

Public Hearing & Regular Meeting of the Town Board
March 13, 2024 7:00 P.M.
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
Councilman Daniel R. Price: Present
Code Enforcement Officer Richard Osbourne: Present
Highway Superintendent Michael Kithcart: Present
Attorney Mark Spinner: Present

Also, present were: Jeremie Rounds, Route 79; Corinne Rounds, Route 79; Tony Spaid, Hargrave Road; Penny Spaid, Hargrave Road; Fred & Fran Barrett, Blatchley Road; David Brown, Ostrander Road; Kate Daum, Shedd Road; Scott Pier, Shedd Road; Kristen Gordon – Pier, Shedd Road; Patti Harting, Pine Street; Mike Holdredge, Garrett Road

PUBLIC HEARING:

Supervisor Odell opened the Public Hearing for the Windsor - Colesville Fire District at 7:03 P.M. there were no comments, the Public Hearing was closed at 7:03 P.M.

TOWN OF WINDSOR, COUNTY OF BROOME, STATE OF NEW YORK
Authorizing a Fire Protection Contract with the Board of Fire Commissioners for the Windsor -
Colesville Fire District
Resolution #9-2024

At a Public Hearing Meeting of the Town Board of the Town of Windsor, County of Broome, New York, held at the Town Hall, 124 Main Street in the Village of Windsor on the 13th day of March 2024 there were:

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

OFFERED BY: Deputy Supervisor Colwell
SEC BY: Councilman Hupman

WHEREAS, there has been duly established in the said Town of Windsor a fire protection district known as Windsor Fire Protection District No. 3, embracing territory in said Town as is more fully described in the resolution establishing such district, and duly adopted by the Town Board of the said Town of Windsor on the 15th day of June, 1948, and

WHEREAS, the Town of Windsor has a contract with the Board of Fire Commissioners for the Windsor - Colesville Fire District, for the furnishing of fire protection two certain areas of Fire Protection District No. 3, a description of which areas is annexed hereto, which contract expires on December 31, 2028, and

WHEREAS, the said Board of Fire Commissioners for the Windsor - Colesville Fire District, now offers and proposes to enter into a new contract with the Town of Windsor for the protection of the aforesaid portion of Fire Protection District No. 3, and

WHEREAS, due notice was given that a public hearing was held in the Town Hall at 124 Main Street in the Village of Windsor, on the 13th day of March 2024, to consider a contract for the furnishing of fire protection, to the aforesaid portions of said fire protection district, and notice duly specifying the time and place of the hearing as aforesaid and giving in general terms, the proposed contract having been duly published, and the said hearing having been held at the time and place specified and all persons interested in appearing having been heard, it is hereby

RESOLVED, that this Board contract with the Board of Fire Commissioners for the Windsor - Colesville Fire District, Inc., for the furnishing of fire protection to the aforesaid portions of Fire Protection District No. 3 as aforesaid, and it is further

RESOLVED, that the Supervisor be and hereby is authorized and directed on behalf of the Town of Windsor to execute and enter into such a contract with the Board of Fire Commissioners for the Windsor - Colesville Fire District, for the furnishing of fire protection to the aforesaid portions of Fire Protection District No. 3, which said contract shall be in the form and contain the terms and provisions set forth in the agreement annexed hereto and made a part of this resolution.

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 13th day of March 2024. Said resolution was adopted by the following vote:

Supervisor Mark Odell	Voted - Aye
Deputy Supervisor Daniel Colwell	Voted - Aye
Council Member Gary Hupman	Voted - Aye
Council Member Timothy Harting	Voted - Absent
Council Member Daniel R. Price	Voted - Aye

[Town of Windsor Seal]

Elizabeth Pfister
Town Clerk, Town of Windsor

AGREEMENT

This Agreement shall be effective as of the date signed by the parties hereto, the Town of Windsor a municipal corporation located in the County of Broome, and the State of New York, (“Town”), and the Board of Fire Commissioners for the Windsor - Colesville Fire District, organized and existing under the laws of the State of New York, and having its principal office in the Hamlet of Ouaquaga, County of Broome and State of New York (“Fire Company”).

WITNESSETH THAT

WHEREAS, there has been duly established in the said Town of Windsor a fire protection district known as Windsor Fire Protection District No. 3 embracing territory in said Town as is more fully described in the resolution establishing such district, and duly adopted by the Town Board of the said Town of Windsor on the 15th day of June, 1948, and

WHEREAS, after due notice a public hearing was duly called by the Board of the said Town and following which public hearing the Board of the Town duly adopted a resolution authorizing this Agreement with the Fire Company for fire protection to and for Windsor Fire Protection District No. 3 pursuant to the terms and provisions herein set forth.

NOW, THEREFORE, the Town does hereby engage Fire Company to furnish fire protection to and for Windsor Fire Protection District No. 3 as more fully described and set forth in Schedule “A” annexed hereto, and the Fire Company agrees to furnish such protection to the said areas in the manner following, to wit:

1. The Fire Company shall at all times during the existence of this Agreement be subject to call for the attendance upon any fire occurring in the two designated areas of said district and when notified of a fire within said areas, the Fire Company will respond and attend upon such fire without delay and with suitable apparatus and appliances properly manned. Upon arriving at the scene of the fire, Fire Company and the firefighters thereof shall proceed diligently and, in every way, reasonably practicable to extinguish the fire and safeguard life and property in connection therewith. Notwithstanding the foregoing, it is hereby mutually understood and agreed between the two parties hereto that Fire Company, its officers or members shall not be liable for their failure to answer any such alarm or notice of fire as aforesaid if such failure is due to the impassability of the highways, absence of equipment from the community, breakdown of equipment and/or any other cause not within the control of the said Fire Company. Fire Company further agrees that it will protect the said Town and/or the said Fire Protection District No. 3 from all liability and responsibility by reason of its own breach of and covenants contained within this Agreement.

2. In consideration for the furnishing of aid and the use of its apparatus as aforesaid, the Fire Company shall receive the sum of Five Thousand Five Hundred Dollars, (\$5,500.00) for each year so long as this Agreement shall be in effect, and the Town agrees to pay the same on or about the 1st day of March, or as soon thereafter as reasonably practicable during each year of the term of this Agreement.

3. All Monies paid to the Fire Company under the terms of this Agreement shall be a charge upon the said Fire protection districts to be assessed and levied upon the taxable property within the districts and collected through the assessment and payment of Town taxes.

4. It is mutually understood and agreed between the parties hereto that the Town by this Agreement shall assume no control of, and or responsibility for the members of the Fire Company or any others employed by them carrying out this Agreement or any terms or provisions thereof, and that the Fire Company enters into this Agreement and assumes the responsibilities thereunder as an independent contractor retaining at all times full and complete control over its own members, over its own equipment and over any persons employed or contracted by said company on its behalf in carrying out the terms and obligations of this Agreement. It is further mutually covenanted and agreed between the parties hereto that the Town assumes no responsibility or liability for any damages to the fire apparatus or other equipment of the Fire Company, or for any personal injuries or other injuries which may be sustained by the members or agents of the Fire Company or by any other persons under their direction or employ or for any damages to the property of such members or such other persons in the course of carrying out the terms and conditions of this Agreement. During the term of this Agreement, all members of the Fire Company shall be protected under the Volunteer Firemen's Benefit Law of the State of New York and the said members of the Fire Company will engage in the performance of their duties and in answering calls or attending upon or returning from any call provided for under the terms and provisions of this Agreement, including the providing of emergency service pursuant to Section 209-b of the General Municipal Law, will have the same rights, privileges, and immunities as volunteer firemen and as set forth in the Volunteer Firemen's Law of the State of New York. In connection hereto, the Fire Company covenants and agrees to file with the Town Clerk of the Town of Windsor a list containing the names of all its members and that it will keep such list current at all times by promptly advising of any changes in said membership.

5. During the term of this Agreement, Fire Company agrees to secure and maintain suitable insurance, at its own expense, naming said Town as an additional insured and protecting Town from liability from any personal injury, or property damage incurred during Fire Company's performance of its duties under this Agreement. Further, the Fire Company agrees to provide at its own expense and maintain insurance protecting the said Town and the Fire Protection Districts against all liability and damages to members of the general public for injuries and damages to person or property suffered from the motor vehicles of the Fire Company while proceeding to and from calls and fires within the said protection districts. The insurance shall be in these amounts listed in Schedule "B" and documentation of which shall be provided by the Fire Company to the Town promptly upon request.

6. The Fire Company covenants and agrees to extend to the Town complete and full cooperation in securing any additional insurance to protect and indemnify the Town against claims by members of the Fire Company or their families or any other person against the Town arising out of injuries or damages occasioned by the terms and conditions of this Agreement.

7. The Fire Company agrees to indemnify, defend, and hold harmless the Town, its officers, employees, and agents from any and all claims, lawsuits, judgments, decisions, and all other incidents arising from claims related to Fire Company's performance of its duties under this Agreement.

8. This agreement shall continue for a period of five years from January 1, 2024, and thereafter until terminated by the service of a sixty - day notice in writing by either party hereto upon the other but in any event this Agreement, and all terms and provisions thereunder shall terminate on December 31, 2028. The notice herein provided shall be served by registered mail.

IN WITNESS HERETO, the parties hereto have duly executed and delivered this Agreement and have caused their corporate seals to be hereunto affixed by their duly authorized officials as of the date and year indicated thereto.

TOWN OF WINDSOR

BY: _____
Supervisor

**BOARD OF FIRE COMMISSIONERS FOR
THE WINDSOR - COLESVILLE FIRE DISTRICT**

BY: _____
President

SCHEDULE "A"

AREA NO. 1 - Commencing at the eastern boundary line of the Colesville - Windsor Fire District No. 1 where such line intersects the boundary line between the Town of Windsor and Colesville; thence in an easterly direction along the boundary line between said Towns to the westerly boundary line of the Town of Sanford; thence in a southerly direction along the westerly boundary line of the Town of Sanford to the northerly boundary line of lands now or formerly of A.C. Crossley & Sons; thence in a westerly and southerly direction along said Crossley lands to the south - easterly corner of lands now or formerly of Norman Slater, Jr., thence in a westerly direction along the southerly boundary of said Slater lands and along the southerly boundary of lands now or formerly of William Ostrander to the southwest corner of said Ostrander lands; thence in a northerly direction along the westerly boundary of said Ostrander lands to the southerly boundary of Colesville - Windsor Fire District No. 1; thence in a northerly direction along the southerly and easterly boundary of Colesville - Windsor Fire District No. 1 to the point of beginning.

AREA NO. 2 - Commencing at a point where the westerly boundary line of Colesville - Windsor Fire District No. 1 intersects the boundary line between the Towns of Windsor and Colesville; thence in a general southerly direction along the westerly boundary of said fire district to the northerly line of lands now or formerly of Clara Lindsay; thence in a general westerly direction along said Lindsay lands to the southwest corner of lands now or formerly of Franklin and Larette Borden; thence in a northerly direction along the westerly boundary of said Borden lands to the southerly boundary of lands now or formerly of Edith B. Anthony; thence in a westerly direction along the southerly boundary of said Anthony lands and along the southerly boundary of lands now or formerly of A.C. Crossley & Sons, Inc., to the easterly boundary of Windsor Fire Protection District No. 2; thence in a general northerly direction along the easterly boundary of said fire protection district to the southerly boundary line of the Town of Colesville; thence in a general easterly direction along the southerly boundary line of the Town of Colesville to the point of beginning.

SCHEDULE “B”

STATE OF NEW YORK)
) SS:
 COUNTY OF BROOME)

On this 13th day of March, 2024 before me personally came Mark Odell, to me personally known, who, being duly sworn, did depose and say that she resides in the Town of Windsor, New York; that she is the Supervisor of the Town of Windsor, the corporation described in and which executed the above instrument; that she knows the seal of said corporation; that the seal affixed to such instrument is such corporate seal; that it was so affixed by order of the Town Board of the Town of Windsor and that she signed her name thereto by like order.

 Notary Public

STATE OF NEW YORK)
) SS:
 COUNTY OF BROOME)

On this ____ day of March, 2024 before me personally came Jerry Clarke, to me personally known, who, being duly sworn, did depose and say that he/she resides in the Town of Windsor, New York; that he/she is President of the Board of Fire Commissioners for the Windsor - Colesville Fire District, the corporation described in and which executed the above instrument; that he/she knows the seal of said corporation; that the seal affixed to such instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation.

 Notary Public

PUBLIC COMMENTS:

Kristen Gordon-Pier, Shedd Road – Concerned about logging activity for the Hills of Windsor project. Wanted to bring awareness to the Town Board that residents of Shedd Road are losing privacy, peace and quiet without trees as a buffer. Code Office Osborne has been out and shown residents the site plan, he has also reached out to David Cox the Engineer for Hills of Windsor, to see if they could set up a meeting with residents so they can voice their concerns. Supervisor Odell confirmed that the land owners have been very accommodating to concerns of Town residents and speaking with them would be the best option.

Tony Spaid, Hargrave Road – Owner of Lakeside Campground asked the Board if something could be done about the condition of Hargrave Road as it has caused them to lose business. Since purchasing the campground in 2019 they have tripled the business and the number one complaint they receive is in regards to the condition of Hargrave Road. Highway Superintendent Kithcart stated that Hargrave is on the schedule to have work done once the weather breaks.

Jeremie Rounds, Route 79 – Wanted to make the Board aware that a large branch had fallen at the Edwards Cemetery and himself along with other volunteers had removed the limb and cleaned up but the fence was significantly damaged. This item is on the tonight’s agenda and the highway department will see if they can repair fence or if a company will need to be contacted. Jeremie also wanted to make the Board aware that the ditch in front of Wake Cemetery on Route 79 was destroyed and it will be impossible for anyone to pull a vehicle onto the shoulder of the road at that location, including the lawn service without getting stuck and he contacted the State Highway Department about it.

Mike Holdredge, Garrett Road – Asked the Board for an assurance on the Hills of Windsor project that Garrett Road would not be an access road for the project. Supervisor Odell stated that the land owners knew that was a significant concern and they have their main access road from Dunbar Road and it was a stipulation in the site plan agreement that signage be posted on Garrett Road for Emergency Access only.

Kathryn Daum, Shedd Road – Asked about the timeline for the Hills of Windsor project and the logging. Code Officer Osborne stated that he believed the logging was completed, now they would begin the cleanup.

APPROVAL OF MINUTES:

Motion By: Councilman Hupman

Sec. By: Councilman Price

Motion to approve the minutes of the February 14, 2024 Public Hearing & Regular Meeting as submitted.

Vote of the Board:

Supervisor Odell - Aye

Deputy Supervisor Colwell - Aye

Councilman Hupman - Aye

Councilman Harting - Absent

Councilman Price - Aye

Motion Passed

Discussion: Deputy Supervisor Colwell pointed out an error in the recording of the vote for the Motion to Declare a Negative SEQR Declaration and Approve the Site Plan for the Pine Crest Campground, it was noted in the discussion that the Deputy Supervisor would abstain from the vote, the Clerk agreed to correct the typo in the recording of the vote.

FINANCIAL REPORT:

Motion By: Deputy Supervisor Colwell

Sec. By: Councilman Hupman

Motion to approve March 2024 Bills for Payment.

A Fund Voucher #80-126 \$133,550.39

B Fund Voucher #97 & 109 \$3,972.78

DB Fund Voucher #51-77 \$63,883.50

H Fund Voucher#8-13 \$2,814,590.50

SS3 Fund Voucher# 9-14 \$728.64

TA Fund Voucher# 5 \$961.69

Total: \$3,017,687.50

Vote of the Board:

Supervisor Odell - Aye

Deputy Supervisor Colwell - Aye

Councilman Hupman - Aye

Councilman Harting - Absent

Councilman Price - Aye

Motion Passed

Board Members were given the 2023 Year End Financials, along with January and February 2024 Financials, Supervisor Odell encouraged them to look over them.

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

Resolution Amending 2024 Budget B Fund for Receiving Revenue From an Insurance Recovery

Resolution #10-2024

PRESENT: Supervisor Mark Odell
Deputy Supervisor Daniel Colwell
Councilman Gary M. Hupman
Councilman Daniel R. Price

ABSENT: Councilman Timothy Harting

Offered By: Deputy Supervisor Colwell

Seconded By: Councilman Price

WHEREAS, the Town of Windsor has received monies from NYMIR in the amount of \$3,431.62 toward the repair of the Zoning Officers' 2019 Ford F150 Pickup Truck;

IT IS HEREBY RESOLVED, by the Town Board of the Town of Windsor that the following budgetary adjustments be made in the 2024 Budget:

ACCOUNT	ACCOUNT NAME	DEBIT	CREDIT
B201	CASH-SAVINGS	\$3431.62	
B2680	INTERFUND TRANSFER		\$3431.62
	RECEIVE INSURANCE MONIES		
	BUDGET JOURNAL ENTRIES:		
B2680	INSURANCE RECOVERY	\$3431.62	
B8010.4	ZONING - CONTRACTUAL		\$3431.62
	<i>RECEIVE INSURANCE MONIES F150 REPAIR, LESS \$500 DEDUCTABLE</i>		

BE IT FURTHER RESOLVED that this resolution take effect immediately.

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 13th day of March 2024. Said resolution was adopted by the following vote:

Supervisor Mark Odell	Voted - Aye	
Deputy Supervisor Daniel Colwell	Voted - Aye	
Councilman Gary Hupman	Voted - Aye	[Town of Windsor Seal]
Councilman Timothy Harting	Voted - Absent	
Councilman Daniel R. Price	Voted - Aye	

Motion Approved
Resolution Adopted: March 13, 2024

Elizabeth Pfister, Town Clerk
Town of Windsor

TOWN OF WINDSOR, COUNTY OF BROOME, STATE OF NEW YORK
Resolution Amending 2024 Budget DB Fund for Receiving Revenue From an Insurance Recovery
Resolution #11-2024

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

Offered By: Councilman Hupman
Seconded By: Councilman Price

WHEREAS, the Town of Windsor has received monies from NYMIR in the amount of \$4,954.26 toward the repair of Plow truck #27;

IT IS HEREBY RESOLVED, by the Town Board of the Town of Windsor that the following budgetary adjustments be made in the 2024 budget:

ACCOUNT	ACCOUNT NAME	DEBIT	CREDIT
DB201	CASH-SAVINGS	\$4,954.26	
DB2680	INSURANCE RECOVERY		\$4,954.26
	RECEIVE INSURANCE MONIES		
	BUDGET JOURNAL ENTRIES:		
DB2680	INSURANCE RECOVERY	\$4,954.26	
DB5130.4	MACHINERY - CONTRACTUAL		\$4,954.26
	<i>RECEIVE INSURANCE MONIES TRUCK #27, LESS \$1,000 DEDUCTABLE</i>		

BE IT FURTHER RESOLVED that this resolution take effect immediately.

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 13th day of March 2024. Said resolution was adopted by the following vote:

Supervisor Mark Odell	Voted - Aye	
Deputy Supervisor Daniel Colwell	Voted - Aye	
Councilman Gary Hupman	Voted - Aye	[Town of Windsor Seal]
Councilman Timothy Harting	Voted - Absent	
Councilman Daniel R. Price	Voted - Aye	

Motion Approved
Resolution Adopted: March 13, 2024

Elizabeth Pfister, Town Clerk
Town of Windsor

COMMITTEE REPORTS:

ASSESSOR:

The Board received the Assessors February 2024 Report

CEMETERIES:

The Clerk opened the bids for Mowing/Trimming Cemeteries & Wastewater Treatment Plant that were received. There were 2 bidders, Tri City Lawn Care LLC and Dumond Contracting. Tri City’s bid \$3,347/mo. in 2026, \$3,514/mo. in 2027 & \$3,690/mo. in 2028. Dumond Contracting’s bid \$16,800/yr.

Motion By: Deputy Supervisor Colwell Sec. By: Councilman Hupman
Motion to Accept the Bid from Tri City Lawn Care as bid.

Vote of the Board:

Supervisor Odell - Aye
Deputy Supervisor Colwell - Aye
Councilman Hupman - Aye
Councilman Harting - Absent
Councilman Price - Aye

Motion Passed

Discussion: Supervisor Odell and the Councilman all agreed that Jason Lehr, owner of Tri Cities Lawn Care has done a great job for the Town

The Board received photos of the damage to the fence in the Edwards cemetery, Highway Superintendent Kithcart stated he was going to look at the fence to see if the Highway Department is able to make the repairs or if a fence company would need to be contacted, he will notify the Clerk once he knows. The Clerk made the Board aware that there is money in the History reserve from Bluestone Wind for the removal of the tree in Edwards Cemetery and Ostrander Cemetery but would need to contact professional service for quote on removal, the highway department could not manage.

DOG CONTROL:

ECONOMIC DEVELOPMENT:

ENERGY:

ENGINEER:

Highway Superintendent Kithcart notified the Board of the need to install a forward backflow meter in the new highway garage building for the testing of the sprinkler system per the contractor. Supervisor Odell asked Code Officer Osborne if this was necessary, Code Officer stated that has not been made mandatory in the State code yet but it would be forthcoming and we would be ahead of making the change down the road.

Motion By: Deputy Supervisor Colwell Sec. By: Councilman Hupman
Motion to Approve the Purchase of the forward backflow meter in an amount not to exceed \$1,500.00 subject to the advice of the engineer.

Vote of the Board:

Supervisor Odell - Aye
Deputy Supervisor Colwell - Aye
Councilman Hupman - Aye
Councilman Harting - Absent
Councilman Price - Aye

Motion Passed

HIGHWAY:

TOWN OF WINDSOR, COUNTY OF BROOME, STATE OF NEW YORK
Municipal Clean - Up Day
RESOLUTION #12-2024

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

Offered By: Councilman Hupman
Sec. By: Councilman Price

IT IS HEREBY RESOLVED, by the Town Board of the Town of Windsor, Broome County, New York, that, for the benefit of the residents of the Town of Windsor, the Town will have a Municipal Clean - Up Day, and

IT IS RESOLVED, that Saturday, May 11th 2024 from 8:00 A.M. to 12:00 P.M. is designated for this purpose, and

IT IS RESOLVED, that disposable items may be deposited at Klumpp Park, Park Street, Windsor.

IT IS FURTHER RESOLVED, that the following materials will be accepted:

1. White goods – Stoves, washers, dryers, hot water heaters, refrigerators without freon.
2. Tires (\$3.00 per tire up to 20”; \$5.00 per tire over 20”)
3. Furniture

CERTIFICATION

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Supervisor Mark Odell – Aye
Deputy Supervisor Daniel Colwell - Aye
Councilman Gary M. Hupman - Aye
Councilman Timothy Harting - Absent
Councilman Daniel R. Price - Aye

Motion Approved
Resolution Adopted: March 13, 2024

Elizabeth Pfister
Town Clerk, Town of Windsor

Motion By: Councilman Hupman **Sec. By: Councilman Price**

Motion to Purchase a Boss V XT 9’2” Plow and Install on 2024 Ford F250 Pickup Truck From Binghamton Truck Body in an Amount Not to Exceed \$8,150.00

Discussion: Deputy Supervisor Colwell questioned why we were not keeping current plow for new vehicle, Highway Superintendent Kithcart stated he thought they were keeping plow with truck but he will look into moving to new truck. There was no vote on this motion.

Motion By: Deputy Supervisor Colwell **Sec. By: Councilman Hupman**

Motion to Accept the Resignation of Joseph Woodruff Jr. as Motor Equipment Operator Effective March 15, 2024

Vote of the Board:

Supervisor Odell - Aye
Deputy Supervisor Colwell - Aye
Councilman Hupman - Aye
Councilman Harting - Absent
Councilman Price - Aye

Motion Passed

HISTORY:

SENIOR CITIZENS:

TOWN CLERK/REGISTRAR:

The Board received the Town Clerk’s February 2024 report, the Clerk advised the Board that as of today 82.9% of taxes have been collected and they will finish up this collection on 4/1/2024. Clerk Pfister also shared with the Board some things she learned attending the Windsor School Districts safety summit on 2/29/24 one of which is the ability for the schools to be locked down with the press of a button in the district office and the fact that Windsor Schools are part of the minority of schools that keep their outside doors to buildings locked all day.

TOWN HALL:

The Clerk opened bids for the Masonry Repairs on Town Hall, one bid was received by Aztec Masonry Construction. The bid stated they would replace any bricks at a cost of \$33.50 per unit and repointing at a cost of \$27.50/sq. ft.

Motion By: Deputy Supervisor Colwell **Sec. By: Councilman Price**

Motion to Reject Bid, Due to Not Bidding in the Same Units of Measure as the Bid Request.

Vote of the Board:

Supervisor Odell - Aye
Deputy Supervisor Colwell - Aye
Councilman Hupman - Aye
Councilman Harting - Absent
Councilman Price - Aye

Motion Passed

Bonnie Reynolds, the Cleaner just returned post-surgery on her back. Bonnie gave the Town Clerk a Thank You card for the card that was sent to her from everyone at Town Hall while she was out.

WASTEWATER TREATMENT PLANT:

Supervisor Odell shared with the Board that bids are currently being sought for the sludge removal at the West Windsor Waste Water Treatment Plant until March 20th, he asked the Clerk if any bids had been received. The Clerk stated that typically with projects this scale bids do not come in until the day before or day of the bid but 7 companies had requested the project manual so far. Supervisor Odell went on to explain to the Board that while waiting to be able to put this project out to bid the tanks are now full and need to be pumped off. Normally the tanks would be pumped into the reed beds but due to the impending sludge removal we cannot do that. In the meantime, Don Sherwood, WWTP Supervisor is getting quotes to have the tanks pumped. Supervisor Odell told the Board that the cost for this can either be billed to the Sewer budget as normal operating expense or it can be paid with ARPA funds and the Board can decide that down the road.

YOUTH & RECREATION:

Supervisor Odell read aloud the following resolution:

**TOWN OF WINDSOR, COUNTY OF BROOME, STATE OF NEW YORK
RESOLUTION AUTHORIZING THE PURCHASE OF AUTOMATED EXTERNAL DEFIBRILLATORS
FOR WINDSOR YOUTH SPORTS AND RECREATION RESOLUTION #13-2024**

PRESENT: **Supervisor Mark Odell**
 Deputy Supervisor Daniel Colwell
 Councilman Gary M. Hupman
 Councilman Daniel Price

ABSENT: **Councilman Timothy Harting**

At a Regular Meeting of the Town of Windsor Town Board, held at the Town Hall on the 13th day of March 2024, the following resolution was

OFFERED BY: Deputy Supervisor Colwell
SECONDED BY: Councilman Hupman

Whereas, the safety and well-being of the residents of the Town of Windsor are of paramount importance to the Town Board; and

Whereas, the Town Board has recognized the necessity of ensuring adequate emergency medical response equipment for public spaces, particularly those frequented by youth engaged in recreational activities; and

Whereas, during the Town Board meeting held on February 14, 2024, discussions were held regarding the importance of enhanced emergency medical response capabilities at sites and facilities in use by Windsor Youth Sports and Recreation; and

Whereas, during the Town Board meeting held on February 14, 2024, Deputy Supervisor Daniel Colwell provided helpful information and recommendations to the Board regarding the Town's investment and acquisition of Automated External Defibrillators (AEDs) to improve emergency response preparedness at youth sporting events and activities; and

Whereas, the American Rescue Plan Act (ARPA) funds have been designated for allocation towards projects aimed at enhancing public health and safety within the Town of Windsor;

NOW, THEREFORE, the Town Board of the Town, duly convened in regular session, does hereby resolve as follows:

1. The Town Board hereby authorizes the purchase of two (2) AEDs for the exclusive use of Windsor Youth Sports and Recreation.
2. The total expenditure for the purchase of the two (2) AEDs shall not exceed the sum of \$4,000.00.
3. The funds for this purchase shall be sourced from the ARPA funds allocated for public health and safety initiatives within the Town of Windsor.
4. The Town Supervisor is hereby directed to take all necessary actions to effectuate this resolution, including but not limited to initiating the procurement process for the AEDs.
5. The Town Board shall coordinate with Windsor Youth Sports and Recreation to determine the specific requirements and preferences for the AEDs to be purchased, ensuring that they adequately meet the needs of their facilities and programs.
6. The Town Board recognizes the immense importance and value of Windsor Youth Sports and Recreation to the youth of the Windsor community and reaffirms its commitment to supporting initiatives that promote the health, safety, and well-being of our youth.
7. This resolution shall take effect immediately.

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, on the 13th day of March, 2024. 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
Councilman Daniel R. Price - Aye

Motion Approved
Resolution Adopted: March 13, 2023

Elizabeth Pfister

Town Clerk, Town of Windsor

Discussion: Supervisor Odell shared that him and Deputy Supervisor Colwell attended the last meeting of WYSR and let them know that the Town would like to help with providing the AED's that they had mentioned needing during their report at the February 14, 2024 Board meeting and they were very appreciative.

ZONING, PLANNING & CODE ENFORCEMENT:

The Board reviewed the Code Officer's February 2024 report, Councilman Hupman asked what happened with the Mining Law that had been talked about in the fall of 2023. Attorney Spinner stated that he had set it aside while working on the 2 site plan reviews that had recently been approved by the Town but would finish making his changes to it, then will send it back to Planning Board Chair, Shelly Johnson – Bennett for her remarks and will then get it out to the Board members. Attorney Spinner stated by the next meeting the Board should have something to review and begin to move forward with.

The Board received a copy of the suggested revisions to current code definitions for the Town Code Update from Planning Chair Bennett. Code Officer Osborne reminded the Board that the Zoning Board's next scheduled meeting is March 14, 2024 and they will also be reviewing them and giving their recommendation to the Board. Supervisor Odell stated he was very pleased to see action moving forward on this initiative.

PUBLIC SAFETY:

UNFINISHED BUSINESS:

Supervisor Odell read aloud the resignation letter submitted by Planning Board member, and former Code Enforcement Officer Francis Stone, stating he had also spoke with Stone who said 35 years of service was enough for him and Supervisor Odell thanked him for his service.

The Town Clerk made the Board aware that of the 3 positions with expiring terms, only one letter of interest had been received. The Clerk reached out to the Planning Board Alternate to ask if they were interested in a permanent position, they had declined so there are still 2 spots to fill on the Planning Board and 1 on the Zoning Board if the Board members know of any interested parties.

Motion By: Deputy Supervisor Colwell

Sec. By: Councilman Hupman

Motion to Reappoint Shelly Johnson - Bennett to a 5 Year Term as Planning Board Chair

Vote of the Board:

Supervisor Odell - Aye
Deputy Supervisor Colwell - Aye
Councilman Hupman - Aye
Councilman Harting - Absent
Councilman Price - Aye

Motion Passed

Discussion: Both Supervisor Odell and Deputy Supervisor Colwell stated that Planning Chair Bennett does a great job and the Town is fortunate to have her.

NEW BUSINESS:

The Board was given copies of the NYS Public Employer Health Emergency Plan to review for any necessary changes for the April 10th meeting, the Clerk stated she had highlighted changes she was already aware needed to be made but for Board members to contact her if they see anything else that should be updated.

The Board reviewed a model law from Attorney Spinner titled "A Local Law Enacting a Property Tax Exemption for Volunteer Firefighters and Ambulance Workers Pursuant to Section 466-A of Real Property Tax Law" Attorney Spinner advised that currently in the proposed NYS budget it is being proposed to increase the income tax credit for volunteer first responders and to be able to receive a property tax credit, it was advised by Counsel to wait for budget to pass before acting on law. The current law allows first responders to chose either the income tax credit or the property tax credit. Deputy Supervisor Colwell stated he had been in contact with chiefs of both fire companies asking for a list of qualified members and has not received them yet, but he would take the model law back to the fire departments and ask for their input on it.

UPCOMING MEETING:

Zoning Board Meeting March 14, 2024 6:00 P.M. Windsor Town Hall
Planning Board Meeting March 27, 2024 7:30 P.M. Windsor Town Hall
Regular Board Meeting April 10, 2024 7:00 P.M. Windsor Town Hall

PUBLIC COMMENTS: None

ADJOURNMENT:

Motion By: Councilman Hupman

Sec. By: Councilman Price

Motion to Adjourn Meeting at 8:05 P.M.

Vote of the Board:

Supervisor Odell - Aye

Deputy Supervisor Colwell - Aye

Councilman Hupman - Aye

Councilman Harting - Absent

Councilman Price - Aye

Motion Passed

Respectfully Submitted,

Elizabeth Pfister
Town Clerk