

Town Board Meeting
January 13, 2020

The Regular meeting of the Town of Cambridge duly called the 13th of January at the Town Hall, the following were present:

Supervisor Catherine Fedler

Councilman Brian Harrington

Councilman Bruce Bailey

Councilman Bruce Bailey

Absent: Councilwoman Gretchen Wilmot

Others present: Heather Greenawalt Town Clerk, Jim Buckley Jr. Highway Superintendent, Terry Hamilton, Chandler News Reporter from Eagle, Robbie McIntosh

Auditing of the Bills

General	#1- 6	\$ 224.26
Highway	#1 – 9	\$12,326.72

Supervisor's Report

Resolution #1

Councilman Ford motioned, seconded by Councilman Bailey to approve Supervisor's Report for December 2019.

Vote: Ayes – 4 Noes – 0

Correction of the minutes

Resolution #2

Councilman Bailey motioned, seconded by Councilman Harrington to amend Resolution #70 from the December 9, 2019 minutes. The resolution #70 should read that excess mortgage tax money received put in the Highway Reserve. Take out the towards the roof main project.

Vote: Ayes – 4 Noes – 0

Correction to minutes

Resolution #3

Councilman Ford motioned, seconded by Councilman Bailey to amend December 30, 2019 minutes, Resolution #81 need to specify specific account which is DA5142.4.

Vote: Ayes – 4 Noes – 0

Supervisor Fedler read the 2020 Organizational Resolution out loud.

2020 ORGANIZATIONAL RESOLUTION

Resolution by Councilman Ford

Seconded by Councilman Bailey

Be It Resolved, the following salaries and expenses may be paid to the Town of Cambridge Officials for the year 2020:

<u>OFFICIAL</u>	<u>SALARY</u>	<u>PAYABLE</u>	<u>EXPENSES</u>
Supervisor	\$ 2856	Quarterly	\$ 2,350
Deputy Supervisor	204	Annually	

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Clerk to the Supervisor	8045	Quarterly	
Supt. Of Highways	45008	Bi-weekly	1600
Town Justice	3774	Quarterly	(.2)-250 /(.4)-1,200
Clerk to the Justice	1769	Quarterly	
Councilpersons(4) \$867 ea.	3468	Quarterly	1,350
Town Clerk	21,038	Bi-weekly	(.2)-200/(.4)-6,700
Deputy Town Clerk	2,284	\$11.80 hr. per diem	
Assessor	13,968	Quarterly	700
Board of Review 3 @\$100ea	300	Annually	
Alternate BAR member	100	Annually	
Planning Board Clerk	1857	Quarterly	500
Registrar of Vital Statistics	105	Semi-annually	
Dog Control	2070	Monthly	(.2)- 50/(.4)-1200
Health Officer	105		
Budget Officer (2) \$550 ea.	1100	Annually	
Code Enforcement Officer	9981	Monthly	1200
Historian	275	Annually	100
Town Attorney	1850	\$80 hr. as needed	(.2)-50/(.4)-1200

Further Resolved, each Planning Board member shall be paid \$20.00 for each meeting attended, and the Acting Chairman at such meeting of the Planning Board shall be paid \$25.00 for each meeting chaired, and be it

Further Resolved, that the officials of the town, using their own vehicles on official town business, may be reimbursed at the rate of \$.58 per mile, and

Be It Further Resolved, that the hourly wage rates in the Highway Department be: \$18.55 for working foreman; \$18.15 for heavy machine equipment operators (HEO); \$17.73 machine equipment operators (MEO); \$13.81 for year-round part-time MEO; \$11.81 for part-time laborer; \$12.21 part-time mechanic and \$16.24 for Exp. PT MEO specifically over 5 yrs. snowplowing experience, and be it

Further Resolved, that the Supervisor is hereby authorized to use unexpended balances in all the funds for expenses in 2020, and be it

Further Resolved, that the Town Board appoints D. Alan Wrigley on a per diem basis as Counsel to the Town as required by the Board, and be it

Further Resolved, that the voting premises for District I and District 2 will be in the Town Highway Garage at 844 County Rt. 59, Cambridge, NY 12816

Further Resolved, that the Town Board meetings will be held on the second Monday of the month at the Town Hall. In the event that Town Board meeting is canceled the meeting will be the following Thursday. Bills will be audited at 7:30 PM after the beginning of the meeting unless changed by the call of the Supervisor, and be it

Further Resolved, that the electric bills, telephone bills, annual Retirement bills, NYMIR and Disability insurance be paid without prior audit, and be it

Further Resolved, that the following Town Officials be and are hereby appointed for the year 2020:

Deputy Supervisor.....Douglas Ford

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Clerk to the Planning Board.....Heather A. Greenawalt
Assessor Contracted through County..... Lori Barbar
Historian..... Sandra Davis
Registrar of Vital Statistics, Tax Collector.....Heather A. Greenawalt
Budget Officer..... Catherine Fedler/Margaret Shaw
Clerk to the Supervisor..... Margaret Shaw
Clerk per diem to Supervisor.....
Deputy Town Clerk, Registrar, Tax Collector.....Lisa Proch
Deputy Town Clerk #2

Code Enforcement Officer..... H. LaVerne Davis
Town Attorney.....Alan Wrigley
Health Officer.....Dr. Paul Byron
Dog Control/Warden (Yearly Contract)..... Animal Safe-Home and Rehabilitation

Further Resolved, that the Eagle is hereby designated the official newspaper of the Town of Cambridge, and the Glens Falls National Bank and Trust, Cambridge, NY, and, TD Bank (Greenwich, NY Branch) and NYCLASS (New York Cooperative Liquid Assets Securities System) are hereby designated as the official depositories of town funds for the year 2020, and be it

Further Resolved, that the Town Board shall make all necessary arrangements and issue invitations as are deemed practical to attend the meeting of the Association of Towns in 2020, and be it

Further Resolved, that the Town Board designates Catherine Fedler as voting representative to the Annual Meeting of the Association of Towns (included in the 2020 Budget) and if need be the supervisor will choose an alternate to attend, and be it

Further Resolved, that the Town Board gives the Town Clerk and Highway Superintendent permission to attend annual conferences (included in the 2020 Budget), and be it

Further Resolved, that the Town Board does authorize the Superintendent of Highways to advertise for bid: culvert pipe, oil and stone, and be it

Further Resolved, that the Town Board does hereby authorize the Superintendent of Highways to purchase equipment, tools and implements without prior approval of this Board in the amount not to exceed \$2,000 per invoice for the year 2020, and be it

Further Resolved, that the price paid for gravel purchased in 2020 be not more than \$9.00 per yard, and the price for sand be not more than \$9.00 per yard and the price of shoulder stone be not more than 11.50 per ton.

Further Resolved, that the Supervisor be authorized to make application to the NY State Youth

Commission for approval of a recreational project in accordance with the laws of the State of New York and the Rules and Regulations of the Youth Commission, and be it

Further Resolved, that this Town Board authorizes the acceptance of claimant's certifications on a voucher form approved by the NY State Department of Audit & Control.

Resolution #4

Councilman Ford motioned, seconded by Councilman Bailey to approve the 2020 Organizational Resolution with 3 amendments: the first one being correction of shoulder stone should read per

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ton. The Deputy Supervisor would like to give his salary back \$204 A1220.3 moved to the contingent A1990.4. The third amendment was the Health Officer gave back salary to the town \$105 from B4010.1 to B9060.8.

Vote: Ayes – 4 Noes – 0

The Town Clerk Heather Greenawalt read the 2020 Official undertaking for the Town of Cambridge and the Town Board signed and will be filed in the Town Clerk's Office.

Appointment of Planning Board Member

Resolution #5

Councilman Bailey motioned, seconded by Councilman Harrington to appoint Kathleen Quinn to the Planning Board for a five year term January 13, 2020 to December 31, 2024.

Vote: Ayes – 4 Noes – 0

The Town Supervisor reported that she received a letter from the Town Justice Richard Molea stating that Pursuant to Section 2019-a of the Uniform Justice Court Act, he was prepared to make the dockets and records of the Cambridge Town Court for the year 2019 available for inspection and review by the audit committee. The Supervisor mentioned that Councilwoman Wilmot would meet with the Town Justice to audit the books.

Highway Spending

Resolution #6

Councilman Ford motioned, seconded by Councilman Harrington to the agreement between the Town Highway Superintendent of the Town of Cambridge, Washington County, New York, and the undersigned members of the Town Board. Pursuant to the provisions of Section 284 of the Highway Law, we agree that moneys levied and collected in the Town for the repair and improvement of highways, and received from the State for State Aid for the repair and improvement of highways, shall be expended as follows: General Repairs. The sum of \$94,000 shall be set aside to be expended for primary work and general repairs upon 62.60 miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or the renewals thereof. Executed on this 13th day of January, 2020.

Vote: Ayes -4 Noes – 0

Supervisor Fedler read the paperwork that was sent by the Association of Towns in regards to the Annual meeting that will be held on February 16 – 19 2020. This meeting is the annual training in New York City where Town Officials/Supervisor's can attend. As of right now Supervisor Fedler will not be attending.

The Supervisor reported that the Office of the Aging Advisory Council for Cambridge, the current person is not interested in being reappointed. So currently they are looking for someone in there 55 years old range and someone that is fairly active.

The Supervisor said that her and the Highway Superintendent will be reviewing the insurance policy with NYMIR on January 27, 2020.

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The Supervisor is setting on the Local Development Corporation and would like to appoint Marion Watkins on the LDC board to represent Town of Cambridge. She has been designee for the Town of White Creek for a while now.

The Supervisor mentioned that Clerk to the Supervisor Margaret Shaw is working on the Annual Financial Report. The Code Enforcement officer is also working on his Annual Report. The Supervisor is still discussing and working on getting the Phoenix/dump testing bill reduced.

The Supervisor and the Highway Superintendent had a conference call with Kelly Kircher in regards to the Stump Church Rd Bridge. The measurements on the bridge will be 9 1/2 ft X 14 ft.wide. The budget seems to be on tract and they will be doing the box culvert. The Supervisor asked the Town Board if they would like the State to come out and do a presentation on the bridge project or are, they happy with updates from the Supervisor and the Highway Superintendent? They said that updates from the Supervisor and the Highway Superintendent were fine.

Tour of the Battenkill

Town clerk reported that an email was received from Tour of the Battenkill in regards to the upcoming race on Saturday, May 9th, 2020. They are requesting a letter of acknowledgement/support for the race. The Board viewed the maps and requested to see more detailed maps and also would like them to pick up their signs after the race.

Resolution #7

Councilman Bailey motioned, seconded by councilman Harrington to acknowledge/support the Tour of the Battenkill race Saturday, May 9, 2020.

Vote: Ayes – 4 Noes - 0

Planning Board Report

The Planning board Meeting was held on Thursday, January 2, 2020 with 3 member present, secretary and 3 people from the public.

It is possible that 3 members and secretary would be attending the webinar at the Town Hall: Eric Pearson, Judy Leon, Ron Ford. Kathleen Quinn said that she would be viewing the webinar in her own home.

DeMarco Subdivision – Public Hearing

The Environmental Survey was reviewed and finished for DeMarco Subdivision. The Planning Board Chair Eric Pearson reported that Large lots like these did not change the character of Town or surrounding area.

The Public Hearing was opened at 7:35 pm for the DeMarco subdivision and they presented the final mylar copy of the survey. The 69.71 acres were subdivided into 50.17-acre lot and a 19.54-acre lot. The existing easement was as shown before through Williams land and would remain along with the proposed easement from the end of DeMarco lane through 50.17 parcel to 19.54-acre parcel. The Planning Board granted final approval for the DeMarco Subdivision.

Mary Lennon Subdivision

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Mary Lennon was present at the meeting with the final survey map with the changes requested by the Planning Board. The first change was that lots 2 and 5 were combined to drop down to 4 lot subdivision, making a minor subdivision. The boundary line on the lot with the barn was also moved 30 ft. so there was more clearance near the barn. The Planning Board accepted the final survey and set the Public Hearing for Thursday, February 6, 2020 meeting. The Environmental Survey would be completed at the February meeting before the Public Hearing.

Town Clerk Report

Attended (at her home) a webinar on Friday, January 3rd on Adoptee Bill of Rights Q & A. It was suggested by NYS Dept. of Health to view the webinar even though may not apply to your town. The information is important so that Registrar of Vital Statistics know where to direct the Adoptee to go for pre-adoption certificate.

Steady flow of taxes have been collected approximately \$300,000.00.

I also attended the Planning Board Webinar (Planning Board Overview) on Wednesday, January 8, 2020 from 6-8 pm. Planning Board members ended up not being able to attend so I still viewed webinar from my home. I believe that Kathleen Quinn viewed the webinar from her home. They send the certificates from the webinar by email 2 days later. They track the attendance by when you log in and log out of the webinar. There is also recorded webinars for viewing as an option. They mentioned that there is no way to prove. This would be up to the governing board what constitutes training? They suggested that they have members take notes and submit to demonstrate that they viewed the recorded webinar.

Code Enforcement

All is quiet

Highway Report

Jim Buckley Jr. the Highway Superintendent reported that they spent the majority of time plowing, sanding, and doing maintenance on equipment. The rest of the plow trucks have been through inspection. They have been patching potholes in both black top and gravel roads. They have also done some ditch cleaning. Jim Buckley has spoken with the county about the beaver dam problem along County Route 74. They have now signed new Shared services agreements with the County, the Village of Cambridge, and the towns of Jackson, White Creek, Salem, and Kingsbury. They are working on getting them with other towns in the area. The Highway superintendent said that they are still planning on purchasing the hot box they just need to work out the paperwork and agreement. The Supervisor said that she had info if anyone would like to view. The Highway Superintendent also mentioned that he is working on a Winter Ice Snow Removal Plan. He did get a Plan from the Town of Bennington just needs to be modified for the Town of Cambridge.

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None

County Report

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The Supervisor reported that the new chair at the county level is Sam Hall, Vice Chair Bob Henke, Dan Shay Budget Officer. The Supervisor reported that she is on the Ag Tourism, Adirondack Glens Falls, Soil & Water Conservation, Ag Planning Agency Committees.

Privilege of the Floor

None

Auditing of the Books

Margaret Shaw clerk to the Supervisor and Heather Greenawalt Town Clerk presented their books for audit by the Town Board.

Respectfully yours,

Heather Greenawalt
Town of Cambridge/Town Clerk