

Regular Town Board Meeting  
December 8, 2014

The Regular Meeting of the Town of Cambridge, duly called and held the 8<sup>th</sup> day of December at 7:30 PM at the Town Hall, the following were present:

Supervisor Catherine Fedler  
Councilman Douglas Ford  
Councilman Gerald Skiff  
Councilman Robin McMurray  
Councilwoman Susan Herrington

Others present: Heather Greenawalt Town Clerk, LaVerne Davis Code Enforcement, Henry Peabody, Ashleigh Morris from the Eagle, Terry Hamilton, Leon Barkley

Supervisor Fedler called the meeting to order at 7:30 PM and immediately led in the Pledge of Allegiance to the Flag.

Auditing of the Bills

General	#214 – 243	\$5,282.83
Highway	#155 – 172	\$14,110.33

Supervisor Fedler mentioned that the contract had been signed for County Rt. 60 and the first payment was expected in January. She also mentioned that Steve Haskins was the new DPW Superintendent and he was making a real effort to get around and meet everyone.

Supervisor Fedler mentioned three vouchers that were received from the Town Justice for mileage and air conditioner covers. She said the vouchers concerned her because the mileage charged was from her home to the court house. Supervisor Fedler said she felt that there needed to be a mileage policy and schooling policy in place. The Board held off in signing the vouchers until more information has been received, the supervisor has a call into the association of towns and has asked them about elected officials getting paid to drive from their home to the court house. It was thought that there were air conditioner covers in the closet so the new covers may be able to be returned. It was decided to hold the voucher until information is received from the association of towns.

Supervisor's Report

Resolution #71

Councilman Skiff motioned, Seconded by Councilman Ford to approve the Supervisor's report of November 2014.

Vote:           Ayes – 5                   Noes – 0

Transfers

Resolution #72

Regular Town Board Meeting  
December 8, 2014

Councilman Skiff motioned, Seconded by Councilman Ford to transfer money from: Contingent A1990.4 in the amount of \$297.15 to A1910.4 Unallocated Insurance for the Tax collector bond. The second transfer was from contingent A1990.4 in the amount of \$200.00 to A1355.4 Assessor, contractual. The third transfer was from A1410.4 in the amount of \$99.99 to the A1410.2 Town Clerk, Equipment. The fourth transfer was from DB9060.8 Employee Benefits, Health Insurance \$783.85 to DB5110.4 General Repairs, contractual (for Diesel Fuel).

Vote:                   Ayes – 5                   Noes – 0

Supervisor Fedler said that a bill was received for the Apex Software for the Assessor, however it was denied. The Supervisor told the assessor that the money was not there for this year or next year's budget.

Petty cash Fund

Town Clerk Heather Greenawalt has asked that a petty cash fund be set up for tax collecting season. The voucher was submitted among the bills for the fund. The Town Clerk explained that the class that she attended at conference for tax collecting said that there should be a separate cash drawer for tax collecting and daily receipts.

Resolution #73

Councilman McMurray motioned, seconded by Councilman Ford to setup a petty cash fund for the town clerk.

Vote:                   Ayes – 5                   Noes – 0

Approving of the minutes

Resolution #74

Councilman Ford motioned, seconded by Councilman McMurray to approve the minutes of the October 22, 2014, October 29, 2014 and November 3, 2014 with the following corrections: On the October 22, 2014 meeting on page 2 the 3<sup>rd</sup> paragraph supervisor Fedler requested that it be known that the towns portion of Land tax bill will only go up the 6% increase. Also in the October 22, 2014 minutes on page 3 the first paragraph when they are sitting on main street and doing shared services with the village everyone sees this, however when they are on the back roads and other towns are helping the Town of Cambridge this is not seen by the public. In the October 22, 2014 minutes page 3 paragraph 4 the word maybe should be may be two words. Also in the October 22, 2014 meeting on the top of page 4 Supervisor Fedler said that she would want the public to see the worst case scenario. In the minutes from the October 29, 2014 Public Hearing on the top of page 2 instead of Assessor increases it should read Assessor contractual increases. The last correction would be for the November 3, 2014 minutes on page 2 the section discussing the Deputy Town Clerk; it should read that she will speak with her other Deputy MJ Root.

Regular Town Board Meeting  
December 8, 2014

Vote:                   Ayes – 5                   Noes – 0

The Year End Meeting will be December 29<sup>th</sup> 10:00 AM, the Town Board will audit the bills and address any other business that comes before the board. The Town Board/Organizational meeting will be on January 12, 2015 at 7:30 PM.

Supervisor Report

Supervisor Fedler reported that Pastor Jim Bartholomew with the Loaves and Fishes, Food Pantry is located in the Brieman building open Wednesday 1:00 – 3:00 and Saturday 11:00 – 1:00. Individuals can come and get food once every 7 days. They serve an average of a 150 families in the Cambridge area. Donations are always needed and it is a 501 3C- tax deductible/not for profit. They survive on grants, individual donations, churches, and the regional food bank and they receive between 2,000 – 5,000 pounds of food a week. Supervisor Fedler mentioned that no one is bringing food back from the county. Supervisor Fedler asked Councilman Skiff if he could bring food from Glens Falls to the Cambridge pantry after the first of the year. Councilman Skiff said that he could do that. Supervisor Fedler also mentioned that Pastor Jim is also in charge of the Code Blue center, which will be opening January 1<sup>st</sup> . The Code Blue Center will be in the Brieman building from 6:00 PM – 10:00 AM. Volunteers are needed, there will be 20 cots.

Supervisor Fedler mentioned that she went to the Lions 80<sup>th</sup> Celebration Dinner and Susan was there because her son was the king Lion. It was a nice milestone for the community organization because they put a lot of effort into the town.

The Supervisor already mentioned that the Town of Cambridge received the County Rt. 60 Road Contract.

Because this was the end of the first year the Supervisor recognized the employees of the town and told them how much she appreciated all of their hard work and dedication.

Salem is planning on having a reenactment of the Civil War 150<sup>th</sup> year anniversary; the Supervisor has given Sandra Davis the Town Historian all the information.

The Supervisor wanted to remind people to shop local in the Hometown the sales tax will go to Washington County. The County is looking at having a Winter Fun day at the Lake Lauderdale; the goal is to have as many activities as possible.

Supervisor Fedler said that Councilman Skiff was supposed to find a BAR person but hasn't yet. Supervisor Fedler has brought forward Leon Barkley for the position for the Planning Board and he was present at the meeting. The board was satisfied with that decision and Mr. Barkley would be appointed at the January meeting. Supervisor Fedler, Councilman Skiff, Assessor Rachael Holbrook and Steve Paulso from the state will be setting up a meeting.

Supervisor Fedler updated everyone on the checks for the school tax reimbursement; all checks have not been mailed. Kathy Marchione the senator is still looking into the monthly payments in regards to the Chips money. The County budget has passed.

Regular Town Board Meeting  
December 8, 2014

The O'hearns Business is still open and operating. It has been hard for O'hearns Pharmacy because of the LeGrys building that is being taken down in the Village. The project of taking down the LeGrys building is now expected to cost between \$400,000 and \$500,000 all which will fall onto Village taxpayers. The possible sale of the Mary McClellan Hospital was also discussed, a public hearing is scheduled for Wednesday December 10<sup>th</sup> in order for the potential developer to answer questions and explain the project. The County Planner, Economic Developer and the Tourism Director have all had a meeting with him.

Code Enforcement

LaVerne Davis Code Enforcement reported that everything was quiet.

Highway Superintendent Report

Supervisor Fedler reported for Highway Superintendent Davis in his absence. The Highway Department has plowed and sanded 6 times since November 17, 2014. They have replaced bearings and bed chain in truck 2. The angle cylinder has been replaced on the pickup plow. The transmission cooler lines have been replaced on truck 8 and the leaky hydraulic line on truck 3. The tires have been installed on pick up. Warren Tire was the cheapest at \$153.00 per tire State contract. Recaps have been put on truck 2 and 3, Rouse had the best price on this size. The muffler has been replaced on truck 8 and routine maintenance on trucks in between storms. The new hydraulic hose machine has been used several times and once after hours and were able to repair and keep going. The trucks are all ready to go with whatever storms come their way. Today a few icy spots were chased on Vly Summit and County Rt. 60. The Town Supervisor said that if you have a message for Alan or problems with the roads, call him direct the message will get to him quicker. Councilman McMurray asked the Supervisor if Highway Superintendent Davis was going to report shared services monthly. She said that she would discuss this with Highway Superintendent Davis.

Town Clerk

Town Clerk Heather Greenawalt reported that she had met with Lisa Proch on November 19<sup>th</sup> and she is interested in the Deputy Town Clerk position and filled out Application for Employment. The Town Clerk requested a resolution to appoint Lisa Proch to the Deputy Town Clerk position. She has spoke with Margaret Shaw Clerk to the Supervisor to make sure that there is enough money left in 2014 to start training as soon as possible.

Resolution #75

Councilman McMurray motioned, Seconded by Councilman Ford to appoint Lisa Proch to the Deputy Town Clerk position

Vote:           Ayes – 5                   Noes – 0

Town Clerk Heather Greenawalt reported that on December 3<sup>rd</sup> she did an online webinar with GovPayNet. This would enable the Town Clerk's Office to accept payment via credit card and

Regular Town Board Meeting  
December 8, 2014

debit. The company provides training, equipment, and marketing materials. The Town Clerk has copied the information from the webinar so it can be viewed. GovPayNet has emailed her a copy of the agreement that would have to be signed by the Board and the Town Clerk. With this agreement there is no contract it can be canceled any time. There is no charge to the Town. The charge goes to the customer.

The Town Clerk reported that the changes have been made to the Appointment Policy, but changes were not made to the 30 day advertisement because it was not approved in the resolution last month.

Resolution #76

Councilman Skiff motioned, Seconded by Councilman Ford to adjust the Appointment Policy so that it reads that during the 30 days of the advertisement of the position 2 weeks must be advertised in the paper.

Vote:                   Ayes – 5                   Noes – 0

Planning Board

Town Clerk Heather Greenawalt read the Town of Cambridge Planning Board report in Sally Eddy's absence. The regular monthly meeting was held Thursday, December 4, 2014, 7:30 PM at the Town Hall. Secretary Sally Eddy, 4 members and one member from the public were present at the Planning Board Meeting. There were no subdivisions to address.

The only item of business for the evening was to elect a Chairman and Vice-Chairman for 2015. By unanimous consent of the members, Eric Pearson will remain as Chairman and Earl Horton as Vice-Chairman for 2015.

Town Board

Councilwoman Herrington asked if there was any disaster plan in place for the Town of Cambridge. Several mentioned that the Town Hall and Highway Garage were a disaster shelter because the Town now has a generator. Supervisor Fedler said that the Highwaymen watch for power outages throughout the town. She also mentioned that several other areas are disaster shelters: rescue squad, several churches and the Breiman Building.

Unfinished Business

Supervisor Fedler mentioned as already discussed earlier in the meeting that the Board needs to discuss the mileage and schooling policy for the Town.

Privilege of the Floor

Resident Terry Hamilton asked what the rules and regulations were for campers and travel trailers residing on a property. LaVerne Davis said that he would check into it.

Regular Town Board Meeting  
December 8, 2014

There being no further business before the Town Board, the meeting was moved and carried for adjournment at 8:55 PM.

Respectfully Submitted,

Heather Greenawalt  
Town Clerk/Town of Cambridge

<http://www.townofcambridgeny.org>