

**MEETING MINUTES**  
**of the Village of Windsor, N.Y.**  
**107 Main Street**  
**Windsor, NY 13865**  
**July 1, 2014**

<b>Present:</b>	Mayor:	Ronald G. Harting
	Trustee	Robert Bennett Eileen Shelp-Olmstead Thomas M. Skinner Robert E. West
	Clerk/Treasurer:	Patricia L. Harting
	Streets & Water Suptdnt:	David M. Decker
	Code Enforcement:	Gary Post
	Attendees:	0

**Call to Order:**      **Time:** 7:00 P.M.  
                          **By:** Mayor Ronald G. Harting

**Pledge of Allegiance**

**Welcome**

**Public Comment** - No public was present. Trustee Tom wanted it noted that the Garden Group has done a lot of work around the Community House and possibly a thank you could be put in the Windsor Standard. It was agreed that indeed it looks beautiful and they should be recognized.

**Code Enforcement Report, Gary Post present** - 1) There has been an interest at 185 Main Street to restore it as a home and they want to put a mother-in-law apartment in the garage that's in the back. Gary stated no. Trustee Eileen asked if the garage could be turned into an art studio or something like that. Gary stated yes. The owner is still working with a possible retail store also. 2) There is interest in making the old real estate building a redemption center. It will have to go through the county and the state has to have a 239 review. The village does not have a fee for doing a Zoning Board of Appeals. We have to have public meetings that need to be advertised and a lot of Gary's time is spent on these. He strongly suggested we speak to Attorney Bob McKirtich to update this and also a fee for sign permits. 3) Gary is concerned about the empty houses in the village that are falling into disrepair. There are some municipalities that charge vacant house owners for letting their houses go. Maybe we could start sending them violations. Trustee Tom asked what we can do about the blighted properties. Could the banks be taken to court? After much discussion, it was decided to start writing up violations for the condition of the house.

**Streets Report, David Decker present** - 1) The little Kubota is leaking hydraulics. He tried to do a temporary fix and it didn't work so he has to order new transmission and hydraulic lines. 2) Jay came and fixed the Community House as we requested. Does the board want to do another side? Trustee Eileen asked which side is the worse and Gary stated the south side. Mayor Ron asked David to get in touch with Jay and get a price on the south side. 3) Mayor Ron asked David asked if he coordinated with the state when they cleaned the streets. David stated yes. He also asked them to put a stripe on Chapel Street for the blind guy and at the request of a board member. It was done with a few hours.

**Water Report, David Decker present** - 1) Larry Williams' leak on Grove Street was repaired. Larry did all the digging. We provided the materials and labor. It was our leak. It saved us around \$500 to \$600 dollars. David suggested sending Larry a thank you note and possible forgive a water billing or a water cycle billing.

**Motion:** to send Larry Williams a letter of thanks and to forgive his next 2 water billings.

**By:** Robert J. Bennett

**2<sup>nd</sup>:** Eileen Shelp-Olmstead

**Vote:** AYE - All

2) The ultra-sonic system (level detector) on the reservoir has been failing quite a bit lately. 80% of the time, the wells if "on", will remain running. The other 20% will not so it's been a constant check in on them through the day and night until the guy comes to diagnose it. We've been playing phone tag for a week. 3) The Health Department called us to ask for help with supplying water to a trailer park in Damascus. David's keeping track of the water taken and the time so if they get billed, David will be able to bill the county. 4) The high school has a water leak going out to the baseball field. 5) Chris Mogenson at 71 Main Street had a water leak. It was repaired today. 6) LeWayne Colwell was injured and Roger Colwell is going away for a few weeks and others at Colwell Brothers will not be able to do our water leak at Marion's for a while.

**Treasurer's Report, Patricia Harting present** - 1) A report was submitted. We received the \$300 check from the town court for the penalty paid. Mayor Ron asked when to expect the next sales tax check. End of July. From the first quarter sales check, we've got a cushion of \$1500 and the second quarterly is usually the lowest one. 2) The Treasurer presented the board with an end of year analysis for the 2013-2014 fiscal year. The opening fund balance for the year was \$319,244.59. The closing fund equity was \$393,135.95. Part of that surplus, \$46,890.37, went into water reserve. 3) Treasurer Patti stated she has spoken with the State Department and would like to move the water funds out of the general budget and into a water budget. Patti asked the Board if they have any objection to doing this. Trustee Eileen stated it seemed like the right thing to do, with Mayor Ron agreeing. There was no objection from the other board members. In a couple months when it gets closer to budget time, she will work with the State Department to split that out. 4) The youth board was approached with someone wanting to donate money for a batting cage. Would the village entertain putting up a batting cage and accept the money as a donation but purchase the materials. There was much discussion as to what the cage would be made of. All members agreed that they would accept the donation but want to know what the batting cage is made of and how big it would be.

**Motion:** to accept the Treasurer's Report

**By:** Eileen Shelp-Olmstead

**2<sup>nd</sup>:** Robert J. Bennett

**Vote:** AYE - All

**Resolution #20-2014** - When we finished out the fiscal year of 2013-2014, there was water funds unspent and an overage on water fees. At this time, we would like to put that water in the reserve.

#### **RESOLUTION NO.20-2014**

#### **RESOLUTION TO MOVE WATER FUNDS INTO WATER RESERVE**

**WHEREAS**, at the end of the 2013-2014 Village of Windsor Fiscal Year, the amount of money appropriated in Water Administration account A8310.1 that was under-expended was \$6,170.59; and

**WHEREAS**, at the end of the 2013-2014 Village of Windsor Fiscal Year, the amount of money appropriated in Water account A8350.4 that was under-expended was \$27,627.03; and

**WHEREAS**, at the end of the 2013-2014 Village of Windsor Fiscal Year, the amount of money appropriated in Water Billing Expense account A8351.3 that was under-expended was \$181.56 ; and

**WHEREAS**, at the end of the 2013-2014 Village of Windsor Fiscal Year, the amount of revenues in account A2140 Metered Water Sales exceeding said budget was \$5,762.11; and

**WHEREAS**, at the end of the 2013-2014 Village of Windsor Fiscal Year, the amount of revenues in account A2142 Unmetered Water Sales exceeding said budget was \$3,095.50; and

**WHEREAS**, at the end of the 2013-2014 Village of Windsor Fiscal Year, the amount of revenues in account A2144 Water Charges exceeding said budget was \$25.00; and

**WHEREAS**, at the end of the 2013-2014 Village of Windsor Fiscal Year, the amount of revenues in account A2148 Water Interest & Penalties exceeding said budget was \$4,028.58;

**THEREFORE, BE IT RESOLVED**, that \$46,890.37 be transferred from the Appropriated Fund Balance Account A909 into the Water Reserve Fund A889

A909	Appropriated Fund Balance	\$ 46,890.37
A889	Reserve Fund – Water	\$ 46,890.37

**Offered By:** Robert E. West  
**2<sup>nd</sup> By:** Robert J. Bennett  
**Vote:** **AYE** - Mayor Ronald G. Harting  
**AYE** - Trustee Robert J. Bennett  
**AYE** - Trustee Eileen Shelp-Olmstead  
**AYE** - Trustee Thomas M. Skinner  
**AYE** - Trustee Robert E. West

**Resolution effective July 1, 2014**

**Motion:** to accept the Meeting Minutes of June 3, 2014

**By:** Robert J. Bennett  
**2<sup>nd</sup>:** Robert E. West  
**Vote:** AYE - All

**Reports of Committees:**

**Code Enforcement Committee - No report**

**Community House Committee - No report**

**Fire Co Committee - No report**

**Parks Committee - No report**

**Pool Committee - No report**

**Streets & Water Committee - No report**

**Mayor's Report** - 1) Trustee Bob Bennett met with Mike Clare to work out a Memorandum of Understanding. Mayor Ron had a couple of concerns. We have, in the past, paid the cost of the lifeguards and all the chemicals and upkeep. He doesn't want to commit to covering those costs as we don't know what they are and they could possibly add up to a

20% or more increase in taxes and that's something that we couldn't do. The MOU states that the village will approve all specs and standards. Mayor Ron stated that the state sets all the standards and we have nothing to do with it. It was also noted that it should be in there that if the money was raised, it would go before a public referendum for approval from the village residents. 2) Ron, David and Patti met with Mark Bowers from the NYSDOT regarding the Safe Routes to School. At this time, the costs are over budget at \$25,000. There is curbing being put in that wasn't anticipated. So we are looking at other ways to cut costs. 3) First Niagara sent the MOU back to the village. The amount they have listed as the amount paid to the village does not agree with the Treasurer's records. She will make copies of the hand written receipts, which matches the financial books, and copies will be sent to the bank. 4) Mayor Ron wanted to remind everyone about the Strawberry Festival on the village green this Friday during the first band concert.

**Motion: to pay bills as authorized by vouchers signed by board members**

**By:** Robert J. Bennett  
**2<sup>nd</sup>:** Thomas M. Skinner  
**Vote:** Aye - All

**Motion: to adjourn at 8:37 p.m.**

**By:** Eileen Shelp-Olmstead  
**2<sup>nd</sup>:** Robert J. Bennett  
**Vote:** Aye - All

**Respectfully Submitted,**

---

**Patricia L. Harting, Village Clerk / Treasurer**