

**Town of Henderson  
12105 Town Barn Rd.  
Henderson, NY 13650  
Town Board Meeting  
September 9, 2025 6:00PM**

1. Pledge
2. Public Comments “Old Business”
3. Minutes
4. Pay the Bills
5. Supervisor’s report
6. Rhode Center update – Jerry Tackley
7. Real Property Office – Reevaluation of Assessed Property – Alex
8. Sewer Update – B&L Engineers
9. Monthly Reports – Zoning Enforcement Officer & Zoning Board of Appeals
10. 2025 Focus areas – LWRP, NY Forward, Community Development Commission
11. 2025 Jefferson County Hazard Migration Plan Res # 2025-09-09-053
12. Appointment of Assessor & Enforcement Officer
13. Grant writer schedule interviews
14. Budget schedule
15. Board Comments
16. Public Comments

Any Other Business that might come before the Board

TOWN OF HENDERSON  
Purchase Order Listing By P.O. Number

Item Status	Purchase Types	Misc
Open: N Void: N Paid: N Held: N Aprv: N Rcvd: Y	Bid: Y State: Y Other: Y Exempt: Y	P.O. Type: All Format: Detail with Line Item Notes Include Non-Budgeted: Y Prior Year Only: N * Means Prior Year Line: Vendors: All

Range: First to Last  
Rcvd Batch Id Range: First to Last  
Encumbrance Date Range: First to 12/31/25

PO #	PO Date	Vendor	Contract	PO Type	Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
25-00558	09/09/25	DEVEL005			DEVELOPMENT AUTHORITY OF THE N									
1		NBRC GRANT SVC/SWR DIST		E		\$44.50	HF-8197-21		Admin; Engineering Fees	R	09/09/25	09/09/25		343139
Notes: NBRC GRANT ADMIN														
25-00559	09/09/25	ADVAND010			ADVANCED BUSINESS SYSTEMS INC									
1		COPIER MAINT CONTRACT		E		\$300.00	A0-1620-4		Operations of Plant/Bldgs - Contractue	R	09/09/25	09/09/25		
25-00560	09/09/25	ALTAE005			ALTA CONSTRUCTION EQUIP NY LLC									
1		FILTERS		E		\$185.01	DA-5130-4		Machinery; Contractual	R	09/09/25	09/09/25		P11/37643
25-00561	09/09/25	ATCEN005			AT CENTRAL NY, LLC									
1		2012 INTER 7000		E		\$12,998.09	DA-5130-4		Machinery; Contractual	R	09/09/25	09/09/25		R813006503:01
Notes: COOLING SYSTEM REPAIRS														
2		2008 INTER 7000		E		\$1,292.91	DA-5130-4		Machinery; Contractual	R	09/09/25	09/09/25		R813006710:01
Notes: AC/BRAKE REPAIRS														
3		EXHAUST PIPE		E		\$563.10	DA-5130-4		Machinery; Contractual	R	09/09/25	09/09/25		X813022247
4		PRESSURE VALAVE		E		\$18.74	DA-5130-4		Machinery; Contractual	R	09/09/25	09/09/25		X813022304
5		2012 INTER 7000 / 557961		E		\$1,274.38	DA-5130-4		Machinery; Contractual	R	09/09/25	09/09/25		R813006750
Notes: BLOWER MOTOR REPAIRS														

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PO #	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
25-00561	09/09/25	ATCEN005	AT CENTRAL NY, LLC					Account Continued					
6		REP PARTS / MULTIPLE	\$1,273.67	DA-5130-4	E		Machinery; Contractual	R		09/09/25	09/09/25		X813022445
Notes: CABLES, CONNECTORS, VALVE CHECKS FOR BRAKES, VALVES, TANKS													
7		ELBOW & MANIFOLD	\$125.41	DA-5130-4	E		Machinery; Contractual	R		09/09/25	09/09/25		X813022660
			<u>\$17,546.30</u>										
25-00562	09/09/25	ASHOD005	ROBERT ASHODIAN										
1		3Q PLANNING BOARD SERVICES	\$260.00	A0-8020-41	E		Planning Board; Contractual	R		09/09/25	09/09/25		
25-00563	09/09/25	BELLE005	BELLEVILLE HENDERSON CENTRAL S										
1		SUMMER RECREATION BUS MILEAGE	\$2,047.97	A0-7140-4	E		Recreation Contractual	R		09/09/25	09/09/25		2025
Notes: BUS MILEAGE & FUEL, DRIVER EXPENSE													
25-00564	09/09/25	BOBSA005	BOB'S AUTO SUPPLY										
1		BLOW GUNS / HWY	\$59.97	DA-5130-4	E		Machinery; Contractual	R		09/09/25	09/09/25		
25-00565	09/09/25	BOBSA005	BOB'S AUTO SUPPLY										
1		GARBAGE TRUCK REP PARTS	\$50.97	A0-8160-42	E		Refuse & Garbage; Contractual	R		09/09/25	09/09/25		
25-00566	09/09/25	CHART015	CHARTER COMMUNICATINS*										
1		UTILITY	\$140.00	A0-8160-42	E		Refuse & Garbage; Contractual	R		09/09/25	09/09/25		
25-00567	09/09/25	CHART020	CHARTER COMMUNICATIONS**										
1		UTILITY	\$77.49	F0-8310-4	E		Contractual	R		09/09/25	09/09/25		
2		UTILITY	\$77.49	FH-8310-4	E		Contractual	R		09/09/25	09/09/25		
			<u>\$154.98</u>										
25-00568	09/09/25	CHART010	CHARTER COMMUNICATIONS										
1		UTILITY	\$243.92	A0-1620-4	E		Operations of Plant/Bldgs - Contractue	R		09/09/25	09/09/25		



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25-00578	09/09/25	COREM005	CORE & MAIN LP					Account Continued					
2		REPAIR PARTS		E	\$499.90	FH-8310-4		Contractual	R	09/09/25	09/09/25		X582102
					<u>\$999.81</u>								
25-00579	09/09/25	COSTE005	COSTELLO COONEY & FEARON, PLLC										
1		HOVEY ISLAND LEGAL SERVICES		E	\$1,425.00	A0-1420-41		Law/Attorney; Hovey Island Lawsuit	R	09/09/25	09/09/25		275410
2		SWR DIST LEAGAL SERVICES		E	\$2,991.62	A0-1420-42		Law/Attorney; Sewer Dist 1	R	09/09/25	09/09/25		275418
					<u>\$4,416.62</u>								
25-00580	09/09/25	FLAGG005	WENDY FLAGG										
1		VITAL STATISTICS		E	\$520.00	A0-4020-41		Registrar of Vital Statistic; Contractua	R	09/09/25	09/09/25		JAN-AUG
25-00581	09/09/25	FLAGG005	WENDY FLAGG										
1		AUGUST MILEAGE		E	\$201.60	A0-1410-40		Town Clerk Contractual	R	09/09/25	09/09/25		AUGUST 2025
25-00582	09/09/25	FLAGG005	WENDY FLAGG										
1		POSTAGE		E	\$29.46	A0-1670-4		Central Printing & Mailing - Contractua	R	09/09/25	09/09/25		
2		LOWES		E	\$69.33	DA-5132-4		Garage; Contractual	R	09/09/25	09/09/25		
3		WALMART		E	\$8.09	A0-1620-4		Operations of Plant/Bldgs - Contractua	R	09/09/25	09/09/25		
					<u>\$106.88</u>								
25-00583	09/09/25	FRONT005	FRONTIER										
1		ALARM MONITORING		E	\$97.05	F0-8310-4		Contractual	R	09/09/25	09/09/25		
2		ALARM MONITORING		E	\$97.04	FH-8310-4		Contractual	R	09/09/25	09/09/25		
					<u>\$194.09</u>								
25-00584	09/09/25	GILLE015	Gillee's Auto Truck Marine, Inc										
1		TDEF32B		E	\$515.96	DA-5130-4		Machinery; Contractual	R	09/09/25	09/09/25		
25-00585	09/09/25	HYDES005	HYDE-STONE MECHANICAL CONTRACT										
1		TOWN BARN HEATING SYSTEM		E	\$791.50	A0-1620-4		Operations of Plant/Bldgs - Contractua	R	09/09/25	09/09/25		6680
25-00586	09/09/25	JEFFE045	JEFFERSON COUNTY RECYCLING										
1		RECYCLE CONTAINERS		E	\$1,100.00	A0-8160-4		Refuse & Garbage - Recycle Containe	R	09/09/25	09/09/25		





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25-00602	09/09/25	OFFIC005	OFFICE OF THE STATE COMPTROLLE					Account Continued					
1	JULY JUSTICE COURT FUND		\$594.00	A0-1110-41	E	Justice Reports to State	R			09/09/25	09/09/25		
25-00603	09/09/25	ONSIT005	ON-SITE TESTING SERVICES, INC.										
1	SUBSTANCE SCREENING		\$98.00	A0-5010-41	E	Highway Admin Drug Testing	R			09/09/25	09/09/25		
25-00604	09/09/25	PENNP005	PENN POWER SYSTEMS										
1	GENERATOR INSPECTION ANNUAL		\$1,408.64	F0-8310-4	E	Contractual	R			09/09/25	09/09/25		4751993
2	GENERATOR INSPECTION ANNUAL		\$1,408.63	FH-8310-4	E	Contractual	R			09/09/25	09/09/25		4751993
			<u>\$2,817.27</u>										
25-00605	09/09/25	PETER010	JEFFREY PETERSON										
1	DENTAL INSURANCE		\$99.19	A0-9060-8	E	Health Insurance	R			09/09/25	09/09/25		
25-00606	09/09/25	PETER010	JEFFREY PETERSON										
1	HEALTH INSURANCE		\$1,981.60	A0-9060-8	E	Health Insurance	R			09/09/25	09/09/25		
25-00607	09/09/25	DAVEP005	DAVE POULIN										
1	PLASTIC SIGN REMIBURSE		\$198.00	A0-1620-4	E	Operations of Plant/Bldgs - Contractue	R			09/09/25	09/09/25		
25-00608	09/09/25	DANIE005	DANIEL QUERI										
1	3Q PLANNING BOARD		\$260.00	A0-8020-41	E	Planning Board; Contractual	R			09/09/25	09/09/25		
25-00609	09/09/25	HEATH005	HEATHER RICHMOND										
1	RECREATION BLDING CLEANING		\$300.00	A0-7110-4	E	Parks Contractual	R			09/09/25	09/09/25		AUG
25-00610	09/09/25	RURAL005	RURAL HILL SAND & GRAVEL CORP.										
1	GAME CLUB BRIDGE		\$1,612.00	A0-1620-20	E	Operations of Plant/Bldgs - Equipment	R			09/09/25	09/09/25		51748
25-00611	09/09/25	JUDIM005	JUDI MCKEE SANDERS										
1	3Q PLANNING BOARD		\$195.00	A0-8020-41	E	Planning Board; Contractual	R			09/09/25	09/09/25		
25-00612	09/09/25	STEPH005	STEPHENSON EQUIPMENT, INC										
1	COUPLING		\$265.08	DA-5130-4	E	Machinery; Contractual	R			09/09/25	09/09/25		

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25-00613	09/09/25	SUITK005	SUIT-KOTE CORPORATION										
1		302 SABILIZED BASE	\$816.76	DA-5110-4	E	Maintenance of Roads; Contractual	R			09/09/25	09/09/25		077518
25-00614	09/09/25	SYDEN005	SYDENSTRICKER NOBBE PARTNERS										
1		JD REPAIRS	\$649.00	DA-5140-4	E	Brush & Weeds; Contractual	R			09/09/25	09/09/25		11341439
25-00615	09/09/25	TOWN005	TOWN OF HENDERSON										
1		TOWN WATER	\$474.50	A0-1620-4	E	Operations of Plant/Bldgs - Contractue	R			09/09/25	09/09/25		
2		TOWN WATER	\$125.00	A0-7110-4	E	Parks Contractual	R			09/09/25	09/09/25		
			<u>\$599.50</u>										
25-00616	09/09/25	TUGED010	TUG EDGE OUTDOOR & MORE										
1		REPAIR PARTS	\$60.77	DA-5140-4	E	Brush & Weeds; Contractual	R			09/09/25	09/09/25		
25-00617	09/09/25	KENNE010	KENNETH VANCE										
1		3Q PLANNING BOARD	\$260.00	A0-8020-41	E	Planning Board; Contractual	R			09/09/25	09/09/25		
25-00618	09/09/25	VERIZ005	VERIZON WIRELESS										
1		CELL PHONES	\$17.13	A0-1355-40	E	Assessor Contractual	R			09/09/25	09/09/25		
2		CELL PHONES	\$49.15	A0-5010-40	E	Highway Admin. Contractual	R			09/09/25	09/09/25		
3		CELL PHONES	\$36.39	A0-8010-4	E	Zoning Contractual	R			09/09/25	09/09/25		
4		CELL PHONES	\$49.15	A0-1220-4	E	Supervisor Contractual	R			09/09/25	09/09/25		
			<u>\$151.82</u>										
25-00619	09/09/25	FRANC005	FRANCIS WALTER										
1		3Q PLANNING BOARD	\$260.00	A0-8020-41	E	Planning Board; Contractual	R			09/09/25	09/09/25		
25-00620	09/09/25	WHITE010	WHITE'S FARM SUPPLY INC.										
1		REPAIR PARTS	\$111.10	DA-5130-4	E	Machinery; Contractual	R			09/09/25	09/09/25		

**Total Purchase Orders: 63 Total P.O. Line Items: 95 Total List Amount: \$108,018.39 Total Void Amount: \$0.00**

PO #	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Rcvd Date	Chk/Void Date	Invoice
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Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
<b>Totals by Year-Fund</b>					
General Fund	5-A0	\$36,755.02	\$0.00	\$0.00	\$36,755.02
Highway Townwide	5-DA	\$64,072.33	\$0.00	\$0.00	\$64,072.33
Water District 1	5-F0	\$2,810.97	\$0.00	\$0.00	\$2,810.97
Water District 2	5-FH	\$2,810.93	\$0.00	\$0.00	\$2,810.93
Special Lighting Fund	5-SL	\$458.52	\$0.00	\$0.00	\$458.52
Trust & Agency	5-TA	\$0.00	\$0.00	\$1,066.12	\$1,066.12
	<b>Year Total:</b>	<b>\$106,907.77</b>	<b>\$0.00</b>	<b>\$1,066.12</b>	<b>\$107,973.89</b>
Sewer Capital Fund	X-HF	\$44.50	\$0.00	\$0.00	\$44.50
<b>Total Of All Funds:</b>		<b>\$106,952.27</b>	<b>\$0.00</b>	<b>\$1,066.12</b>	<b>\$108,018.39</b>

Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
<b>Totals by Fund</b>					
General Fund	A0	\$36,755.02	\$0.00	\$0.00	\$36,755.02
Highway Townwide	DA	\$64,072.33	\$0.00	\$0.00	\$64,072.33
Water District 1	F0	\$2,810.97	\$0.00	\$0.00	\$2,810.97
Water District 2	FH	\$2,810.93	\$0.00	\$0.00	\$2,810.93
Sewer Capital Fund	HF	\$44.50	\$0.00	\$0.00	\$44.50
Special Lighting Fund	SL	\$458.52	\$0.00	\$0.00	\$458.52
Trust & Agency	TA	\$0.00	\$0.00	\$1,066.12	\$1,066.12
<b>Total Of All Funds:</b>		<b>\$106,952.27</b>	<b>\$0.00</b>	<b>\$1,066.12</b>	<b>\$108,018.39</b>

**Monthly Statement to the Supervisor**

To the Town Board of the Town of Henderson  
Pursuant to Section 119 of the Town Law, I hereby render the following detailed statement of  
all monies received and disbursed by me, as Supervisor, during the month of August 2025.

		<b>Receipts</b>	
<u>Source</u>		<u>Description</u>	<u>Amount Received</u>
<u>General Fund - Townwide</u>			
8/14/2025	OSC	Temporary Municipal Assistance	\$516.00
8/20/2025	Town of Henderson	Clerk - Vital Statistics	\$145.00
8/20/2025	Town of Henderson	Clerks - Transfer Tickets	\$5,500.00
8/20/2025	Town of Henderson	Clerks - Zoning Fees	\$435.00
8/20/2025	Town of Henderson	Clerk - Dog Licenses	\$152.28
8/20/2025	Town of Henderson	Clerk - Clerk Fees	\$50.46
8/20/2025	Town of Henderson	Clerk - Recreation	\$175.00
8/20/2025	Town of Henderson	July Justice Report / Yonkovig	\$596.00
8/20/2025	Town of Henderson	July Justice Report / McCrea	\$188.00
8/20/2025	Northstar	Scrap Metal revenue	\$521.50
8/4/2025	St Pauley	Scrap Metal revenue	\$36.56
8/31/2025	Watertown Savings Bank	Savings Interest	\$27.77
			<u>\$8,343.57</u>
<u>Way Fund - Townwide:</u>			
8/22/2025	Jefferson County	PR Reimburse 6/20-7/23/25	\$15,054.49
8/31/2025	Watertown Savings Bank	Savings Interest	\$44.21
			<u>\$15,098.70</u>
<u>Water District #1 Fund F</u>			
8/22/2025	Town of Henderson	Clerks - Metered Water	\$3,180.53
8/20/2025	Town of Henderson	Clerks - Interest/Penalties	\$25.70
8/20/2025	Town of Henderson	Clerks - Coin/Truck Water	\$1,259.00
8/31/2025	Watertown Savings Bank	Savings Interest	\$10.94
			<u>\$4,476.17</u>
<u>Water District #2 Fund FH</u>			
8/20/2025	Town of Henderson	Clerks - Metered Water	\$4,317.61
8/20/2025	Town of Henderson	Clerks - Interest/Penalties	\$30.00
8/20/2025	Town of Henderson	Clerks - Coin/Truck Water	\$1,259.00
8/20/2025	Town of Henderson	Clerks - Service Charges	\$90.00
8/31/2025	Watertown Savings Bank	Savings Interest	\$1.97
			<u>\$5,698.58</u>
<u>Sewer Dist 1 Capital Projects Checking HF</u>			
8/5/2025	Transfer	From Savings to Checking	\$2,856.00
<u>Library Fund</u>			
8/31/2025	NO ACTIVITY		\$0.00
<u>Henderson Fire District Fund SF</u>			
8/31/2025	NO ACTIVITY		\$0.00
<u>Street Lighting Fund SL</u>			
8/31/2025	Watertown Savings Bank	Savings Interest	\$0.39
			<u>\$0.39</u>
<u>Smithville Fire District Fund SM</u>			
8/31/2025	NO ACTIVITY		\$0.00
<u>Trust &amp; Agency</u>			
8/7/2025	PR 8-7-25	Payroll Deductions	\$11,293.23
8/21/2025	PR 8-21-25	Payroll Deductions	\$11,169.24
			<u>\$22,462.47</u>
<b>Total Receipts</b>			<b>\$58,935.88</b>

Dated September 9, 2025

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Karen Richmond, Town Supervisor

**Monthly Statement to the Supervisor**

To the Town Board of the Town of Henderson  
Pursuant to Section 119 of the Town Law, I hereby render the following detailed statement of  
all monies received and disbursed by me, as Supervisor, for the month of August 2025.

<u>Source</u>		<b>DISBURSEMENTS</b>	Amount Expended
<u>General Fund A – Townwide:</u>			
8/12/25	Abstract #8	Bills	\$29,570.00
8/7/25	Town Officials	PR 8-7-2025	\$20,429.71
8/21/25	Town Officials	PR 8-21-2025	\$17,185.07
8/20/25	Eastern Shore	Insurance Refund 7/11/25	<u>(\$102.00)</u>
			<b>\$67,082.78</b>
<u>Highway Fund DA- Townwide:</u>			
8/12/25	Abstract #8	Bills	\$140,646.48
8/7/25	Town Officials	PR 8-7-2025	\$15,881.15
8/20/25	Suit-Kote	Dbl Pymt to be refunded	\$71,496.25
8/21/25	Town Officials	PR 8-21-2025	<u>\$15,485.64</u>
			<b>\$243,509.52</b>
<u>Water Dist #1 Fund F:</u>			
8/12/25	Abstract #8	Bills	\$3,449.34
8/7/25	Town Officials	PR 8-7-2025	\$287.28
8/21/25	Town Officials	PR 8-21-2025	<u>\$535.98</u>
			<b>\$4,272.60</b>
<u>Water Dist #2 Fund FH</u>			
8/12/25	Abstract #8	Bills	\$3,449.30
8/7/25	Town Officials	PR 8-7-2025	\$287.28
8/21/25	Town Officials	PR 8-21-2025	<u>\$93.16</u>
			<b>\$3,829.74</b>
<u>Sewer Dist 1 Capital Projects HF</u>			
8/12/25	Abstract #8	Bills	<b>\$2,856.00</b>
<u>Library - L</u>			
8/31/25	NO ACTIVITY		<b>\$0.00</b>
<u>SF Henderson Fire District</u>			
8/31/25	NO ACTIVITY		<b>\$0.00</b>
<u>SL Special Lighting Dist Fund</u>			
8/12/25	Abstract #8	Bills	\$457.63
			<u>\$457.63</u>
<u>SM Smithville Fire District Fund</u>			
8/31/25	NO ACTIVITY		<b>\$0.00</b>
<u>TA Trust &amp; Agency</u>			
8/12/25	Abstract #8	Bills	\$1,066.12
8/7/25	Town Officials	PR 8-7-2025	\$9,997.28
8/21/25	Town Officials	PR 8-21-2025	\$9,926.06
8/31/25	NYSLRS	August Retirement Reportin	<u>\$1,473.01</u>
			<b>\$22,462.47</b>
<u>Total Disbursements:</u>			<b>\$344,470.74</b>

Dated September 9, 2025

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Karen Richmond, Town Supervisor

Henderson, New York

RESOLUTION NO. 2025-09-09-053

A RESOLUTION OF THE TOWN OF HENDERSON ADOPTING THE 2025 Jefferson County Hazard Mitigation Plan

WHEREAS the Town of Henderson Town Board recognizes the threat that hazards pose to people and property within Henderson; and

WHEREAS the Town of Henderson has prepared a multi-hazard mitigation plan, hereby known as 2025 Jefferson County Hazard Mitigation Plan in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS 2025 Jefferson County Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in Henderson from the impacts of future hazards and disasters; and

WHEREAS adoption by the Town Board demonstrates their commitment to hazard mitigation and achieving the goals outlined in the 2025 Jefferson County Hazard Mitigation Plan.

NOW THEREFORE, BE IT RESOLVED BY THE Town Board of Henderson, New York, THAT:

Section 1. In accordance with subdivision 3 of section 20 of the Municipal Home Rule Law, the Town of Henderson Town Board adopts the 2025 Jefferson County Hazard Mitigation Plan. This plan, approved by the community, may be edited or amended after submission for review, but will not require the community to re-adopt any further iterations. This only applies to this specific plan and does not absolve the community from updating the plan in 5 years.

ADOPTED by a vote of \_\_\_ in favor, \_\_\_ against, and \_\_\_ abstaining,

on 09/09/2025.

By: \_\_\_\_\_

Wendy Flagg

ATTEST: By: \_\_\_\_\_

Wendy Flagg

APPROVED AS TO FORM: By: Town Board of Henderson, NY