

**Town of Henderson  
12105 Town Barn Rd.  
Henderson, NY 13650  
Public Hearing/Town Board Meeting  
June 11, 2024**

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 7:00PM, on the 11<sup>th</sup> day of June 2024.

|          |                   |      |                   |
|----------|-------------------|------|-------------------|
| PRESENT: | Carol Hall        | ---- | Deputy Supervisor |
|          | Matthew Owen      | ---- | Councilperson     |
|          | Torre Parker Lane | ---  | Councilperson     |
|          | David Poulin      | ---  | Councilperson     |
|          | Lindsay Witmer    | ---  | Councilperson     |
|          | Wendy Flagg       | ---  | Town Clerk        |

|        |              |     |            |
|--------|--------------|-----|------------|
| ABSENT | Edwin Glaser | --- | Supervisor |
|--------|--------------|-----|------------|

Public Hearing for Proposed Solar Law Revisions was opened at 7:01PM by Deputy Supervisor Hall.

Fred Ball, Nexamp solar company representative was introduced by Councilperson Witmer to answer questions concerning existing and prospective solar projects.

**Public Comments:** Judi McKee Sanders, Ginger Cook, Steve Yaussi and Jaclyn Wenschhof

MOTION

**ADJOURNMENT OF PUBLIC HEARING**

On a motion by Councilperson Owen, seconded by Councilperson Witmer the following motion was

|         |        |                                    |
|---------|--------|------------------------------------|
| ADOPTED | Ayes 4 | Witmer, Poulin, Owen, Parker- Lane |
|         | Nays 0 |                                    |

Motion to adjourn the Public Hearing for Proposed Solar Law Revisions to July 9, 2024 meeting

**Old Business Public Comments:** Ginger Cook

MOTION

**MINUTES**

On a motion of Councilperson Witmer, second by Councilperson Parker Lane following motion was.

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

Motion to approve minutes from May 14, 2024 Town Board Meeting.

MOTION

**MINUTES**

On a motion of Councilperson Witmer, second by Councilperson Parker Lane following motion was.

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

Motion to approve minutes from May 23, 2024 Special Town Board Meeting

MOTION

**AUDIT OF CLAIM**

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

ADOPTED Ayes 4 Witmer, Poulin, Owen, Parker- Lane  
Nays 0

Motion to authorize payment of abstract #6 include vouchers 24-00347– 24-00410 for a total amount of \$154,906.37.

**Summary by Payable Account**

| <u>Payable Acct</u>    | <u>Total Amount</u> |
|------------------------|---------------------|
| General                | \$40,412.66         |
| Highway                | \$68,142.11         |
| Water Dist. 1          | \$2,015.76          |
| Water Dist. 2          | \$2,015.76          |
| Special Lighting Dist. | \$532.07            |
| Trust & Agency         | \$1,049.52          |
| Sewer Capital Fund     | \$40,738.50         |

MOTION

**SUPERVISOR REPORT**

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

ADOPTED Ayes 4 Poulin, Owen, Parker-Lane, Witmer  
Nays 0

Motion to accept May Supervisor’s report as presented by Deputy Supervisor Hall.

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

MOTION

**APPROVAL OF SUMMER RECREATION STAFF 2024**

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

ADOPTED    Ayes 4            Poulin, Owen, Parker-Lane, Witmer  
                 Nays 0

Motion to approve the following staff members for 2024 season of Summer Recreation:

Sommer Bartlett – Director - \$21.00 Per/ Hr.

Neva Bettinger – Asst. Director - \$18.00 Per/Hr.

Kiah Duger – Counselor - \$15.00 Per/Hr.

Jeremy McGrath - Counselor - \$16.00 Per/Hr.

Ella Wainwright - Counselor - \$15.00 Per/Hr.

Trey Wainwright - Counselor - \$15.00 Per/Hr.

Cullen McNitt – Alternate - \$15.00 Per/Hr.

Raegan Riordan – Alternate - \$15.00 Per/Hr.

Carol Hall was appointed by Recreation Commission to finishing out the term of Jerrica White term to end December 31, 2026

Monthly Reports submitted by Assessor, Town Clerk and Zoning Enforcement Officer  
Monthly reports are to be submitted by Thursday before Town Board Meeting to Town Board Members see schedule attached as to when reports are due.

MOTION

**COMMUNITY HOST AGREEMENT FUNDS FOR MILITARY RD. SOLAR PROJECT**

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

ADOPTED    Ayes 4            Owen, Parker-Lane, Poulin, Witmer  
                 Nays 0

Motion to place Community Host Agreement Funds of \$50,000.00 from Nexamp for Military Rd. solar project into an interest-bearing CD Account to be used for something the whole community can benefit from. ex. Waterfront revitalization or NY Forward grant.

MOTION

**PUBLIC HEARING SCHEDULE FOR PROPOSED REVISIONS TO LOCAL LAW CHAPTER # 27 & 73**

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

ADOPTED    Ayes 4            Poulin, Owen, Parker-Lane, Witmer  
                 Nays 0

Motion to schedule Public Hearing for proposed revisions to Local Law Chapter # 27 & 73 for Tuesday July 9, 2024 at 7:00PM at Town Offices located at 12105 Town Barn Rd., Henderson, NY.

MOTION

**LONG RANGE PLAN 2024 TOWN OF HENDERSON**

On a motion by Councilperson Poulin, second by Councilperson Witmer the following motion was

ADOPTED    Ayes 4            Poulin, Owen, Parker-Lane, Witmer  
                 Nays 0

Motion to approve 2024 Town of Henderson Long Range Plan as follows:

Identifying items out 10 to 20 years that the town needs or wants to accomplish. These would be big picture items that would provide direction for the town. These would be assigned to calendar years that we expect to have these implemented. The level of planning detail would increase as we get closer to the date. Adjustments are made as needed.

The Highway Department and Water district should have separate detailed long-range Capital (AMP) and Maintenance plans (and budgets) addressing their particular area of responsibility.

Oversight:

- Standard agenda item for updates at monthly town board meetings for current calendar year subject(s)
- Agenda item for updates at March & September town board meetings for following calendar year subject(s)
- Annual workshop in January to review and revise Long Range Plan

2024

- Sewer District #1
- Conduct Comprehensive Plan -

2025

- Sewer District #1
- Develop Hamlet Revitalization Plan
- Develop Harbor Revitalization Plan
- Externally performed comprehensive town financial audit

2026

- Sewer District #1
- Water District #3 (Complete overlap with SD#1)

2027

- Water District #3 (Complete overlap with SD#1)
- Tax Reassessment

2028

- Sewer District#2/Water District#4 (complete waterfront coverage out to the Cut)

2029

- Sewer District#2/Water District#4 (complete waterfront coverage out to the Cut)

### Potential Inputs

- Establish schedule for periodic Tax Reassessment (last performed 2014)
  - \*NY State recommends every 4 years
- Establish schedule for periodic Comprehensive Plan performance
  - Recommend every 10 years
  - Town Law Section 272-A Town comprehensive plan
  - 10. Periodic review. The town board shall provide, as a component of such proposed comprehensive plan, the maximum intervals at which the adopted plan shall be reviewed.**
- Establish schedule for externally performed comprehensive town financial audit
  - last NYS performed in 2010. School Districts are required every 5 years, determine the optimum for Town of Henderson

\* <https://www.tax.ny.gov/pit/property/learn/reassess.htm>

The *Aid for Cyclical Reassessments* program encourages localities to provide fair assessment to protect their initial investments in quality assessment rolls. To be eligible, assessing units must commit to conducting reappraisals of all property at least once every four years. Up to \$5 per parcel is available in the year of a full reappraisal.

RESOLUTION # 2024-06-11-033

### **PRO-HOUSING COMMUNITIES**

On a motion by Councilperson Owen, second by Councilperson Witmer the following motion was

ADOPTED    Ayes 4            Poulin, Owen, Parker-Lane, Witmer  
                 Nays 0

Motion to approve the Pro-Housing Communities as follows:

Councilperson Owen moved and Councilperson Witmer seconded that

WHEREAS, the Town of Henderson (hereinafter “local government”) believes that the lack of housing for New York residents of all ages and income levels negatively impacts the future of New York State’s economic growth and community well-being;

WHEREAS, the housing crisis has negative effects at regional and local levels, we believe that every community must do their part to contribute to housing growth and benefit from the positive impacts a healthy housing market brings to communities;

WHEREAS, we believe that supporting housing production of all kinds in our community will bring multiple benefits, including increasing housing access and choices for current and future residents, providing integrated accessible housing options that meet the needs of people with sensory and mobility disabilities, bringing economic opportunities and vitality to our communities, and allowing workers at all levels to improve their quality of life through living closer to their employment opportunities;

WHEREAS, we believe that evidence showing that infill development that reduces sprawl and supports walkable communities has significant environmental and public health benefits; and

WHEREAS, we believe that affirmatively furthering fair housing and reducing segregation is not only required by law but is essential for keeping our community strong and vibrant.

NOW, THEREFORE, IT IS HEREBY RESOLVED that Town of Henderson, in order to take positive steps to alleviate the housing crisis, adopts the Pro-Housing Communities pledge, which will have us endeavor to take the following important steps:

1. Streamlining permitting for multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.
2. Adopting policies that affirmatively further fair housing.
3. Incorporating regional housing needs into planning decisions.
4. Increasing development capacity for residential uses.
5. Enacting policies that encourage a broad range of housing development, including multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.

MOTION

**FOIL STRATEGY FOR TOWN OF HENDERSON**

On a motion by Councilperson Poulin, second by Councilperson Witmer the following motion was

ADOPTED    Ayes 4            Poulin, Owen, Parker-Lane, Witmer  
                 Nays 0

Motion to approve as follows:

WHEREAS Access to public information should be simple. Freedom of Information Laws and the New York Open Meetings Law make access to public records a right.

WHEREAS When government operates openly and honestly, the residents can hold elected officials accountable, fulfilling duties as an informed citizenry. Access fosters responsive, accountable government, stimulates civic involvement, and builds trust in government.

WHEREAS Government is the public's business and that the public, individually and collectively and represented by a free press, should have access to the records of government in accordance with the provisions of Public Officers Law Article 6 (Sections 84-90)

WHEREAS By publicly posting information proactively this will reduce the administrative burden of the government staff.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Town of Henderson: Establishes the most liberal FOIL policy allowed under state law. Default should be to release information when not prevented by Public Officers Law Article 6 (Sections 84-90)

Will use redaction methods to protect personal and proprietary information so that the document can be released.

Board Comments – Councilperson Owen

**PUBLIC COMMENTS:**

Melanie O'Brien, Ginger Cook, Karen Richmond, Judi McKee Sanders and Lou Pagnotti

**MOTION**

**EXECUTIVE SESSION ENTER**

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

ADOPTED    Ayes 4                    Witmer, Poulin, Owen, Parker- Lane  
                  Nays 0

Motion to enter into executive session to discuss pending litigation against the Town and personnel issues.

**MOTION**

**EXECUTIVE SESSION EXIT**

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

ADOPTED    Ayes 4                    Witmer, Poulin, Owen, Parker- Lane  
                  Nays 0

Motion to exit executive session.

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

|         |             |  |                        |
|---------|-------------|--|------------------------|
| May 15  | (Wednesday) | Zoning Board Meeting                   | 6:00PM                 |
| May 20  | (Monday)    | Recreation Commission Meeting          | 6:00PM                 |
| May 23  | (Thursday)  | Special Town Board Meeting             | 7:00PM                 |
| May 27  | (Monday)    | Memorial Day Town Offices Closed       |                        |
| May 28  | (Tuesday)   | Grievance Day                          | 10:00am-Noon & 6pm-8pm |
| June 04 | (Tuesday)   | Planning Board Meeting                 | 5:00PM                 |
| June 11 | (Tuesday)   | Town Board Meeting                     | 7:00PM                 |
| June 12 | (Wednesday) | Special Town Board Meeting Sewer       | 7:00PM                 |
| June 19 | (Wednesday) | Juneteenth Town Offices Closed         |                        |
| June 24 | (Monday)    | Recreation Commission Meeting          | 6:00PM                 |
| July 02 | (Tuesday)   | Planning Board Meeting                 | 5:00PM                 |
| July 04 | (Thursday)  | Fourth of July All Town Offices Closed |                        |
| July 09 | (Tuesday)   | Town Board Meeting                     | 7:00PM                 |
| July 10 | (Wednesday) | Special Town Board Meeting Sewer       | 7:00PM                 |
| July 17 | (Wednesday) | Zoning Board of Appeals Meeting        | 6:00PM                 |
| July 22 | (Monday)    | Recreation Commission Meeting          | 6:00PM                 |



# DRAFT

## LOCAL LAW 37 SCHEDULE OF IN PERSON REPORT OUT AT NORMAL TOWN BOARD MEETING

|                          | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|--------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| HWY SUPV                 | X   |     |     | X   |     |     | X   |     |     | X   |     |     |
| WATER DISTRICT           |     | X   |     |     | X   |     |     | X   |     |     | X   |     |
| ZEO                      |     |     | X   |     |     | X   |     |     | X   |     |     | X   |
| ASSESSOR                 | X   |     |     |     |     |     | X   |     |     |     |     |     |
| PLANNING BOARD           |     | X   |     |     |     |     |     | X   |     |     |     |     |
| ZBA                      |     |     | X   |     |     |     |     |     | X   |     |     |     |
| SANITATION               |     |     |     | X   |     |     |     |     |     | X   |     |     |
| TOWN CLERK/TAX COLLECTOR |     |     |     |     | X   |     |     |     |     |     | X   |     |
| JUSTICES                 |     |     |     |     |     |     |     |     |     |     |     | X   |
| RECREATION COMMISSION    |     |     |     |     |     | X   |     |     |     |     |     |     |
| MOORING                  |     |     |     |     | X   |     |     |     |     |     |     |     |

DRAFT