

Town Board Meeting  
January 11, 2016

The regular meeting of the Town of Cambridge duly called and held the 11<sup>th</sup> day of January at the Town Hall, the following:

Supervisor Catherine Fedler  
Councilman Douglas Ford  
Councilwoman Susan Herrington  
Councilwoman Gretchen Wilmot  
Councilman Rob McMurray

Other present: Heather Greenawalt Town Clerk, LaVerne Davis Code Enforcement, Jim Buckley Jr. Highway Superintendent, Eric Shaw, Margaret Shaw Clerk to the Supervisor, Jim Morris (from the Eagle), Ben Yurshack, Robbie McIntosh,

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

Auditing of the Bills

General	#1 – 8	\$ 695.55
Highway	#1 – 4	\$5,382.24

Resolution #1

Supervisor's report

Councilman Ford motioned, Seconded by Councilwoman Herrington to approve the Supervisor's Report from December 2015.

Vote:                   Ayes - 5                   Noes – 0

Resolution #2

Approving of the Minutes

Councilman Ford motioned, Seconded by Councilman McMurray to approve the minutes of December 14, 2015 and December 29, 2015 with two corrections. The two corrections from December 14, 2015, the first correction on page 2, resolution #61 The second transfer should be from A1110.4 (Justice Contractual) to A1110.41 (JCAP Grant). The 1 was left off on the JCAP Grant fund. The next correction is on page 4, Chuck's resolution. The word "equipment" should be added in the first paragraph. Chuck was employed as a "machine equipment operator" not just a machine operator.

Vote:                   Ayes – 5                   Noes – 0

Resolution #3

Amendment to 2016 Organizational Resolution

Councilwoman Wilmot motioned, Seconded by Councilman Ford to make one amendment to the 2016 Organizational Resolution by changing the Deputy Supervisor salary from \$200 to \$0. Two additions were made to the 2016 Organizational Resolution: The Town Board gives the Town Clerk and Highway Superintendent permission to attend annual conferences (included in the 2016 Budget) and In the event that Town Board meeting is canceled the meeting will be the following Thursday.

Vote:                   Ayes – 5                   Noes – 0

Resolution #4

Budget Amendment

Councilwoman Herrington motioned, Seconded by Councilman McMurray to make a budget amendment to 2016 Town of Cambridge Budget by moving \$200 from A1220.13 Deputy Supervisor Salary to Contingent Line A1990.4.

Vote: Ayes - 5 Noes - 0

2016 ORGANIZATIONAL RESOLUTION

Resolution#5

Resolution by Councilwoman Herrington  
Seconded by Councilman McMurray

Be It Resolved, the following salaries and expenses may be paid to the Town of Cambridge Officials for the year 2016:

<u>OFFICIAL</u>	<u>SALARY</u>	<u>PAYABLE</u>	<u>EXPENSES</u>
Supervisor	\$ 2800	Quarterly	\$ 900
Deputy Supervisor	0	Annually	
Clerk to the Supervisor	7287	Quarterly	
Supt. Of Highways	39,000	Bi-weekly	1500
Town Justice	3511	Quarterly	(.2)-200/(.4)-2,600
Clerk to the Justice	1700	Quarterly	
Councilpersons(4) \$850 ea	3400	Quarterly	1,000
Town Clerk	19,247	Bi-weekly	(.2)-200/(.4)-6,270
Deputy Town Clerk & Clerk per diem	2,152	\$10.20 hr. per diem	
Sole Assessor	14,790	Bi-weekly	(.2)-750/(.4)-1525
Board of Review 3 @\$100ea	300	Annually	
Alternate BAR member	100	Annually	
Planning Board Clerk	1750	Quarterly	500
Registrar Of Vital Statistics	100	Semi-annually	
Dog Warden (2)	2070	Monthly	(.2)-100/(.4)-800
Health Officer	100		
Budget Officer (2)	250	Annually	
Code Enforcement Officer	9087	Monthly	1100
Historian	260	Annually	50
Town Attorney	1800	Quarterly	(.2)-50

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 \$.45 per mile, and

Be It Further Resolved, that the hourly wage rates in the Highway Department be: \$16.97 for working foreman; \$16.60 for heavy machine equipment operators (HEO); \$16.22 machine equipment

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operators (MEO); \$12.64 for year-round part-time MEO; \$8.93 for part-time laborer; \$9.30 part-time mechanic and \$14.86 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 2016, 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 power and light bills and the telephone bills be paid without prior audit, and be it

Further Resolved, that the following Town Officials be and are hereby appointed for the year 2016:

Deputy Supervisor.....	Douglas Ford
Clerk to the Planning Board.....	Heather Greenawalt
Sole Assessor.....	Rachael Holbrook
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 .....	Martha J. Root
Code Enforcement Officer.....	H. LaVerne Davis
Town Attorney.....	Joanne Monagan
Health Officer.....	Dr. Paul Byron
Dog Control/Warden.....	Edward Holland & Nancy Quell

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) are hereby designated as the official depositories of town funds for the year 2016, and be it

Further Resolved, that there shall be no one designated to attend the 2016 Annual Meeting of the Association of Towns due to fiscal restraints, and be it

Further Resolved, that the Town Board gives the Town Clerk and Highway Superintendent permission to attend annual conferences (included in the 2016 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 \$1,000 per invoice for the year 2016, and be it

Further Resolved, that the price paid for gravel purchased in 2016 be not more than \$9.00 per yard, and the price for sand be not more than \$7.50 per yard.

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

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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.

Vote:                   Ayes – 5                   Noes – 0

Town Clerk Heather Greenawalt read the 2016 Official Undertaking for the Town of Cambridge and the Town Board signed document.

2016 Official Undertaking

Resolution #5

Councilman McMurray motioned, Seconded by Councilman Ford to approve the Official Undertaking of 2016.

Vote:                   Ayes – 5                   Noes – 0

Auditing of the Books

The Town Board audited Clerk to the Supervisor Margaret Shaw's books and Town Clerk Heather Greenawalt's books.

Planning Board Report

Heather Greenawalt Planning Board Secretary reported that the Town of Cambridge Planning Board met on Thursday, January 7, 2016, 8:00 PM at the Town Hall. There were 5 members present, Secretary and 1 person from the public. Before the Planning Board meeting 4 members and the secretary attended the Planning Board Overview webinar from 6-8 in the Town Clerk's Office.

Two Planning Board members Danny Thomas and Earl Horton have submitted their letters of resignation. Planning Board Chair Eric Pearson and Supervisor Fedler have discussed the possibility of changing to a 5 person board. Things will have to be researched further as far as the bylaws for the Planning Board.

Old Business

- 1.) Dominick Giglio was present at the meeting in regards to his parcel #271.-2-27 on Conley Rd. Mr. Giglio is proposing that the parcel #271.-2-27 of 99.71 acres be made into three parcels. The parcel is currently on both sides of Conley road, Mr. Giglio presented a sketch plan the proposed subdivision with lot 1 being 37 acres on the eastside of Conley Road, lot 2 & 3 will be on the westside of Conley Road. The west side of Conley road will be split into 2 lots, lot 2 being 28 acres on the northside with road frontage of 1,008 ft and lot 3 on the south side of the lot with 35 acres with road frontage of 300 ft.

The Planning Board requested that the lot 3 be changed with more of a straight line dividing the tow lots to make more road frontage on lot 3. They requested at least 100 ft. more road frontage. The Preliminary approval was given contingent on the change of the road frontage on lot 3.

Planning Board held the 2016 election of officers Eric Pearson will be the chair and Stuart Ziehm Vice Chair.

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The next Planning Board meeting will be on Thursday, February 4, 2016 at 7:30 PM.

#### Appointment to the Planning

Supervisor Fedler reported that only one letter of interest was received for the position on the Cambridge Planning Board. Judy Leon submitted a letter of interest to be reappointed to the Planning Board.

#### Resolution #5

Councilman Ford motioned, Seconded by Councilwoman Herrington to reappoint Judy Leon to the Town of Cambridge Planning Board for a seven year term starting January 11, 2016 to December 31, 2022.

Vote:                      Ayes – 5                      Noes - 0

Supervisor Fedler mentioned that when she finds out more information about changing the Planning Board from a 7 person board to a 5 person, she will let everyone know.

#### Assessor Report

Supervisor Fedler reported that she would be meeting with Rachael Holbrook the assessor on Wednesday the 13<sup>th</sup> to discuss the random audit of 45 parcels in the Town that was done by the State of New York. She said that they would be going over this information from the state and making a plan. The Supervisor reminded everyone that they must have their exemptions in by March 1<sup>st</sup>. She also reported that this year would be Frank Roots last year serving on the BAR, they would need to look for someone for the year of 2017.

#### Code Enforcement

Code Enforcement Officer LaVerne Davis reported that a new house was going in on County Rt. 59 and he was pushing to have done by the March 1<sup>st</sup> deadline for new tax roll.

#### Highway Report

Highway Superintendent Jim Buckley Jr. reported that they plowed and sanded roads on January 4<sup>th</sup> due to snow. They replaced idler sprockets, shaft, and bearing for bed chain in Truck #3 and stopped air leaked. Have ordered and received two loads of salt for roads. Highwaymen spent time trimming some brush on Conley Road and cut back on Dailey Lane. The pick-up and plow has been taken to Trius for repair, they have replaced the wiring harness. The culverts were checked to make sure they were open before the rainstorm on the weekend of January 9<sup>th</sup> and 10<sup>th</sup>. The down limbs were cleaned up after the rainstorm. Highway Superintendent reported that he purchased as many parts local that he could for truck #3. The sprockets from Arrowhead were brought to the meeting so that there was no charge for shipping. One of the furnaces quit, the Highway Superintendent checked with Doug's Oil and the new furnace should be installed soon (expected to be installed this Thursday). They are currently running off the other furnace and the wood stove until then. They are working on making sure that the MSDS/SDS sheets are up to date. The Highway superintendent has asked Phil Spezio to stop by and make sure everything is up to date – maybe next week. Insulation has been priced for Town Garage roof. Wiley's at \$32.45 per 2 inch thick 4 foot by 8 foot sheet, Highway Superintendent feels this is the best deal. Home Depot and Lowes price is slightly lower, but, not enough to off set the price of getting here. They are not local like Wiley's and Town has an account with them. The Highway Superintendent believes that it will take 140 sheets to do the roof. Wiley's was

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agreeable to us getting the insulation as the town uses it (no need to have a large pile stored). The Highway Superintendent is trying to find a man lift, high lift, or scissor lift, that we could be used over time for a reasonable price as opposed to renting one by the day.

Spending of Highways Funds

Resolution #6

Councilwoman Herrington motioned, Seconded by Councilman Ford to accept the Spending of Highway Funds and

Whereas, pursuant to the provisions of Section 284 of the Highway Law, we, the Town Board of Town of Cambridge, agree that moneys levied and collected for repair and improvement of highways, and received from the state for the repair and improvement of highways, shall be expended as follows:

Now, Therefore, Be It Resolved, that the sum of \$85,600 may be expended for general repairs upon 64.04 miles of town highways, including sluices, culverts and bridges having a span of less than five feet and broad walks or the renewals thereof.

Vote:                   Ayes – 5                   Noes – 0

Town Board

None of the Town Board Members had anything to report.

Supervisor's report

Supervisor Fedler reminded everyone that within board members and elected officials of the Town it is not necessary to contact each other over the weekends. If it is not of an urgent matter please wait until the work week. She reminded that we may be available to the public 24/7 but we must be considerate of each other during weekends and evening hours.

The Supervisor reported that Bob Henke would be the Chair of Board of Supervisors and Matt Hicks from Granville would be the Vice Chair. She mentioned that they would have Finance committee meeting tomorrow, Audit would meet on Wednesday and the Board would meet on Friday.

Lake Lauderdale would still have the Winter Carnival even though there is no snow, the only way that they would cancel it would be from rain.

Privilege of the Floor

None

There being no further business before the Town Board, the meeting was moved and carried for adjournment at 8:50 PM.

Respectfully Submitted

Heather Greenawalt  
Town of Cambridge/Town Clerk

<http://www.townofcambridgeny.org>