

**Regular Meeting
of the Windsor Town Board
March 7, 2012**

Present were: Supervisor Randy J. Williams, Councilman LeWayne H. Colwell, Councilman Timothy J. Bates, Councilman Jeff Olin, Councilman George B. West, Attorney Cheryl Sacco, Code Enforcement Officer Dave Brown, Town Clerk Barbara Rajner Miller and the following guests: County Legislator Steve Herz, Kevin Kennedy, Eileen Ruggieri, Sue Rambo, Ron Rambo, Sr., Jilda Rush, Bill Wayman, Ken Frederick, Tom Skinner, Sue Kohlbach, Scott Clark, Barton Wolford, Jeanne Wescott, and one other.

Supervisor Williams called the meeting to order at 7:30pm, and recognized the presence of County Legislator Steve Herz.

PUBLIC COMMENT:

* Kevin Kennedy spoke regarding a proposed Kennedy Fuel/Propane to be located on Old Rte 17, by the Gymnastics Building. Mr. Kennedy has already met with the Planning Board and Code Enforcement Officer Dave Brown. He was wondering if he can get the tanks and columns set for now, and then after hearing back from the County, then proceeding with actually filling the tanks with fuel/propane. Supervisor Williams mentioned that he and the rest of the Town Board is caught off-guard regarding the topic, as this is the first that they are hearing of the proposed idea. Williams also mentioned that the usual procedure is that it goes to the Code Enforcement Officer first, who will then take it to the Planning Board, a 239 is then sent to the County/State. Signed and sealed NYS licensed engineered plans are required. Kennedy stated that he does not have stamped engineering drawings. For that reason, the Town Board is declaring Kennedy's current application as incomplete.

Motion By: Councilman LeWayne H. Colwell Sec. By: Councilman Jeff Olin

To declare the current application from Kevin Kennedy as incomplete.

Vote of the Board:

Supervisor Williams - AYE

Councilman Colwell - AYE

Councilman Bates - AYE

Councilman West - AYE

Councilman Olin - AYE

Motion Approved.

* Ken Frederick, Phillips Rd, complaining about the horrible condition (many potholes) of that road. Hwy Superintendent Kohlbach did say that it is really bad. The Town will set up a meeting with Curtis Stevens (Laser), do a ride-around and determine which roads Laser will pave.

* Jilda Rush, recounted the events of her damaged stone wall. Orange paint on the stones led her to believe it was a Town of Windsor truck that had caused the damage. She was surprised that no one left a note or called regarding the situation. She called her insurance company, who told her that since she did not know who did the damage, it would be considered a "hit-and-run." She was then advised to call the police. In looking into the situation, the State Trooper determined that it was, in fact, a Town plow that damaged her wall. The situation was turned into the Town's insurance company. Hwy Superintendent Kohlbach, along with a few guys, will be there tomorrow to see if they can repair it. If Ms. Rush is not happy with the outcome, she is to let the Town know.

* Jeanne Wescott, with Project Renew, spoke about the flood recovery program which is funded through FEMA and State Office of Mental Health. They provide emotional support and counseling to people who were affected by the flood.

HIGHWAY:

- Hwy Superintendent reported that the DEC thinks it would be a good idea for Story to blend his pit with the Town's. Attorney Sacco will be contacting the DEC to determine what is needed.

OLD BUSINESS:

Motion By: Councilman Timothy J. Bates Sec. By: Councilman LeWayne H. Colwell

To approve the minutes of the 2/1/2012 Regular Meeting as submitted, with the addition of purchasing a DOT green reflective sweatshirt for the Assessor, as well.

Vote of the Board:

Supervisor Williams - AYE

Councilman Colwell - AYE

Councilman Bates - AYE

Councilman West - AYE

Councilman Olin - AYE

Motion Approved.

Motion By: Councilman LeWayne H. Colwell

Sec. By: Councilman Jeff Olin

To approve the minutes of the 2/15/2012 Work Session Meeting as submitted.

Vote of the Board:

Supervisor Williams - AYE

Councilman Colwell - AYE

Councilman Bates - AYE

Councilman West - AYE

Councilman Olin - AYE

Motion Approved.

NEW BUSINESS:

**TOWN OF WINDSOR, COUNTY OF BROOME, STATE OF NEW YORK
Resolution to Repay Sewer Operating (SS3) Loan
RESOLUTION #18-2012**

PRESENT: Supervisor Randy J. Williams
Councilman LeWayne H. Colwell
Councilman George B. West
Councilman Jeff Olin
Councilman Timothy J. Bates

Offered By: Councilman George B. West

Second By: Councilman Timothy J. Bates

WHEREAS, the Sewer Operating Fund (SS3) has loaned \$56,620.01 to the Sewer Capital Fund (H3); therefore

IT IS HEREBY RESOLVED by the Town Board of the Town of Windsor that the loan be repaid through the following financial adjustments:

| | |
|--------------------------------|-------------|
| SS3-201 – Cash - Savings | \$56,620.01 |
| SS3-391 – Due From Other Funds | \$56,620.01 |
| H3-630 – Due To Other Funds | \$56,620.01 |
| H3-201 – Cash - Savings | \$56,620.01 |

Vote of the Board:

- AYE - Supervisor Randy J. Williams
- AYE - Councilman LeWayne H. Colwell
- AYE - Councilman Timothy J. Bates
- AYE - Councilman Jeff Olin
- AYE - Councilman George B. West

Motion Approved.

Resolution Adopted: March 7, 2012

**TOWN OF WINDSOR, COUNTY OF BROOME, STATE OF NEW YORK
Resolution to Repay General Fund (A) Loan
RESOLUTION #19-2012**

PRESENT: Supervisor Randy J. Williams
Councilman LeWayne H. Colwell
Councilman George B. West
Councilman Jeff Olin
Councilman Timothy J. Bates

Offered By: Councilman LeWayne H. Colwell

Second By: Councilman Jeff Olin

WHEREAS, the General Fund (A) has loaned \$128,431.76 to the Sewer Capital Fund (H3) over its life; therefore

IT IS HEREBY RESOLVED by the Town Board of the Town of Windsor that loan be repaid through the following financial adjustments:

| | |
|-----------------------------|--------------|
| A201 – Cash - Savings | \$128,431.76 |
| A391 – Due From Other Funds | \$128,431.76 |
| H3-630 – Due To Other Funds | \$128,431.76 |
| H3-201 – Cash - Savings | \$128,431.76 |

Vote of the Board:

- AYE - Supervisor Randy J. Williams
- AYE - Councilman LeWayne H. Colwell
- AYE - Councilman Timothy J. Bates
- AYE - Councilman Jeff Olin
- AYE - Councilman George B. West

Motion Approved.

Resolution Adopted: March 7, 2012

**TOWN OF WINDSOR, COUNTY OF BROOME, STATE OF NEW YORK
Resolution to Move Records Grant Reserve For Use In 2012
RESOLUTION #20-2012**

PRESENT: Supervisor Randy J. Williams
Councilman LeWayne H. Colwell
Councilman George B. West
Councilman Jeff Olin
Councilman Timothy J. Bates

Offered By: Councilman George B. West
Second By: Councilman Timothy J. Bates

WHEREAS, the Town received \$1,917.00 in 2011 for a Records Management Grant, and;
WHEREAS, the amount was put into a reserve at the end of 2011, to be used in 2012.;

IT IS HEREBY RESOLVED by the Town Board of the Town of Windsor that the 2011 Records Grant reserve be moved to its contractual account, for use in 2012, through the following entries:

Budgetary Entry:

A599 – Appropriated Fund Balance \$1,917.00
A1460.4 – Records Management Contractual..... \$1,917.00

Accounting Entry:

A889 – Miscellaneous Reserve..... \$1,917.00
A909 – Fund Balance \$1,917.00

Vote of the Board:

AYE - Supervisor Randy J. Williams
AYE - Councilman LeWayne H. Colwell
AYE - Councilman Timothy J. Bates
AYE - Councilman Jeff Olin
AYE - Councilman George B. West

Motion Approved.

Resolution Adopted: March 7, 2012

**TOWN OF WINDSOR, COUNTY OF BROOME, STATE OF NEW YORK
Resolution To Amend The 2012 Budget For The NYS Youth Grant
RESOLUTION #21-2012**

PRESENT: Supervisor Randy J. Williams
Councilman LeWayne H. Colwell
Councilman George B. West
Councilman Jeff Olin
Councilman Timothy J. Bates

Offered By: Councilman LeWayne H. Colwell
Second By: Councilman George B. West

WHEREAS, the Town has received \$1,965.00 in a NYS Youth Grant; therefore

IT IS HEREBY RESOLVED by the Town Board of the Town of Windsor that the following budgetary adjustment be made;

B510 – Estimated Revenues \$1,965.00
Subaccount: B3820 – State Aid / Division for Youth
B960 – Estimated Appropriation \$1,965.00
Subaccount: B7310.42 – Division of Youth

Vote of the Board:

AYE - Supervisor Randy J. Williams
AYE - Councilman LeWayne H. Colwell
AYE - Councilman Timothy J. Bates
AYE - Councilman Jeff Olin
AYE - Councilman George B. West

Motion Approved.

Resolution Adopted: March 7, 2012

HSBC is being purchased by First Niagara.

Motion By: Councilman Jeff Olin Sec. By: Councilman George B. West

To authorize the Town Supervisor to execute the Estoppel Certificate.

Vote of the Board:

Supervisor Williams - AYE
Councilman Colwell - AYE
Councilman West - AYE
Councilman Bates – AYE
Councilman Olin - AYE

Motion Approved

Supervisor Williams requests a report from each committee monthly:

- **Highway-** Hwy Committee will check with Steve Contento to see if there are any “green grants” for highway lighting.
- **Zoning/Planning-** none.
- **Code Enforcement-** Code Enforcement Officer’s pickup needs new tires. Okay’d by

Board. Two building permits; one CO.

- **Town Hall-** Regarding security: Supervisor Williams did a walk-around at the Town Hall, Sewer Plant and Hwy garage, with David from Sentry Alarms, who is supposed to get back to us with quotes for the “basic package.” When received, a Work Session meeting will be scheduled.
- **Youth/Recreation-** baseball signups.
- **Cemetery-** none.
- **Dog Control-** none.
- **Sewer-** none.
- **Historical-** A new history kiosk was put by the Ouaquaga Bridge. It shows the early history of the valley. Thanks to Supervisor Williams for building the structure and to Colwell Construction for putting it in place. Looking into a special covering for it.
- **Natural Gas-Drilling, Pipeline, etc.-** none.
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Supervisor Williams notified the Town Board that the current Secretary to the Supervisor/Bookkeeper, Al Reeve, is leaving at the end of the month. We have advertised for the open position in the Press & Sun Bulletin, The Windsor Standard and Career Builder.

At 8:47pm:

Motion By: Councilman LeWayne H. Colwell **Sec. By: Councilman Timothy J. Bates**

To enter into Executive Session with Assessor Ottens, regarding legal matter.

Vote of the Board:

- Supervisor Williams - AYE
- Councilman Colwell - AYE
- Councilman West - AYE
- Councilman Bates – AYE
- Councilman Olin - AYE

Motion Approved

Returned from Executive Session: 9:17pm.

Motion By: Councilman Timothy J. Bates **Sec. By: Councilman Jeff Olin**

- To pay: * General Fund Vouchers #69 through #140, totaling \$32,662.14; and
* Highway Fund Vouchers #27 through #69, totaling \$63,177.83; and
* Sewer O&M Fund Vouchers #11 through #18, totaling \$1,768.43; and
* Trust and Agency Vouchers #9 through #14, totaling \$34,947.30.

Vote of the Board:

- Supervisor Williams - AYE
- Councilman Colwell - AYE
- Councilman West - AYE
- Councilman Bates – AYE
- Councilman Olin - AYE

Motion Approved

Motion By: Councilman LeWayne H. Colwell **Sec. By: Councilman Jeff Olin**

To adjourn the meeting at 9:38pm.

Vote of the Board:

- Supervisor Williams - AYE
- Councilman Colwell - AYE
- Councilman West - AYE
- Councilman Bates – AYE
- Councilman Olin - AYE

Motion Approved

Respectfully Submitted,
Barbara Rajner Miller, Windsor Town Clerk