

**OFFICIALS
OF THE
TOWN OF WINDSOR
TOWN HALL**

124 Main Street
Windsor, New York 13865

Telephone

Supervisor's Office - 607-655-2026
Town Clerk's Office - 607-655-2023

SUPERVISOR

Carolyn Price

Town Board Members

George B. West
Timothy J. Bates
Lesa Hawk-Shuler
William J. McIntyre

JUSTICES

Jon S. Bowman
Fredric S. Stapleton

ASSESSOR

Becky A. Ottens

SUPERINTENDENT OF HIGHWAYS

Richard R. Kohlbach

TOWN CLERK/TAX COLLECTOR

Barbara Rajner Miller

ATTORNEY FOR THE TOWN

Cheryl Sacco

ENGINEER FOR THE TOWN

Ronald B. Lake

CERTIFICATION
TOWN OF WINDSOR
Office of the Town Clerk

I, Barbara Rajner Miller, Town Clerk of the Town of Windsor, hereby certify that the chapters contained in this volume are based upon the original ordinances and local laws of the Town Board of the Town of Windsor and that said ordinances and local laws, as revised and codified, renumbered as to sections and rearranged into chapters, constitute the Code of the Town of Windsor, Broome County, State of New York, as adopted by Local Law No. 1-1982 of the Town Board on January 18, 1982.

Given under my hand and the Seal of the Town of Windsor, County of Broome, State of New York, this 1st day of January, 2013, at Windsor, New York.

Barbara Rajner Miller
Town Clerk

PREFACE

The Town of Windsor, like many municipalities, has passed through the struggles that characterize all American communities in their early history. While only a few simple laws were necessary in the 19th century, subsequent growth of the town, together with the complexity of modern life, has created the need for more and detailed ordinances for the proper function and government of the town. The recording of local laws, in the light of current trends, must keep pace.

The orderly collection of these records is an important step in this ever-continuing process. Legislation must be more than mere chronological enactments lost in history in the pages of old records. It must be available and logically arranged for convenient use. It must be kept up-to-date.

It was with thoughts such as these in mind that the Town Board ordered the following codification of ordinances.

A brief introduction to the organization and main features of the Code is in order, for efficient use will obviously enhance its value. The following points should be noted.

The codification of the resolutions, ordinances and local laws of the Town of Windsor reflects an appreciation of the needs of a progressive and expanding community. As in many other municipalities, officials are faced with fundamental changes involving nearly every facet of community life. Problems increase in number and complexity and range in importance from everyday details to crucial areas of civic planning. It is the profound conviction of General Code Publishers Corp. that this Code will contribute significantly to the efficient administration of local government. As Samuel Johnson observed, "The law is the last result of human wisdom acting upon human experience for the benefit of the public."

Contents of Code

The various chapters of the Code contain all Currently effective legislation(local laws, ordinances and certain resolutions) of a general and permanent nature enacted by the Town Board of the Town of Windsor.

Grouping of Legislation and Arrangement of Chapters

The legislation of the town is organized into chapters, the order being an alphabetical progression from one subject to another. Wherever there are two or more items of legislation dealing with the same subject, they are combined into a single chapter. In such chapters, use of Article designations has preserved the identity of the individual items of legislation.

Division of Code

The Code is divided into parts. Part I, Administrative Legislation, contains all legislation of an administrative nature, namely, that dealing with the administration of government, that establishing or regulating municipal departments and that affecting officers and employees of the municipal government and its departments. Part II, General Legislation in this part generally imposes penalties for violation of the provisions contained therein, whereas that in Part I does not.

Table of Contents

The Table of Contents details the arrangement of materials by chapter as a means of identifying specific areas of legislation. Wherever two or more items of legislation have been combined by the editor into a single chapter, titles of the several Articles are listed beneath the chapter title in order to facilitate location of the individual item of legislation.

Reserve Chapters

Space has been provided in the Code for the convenient insertion, alphabetically, of later enactments. In the Table of Contents, such space appears as chapters entitled "(Reserved)." In the body of the Code, reserved space is provided by breaks in the page-numbering sequence between chapters.

Pagination

A unique page-numbering system has been used, in which each chapter forms an autonomous unit. One hundred pages have been allotted to each chapter, and the first page of each is the number of that chapter followed by the numeral "01." Thus, Chapter 6 begins on page 601, Chapter 64 on page 6401, etc. By use of this system, it is possible to add or to change pages in any chapter without affecting the sequence of subsequent pages in other chapters and to insert new chapters without affecting the existing organization.

Numbering of Sections

A chapter-related section-numbering system is employed, in which each section of every item of legislation is assigned a number which indicates both the number of the chapter in which the item of legislation is located and the location of the section within that chapter. Thus, the first section of Chapter 6 is § 6-1, while the sixth section of Chapter 64 is § 64-6.

Scheme

The Scheme is the list of section titles which precedes the text of each chapter. These titles are carefully written so that, taken together, they may be considered as a summary of the content of the chapter. Taken separately, each describes the content of a particular section. For ease and precision of reference, the Scheme titles are repeated as section headings in the text.

History

At the end of the Scheme in each chapter is located the legislative history for that chapter. This History indicates the specific legislative source from which the chapter was derived, including the local law number, if pertinent, and date of adoption. In the case of chapters containing Articles derived from more than one item of legislation, the source of each Article is indicated in the History. The histories for amendments to each chapter appear where pertinent in the text.

General References

In each chapter containing material related to other chapters in the Code, a table of General References is included to direct the reader's attention to such related chapters. Editor's Notes are used in the text to provide supplementary information and cross-references to related provisions in other chapters.

Appendix

Certain forms of local legislation are not of a nature suitable for inclusion in the main body of the Code but are of such significance that their application is community-wide or their provisions are germane to the conduct of municipal government. The Appendix of this code is reserved for such legislation and for any other material that the community may wish to include.

Index

The Index is a guide to information. Since it is likely that this Code will be used by persons without formal legal training, the Index has been formulated to enable such persons to locate a particular section quickly. Each section of each chapter has been indexed. The index will be supplemented and revised from time to time as new legislation is added to the Code.

Supplementation

Supplementation of the Code will follow the adoption of new legislation. New ordinances and amendments will be included and repeals will be indicated as soon as possible after passage. Supplemental pages should be inserted as soon as they are received and old pages removed, in accordance with the instruction page which accompanies each supplement.

**PART I
ADMINISTRATIVE LEGISLATION**

CHAPTER	PAGE
1. General Provisions	101
Article I Adoption of Code	
2. (Reserved)	201
3. (Reserved)	301
4. (Reserved)	401
5. Civil Action Against Town	501
6. Defense of Town Employees	601
7. (Reserved)	701
8. (Reserved)	801
9. Code of Ethics	901
10. (Reserved)	1001
11. (Reserved)	1101
12. (Reserved)	1201
13. (Reserved)	1301
14. (Reserved)	1401
15. (Reserved)	1501
16. Officers and Employees	1601
Article I Assessors	
Article II (Reserved)	
17. Appearance Tickets	1701
18. Personnel Policies (repealed 12-1-2010) ..	1801
19. Drug and Alcohol Testing	1901

20. (Reserved).....	2001
21. (Reserved).....	2101
22. (Reserved).....	2201
23. (Reserved).....	2301
24. Salaries and Compensation.....	2401
25. (Reserved).....	2501
26. (Reserved).....	2601

**PART II
GENERAL LEGISLATION**

27. (Reserved).....	2701
28. (Reserved).....	2801
29. (Reserved).....	2901
30. Assemblies, Public.....	3001
Public Assembly Permit Petition.....	3010
31. (Reserved).....	3101
32. (Reserved).....	3201
33. (Reserved).....	3301
34. (Reserved).....	3401
35. (Reserved).....	3501
36. Bingo.....	3601
37. (Reserved).....	3701
38. (Reserved).....	3801
39. (Reserved).....	3901

40. (Reserved).....	4001
41. Burials and Burial Grounds.....	4101
42. (Reserved).....	4201
43. Deposit / Tracking of Certain Materials on Town Roads.....	4301
44. Dogs and Other Animals.....	4401
Article I Local Dog License Fees	
Article II Dog Control Law of the Town of Windsor	
45. Exemption Cold War Veterans.....	4501
46. (Reserved).....	4601
47. Environmental Quality Review.....	4701
48. Sewer Installation and Use Law.....	4801
49. Property Maintenance Code (Repealed 12-20-2006)..	4901
50. Fire Prevention (Repealed 12-20-2006)	5001
51. Flood Damage Prevention	5101
52. Games of Chance.....	5201
53. NYS Uniform Fire Prevention & Building Codes.....	5301
54. (Reserved).....	5401
55. (Reserved).....	5501
56. (Reserved).....	5601
57. Hawkers, Peddlers & Solicitors.....	5701
58. (Reserved).....	5801
59. (Reserved).....	5901
60. (Reserved).....	6001

	PAGE
61. (Reserved)	6101
62. (Reserved)	6201
63. (Reserved)	6301
64. Mobile Homes and Trailers	6401
65. (Reserved)	6501
66. (Reserved)	6601
67. (Reserved)	6701
68. Noise Control	6801
69. (Reserved)	6901
70. (Reserved)	7001
71. (Reserved)	7101
72. (Reserved)	7201
73. (Reserved)	7301
74. (Reserved)	7401
75. Sex Offender	7501
76. (Reserved)	7601
77. Snowmobiles	7701
78. (Reserved)	7801
79. Subdivision Regulations	7901
80. Streets and Sidewalks	8001
81. Unsafe Buildings Law	8101
82. (Reserved)	8201

83. (Reserved).....	8301
84. Taxation	8401
85. (Reserved).....	8501
86. (Reserved).....	8601
87. (Reserved).....	8701
88. (Reserved).....	8801
89. Vehicles and Traffic	8901
90. (Reserved).....	9001
91. (Reserved).....	9101
92. (Reserved).....	9201
93. Zoning	9301

Resolutions.....

Procurement Policies and Procedures	10001
Investment Policy	10008
Harassment Policy of the Town of Windsor	10012
Town of Windsor Disaster Emergency Preparedness Plan	1-30
PUD Guide & Application	1-9
Town of Windsor Highway Construction Standards (Amended March 2007)	1-15
Computer Systems and Internet/On-Line Service Policy (Adopted 5-2-07)	1-6