

Discussion: Council Member Hupman felt there was a discrepancy in the public comments for Ruth Seward, with regards to Attorney Spinners response stating there are “no other pipelines in running through New York” because there are other pipelines. Clerk Pfister agreed to review the recording to clarify.

FINANCIAL REPORT:

Motion By: Council Member Hartwell Sec. By: Council Member Hupman
 Motion to Approve the May 2026 Bills for Payment

Vouchers for Payment

A & B Fund # 175 – 212	\$ 110,614.00
DA Fund # 4	\$ 1060.58
DB Fund # 115 – 141	\$ 249,778.32
SS3 Fund # 31 -38	\$ 16,202.34
TA Fund # 5	\$ 1,043.46
Total	\$ 378,698.70

Vote of the Board:

Supervisor Harting - Aye
 Deputy Supervisor Beavers - Aye
 Council Member Hupman - Aye
 Council Member Conrad - Aye
 Council Member Hartwell - Aye

Motion Passed

The Board received the April 2026 Financials, Supervisor Harting shared that he spoke with Khristine, Secretary to the Supervisor and everything is looking good other than insurance which is the next agenda item.

TOWN OF WINDSOR, COUNTY OF BROOME, STATE OF NEW YORK
Resolution to Amend 2026 General Budget Annual Insurance Policy Resolution #14-2026

PRESENT: Supervisor Timothy Harting
 Deputy Supervisor Eric Beavers
 Council Member Gary M. Hupman
 Council Member James Conrad
 Council Member Matthew Hartwell

At a Regular meeting of the Town of Windsor Town Board, held at the Town Hall on the 13th day of May, 2026, the following resolution was

Offered By: Council Member Hupman
Seconded By: Council Member James Conrad

WHEREAS, the Town of Windsor will transfer unexpended appropriations in the contingency fund to fund the increase in property insurance as a result of a recently completed property appraisal.

IT IS HEREBY RESOLVED, by the Town Board of the Town of Windsor that the following budgetary adjustments be made in the 2026 Budget to expend these monies

ACCOUNT	ACCOUNT NAME	DEBIT	CREDIT
	BUDGET JOURNAL ENTRIES:		
A1990.4	Contingency	\$6,000.00	
A1910.4	Unallocated Insurance		\$6,000.00

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 on the 13th day of May, 2026. Said resolution was adopted by the following vote:

Supervisor Timothy Harting	Voted - Aye
Deputy Supervisor Eric Beavers	Voted - Aye
Council Member Gary M. Hupman	Voted - Aye
Council Member James Conrad	Voted - Aye
Council Member Matthew Hartwell	Voted - Aye

Motion Approved

Resolution Adopted: May 13, 2026

Elizabeth Pfister, Town Clerk, Town of Windsor

Discussion: Supervisor Harting explained that the Highway Garage now has its certificate of occupancy and all the new vehicles are in so the insurance premium increase by \$6,000.00 they did some negotiations and looked at separating the insurance to different funds and this was still the best option and the contingency funds were budgeted and are available to cover this.

OFFICIALS/DEPARTMENT REPORTS:

Supervisor

The Board received a copy of response letter of support from Joe Angelino in regards to the REVIVE act and the Tier 6 reform which the Board had sent to him last month. Supervisor Harting pointed out to the Board the NYAOT fact sheet on the Tier 6 reform outlining the costs the Town would incur if this bill passes.

Supervisor Harting invited Town Historian, Rita Saunders to go over the details for the 250th Celebration June 27, 2026 and give her History update.

History

Town Historian Rita Saunders shared with the Board that last fall she was contacted by the English family to clear out the Stone Museum gather files from the English home for the History room. Both Charlie and Luella were Town Historians so Rita was asked to take the paperwork they had and integrate it into the files in the history room which she is still working on. Charlie was an expert on the Civil War and Windsor had two regiments the 89th and the 137th. Rita received about 30 boxes of slide carousels of Charlies annual trip to Gettysburg. Along with narrated cassettes with background music and scripts that thanks to Deputy Clerk Rick Sands the 137th Regiment were put together and saved onto a thumb drive to be shown anytime. This week the 89th Regiment is being completed and both videos will be shown at the 250th Celebration. Saunders pointed out that the quilt that used to hang behind the green curtain in the Board room has been moved upstairs for viewing. She read aloud the document that was in with the quilt stating the quilt was made in the early 1890's by member of the Sanford family and was returned to Windsor in 1979 by descendants of the Sanford and Hotchkiss family and names of the family members were written on the quilt.

The Fiore's and Jeremy Rounds who have been working in the cemeteries were featured on the front page of the Binghamton Press in April with a photo of them at Mountainview Cemetery showing stones that they have fixed and they now have purchased the equipment and are making stones for cemeteries. They also received a certificate from the Daughters of the American Revolution (DAR) for their efforts in the cemeteries.

Saunders explained that the current project that they are looking forward to the summer interns to help with is digitizing the Historic District of Windsor. The Historic District was put on the National Register in 1978.

Saunders presented the 250th Celebration flyers and encouraged everyone to save the date as lots of activities are being planned for a fun day.

Highway Superintendent

The Board received the updates for the McNair Road Bridge Project from April 17, 2026 and May 1, 2026. Highway Supervisor Kithcart said there is no change everything still on hold waiting the States approval and they don't know when that will be at this time.

The Board received a copy of notice of road closure on Old Route 17 in the Town of Sanford. Highway Supervisor Kithcart pointed out that the memo states Route 17 it is actually Old Route 17 just past Deer Lake, there is a large culvert that is being replaced.

Supervisor Harting asked about paving and if the current increase in fuel prices has affected the costs of blacktop, which Kithcart confirmed it has. At this time, he is trying to wait it out to see if there is any relief in the coming weeks on those costs. At this time the Highway crews are still working on the dirt road work they need to get done.

Town Clerk/Registrar

Clerk Pfister reviewed the April 2026 Clerk report with the Board, nothing in particular to note. Clerk Pfister did make the Board aware she will be attending the NYSATRC conference in Niagara Falls June 7-10th. Supervisor Harting noted that 3 marriages were officiated in April and the Clerk added she has 2 more scheduled for May.

Code Enforcement

The Board received a copy of the Code Officers April 2026 report; Code Office Osborne said his office is busier now he issued 10 building permits in April. Osborne has begun issuing property maintenance violation cleanup letters, he typically does 5 at a time because that is what the attorneys can handle. Osborne said he starts with properties that he has received complaints for so far, all properties except one have cleaned up. Housing is starting to pick up; there are 6 open permits for modulars or trailers and 1 stick-built home currently. Osborne shared with the Board that he has completed his in-service training for 2027 which he typically does in July, but took advantage when down with his knee surgery to complete. Osborne made the Board aware of a Notice of Violation letter he issued for a property on Atwell Hill Road that has several violations. This is a property that the neighbors have been to Board meetings in the past to complain about the conditions of and it will possibly be coming before the Board.

Supervisor Harting mentioned that Clean Up Day was held the prior weekend and despite the rain there was a good turn out and every dumpster was filled. Osborne added that the properties that have been a problem have improved since starting of sending the letters prior to clean up day.

The Board received a copy of Notice of Complete Application for Masciarelli – Trim Street Bluestone Mine. Supervisor Harting pointed out that this permit is for a 1-acre portion of their lot.

**TOWN OF WINDSOR, COUNTY OF BROOME, STATE OF NEW YORK
Resolution to Amend and Update the Town of Windsor’s Fee Schedule
Resolution #15-2026**

**PRESENT: Supervisor Timothy Harting
Deputy Supervisor Eric Beavers
Council Member Gary M. Hupman
Council Member James Conrad
Council Member Matthew Hartwell**

At a regular meeting of the Town Board of the Town of Windsor, held at the Town Hall, 124 Main Street, Windsor, NY on the 13th day of May, 2026, the following resolution was

**Offered By: Council Member Hupman
Seconded By: Deputy Supervisor Beavers**

WHEREAS, on April 8, 2026 the Windsor Town Board adopted Local Law No 1 of the Year 2026, Amending Chapter 93 (Zoning) by Adding a New Article XVII Entitled “Solar Energy Systems;” and

WHEREAS, this law grants the authority of the Windsor Town Board to amend and update the Town of Windsor’s fee schedule; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Windsor hereby establishes an application fee for commercial solar energy systems in the amount of One Thousand Dollars (\$1,000.00) per megawatt (MW) of proposed generating capacity; and be it further

RESOLVED, that this fee shall be paid at the time of application submission and shall apply to all such applications filed on or after the date of adoption of this Resolution; and be it further

RESOLVED, 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 Town Hall, 124 Main Street, Windsor, NY on the 13th day of May, 2026. Said resolution was adopted by the following vote:

Supervisor Timothy Harting	Voted - Aye
Deputy Supervisor Eric Beavers	Voted - Aye
Council Member Gary Hupman	Voted - Aye
Council Member James Conrad	Voted - Aye
Council Member Matthew Hartwell	Voted - Aye

Dated: May 13, 2026

Motion Approved

Town of Windsor Seal

Elizabeth Pfister, Town Clerk

Zoning Permit Fees

Residential:

<u>Residence:</u> <i>Including Additions, Roofs Over Decks, Porches & Repairs</i>	
Up to 999 sq ft	\$50.00
Between 1,000 sq ft to 1,499 sq ft	\$100.00
Over 1,500 sq ft	\$150.00
<u>Manufactured Homes:</u>	
Up to 999 sq ft	\$50.00
Between 1,000 sq ft to 1,499 sq ft	\$100.00
Over 1,500 sq ft	\$150.00
<u>Multiple Dwellings:</u>	
Up to 1,499 sq ft	\$200.00
Over 1,500 sq ft	\$300.00
<u>Pole Barnes & Garages:</u> <i>Attached or Detached</i>	\$75.00
<u>Sheds Over 144 sq ft:</u>	\$25.00
<u>Decks:</u>	\$25.00
<u>Swimming Pools:</u>	\$25.00
<u>Chimney/Fireplace/Woodstove:</u>	\$20.00
<u>Residence Demolishing Structure:</u>	\$20.00

Commercial/Industrial

<u>Construction:</u>	
Up to 999 sq ft	\$100.00
Over 1,000 sq ft	\$100.00 <i>plus \$0.08 per sq ft</i>
<u>Commercial/Industrial Signs:</u> <i>Exceeding 10 sq ft in Area</i>	\$20.00
<u>Commercial Solar Application:</u>	\$1000.00 <i>per megawatt (MW)</i>
<u>Commercial/Industrial Demolition:</u>	\$50.00

Other Permits

<u>Noise:</u>	\$50.00
<u>Special Noise:</u>	\$100.00
<u>Driveway:</u>	\$200.00
<u>Road Opening – Sewer District:</u>	\$250.00

Discussion: Supervisor Harting explained that this was to add a fee for solar applications due to passing the new law last month.

Dog Control

Motion By: Council Member Conrad

Sec. By: Council Member Hupman

Motion to Authorize the Supervisor or His Designee to Sign Rabies Clinic MOU with Broome County Health Department for Supplying Vaccines for Rabies Clinic June 17, 2026

Vote of the Board:

Supervisor Harting - Aye
Deputy Supervisor Beavers - Aye
Council Member Hupman - Aye
Council Member Conrad - Aye
Council Member Hartwell - Aye

Motion Passed

Discussion: Supervisor Harting made the Public aware the clinic would be June 17, 2026 at the Highway Garage a \$5.00 fee for dogs, cats and ferrets.

The Board received a copy of the May 4, 2026 Dog Control Officer Inspection Report from Ag & Markets with an Unsatisfactory designation. Supervisor Harting said he spoke with Dog Control Officer Bronson and he explained this was due to 2 dogs that were picked up by Bronson and checked by the Shelter when he dropped off, one had 3 porcupine quills not in the face and the other had a broken leg, that was already healed. Both animals showed no signs of distress when Bronson responded to the calls both willingly and happily jumped into his vehicle without incident. The dog with the broken leg Bronson had been called to catch the month prior and it was outside of the Town and the dog had a broken leg then by the time he picked it up the legs was healed. NYS Ag. & Markets felt the dogs should have been taken for emergency vet care.

Assessor's Office

The Board received the Assessors April report and list of reassessments for 2026. Supervisor Harting announced Grievance Day is scheduled for Tuesday May 26, 2026 from 2:00 p.m. – 4:00 p.m. & 6:00 p.m. – 8:00 p.m.

Motion By: Council Member Hartwell

Sec. By: Council Member Hupman

Motion to Appoint Norman Colwell as Alternate on the Board of Assessment Review Effective May 14, 2026

Vote of the Board:

Supervisor Harting - Aye
Deputy Supervisor Beavers - Aye
Council Member Hupman - Aye
Council Member Conrad - Aye
Council Member Hartwell - Aye

Motion Passed

Discussion: Supervisor Harting thanked Norman for doing this

Wastewater Treatment Plant

Supervisor Harting let the Board know that the Town is going through the process for completing the U-Dig/811 application, currently compiling all documents.

The SCADA System on the last DEC inspection was that the SCADA system is outdated it essentially controls the plant and the main display is not working. The system is outdated and is currently connected to a Windows7 computer The unit is working and the operators can access the display information on their phones and the computer but it does need to be repaired. Don Sherwood is working on quotes to replace or retrofit the part as the part is no longer available.

Court

COMMITTEE REPORTS:

History & Cemeteries

Council Member Hupman mentioned the recent theft of bronze veterans' plaques from headstones at Riverside Cemetery. Supervisor Harting stated that if anyone else discovers any other missing plaques to contact the BC Sheriffs Office as that who is handling this currently.

Economic Development

Supervisor Harting spoke on economic development specifically the West Windsor area where the known hurdle from years past is that any business has required public water which is not available in that area. The biggest issue being in order to get water to the commercial location it needs to run past residents' homes and they don't want to connect to municipal water according to surveys the Town has done in the past. Harting said he would never want to force someone onto municipal water when they have a working well is not something he wants to do. The difference between the sewer and water is that the sewer was a public necessity at the time as it was causing a health hazard. Harting has been in contact with the developer in that area so conversations are happening but there is a long way to go. Harting said to answer Norm Colwell's question from public comments the Town is in constant communications with The

Agency, and the Broome County Commerce in regards to any business that is looking to come to the area. Harting pointed out that we are a town that looks attractive because we have the least restrictive zoning in the area.

Public Safety

The Board received the EBES April 2026 Operation Update and Call Log their response percentage was 88.57% due to responding to mutual aid calls. Supervisor Harting said he reached out to other volunteer ambulance agencies and was shocked to discover that Candor volunteer ambulance receives \$800,000.00 a year and Union Volunteer Ambulance receives \$356,000.00 a year of municipality funding. Harting said that he is watching the ambulance funding bill in Albany because the Town doesn't know what to expect at this point but feels its in the Towns best interest to keep a good relationship with our ambulance service.

Town Hall

Clerk Pfister informed the Board that the mason has contacted her about getting back out to complete the repointing on the building.

Secretary to the Supervisor Khristine Breeding has scheduled all the required trainings for Workplace Violence Prevention, Harassment & Discrimination, and Cyber Security over the next month for all employees.

Youth and Recreation

Council Member Hartwell said Opening Day was a great success a lot of people in attendance at the park and it was a beautiful day. Everyone he spoke with that day showed their appreciation for the Town's support of the program.

Zoning/Planning

Code Officer Osborne said the Battery Storage law is being worked on at their meetings and a draft should be coming in front of the Board in the coming months.

UNFINISHED BUSINESS:

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

Adoption of the Town of Windsor Disaster Emergency Preparedness Plan Resolution #16-2026

PRESENT: Supervisor Timothy Harting
Deputy Supervisor Eric Beavers
Council Member Gary M. Hupman
Council Member James Conrad
Council Member Matthew Hartwell

At a regular meeting of the Town Board of the Town of Windsor, held at Windsor Town Hall, 124 Main Street, Windsor, New York on the 13th day of May, 2026, the following resolution was:

Offered By: Deputy Supervisor Beavers
Seconded By: Council Member Hartwell

IT IS HEREBY RESOLVED, by the Town Board of the Town of Windsor, Broome County, State of New York that Pursuant to Section 23, Article 2-B of the Executive Law of the State of New York, that the Supervisor of the Town of Windsor, may proclaim a local state of emergency within any part of, or all of the territorial limits of the Town of Windsor, and

IT IS RESOLVED, that the Supervisor of the Town of Windsor is authorized and empowered to use any and all facilities, equipment, supplies, personnel, or other resources of the Town of Windsor to cope with any disaster or emergency which may arise, and

IT IS RESOLVED, that the Supervisor of the Town of Windsor will be responsible for the interpretation of the procedures set forth in this Plan in responding to natural or man-made disasters within the Town of Windsor, and

IT IS FURTHER RESOLVED, that a copy of this Disaster Emergency Preparedness Plan is on file in the Office of the Town Clerk, a copy of which is attached to and made a part of these minutes, and

IT IS FURTHER RESOLVED, that The Town of Windsor Disaster Emergency Preparedness Plan shall be reviewed on an annual basis to ensure the continuity, updating or revising of the plan, and

IT IS THEREFORE RESOLVED, by the Town Board of the Town of Windsor that this Disaster Emergency Preparedness Plan is enacted effective May 13, 2026.

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 Windsor Town Hall, 124 Main Street, Windsor, New York on the 13th day of May, 2026. Said resolution was adopted by the following vote:

Supervisor Timothy Harting	Voted – Aye
Councilmember Eric Beavers	Voted - Aye
Councilmember Gary M. Hupman	Voted - Aye
Councilmember James Conrad	Voted - Aye
Councilmember Matthew Hartwell	Voted - Aye

Motion Approved

Resolution Adopted: May 13, 2026

Town of Windsor Seal

Elizabeth Pfister, Town Clerk Town of Windsor

There was discussion in regards to the four engineering RFPs that were received last month from Major Engineering, Griffiths Engineering, HUNT Engineers, and Keystone Associates. Harting asked for the other Council Members thoughts. Council Member Conrad said the Board should consider that a small firm may not be able to handle a big ask from the Town as far as work load or time schedule. Council Member Hupman agreed with Conrad in regards to a smaller firm but said Griffiths history with the Town has been positive and they did a nice job on the highway garage, Keystone and the Town have always had a positive experience in the past and HUNT had higher rates and is so large. Harting said comparing Griffiths and Keystone their proposals were very similar as far as pricing, and the work they can perform they are very comparable. Both firms have an extensive history with the Town Harting pointed out that Griffiths is only a civil engineering firm by design so anything outside of that they have to outsource that work, not that it's an uncommon practice. Keystone has a multi-disciplined firm that gives them a leg up on Griffiths and a majority of the Towns work is civil. Deputy Supervisor Beavers and Council Member Hartwell both felt that going with a firm that could handle everything was the better decision for the Town and there is already an established history with Keystone.

Motion By: Council Member Conrad

Sec. By: Deputy Supervisor Beavers

Motion to Accept the Proposal from Keystone Associates Regarding the RFP for the Remainder of the 2026

Vote of the Board:

Supervisor Harting - Aye
Deputy Supervisor Beavers - Aye
Council Member Hupman - Aye
Council Member Conrad - Aye
Council Member Hartwell - Aye

Motion Passed

Supervisor Harting opened for public comments since this was not on the agenda, Fred Barrett asked how much and what kind of stop gap requires the Town to go out to bid. Harting could not remember the exact amount but the RFP specifically states any capital project must go out to bid.

NEW BUSINESS:

Motion By: Council Member Hupman

Sec. By: Council Member Hartwell

Motion to Confirm Timothy McKnight as a Member of the West Windsor Fire Company, Inc.

Vote of the Board:

Supervisor Harting - Aye
Deputy Supervisor Beavers - Aye
Council Member Hupman - Aye
Council Member Conrad - Aye
Council Member Hartwell - Aye

Motion Passed

Deputy Supervisor Beavers shared that it's been difficult to get comparisons for the electrical suppliers because you are not comparing like information. Beavers explained depending on the contract there are 10 categories where they will "fix" your rate. Depending on fixed rates and

passthrough rates and some offer a blended rate. To compare he has requested contracts from a few other companies based on a 5-year contract. Beavers will continue working on this and bring more information to the Board.

UPCOMING MEETING:

Zoning Board Meeting May 14, 2026 6:30 P.M. Windsor Town Hall
Planning Board Meeting May 27, 2026 7:30 P.M. Windsor Town Hall
Regular Board Meeting June 10, 2026 7:00 P.M. Windsor Town Hall

PUBLIC COMMENTS:

Greg Bronson-Buell Road-Thanked the Highway Supervisor for the Highway workers now flagging on the outside of their vehicles. Bronson also thanked the Board Members for their service at Clean Up day. Bronson asked about the mining permit under Code Enforcement for the Gorick pit on Trim Street asking if the Town has any authority over the roads in these situations. Code Officer Osborne confirmed that yes, the Town can regulate no tracking on Town roads. Bronson said Trim Street and Place Road need to be swept regularly with the quarries trucking stone out of that area, Osborne said both of these roads are County roads so the Town does not regulate those. Osborne said he can enforce what he receives complaints on and he has not had any complaints from residents on those roads.

ADJOURNMENT:

Motion By: Council Member Hupman
Motion to Adjourn Meeting at 8:23 P.M.

Sec. By: Deputy Supervisor Beavers

Vote of the Board:

Supervisor Harting - Aye
Deputy Supervisor Beavers - Aye
Council Member Hupman - Aye
Council Member Conrad - Aye
Council Member Hartwell - Aye

Motion Passed

Respectfully Submitted,

Elizabeth Pfister
Town Clerk