

**Town of Henderson
12105 Town Barn Rd.
Henderson, NY 13650
Town Board Meeting
February 11, 2026**

A regular meeting of the Town Board of the Town of Henderson, County of Jefferson and the State of New York was held at 12105 Town Barn Rd, at 6:00PM, on the 11th day of February 2026.

PRESENT:	Matthew Owen	---	Councilperson
	David Poulin	---	Deputy Supervisor/ Councilperson
	Torre Parker Lane	---	Councilperson
	Wendy Flagg	---	Town Clerk
ABSENT:	Karen Richmond	---	Town Supervisor
	Lindsay Witmer	---	Councilperson

Town Board meeting opened at 6:00 PM with Deputy Supervisor Poulin leading the Pledge of Allegiance.

Old Business Public Comments: Ginger Cook questions on Sewer payments to B&L Engineering, Municipal Solutions and G & G survey sewer, Assets management plan from DANC

Lee Cagwin Sewer meeting was excellent, questions on placement of 3 pump stations located in commerce district good idea?

MOTION

MINUTES

On a motion by Councilperson Owen, seconded by Councilperson Parker Lane, the following motion was.

ADOPTED	Ayes 3	Owen, Poulin, Parker Lane
	Nays 0	

Motion to accept minutes from January 20, 2026 Town Board meeting as written.

MOTION

AUDIT OF CLAIM

On a motion by Councilperson Owen, seconded by Councilperson Parker Lane, the following motion was.

ADOPTED Ayes 3 Owen, Poulin, Parker Lane
Nays 0

Motion to authorize payment of abstract #1P includes vouchers 26-00049 for a total amount of \$256.85.

Summary by Payable Account

<u>Payable Acct</u>	<u>Total Amount</u>
General	\$ 256.85
Highway	\$ 0
Water Dist. 1	\$ 0
Water Dist. 2	\$ 0
Special Lighting Dist.	\$ 0
Trust & Agency	\$ 0
Sewer Capital Fund	\$ 0

MOTION

AUDIT OF CLAIM

On a motion by Councilperson Owen, seconded by Councilperson Parker Lane, the following motion was.

ADOPTED Ayes 3 Owen, Poulin, Parker Lane
Nays 0

Motion to authorize payment of abstract #2 includes vouchers 26-00051- 26-00102 for a total amount of \$689,640.21.

Summary by Payable Account

<u>Payable Acct</u>	<u>Total Amount</u>
General	\$ 54,759.08
Highway	\$ 38,342.63
Water Dist. 1	\$ 1,437.62
Water Dist. 2	\$ 1,437.61
Henderson Library	\$ 50,000.00
Henderson Fire District	\$ 444,008.48
Special Lighting Dist.	\$ 745.88
Smithville Fire District	\$ 97,499.91
Trust & Agency	\$ 1,409.00
Sewer Capital Fund	\$ 0

MOTION

SUPERVISOR REPORT

On a motion by Councilperson Parker Lane, second by Councilperson Owen the following motion was.

ADOPTED Ayes 3 Owen, Parker Lane, Poulin
Nays 0

Motion to accept January Supervisor's report as presented by Supervisor Richmond.

Town Board members were provided with a copy of the monthly revenues and appropriations report.

Monthly report from Highway & Assessor

Highway Superintendent Corey Bolton provided Board with 284 Agreement to do work on Fargo Rd., Sand Rd. and Snowshoe Rd.
Discussion of Fargo Rd. held by Board and B&L engineers about doing any work on road due to sewer project. Alright to do as an oil and stone top not as pavement. Board accepts 284 Agreement.

Assessor discusses 485-B exemption, STAR exemptions, senior citizens exemptions, new phone and computer.

Board will move forward on 485 B exemption to schedule Public Hearings and Senior Citizen Exemption to mirror County policy.

Sewer update given by Dustin from B&L Engineering discussing income survey, SEQR, Grants and amendment to contract.

RESOLUTION 2026-02-11-032

WIAA GRANT FORFEIT

On a motion by Councilperson Owen, second by Councilperson Parker Lane the following motion was.

ADOPTED Ayes 3 Poulin, Owen, Parker Lane
Nays 0

Resolved the following:

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF
HENDERSON FORFEITING THE AWARDED 2021 WIAA GRANT AND
AUTHORIZING SUBMISSION OF FUNDING APPLICATION FOR AN
ENHANCED WIAA GRANT
FOR THE TOWN OF HENDERSON SEWER DISTRICT NO. 1 PROJECT**

WHEREAS, the Town of Henderson received a Water Infrastructure Improvement Act (WIIA) grant through NYS Environmental Facilities Corporation (NYSEFC) in the 2021 round for \$1,211,500 which was further increased to \$3,982,750; and

WHEREAS, the Town released the project to bid in 2024 with an engineer's estimate of \$28M; and

WHEREAS, construction bid results from 2014 resulted in a total project cost exceeding \$40M which would result in user costs well exceeding affordable levels; and

WHEREAS, the Town has engaged Barton & Loguidice Engineers (B&L) to re-evaluate the project solution and funding approach; and

WHEREAS, the revised project consists of a low pressure and Grinder Pump and Gravity collection system and a Sequencing Batch Reactor (SBR) WWTP with a total estimated project cost of \$51.3 Million; and

WHEREAS, additional grant is necessary to deliver the project at affordable user cost rates; and

WHEREAS, WIIA grants remain available through NYSEFC with a maximum award of \$25M up to 50% of net eligible project costs for eligible communities; and

WHEREAS, the Town of Henderson Sewer District No. 1 project is currently listed under the NYSEFC Clean Water State Revolving Loan Fund Intended Use Plan Category D with a Score of 133 points (tied for 2nd highest score of all new projects); and

WHEREAS, an Income Survey was conducted in 2021 which qualified the Town for eligibility for a WIIA grant however the income survey will expire in 2026; and

WHEREAS, the Town has authorized a new income survey to be conducted prior to May 2026; and

WHEREAS, should the project be eligible for enhanced WIIA for the 2026 round, the project could receive approximately \$20 Million in grant which would result in significantly more affordable user costs; and

WHEREAS, the Town cannot apply for a new WIIA grant since it received one in 2021; and

WHEREAS, the Town desires to apply for a 2026 Enhanced WIIA grant which would require forfeiting the WIIA Grant in the amount of \$3,982,750 awarded to the project in 2021;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board remains committed to delivering the Sewer project and recognizes that significant additional grant is required to make user costs affordable for property owners within Sewer District No. 1; and

BE IT FURTHER RESOLVED, that the Town Board agrees to respectfully forfeit the \$3,982,750 WIIA grant awarded to the project in 2021; and

BE IT FURTHER RESOLVED, that the Town Board authorizes the application to NYSEFC for an Enhanced WIIA grant and further identifies the Town Supervisor as the authorized representative of the Town to submit the WIIA application on behalf of the Town and execute all associated documents relative to

and as required for the WIIA application, including the funding agreement and financial application, as applicable; and

BE IT FINALLY RESOLVED, that this resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a vote, and upon roll call, the vote was as follows:

	<u>Aye</u>	<u>Nay</u>
Karen Richmond, Supervisor	_____	_____
David Poulin, Deputy Supervisor	_____X_____	_____
Lindsay Witmer, Council Member	_____	_____
Matthew Owen, Council Member	_____X_____	_____
Torre Parker-Lane, Council Member	_____X_____	_____

The foregoing resolution was thereupon declared duly adopted.

MOTION

B&L PRELIMINARY ENGINEERING REPORT

On a motion by Councilperson Owen, second by Councilperson Parker Lane the following motion was.

ADOPTED Ayes 3 Poulin, Owen, Parker Lane
 Nays 0

Resolved to accept the preliminary engineering report as presented by B& L Engineering as it relates to Sewer District #1.

RESOLUTION 2026-01-20-033

B&L ENGINEERING CONTRACT AMENDMENT #1

On a motion by Councilperson Owen, second by Councilperson Parker Lane the following motion was.

ADOPTED Ayes 3 Poulin, Owen, Parker Lane
 Nays 0

Resolved to allow Supervisor Richmond to enter into contract amendment #1 with B&L Engineering to cover cost of SEQR, other grant opportunities and revisions not to exceed \$40,000.00.

Grant Writing RFP received 20 proposals, and the Community Development Group performed screening process and interviews.

MOTION

LABELLA GRANT WRITER APPROVAL

On a motion by Councilperson Owen, second by Councilperson Parker Lane the following motion was.

ADOPTED Ayes 3 Poulin, Owen, Parker Lane
 Nays 0

Resolved to approve LaBella as grant writer contractor for the Town of Henderson for one year not to exceed \$16,000.00.

MOTION

METER REPLACEMENT FOR WATER DISTRICT #1

On a motion by Councilperson Poulin, second by Councilperson Owen the following motion was.

ADOPTED Ayes 3 Poulin, Owen, Parker Lane
 Nays 0

Resolved to approve purchase of replacement water meters for water district #1 from Core & Main as a Senus sole source in New York State for \$71,517.92.

RESOLUTION 2026-02-11-034

NYS ROUTE #3 DOT ROAD CONSTRUCTION STONEY CREEK

On a motion by Councilperson Owen, second by Councilperson Parker Lane the following motion was.

ADOPTED Ayes 3 Poulin, Owen, Parker Lane
 Nays 0

Resolved to approve the following:

WHEREAS, the New York State Department of Transportation proposes to replace the bridge carrying NYS Route 3 (S.H. 8393) over Stoney Creek, in the Town of Henderson, Jefferson County.

WHEREAS, in conformance with Section 42 of New York State Highway Law, the New York State Department of Transportation proposes to utilize the following roads and streets as a detour during the period of construction.

Town Barn Road from the inter section with County Route 152 northerly to its intersection with N.Y.S. Route 178

WHEREAS, the New York State Department of Transportation will provide traffic control devices and make improvements or repairs when necessary to the above mentioned roads and streets to make them adequate to handle additional detour traffic;

WHEREAS, temporary business signs placed on said detour route for the period of this Official Order shall conform to the provisions of NYSDOT Standard Specifications subsections 619-2.04, 619-3.04, 619-4.04 and 619-5.04;

NOW THEREFORE IT IS HEREBY ORDERED: that the Town Board of Henderson transfer the aforementioned highway right-of-way to the Department of Transportation for the period of necessity only; after which, upon notification that the necessity no longer exists, it shall revert back to said municipality.

RESOLUTION 2026-02-11-035

NYS ROUTE #3 DOT ROAD CONSTRUCTION BEDFORD CREEK

On a motion by Councilperson Owen, second by Councilperson Parker Lane the following motion was.

ADOPTED Ayes 3 Poulin, Owen, Parker Lane
 Nays 0

Resolved to approve the following:

WHEREAS, the New York State Department of Transportation proposes to replace the culvert carrying NY Route 3 over Bedford Creek

WHEREAS, in conformance with Section 42 of New York State Highway Law, the New York State Department of Transportation proposes to utilize the following roads and streets as a detour during the period of construction.

Ridge Road, from the begin limit at the Henderson-Adams Town Line to continue to the end limit 0.54 miles West

WHEREAS, the New York State Department of Transportation will provide traffic control devices and make improvements or repairs when necessary to the above mentioned roads and streets to make them adequate to handle additional detour traffic;

NOW THEREFORE IT IS HEREBY ORDERED: that the Board of Henderson transfer the aforementioned highway right-of-way to the Department of Transportation for the period of necessity only; after which, upon notification that the necessity no longer exists, it shall revert back to said municipality.

MOTION

APPOINTMENT OF LEE CAGWIN ZBA BOARD

On a motion by Councilperson Owen, second by Councilperson Parker Lane the following motion was.

ADOPTED Ayes 4 Richmond, Poulin, Owen, Parker Lane
 Nays 0

Resolved to appoint Lee Cagwin as ZBA Board Member with a term to end December 31, 2030.

MOTION

DEVELOPER’S AGREEMENT WITH 8943 ROUTE 3 LLC

On a motion by Councilperson Owen, second by Councilperson Parker Lane the following motion was.

ADOPTED Ayes 3 Poulin, Owen, Parker Lane
 Nays 0

Motions to allow Supervisor Richmond to enter into Developer’s Agreement with 8943 Route 3 LLC

BOARD COMMENTS: Councilperson Poulin reviewed the focus areas for Town Board discussed having two meetings a month decided to stay with just one meeting for now per month

PUBLIC COMMENTS: David Perry concerns with road signs on Nutting Street, sanitation being shut down to help highway department and where funds were charged. Ginger Cook comments on assessor’s presentation and asks Board to make sure they follow up with her request.

Meeting to adjourn by Councilperson Owen second by Councilperson Parker Lane the meeting was adjourned. Carried unanimously.

Respectfully submitted,
Wendy Flagg / Town Clerk/Collector

All Town meetings held at
12105 Town Barn Rd., Henderson, NY 13650

Feb 11 (Wednesday)	Town Board Meeting	6:00PM
Feb 16 (Monday)	Town Office Closed Holiday	
Feb18 (Wednesday)	ZBA Hearing	6:00PM
Feb 19 (Thursday)	Recreation Commission	7:00PM
March 3(Tuesday)	Planning Board Meeting	5:30PM
March 10 (Tuesday)	Town Board Meeting	6:00PM
March 18 (Wednesday)	Zoning Board of Appeals	6:00PM
March 19 (Thursday)	Recreation Commission Meeting	7:00PM
April 07 (Tuesday)	Planning Board Meeting	5:30PM

