

**Town of Henderson
12105 Town Barn Rd.
Henderson, NY 13650
Town Board Meeting
April 12, 2017 – 7:00 PM Scheduled**

A regular meeting of the Town Board of the Town of Henderson, County of Jefferson and the State of New York was held at the Town office, 12105 Town Barn Rd, Henderson, NY on the 12th day of April 2017.

PRESENT:	John Culkin	----	Supervisor
	Edwin Glaser	----	Deputy Supervisor
	Jeffrey Youngs	----	Councilman
	Torre Parker-Lane	----	Councilwoman
	Carol Hall	----	Councilwoman
	Wendy Flagg	----	Town Clerk
	Jay Whitney	----	Bookkeeper
	Harold Nelson	----	Highway Superintendent

RESOLUTION 2017-04-12-037

FINANCIAL TRANSACTION

On a motion of Supervisor Culkin, second by Councilwoman Parker-Lane, the following resolution was

ADOPTED Ayes 5 Culkin, Glaser, Hall, Youngs, Parker-Lane
 Nays 0

Resolved to move funds as follows below:

Transfer of \$40.00 from A1990.4 Contingent Account to A8570.4 Beautification Contractual

RESOLUTION 2017-04-12-038

AUDIT OF CLAIMS

On a motion of Supervisor Culkin seconded by Deputy Supervisor Glaser, the following resolution was

ADOPTED Ayes 5 Culkin, Glaser, Youngs, Parker-Lane, Hall
 Nays 0

Resolved to authorize payment of abstract #06 to include vouchers # 172473 to 172552 for a total of \$65,530.58.

MOTION

APPROVAL SUPERVISOR REPORT

On a motion of Deputy Supervisor Glaser, second by Councilwoman Hall the following motion was

ADOPTED Ayes 5 Culkin, Glaser, Hall, Youngs, Parker-Lane
 Nays 0

Motioned that the Town Board accept the March 2017 Supervisor's report as presented.

MOTION

APPROVAL OF MINUTES

On a motion of Councilwoman Parker- Lane, second by Deputy Supervisor Glaser the following motion was

ADOPTED Ayes 4 Culkin, Glaser, Youngs, Parker-Lane
 Nays 0
 Abstains 1 Hall (Do to recusal of Disability Insurance for Sanitation Dept.)

Motioned that the written revised minutes of March 8, 2017 Town Board meeting be approved.

The fishing promotion group has been researching ways to promote fishing in Henderson Harbor by using other resources to reach more people and get a longer exposure. Presentations by both WPBS and North Shore Solutions where heard and approved by the Board.

Resolution 2017-04-12-039

FISHING PROMOTION FUNDS

On a motion of Supervisor Culkin, second by Councilwoman Parker-Lane the following motion was

ADOPTED Ayes 5 Culkin, Glaser, Hall, Youngs, Parker-Lane
 Nays 0

Resolved to approve the Town of Henderson to enter into contract with WPBS for creation of the videos and commercials for promoting fishing in Henderson/ Henderson Harbor area for a total amount of \$4500.00. Also allowing the Town of Henderson to enter into contract with North Shore Solutions to create a website for promoting fishing in Henderson/Henderson Harbor area for a total amount of \$455.00. Also to include online marketing to publicize the website for a total \$1350.00. It is the Town's expectations to be reimbursed from money in New York State budget dedicated to promoting fishing in Henderson/Henderson Harbor by Senator Patty Ritchie.

Ed Olley of GYMO engineering presented the copy of the final document to go out for bid on the court renovations. The Judges and Councilman Youngs will review the document one more time and the document will be sent out for bid.

Resolution 2017-04-12-040

COURT RENOVATION BID

On a motion of Supervisor Culkin, second by Deputy Supervisor Glaser the following motion was

ADOPTED Ayes 5 Culkin, Glaser, Hall, Youngs, Parker-Lane
 Nays 0

Resolved to approve GYMO Engineering, Architects to publish the bid document for Court room renovations project to be partially funded by grant from Office of Court Administration. Also, to authorize GYMO Engineer, Architects to publish bid document on electrical upgrade on Town of Henderson office building(s). The project is separate and distinct from Court renovations but most likely will occur simultaneously.

Highway Superintendent Harold Nelson requested hiring two new part time summer seasonal employees for mowing. Also discussed the NYS shared services agreement that all rates are in order and the concern of fencing of Town owned cemeteries. There are a couple that may need to be replaced or repaired.

April 12, 2017 Page 3

Resolution 2017-04-12-041

HIGHWAY NEW HIRES

On a motion of Supervisor Culkin, second by Deputy Supervisor Glaser the following motion was

ADOPTED Ayes 5 Culkin, Glaser, Hall, Youngs, Parker-Lane
 Nays 0

Resolved to approve the hiring of two people to work 30 to 32 hours as part time summer seasonal employees at a rate of \$14.00 per hour to perform mowing and other related duties as required.

Resolution 2017-04-12-042

NYS SHARED SERVICES

On a motion of Supervisor Culkin, second by Councilwoman Parker- Lane the following motion was

ADOPTED Ayes 5 Culkin, Glaser, Hall, Youngs, Parker-Lane
 Nays 0

Board resolved to allow Supervisor Culkin to enter into agreement with New York State Department of Transportation Shared Services agreement.

If permission is gained from property owner at the "Lookout" would the Town Board be in support of hiring out the trimming service? Board would consider but written agreement signed by all involved would have to be produced.

The annual audits were performed on Tax Collector, Town Clerk, and Chief Fiscal Officer on April 5, 2017. All were found to be in compliance with the Office of State Comptroller record keeping requirements.

On April 11, 2017 annual audits for Court Justices and Sanitation Department were held. Court Justice records were found to be in compliance with the Office of State Comptroller record keeping requirements and Sanitation Department was in compliance as well. The Board determined that the Sanitation funds are generally handled through the Town Clerk. A couple new procedures will be implemented into the Sanitation Department to track checks received for punch card sales and turned over to the Town Clerk.

The Henderson Harbor Triathlon sponsored by the Children's Home of Jefferson County and Credo Community Center once again asked the Board to allow them to use the Town of Henderson Boat Launch facility for the event to be held on July 8, 2017.

MOTION

TRIATHLON EVENT

On a motion Supervisor Culkin, second by Councilwoman Hall the following motion was

ADOPTED Ayes 5 Culkin, Glaser, Hall, Youngs, Parker-Lane
 Nays 0

Motion to close the Town of Henderson Boat Launch facility on Saturday, July 8, 2017 to the public so the annual Triathlon may use the facility to host their event in a safe and secure area to protect the competitors as well as the spectators.

The Garden Club wishes to install a memorial bench in Diane Gamble's name at the Town boat launch.

April 12, 2017 page 4

Resolution 2017-04-12-043

MEMORIAL BENCH

On a motion of Supervisor Culkin, second by Councilwoman Parker- Lane the following motion was

ADOPTED Ayes 5 Culkin, Glaser, Hall, Youngs, Parker-Lane
 Nays 0

Board resolved to allow Garden Club to install memorial bench at Town of Henderson Boat Launch in memory of Diane Gamble. Board also resolved to have use Town funds and man power for cement slab to place bench upon.

On March 29, 2017 a meeting with New York State Department of Conservation in regards to the proposed sewer system was held to make NYS DEC aware of the Town of Henderson's interest to pursue a possible project. NYS DEC will now be involved with the project.

Memorial Day parade invitation to the Town Board members was extended for the members to walk in the parade. Supervisor Culkin is looking for participants.

It is with great sadness that the Board accepts Judge John Moshier's retirement notice to take effect April 22, 2017 as Court Justice for the Town of Henderson. Judge Moshier will be greatly missed and the Board wishes him all the best in his retirement.

Owners of the Waterside Bar & Grill located in Henderson Harbor have notified the Town of their application for a grant of easement from the State of New York Executive Department Office of General Services for a treated wastewater effluent pipe structure to extend approximately 100' into Henderson Harbor.

Richard Wittenburg owner of Harbor's End, INC requested an amendment to a previous Board meetings minutes. Discussion by the Board determined that no change in the minutes is necessary as the existing minutes accurately reflected what happened at that meeting. Supervisor Culkin will issue a letter to Mr. Wittenburg as to the findings.

Councilwoman Hall informed Board that Recreation had received a check from Stewart's Holiday Donation program towards field trips for the summer recreation program this year but did not know how to process the funds. Bookkeeper Jay Whitney will research and contact them.

Recreation has quotations for the playground drainage reconstruction as recommended by the Town's insurance and State inspections. The quotes will be sent out to the Board members for review.

PUBLIC COMMENTS: Jerry Tackley spoke to the Board about the possibility of alternate Board members for both the Planning Board and Zoning Board of Appeals.

No further business to discuss a motion by Councilwoman Parker-Lane second by Deputy Supervisor Glaser the meeting was adjourned. Carried unanimously

All Town meetings and court on Monday night are at 12105 Town Barn Road at 7:00PM unless otherwise stated

April 19 (Wednesday) Zoning Board of Appeals Hearings

April 20 (Thursday) Recreation Commission Meeting

May 02 (Tuesday) Planning Board Hearings

May 10 (Wednesday) Town Board Meeting

May 17 (Wednesday) Zoning Board of Appeals Hearings
May 23 (Tuesday) Assessment Grievance Day **10-2, 2-4, 6-8**
May 29 (Monday) Memorial Day **Town Offices Closed**

Respectfully submitted,
Wendy Flagg / Town Clerk/Collector