

**Regular Meeting of the Town Board
April 13, 2016 7:00pm
Town of Windsor, Town Hall
124 Main Street, Windsor, NY 13865**

Supervisor Price pointed out the exits in the room.

MEETING CALLED TO ORDER by Supervisor Carolyn Price, at 7:00pm.

PLEDGE OF ALLEGIANCE was recited.

ROLL CALL by Clerk:

Supervisor Carolyn Price: Present
Deputy Supervisor William J. McIntyre: Present
Councilman Gary M. Hupman: Present
Councilman Timothy J. Bates: Present
Councilwoman Lesa Hawk-Shuler: Present
Highway Superintendent Rocky Kohlbach: Present
Attorney Cheryl Sacco: Present
Town Clerk Barbara Rajner Miller: Present

Also present were: Luvenna Dutcher, Kaelynn Bush, Jerry Henehan, Elizabeth Einstein, Don Einstein, Rhea Deyo, Ron Rambo, Sr, Sue Rambo, Code Enforcement Officer Dave Brown.

PUBLIC COMMENT:

(Supervisor Price outlined the guidelines of public comment.)

- None.

APPROVAL OF MINUTES:

Motion By: Deputy Supervisor McIntyre Sec. By: Councilman Hupman

To approve the minutes of the March 9, 2016 Regular Meeting, as submitted.

Vote of the Board:

Supervisor Price – AYE
Deputy Supervisor McIntyre - AYE
Councilman Hupman - AYE
Councilman Bates - AYE
Councilwoman Hawk-Shuler - AYE

Motion Approved.

Motion By: Councilwoman Hawk-Shuler Sec. By: Deputy Supervisor McIntyre

To approve the minutes of the March 14, 2016 Special Meeting, as submitted.

Vote of the Board:

Supervisor Price – AYE
Deputy Supervisor McIntyre - AYE
Councilman Hupman - AYE
Councilman Bates - AYE
Councilwoman Hawk-Shuler - AYE

Motion Approved.

FINANCIAL REPORT:

- March, 2016 Financial Report distributed.

Motion By: Councilwoman Hawk-Shuler Sec. By: Councilman Bates

To approve bills for payment:

- General Fund Vouchers #118 through #188 (not paying Voucher #156 for \$10,878.57 & Voucher #157 for \$3,556.92), totaling \$51,390.84;
- Sewer Operating Vouchers #17 through #21, totaling \$2,470.18;
- Highway Fund Vouchers #68 through #104, totaling \$59,218.79;
- Trust and Agency Vouchers #17 through #21, totaling \$35,547.42.

Vote of the Board:

Supervisor Price – AYE
Deputy Supervisor McIntyre - AYE
Councilman Hupman - AYE
Councilman Bates - AYE
Councilwoman Hawk-Shuler - AYE

Motion Approved.

COMMITTEE REPORTS:

ASSESSOR: Report submitted.

DOG CONTROL: None.

ECONOMIC DEVELOPMENT: On 4-26-16, Supervisor Price will be attending an annual breakfast/update on economic development. Also on 4-26-16, representatives from the Town of Windsor will be meeting with Kirkwood to discuss the possibility of extending the water into West Windsor. Councilwoman Hawk-Shuler gave an update on the tech fibre seminar that she attended.

ENERGY:

- Proposal for Solar Electric System by ETM Solar. Supervisor Price and Deputy Supervisor McIntyre had several questions that will be looked into.
- Solar Workshop Held April 2, 2016. Councilman Hupman gave an update on the seminar.
- Planning for Solar Energy and SEQRA Basics for Local Officials April 28, 2016. Supervisor Price, Councilwoman Hawk-Shuler, Councilmen Bates and Hupman will be attending.
- Deputy Supervisor gave a report on the Tour of Wind Farm that he and Code Enforcement Officer Brown went on in Little Falls, NY.

HIGHWAY:

Motion By: Deputy Supervisor McIntyre

Sec. By: Councilman Bates

To declare the following items as surplus:

- The old pressure washer;
- S-10 service truck;
- Possibly the pit van (that came from the Army);
- Mac water truck;
- Waste oil heater;
- Old lights that were taken down.

Vote of the Board:

Supervisor Price – AYE

Deputy Supervisor McIntyre - AYE

Councilman Hupman - AYE

Councilman Bates - AYE

Councilwoman Hawk-Shuler - AYE

Motion Approved.

Motion By: Deputy Supervisor McIntyre

Sec. By: Councilman Hupman

To take the above surplus items to the Farm Bureau Auction, located in Broome County.

Vote of the Board:

Supervisor Price – AYE

Deputy Supervisor McIntyre - AYE

Councilman Hupman - AYE

Councilman Bates - AYE

Councilwoman Hawk-Shuler - AYE

Motion Approved.

- Have to get new grader prices.

HISTORY: Tour of English Museum in June.

TOWN CLERK/TAX COLLECTOR/REGISTRAR: Report submitted.

TOWN HALL: None.

WASTEWATER TREATMENT PLANT: None.

YOUTH & RECREATION: Rhea Deyo gave report on the re-organization.

ZONING, PLANNING & CODE ENFORCEMENT:

- Code Enforcement Monthly Report submitted.

UNFINISHED BUSINESS:

Motion By: Councilwoman Hawk-Shuler

Sec. By: Councilman Hupman

To set the Public Hearing regarding Chapter 68 Noise, for May 11, 2016, 7:05pm, at the West Windsor Fire Hall.

Vote of the Board:

Supervisor Price – AYE

Deputy Supervisor McIntyre - AYE

Councilman Hupman - AYE

Councilman Bates - AYE

Councilwoman Hawk-Shuler - AYE

Motion Approved.

As this motion was not on the Agenda, Supervisor Price looked to the public for any comments. There were none.

At 8:24 pm:

Motion By: Councilman Bates

Sec. By: Councilwoman Hawk-Shuler

To Enter Into an Executive Session for matters leading to the appointment, employment of a particular person/persons and/or company. Inviting Justice Stapleton to this Executive Session.

Vote of the Board:

Supervisor Price – AYE

Deputy Supervisor McIntyre - AYE

Councilman Hupman - AYE

Councilman Bates - AYE

Councilwoman Hawk-Shuler - AYE

Motion Approved.

At 8:52pm:

Motion By: Deputy Supervisor McIntyre

Sec. By: Councilwoman Hawk-Shuler

To return from Executive Session.

Vote of the Board:

Supervisor Price – AYE

Deputy Supervisor McIntyre - AYE

Councilman Hupman - AYE

Councilman Bates - AYE

Councilwoman Hawk-Shuler - AYE

Motion Approved.

NEW BUSINESS:

Copy of Windsor's Disaster Emergency Preparedness Plan was distributed, and will be updated at the next Town Board Meeting. Deputy Supervisor McIntyre will be updating the highway inventory. Fire Chief Jerry Launt will give information regarding Shelter In Place and Community Shelter.

Motion By: Councilwoman Hawk-Shuler

Sec. By: Councilman Bates

Upon recommendation of Justice Stapleton and approved by the Court of Administration, to appoint Anne Stapleton to the exempt position of Clerk to Justice, effective 4/14/16 at the hourly rate of \$13.50 per hour, 19 hours per week.

Vote of the Board:

Supervisor Price – AYE

Deputy Supervisor McIntyre - AYE

Councilman Hupman - AYE

Councilman Bates - AYE

Councilwoman Hawk-Shuler - AYE

Motion Approved.

As this motion was not on the Agenda, Supervisor Price looked to the Public for any comments. There were none.

Motion By: Councilman Bates

Sec. By: Councilman Hupman

To set the pay rate of Deputy Town Clerk to \$13.50 per hour, effective 4/14/16.

Vote of the Board:

Supervisor Price – AYE

Deputy Supervisor McIntyre - AYE

Councilman Hupman - AYE

Councilman Bates - AYE

Councilwoman Hawk-Shuler - AYE

Motion Approved.

As this motion was not on the Agenda, Supervisor Price looked to the Public for any comments. There were none.

Motion By: Councilman Hupman

Sec. By: Deputy Supervisor McIntyre

To appoint Bonnie Reynolds - Cleaner, effective 4/18/16 at a pay rate of \$10.00 per hour, 10 hours per week.

Vote of the Board:

Supervisor Price – AYE

Deputy Supervisor McIntyre - AYE

Councilman Hupman - AYE

Councilman Bates - AYE

Councilwoman Hawk-Shuler - AYE

Motion Approved.

As this motion was not on the Agenda, Supervisor Price looked to the Public for any comments. There were none.

Town of Windsor, County of Broome State of New York
Resolution Authorizing the Supervisor to Retain an Engineering Firm and to
Authorize an Engineering Study
Resolution #8-2016

PRESENT: Supervisor Carolyn W. Price
Deputy Supervisor William McIntyre
Councilperson Gary Hupman
Councilperson Timothy Bates
Councilperson Lesa Hawk-Shuler

At a regular meeting of the Town of Windsor Town Board, held at the Town Hall on the 13th day of April, 2016, the following resolution was

OFFERED BY: Deputy Supervisor McIntyre

SECONDED BY: Councilperson Bates

The Town Board (hereinafter "Town Board") of the Town of Windsor (hereinafter "Town"), duly convened in regular session, does hereby resolve as follows:

WHEREAS, the Town of Windsor requires the professional services of an engineering firm to perform an engineering study of particular sites within the town to determine if they will support future mixed use facilities; and

WHEREAS, the services do not require competitive bidding as they are professional services and are necessary and are in the best interest of the town; and

WHEREAS, the action contemplated by this Resolution is a type II action under the State Environmental Quality Review Act, 6 NYCRR Section 617.5 (21) and no environmental review is necessary; and

NOW THEREFORE, BE IT RESOLVED, the Town Board of the Town of Windsor, after review and discussion, hereby retains Keystone Associates, Architects, Engineers and Surveyors, LLC to act as engineers, authorizes the Supervisor of the Town to execute a contract with such firm, authorizes an engineering study of particular sites within the town to determine if they will support future mixed use facilities and determines that the cost of such engineering study shall be in an amount not to exceed \$7,000.00; and

FURTHER RESOLVED, this resolution shall take effect immediately

Vote of the Board:

Supervisor Carolyn W. Price - AYE
Deputy Supervisor William McIntyre - AYE
Councilperson Gary Hupman - AYE
Councilperson Timothy Bates - AYE
Councilperson Lesa Hawk-Shuler - AYE

Motion Approved.

Resolution Adopted: April 13, 2016

As this Resolution was not on the Agenda, Supervisor Price looked to the Public for any comments. There were none.

SETTING DATE, TIME AND PLACE FOR NEXT MEETINGS:

- Regular Meeting: 5-11-2016 at 7:00pm, at the West Windsor Fire Hall.

PUBLIC COMMENTS:

None.

ADJOURNMENT:

Motion By: Deputy Supervisor McIntyre

Sec. By: Councilman Bates

To adjourn the meeting at 9:01pm.

Vote of the Board:

Supervisor Price – AYE
Deputy Supervisor McIntyre - AYE
Councilman Hupman - AYE
Councilman Bates - AYE
Councilwoman Hawk-Shuler - AYE

Motion Approved.

Respectfully Submitted,
Barbara Rajner Miller, Windsor Town Clerk