

Town Board Meeting
January 8, 2018

The regular meeting of the Town of Cambridge duly called and held the 8th day of January at the Town Hall, the following were present:

Supervisor Catherine Fedler

Councilman Douglas Ford

Councilman Brian Harrington

Councilman Bruce Bailey

Absent: Councilwoman Gretchen Wilmot

Others present: Heather Greenawalt Town Clerk, Jim Buckley Jr. Highway Superintendent, Ashleigh Morris, Terry Hamilton, Scott Clark New Planning Board Member, Margaret Shaw Clerk to the Supervisor

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

Audit of the Bills

General	#1 – 7	\$1,095.95
Highway	#1 – 3	\$5,600.57

The minutes for the December 11, 2017 Town Board meeting and the Year-end meeting December 29, 2017 could not be approved because there were not three board members present who attended the meeting. There were some corrections that were needed to these minutes so the Town Clerk said that she would do the corrections and issue new minutes to the Town Board members.

The first correction that was suggested was on page 3 of the December 11, 2017 minutes the second sentence need to find the right of way that exists. The second correction was in the Highway Report on page 4 Trimmed back the trees not tires. The third correction was also on page 4 third paragraph down Councilman Ford was concerned about what tax payers would think after reading the minutes in regards to the councilman's ideas on which pickup truck to keep and sell. The yearend meeting the correction that needed to be made is to the Resolution #60 The Public Health Officer rescinds his pay. Therefore a transfer was made from Personal Services B4010.1 to B9030.8 employee benefits Social Security. The Town Clerk said that she would make the corrections and issue new copies of the minutes.

Supervisor's report

Resolution #1

Councilman Bailey motioned, Seconded by Councilman Ford to approve the Supervisor's report for December 2017.

Vote: Ayes – 3 Noes – 0

Auditing of the books

The Town Clerk Heather Greenawalt and the Clerk to the Supervisor Margaret Shaw's books were audited by the Town Board for the Fiscal year of 2017.

Appointment of the Court Clerk

<http://www.townofcambridgeny.org>

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Resolution #2

Councilman Ford motioned, Seconded by Councilman Bailey to appoint Linda Record to the position of Court Clerk as discussed at the December 11, 2017 meeting.

Vote: Ayes – 3 Noes – 0

Appointment of the Planning Board Members

Resolution #3

Councilman Ford motioned, Seconded by the Councilman Harrington to appoint Bob Hamilton to a 5 year term on the Town of Cambridge Planning Board starting January 1, 2018 to December 31, 2022.

Vote: Ayes – 3 Noes – 0

Resolution #4

Councilman Bailey motioned, Seconded by Councilman Ford to appoint Scott Clark to a 4 year term on the Town of Cambridge Planning Board starting January 1, 2018 to December 31, 2021.

Vote: Ayes – 3 Noes – 0

Supervisor Fedler read the 2018 Organizational Resolution.

2018 ORGANIZATIONAL RESOLUTION

Resolution by
Seconded by

Be It Resolved, the following salaries and expenses may be paid to the Town of Cambridge Officials for the year 2018:

<u>OFFICIAL</u>	<u>SALARY</u>	<u>PAYABLE</u>	<u>EXPENSES</u>
Supervisor	\$ 2800	Quarterly	\$ 2,350
Deputy Supervisor	200	Annually	
Clerk to the Supervisor	7657	Quarterly	
Supt. Of Highways	42,840	Bi-weekly	1500
Town Justice	3700	Quarterly	(.2)-250 /(.4)-3,000
Clerk to the Justice	1600	Quarterly	
Councilpersons(4) \$850 ea.	3400	Quarterly	1,350
Town Clerk	20,025	Bi-weekly	(.2)-200/(.4)-6,500
Deputy Town Clerk & Clerk per diem	2,195	\$10.40 hr. per diem	
Sole Assessor	15,388	Bi-weekly	(.2)-2735/(.4)-1115
Board of Review 3 @\$100ea	300	Annually	
Alternate BAR member	100	Annually	
Planning Board Clerk	1785	Quarterly	500
Registrar Of Vital Statistics	102	Semi-annually	
Dog Control	2070	Monthly	(.2)- 50/(.4)-200
Health Officer	100		
Budget Officer (2) \$125 ea.	250	Annually	

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Code Enforcement Officer	9500	Monthly	660
Historian	270	Annually	50
Town Attorney	1800	\$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 \$.545 per mile, and

Be It Further Resolved, that the hourly wage rates in the Highway Department be: \$17.66 for working foreman; \$17.27 for heavy machine equipment operators (HEO); \$16.87 machine equipment operators (MEO); \$13.15 for year-round part-time MEO; \$10.40 for part-time laborer; \$10.79 part-time mechanic and \$15.46 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 2018, 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 1 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 2018:

- Deputy Supervisor.....Douglas Ford
- Clerk to the Planning Board.....Heather A. 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 #2Melissa Q Stannard
- Code Enforcement Officer..... H. LaVerne Davis
- Town Attorney.....Alan Wrigley
- Health Officer.....Dr. Paul Byron
- Dog Control/Warden..... 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

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(Greenwich, NY Branch) are hereby designated as the official depositories of town funds for the year 2018, 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 2018, 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 2018 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 2018 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 2018, and be it

Further Resolved, that the price paid for gravel purchased in 2018 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

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.

Changes made to the Organizational Resolution

Resolution #5

Councilman Bailey motioned, Seconded by Councilman Ford to donate the salary of the Deputy Supervisor of \$200 and the Salary of the Health Officer Dr. Paul Byron of \$100 back to the budget.

Vote: Ayes – 4 Noes – 0

It was also mentioned to make the change of the Gravel and the Sand to \$9.00 per yard.

Resolution #6

Councilman Ford motioned, Seconded by Councilman Bailey to approve the Organizational Resolution as amended.

Vote: Ayes – 4 Noes – 0

Resolution #7

Councilman Ford motioned, Seconded by Councilman Bailey to move the Deputy Supervisor Salary of \$200 A1220.13 to the Contingent A1990.4.

Vote: Ayes – 4 Noes – 0

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Resolution #8

Councilman Ford motioned, Seconded by Councilman Bailey to move Health Officers Salary of the amount of \$100 from B4010.1 to Hospital & Medical Insurance B9060.8.

Vote: Ayes – 4 Noes – 0

Official Undertaking read and accepted by the Town Board

Official Undertaking

Public Officers Law § 11(2) provides that in lieu of individual undertakings as required by Town Law § 25, the town board may approve the procurement of a blanket undertaking from any duly authorized corporate surety covering the officers, clerks and employees of the Town.

The Town of Cambridge maintains a NYMIR Public Officials Liability Policy (#MPOTCMB001) through Northern Insuring in the amount of \$1,000,000 on any one claim with an annual aggregate limit of \$2,000,000.

All records of the above mentioned are available for inspection in the Town Clerk's office located at 846 County Route 59, Cambridge, NY 12816.

Acceptance and approval of this official blanket policy undertaking shall be acknowledged by the signatures of the Town of Cambridge Town Board.

Resolution #9

Spending of Highway Funds

Councilman Bailey motioned, Seconded by Councilman Harrington to accept 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, shall be expanded.

Now, therefore, be it resolved, that the sum of \$87,365 may be expanded for general repairs upon 62.66 miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or the renewals thereof.

Vote: Ayes – 4 Noes – 0

Town Clerk Report

Town Clerk Heather Greenawalt reported that have received the most tax payments ever before the end of year. Approximately \$300,000 collected before the end of 2017.

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Planning Board Report

There was no Planning Board Report due to not having meeting in the month of January.

Assessor Report

Heather Greenawalt, Town Clerk reported for the Town Assessor in her absence that exemptions have been mailed out: 218 Agricultural also the parcels that needed new leases were notified, 49 Aged Exemptions (Low Income), 42 Enhanced (Senior) Exemptions. All exemptions are due March 1, 2018. Tentative Roll May 1, 2018 and Grievance Day May 23, 2018 4 pm – 8 pm.

Highway Report

Highway Superintendent Jim Buckley reported that plowed snow and sanded roads 15 of the last 28 days. Did some trimming back with the Boom arm mower and they have also trimmed some limbs back around town. They have done shop work and vehicle maintenance.

Highway Superintendent reported that the new pickup truck has been ordered and they will not sell the blue truck until the new one arrives. He has ordered another 70 ton of salt this morning. They have been going through the sand and salt very fast due to the weather conditions and it was mentioned that will have to conserve if this continues. By conserving he means that will have to use less and put in the middle of the road more so that it will gradually work its way out to the sides.

Court Audit

A letter was received from the Unified Court System in regards to the Audit of the 2017 Court books. The Supervisor reported that Councilwoman Wilmot would be in contact with the Town Justice in order to comply with this request of the Unified Court System.

The Supervisor also mentioned that was hoping to find someone to be security officer on DA nights for court.

County Report

The Supervisor mentioned that they would be assigning committees at the county, they have not done yet due to Holidays.

There being no further business before the Town Board, the meeting was moved and carried for adjournment at 8:35 pm.

Respectfully submitted,

Heather Greenawalt

Town Clerk/Town of Cambridge