

March 9, 2020
Town Board Meeting

The Regular meeting of the Town of Cambridge duly called the 9th of March at the Town Hall, the following were present:

Supervisor Catherine Fedler

Councilman Douglas Ford

Councilman Brian Harrington

Councilman Bruce Bailey

Councilwoman Gretchen Wilmot

Others present: Heather Greenawalt Town Clerk, Jim Buckley Jr. Highway Superintendent, LaVerne Davis Code Enforcement, Chandler New Reporter from the Eagle, Robbie McIntosh

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

Auditing of the Bills

General	#30 – 59	\$21,043.96
Highway	#24 – 37	\$25,984.68

The Town Clerk mentioned that she would be sending the voucher through for the Town Clerk conference but due to the outbreak of the COVID-19 (Coronavirus) she would decide at a later date whether she would attend or not.

Supervisor Report

Resolution #11

Councilman Bailey motioned, seconded by Councilman Ford to approve the Supervisor's report for February 2020.

Vote: Ayes – 5 Noes – 0

Budget Amendment

Resolution #12

Councilman Ford motioned, seconded by councilman Harrington to do a budget amendment to accept unanticipated revenue received from the sale of scrap & excess at the Highway Department into (DA2650) in the amount of \$60.77.

Vote: Ayes – 5 Noes – 0

Transfer of funds

Resolution #13

Councilman Bailey motioned, seconded by Councilman Ford to move \$60.77 from DA2650 to the Parts and Repairs account DA5130.4.

Vote: Ayes – 5 Noes – 0

Resolution #14

Councilman Ford motioned, seconded by Councilwoman Wilmot to transfer \$7,697.00 from the Highway Reserve fund to the Highway Machinery/Equipment account (DA5130.2) to pay for the purchase of the Hot Box which was approved for purchase by Resolution #77 in December of 2019.

Vote: Ayes – 5 Noes – 0

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Cyber protection for Clerk to Supervisor's computer

When Cyber protection was brought up, our IT man, Bob Wallace, realized that when he set up the Clerk to the Supervisor's Town Computer, he had not installed software her referred to as Acronis True image. He believes because Margaret does the banking it would be a recommended thing to have. She inquired about the price to have it purchased and installed. Bob said the software and hard drive would run no more than \$200. Town Clerk already has on hers, this is the only delinquent one.

Resolution #15

Councilman Ford motioned, seconded by Councilwoman Wilmot to give permission to spend up to \$250 on the Acronis backup, the amount of \$250 will be transferred from A1990.4 (Contingent) to A1220.4 (Supervisor's Contractual).

Vote: Ayes – 5 Noes – 0

Northern Insuring Cyber Policy

The Town Board discussed the Cyber Security Ryder for the insurance policy, this would protect the town when it comes to hacking of the town systems. The cost of this policy annually is \$1200.00. Councilman Ford mentioned that if the town was to get hacked it would cost more than \$1200.00 to fix the problem.

Resolution #16

Councilman Bailey motioned, seconded by Councilwoman Wilmot to approve the Cyber policy through Northern Insuring.

Vote: Ayes – 5 Noes – 0

Resolution #17

Councilman Bailey motioned, seconded by Councilwoman Wilmot to transfer \$1,200.00 from contingent A1990.4 to A1910.4 (Unallocated Insurance).

Vote: Ayes – 5 Noes – 0

Approving of the minutes

Resolution #18

Councilman Harrington approved, seconded by Councilman Ford to approve the minutes form the February 10, 2020 meeting with one correction. This correction is on page 2, the last paragraph starts, "The Supervisor reported" It reads, "that the Clerk to the Supervisor , Margaret Shaw , and herself met with the Glens National Bank..." Need to take out herself part, because the supervisor did not met with Margaret and the Bank.

Vote: Ayes – 5 Noes – 0

Old Business

The supervisor reported that the Bride Project 59A has a tentative start date of May 1st. The posted detour will be as follows County Rt 74, State Route 372, Route 60 to 59A.

New Business

The supervisor reported that she had phone call in regards to Coronavirus. Everyone should be referred to the county site [washingtoncountyny.gov](http://www.washingtoncountyny.gov). The website has all the info and should answer any questions that you have. The Supervisor mentioned that there are 5 Hot countries, 80% of the people have a mild case. The people that are the most effected are the elderly and people with health

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problems. The least effected are found to be children, however this could change quickly. It was suggested to pay close attention to any scams that may occur. It was also mentioned that Great Meadows (Jail) is making the Hand Sanitizer for the state due to the limited quantity available.

Site plan Review

The Supervisor mentioned that in the past the idea of Site Plan Review has not gotten a good reception. She said that the best Site Plan Review Plan that found was comparable for our Town was Town of White Creek. The Supervisor said that this is a good basis to start at, therefore the Town Clerk will be emailing out the copy of the Site Plan to the Town Board.

The Supervisor mentioned that her and the Town Highway Superintendent Jim Buckley Jr. went to Lobby days on March 4th in Albany. She mentioned the wave of orange, 776 people attended this year even some vendors attended.

The supervisor also mentioned that the Town policies needed to be reviewed it was decided that the Town Clerk would email all of those to the Town Board members for review. Discussion would occur next meeting.

Planning Board

The Planning Board did not meet due to nothing on the agenda.

Town Clerk Report

The Town Clerk Heather Greenawalt reported that she has mailed the second payment of tax monies to the Washington County Treasurer. Four employees of the Town attended the Sexual Harassment and Work Place Violence Training at the Legion on Route 22 in Cambridge on March 4th. The Building Permit Application has been reviewed by the Town Clerk, Assessor and Code Enforcement Officer and only a few changes need to be made. The Town Clerk already mentioned at the beginning of the meeting that it would depend on the progression of the coronavirus on whether she attended the Town Clerk's conference.

Highway Report

The Highway Superintendent Jim Buckley Jr. reported that they have plowed and/or sanded. They have been out patching potholes in both the blacktop and gravel roads. They had the grader out for the bad spots, but roads are still too soft for major grading. They have also been doing some roadside trimming of brush and trees. He has purchased new tires for the T4030 tractor. The Hot box is at the County being lettered. The Highway Superintendent has a winter policy written up for the board to look over.

Code Enforcement

LaVerne Davis reported that gave the Assessor 7 projects. He had 2 new houses and a new addition.

Town Board

Councilman Harrington questioned what the availability of tests are for the coronavirus. He also wondered what the sick leave policy was for the Town? It was mentioned that the Highwaymen had sick time, Town Clerk and the Highway Superintendent were salary.

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