

**HENRIETTA TOWN BOARD  
ORGANIZATIONAL MEETING  
AGENDA  
JANUARY 2, 2013**

Supervisor Yudelson  
Councilman Mulligan  
Councilwoman Zinck  
Councilman Moore  
Councilman Page

RESOLUTION #1-1/2013  
Appoint Planning Board Attorney

RESOLUTION #1-2/2013  
Appoint Prosecuting Attorney

RESOLUTION #1-3/2013  
Authorize the Supervisor or his Designee to Make Interfund Loans up to \$7,500

RESOLUTION #1-4/2013  
Authorize Supervisor to Approve Purchases/License Agreements up to \$8,000

RESOLUTION #1-5/2013  
Adopt Personnel Hiring Procedure

RESOLUTION #1-6/2013  
Adopt Town Board Rules

RESOLUTION #1-7/2013  
Reappoint Member to Planning Board

RESOLUTION #1-8/2013  
Reappoint Member to Zoning Board

RESOLUTION #1-9/2013  
Reappoint Members to Conservation Board

RESOLUTION #1-10/2013  
Reappoint Monroe County Environmental Management Council Member

RESOLUTION #1-11/2013  
Reappoint/Appoint Members to Youth Board

RESOLUTION #1-12/2013

Reappoint Library Trustee

RESOLUTION #1-13/2013

Appoint Chairpersons to Boards

RESOLUTION #1-14/2013

Appoint Liaisons to Boards, Commissions and Committees

RESOLUTION #1-15/2013

Establish Bonding Amounts for Certain Town Employees

RESOLUTION #1-16/2013

Establish Blanket Employee Fidelity Policy

RESOLUTION #1-17/2013

Establish Petty Cash Amounts

RESOLUTION #1-18/2013

Establish Time and Place for Town Board Meetings

RESOLUTION #1-19/2013

Authorize Mileage for Town Business

RESOLUTION #1-20/2013

Establish Town Business Hours

RESOLUTION #1-21/2013

Call for Annual Inventories

RESOLUTION #1-22/2013

Designate Official Newspapers

RESOLUTION #1-23/2013

Designate Official Town Banks

RESOLUTION #1-24/2013

Appoint Insurance Broker

RESOLUTION #1-25/2013

Authorize Town Board Members to Attend Any Training Schools or Conferences

RESOLUTION #1-26/2013

Adopt Fee and Wage Schedule - Henrietta Recreation Department

RESOLUTION #1-27/2013

Authorize Proposed Application Fees

RESOLUTION #1-28/2013

Adopt Rental Fee Schedule – Cabins

RESOLUTION #1-29/2013

Adopt Animal Control Fee Schedule

RESOLUTION #1-30/2013

Reappoint Fire Marshal/Building Inspector

RESOLUTION #1-31/2013

Adopt Salary Schedules - Exhibit A, B and C

RESOLUTION #1-32/2013

Appoint Deputy Receiver of Taxes - JP Morgan Chase

RESOLUTION #1-33/2013

Authorize Attendance at Meetings, Seminars and Conferences for Town Employees

RESOLUTION #1-34/2013

Authorize Specific Payments Prior to Audit

RESOLUTION #1-35/2013

Adopt Procurement Policy

RESOLUTION #1-36/2013

Adopt Investment Policy

RESOLUTION #1-37/2013

Adopt Sexual Harassment Standards Policy

RESOLUTION #1-38/2013

Adopt IT Acceptance Use Policy and E-mail Use Policy

RESOLUTION #1-39/2013

Adopt Zero Tolerance – Violence in the Workplace Policy

PURSUANT TO CALL AN ORGANIZATIONAL MEETING OF THE TOWN BOARD OF THE TOWN OF HENRIETTA, COUNTY OF MONROE, STATE OF NEW YORK, WAS DULY HELD AT THE HENRIETTA TOWN HALL, 475 CALKINS ROAD, HENRIETTA, NEW YORK ON THE 2<sup>ND</sup> DAY OF JANUARY, 2013 AT 7:00 P.M.

**MEMBERS PRESENT**

Supervisor Michael B. Yudelson  
Councilman William J. Mulligan, Jr.  
Councilwoman Janet B. Zinck  
Councilman John W. Moore  
Councilman M. Rick Page  
Daniel J. Mastrella, Town Attorney  
Leann C. Case, Town Clerk

*(SILENT PRAYER)*

*(PLEDGE OF ALLEGIANCE TO THE FLAG)*

SUPERVISOR YUDELSON

Good evening, everyone. Thanks for your patience. We'll start with the Organizational Meeting. Would the Clerk call the roll for the Organizational Meeting, please?

Councilman Mulligan	Here
Councilwoman Zinck	Here
Councilman Moore	Here
Councilman Page	Here
Supervisor Yudelson	Here

SUPERVISOR YUDELSON

May I have the first Resolution?

RESOLUTION #1-1/2013

On Motion of  
Councilwoman Zinck

Seconded by  
Councilman Moore

BE IT RESOLVED, that the Town of Henrietta appoint and employ William H. Walker, Jr., 182 Tumbleweed Drive, Pittsford, New York 14534, as Attorney to the Planning Board, said position to be held for a one (1) year term, at the discretion of the Town Board, at an annual salary of \$20,973.00, effective January 1, 2013.

BE IT FURTHER RESOLVED, that the Town of Henrietta reimburse from time to time said attorney for actual expenses necessarily incurred in connection with the rendition of such services upon submission of properly executed vouchers thereof.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye

Carried

RESOLUTION #1-2/2013

On Motion of  
Councilman Moore

Seconded by  
Councilman Page

BE IT RESOLVED, that the Town of Henrietta appoint Thomas R. Rzepka, Esq., 16 West Main Street, Suite 204, Rochester, New York 14614, as Prosecuting Attorney, said appointee to have the status of independent contractor, at the discretion of the Town Board, to prosecute from time to time and when requested by the Town Board, violations of any Local Law or Ordinance of the Town of Henrietta or any other law, the enforcement of which is within the jurisdiction of the Town, effective January 1, 2013.

BE IT FURTHER RESOLVED, that the Town of Henrietta pay to said attorney for all legal services rendered pursuant to such request, the sum of \$100.00 per hour, not to exceed \$9,000.00 per year, and reimburse him for actual expenses necessarily incurred in the performance of such services upon the filing and audit of properly executed vouchers thereof.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye

Carried

RESOLUTION #1-3/2013

On Motion of  
Councilman Mulligan

Seconded by  
Councilwoman Zinck

WHEREAS, from time to time emergencies arise requiring the necessity of interfund loans without Town Board approval.

THEREFORE, BE IT RESOLVED, that the Supervisor or his designee be authorized to make said interfund loans, not to exceed \$7,500.00 with approval of the Supervisor.

BE IT FURTHER RESOLVED, that the Town Board be notified prior to the next scheduled Town Board meeting.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelton	voting	Aye

Carried

RESOLUTION #1-4/2013

On Motion of  
Councilwoman Zinck

Seconded by  
Councilman Moore

BE IT RESOLVED, that the Supervisor may approve a purchase order up to the amount of \$8,000.00. Any items that exceed the amount of \$8,000.00 must be approved by the Town Board. During a declared state of emergency, this restriction would not apply.

BE IT FURTHER RESOLVED, that the Supervisor may enter into license agreements including, but not limited to, those agreements wherein the Town utilizes or occupies facilities owned by other entities for Town usage up to the amount of \$8,000.00.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.



Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye
	Carried	

RESOLUTION #1-7/2013

On Motion of  
Councilman Page

Seconded by  
Councilman Mulligan

WHEREAS, the term of James W. Grunert, Planning Board, has expired as of December 31, 2012, and

WHEREAS, Mr. Grunert has requested reappointment, and

WHEREAS, the Henrietta Town Board wishes to maintain the Boards at their authorized strength for maximum input.

THEREFORE, BE IT RESOLVED, that James W. Grunert, 12 Beakrush Lane, West Henrietta, New York 14586 be reappointed to the Henrietta Planning Board for a seven (7) year term effective January 1, 2013 and expiring December 31, 2019.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye
	Carried	

RESOLUTION #1-8/2013

On Motion of  
Councilman Moore

Seconded by  
Councilman Page

WHEREAS, the term of Beth M. White, Zoning Board, has expired as of December 31, 2012, and

WHEREAS, Ms. White has requested reappointment, and

WHEREAS, the Henrietta Town Board wishes to maintain the Boards at their authorized strength for maximum input.

THEREFORE, BE IT RESOLVED, that Beth M. White, 128 Eagle Pine Way,

Rochester, New York 14623 be reappointed to the Henrietta Zoning Board for a five (5) year term effective January 1, 2013 and expiring December 31, 2017.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye

Carried

RESOLUTION #1-9/2013

On Motion of  
Councilwoman Zinck

Seconded by  
Councilman Moore

WHEREAS, the terms of Robbin Ciavaglia, Fabian Grabski, and R. Bud Snyder, Conservation Board, have expired as of December 31, 2012, and

WHEREAS, Ms. Ciavaglia, Mr. Grabski, Mr. Snyder have requested reappointment, and

WHEREAS, the Henrietta Town Board wishes to maintain the Boards at their authorized strength for maximum input.

THEREFORE, BE IT RESOLVED, that Robbin Ciavaglia, 35 Oakshire Way, Pittsford, New York 14534; Fabian Grabski, 120 LaLanne Road, Rochester, New York 14623; and R. Bud Snyder, 20 Crystal Valley Overlook, Rochester, New York 14623, be reappointed to the Henrietta Conservation Board for a two (2) year term effective January 1, 2013 and expiring December 31, 2014.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye

Carried

RESOLUTION #1-10/2013

On Motion of  
Councilman Mulligan

Seconded by  
Councilwoman Zinck

WHEREAS, the term of Monroe County Environmental Management Council member William Santos has expired as of December 31, 2012, and

WHEREAS, William Santos has requested reappointment, and

WHEREAS, the Town Board of the Town of Henrietta has received a request from the Monroe County Environmental Management Council to make a recommendation for the appointment or reappointment to said Board.

THEREFORE, BE IT RESOLVED, that William Santos, 3181 East River Road, Rochester, New York 14623, be hereby recommended for reappointment to a term on the Monroe County Environmental Management Council, effective January 1, 2013 and expiring December 31, 2014.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye

Carried

RESOLUTION #1-11/2013

On Motion of  
Councilman Page

Seconded by  
Councilman Moore

WHEREAS, the terms of Karen Syrkin and Nancy Scarborough, Youth Board, have expired as of December 31, 2012, and

WHEREAS, Ms. Syrkin and Ms. Scarborough have requested reappointment, and

WHEREAS, Nuncia Briggs, Jackie McCullough, and Abby Byrne are qualified residents who have expressed an interest in serving on the Youth Board, and

WHEREAS, the Henrietta Town Board wishes to maintain the Boards at their authorized strength for maximum input.

THEREFORE, BE IT RESOLVED, that Karen Syrkin, 28 Morin Circle, West Henrietta, New York 14586 and Nancy Scarborough, 47 Horseshoe Lane, Henrietta, New

York 14467, be reappointed to the Henrietta Youth Board for a two (2) year term effective January 1, 2013 and expiring December 31, 2014.

BE IT FURTHER RESOLVED, that Nuncia Briggs, 50 Marberth Drive, Henrietta, New York 14467; Jackie McCullough, 22 Anemone Lane, West Henrietta, New York 14586; and Abby Byrne, 56 Butler Drive, Pittsford, New York 14534, be appointed to the Henrietta Youth Board for a two (2) year term effective January 1, 2013 and expiring December 31, 2014.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye

Carried

RESOLUTION #1-12/2013

On Motion of  
Councilwoman Zinck

Seconded by  
Councilman Mulligan

WHEREAS, the term of Tina Thompson, Library Trustee, has expired as of December 31, 2012, and

WHEREAS, Ms. Thompson has requested reappointment, and

WHEREAS, the Henrietta Town Board wishes to maintain the Boards at their authorized strength for maximum input.

THEREFORE, BE IT RESOLVED, that Tina Thompson, 37 Tumbleweed Drive, Pittsford, New York 14534 be reappointed to the Henrietta Library Board of Trustees for a five (5) year term effective January 1, 2013 and expiring December 31, 2017.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye



Henrietta Volunteer Ambulance &  
Henrietta Fire District:

M. Rick Page

Henrietta Historic Site Committee:  
& Henrietta Historical Society

Jack W. Moore

**SUPERVISOR YUDELSON**

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelton	voting	Aye

Carried

**RESOLUTION #1-15/2013**

On Motion of  
Councilman Mulligan

Seconded by  
Councilwoman Zinck

WHEREAS, a sum and undertaking must be furnished by certain Town Officials in amounts specified by law by a bond and surety company authorized to do business in the State of New York.

THEREFORE, BE IT RESOLVED, that the following bonds be and hereby are approved and certified by the Town of Henrietta as to form, amount and surety.

Supervisor	Michael B. Yudelton	\$ 100,000
Town Clerk	Leann C. Case	\$ 100,000
Deputy Town Clerk/Receiver of Taxes	Jennifer N. Kimerly	\$ 100,000
Deputy Town Clerk	Rebecca B. Wiesner	\$ 100,000
Director of Finance		\$ 100,000
Commissioner of Public Works	Craig Eckert	\$ 100,000
Superintendent of Highways (Acting)	Donald Youngman	\$ 100,000
Town Justice	John Pericak	\$ 100,000
Town Justice	Steven Donsky	\$ 100,000
Town Justice	James Beikirch	\$ 100,000
Each employee of the Town Court		\$ 100,000
Each employee of the Town Clerk's Office		\$ 100,000

BE IT FURTHER RESOLVED, that upon approval thereof by the Monroe County Legal Advisor, the original bonds be filed in the Office of the County Treasurer and a copy thereof in the office of the Town Clerk.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye

Carried

RESOLUTION #1-16/2013

On Motion of  
Councilwoman Zinck

Seconded by  
Councilman Moore

WHEREAS, a blanket employer fidelity policy in the amount of \$100,000 for each employee shall be furnished to cover every employee of the Town of Henrietta.

THEREFORE, BE IT RESOLVED, that the said blanket employer fidelity policy be and hereby is approved and certified by the Town of Henrietta as to form, amount and surety.

BE IT FURTHER RESOLVED, that upon approval thereof by the Monroe County Legal Advisor, the original policies be filed in the Office of the County Clerk and copies thereof in the Office of the County Treasurer and Town Clerk.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye

Carried

RESOLUTION #1-17/2013

On Motion of  
Councilman Moore

Seconded by  
Councilman Page

BE IT RESOLVED, that a petty cash account be established for the following offices in the designated amounts:

Town Clerk	\$200.00
Receiver of Taxes	\$100.00
Finance Office	\$225.00
Library	\$385.00
Justices	\$175.00

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelton	voting	Aye

Carried

RESOLUTION #1-18/2013

On Motion of  
Councilman Page

Seconded by  
Councilman Mulligan

BE IT RESOLVED, that the regular Town Board meetings of the Town of Henrietta be held on the first and third Wednesday of each month in the Town Hall of the Town of Henrietta, 475 Calkins Road, Henrietta, New York, except during the months of July and August when the meetings will be held on the third Wednesday of the month. Meetings shall commence at 7:00 P.M., except as otherwise ordered. Workshop meetings will be held on the Monday prior to the Town Board meetings at 4:30 P.M., except as otherwise ordered.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye

Carried

RESOLUTION #1-19/2013

On Motion of  
Councilman Mulligan

Seconded by  
Councilwoman Zinck

BE IT RESOLVED, that the authorized officers and employees of the Town of Henrietta be and are hereby granted mileage for the use of their own vehicles on official Town business at the rate of \$.56.5 per mile, as per the Internal Revenue Service standard mileage rate, subject to submitting proof of the use of their own vehicles on such Town business.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye

Carried

RESOLUTION #1-20/2013

On Motion of  
Councilwoman Zinck

Seconded by  
Councilman Moore

BE IT RESOLVED, that the following Town departments shall be open to the public, with the exception of legal holidays, and as otherwise required from time to time as follows:

Town Hall Offices

9:00 A.M. - 5:00 P.M. (Mon. - Fri.)

TBOR January 2, 2013

Public Works Departments	7:00 A.M. - 3:30 P.M. (Mon. - Fri.)
Tinker Nature Center	9:00 A.M. - 3:00 P.M. (Tues. - Sun.)
	10:00 A.M. - 5:30 P.M. (Tues. - Sun.) (Summer hours)
Tinker Homestead	9:00 A.M. - 3:00 P.M. (Tues. - Sun.)
(By Appointment Only)	10:00 A.M. - 5:30 P.M. (Tues. - Sun.) (Summer hours)

BE IT FURTHER RESOLVED, that the Town Court shall be open to the public Monday through Friday, with the exception of legal holidays, and as otherwise required from time to time as follows:

Court Offices	9:00 A.M. - 5:00 P.M. (Mon. - Thurs.)
	9:00 A.M. - 4:00 P.M. (Friday)

SUPERVISOR YUDELSON  
Discussion? Call the roll, please.

Duly put to a vote:		
Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelton	voting	Aye
	Carried	

RESOLUTION #1-21/2013

On Motion of  
Councilman Moore

Seconded by  
Councilman Page

BE IT RESOLVED, that the annual inventories of all departments of the Town of Henrietta be completed and turned into the Office of the Supervisor on or before February 1, 2013.

SUPERVISOR YUDELSON  
Discussion? Call the roll, please.

Duly put to a vote:		
Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye

Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye
	Carried	

RESOLUTION #1-22/2013

On Motion of  
Councilman Page

Seconded by  
Councilman Mulligan

BE IT RESOLVED, that Messenger Post Publications is hereby designated as the official newspaper of the Town of Henrietta for legal notices as deemed appropriate.

BE IT FURTHER RESOLVED, that the Democrat and Chronicle is hereby designated as an alternate official newspaper of the Town of Henrietta for legal notices as deemed appropriate.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye
	Carried	

RESOLUTION #1-23/2013

On Motion of  
Councilman Mulligan

Seconded by  
Councilwoman Zinck

WHEREAS, the Town Board of the Town of Henrietta is required to designate the banks in which all Town Officers shall deposit all monies coming into their hands by virtue of their offices in the year 2013.

THEREFORE, BE IT RESOLVED, that the following banks are hereby designated as the official depositories of the Town of Henrietta:

Canandaigua National Bank & Trust  
Citizens Bank  
First Niagara Bank

JP Morgan Chase  
Key Bank  
M&T Trust  
Five Star Bank  
Steuben Trust Company

BE IT FURTHER RESOLVED, that all Town Officers be and are hereby directed to deposit all Town monies coming into their hands to the aforesaid depositories.

BE IT FURTHER RESOLVED, that the said depositories shall be required to furnish securities by depositing governmental bonds or the equivalent in escrow to equal all deposits for the Town of Henrietta.

BE IT FURTHER RESOLVED, that the Town Clerk be instructed to transmit a copy of this Resolution to the Henrietta offices of the bank herein designated.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelton	voting	Aye

Carried

RESOLUTION #1-24/2013

On Motion of  
Councilman Moore

Seconded by  
Councilman Page

BE IT RESOLVED, that Christopher Williams Agency, Inc., 26 South Main Street, Pittsford, New York 14534, as agent, be and hereby is appointed as broker for the Worker's Compensation Insurance and bonds, which expire on December 31, 2013, for the Town of Henrietta.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye

Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye
	Carried	

RESOLUTION #1-25/2013

On Motion of  
Councilman Page

Seconded by  
Councilman Mulligan

BE IT RESOLVED, that Town Board members of the Town of Henrietta may attend any training school or conference for municipal officers during the year 2013 and that this authorization shall provide that necessary expenses incurred shall be chargeable to and reimbursed by the Town of Henrietta.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye
	Carried	

RESOLUTION #1-26/2013

On Motion of  
Councilwoman Zinck

Seconded by  
Councilman Moore

WHEREAS, it is customary each year for the Henrietta Town Board to approve a "Fee and Wage Schedule" for the operation of recreation programs, and

WHEREAS, the Town Board has reviewed such recommendations and they appear to be in order.

THEREFORE, BE IT RESOLVED, that the attached "Fee and Wage Schedule" for the Henrietta Recreation Department be adopted for the year 2013.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.



residents.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelton	voting	Aye

Carried

RESOLUTION #1-29/2013

On Motion of  
Councilman Moore

Seconded by  
Councilman Page

BE IT RESOLVED, that the Supervisor be hereby authorized, on behalf of the Town of Henrietta, to execute the Suburban Animal Hospital Contract for care and boarding of animals for a contract period effective January 1, 2013 and expiring on December 31, 2013, and to be reviewed annually at its Organizational Meeting.

BE IT FURTHER RESOLVED, that the proposed fee increases for the seizure, care and boarding of animals be hereby approved, as per the attachment.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelton	voting	Aye

Carried

RESOLUTION #1-30/2013

On Motion of  
Councilwoman Zinck

Seconded by  
Councilman Moore

BE IT RESOLVED, that Terry Ekwel be and is hereby appointed Fire Marshal/Building Inspector for a one (1) year term, at the discretion of the Town Board, expiring December 31, 2013, at a salary as specified in Exhibit A.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelton	voting	Aye

Carried

RESOLUTION #1-31/2013

On Motion of  
Councilman Mulligan

Seconded by  
Councilwoman Zinck

BE IT RESOLVED, that the appointments and positions as shown on the following Exhibits and the salaries for Exhibit B be adopted and established for the year 2013, as previously approved in the 2013 Budget.

Exhibit A Elected Officials, Town Officers, Department Heads

Exhibit B Other Appointed Boards

Exhibit C Full and Part-Time Employees

SUPERVISOR YUDELSON

Under discussion and for the Record, the attachments, other than Exhibit B, you'll note have no salaries. As I informed the Board and Department Heads, the labor attorney working with us and negotiations with the Union advised us that we should not adjust any salaries until we reach an agreement with the Union. We still are negotiating with them. We have two (2) sessions coming up next week at which point, after reaching an agreement with them, then we would go back and act upon these salaries. Any further discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
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Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye
	Carried	

RESOLUTION #1-32/2013

On Motion of  
Councilman Moore

Seconded by  
Councilman Page

WHEREAS, JP Morgan Chase, with local offices at One Chase Square, Rochester, New York, will assist with the collection of the 2013 Town and County Taxes and the 2013-2014 Rush-Henrietta School Taxes, and

WHEREAS, JP Morgan Chase provides an invaluable service through these Agreements at no cost to the Town.

THEREFORE, BE IT RESOLVED, that Debra Gentile of JP Morgan Chase, or authorized representative(s) thereof, be appointed as Deputy Receiver of Taxes for the collection of the 2013 Town and County Taxes and the 2013-2014 Rush-Henrietta School Taxes.

BE IT FURTHER RESOLVED, that Debra Gentile of JP Morgan Chase, or authorized representative(s) thereof, be hereby covered under the Town's blanket insurance policy.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye
	Carried	

RESOLUTION #1-33/2013

On Motion of  
Councilman Page

Seconded by  
Councilman Mulligan

BE IT RESOLVED, that the Supervisor is authorized to approve attendance by Town employees at various work-related conferences and training schools during the

year 2013 and that such authorization stipulates that necessary expenses incurred therein shall be chargeable to and reimbursed by the Town of Henrietta upon submission of proper documentation.

BE IT FURTHER RESOLVED, that any such conferences or training schools requiring reimbursement of overnight travel expenses will be submitted to the Town Board for approval.

SUPERVISOR YUDELSON  
Discussion? Call the roll.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelton	voting	Aye

Carried

RESOLUTION #1-34/2013

On Motion of  
Councilman Page

Seconded by  
Councilman Moore

WHEREAS, timely payment of certain bills of necessity will preclude them from being included in the Town Board's audit procedure, and

WHEREAS, ongoing business practice requires the payment in advance of audit of claims for public utility services, postage, employee benefits, freight and express charges, bonded indebtedness, filing fees to another municipality, and Election Inspectors.

THEREFORE, BE IT RESOLVED, that the above specified payments be effective prior to audit when necessary during the year 2013.

SUPERVISOR YUDELSON  
Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye



Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye
	Carried	

RESOLUTION #1-37/2013

On Motion of  
Councilman Moore

Seconded by  
Councilman Page

BE IT RESOLVED, that the attached Sexual Harassment Standards Policy be hereby adopted by the Henrietta Town Board, effective immediately, and be reviewed annually at its Organizational Meeting.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye
	Carried	

RESOLUTION #1-38/2013

On Motion of  
Councilman Page

Seconded by  
Councilman Mulligan

BE IT RESOLVED, that the attached IT Acceptable Use Policy and E-mail Use Policy are hereby adopted by the Henrietta Town Board, effective immediately, and be reviewed annually at its Organizational Meeting.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye

Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye
		Carried

RESOLUTION #1-39/2013

On Motion of  
Councilman Mulligan

Seconded by  
Councilwoman Zinck

BE IT RESOLVED, that the attached Zero Tolerance – Violence in the Workplace Policy are hereby adopted by the Henrietta Town Board, effective immediately, and be reviewed annually at its Organizational Meeting.

SUPERVISOR YUDELSON

Discussion? Call the roll, please.

Duly put to a vote:

Councilman Mulligan	voting	Aye
Councilwoman Zinck	voting	Aye
Councilman Moore	voting	Aye
Councilman Page	voting	Aye
Supervisor Yudelson	voting	Aye
		Carried

SUPERVISOR YUDELSON

That's the end of the Organizational Meeting. And with that, I'll adjourn that meeting.

*(The Organizational meeting ended at 7:40 P.M.)*

Respectfully submitted,

Rebecca B. Wiesner  
Deputy Town Clerk