



**Offered By: Councilman McIntyre**  
**Second By: Councilwoman Hawk-Shuler**

**WHEREAS**, the General Fund (A) loans \$300.00 to the Fire District #2 (SF#2) to cover unexpected 2012 expenses.

**IT IS HEREBY RESOLVED** by the Town Board of the Town of Windsor that the following financial adjustments be made:

A391	Due from Other Funds	\$300.00
A201	Cash	\$300.00
SF2-201	Cash	\$300.00
SF2-630	Due to Other Funds	\$300.00

**Vote of the Board:**

- A YE - Supervisor Price
- A YE - Councilman West
- A YE - Councilman Bates
- A YE - Councilwoman Hawk-Shuler
- A YE - Councilman McIntyre

**Motion Approved.**

**Resolution Adopted: February 6, 2013**

**TOWN OF WINDSOR, COUNTY OF BROOME, STATE OF NEW YORK**  
**Resolution to Add Spay/Neuter Revenues**  
**to the Dog Control Reserve Account**  
**RESOLUTION #9-2013**

**PRESENT:** Supervisor Carolyn W. Price  
Councilman George B. West  
Councilman Timothy J. Bates  
Councilwoman Lesa Hawk-Shuler  
Councilman William J. McIntyre

**Offered By: Councilman West**

**Second By: Councilman Bates**

**WHEREAS**, the 2012 Spay/Neuter Revenues equaled \$1,400.00; and

**IT IS HEREBY RESOLVED** by the Town Board of the Town of Windsor that Spay/Neuter revenues for the 2012 year be added to the Dog Control Reserve.

A909	\$1,400.00
A889	\$1,400.00

**Vote of the Board:**

- Supervisor Price - AYE
- Councilman West - AYE
- Councilman Bates - AYE
- Councilwoman Hawk-Shuler - AYE
- Councilman McIntyre - AYE

**Motion Approved.**

**Resolution Adopted: February 6, 2013**

**TOWN OF WINDSOR, COUNTY OF BROOME, STATE OF NEW YORK**  
**Resolution to Reserve Historical Postcard Book Sales Revenue**  
**RESOLUTION #10-2013**

**PRESENT:** Supervisor Carolyn W. Price  
Councilman George B. West  
Councilman Timothy J. Bates  
Councilwoman Lesa Hawk-Shuler  
Councilman William J. McIntyre

**Offered By: Councilman Bates**

**Second By: Councilwoman Hawk-Shuler**

**WHEREAS**, in 2012 the Historical Society made \$894.16 in postcard book sales revenue; therefore

**IT IS HEREBY RESOLVED** by the Town Board of the Town of Windsor that the postcard book sales revenue be moved to the Historical Reserve Account, effective December 30, 2013, through the following accounting entry:

A909 – Fund Balance.....	\$894.16
A890 – Historical Reserve .....	\$894.16

**Vote of the Board:**

- A YE - Supervisor Price
- A YE - Councilman West
- A YE - Councilwoman Hawk-Shuler
- A YE - Councilman Bates
- A YE - Councilman McIntyre

**Motion Approved.**

**Resolution Adopted: February 6, 2013**

**TOWN OF WINDSOR, COUNTY OF BROOME, STATE OF NEW YORK**  
**Resolution To Accept 2012 Year End Budget Adjustments**  
**RESOLUTION #11-2013**

**PRESENT:** Supervisor Carolyn W. Price  
 Councilman George B. West  
 Councilman Timothy J. Bates  
 Councilwoman Lesa Hawk-Shuler  
 Councilman William J. McIntyre

**Offered By:** Councilman West  
**Second By:** Councilwoman Hawk-Shuler

**WHEREAS,** the 2012 fiscal year has ended; therefore

**IT IS HEREBY RESOLVED** by the Town Board of the Town of Windsor that the following budgetary amendments be made for the fiscal year 2012:

FUND	Cr	Adjustments	Db	
	To Accounts Acct. No.	Over-expended Amount	From Acct. No.	Under-expended Amount
GENERAL - TOWNWIDE	A1010.1	0.48	A1990.4	15,642.99
	A1220.11	5,669.93		
	A1410.4	84.55		
	A1420.4	116.28		
	A14120.41	9,695.68		
	A7510.4	16.53		
	A8810.1	59.54		
<b>TOTAL - A FUND</b>		15,642.99		15,642.99

GENERAL - PARTTOWN	B1930.4	30.39	B1990.4	2,327.68
	B8010.4	2,197.29		
	B8010.41	100.00		
<b>TOTAL - B FUND</b>		2,327.68		2,327.68

FIRE DISTRICT #2	SF2-1930.4	326.73	SF2-599	326.73
<b>TOTAL Fire District #2</b>		326.73		326.73

HIGHWAY - TOWNWIDE	DA5120.4	535.00	DA9720.6	535.00
	DA9720.6	501.67	DA9720.7	501.67
<b>TOTAL - DA FUND</b>		1,036.67		1,036.67

HIGHWAY - PARTTOWN	DB1930.4	516.43	DB5142.4	19,891.13
	DB5130.2	2,666.10		
	DB5142.1	16,525.80		
	DB9050.8	182.80		
<b>TOTAL - DB FUND</b>		19,891.13		19,891.13

SEWER OPERATING	SS3-1930.4	1,662.36	SS3-1990.4	1,662.36
<b>TOTAL SS3</b>		1,662.36		1,662.36

**Vote of the Board:**

- AYE - Supervisor Price
- AYE - Councilman West
- AYE - Councilman Bates
- AYE - Councilwoman Hawk-Shuler
- AYE - Councilman McIntyre

**Motion Approved.**

**Resolution Adopted: February 6, 2013**

\* Supervisor Price noted that the Account Number, under Highway – Parttown (last line), should read DB9050.8, not DB9020.8 (the chart shown above is of the corrected version).

**Motion By: Councilman West                      Sec. By: Councilwoman Hawk-Shuler**

To adopt Resolution #11-2013, above, as amended.

**Vote of the Board:**

- Supervisor Price - AYE
- Councilman West - AYE
- Councilman Bates - AYE
- Councilwoman Hawk-Shuler - AYE
- Councilman McIntyre - AYE

**Motion Approved.**

**TOWN OF WINDSOR, COUNTY OF BROOME, STATE OF NEW YORK**  
**Resolution to Amend the 2012 Budget**  
**to Reflect Actual CHIPS Revenue**  
**RESOLUTION #12-2013**

**PRESENT:** Supervisor Carolyn W. Price  
Councilman George B. West  
Councilman Timothy J. Bates  
Councilwoman Lesa Hawk-Shuler  
Councilman William J. McIntyre

**Offered By:** Councilman McIntyre

**Second By:** Councilman West

**WHEREAS,** the Town has received a total of \$276,955.49 in CHIPS reimbursements for the year 2012 when \$150,000 was budgeted; therefore

**IT IS HEREBY RESOLVED** by the Town Board of the Town of Windsor that the following budgetary adjustment be made, effective December 30, 2012:

DB510 – Estimated Revenues .....	\$126,955.49
<i>Subaccount:</i> DB3501 – Consolidated Hwy – Gap	
DB960 – Estimated Appropriations .....	\$126,955.49
<i>Subaccount:</i> 5112.4 – Improvements – CHIPS	

**Vote of the Board:**

AYE - Supervisor Price  
AYE - Councilman West  
AYE - Councilman Bates  
AYE - Councilwoman Hawk-Shuler  
AYE - Councilman McIntyre

**Motion Approved.**

**Resolution Adopted: February 6, 2013**

**Motion By: Councilman McIntyre                      Sec. By: Councilman Bates**

To pay: \* General Fund Vouchers #10 through #67, totaling \$296,398.01; and  
\* Highway Fund Vouchers #3 through #40, totaling \$71,409.29  
**(with the exception of Voucher #15, in the amount of \$1,467.80); and**  
\* Sewer Operating Fund Voucher #3 through #11 totaling \$6,662.81; and  
\* Trust and Agency Vouchers #1 through #10, totaling \$357,398.96.

**Vote of the Board:**

Supervisor Price - AYE  
Councilman West - AYE  
Councilman Bates - AYE  
Councilwoman Hawk-Shuler - AYE  
Councilman McIntyre - AYE

**Motion Approved.**

Discussion on Audit of Internal Controls and Financials. At the last meeting, the Board decided to get proposals from accounting firms for this type of audit. Letters went to five firms. Two companies responded that they were not interested in giving us proposals. One company did not respond. We received two proposals, which the Board members have had an opportunity to review.

- Proposal by Vieira & Associates, CPAs, P.C.: \$25,000 for the audits of the Town for the years ending December 31, 2011 and December 31, 2012.
- Piaker & Lyons: \$14,500 for each year (\$29,000 in total).

How are we going to pay for this? There is \$30,000 in the Contingency Line. Even though we had asked for the quote for two years, Supervisor Price does not feel that we can afford a two-year audit. We will go with an audit, this time, for one year. When we build the budget for next year, an annual audit will become a line item.

**Motion By: Councilman West    Sec. By: Councilman McIntyre**

To award the proposal for auditing, to Vieira & Associates, for \$12,500 (one year, 2012).

**Vote of the Board:**

Supervisor Price - AYE  
Councilman West - AYE  
Councilman Bates - AYE  
Councilwoman Hawk-Shuler - AYE  
Councilman McIntyre - AYE

**Motion Approved.**

**COMMITTEE/DEPARTMENT HEAD REPORTS:**

**ASSESSOR:** Report submitted.

**DOG CONTROL:** Starting to look for a dog-control van. Attorney Sacco will look into any surplus vans listed for other Towns through her law firm. Attorney Sacco wishes for the Board to

allow her to analyze/update the Procurement Policy. Should start this process soon, as aging requirements/notices/public hearings are involved.

**HIGHWAY:** Three quotes for uniforms were reviewed, from UniFirst, Cintas, and CTS Coyne Textile Services. This must be done before March 1<sup>st</sup>, prior to the contract end. Discussion was had.

**Motion By: Councilman McIntyre                      Sec. By: Councilman Bates**

To award the bid to CTS Coyne Textile Services.

Vote of the Board:

Supervisor Price - AYE

Councilman West - AYE

Councilman Bates - AYE

Councilwoman Hawk-Shuler - AYE

Councilman McIntyre - AYE

**Motion Approved.**

Councilman McIntyre mentioned that the Town of Windsor has been in touch with General Services (where the Town purchases a lot of its equipment). They have a dozer available that we might be interested in.

**HISTORY:** Meeting tomorrow night at the Town Hall @ 7:00pm.

**SEWER:** Councilman Bates recommended that we set up a West Windsor treatment facility public advisory group. Participation in the group is strictly voluntary; it's not a paid position. This group would not be a policy-making group. A Town Board member would also be in that group, acting as a liaison.

**Motion By: Councilman Bates                      Sec. By: Councilman West**

To create the West Windsor treatment facility public advisory group, and to authorize publication for membership (in the ad, we'll mention that the members from the public must be a user of the plant).

Vote of the Board:

Supervisor Price - AYE

Councilman West - AYE

Councilman Bates - AYE

Councilwoman Hawk-Shuler - AYE

Councilman McIntyre - AYE

**Motion Approved.**

**YOUTH & RECREATION:** Report submitted.

Baseball/Softball signups are underway.

Easter Egg Hunt – Sat. 3/30/13 @ 9:00am

Clean up Day – Sat. 4/13/13 @ 8:00am (raindate of Sat. 4/20/13)

Opening Day – Sat. 5/4/13 – parade @ 10:00am

**ZONING, PLANNING & CODE ENFORCEMENT:** Report submitted. Councilman McIntyre attended the recent combined Planning/ZBA Meeting. They are working on changes to manufactured mobile home park regulations.

**OTHER:** Report submitted by Office of the Town Clerk/Tax Collector/Registrar.

**UNFINISHED BUSINESS:**

Update on gravel pit –

Attorney Sacco: Our time period has started running, deadlines have started.

Engineer Lake: Survey is complete. Starting to work on design for the application.

**NEW BUSINESS:**

Ouaquaga Cultural and Economic Corridor –

Elaine Card: "...Here on behalf of the Windsor Partnership, who has been working on a program for approximately 3 years, to unite the Towns of Hancock, Windsor and Deposit. Independently, we don't have a lot to offer tourists, retirees, and entrepreneurs, but collectively, as a corridor of the three towns and villages, they feel they have put together a nice program to entice people from perhaps Long Island, NY, Connecticut, New Jersey to either visit and spend tourist dollars, possibly buy a retirement home/second home, or open a business. Striving to fill Main Street in all three towns. Have been given grants from Broome County and Delaware County, totaling \$10,000. Going to send out a mailing at the beginning of May, 2013, to

10,000 residents, targeting Long Island at first. Looking for local businesses to entice with offers/discounts that would be relative to people coming to visit/spend in our area.”

Steve Herz: “Not here to ask for any money. This project should be self-sustaining. The intent is to bring tourist, investors and retirees to the area.”

**UPCOMING MEETINGS:**

- Next Meeting: March 6, 2013 at 7:00pm here at the Town Hall.
- Regarding the May 1, 2013 Meeting:
  - \* Tour of the Wastewater Treatment Plant @ 5:45pm (will last approx. 1 hour). Open to the public.
  - \* Regular Town Board meeting @ 7:00pm at the West Windsor Fire Hall. Public encouraged to attend.

**PUBLIC COMMENTS:**

(Supervisor Price read guidelines for public comment.)

Betsy Majors, Atwell Hill Rd: Would be nice to have promotional products referencing *Windsor* on them.

At 7:53pm-

**Motion By: Councilman McIntyre**

**Sec. By: Councilman Bates**

To recess for legal matters.

Vote of the Board:

Supervisor Price - AYE

Councilman West - AYE

Councilman Bates - AYE

Councilwoman Hawk-Shuler - AYE

Councilman McIntyre - AYE

**Motion Approved**

8:23pm – Returned from recess.

**ADJOURNMENT:**

**Motion By: Councilman West**

**Sec. By: Councilman Bates**

To adjourn the meeting at 8:24pm.

Vote of the Board:

Supervisor Price - AYE

Councilman West - AYE

Councilman Bates - AYE

Councilwoman Hawk-Shuler - AYE

Councilman McIntyre - AYE

**Motion Approved.**

Respectfully Submitted,

Barbara Rajner Miller, Windsor Town Clerk