

**Town of Henderson
12105 Town Barn Rd.
Henderson, NY 13650
Town Board Meeting
August 12, 2025 6:00PM**

1. Pledge
2. Sewer District update/ Q & A
3. Public Comments “Old Business”
4. Minutes
5. Budget transfers
6. Pay the Bills
7. Supervisor’s report
8. Monthly Reports – Water Dept & Planning Dept
9. 2025 Focus areas – LWRP, NY Forward, Community Development Commission
10. Community Development Commission hires
11. Penn Power Maintenance Contract
12. Sewer Attorney
13. Adopt 2025 Jefferson County Hazard Migration Plan
14. Assessor & Zoning Enforcement Officer Interviews
15. Climate Smart Commission update
16. Budget schedule
17. Mooring Area Maintenance Group
18. Public Comments

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

Ranges	Item Status	Purchase Types	Misc
Range: First to Last Rcvd Batch Id Range: First to Last Encumbrance Date Range: 07/25/25 to 07/25/25			
Open: N Void: N Paid: Y Held: N Aprv: N Rcvd: N		Bid: Y State: Y Other: Y Exempt: Y	
Contract PO Type		P.O. Type: All Format: Detail without Line Item Notes Include Non-Budgeted: Y Prior Year Only: N * Means Prior Year Line: Vendors: All	

PO #	PO Date	Vendor	Contract	PO Type	Acct	Description	Stat/Chk	First Enc Rcvd Date	Chk/Void Date	Invoice
25-00495	07/25/25	ANDER015	ERIC ANDERSON							
1	1/2	Historian pay	\$250.00	AO-7510-4	E	Historian Contractual	P 11178	07/25/25	07/25/25	2025
Total Purchase Orders:		1	Total P.O. Line Items:	1	Total List Amount:	\$250.00	Total Void Amount:	\$0.00		

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

Totals by Year-Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
General Fund	5-A0	\$250.00	\$0.00	\$0.00	\$250.00
Total Of All Funds:		\$250.00	\$0.00	\$0.00	\$250.00
Totals by Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
General Fund	A0	\$250.00	\$0.00	\$0.00	\$250.00
Total Of All Funds:		\$250.00	\$0.00	\$0.00	\$250.00

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

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

Open: N
Void: N
Paid: N
Held: N
Apprv: N
Rcvd: Y

Bid: Y
State: Y
Other: Y
Exempt: Y

P.O. Type: All
Format: Detail without Line Item Notes
Include Non-Budgeted: Y
Prior Year Only: N
* Means Prior Year Line:
Vendors: All

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	Misc	
25-00496	08/12/25	DEVELO05			DEVELOPMENT AUTHORITY OF THE N											
1		NBRC GRANT ADMIN		E	Admin: Engineering Fees	\$2,856.00	HF-8197-21	E		R	08/12/25	08/12/25		342213		
25-00497	08/12/25	ADVANO10			ADVANCED BUSINESS SYSTEMS INC											
1		COPIER CONTRACT		E	Operations of Plant/Bldgs - Contractue	\$300.00	AO-1620-4	E		R	08/12/25	08/12/25				
25-00498	08/12/25	ARAUTO05			AR AUTO GLASS											
1		WINDSHIELD / 12 INTERNATIONAL		E	Machinery: Contractual	\$200.00	DA-5130-4	E		R	08/12/25	08/12/25		12992		
25-00499	08/12/25	ATCEN005			AT CENTRAL NY, LLC											
1		MAINT PARTS & SUPPLIES		E	Machinery: Contractual	\$1,258.09	DA-5130-4	E		R	08/12/25	08/12/25				
25-00500	08/12/25	ATCEN005			AT CENTRAL NY, LLC											
1		NYS INSPECTION/TRUCK		E	Machinery: Contractual	\$4,371.71	DA-5130-4	E		R	08/12/25	08/12/25		R813006606		
25-00501	08/12/25	ALIAS005			ROBERT ALIASSO											
1		JULY ZBA SERVICES		E	Zoning Boards: Contractual	\$65.00	AO-8010-41	E		R	08/12/25	08/12/25		JULY 2025		
25-00502	08/12/25	BOBSA005			BOB'S AUTO SUPPLY											
1		SUPPLIES		E	Machinery: Contractual	\$246.38	DA-5130-4	E		R	08/12/25	08/12/25				
2		SUPPLIES		E	Contractual	\$10.99	F0-8310-4	E		R	08/12/25	08/12/25				
3		SUPPLIES		E	Contractual	\$10.98	FH-8310-4	E		R	08/12/25	08/12/25				
						<u>\$268.35</u>										

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Purchase Order Listing By P.O. Number

PO #	PO Date	Vendor	Contract	PO Type	Acct Type	Description	Stat/Chk	First Eric Date	Rcvd Date	Chk/Void Date	Invoice
Item Description	Amount	Charge Account	Account Continued								
25-00521	08/12/25	JEFFEO45				JEFFERSON COUNTY RECYCLING					
1	RECYCLE CONTAINERS	\$700.00	A0-8160-4	E	Refuse & Garbage - Recycle Containe	R		08/12/25	08/12/25		
25-00522	08/12/25	JEFFEO45				JEFFERSON COUNTY RECYCLING					
1	INCOMING WASTE	\$4,596.50	A0-8160-41	E	Refuse & Garbage; Incoming Waste F	R		08/12/25	08/12/25		JULY
25-00523	08/12/25	JOHNA005				JOHN ALLEN SANITATION SERVICE,					
1	PORTA JON/BOAT LAUNCH	\$120.00	A0-5720-40	E	Docks, Piers, & Wharves; Contractual	R		08/12/25	08/12/25		247648
25-00524	08/12/25	JOHNS010				JOHNSON NEWSPAPER CORPORATION					
1	ZBA	\$294.25	A0-1670-4	E	Central Printing & Mailing - Contractua	R		08/12/25	08/12/25		W16933
2	TOWN BOARD MTG	\$87.76	A0-1670-4	E	Central Printing & Mailing - Contractua	R		08/12/25	08/12/25		W16934
3	PLANNING BOARD	\$211.89	A0-1670-4	E	Central Printing & Mailing - Contractua	R		08/12/25	08/12/25		W16935
											\$593.90
25-00525	08/12/25	JPMOR005				JP MORGAN					
1	ZULTY / ADOBE	\$258.70	A0-1620-4	E	Operations of Plant/Bldgs - Contractue	R		08/12/25	08/12/25		
2	ENVELOPES	\$3,536.95	A0-1670-4	E	Central Printing & Mailing - Contractua	R		08/12/25	08/12/25		
3	HWY DRINKS	\$106.22	DA-5132-4	E	Garage; Contractual	R		08/12/25	08/12/25		
4	FUSABLE LINK	\$41.65	DA-5130-4	E	Machinery; Contractual	R		08/12/25	08/12/25		
5	OLD MCDONALDS FIELD TRIP	\$76.56	A0-7140-4	E	Recreation Contractual	R		08/12/25	08/12/25		
											\$4,020.08
25-00526	08/12/25	KENDA010				KENDALL, HARRIENGER & BURROWS					
1	IMA ASSISTANCE	\$1,692.00	A0-1420-40	E	Law/Attorney - Contractual	R		08/12/25	08/12/25		9203
25-00527	08/12/25	LAFLA005				LAFLAMME FUELS					
1	GASOLINE	\$2,457.27	DA-5142-40	E	Snow Removal; FUEL	R		08/12/25	08/12/25		9247444
25-00528	08/12/25	LAFLA005				LAFLAMME FUELS					
1	DIESEL	\$2,127.25	DA-5142-40	E	Snow Removal; FUEL	R		08/12/25	08/12/25		9226453
2	DIESEL	\$983.65	DA-5142-40	E	Snow Removal; FUEL	R		08/12/25	08/12/25		9247443
											\$3,110.90

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PO #	PO Date	Vendor	Contract	PO Type	Account	PO Type	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
25-00546	08/12/25	SUITK005	SUIT-KOTE CORPORATION		Account Continued								
1	ROAD BUILDING				\$75,563.96	DA-5112-2	E	Permanent Improv; Road Blding Capit.	R	08/12/25	08/12/25		
25-00547	08/12/25	SYDEN005	SYDENSTRICKER NOBBE PARTNERS										
1	TRANNNY/HYDRALIC/AC REPAIRS				\$911.15	DA-5140-4	E	Brush & Weeds; Contractual	R	08/12/25	08/12/25		11256489
25-00548	08/12/25	TACKL005	JERRY TACKLEY										
1	JULY ZBA SERVICES				\$65.00	A0-8010-41	E	Zoning Boards; Contractual	R	08/12/25	08/12/25		JULY 2025
25-00549	08/12/25	TUGED010	TUG EDGE OUTDOOR & MORE										
1	LAWN EQUIP MAINTENANCE				\$363.03	DA-5140-4	E	Brush & Weeds; Contractual	R	08/12/25	08/12/25		
25-00550	08/12/25	WHITE010	WHITE'S FARM SUPPLY INC.										
1	ORING/SHIM/WASHER				\$862.34	DA-5130-4	E	Machinery; Contractual	R	08/12/25	08/12/25		
25-00551	08/12/25	WOODS005	JOAN TREADWELL WOODS										
1	JULY ZBA SERVICES				\$65.00	A0-8010-41	E	Zoning Boards; Contractual	R	08/12/25	08/12/25		JULY 2025
25-00552	08/12/25	UDIGN010	UDIG NY										
1	LATE RESPONSE				\$2.00	DA-5132-4	E	Garage; Contractual	R	08/12/25	08/12/25		
25-00553	08/12/25	VERIZ005	VERIZON WIRELESS										
1	CELL PHONES				\$17.13	A0-1355-40	E	Assessor Contractual	R	08/12/25	08/12/25		
2	CELL PHONES				\$50.12	A0-5010-40	E	Highway Admin. Contractual	R	08/12/25	08/12/25		
3	CELL PHONES				\$34.89	A0-8010-4	E	Zoning Contractual	R	08/12/25	08/12/25		
4	CELL PHONES				\$49.15	A0-1220-4	E	Supervisor Contractual	R	08/12/25	08/12/25		
					\$151.29								
25-00554	08/12/25	WELLS015	WELLS FARGO FINANCIAL SVCS LLC										
1	COPIER LEASE				\$258.85	A0-1620-4	E	Operations of Plant/Bldgs - Contractue	R	08/12/25	08/12/25		5035147884
25-00555	08/12/25	JULIE005	JULIE WEST										
1	JULY ZBA SERVICES				\$65.00	A0-8010-41	E	Zoning Boards; Contractual	R	08/12/25	08/12/25		JULY 2025

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

PO #	PO Date	Vendor	Contract	PO Type	Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Rcvd Date	Chk/Void Date	Invoice
Total Purchase Orders: 60 Total P.O. Line Items: 89 Total List Amount: \$181,494.87 Total Void Amount: \$0.00													

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

Totals by Year-Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
General Fund	5-A0	\$29,570.00	\$0.00	\$0.00	\$29,570.00
Highway Townwide	5-DA	\$140,646.48	\$0.00	\$0.00	\$140,646.48
Water District 1	5-F0	\$3,449.34	\$0.00	\$0.00	\$3,449.34
Water District 2	5-FH	\$3,449.30	\$0.00	\$0.00	\$3,449.30
Special Lighting Fund	5-SL	\$457.63	\$0.00	\$0.00	\$457.63
Trust & Agency	5-TA	\$0.00	\$0.00	\$1,066.12	\$1,066.12
Sewer Capital Fund	X-HF	\$2,856.00	\$0.00	\$0.00	\$2,856.00
Total Of All Funds:	Year Total:	\$177,572.75	\$0.00	\$1,066.12	\$178,638.87
		\$2,856.00	\$0.00	\$0.00	\$2,856.00
		\$180,428.75	\$0.00	\$1,066.12	\$181,494.87

Totals by Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
General Fund	A0	\$29,570.00	\$0.00	\$0.00	\$29,570.00
Highway Townwide	DA	\$140,646.48	\$0.00	\$0.00	\$140,646.48
Water District 1	F0	\$3,449.34	\$0.00	\$0.00	\$3,449.34
Water District 2	FH	\$3,449.30	\$0.00	\$0.00	\$3,449.30
Sewer Capital Fund	HF	\$2,856.00	\$0.00	\$0.00	\$2,856.00
Special Lighting Fund	SL	\$457.63	\$0.00	\$0.00	\$457.63
Trust & Agency	TA	\$0.00	\$0.00	\$1,066.12	\$1,066.12
Total Of All Funds:		\$180,428.75	\$0.00	\$1,066.12	\$181,494.87

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 July 2025.

		Receipts	
<u>Source</u>		<u>Description</u>	<u>Amount Received</u>
<u>General Fund - Townwide</u>			
7/1/2025	Transfer	From Savings to Checking	\$250,000.00
7/24/2025	Town of Henderson	Clerk - Vital Statistics	\$80.00
7/24/2025	Town of Henderson	Clerks - Transfer Tickets	\$4,420.00
7/24/2025	Town of Henderson	Clerks - Zoning Fees	\$150.00
7/24/2025	Town of Henderson	Clerks - Planning Fees	\$130.00
7/24/2025	Town of Henderson	Clerk - Dog Licenses	\$135.36
7/24/2025	Town of Henderson	Clerk - Clerk Fees	\$5.82
7/24/2025	Town of Henderson	Clerk - Mooring	\$150.00
7/24/2025	Town of Henderson	June Justice Report / Yonkovig	\$1,208.00
7/24/2025	Town of Henderson	June Justice Report / McCrea	\$844.00
7/24/2025	Stewart's Shops	2025 Youth Donation	\$600.00
7/24/2025	Cintas	Recycle/Refund on invoice	\$18.08
7/24/2025	Northstar	Scrap Metal revenue	\$139.00
7/2/2025	St Pauley	Scrap Metal revenue	\$33.82
7/25/2025	Jefferson County	2Q 2025 Sales Tax Distribution	\$371,267.99
7/25/2025	Jefferson County	2Q 2025 Bed Tax Distribution	\$522.16
7/31/2025	Watertown Savings Bank	Savings Interest	\$27.77
			<u>\$629,732.00</u>
<u>May Fund - Townwide:</u>			
7/3/2025	Jefferson County	PR Reimburse 3/6-6/10/25	\$15,594.27
7/16/2025	NYS OSC	State S&I 24/25 Revenue	\$166,280.87
7/31/2025	Watertown Savings Bank	Savings Interest	\$44.21
			<u>\$181,919.35</u>
<u>Water District #1 Fund F</u>			
7/24/2025	Town of Henderson	Clerks - Metered Water	\$3,634.97
7/24/2025	Town of Henderson	Clerks - Interest/Penalties	\$226.73
7/24/2025	Town of Henderson	Clerks - Coin/Truck Water	\$858.00
7/24/2025	Town of Henderson	Clerks - Service Charges	\$135.00
7/31/2025	Watertown Savings Bank	Savings Interest	\$10.94
			<u>\$4,865.64</u>
<u>Water District #2 Fund FH</u>			
7/24/2025	Town of Henderson	Clerks - Metered Water	\$1,028.00
7/24/2025	Town of Henderson	Clerks - Interest/Penalties	\$40.70
7/24/2025	Town of Henderson	Clerks - Coin/Truck Water	\$858.00
7/24/2025	Town of Henderson	Clerks - Service Charges	\$90.00
7/31/2025	Watertown Savings Bank	Savings Interest	\$1.97
			<u>\$2,018.67</u>
<u>Sewer Dist 1 Capital Projects Checking HF</u>			
7/1/2025	Transfer	From Savings to Checking	\$1,813.00
<u>Library Fund</u>			
7/31/2025	NO ACTIVITY		\$0.00
<u>Henderson Fire District Fund SF</u>			
7/31/2025	NO ACTIVITY		\$0.00
<u>Street Lighting Fund SL</u>			
7/31/2025	Watertown Savings Bank	Savings Interest	\$0.39
<u>Smithville Fire District Fund SM</u>			
7/31/2025	NO ACTIVITY		\$0.00
<u>Trust & Agency</u>			
7/10/2025	PR 7-10-25	Payroll Deductions	\$11,486.60
7/24/2025	PR 7-24-25	Payroll Deductions	\$10,984.19
			<u>\$22,470.79</u>
Total Receipts			\$842,819.84

Dated August 12, 2025

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 July 2025.

<u>Source</u>	DISBURSEMENTS	Amount Expended
<u>General Fund A – Townwide:</u>		
7/8/25	Abstract #7	Bills \$85,286.86
7/10/25	Town Officials	PR 7-10-2025 \$18,350.22
7/24/25	Town Officials	PR 7-24-2025 \$19,010.61
7/25/25	Abstract #7P	Bills - Prepay \$250.00
		<u>\$122,897.69</u>
<u>Highway Fund DA- Townwide:</u>		
7/8/25	Abstract #7	Bills \$72,676.46
7/10/25	Town Officials	PR 7-10-2025 \$15,871.60
7/24/25	Town Officials	PR 7-24-2025 \$15,683.40
		<u>\$104,231.46</u>
<u>Water Dist #1 Fund F:</u>		
7/8/25	Abstract #7	Bills \$38,755.35
7/10/25	Town Officials	PR 7-10-2025 \$262.45
7/24/25	Town Officials	PR 7-24-2025 \$375.31
		<u>\$39,393.11</u>
<u>Water Dist #2 Fund FH</u>		
7/8/25	Abstract #7	Bills \$3,299.32
7/10/25	Town Officials	PR 7-10-2025 \$262.45
7/24/25	Town Officials	PR 7-24-2025 \$375.31
		<u>\$3,937.08</u>
<u>Sewer Dist 1 Capital Projects HF</u>		
7/8/25	Abstract #7	Bills \$1,813.00
<u>Library - L</u>		
7/31/25	NO ACTIVITY	\$0.00
<u>SF Henderson Fire District</u>		
7/31/25	NO ACTIVITY	\$0.00
<u>SL Special Lighting Dist Fund</u>		
7/8/25	Abstract #7	Bills \$549.44
<u>SM Smithville Fire District Fund</u>		
7/31/25	NO ACTIVITY	\$0.00
<u>TA Trust & Agency</u>		
7/8/25	Abstract #7	Bills \$1,066.12
7/10/25	Town Officials	PR 7-10-2025 \$10,197.92
7/24/25	Town Officials	PR 7-24-2025 \$11,206.75
		<u>\$22,470.79</u>
<u>Total Disbursements:</u>		<u>\$295,292.57</u>

Dated August 12, 2025

Karen Richmond, Town Supervisor