

Town Board Meeting
January 14, 2019

The Organizational meeting of the Town of Cambridge duly called and held 14th day of January 2019 at the Town Hall, the following were present:

Supervisor Catherine Fedler

Councilman Douglas Ford

Councilman Brian Harrington

Councilwoman Gretchen Wilmot

Councilman Bruce Bailey

Others present: Heather Greenawalt Town Clerk, Margaret Shaw Clerk to the Supervisor, Jim Buckley Jr. Highway Superintendent, Colleen McDonald, Lorna and Tom Mattern

Public Statement was made by Colleen McDonald and Lorna and Tom Mattern were present at the meeting to report an issue on Tingué Road with a biting dog. Numerous people that walk, bike and travel this road have had encounters with this dog. The residents of the town are approaching the board to find out what to do about it. It was suggested by the Supervisor to keep contacting the Dog Control Officer, file a complaint and call the sheriff to report this also.

Auditing of the Bills

General	#1 - 6	\$1,250.00
Highway	#1 – 3	\$ 459.00

Supervisor's Report

Resolution#1

Councilman Ford motioned, Seconded by Councilwoman Wilmot to approve the Supervisor's Report of December 2018.

Vote: Ayes – 5 Noes – 0

Approving of the Minutes

Resolution #2

Councilman Bailey motioned, Seconded by Councilman Ford to approve the minutes of the year end meeting December 29, 2018.

Vote: Ayes – 5 Noes – 0

Approving of the Minutes

Resolution #3

Councilman Bailey motioned, Seconded by Councilman Harrington to approve the minutes of the December 10, 2018 Town Board meeting with one correction on page 4 under the county report. In the first two sentences under the county report the Committees were mixed up. It should read that Supervisor Fedler reported that the Finance committee capital plan on how to fund and create the 5-year Capital Plan. The Government Opts. toured and viewed Buildings of the Fort Edward Complex to become aware of the issues.

Vote: Ayes -5 Noes – 0

Town Board Meeting
January 14, 2019

Audit of the Court Records

The Supervisor mentioned that the Court Audit would be done this week and reported next months meeting.

Auditing of the Clerk to the Supervisor and the Town Clerk Books

The 2018 Books of the Clerk to the Supervisor Margaret Shaw and Town Clerk Heather Greenawalt's were audited by the Town Board. The Town Board signed the books to document that they had been audited.

2019 Organizational Resolution

Resolution #4

2019 Organizational Resolution was read a loud by Supervisor Catherine Fedler.

Resolution by Councilwoman Wilmot

Seconded by Councilman Bailey

Be It Resolved, the following salaries and expenses may be paid to the Town of Cambridge Officials for the year 2019:

<u>OFFICIAL</u>	<u>SALARY</u>	<u>PAYABLE</u>	<u>EXPENSES</u>
Supervisor	\$ 2800	Quarterly	\$ 2,350
Deputy Supervisor	0	Annually	
Clerk to the Supervisor	7887	Quarterly	
Supt. Of Highways	44,125	Bi-weekly	1600
Town Justice	3700	Quarterly	(.2)-250/(.4)-1,200
Clerk to the Justice	1734	Quarterly	
Councilpersons(4) \$850 ea.	3400	Quarterly	1,350
Town Clerk	20,625	Bi-weekly	(.2)-200/(.4)-6,630
Deputy Town Clerk & Clerk per diem	2,239	\$11.10 hr. per diem	
Sole Assessor	15,696	Bi-weekly	(.2)-235/(.4)-1272
Board of Review 3 @\$100ea	300	Annually	
Alternate BAR member	100	Annually	
Planning Board Clerk	1821	Quarterly	500
Registrar Of Vital Statistics	105	Semi-annually	
Dog Control	2070	Monthly	(.2)- 50/(.4)-1200
Health Officer	0		
Budget Officer (2) \$200 ea.	400	Annually	
Code Enforcement Officer	9785	Monthly	1100
Historian	270	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 \$.545 per mile, and

Be It Further Resolved, that the hourly wage rates in the Highway Department be: \$18.19 for working foreman; \$17.79 for heavy machine equipment operators (HEO); \$17.38 machine equipment operators (MEO); \$13.54 for year-round part-time MEO; \$11.11 for part-time laborer; \$11.51 part-time mechanic and \$15.92 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 2019, 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 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 2019:

- 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 #2
- 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 (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 2019, 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 2019, 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 2019 Budget) and if need be the supervisor will choose an alternate to attend, and be it

Town Board Meeting
January 14, 2019

Further Resolved, that the Town Board gives the Town Clerk and Highway Superintendent permission to attend annual conferences (included in the 2019 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 2019, and be it

Further Resolved, that the price paid for gravel purchased in 2019 be not more than \$9.00 per yard, and the price for sand be not more than \$9.00 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.

Resolution #5

Spending of Highway Funds

Councilman Ford motioned, Seconded by Councilman Bailey to accept the Spending of Highway Funds for the 2019 year 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 \$90,000.00 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 – 5 Noes – 0

Standard Work Day Resolution

Resolution #6

BE IT RESOLVED, that the Town of Cambridge/30647 hereby established the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on their record of activities.

Vote: Ayes – 5 Noes – 0

This will be posted for 30 days and then filed. The Standard Workday can be viewed in the Town Clerks Office.

Official Undertaking

Resolution #7

Councilman Ford motioned,
Seconded by Councilman Harrington,

Town Board Meeting
January 14, 2019

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.

Vote: Ayes – 5 Noes – 0

Planning Board Appointments

Two residents were appointed to the Town of Cambridge Planning board.

Resolution #8

Councilman Bailey motioned, Seconded by Councilman Harrington, to appoint Eric Pearson to the town of Cambridge Planning Board for a five-year term starting January 14, 2019 to December 31, 2023.

Vote: Ayes – 5 Noes – 0

Resolution #9

Councilman Harrington motioned, seconded by councilman Bailey to appoint Ron Ford to the Town of Cambridge Planning Board for the remaining of Bob Hamilton term starting January 14, 2019 to December 31, 2022.

Vote: Ayes – 4 Noes – 0

Councilman Ford abstained from this vote due to Ron Ford being his brother.

Planning Board Report

Planning Board Meeting held January 3, 2019, 7:30 PM at the Town Hall 4 Members present, secretary and 1 person from the public.

Susan Maroney called the afternoon of Thursday, January 3rd telling the clerk to the Planning board about the survey for the parcel that borders their residence. Susan Maroney Tax Map #271.-3-7.4, 557 King Rd. small portion (0.32 acres, with road frontage of 86.87 ft.) that borders her property from Phyllis

Town Board Meeting

January 14, 2019

DeMarco's property (tax map #271.-3-7.1). This property is on the northside of Maroney's property. Susan Maroney said that she thought that this survey had already been filed with the county when Tony DeMarco filed Phyllis subdivision. The surveyor said that they would not make another mylar copy because this was included with Phyllis DeMarco's subdivision. The Clerk to the Planning Board said that she would talk with the Planning Board and with County and get back to her.

Tony Catalano was present at the Planning Board meeting inquiring about a boundary line adjustment. He recently purchased property in Vly Summit (tax map #261.-2-23) and the small portion that he would be receiving from Jeff Audi would be at 1031 Vly Summit Rd. (tax map #261.-2-22). It was determined that this small portion was in an estate and it would have to be settled before any changes could be made.

Next Planning Board Meeting will be on February 7, 2019.

Town Clerk Report

Tax payments are coming in the total amount collected so far is \$336,938.49.

Received notice from NYS Dept of Health and the new Electronic Death Registrar System will be taking effect Feb. 7th. Talked with Dept. Health today and they will be emailing me all information to create account, sign agreement and take the webinar to get started. Once the system is set up then all death certificates will be filed electronically.

Highway Report

Jim Buckley the Highway Superintendent reported that the boom arm mower has been out several times. They have hauled gravel and eco-gravel for stockpiling. They have also plowed and/or sanded roads 14 days of last month. The Highway department has joined Standard Medical for D.O.T random drug and alcohol testing. The Town of Cambridge Highway Department had a PESH inspection on December 27, 2018. There were 4 violations, and all were corrected by the end of that day.

Town Board

None

Resolution #10

Amendment to Organizational Resolution

Councilman Bailey motioned, Seconded by Councilwoman Wilmot to take out \$200 for the Deputy Supervisor Salary and \$105 for the Health Officer out of the Organizational Resolution.

Vote:

Ayes – 5

Noes – 0

Resolution #11

Budget Amendments

Town Board Meeting
January 14, 2019

Councilman Ford motioned, Seconded by Councilman Harrington to amend the budget by moving the Deputy Supervisor Salary of \$200 to the Contingent line A1990.4 The Health Officer's Salary of \$100 was moved to the Hospital Medical line.

Vote: Ayes – 5 Noes – 0

County Route 60 Contract/Budget amendment

Resolution #12

Councilman Bailey motioned, Seconded by Councilman Ford to accept the signed contract for County Route 60 in the amount of \$24,030 and bring into the 2019 budget.

Vote: Ayes – 5 Noes – 0

County Report

Supervisor Fedler mentioned that the County Clerk was trying to get an archival grant and was looking into bringing other towns into. The Supervisor said that she had spoken with the Town Clerk and that she would like to get Town records organized first and then move onto other archival options.

The Supervisor mentioned that there was another Environmental Health issue in the Town. The Sheriff's Officer had been in touch with Town Clerk making the town aware of a property that is unsafe and hazardous to the health of the individual that owns it due to hoarding conditions, close fuel burning appliances and signs of rodent infestation. This issue was turned over to the Town due to Washington County Public Health not being large enough to handle this.

The Dog Contract has been signed between the Town of Cambridge and Animal Safe Home & Rehabilitation. A notice was received from FEMA that they will be conducting from January 2019 through March 2019, STARR II detailed field reconnaissance of the riverine areas of the county to determine conditions along the floodplains. The Notice will be posted on the bulletin Board in the Town Clerk's Office.

NYCLASS Agreement

The Supervisor mentioned that she had the resolution/agreement with NYCLASS to approve to move some of the Town of Cambridge funds for investing if they still choose to do so.

Resolution #13

Councilman Ford motioned,
Seconded by Councilman Bailey,

Municipal Cooperation Resolution

WHEREAS, New York General Municipal Law, Article 5-G, Section 119-o (Section 119-0) empowers municipal corporations [defined in Article 5-G, Section 119-n to include school districts, boards of cooperative educational services, counties, cities, towns and villages, and districts] to enter into, amend, cancel, and terminate agreements for the performance among themselves (or one for the other) of their respective functions, powers, and duties on a cooperative or contract basis;

Town Board Meeting
January 14, 2019

WHEREAS the Town of Cambridge wishes to invest portions of its available investment's funds in cooperation with other corporations and/or districts pursuant to the NYCLASS Municipal Cooperation Agreement Amended and Restated as of March 14, 2014;

WHEREAS the Town of Cambridge wishes to assure the safety and liquidity of its funds;

Now, therefore, it is hereby resolved as follows:

That Catherine (Cassie) Fedler is hereby authorized to execute and deliver the NYCLASS Municipal Cooperation Agreement Amended and Restated as of March 14, 2014 in the name of and on behalf of the Town of Cambridge.

Vote: Ayes -5 Noes – 0

There being no further business before the Town Board, the meeting was moved and carried for adjournment at 8:37 pm.

Respectfully Submitted,

Heather Greenawalt
Town Clerk/Town of Cambridge