

**HENRIETTA TOWN BOARD  
AGENDA  
JANUARY 15, 2014  
7:00 P.M.**

Supervisor Moore  
Councilman Mulligan  
Councilwoman Zinck  
Councilman Page  
Councilman Breese

ORDER OF BUSINESS

1. Roll Call
2. Prayer
3. Pledge of Allegiance to the Flag
4. Public Presentation/Agenda Items
5. Approval of Minutes of the Preceding Meeting(s):
  - January 2, 2014 Organizational Meeting
  - January 2, 2014 Regular Meeting

On Motion of: Councilwoman Zinck    Seconded by: Councilman Page
6. Miscellaneous Communications
7. Introduction of and Action Upon Local Laws, Ordinances, Resolutions
8. Reports of Standing Committees and Actions Thereon
9. Reports of Special Committees
10. Public Comment
11. Adjournment

RESOLUTION #3-47/2014

Authorize Accounts Payable

RESOLUTION #3-48/2014

Authorize Additional Consultant Services

RESOLUTION #3-49/2014

Authorize General Engineering and Planning Services – Vanguard Engineering, P.C.

RESOLUTION #3-50/2014

Authorize General Engineering and Planning Services – Lu Engineers

RESOLUTION #3-51/2014

Authorize Rate Increase for Independent Consultant Inspectors

RESOLUTION #3-52/2014

Authorize Supervisor to Sign Amendatory Agreement – County of Monroe All Seasons County/Town Work Agreement

RESOLUTION #3-53/2014

Authorize Attendance of the New York State Building Officials Conference

RESOLUTION #3-54/2014

Award 4<sup>th</sup> of July Fireworks Contract – Young Explosives, Inc.

RESOLUTION #3-55/2014

Authorize Supervisor to Close Bank Accounts

RESOLUTION #3-56/2014

Authorize Personnel Items

PURSUANT TO CALL A REGULAR 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 15<sup>TH</sup> DAY OF JANUARY, 2014 AT 7:00 P.M.

**MEMBERS PRESENT**

Supervisor Jack W. Moore  
Councilman William J. Mulligan, Jr.  
Councilwoman Janet B. Zinck  
Councilman M. Rick Page  
Councilman Kenneth Breese  
Daniel J. Mastrella, Town Attorney  
Rebecca B. Wiesner, Deputy Town Clerk

*(SILENT PRAYER)*

*(PLEDGE OF ALLEGIANCE TO THE FLAG)*

SUPERVISOR MOORE

Is there anybody in the audience that would like to speak on any of the Agenda items?  
*(Pause, no response)* Could I have the approval of the Minutes of the January 2<sup>nd</sup>?

COUNCILWOMAN ZINCK

Mr. Supervisor, I'd like to move approval of the January 2<sup>nd</sup> Organizational Meeting and the January 2<sup>nd</sup> Regular Town Board Meeting.

COUNCILMAN PAGE

Second.

SUPERVISOR MOORE

Please call the roll.

Duly put to a vote:

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

Carried

SUPERVISOR MOORE

May I have the first Resolution, please?

RESOLUTION #3-47/2014

On Motion of  
Councilman Breese

Seconded by  
Councilman Page

BE IT RESOLVED, that the Supervisor or his designee be authorized to pay the following bills payable:

Exhibit A	Bills Payable dated 01/15/2014	\$ 416,832.36
Exhibit B	Manual Bills Payable dated 01/08/2014	\$ 77,272.16

SUPERVISOR MOORE

Any discussion? Will you please call the roll?

Duly put to a vote:

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

RESOLUTION #3-48/2014

On Motion of  
Councilwoman Zinck

Seconded by  
Councilman Breese

WHEREAS, the current number of applications for site plan and subdivision review, from time to time, have made outside engineering services necessary, and

WHEREAS, it is in the Town's best interest to have these reviews performed promptly, and

WHEREAS, the Director of Engineering and Planning has been directed to secure professional services in this matter, and

WHEREAS, Consultant billing will be at an hourly rate, with hourly billing rates for the following persons: Joseph C. Ardieta, PE, \$110.00; John E. Knapp, \$88.00; John Girolamo, PE, \$85.25; Marisa Hoff, \$66.00; and Jeremy Kimble, \$60.50, and

WHEREAS, the Director of Engineering and Planning has arranged for such services with Vanguard Engineering, P.C., 241 Castlebar Road, Rochester, New York 14610, and

WHEREAS, funds for these engineering review services will be provided in accordance with Resolution #16-208/98.

THEREFORE, BE IT RESOLVED, that the Director of Engineering and Planning is hereby authorized and directed to secure the Consultant services in accordance with the

above.

SUPERVISOR MOORE

Any discussion? Please call the roll.

Duly put to a vote:

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

RESOLUTION #3-49/2014

On Motion of  
Councilman Mulligan

Seconded by  
Councilman Page

WHEREAS, Vanguard Engineering, P.C., 241 Castlebar Road, Rochester, New York 14610 has submitted to the Town of Henrietta a proposal for General Engineering and Planning Services, dated January 9, 2014, respectively, a copy of which are attached and on file in the Town Clerk's Office, and

WHEREAS, the proposed scope of services, as more fully detailed therein, is to provide General Engineering and Planning Services in order to supplement current Town Staff.

THEREFORE, BE IT RESOLVED, that the Supervisor is hereby authorized, on behalf of the Town of Henrietta, to execute the proposed General Engineering and Planning Services proposal with Vanguard Engineering, P.C., for a total cost not to exceed \$10,000.00 through December 31, 2014, at the hourly billing rates set forth in said proposal.

BE IT FURTHER RESOLVED, that the Supervisor or his designee be hereby authorized to pay Vanguard Engineering, P.C., for Engineering and Planning Services performed at the rates set forth in said proposal, upon satisfactory completion and acceptance of the services provided, by the Director of Engineering and Planning.

SUPERVISOR MOORE

Any discussion? Please call the roll.

Duly put to a vote:

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

Carried

RESOLUTION #3-50/2014

On Motion of  
Councilman Page

Seconded by  
Councilman Mulligan

WHEREAS, Lu Engineers, 175 Sullys Trail, Suite 202, Pittsford, New York 14534, has submitted to the Town of Henrietta a proposal for General Engineering and Planning Services, dated January 7, 2014, a copy of which is attached and on file in the Town Clerk's Office, and

WHEREAS, the proposed scope of services, as more fully detailed therein, is to provide General Engineering and Planning Services in order to supplement current Town Staff.

THEREFORE, BE IT RESOLVED, that the Supervisor is hereby authorized, on behalf of the Town of Henrietta, to execute the proposed General Engineering and Planning Services proposal with Lu Engineers, for a total cost not to exceed \$10,000.00 through December 31, 2014, at the hourly billing rates set forth in said proposal.

BE IT FURTHER RESOLVED, that the Supervisor or his designee be hereby authorized to pay Lu Engineers, for Engineering and Planning Services performed at the rates set forth in said proposal, upon satisfactory completion and acceptance of the services provided, by the Director of Engineering and Planning.

SUPERVISOR MOORE

Discussion? Please call the roll.

Duly put to a vote:

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

Carried

RESOLUTION #3-51/2014

On Motion of  
Councilman Breese

Seconded by  
Councilwoman Zinck

WHEREAS, Resolution #8-113/2005 and Resolution #11-138/2006 secured independent consultant inspection services for construction projects, and

WHEREAS, it is necessary for developers to absorb these costs incurred by the Town for such services, and

WHEREAS, independent consultant inspection services billing, including all

consultant costs, are at the hourly rate of Twenty-One Dollars (\$21.00) per hour for the Independent Consultant Inspection Services, and

WHEREAS, current operating costs continue to rise.

THEREFORE, BE IT RESOLVED, that rate increases for the Independent Consultant Inspection Services to Twenty-Two Dollars (\$22.00) per hour be hereby approved, effective February 1, 2014.

SUPERVISOR MOORE

Discussion? Call the roll.

Duly put to a vote:

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

RESOLUTION #3-52/2014

On Motion of  
Councilman Page

Seconded by  
Councilman Mulligan

WHEREAS, Resolution #22-265/2006 authorized the Supervisor to sign the All Seasons County/Town Agreement for the provision of Town labor and equipment to perform various work for Monroe County for an initial period commencing on January 1, 2007 and ending on December 31, 2007 with the option of nine (9) one-year extensions, and

WHEREAS, the County of Monroe has submitted an Amendatory Agreement for 2013 containing updated labor reimbursement rates, and

WHEREAS, the Town of Henrietta desires to continue this Work Agreement with the County for the benefit of Henrietta residents.

THEREFORE, BE IT RESOLVED, that the Supervisor be hereby authorized to sign, on behalf of the Town, this Amendatory Agreement with Monroe County allowing the Town to continue to perform various work for Monroe County for the period commencing on January 1, 2014 and ending on December 31, 2014.

SUPERVISOR MOORE

Discussion? Please call the roll.

Duly put to a vote:

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



THEREFORE, BE IT RESOLVED, that Young Explosives, Inc., 2165 New Michigan Road, Canandaigua, New York 14424, be hereby authorized to provide the Fireworks Display to be held at the Henrietta Veteran's Memorial Park on July 4, 2014 at a total cost of \$17,000.00.

BE IT FURTHER RESOLVED, that Young Explosives, Inc. must submit a Certificate of Insurance in the amount of \$2,000,000.00 to the Town Clerk's Office at least one (1) week prior to the 4<sup>th</sup> of July Celebration in a form acceptable to the Town Attorney.

BE IT FURTHER RESOLVED, that the Supervisor or his designee be hereby authorized to pay Young Explosives, Inc., in an amount not to exceed \$17,000.00, upon satisfactory completion of the show.

SUPERVISOR MOORE

Discussion? Please call the roll.

Duly put to a vote:

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

Carried

RESOLUTION #3-55/2014

On Motion of  
Councilman Mulligan

Seconded by  
Councilman Page

WHEREAS, the Town of Henrietta has maintained several checking and money market accounts at various authorized banking institutions for several years, and

WHEREAS, many of said accounts have become dormant and/or otherwise unnecessary, and

WHEREAS, recent audits of these accounts have resulted in the recommendation that several of the accounts be closed, consolidated or re-titled to accurately reflect the purpose of the account.

THEREFORE, BE IT RESOLVED, that the Supervisor or his designee is hereby authorized to close accounts, consolidate funds, and re-title accounts as per the attachment.

SUPERVISOR MOORE

Under discussion, as we've been auditing the accounts that we, have been able to close ten (10) accounts at this point in time and we will be closing more going forward once we have our own Finance Director in place. Anybody else?

COUNCILWOMAN ZINCK  
No.

SUPERVISOR MOORE  
Please call the roll.

Duly put to a vote:

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

RESOLUTION #3-56/2014

On Motion of  
Councilman Breese

Seconded by  
Councilwoman Zinck

BE IT RESOLVED, that the following employee changes be made:

Rusty Martin                      Department of Public Works, Seasonal Wing Person @ \$9.00/hr., from \$8.75/hr., effective November 21, 2013.

Sandra Wilson                      Court, Part-Time Court Attendant @ \$12.24/hr., from \$12.00/hr., effective January 1, 2013 (a Resolution was never made in 2013 for this rate change).

Sandra Wilson                      Court, Part-Time Court Attendant @ \$12.55/hr., from \$12.24/hr., effective January 1, 2014.

BE IT RESOLVED, that the following people be hired:

Julia Catena                      Recreation Department, Seasonal Recreation Assistant, Gymnastics Instructor @ \$8.00/hr., effective January 13, 2014.

Barbara E. Chirido                      Director of Finance @ \$80,000 annually, effective January 23, 2014.

SUPERVISOR MOORE  
Any discussion? Please call the roll.



*upon request.)*

COUNCILMAN PAGE  
Thanks, Mark.

COUNCILWOMAN ZINCK  
Thank you.

SUPERVISOR MOORE  
Anybody else? Can I have a...?

COUNCILWOMAN ZINCK  
Now we'll move to adjourn.

SUPERVISOR MOORE  
Please.

The Regular Meeting of the Henrietta Town Board was moved for adjournment by Councilwoman Zinck, seconded by Councilman Mulligan at 7:28 P.M. and was adjourned without objection.

Respectfully submitted,

Rebecca B. Wiesner  
Deputy Town Clerk