

**Special Meeting of the Town Board  
December 28, 2022 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 7:00 P.M.

**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: Absent  
Councilwoman Christine Kennedy-Tierno: Present  
Code Enforcement Officer Richard Osbourne: Present  
Highway Superintendent Michael Kithcart: Present  
Attorney Cheryl Sacco: Absent

Also, present were: Bob Williams - Kent Street, Thomas & Shannon Walsh – Route 79,  
Christine Breeding – Route 79, Fred & Fran Barrett – Blatchley Road

**PUBLIC COMMENTS:**

Fran Barrett – Blatchley Road – Thanked the Town for removing the trees on the road at their property.

Dennis Walsh – Route 79 – Submitted paperwork to the Clerk for the request of a zoning change.

**APPROVAL OF MINUTES:**

**Motion By: Councilwoman Kennedy-Tierno      Sec. By: Deputy Supervisor Colwell**  
Motion to Approve the Minutes of the December 14, 2022 Regular Meeting as Submitted.

**Vote of the Board:**

Supervisor Odell- Aye  
Deputy Supervisor Colwell- Aye  
Councilman Hupman- Aye  
Councilman Harting- Absent  
Councilwoman Kennedy-Tierno- Aye

**Motion Passed**

**FINANCIAL REPORT:**

**Motion By: Deputy Supervisor Colwell      Sec. By: Councilman Hupman**  
Motion to Approve 2022 Year End Bills for Payment

**Vote of the Board:**

Supervisor Odell- Aye  
Deputy Supervisor Colwell- Aye  
Councilman Hupman- Aye  
Councilman Harting- Absent  
Councilwoman Kennedy-Tierno- Aye

**Motion Passed**

**NEW BUSINESS:**

**Town of Windsor, County of Broome, State of New York  
AUTHORIZING THE SUPERVISOR TO EXECUTE A RETAINER AGREEMENT AND  
THE HIRING OF LEGAL COUNSEL  
Resolution #47-2022**

**PRESENT: Supervisor Mark Odell**

**Deputy Supervisor Daniel Colwell  
Councilman Gary M. Hupman  
Councilwoman Kennedy – Tierno**

**ABSENT: Councilman Timothy Harting**

At a Special Meeting of the Town of Windsor Town Board, held at the Town Hall on the 28<sup>th</sup> day of December, 2022, the following resolution was

**OFFERED BY:** Councilwoman Kennedy - Tierno

**SECONDED BY:** Deputy Supervisor Colwell

**WHEREAS**, the Town Board has determined that it wishes to retain Coughlin & Gerhart LLP to provide its general legal services; and

**WHEREAS**, a proposed retainer agreement was received by the Town Board; in which the proposed services and fee structure are outlined; and

**WHEREAS**, the Town Board deems it necessary to secure legal counsel;

**NOW, THEREFORE**, this 28<sup>th</sup> day of December, 2022,

**BE IT RESOLVED** by the Town Board of the Town of Windsor, as follows:

**RESOLVED**, that Coughlin & Gerhart, LLP, is hereby retained effective January 1, 2023 for a term ending on December 31, 2023 and that Supervisor is authorized to execute the retainer agreement.

**RESOLVED**, this resolution shall take effect January 1, 2023.

**CERTIFICATION**

I, Elizabeth Pfister, do hereby certify that I am the Town Clerk of the Town of Windsor and that the foregoing constitutes a true, correct and complete copy of a resolution duly adopted by the Town Board of the Town of Windsor at a meeting thereof held at the Windsor Town Hall, 124 Main Street, Windsor, NY on the 28<sup>th</sup> day of December, 2022. Said resolution was adopted by the following vote:

Supervisor Mark Odell - Aye  
Deputy Supervisor Daniel Colwell - Aye  
Councilman Gary M. Hupman - Aye  
Councilman Timothy Harting - Absent  
Councilwoman Kennedy – Tierno -Aye

Town of Windsor Seal

**Motion Approved**

**Resolution Adopted:** 12/28/2022

\_\_\_\_\_  
Elizabeth Pfister Town Clerk, Town of Windsor

Discussion: Supervisor Odell asked the Clerk if a public hearing was necessary, the Clerk stated no it was a typo on their copy and would correct it.

**UPCOMING MEETING:** January 11, 2023 7:00 P.M. Town Hall

**PUBLIC COMMENTS:** None

**Motion By: Deputy Supervisor Colwell**

**Sec. By: Councilman Hupman**

Motion to Add Christine Kennedy-Tierno to the Wall of Honor

**Vote of the Board:**

Supervisor Odell- Aye  
Deputy Supervisor Colwell- Aye  
Councilman Hupman- Aye  
Councilman Harting- Absent  
Councilwoman Kennedy-Tierno- Aye

**Motion Passed**

**Discussion:** Supervisor Odell thanked Councilwoman Kennedy-Tierno for serving on the Board this year. Supervisor Odell opened the motion up for comments since the motion was not on the agenda, there were none.

**ADJOURNMENT:**

**Motion By: Councilwoman Kennedy-Tierno**  
Motion to Adjourn Meeting at 7:05 P.M.

**Sec. By: Councilman Hupman**

**Vote of the Board:**

Supervisor Odell- Aye  
Deputy Supervisor Colwell- Aye  
Councilman Hupman- Aye  
Councilman Harting- Absent  
Councilwoman Kennedy-Tierno- Aye

**Motion Passed**

Respectfully Submitted,

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Elizabeth Pfister  
Town Clerk