

**Regular Meeting of the Town Board
January 11, 2023 7:00 PM
Town of Windsor Town Hall
124 Main Streets, Windsor, NY 13865**

Supervisor Odell pointed out the exits in the room.

MEETING CALLED TO ORDER: by Supervisor Mark Odell, at

PLEDGE OF ALLEGIANCE: was recited.

ROLL CALL by Town Clerk Elizabeth Pfister:

Supervisor Mark Odell: Present

Deputy Supervisor Daniel Colwell: Present

Councilman Gary M. Hupman: Present

Councilman Timothy Harting: Present

Councilman Daniel R. Price: Present

Code Enforcement Officer Richard Osbourne: Present

Highway Superintendent Michael Kithcart: Present

Attorney Cheryl Insinga: Present

Also, present were: David E. Brown, Ostrander Road; Don & Elizabeth Einstein, Windsor Standard; Ryan Glovich, Honey Hollow Road; Fred & Fran Barrett, Blatchley Road; Becky Herzog – Ottens, Townline Road

Supervisor Odell introduced Councilman Daniel R. Price and welcomed him to the Board. Supervisor Odell also thanked Christine Kennedy – Tierno for stepping up and serving the one-year term she completed and thanked Councilman Hupman for stepping up and running for office as well.

PUBLIC COMMENTS: None

APPROVAL OF MINUTES:

Motion By: Deputy Supervisor Colwell

Sec. By: Councilman Hupman

Motion to approve the minutes of the December 28, 2022 Special Meeting as submitted.

Vote of the Board:

Supervisor Odell- Aye

Deputy Supervisor Colwell- Aye

Councilman Hupman- Aye

Councilman Harting- Abstain

Councilman Daniel R. Price - Abstain

Motion Passed

FINANCIAL REPORT:

Motion By: Councilman Hupman

Sec. By: Deputy Supervisor Colwell

Motion to approve remaining 2022 Bills for Payment.

Vote of the Board:

Supervisor Odell- Aye

Deputy Supervisor Colwell- Aye

Councilman Hupman- Aye

Councilman Harting- Aye

Councilman Daniel R. Price - Aye

Motion Passed

Motion By: Deputy Supervisor Colwell

Sec. By: Councilman Hupman

Motion to approve January 2023 Bills for Payment.

Vote of the Board:

Supervisor Odell- Aye

Deputy Supervisor Colwell- Aye

Councilman Hupman- Aye
Councilman Harting- Aye
Councilman Daniel R. Price - Aye

Motion Passed

COMMITTEE REPORTS:

ASSESSOR:

Supervisor Odell asked Assessor, Becky Herzog – Ottens to give her report to the Board since she was in attendance at the meeting. Becky shared that in November she mails out exemption renewal letters in November and residents begin coming in to see her in December. The beginning of January has been busy so far as well with apportionments as tax collection began noting she had already done 5 apportionments so far this year.

Assessor Herzog – Ottens made the Board aware of a new law that was signed into effect December 26, 2022 that requires second notice postcards be sent to all residents in regards to filing for exemptions. Assessor Herzog – Ottens shared with the Board the cost to have Broome County print and mail them at a cost of \$1,054.00 which was much cheaper than the cost for the Town to purchase all of the supplies and perform the labor of mailing the postcards which was \$1,450.00 The Board members agreed to having the County handle this function.

CEMETERIES:

Councilman Hupman shared that he received a lot of positive feedback after December's meeting where he spoke about the Fiore's repairing headstones in local cemeteries. Councilman Hupman said the Fiore's will be coming to an upcoming meeting to present what they do to the Board.

Supervisor Odell stated that the Town owned cemeteries have quite a few headstones that are in such bad shape especially the one on North Road.

DOG CONTROL: None

ECONOMIC DEVELOPMENT: None

ENERGY: None

HIGHWAY:

Motion By: Deputy Supervisor Colwell

Sec. By: Councilman Hupman

Motion to Purchase Hydraulic Hose Repair Equipment & Accessories from Cook Brothers in an Amount Not to Exceed \$8004.90

Vote of the Board:

Supervisor Odell- Aye

Deputy Supervisor Colwell- Aye

Councilman Hupman- Aye

Councilman Harting- Aye

Councilman Daniel R. Price - Aye

Motion Passed

Discussion: Highway Superintendent Kithcart stated this is a piece of critical equipment that was lost in the fire. The highway workers use this quite often this time of year to repair any hose that breaks on a plow truck without they are forced to wait until a repair location with one of these machines opens up to take the hose to have repaired. Highway Superintendent Kithcart pointed out to the Board that the quote from Cook Brothers is the only one that includes the equipment, fittings, a cabinet and training on how to use the other companies were only offering the machine.

Highway Superintendent Kithcart shared that Highway Secretary Cheryl Peet and himself are submitting an application to the bridges grant program for the repairs needed on the McNair Road bridge this will be the fourth time they have applied. Deputy Supervisor Colwell asked the cost of the project and Highway Superintendent Kithcart stated they would have the final number tomorrow from the Engineer, but it has to be over \$500,000.00 to even qualify.

Highway Superintendent Kithcart asked the traveling public to not crowd snow plows out on the road, he advises any vehicle that is following a plow should be able to see the plows side mirrors and that will ensure that the plow driver can see their vehicle behind them.

HISTORY:

The Town of Windsor was awarded a Preservation Survey through the Documentary Heritage and Preservation Services for New York. The Clerk stated this is a service that will be no charge to the Town and once completed they will provide an outline of recommended actions to be taken and the Town can use it to decide actions to take.

Councilman Hupman wanted to comment that George Cummings presentation at First Knight was great.

SENIOR CITIZENS: None

TOWN CLERK/REGISTRAR:

The Clerk wanted to Thank Town Historian, Rita Saunders for coordinating volunteers to stuff tax bills for the Clerk's office this year.

TOWN HALL: None

WASTEWATER TREATMENT PLANT: None

YOUTH & RECREATION:

TOWN OF WINDSOR, COUNTY OF BROOME, STATE OF NEW YORK

To Accept And To Authorize The Supervisor To Execute The Attached Agreement With Windsor Youth Sports & Recreation, Inc.

Resolution #1-2023

Present: Supervisor Mark Odell
Deputy Supervisor Daniel Colwell
Councilman Gary M. Hupman
Councilman Timothy Harting
Councilman Daniel R. Price

At a Regular meeting of the Town of Windsor Town Board, held at the Town Hall on the 11th day of January, 2023, the following resolution was

OFFERED BY: Councilman Harting
SECONDED BY: Councilman Hupman

WHEREAS, the Town of Windsor had a Youth Board and Director, which previously ran the Town's Youth programs; and

WHEREAS, in an attempt to better run the Town's Youth Programs, members of the community incorporated a not for profit, 501(c)(3), entity called "Windsor Youth Sports & Recreation Inc. ("WYS&R"); and

WHEREAS, the attached Agreement between the Town of Windsor ("Town") and the and WYS&R, and would allow WYS&R to continue the Town's Youth programs; and

WHEREAS, the Town, after discussion believes that the attached Agreement and the relationship between the Town and WYS&R is good for all residents of the Town and especially the youth of the Town; and

NOW THEREFORE, BE IT RESOLVED, the Town Board of the Town of Windsor, after review and discussion, hereby approves the attached Agreement; and be it

FURTHER RESOLVED, the Supervisor is hereby authorized to sign and deliver any documents necessary to effectuate the terms and conditions of this Resolution and implement same on behalf of the Town; and be it

FURTHER RESOLVED, this resolution shall take effect immediately

Discussion: Councilman Harting felt that since no one had come to give a report to the Town Board from Windsor Youth Sports and Recreation that this should be held over until they update the Board. The Town Clerk stated she had left a message for Rhea Deyo but had not heard back from her and was unable to reach out again today due to the phones being down.

Councilman Harting withdrew his motion, and Councilman Hupman withdrew his second.

ZONING, PLANNING & CODE ENFORCEMENT:

Code Enforcement Officer Osbourne went over his December 2022 report to the Board, it was a slow month with only 3 permits being issued in the Town but has been busy working on property maintenance problems and served 1 notice for a zoning violation. Code Enforcement Officer Osbourne wanted to remind residents to check with the Code office if they are unsure whether or not they need a permit.

Motion By: Councilman Harting Sec. By: Deputy Supervisor Colwell

Motion to Set Public Hearing and Authorize Publication for A Local Law Repealing and Replacing Chapter 53 of Town Code Entitled "NYS Uniform Fire Prevention & Building Codes" for February 8, 2022 at 7:05 P.M.

Vote of the Board:

Supervisor Odell- Aye
Deputy Supervisor Colwell- Aye
Councilman Hupman- Aye
Councilman Harting- Aye
Councilman Daniel R. Price - Aye

Motion Passed

Discussion: The Board was given a copy of the law and Attorney Insinga pointed out where the Board needed to make decisions in a couple places and explained where the Clerk and the Code Officer had already gone through and updated some of the standard items specifically regarding amount of time for different items which the state default amount was chosen. The Board members asked the Code Officer if there was anything that they should be made aware of that he felt needed to change and what his suggestions were regarding the items in question and everyone felt it was ready for next month.

PUBLIC SAFETY:

The Board reviewed the December 2022 reports that were submitted by Eastern Broome Emergency Services. Councilman Harting wanted to point out that the response rate was 87.66% and per the contract it is not to fall below 90% however across the County in December all EMS services response rates were down significantly. Deputy Supervisor Colwell pointed out that they also responded to twice as many calls as they had in December of 2021. Councilman Harting stated that he was also trying to assist in the communication in housing an ambulance in West Windsor.

The Board discussed a new Real Property Tax Law that was signed in December giving each municipality the choice to opt into a property tax exemption for Volunteer Fire Fighters and Ambulance workers that our home owners in the municipality. Attorney Insinga informed the Board that this is something that each taxing authority can vote and decide on individually, she also made the Board aware that there is no timeline to decide on this so time could be spent researching the impact. If the Town decides that they want to offer this exemption than the

awarded exemption would only apply to the residents Town portion of taxes, not the County, School or Village – each taxing agent decides. Councilman Price asked if the exemption was based on the tax amount or on the assessment, Assessor Herzog - Ottens confirmed that it is on the assessment amount. Councilman Harting asked who pays the portion that these residents are exempt from paying and the amount is distributed amongst the non-exempt tax payers. The decision was made to have the Assessor look into what the dollar amount if this law was to be passed and then the Board can decide.

UNFINISHED BUSINESS:

The Board was given copies of the letter of interest for the Zoning Board position, there were 2 applicants David Kohlbach who currently holds the position and John Gollogly. Attorney Insinga suggested that the Board allow her to research whether or not the Zoning Board was allowed to have alternate members that way both could serve, the Board agreed to that and will discuss at the February meeting.

Motion By: Councilman Harting

Sec. By: Deputy Supervisor Colwell

Motion to Appoint Ryan Glovich as an Alternate on the Planning Board for a 1-year Term Beginning January 25, 2023 – January 25, 2024

Vote of the Board:

Supervisor Odell- Aye
Deputy Supervisor Colwell- Aye
Councilman Hupman- Aye
Councilman Harting- Aye
Councilman Daniel R. Price - Aye

Motion Passed

Discussion: The Clerk stated that this position had been vacant since March 2022 and Mr. Glovich had recently moved to the area. Supervisor Odell thanked Mr. Glovich for stepping up and applying for the position as he was in attendance at the meeting.

NEW BUSINESS:

Motion By: Deputy Supervisor Colwell

Sec. By: Councilman Hupman

Motion to Approve the 2023 Supervisor Appointments

Vote of the Board:

Supervisor Odell- Aye
Deputy Supervisor Colwell- Aye
Councilman Hupman- Aye
Councilman Harting- Aye
Councilman Daniel R. Price - Aye

Motion Passed

Discussion: Councilman Harting pointed out that the Public Safety Committee that had been formed last year had been left off of the list it was decided that Councilman Harting would stay on that committee and Councilman Price would join him on it.

Motion By: Councilman Hupman

Sec. By: Deputy Supervisor Colwell

Motion to Approve Town of Windsor Government 2023 Board Appointments

Vote of the Board:

Supervisor Odell- Aye
Deputy Supervisor Colwell- Aye
Councilman Hupman- Aye
Councilman Harting- Aye
Councilman Daniel R. Price - Aye

Motion Passed

Discussion: Councilman Harting asked if we were still keeping Griffiths as the Town Engineer and will they be all encompassing for every project the Town has, Supervisor Odell stated that the Town was able to use different engineers if they choose as another firm has done most of the work in the sewer district. Attorney Insinga stated that the Town newspaper is the Windsor Standard, as it is required to be announced for the record.

The motion was opened up for Public comments as it was not on the agenda, there were none.

Motion By: Deputy Supervisor Colwell
Motion to Approve the 2023 Federal Holidays

Sec. By: Councilman Harting

Vote of the Board:

Supervisor Odell- Aye
Deputy Supervisor Colwell- Aye
Councilman Hupman- Aye
Councilman Harting- Aye
Councilman Daniel R. Price - Aye

Motion Passed

UPCOMING MEETING: February 8, 2023 Public Hearing & Regular Meeting, Town Hall

PUBLIC COMMENTS: None

ADJOURNMENT:

Motion By: Deputy Supervisor Colwell
Motion to Adjourn Meeting at 8:04 P.M.

Sec. By: Councilman Hupman

Vote of the Board:

Supervisor Odell- Aye
Deputy Supervisor Colwell- Aye
Councilman Hupman- Aye
Councilman Harting- Aye
Councilman Daniel R. Price - Aye

Motion Passed

Respectfully Submitted,

Elizabeth Pfister
Town Clerk