\$	1,000.00
COMMUNITY BEAUTIFICATION	A8510.4	\$	1,000.00
SHADE TREES - CUT	A8560.4	\$	3,000.00
SHADE TREES - PLANTED	A8561.4	\$	600.00
<b>TOTAL HOME &amp; COMMUNITY SERVICES</b>		<b>\$</b>	<b>154,281.16</b>
EMPLOYEE BENEFITS			
NYS RETIREMENT	A9010.8	\$	23,000.00
SOCIAL SECURITY	A9030.8	\$	14,401.43
WORKER'S COMPENSATION	A9040.8	\$	26,000.00
DISABILITY INSURANCE	A9055.8	\$	1,500.00
HOSPITAL & MEDICAL INSURANCE	A9060.8	\$	41,000.00
<b>TOTAL EMPLOYEE BENEFITS</b>		<b>\$</b>	<b>105,901.43</b>
DEBT SERVICE			
SPECIAL ASSESSMENT - B.A.N.	A9730.6	\$	-
PRINCIPAL			
SPECIAL ASSESSMENT - B.A.N.	A9730.7	\$	-
INTEREST			
<b>TOTAL DEBT SERVICE</b>		<b>\$</b>	<b>-</b>
<b>TOTAL APPROPRIATIONS</b>		<b>\$</b>	<b>708,372.24</b>

#### ESTIMATED REVENUES

TAX ITEMS			
SPECIAL ASSESSMENT	A1030	\$	-
P.I.L.O.T. - S.E.P.P.	A1080	\$	7,425.00
INTEREST & PENALTIES - TAXES	A1090	\$	3,500.00
INTEREST & PEN - S/A	A1091		-
<b>TOTAL TAX ITEMS</b>		<b>\$</b>	<b>10,925.00</b>
NOT-PROPERTY TAX			
BC SALES TAX	A1120	\$	195,000.00
FRAMCJOSES	A1170	\$	9,000.00
<b>TOTAL NON-PROPERTY TAX</b>		<b>\$</b>	<b>204,000.00</b>
DEPARTMENTAL INCOME			
GENERAL GOVERNMENT			
CLERK FEES	A1255	\$	100.00
<b>TOTAL GENERAL GOVERNMENT INCOME</b>		<b>\$</b>	<b>100.00</b>
PUBLIC SAFETY			
FIRE STATION	A1540	\$	1.00
PUBLIC WORK CHARGES	A1710	\$	500.00
<b>TOTAL PUBLIC SAFETY</b>		<b>\$</b>	<b>501.00</b>
CULTURE & RECREATION			
PARK & POOL CHARGES	A2001	\$	
<b>TOTAL CULTURAL &amp; COMMUNITY SERVICES</b>			
HOME & COMMUNITY SERVICES			
METERED WATER CHARGES	A2140	\$	100,000.00
UNMETERED WATER CHARGES	A2142	\$	500.00
WATER CHARGES	A2144	\$	-
WATER - INTEREST & PENALTIES	A2148	\$	5,000.00
COMMUNITY HOUSE	A2189	\$	700.00
<b>TOTAL HOME &amp; COMMUNITY</b>		<b>\$</b>	<b>106,200.00</b>
<b>TOTAL DEPARTMENTAL INCOME</b>		<b>\$</b>	<b>321,726.00</b>
INTERGOVERNMENTAL CHARGES			
CULTURE & RECREATION			
PARK USER FEE	A2350	\$	5,000.00
<b>TOTAL CULTURE &amp; RECREATION</b>		<b>\$</b>	<b>5,000.00</b>
USE OF MONEY			

INTEREST EARNINGS	A2401	\$	50.00
<b>TOTAL USE OF MONEY</b>		<b>\$</b>	<b>50.00</b>
LICENSES AND PERMITS			
BUILDING PERMITS	A2555	\$	100.00
JUNK CAR PERMITS	A2590	\$	-
<b>TOTAL LICENSES AND PERMITS</b>		<b>\$</b>	<b>100.00</b>
FINES & FORFEITURES			
JUSTICE FEES	A2610	\$	-
<b>TOTAL FINES &amp; FORFEITURES</b>			
SALE OF PROPERTY			
CENTENNIAL SALES	A2655	\$	-
EQUIPMENT SALES	A2665	\$	-
INSURANCE RECOVERIES	A2680	\$	-
<b>TOTAL SALE OF PROPERTY</b>		<b>\$</b>	<b>-</b>
MISCELLANEOUS			
MISCELLANEOUS	A2770	\$	-
<b>TOTAL MISCELLANEOUS</b>		<b>\$</b>	<b>-</b>
<b>TOTAL INTERGOVERNMENTAL CHARGES</b>		<b>\$</b>	<b>5,150.00</b>
STATE AID			
GENERAL GOVERNMENT			
PER CAPITA	A3001	\$	8,000.00
MORTGAGE TAX	A3005	\$	2,000.00
STAR	A3040	\$	-
<b>TOTAL GENERAL GOVERNMENT</b>		<b>\$</b>	<b>10,000.00</b>
TRANSPORTATION			
HIGHWAY AID - C.H.I.P.S.	A3501	\$	25,780.65
<b>TOTAL TRANSPORTATION</b>		<b>\$</b>	<b>25,780.65</b>
CULTURE & RECREATION			
YOUTH PROGRAM - LIFEGUARDS	A3820	\$	-
YOUTH PROGRAM - LIBRARY	A3821	\$	-
<b>TOTAL CULTURE &amp; RECREATION</b>		<b>\$</b>	<b>-</b>
HOME & COMMUNITY SERVICE			
STATE EMERGENCY ASSISTANCE	A3960	\$	-
<b>TOTAL HOME &amp; COMMUNITY SERVICE</b>		<b>\$</b>	<b>-</b>
<b>TOTAL STATE AID</b>		<b>\$</b>	<b>35,780.65</b>
FEDERAL AID			
HOME & COMMUNITY SERVICE			
FEDERAL EMERGENCT ASSISTANCE	A4960	\$	-
<b>TOTAL FEDERAL AID</b>		<b>\$</b>	<b>-</b>
<b>GRAND TOTAL ESTIMATED REVENUE</b>		<b>\$</b>	<b>362,656.65</b>
<b>APPROP.CASH SURPLUS</b>		<b>\$</b>	<b>64,000.00</b>
<b>BALANCE OF APPROPRIATIONS TO BE RAISED BY TAXES</b>		<b>\$</b>	<b>281,715.59</b>
<b>TAXABLE VALUATION</b>		<b>\$</b>	<b>22,872.532</b>
<b>VILLAGE TAX RATE</b>			<b>12.316764</b>

**SCHEDULE OF WAGES & SALARIES**

MAYOR / YR	1	\$	4,000.00
TRUSTEES \$2,000 EA/YR	4	\$	8,000.00
STREETS & WATER SUPERINTENDENT	1	\$	56,160.00
ASSISTANT STS & WTR SUPERINTENDENT	1	\$	32,240.00
CLERK / TREASURER	1	\$	43,680.00
DEPUTY CLERK/TREASURER	1	\$	9,126.00
CODE ENFORCEMENT	1	\$	12,480.00
<b>TOTAL</b>		<b>\$</b>	<b>165,686.00</b>

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

**Code Enforcement Report, Gary Post absent** - 1) 57 Chestnut Street is empty now that we posted it. We need to replace the sign with a laminated one. 2) There is a Planning and ZBA Meeting on Thursday night in regard to Alex Urda's building.

**Attorney Report** - A report was submitted. 1) The Mayor had spoken with Attorney Bob in regard to the comprehensive insurance for the volunteers of the ambulance service. There needs to be more work done on this.

**Streets Report, David Decker present** - 1) Most of the street signs are up. We are waiting for the delivery of the posts. 2) The gas PV unit is installed and working properly. 3) There is a car at the shop that's been there since the 21<sup>st</sup> of December. Talked to the owner and told her it has to be gone tomorrow or it will be towed. 4) We will start issuing parking tickets now that the holidays are over. We will give a warning first. 5) The Community House siding was hit. We will be fixing it when the weather breaks. It is a special order siding. 6) The Community House ran out of fuel. I bled it, put on a new nozzle and it would only run for a couple seconds. Mirabito came out and put fuel in and noticed it must have run out. They changed the nozzle, also the eye was full of carbon, telling it to shut off.

**Water Report, David Decker present** - 1) We have turned several water services out because of people leaving town for the winter. 2) They dug up Kilb's shutoff on Chestnut Street because his was bent over and not working. 3) There is a water leak at Mark Phillips house at 5 Academy Street. Waiting for a warmer day to dig it up. 4) Started doing end of year reports for the Health Department, the DEC and the SRBC.

**Treasurer's Report, Patricia Harting present** - A report was presented.

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

**By:** Robert E. West  
**2<sup>nd</sup>:** James W. Miller  
**Vote:** AYE - All

**Motion:** to accept the Meeting Minutes of November 15, 2017

**By:** Robert E. West  
**2<sup>nd</sup>:** James W. Miller  
**Vote:** AYE - All

**Motion:** to accept the Meeting Minutes of December 5, 2017

**By:** Robert E. West  
**2<sup>nd</sup>:** James W. Miller  
**Vote:** AYE - All

**Motion:** to accept the Meeting Minutes of December 19, 2017

**By:** Robert E. West  
**2<sup>nd</sup>:** James W. Miller  
**Vote:** AYE - All

## **Resolution #2-2018**

### **RESOLUTION AMENDING ANNUAL VILLAGE BUDGET FOR 2017/2018**

**WHEREAS**, this Board having previously adopted annual budget for the fiscal year commencing March 1, 2017; and

**WHEREAS**, the State of New York Department of Transportation has allotted the Village of Windsor an amount of \$11,773.80 for PAVE NY;

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

Estimated Revenues	A510	\$ 11,773.80	
Subsidiary Account		A3501-NYS/CHIPS	\$ 11,773.80
Estimated Appropriations	A960	\$ 11,773.80	
Subsidiary Account		A5112.4-Capital Imp.	\$ 11,773.80

**AND WHEREAS**, the State of New York Department of Transportation has allotted the Village of Windsor an amount of \$4,710.33 for Extreme Winter Recovery;

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

Estimated Revenues	A510	\$ 4,710.33	
Subsidiary Account		A3501-NYS/CHIPS	\$ 4,710.33
Estimated Appropriations	A960	\$ 4,710.33	
Subsidiary Account		A5112.4-Capital Imp.	\$ 4,710.33

**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, 2017

**Offered By:** James W. Miller  
**2<sup>nd</sup>:** Eileen Shelp-Olmstead  
**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 January 2, 2018**

**Resolution #3-2018**

**RESOLUTION 3-2018  
RESOLUTION AMENDING ANNUAL  
VILLAGE BUDGET FOR 2017/2018**

**WHEREAS**, this Board having previously adopted annual budget for the fiscal year commencing March 1, 2017; and

**WHEREAS**, the Village purchased a cluster mailbox to be used by the Village Office and also used by residents on Main Street;

**WHEREAS**, part of the purchase was reimbursed by Alex Urda for a cost of \$394.73 and also reimbursed by Michael DeFrancisco for a cost of \$526.32 for a total reimbursement of \$921.05;

**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, 2017.

**Offered by:** James W. Miller  
**2<sup>nd</sup>:** Eileen Shelp-Olmstead  
**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 January 2, 2018**

**Resolution #4-2018**

**RESOLUTION NO.4-2018**

**WHEREAS**, due to inclement weather, the Main Street Grant has been given an extension by the Housing Trust Fund Corporation until June 20, 2018 at no additional costs;

**THEREFORE**, the Village Board of Trustees authorizes the Mayor to sign the contract extension with the Broome Land Bank

**Offered by:** Robert E. West  
**2<sup>nd</sup>:** 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 January 2, 2018**

**Mayor's Report** - 1) Adams Cable has informed us that they are raising the cost of their cable services.

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

**By:** Ronald G. Harting  
**2<sup>nd</sup>:** Eileen Shelp-Olmstead  
**Vote:** AYE - All

**Motion:** to adjourn at 7:52 p.m.

**By:** Thomas M. Skinner  
**2<sup>nd</sup>:** Robert E. West  
**Vote:** AYE - All

**Respectfully Submitted,**

---

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