

Report For Town Board Meeting

Tuesday September 10, 2024

An order has been placed for the new truck and plow approved at the August 13, 2024 meeting. Delivery expected 18-24 months.

The amended "284 agreement" discussed at the August 13th meeting has been completed and is being presented to the Board today for approval. Donna Martel has been informed and needs a copy once signed by the Board.

We have activated the NYS-DMV LENS Program which provides CDL License monitoring and notifications for employers.

We have initiated a formal procedure for conducting criminal and sex offender back round checks at the local, state and federal level as well as DMV abstract information. The release for these searches has been included with our employee application package.

We have interviewed and completed back round checks and DMV-DOT requirements on town resident Scott Aubin who has been hired as a new MEO. (motor equipment operator) Scott began work Tuesday September 3rd. Welcome to the team Scott.

Jefferson County Emergency Management Director Joseph Plummer has agreed to prepare a communication/radio plan for the Town of Henderson which will spec out all of our radio requirements and our finance officer, Donna Martel, has advised that we may have ARP (American Rescue Plan) funds available for the purchase of radios from NYS bid contracts.

On September 3, 2024, a fuel use audit and reconciliation was completed. Five months of Henderson Fire Department fuel usage was reported to the Town Clerk and the second quarter billing was prepared and delivered. Again this month there was unaccounted fuel use. The shortage was 49.9 gallons of diesel and 43.7 gallons of gasoline. Our fuel supplier has provided a contact/vendor and an inspection/meeting has been scheduled to evaluate potential equipment modifications to provide for more accurate control of fuel use.

Gladd Security Systems has been contacted for a quote to do a lock change department wide as well other security system upgrades.

Ayles Road and Brodie Road repair and upgrade work has been completed. North School House Road and Town Barn Road are next.

On August 21st a pet waste station was ordered for the Boat Launch at the request of the Board. The equipment was purchased for \$ 288.00 from "Dog Waste Depot" and was installed on August 28th.

On August 27th we submitted an application for a NYS-DOT Highway Work Permit to be able to perform work on a state highway.

On Tuesday September 3, 2024, we submitted a request to Jefferson County Highway Department for reimbursement of an additional \$ 12,334.00 for work completed 8/9/24 to 9/1/24 on County Roads.

Alan Fields, our Deputy Highway Superintendent, has been assigned to attend a training seminar

for "Snow and Ice Control Operations For Local Highway Officials". This training will be held at the Jefferson County Cooperative Extension and conducted by the Cornell University Local Roads Program on September 19, 2024. The Highway Superintendents Association has agreed to pay all the fees for this training.

Upcoming Potential Expenses

The Town owned bridge on Game Club Road is being evaluated by County Highway Officials, at our request, to determine the condition of the structure. This could have the potential of being an expensive repair or replacement project.

The walking trail at the community center has washed out numerous times over the past few months creating dangerous conditions. The highway department has repaired the trail repeatedly but a permanent fix is needed.

Our insurance carrier, NYMIR, has conducted a survey of our facilities and provided a list of safety recommendations they feel need attention. We have addressed most of their concerns, however, they feel the salt storage shed electric panel and wiring needs replacement. We are in the process of obtaining quotes.