

**Regular Meeting of the Town Board
September 9, 2026 7:00 P.M.
Town of Windsor Town Hall
124 Main Streets, Windsor, NY 13865**

MEETING CALLED TO ORDER: by Supervisor Tim Harting, at 7:00 P.M.

PLEDGE OF ALLEGIANCE: was recited.

ROLL CALL by Town Clerk Elizabeth Pfister:

Supervisor Tim Harting: Present

Deputy Supervisor Eric A. Beavers: ABSENT

Council Member Gary M. Hupman: Present

Council Member James Conrad: Present

Council Member Matthew Hartwell: ABSENT

Code Enforcement Officer Richard Osborne: Present

Highway Superintendent Michael Kithcart: Present

Attorney Mark Spinner: Present

Also, present were: Khristine Breeding, Route 79; Carolyn Price, Reagan Road; Diana Isham, Honey Hollow Road; Carol Sherwood, Route 79; Anne Underwood, Honey Hollow Road; Bev Foster-Bills; Norman Colwell, Route 79; Sharon Tucker, Dodd Road; Lesa Hawk-Shuler, Hawk Road; Jennifer Dattoria, Riley Road; Cassie Robinson, Bell Road; Robert Cunningham, Route 79; Patti Harting, Pine Street; Greg Bronson, Buell Road

PUBLIC COMMENTS:

Norman Colwell, Route 79 – Voiced concern over spending of savings based on Comptroller's recommendation and transferring funds from one fund to another

Cassie Robison, Bell Road – Having problem with sluice pipe at the end of driveway and was told to let the Town know, Highway Superintendent Kithcart said he would take a look at it

Supervisor Harting responded to resident Colwell's concerns of spending reserve funds explaining that the Town has just under \$5,000,000.00 in reserve accounts across major funds there is also \$2,500,000.00 in fund balance. Harting shared that since 2010 the DB Fund budget has only increased \$60,000.00, the current cost to pave 1 mile of road is \$188,000.00 the Town has 120 miles of road, the Town is responsible for 117 miles of them. Harting did state that CHIPS money has increased over those years but minimally. Harting explained the decision to transfer funds from the B Fund, which has a healthy savings and is self-sustaining and still has an excess of \$250,000.00, that is why the decision was made to make the transfer to the DB Fund.

Carolyn Price, Reagan Road – Reiterated concerns over the amount of money being moved from the B fund to the DB fund for road paving and wanted to ensure the Board has taken into consideration increased legal fees with the Code Office pursuing property maintenance issues as well as the unknown outcome of the Millenium Pipeline tax certiorari case. Price gave examples of the benefits of the fund balance; rebuilding of the Highway Garage and the McNair Road Bridge project that the Town did not have to borrow money for. Price also pointed out that the Senior Citizen group receives money from the B Fund and their contract amount has not increased in several years.

APPROVAL OF MINUTES:

Motion By: Council Member Hupman

Sec. By: Council Member Conrad

Motion to Approve the Minutes of the August 12, 2026 Public Hearing & Regular Meeting as Submitted. The Motion and Second were withdrawn due to no quorum to vote on this item, this will be held over until the October meeting.

FINANCIAL REPORT:

Motion By: Council Member Hupman

Sec. By: Council Member Conrad

Motion to Approve the September 2026 Bills for Payment

Vouchers for Payment

A & B Fund # 345 - 376	\$ 46,786.83
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DA Fund # 9	\$ 1,588.46
DB Fund # 231 - 254	\$ 423,627.97
SS3 Fund # 58 – 65	\$ 8,610.97
TA Fund # 16	\$ 1,043.46
Total	\$ 481,657.69

Vote of the Board:

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

Motion Passed

The Board received the August 2026 Financials, Supervisor Harting stated the only fund out of order is sewer which will be discussed with the upcoming resolutions.

**TOWN OF WINDSOR, COUNTY OF BROOME, STATE OF NEW YORK
Resolution to Transfer Funds From B Fund to DB Fund for Road Paving
Resolution #23-2026**

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

At a Regular meeting of the Town of Windsor Town Board, held at the Town Hall on the 9th day of September, 2026, the following resolution was

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

WHEREAS, the Town Board of the Town of Windsor will to transfer unrestricted fund balance from Town Out (B) Fund to Town Highway (DB) Fund for the purpose of critical road repairs and paving.

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 allocate these monies

Journal Entries			
ACCOUNT	ACCOUNT NAME	DEBIT	CREDIT
B9901.9	Transfer to Other Funds	\$250,000.00	
B201	Cash-Savings		\$250,000.00
DB201	Cash-Savings	\$250,000.00	
DB5031	Interfund Transfer		\$250,000.00
Budget Journal Entries			
ACCOUNT	ACCOUNT NAME	DEBIT	CREDIT
B599	Appropriated Fund Balance	\$250,000.00	
B9901.9	Transfer to Other Funds		\$250,000.00
DB5031	Interfund Transfer	\$250,000.00	
DB5110.4	General Repairs – Contractual		\$250,000.00

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 9th day of September, 2026. Said resolution was adopted by the following vote:

Supervisor Timothy Harting	Voted – Aye
Deputy Supervisor Eric Beavers	Voted – ABSENT
Council Member Gary M. Hupman	Voted – Aye

Council Member James ConradVoted – Aye

Council Member Matthew HartwellVoted – ABSENT

Motion Approved
Resolution Adopted: September 9, 2026

Elizabeth Pfister, Town Clerk, Town of Windsor

Discussion: Council Member Hupman said he also had questions about the movement of these funds but after discussing it with Supervisor Harting he changed his mind and saw there was plenty of money to do this.

TOWN OF WINDSOR, COUNTY OF BROOME, STATE OF NEW YORK
Resolution to Amend Sewer (SS3) Fund to Cover Repairs Resolution #29-2026

PRESENT:Supervisor Timothy Harting

Council Member Gary M. Hupman

Council Member James Conrad

ABSENT:Deputy Supervisor Eric Beavers

Council Member Matthew Hartwell

At a Regular meeting of the Town of Windsor Town Board, held at the Town Hall on the 9th day of September, 2026, the following resolution was

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

WHEREAS, the Town Board of the Town of Windsor will transfer unrestricted fund balance from Sewer (SS3-599) to Sewer Equipment (SS3-8197.0) for the emergency replacement of two (2) actuators.

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 allocate these monies

Budget Journal Entries			
ACCOUNT	ACCOUNT NAME	DEBIT	CREDIT
SS3-599	Appropriated Fund Balance	\$12,000.00	
SS3-8197.0	Equipment		\$12,000.00

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 9th day of September, 2026. Said resolution was adopted by the following vote:

Supervisor Timothy HartingVoted - Aye

Deputy Supervisor Eric BeaversVoted - ABSENT

Council Member Gary M. HupmanVoted - Aye

Council Member James ConradVoted - Aye

Council Member Matthew HartwellVoted - ABSENT

Motion Approved
Resolution Adopted: September 9, 2026

Elizabeth Pfister, Town Clerk, Town of Windsor

Discussion: Supervisor Harting explained this was for the repair of two actuators that were not budgeted for but had to be repaired.

TOWN OF WINDSOR, COUNTY OF BROOME, STATE OF NEW YORK
Resolution to Amend 2026 General A Fund Budget Engineering Resolution #30-2026

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

At a Regular meeting of the Town of Windsor Town Board, held at the Town Hall on the 9th day of September, 2026, the following resolution was

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

WHEREAS, the Town of Windsor will transfer unexpended appropriations in the Attorney Contractual Extras to Engineer Contractual Extras to conduct the Millennium Pipeline analysis and report.

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

ACCOUNT	ACCOUNT NAME	DEBIT	CREDIT
	BUDGET JOURNAL ENTRIES:		
A1420.4	Attorney – Contractual Extras	\$11,088.00	
A1440.4	Engineer-Contractual Extras		\$11,088.00

BE IT FURTHER RESOLVED that this resolution take effect immediately.

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

Motion Approved
Resolution Adopted: September 9, 2026

Elizabeth Pfister, Town Clerk, Town of Windsor

Discussion: Supervisor Harting explained this was to move funds to cover the costs of the engineer to do the study for the Millenium Pipeline tax case

TOWN OF WINDSOR, COUNTY OF BROOME, STATE OF NEW YORK
Resolution to Amend 2026 Sewer (SS3) Budget Resolution #31-2026

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

At a Regular meeting of the Town of Windsor Town Board, held at the Town Hall on the 9th day of September, 2026, the following resolution was

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

WHEREAS, the Town of Windsor will use unrestricted fund balance to fund the anticipated electric bills through the end of the year.

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:		
SS3-909	Fund Balance - Unreserved	\$3,000.00	
SS3-8130.42	Sewer District 3# - Utilities		\$3,000.00

BE IT FURTHER RESOLVED that this resolution take effect immediately.

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

Motion Approved
Resolution Adopted: September 9, 2026

Elizabeth Pfister, Town Clerk, Town of Windsor

Discussion: Supervisor Harting explained this is to move money from fund balance to cover the cost of electricity for the rest of the year at the waste water treatment plant

OFFICIALS/DEPARTMENT REPORTS:

Supervisor

Supervisor Harting shared that resident Fred Urda brought in a Grausgruber painting of the Old Fort at Onaquaga to be displayed at the Town Hall, a plaque will be purchased recognizing the donor.

Joe Angelino awarded the Village with a \$50,000.00 grant which part of it will be used to update the front door and front sidewalk at Town Hall.

Supervisor Harting met with Empire State Development in regards to development in West Windsor and the Town as a whole, the State would like to push for several things which could include water and power sources as far as what the State would fund for development in that area. Empire State Development along with The Agency would assist the Town with updating the Comprehensive Plan first, which is an expensive undertaking and was last done in 2015 which Empire State Development is willing to fund a majority of and facilitate all of the data gathering for it. Supervisor Harting explained to the Public that the Comprehensive Plan is a framework for the Town as to what they would like and where they would like it based on feedback from residents.

Highway Superintendent

Highway Superintendent Kithcart Presented the Board with a Service Agreement for the HVAC Unit at the Highway Garage from Trane for Factory Service. Supervisor Harting pointed out that this was the unit that had an issue before the Highway building was even officially open. The contract amount is \$2,975.00 for a one-year service agreement for the unit which includes twice a year preventative maintenance and once a year condenser cleaning. Highway Superintendent Kithcart this is not maintenance that we can do ourselves and Trane believes this will prevent failure of the unit.

Motion By: Council Member Hupman Sec. By: Council Member Conrad
Motion to Ratify the Resignation of Gary Colwell, Moter Equipment Operator Effective September 8, 2026

Vote of the Board:

Supervisor Harting - Aye
Deputy Supervisor Beavers - Absent

Council Member Hupman - Aye
Council Member Conrad - Aye
Council Member Hartwell - Absent

Motion Passed

**TOWN OF WINDSOR, COUNTY OF BROOME, STATE OF NEW YORK
Resolution to Award McNair Road Over Tuscarora Creek Superstructure Replacement Contract
Resolution #32-2026**

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

At a Regular meeting of the Town of Windsor Town Board, held at the Town Hall on the 9th day of September, 2026, the following resolution was

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

WHEREAS, the Town of Windsor received bids for the McNair Road over Tuscarora Creek Superstructure Replacement Project, PIN 9755.82; and

WHEREAS, the Town’s project consultant, Fisher Associates, reviewed the bids and recommended award of the contract to JP Dugon Construction LLC in the amount of \$1,949,876.22; and

WHEREAS, the contract award is subject to concurrence by the New York State Department of Transportation;

IT IS HEREBY RESOLVED, by the Town Board of the Town of Windsor that the contract for the McNair Road over Tuscarora Creek Superstructure Replacement Project, PIN 9755.82, is hereby awarded to JP Dugon Construction LLC in the amount of \$1,949,876.22, subject to concurrence by the New York State Department of Transportation; and

BE IT FURTHER RESOLVED, that the Town Supervisor is hereby authorized to execute the contract and any documents necessary to effectuate the award.

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 9th day of September, 2026. Said resolution was adopted by the following vote:

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

Motion Approved
Resolution Adopted: September 9, 2026

Elizabeth Pfister, Town Clerk, Town of Windsor
Town Clerk/Registrar

The Board received the Town Clerk’s August 2026 Report, Clerk Pfister pointed out that DEC license sales were the highest in the month of August since she started in office with over \$1,000.00 in sales on the first day.

Clerk Pfister told the Board Chalk the Walk starts on September 10th and her office will be participating again this year.

Clerk Pfister let the Board know she would be attending training Monday September 14th and participating on a panel of local officials on September 15th for Binghamton University class on *Forms & Structures of Local Government*

Code Enforcement

The Board received the Code August 2026 Report, Code Officer Osborne said he was busy issuing permits. Code Officer Osborne told the Board he also included a letter to the Board in regards to what has been done on the Property Maintenance Complaint that was filed in August for 554 Hoadley Hill Road. Osborne has been out to inspect the property and agrees with everything in the complaint; he also researched the history and the last time this was pursued aggressively was 2004 but then was dropped and he does not know why. Osborne said he has brought this to the Town court three times and he would like to pursue this through a higher court other than the Town Court because the Town Court doesn't have enough experience handling these types of cases. Osborne said currently it is at the 30 days wait time for action. Attorney Spinner explained that with cases of this nature the Town wants a Supreme Court ruling in order to take action on the property owner. Spinner explained that once a Supreme Court Justice has ruled then the Town can perform the property maintenance and the costs can be levied to the tax bill. Council Member Conrad asked how many other properties are in similar condition in the Town, Osborne said he has a list of approximately 26 properties.

Dog Control

Assessor's Office

Supervisor Harting thanked Assessor Herzog – Ottens for attending this evenings meeting.

Assessor Herzog – Ottens told the Board since last months meeting she has been working on a report of the savings Millenium Pipeline has received on property taxes over the past 15 years for the only the Town portion, it is over \$500,000.00.

Assessor Herzog – Ottens told the Board she would be attending a webinar this Friday in regards to the Veteran total exemption which has changed multiple times this year, she is hoping this webinar clears everything up so she knows how to handle it.

Herzog – Ottens shared that she was also busy getting her office organized for the start of exemption applications which begins September 1st until March 1st and since school tax bills have been sent out she has been busy speaking with residents.

Resident Carolyn Price asked if Assessor Herzog – Ottens could explain how the equalization rate can change exemption amounts for residents. Herzog – Ottens explained that since COVID equalization rates across the state have changed drastically which does affect residents exemption amounts and unless the Town wants to do a revaluation, which is expensive and takes a few years to complete. Supervisor Harting said he would be leery of a revaluation because the Town could lower its tax rate but the school district and/or the County may not and that would hurt residents.

Motion By: Council Member Hupman

Sec. By: Council Member Conrad

Motion to Reappoint Robert Cunningham to the Board of Assessment Review Effective September 30, 2026 thru September 30, 2031

Vote of the Board:

Supervisor Harting - Aye

Deputy Supervisor Beavers - Absent

Council Member Hupman - Aye

Council Member Conrad - Aye

Council Member Hartwell - Absent

Motion Passed

Wastewater Treatment Plant

The Board received the Service Agreement Renewal from Apollo for the Air Conditioner at the Wastewater Treatment Plant

Court

COMMITTEE REPORTS:

History & Cemeteries

Council Member Hupman announced that The Path Through History weekend is October 10, 2026

Economic Development

Public Safety

Town Hall

Youth and Recreation

Zoning/Planning

Motion By: Council Member Hupman

Sec. By: Council Member Conrad

Motion to Reappoint Stephen Herz to the Zoning Board of Appeals Effective September 26, 2026 thru September 26, 2031

Vote of the Board:

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

Motion Passed

The Board received a copy of the August 2026 ZBA Meeting Minutes

The Board received a copy of the 7-29-2026 Planning Board Minutes. Supervisor Harting asked if The Cluckery was all set, Code Officer Osborne stated the County is waiting for applicants to send complete site plan drawings.

UNFINISHED BUSINESS:

Supervisor Harting thanked Council Member Hupman for submitting feedback last month on the law. The Board received the updated version of the Battery Energy Storage Systems law after incorporating last months comments. Attorney Spinner stated the Board could introduce the law at the October meeting if there are no other changes to be made, Supervisor Harting suggested sending the new version back to the Planning Board and requesting them to give feedback prior to the October meeting to make sure they don't see any issues with the updates. Clerk Pfister will send update to the Planning Board requesting a response prior to the October meeting.

EXECUTIVE SESSION:

Motion By: Council Member Hupman

Sec. By: Council Member Conrad

Motion to Enter Executive Session Executive Session for Matter Related to the Hiring and Firing of Personnel and Discuss Pending Litigation at 7:56 P.M.

Vote of the Board:

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

Motion Passed

Motion By: Council Member Hupman

Sec. By: Council Member Conrad

Motion to Return From Executive Session for Matter Related to the Hiring and Firing of Personnel and Discuss Pending Litigation at 8:57 P.M.

Vote of the Board:

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

Motion Passed

UPCOMING MEETING:

Zoning Board Meeting September 10, 2026 6:30 P.M. Windsor Town Hall
Planning Board Meeting September 30, 2026 7:30 P.M. Windsor Town Hall
Regular Board Meeting October 7, 2026 7:00 P.M. Windsor Town Hall

PUBLIC COMMENTS:

Bev Foster Bills, Route 79 – Thanked Assessor Herzog – Ottens for preparing the report of the Millenium Pipeline figures and feels the Town needs to stay strong in negotiations with Millenium because it effects all tax payers

Carolyn Price, Reagan Road – Asked if the Board has any additional meetings schedule before the October meeting because the Board has a statutory duty to file the budget by September 30th. Price stated it is online that all budget funds would be discussed at tonight's meeting. Price raised concern over this change from how the budget has been handled in the past. Supervisor

Harting stated the Board was given copies of the draft budget this evening to review and discussion will be had at the October meeting. Resident Price insisted that the budget has never been handled in this way previously, Supervisor Harting agreed to schedule a special meeting September 23rd.

Greg Bronson, Buell Road – Wanted to warn residents of “gypsy” blacktop companies taking advantage of residents in the area one has a truck that says “Charlie’s Paving” and someone driving a Stanley truck, they were in the Trim Street area a couple weeks ago

Motion By: Council Member Hupman

Sec. By: Council Member Conrad

Motion to Schedule Special Meeting for the Purpose of Discussing the 2027 Budget, September 23, 2026 6:00 P.M. at Windsor Town Hall

Vote of the Board:

Supervisor Harting - Aye

Deputy Supervisor Beavers - Absent

Council Member Hupman - Aye

Council Member Conrad - Aye

Council Member Hartwell - Absent

Motion Passed

ADJOURNMENT:

Motion By: Council Member Hupman

Sec. By: Council Member Conrad

Motion to Adjourn Meeting at 9:11 P.M.

Vote of the Board:

Supervisor Harting - Aye

Deputy Supervisor Beavers - Absent

Council Member Hupman - Aye

Council Member Conrad - Aye

Council Member Hartwell - Absent

Motion Passed

Respectfully Submitted,

Elizabeth Pfister
Town Clerk