

Town Board Meeting
March 11, 2019

The Regular Meeting of the Town of Cambridge duly called and held 11th day of March 2019 at the Town Hall, the following were present:

Supervisor Catherine Fedler

Councilman Douglas Ford

Councilman Brian Harrington

Councilwoman Gretchen Wimot

Others present: Heather Greenawalt Town Clerk, Katie Jilek, Erika Sellar Ryan

The Supervisor called the meeting to order and immediately led in the Pledge Allegiance to the Flag.

LEADNY Presentation

Katie Jilek was present from Agricultural Stewardship Association and Erika Sellar Ryan from law practice Kelly & Sellar Ryan PLLC. They were representing program LEADNY lead by Cornell, it is an adult enrichment program of Agricultural Leaders. They are now looking for people to join, this is class of 30 people and the 1st year they focus on NYS Agriculture, second year is an international focus. Erika and Katie have just gotten back from Kenya. As far as the people that are involved in LEADNY 1/3 are Ag Industry, 1/3 are Nonprofit governmental and 1/3 producers. These new individuals that join LEADNY become well qualified to serve in a variety of leadership roles that address many of today's complex and challenging issues.

Auditing of the Bills

General	#31 – 48	\$18,587.10
Highway	#17 – 23	\$13,665.14

The Supervisor reported that Glens Falls National Bank did not close the Reserve Accounts. They are still hoping that Town of Cambridge will come back and do business with them. The Supervisor and the Clerk to the Supervisor did met with Glens Falls National Bank Branch Manager and Municipal Representative. Current investments have been left the same, Glens Fall Bank discussed the possibility of charging fees in the future. An update of the NYS CLASS funds was attached to the Supervisor's Report.

Resolution #20

Approving of the Supervisor's Report

Councilman Harrington motioned, seconded by Councilman Ford to approve the Supervisor's Report from February 2019.

Vote: Ayes – 5 Noes – 0

Resolution #21

Approving of the Minutes

Councilman Bailey motioned, seconded by councilman Ford with many corrections:

1st – page 1 – It says under NYCLASS that the accounts were closed but the bank has yet to close the accounts.

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2nd – page 2 under Tourism – The Tourism study was done in 2017. In early 2018 a combination of Mannix Marketing, Black Dog and 8 of Eight Strategies were hired to work together. Andrew Meader is the lead spoke person for the group. The group has offered to present a summary of their first year for the town boards. After discussion, the board decided to view the paperwork instead. The Supervisor mentioned a letter of support was submitted by economic development director on behalf of a town vineyard. The vineyard is applying for funding towards a tasting room.

3rd – page 3 – the paragraph under Resolution #17/last sentence – She made a point to mention that the Town of Cambridge Highway Department had put in an exceptional amount of time due to the adverse weather conditions.

4th – page 2 – second paragraph – the last sentence should read, The Supervisor mentioned that we can't tell people how to live.

5th – page 3 – the top line – It looks like town should not have to put forth money.

6th – page 4 – middle of the page – I am hoping to organize the archives better.

Vote: Ayes – 5 Noes – 0

Correction on the January 2019 minutes
Resolution #22

Councilman Wilmot motioned, seconded by Councilman Bailey to make one more correction the January 14, 2019 minutes, on page 7, Resolution #11, the Health Officers Salary should be \$105 and moved to General B Hospital Medical line.

Vote: Ayes – 5 Noes – 0

Bridge Culvert Program

Highway Superintendent and Supervisor met with Kelly Kircher – Engineer and Lorenzo DeStefano from DOT region about the Bridge NY – Culvert Project on Thursday, February 28th. The overall process of this Bridge NY – Culvert Project is given a 5 1/2-year time frame. This year expected to be the design stage, and then next year will go out for bid, the expected construction is no supposed to take place until 2021. A resolution must be passed by the municipality, Town of Cambridge. This agreement is supposed to be emailed to us by the State. The Supervisor mentioned that if the amount of the Bridge goes over the grant then the Town will be liable for the difference. We will be given occasional updates and will know well in advance if money is needed. The Town can call and ask questions anytime that we want.

Insurance

The Supervisor reported that she had conversations with Margaret Shaw Clerk to the Supervisor, Town Clerk, Highway Superintendent and even Insurance Professional consulted about possible changes to insurance policy. She asked about current NYMIR policy if Town is where should be and if paying for

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something that shouldn't. The Insurance Professional suggested checking on the price for the Umbrella, he thought this should possibly increase. So, this was considered and also some values/replacement values were changed on the buildings. Some slight changes have been made to the policy and the renewal has been submitted.

The Supervisor also reported that she went with the Highway Superintendents to Advocacy Days on Wednesday, March 6, 2019. This was organized the Highway Superintendents organizations and was intended to support the local roads. She mentioned that they concentrated on/complained about: AIM funding, CHIPS payments, Extreme Winter Recovery Fund, Increasing CHIPS Dollars, State mandates, 2% Cap being made permanent.

The Highway Superintendent also attended the FEMA meeting on Wednesday, March 6th at 6:00 PM. This was an update on reports that were done, nothing urgent was addressed.

County Report

The Supervisor discussed, the dilemma with the property in Ft. Edward. The Lake Lauderdale Winterfest was a hit again with over 400 attendees. On March 22nd it is Meals on Wheels day and the supervisor's go and deliver meals on wheels. Our supervisor has done in the past, she mentioned to the board members if anyone was interested. On April 4th Argyle School will be having a Seniors night. There is a national conference for Cyber Security Officers and one representative from every state has been invited. Karen Pratt from Washington county has been chosen to represent New York state.

Code Enforcement

LaVerne Davis was not present at the meeting due to training.

Assessor

The Supervisor made an Assessor fact sheet, which included: that the Town of Cambridge has 1155 parcels, currently the Assessor's salary is \$15696 (13.59/parcel approximately), Equipment expense \$235, Contractual expense \$1272. The proposed service through the county: Total assessment service \$12/parcel (total Of \$12860), Equipment cost \$0 (County does not use apex). Contractual Service: many of these costs would remain the same, but no training costs. Last year our share of training was a cost of \$687.82 (less last year's NYS reimbursement of \$461.64). This is not a yearly reimbursement. Laura Chadwick the Real Property director will be attending the May Town Board meeting to answer any questions about the proposed service through the County. The Supervisor said that she contacted Alan Wrigley the Town Attorney to research any legalities involved if we switch from appointed to contracted services. She also mentioned to the Town Board if they had any questions that they would think of prior to the meeting she would pass them on to Laura.

Planning Board Report

Planning Board Meeting held March 7, 2019 , 7:30 PM at the Town Hall 5 Members present, secretary

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Discussed 2 training opportunities presented by NYSDOS Division of Local Government Training. This will take place on Monday, March 18, 2019:

training topic 1: Planning Board Overview 3:00 – 5:00 PM

Networking & Light Refreshments 5:00 – 6:00PM

Training topic 2: Sign Regulation 6:00 – 8:00 PM

Ron Ford reported that he still had not heard from the surveyor if mylar copy boundary line adjustment was finished.

Next Planning Board Meeting will be on April 4, 2019.

Town Clerk Report

I met with Maria McCashion the Regional Advisory Officer of New York State Archives to discuss our Records Management Program on February 19th at 9:30 am. We talked about the storage of the records and possible ideas to make the environment better to protect the records. She mentioned that the vault really should have some kind of heat in the wintertime, maybe an infrared heater? We also discussed how many of the records can be destroyed. The best way to determine this is by referring to the retention schedule. She said when the weather warmed up, she would be willing to go through the vault and help weed out the records that could be destroyed. In regards to a grant, the County will be applying for another grant for 2020. This process will start in the fall of 2019. To do this Stephanie Lemery the County Clerk must be contacted. The Town of Cambridge could apply for grant with county or try to submit application on our own. We must decide which one is best for our needs we can not do both. The Town clerk said that she would think more about which one is best for us.

Have emailed the paperwork from the Court Audit to the Office of Court Administration, Joan Casazza.

Tour of the Battenkill Acknowledgement has been sent. The Coordinator has been made aware that the participants need to respect the property of the residents. They also need to be considerate of the motorists and get off to the side of the road for traffic.

Highway Report

The Supervisor reported in the Highway Superintendents absence that the Highway has plowed snow and/or sanded roads 18 out of the last 28 days. Truck repairs and maintenance have been done. The Stump Church road bridge project is going forward with the state taking care of the project, so that there should be no need for the Town to put out any money. FEMA is doing a new study on streams and wetlands (flood zones) in Washington County.

The Supervisor reported that she gave the Town Clerk the copies of the 2018 Washington County Sheriff's Office Annual Report, Agritourism Report, County Clerk Report.

Town Board

Councilwoman Wilmot reported that her dog had an encounter with a raccoon. She was very concerned about rabies. She had a hard time reaching anyone that could help her with what to do with the raccoon

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and where to get it tested for rabies. The supervisor questioned what about public health?
Councilwoman Wilmot did call them but it was still long process.

Councilman Ford said that he would like to complement Highway Superintendent Jim Buckley and the Highwaymen for a job well done. He said that Pettey's Road Ext. on the Easton side is still not open and our Highway Crew took care of the washedout roads quickly. They are doing a great job! A short discussion followed with what an exceptional job the Highway crew has done with a diverse and challenging winter.

Resident Robbie McIntosh was present at the meeting, he said what a great job the Highwaymen have done. The Highway Superintendent has done an exceptional job working with Verizon.

The Supervisor made the Town Board aware that the Assessor knows that the Town is looking at options for Contracting an Assessor with the county.

There being no further business before the Town Board, the meeting was moved and carried for adjournment at 9:12 PM.

Respectfully Submitted,

Heather Greenawalt

Town Clerk/Town of Cambridge