

**Town of Henderson
12105 Town Barn Rd.
Henderson, NY 13650
Public Hearing 2021 Preliminary Budget & Town Board
Meeting
October 13, 2020 – 7:00 PM Scheduled**

A Public Hearing for 2021 Town of Henderson Preliminary 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 6:45PM, on the 13th day of October 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 6:45 PM with the pledge to the flag.

Public Hearing for 2021 Preliminary Budget opened by Supervisor Glaser at 6:48 PM

Donna Martel, Clerk to the Supervisor reviewed the proposed figures for the 2021 Preliminary Budget. A letter from Gary Rhodes was distributed to the Town Board for review earlier in the week. No Public Comments were made.

MOTION

MINUTES

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

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

Motion to close the Public Hearing for 2021 Preliminary Budget.

Public Hearing for 2021 Preliminary Budget closed by Supervisor Glaser at 6:54PM and Town Board meeting opened at this time.

MOTION

MINUTES

On a motion of Councilwoman Hall, 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 September 8, 2020 Town Board meeting as written.

MOTION

AUDIT OF CLAIMS

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

ADOPTED Ayes 4 Glaser, Owen, Flagg, Hall, Parker Lane
 Nays 0

Resolved to authorize payment of abstract # 9P include vouchers 177491-177492 for a total amount of \$336.81

Summary by Payable Account

<u>Payable Acct</u>	<u>Total Amount</u>
General	\$336.81

MOTION

AUDIT OF CLAIMS

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

ADOPTED Ayes 4 Glaser, Owen, Flagg, Hall
 Nays 0
 Abstains Parker-Lane

Resolved to authorize payment of abstract # 10 include vouchers 177493-177572 for a total amount of \$66,171.12

Summary by Payable Account

<u>Payable Acct</u>	<u>Total Amount</u>
General	\$20,279.08
Highway	\$35,669.14
Water Dist. 1	\$4,434.96
Water Dist. 2	\$4,434.92

MOTION

SUPERVISOR REPORT

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

Motion to accept September Supervisor's report as presented by Supervisor Glaser

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

RESOLUTION 2020-120-13-059

BUDGET TRANSFERS & AMENDMENTS

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 Budget Transfers & Amendments as listed below:

BUDGET TRANSFERS

CR: A1310.2 FINANCE EQUIPMENT CAPITAL OUTLAY

DB: A1310.4 FINANCE CONTRACTUAL

Amount \$1,200.00

Cost of Edmunds Gov Tech new software purchase not in budget.

CR: A1355.2 ASSESSOR EQUIPMENT CAPITAL OUTLAY

DB: A1355.43 ASSESSOR TAX MAPPING FEES

Amount \$250.00

Over expenditure not in 2020 budget for Assessor equipment purchases; out posting and licensing of new software.

CR: A1355.40 ASSESSOR CONTRACTUAL
DB: A1355.43 ASSESSOR TAX MAPPING FEES
Amount \$600.00

Over expenditures not in 2020 budget; additional training expenses.

CR: A1355.41 ASSESSMENT TAX ROLLS
DB: A1355.43 ASSESSOR TAX MAPPING FEES
Amount \$3,700.00

Over expenditures not in 2020 budget; tax assessment challenges.

CR: A7110.2 PARKS EQUIPMENT CAPITAL OUTLAY
DB: A7110.1 PARKS PERSONAL SERVICES; PAYROLL
Amount \$2,300.00

Over expenditure not in 2020 budget; tiller purchase for trail maintenance

CR: A7180.2 BOAT LAUNCH EQUIPMENT CAPITAL OUTLAY
DB: A7180.1 BOAT LAUNCH PERSONAL SERVICES; PAYROLL
Amount \$2,000.00

Over expenditure not in 2020 budget; boat launch improvement project – design phase

CR: A8160.2 REFUSE & GARBAGE EQUIPMENT CAPITAL OUTLAY
DB: A8160.4 REFUSE & GARBAGE CONTRACTUAL
Amount \$1,000.00

Over expenditure not in 2020 budget; Vision Camera System install

CR: DA5112.2 ROADS CAPITAL IMPROVEMENTS PERMANENT
DB: DA5110.4 CONTRACTUAL
Amount \$1,000.00

Over expenditure not in 2020 budget; permanent road building expense.

CR: DA5132.4 GARAGE CONTRACTUAL
DB: DA5140.1 PERSONAL SERVICES; PAYROLL
Amount \$2,500.00

Over expenditure not in 2020 budget; use of new appropriations account – garage expenses not for highway equipment is now expensed to this line item – toilet paper, cleaning supplies, etc.

CR: DA5142.41 SNOW REMOVAL CONTRACTUAL; SALT
DB: DA5142.5 FUEL
Amount \$30,200.00

Over expenditure not in 2020 budget; use of new appropriations account to account for yearly cost of road salt.

CR: DA5142.41 SNOW REMOVAL CONTRACTUAL; SALT
DB: DA5142.40 SNOW REMOVAL CONTRACTUAL; FUEL
Amount \$69,800.00

Over expenditure not in 2020 budget; use of new appropriations account to account for yearly cost of road salt.

CR: DA5142.42 SNOW REMOVAL SAND CONTRACTUAL
DB: DA5142.5 FUEL
Amount \$15,000.00

Over expenditure not in 2020 budget; use of new appropriations account to account for yearly sand costs during snow & ice periods.

CR: DA9050.8 UNEMPLOYMENT INSURANCE
DB: DA9010.8 STATE RETIREMENT
Amount \$1,500.00

Over expenditure not in 2020 budget.

CR: DA9070.8 SICK FUND BANKED WAGES
DB: DA9060.8 EMPLOYEE BENEFITS; HEALTH INSURANCE
Amount \$10,000.00

Over expenditure not in 2020 budget; use of new appropriations account to account for town's cost of banked sick wages paid out.

CR: F9710.6 PRINCIPAL ON INDEBTEDNESS
DB: F9710.7 INTEREST ON INDEBTEDNESS
Amount \$462.00

Over expenditure not in 2020 budget; incorrect budgeting.

BUDGET AMENDMENTS

CR: A1220.4 SUPERVISOR CONTRACTUAL
DB: A1990.4 CONTINGENCY
Amount \$300.00

Over expenditures not in 2020 budget

CR: A1310.1 FINANCE/SUPERVISOR CLERK SALARY
DB: A1990.4 CONTINGENCY
Amount \$8,294.16

Over expenditure not in 2020 budget; hiring cost of new Clerk to Supervisor agreed salary.

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CR: A5010.2 HWY SUPERVISOR EQUIPMENT CAPITAL OUTLAY

DB: A1990.4 CONTINGENCY

Amount \$764.00

Over expenditure not in 2020 budget; renewal of payroll time keeping software system.

CR: A6990.4 ECONOMIC DEVELOPMENT CONTRACTUAL

DB: A1990.4 CONTINGENCY

Amount \$15.00

Over expenditure not in 2020 budget; Henderson Business & Community Counsel reimbursements.

CR: A9060.8 HEALTH INSURANCE

DB: A1990.4 CONTINGENCY

Amount \$20,000.00

Over expenditure not in 2020 budget; inaccurate budgeting for 2020 expenses.

Dwight Davidson represented the Henderson Business Community Council and introduced a proposed survey that the Council would like to send out and get the community's feedback on things to do in the area, ideas to help promote the direction the Town should be heading in and ideas for the future of the Town. A workshop to discuss the survey further and possibly incorporate ideas to help update the Town's comprehensive plan is set for Oct 19 @ 6PM

Landowners of billboards on State Route 3 have been contacted about lease agreements for the billboards that Town attorney can draw up.

A link to Henderson Business Community Council website will be placed on Town website

A bill from Stadium International Sales for a truck repair due to a failed inspection of \$9,936.79 is within the town's procurement policy. The Board had discussions on a way to track truck repairs and gage when it is the best time to replace.

Propane sealed bids were opened three envelopes:

Heller's Gas - \$.99 per gallon until July 1,2022

Christman Fuel Service – \$.99.9 per gallon for 2020-2021 season

Ferrell Gas - \$1.34.9 per gallon

State bid for propane will be checked and a decision will be made as the season is fast approaching.

RESOLUTION 2020-120-13-060

CITIBANK COMMERCIAL CREDIT CARD

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

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

Motion to allow the Town to obtain a Citibank Commercial Credit card authorized by the State Comptrollers Office for purchases with a credit limit of \$7,500.00. The Town Clerk will hold the card as the overseer of usage. The program Administrator will be listed as the current Clerk to the Supervisor and the Senor Official will be listed as the current Town Supervisor. The Town Board authorizes the Town Supervisor to sign the Participation Agreement with Citibank and forward Town financial information for approval.

RESOLUTION 2020-120-13-061

CITIBANK TRAVEL/EDUCATION CREDIT CARD

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 Town to obtain a Citibank Travel/Education Credit card authorized by the State Comptrollers Office for purchases with a credit limit of \$2,500.00. The Town Clerk will hold the card as the overseer of usage. The program Administrator will be listed as the current Clerk to the Supervisor and the Senor Official will be listed as the current Town Supervisor. The Town Board authorizes the Town Supervisor to sign the Participation Agreement with Citibank and forward Town financial information for approval.

RESOLUTION 2020-10-13-062

ROSS JACOBS WAY TOWN ROADWAY

On a motion by Councilman Owen, second by Councilman Flagg the following motion was

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

Motion that the Town Board of the Town of Henderson approves the name of the roadway into the Water treatment plant as Ross Jacobs Way. This roadway will be maintained and owned as a Town road and open for public use.

RESOLUTION 2020-10-13-063

PARK LANE TOWN ROADWAY

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 that the Town Board of the Town of Henderson approves the name of the roadway into the playground and park as Park Lane. This roadway will be maintained and owned as a Town road and open for public use.

RESOLUTION 2020-10-13-064

MONTAGUE DRIVE TOWN ROADWAY

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

Motion that the Town Board of the Town of Henderson approves the name of the roadway into the Town Offices, Highway and Recycling as Montague Drive. This roadway will be maintained and owned as a Town road and open for public use.

The Henderson Free Library funding will be decided upon once the books have been reviewed. The library is collecting funds on a tax line on the school tax bill and receiving funds from the Town of Henderson. The Town will have to review how to move forward to keep transparency.

Supervisor Glaser briefed Board as to sewer process the Estoppel Notice is up and GYMO and grant company are working towards preparing for grants as soon as they open.

Moving forward on gathering information to expand water district.

PUBLIC COMMENTS: None

No further business to discuss a motion by Councilwoman Parker-Lane second by Councilwoman Hall 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

Oct 19	(Monday)	Survey workshop	6:00PM
Oct 21	(Wednesday)	Zoning Board of Appeals Hearing	5:00PM
Oct 22	(Thursday)	Recreation Commission	7:00PM
Nov 03	(Tuesday)	Election Day Offices Closed “Get Out and Vote”	
Nov 04	(Wednesday)	Planning Board Meeting	5:00PM
Nov 10	(Tuesday)	Town Board Public Hearing Adopt 2021 Budget	6:45PM
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	