

Town of Henderson
12105 Town Barn Rd.
Henderson, NY 13650
Public Hearing for Adoption of the 2021 Budget
& Town Board Meeting
November 10, 2020 – 7:00 PM Scheduled

A Public Hearing for Town of Henderson Adoption of the 2021 Budget and regular meeting of the Town Board of the Town of Henderson, County of Jefferson and the State of New York held at 12105 Town Barn Rd.at 7:00PM, on the 10th day of November 2020.

PRESENT:	Edwin Glaser	----	Supervisor
	Carol Hall	----	Councilwoman
	Matthew Owen	----	Councilman
	Torre Parker Lane	----	Councilwoman
	Bryan Flagg	----	Councilman
	Donna Martel	----	Bookkeeper
	Wendy Flagg	----	Town Clerk

Supervisor Glaser called the meeting to order at 7:00 PM with the pledge to the flag. Public Hearing for adoption of 2021 Budget opened by Supervisor Glaser at 7:01 PM

Barbara Greene, Mary Bryant and Gretchen Martelle represented the Henderson Free library asking the Board for further information regarding the Library’s funding for the up coming year. A request for financial records from the library was asked for by the Board and questions of when a meeting would be set up between the Town Board and Board of Trustees of the library were discussed.

Public comments complete and the Public Hearing is closed at 7:12PM

MOTION

MINUTES

On a motion of Councilman Flagg, second by Councilwoman Parker Lane following motion was

ADOPTED	Ayes 5	Glaser, Parker-Lane, Flagg, Owen, Hall
	Nays 0	

Motion to approve minutes from the October 13, 2020 Town Board meeting as written.

MOTION

AUDIT OF CLAIMS

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

ADOPTED Ayes 5 Glaser, Owen, Flagg, Hall, Parker Lane
 Nays 0

Resolved to authorize payment of abstract # 10P include vouchers 177573-177574 for a total amount of \$4,536.32

Summary by Payable Account

<u>Payable Acct</u>	<u>Total Amount</u>
General	\$4,536.32

MOTION

AUDIT OF CLAIMS

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

ADOPTED Ayes 5 Glaser, Owen, Flagg, Hall, Parker Lane
 Nays 0

Resolved to authorize payment of abstract # 11 include vouchers 177575-177619 minus voucher # 177579 for \$97.48 for a total amount of \$139,273.

Summary by Payable Account

<u>Payable Acct</u>	<u>Total Amount</u>
General	\$45,086.61
Highway	\$46,154.35
Water Dist. 1	\$1,583.39
Water Dist. 2	\$45,383.37

MOTION

SUPERVISOR REPORT

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

ADOPTED Ayes 5 Owen, Glaser, Parker-Lane, Flagg, Hall
 Nays 0

Motion to accept October Supervisor's report as presented by Supervisor Glaser.

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

Pat Scordo from Gyomo Engineering updated Board on the progress of proposed water district. A map outlining the proposed district was presented and discussions as to why the district is being pursued at this time while we are still going for sewer district funding. The plan is to get water lines in at the same time as sewer lines are going in on County Route 123 so the road will be disturbed only once.

MOTION

ADOPT 2021 TOWN OF HENDERSON BUDGET

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

Roll Call Vote: Glaser – yes, Parker-Lane yes, Flagg – yes, Hall – Yes, Owen – yes

Motion to accept the 2021 Town of Henderson Budget as presented.

The balance of funds of the Jefferson County Snow & Ice agreement are finalized to be released Board agrees to allow Supervisor Glaser to sign off on funds.

RESOLUTION 2020-11-10-065

NYS SNOW & ICE AGREEMENT

On a motion by Councilwoman Parker-Lane, second by Councilman Owen the following motion was

ADOPTED Ayes 5 Owen, Glaser, Parker-Lane, Flagg, Hall
 Nays 0

Resolved that the Town Board of the Town of Henderson hereby authorizes, in consideration of the mutual covenants and benefits contained therein, an amendment to change the estimated expenditure for the Snow and Ice Agreement for the 2020/21 season.

New in District water hook ups approved for Shawn Herrmann at parcel # 106.05-1-5.23 and Six Town Cottage, LLC at parcel # 106.05-1-5.21.

Annual copier agreement with Advance Business System was discussed with an understanding of the increase and the need to research the possibility of getting new copiers.

MOTION

ADVANCE BUSINESS SYSTEM ANNUAL COPIER CONTRACT

On a motion by Councilman Owen, second by Councilwoman Hall the following motion was

ADOPTED Ayes 5 Owen, Glaser, Parker-Lane, Flagg, Hall
 Nays 0

Motion to accept and allow Supervisor Glaser to enter into annual contract with Advance Business Systems for maintenance of all Town copiers.

RESOLUTION 2020-11-10-066

RETENTION & DISPOSITION SCHEDULE FOR NY LOCAL GOVERNMENT RECORDS

On a motion by Councilwoman Parker Lane, second by Councilman Flagg the following motion was

ADOPTED Ayes 5 Owen, Glaser, Parker-Lane, Flagg, Hall
 Nays 0

Resolved by the Town Board of the Town of Henderson that *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

- (a) Only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein;
- (b) Only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Zoning Board of Appeals request to purchase reference books for each member at a \$60.00 cost per book from New York Planning Federation. Board ask to research with Association of Towns to see what they might have to offer.

MOTION

ZONING BOARD OF APPEALS REFERENCE BOOKS

On a motion by Councilwoman Parker Lane, second by Councilwoman Hall the following motion was

ADOPTED Ayes 5 Owen, Glaser, Parker-Lane, Flagg, Hall
 Nays 0

Motion to allow the Zoning Board of Appeals to purchase reference books up to \$300.00 total.

Decommissioning plan for the Buttrville Solar Project was distributed to the Town Board for review and prepare for discussion at next month's meeting.

Penn Power System annual contract is up for renewal to service and maintain the two generators the Town owns.

MOTION

PENN POWER SYSYTEM ANNUAL GENERATOR CONTRACT

On a motion by Councilwoman Parker Lane, second by Councilman Flagg the following motion was

ADOPTED Ayes 5 Owen, Glaser, Parker-Lane, Flagg, Hall
 Nays 0

Motion to accept and allow Supervisor Glaser to enter into annual contract with Penn Power Systems for maintenance of all Town generators.

Board Comments:

Councilman Owen – Saturday Aug 11th, 2021 a fund raiser for Henderson Business Community Council may need to block off part of County Route 123 for late afternoon/evening event. Who would be the correct people to ask for permission to do so?

Councilman Flagg – Discussed possible security fencing from Town offices to sanitation to detour any further individuals from disposing of trash after hours and tampering with Highway Equipment. Unable to now that section of roadway is a public Town road.

Supervisor Glaser – Pricing quotes on a new furnace for the water treatment plant are being gathered as the system needs replacement. Will present when prices are gathered.

Councilwoman Hall – The COVID-19 plan is due to the State by Feb 2021 were do we stand on being in compliant. The departments have been buying the 30 supply of PPE equipment per employee per the guidelines and monitoring equipment has been

purchased. She will check with each department supervisor to make sure we are compliant.

PUBLIC COMMENTS: None

No further business to discuss a motion by Councilwoman Hall second by Councilwoman 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

Nov 11	(Wednesday)	Veterans Day Offices Closed	
Nov 18	(Wednesday)	Zoning Board of Appeals Hearing	5:00PM
Nov 19	(Thursday)	Recreation Commission	7:00PM
Nov 25	(Wednesday)	Town Offices closing at Noon	
Nov 26	(Thursday)	Happy Thanksgiving all Town offices closed	
Dec 01	(Tuesday)	Planning Board Meeting	5:00 PM
Dec 08	(Tuesday)	Town Board Meeting	7:00 PM
Dec 16	(Wednesday)	Zoning Board of Appeals Hearing	5:00 PM
Dec 24-27		HAPPY HOLIDAYS Town Office closed	
Dec 31-Jan 3		Town Office Closed Happy New Year	