

**Regular Town Board Meeting
May 14, 2012**

At the Regular Meeting of the Town Board of the Town of Cambridge, duly called and held the 14th day of May, 7:00 PM at the Town Hall, the following were present:

- Councilwoman Catherine Fedler**
- Councilman Robin McMurray**
- Councilman Gerald Skiff**
- Councilman Douglas Ford**

Others Present: Town Clerk Heather Greenawalt, Rani Bass, Elton Balch, Lillian Herrington, Nancy Maebus, Asleigh Morris from the Eagle, Charlie Pearson, Robbie McIntosh, Scott Keller Town Attorney, Henry Peabody, Marie Drost, LaVerne Davis Code Enforcement Officer, Judy Leon, Allen Davis Highway Superintendent, Astrid Davis, Dorothy Yurshack, Dick Battistoni, Jim Buckley Sr., Holly McMurray, Liam McMurray, Dick Sutherland, Jacob Drost, Ted Berndt, Bruce Rolleston, Ron Ford, Dan Demianenko, Town Justice Janet DeCarlo, Terry Hamilton, Others present that may have been missed

Supervisor William Watkins was absent due to a family emergency so the Deputy Supervisor, Councilwoman Catherine Fedler filled in.

Audit of the Bills

Bills were audited prior to the meeting at 7:00 PM.

General	#113 – 137	\$15,835.81
Highway	# 39 - 55	\$ 7,483.98

Deputy Supervisor Councilwoman Fedler called the meeting to order immediately after the bills and led in the Pledge Allegiance to the Flag.

The Deputy Supervisor Fedler started with the first order of business which was the Appointment of the Planning Board Position. She informed everyone that they could not interview and appoint someone to this position because Councilwoman Fedler and Councilman Ford have family members that are applying so they are unable to vote. Therefore the Town Board doesn't have a quorum so they can not proceed with the interviews. The appointment will be postponed till the next months meeting.

Approving of the Minutes

Resolution #48

Councilman Skiff motioned, Seconded by Councilman Ford to approve the minutes of the April 9, 2012 meeting as mailed.

Vote: Ayes – 4 Noes – 0

Supervisor's Report

Resolution #49

Councilman Ford motioned, Seconded by Councilman McMurray to approve the April 2012 Supervisor's report.

Vote: Ayes – 4 Noes - 0

**Supervisor
Foiling Policy**

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Deputy Supervisor Fedler reported as a follow up for last month on the foiling process. She mentioned that the Town Clerk is only required to email the requests in computer form if that information is in that form already. The Town Clerk is not required to go above and beyond her duties to supply foil requests.

Assessor Report

None

Town Clerk

Town Clerk Heather Greenawalt is requesting the board to pass a resolution so that she can appoint a second deputy. Deputy Town Clerk Sally Eddy is no longer interested in being a deputy.

Town Clerk Heather Greenawalt read a resolution requesting permission to appoint another deputy.

Resolution #50

Motion by Councilman Ford

Seconded by Councilman McMurray

WHEREAS, the Town Clerk Heather Greenawalt of the Town of Cambridge is requesting permission from the Town Board to appoint a second Deputy Town Clerk because as of January 1, 2012 Sally Eddy was no longer interested in being a Deputy Town Clerk,

WHEREAS, it is stated in the Town Clerk, Association of Towns of the State of New York Handbook that the Town Clerk may have up to 3 appointed deputies,

WHEREAS, the Town Clerk will need someone to fill in when her current Deputy is unable,

THEREFORE BE IT RESOLVED THAT, this will give Town Clerk Heather Greenawalt two Deputy Town Clerks to fill in when she is unable to,

Vote: Ayes – 4 Noes – 0

The Town Clerk explained to the new board members that she needed the permission of the board to appoint another deputy however who she appoints is her decision. A resident from the Town questioned why not put an ad in the paper for the position, this would open it up to the public. The Town Clerk responded that she would consider this but she already had someone that was interested. The board gave permission to the Town Clerk to move forward in finding a deputy Town Clerk.

Town Clerk Heather Greenawalt read the Internet Use Policy of The Town of Cambridge. This policy was taken from the Town of Easton Library and changed slightly for the Town of Cambridge. Also included is a sign in sheet that must be signed to access the internet. Whoever fills this out must have read the policy and if they are under the age of

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18 they must have a parent or guardian present to sign. It was also suggested that the Town have a daily log to keep track of the dates and times that people use the computer.

Resolution #51

Councilman Skiff motioned, Seconded by Councilman McMurray to approve the Internet Use Policy of the Town of Cambridge with a few slight changes that would be made by the Town Clerk.

Vote: Ayes – 4 Noes – 0

Councilwoman Fedler read the Workplace Violence Prevention Program Policy Statement. It was suggested by our Insurance company NYMIR that we adopt this Policy. The Workplace Violence Prevention Program Guidelines packet goes with this Policy Statement that Councilwoman Fedler read. The Town Clerk will have copies of The Workplace Violence Prevention Program Guidelines available in her office for viewing. The Town Board decided that they would like to view the guidelines before they adopted this policy and a copy would be given to the Town Attorney. The Town Board questioned if this had to be passed this month or if it would be tabled till next month. Town Clerk said that it was a suggestion by NYMIR that we consider putting this policy in place because the Town could be fined without this policy in place.

The Town Board decided to table the Workplace Violence Prevention Program till next meeting so that they have a chance to review it.

Town Board

Councilman McMurray and Skiff both reported that it had been quiet.

Councilman Ford said that he was approached by a resident who has had orders that their dogs are going to be seized. He was wondering if he could get any information on this, he stated that it doesn't seem quite right what he has been told. Scott Keller the Town Attorney was questioned what he knew. He said that all he knew was the situation would be addressed tomorrow evening at court. Councilman Ford asked what exactly is the reason that the dog is being seized is it because the dog is in the road. Is the dog causing anyone any harm? Attorney Keller said that he was not going to comment on pending litigations at this point. Town Justice Janet DeCarlo reported that the case was adjourned in contemplation of dismissal. One of the agreements was that should the dogs be found in the road, on someone property, or running a large the dog would be seized. The agreement also would be that a hearing would be held shortly after that. The Town Justice says what she has is pictures of the dog in the road but she can not make a decision until she hears both sides. Councilman Ford stated that his concern is that if you drive down any dirt road in the Town of Cambridge and he is guilty himself that the dogs will be loose and maybe even in the road. The Town Justice issues a seizure after notification by the Dog Control Officers of a violation.

Town Justice

The Town Justice reported that she asked to be put on the agenda because of the archives. She has spoke with the supervisor's wife Connie Watkins and there is a possibility that

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the Cambridge Historical Society can help the Town obtain a grant. So she has asked that this be tabled till next month until she can find out more information.

Highway Superintendent

The Highway Superintendent Alan Davis reported that he and Chuck Watkins attended a webinar on maintaining gravel roads. The Highway men have ditched on Turnpike, Belle and some on Petteys Road. One cross culvert has been replaced on South Rd., one on Conley Rd and two driveway culverts have been replaced. On Darwin and Kenyon Roads they have cut trees. The highway crew has spent 2 days helping White Creek do some patching. All of the full time employees attended CPR and First Aid training. The thumb on the excavator has been repaired. They have gotten the mowers ready and have starting mowing the 1st pass. The furnaces have been serviced and a bad heat exchanger was found on the shop furnace and it needs to be replaced. They also worked around the shop cleaning up and did some more painting.

Paving of the roads

Highway Superintendent Alan Davis looked at the roads and he still believes the road that needs to be paved is Turnpike Road. He also mentioned that Turnpike is one of the heaviest traveled roads in the Town. Councilman Skiff asked if he had any complaints on any of the other roads besides Gannon Road. The Highway Superintendent stated that the paving of Turnpike has been planned since Highway Superintendent Eric Shaw was in office. Alan Davis did say that some of the money that is left over from the paving of Turnpike he would like to put towards paving Gannon Road.

Resident Nancy Maebus asked if there was a specific time of year that the ditches are done. Highway Superintendent Alan Davis stated that now was the time that they usually ditch and that Durfee Road is on the list for the next road.

Rani Bass a resident from the town expressed her opinion to the Town Board that she did not believe that they kept their promise to the public in regards to the paving of the road. At the Organizational meeting the Town Board said there would be a open forum on the paving of the roads. She stated that in last months minutes that Councilman Ford said, "It should be the roads that the community feels need the black top." She said that it was promised that the residents would be able to voice their opinion on which roads need to be black topped." She also stated that Councilman McMurray said that they needed to get public input before making a plan on the black top. She also stated that the Supervisor made a commitment to the public that there would be open forum. Rani Bass does not feel that this has happen, the public has not been informed. Town Clerk Greenawalt stated that no legal notice is required. Councilwoman Fedler said that she believes that Alan Davis has made himself available to the public for any questions. She stated that they have made the commitment and put Alan Davis off last month so that could have the discussion this month but the ultimate decision is the Highway Superintendent. Councilman McMurray said that there may have been a clerical error and that it may have been advertised wrong. Councilman Ford said that in the last few years the word of the Comprehensive Plan and the Animal Control Issue got out to the public. This issue of paving the road was advertised in the paper and to any one that this

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issue was of importance they would have gotten to the Town Board Meeting. The Highway Superintendent is looking for the public to voice there opinion for the future, this year has pretty much been decided that Turnpike will be paved.

Opening of the Bids for the Truck

The Board had some discussion before the bids were opened. Councilman Skiff said that Whalen Chevrolet had a concern that they could not submit a bid because the gear ratio had been changed. Highway Superintendent Alan Davis asked why they didn't call him, he hand delivered the specs to Whalen's.

Councilman McMurray stated that he had a conversation with Mike Nolan from Jackson on the pickup policy and he thought that it was rather unique. The councilman asked him what the Highway Superintendent's intention of the equipment plan was for the truck to roll over or to keep it. The Councilman stated that if you where going to turn over that frequently than you don't really need to go with that heavy of a truck. Alan Davis stated that they are running a 1 ton pickup and his goal is to put a sander on the back of the pickup. He stated that it is a lot safer to go with a 1 ton dual wheel.

There was discussion of postponement of opening of the bids and calling Whalen's and talking with them. Highway Superintendent Alan Davis would not be at next month's meeting due to the Highway Superintendent's conference. It was suggested that should not have to hold people's hand, if they can't meet the bids.

It was decided to open the bids and the Town Clerk Heather Greenawalt opened the bids and the Town Board reviewed the bids.

Stephens	\$29,288
Carmody	30,962
Carbone	22,899
F350 State Contract	22,493.67

There were questions on the State Contract whether the freight price was correct and also the gear ratio. Highway Superintendent Alan Davis decided to reject the bids, to investigate State Contract and get the questions answered. It was decided to create a committee to review and discuss the state contract after they receive the answers. This committee will include Councilman Ford, Councilman Skiff and Highway Superintendent Alan Davis.

Resolution #52

Councilman Fedler motioned, Seconded by Councilman McMurray to create a special committee to look at purchasing a new pickup truck with Highway Superintendent Alan Davis, Councilman Ford, and Councilman Skiff to make a recommendation to the full board at the next months meeting of whether or not the truck will be purchased.

Vote: Ayes – 4 Noes – 0

A resident questioned how the Town Clean up day went. The Highway Superintendent said that they had one bag brought to the Highway department. It was suggested that maybe next year we advertise in the paper Town Wide Cleanup day and maybe we would have better results.

Planning Board

Heather Greenawalt Town Clerk reported in Sally Eddy's absence. The Planning Board held its regular monthly meeting, Thursday, May 3, 2012, 7:30 PM at the Town Hall with five members present and three people from the public. The following business was addressed:

1. **Granted Preliminary Approval to the John Weaver two parcel subdivision. Mr. Weaver owns 180.97 acres along State Route 372 with the highway dividing the property. Mr. Weaver is proposing to subdivide the portion of land south of the highway into two lots; one consisting of 73.44 acres and the other 43.8 acres. The survey map for the subdivision was presented by Colleen Sacala, Mr. Weaver's duly authorized representative. A public hearing on the proposal will be held at the June 7 meeting.**
2. **Reviewed a sketch plan submitted by Virginia McNiece who owns 87.3 acres on Edie Road. Her daughter lives in a house on her property and Mrs. McNiece is proposing to subdivide out the house with 3 acres to convey to her daughter. After review of the sketch plan, the Planning Board made recommendations to Mrs. McNiece of how to improve the layout of the subdivision so that it would be more advantageous to her daughter. Mrs. McNiece agreed to talk to her surveyor about the suggestions.**
3. **Chairman Eric Pearson gave a brief report about a meeting he attended in the afternoon of May 3 at the county covering the topic of Agri-Planning.**
4. **Discussed and decided it would be helpful for the Planning Board to receive periodic reports of new construction projects from the Building Inspector as well as monthly reports of property sales from the Assessor. The activity could be tracked on a map and used to determine if any trends are developing.**
5. **Received notice of a training for Planning Officials at the county on May 23 from 5:30 PM – 8:00 PM. It's presented by New York Municipal Insurance Reciprocal in cooperation with Washington County LDC. The cost is \$20 per person. Four expressed interest in attending.**

Code Enforcement

Heather Greenawalt Town Clerk read a report from LaVerne Davis.

There are two homes under construction at this time one on Cobble Road and the other on County Rt. 60. He has been meeting with two separate contractors, about two possible homes one on Turnpike Rd. and the other on Vly Summit Rd. The barn on County Rt. 59 is down. The farm is for sale. LaVerne Davis is periodically checking on the County Rt. 74 site as Judge DeCarlo requested. The home on English Rd. has been taken down and will be replaced, just waiting for paperwork. Storage building being built on Brownell Rd, he has left them the paperwork and informed them a permit is needed. He has not had a reply yet. He has a had a complaint about a driveway on Cobble Rd., he informed them it is temporary and will be corrected to the Highway Superintendents Satisfaction when the project is completed. LaVerne also had a complaint about noise and fumes coming

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from the Cambridge Valley Machine Site. He checked the site with Mr. Scheider and found everything to be ok. He met with the complaining neighbor and told if they are not satisfied with his report to contact the Town Board and Health Officer in writing. LaVerne is also meeting with the Assessor soon to update last year.

Communications

Councilwoman Fedler made everyone aware that the 2011 Annual Report for Lake Champlain-Lake George Regional Planning Board will be tacked on the bulletin board outside the Town Clerks office.

Unfinished Business

Supervisor Watkins received a letter from the Cooperative Extension in regards to the Washington County Radon program. This program hands Radon kits out to the homeowner. They are asking the Town Boards to contact them if they are interested in having them do a presentation at the Town Board Meeting. The Supervisor suggested this be considered for the next meeting.

The Town Clerk received two thank you notes one from the family of Bill Walsh thanking the Town Employees for the dish garden in lieu of Joan Walsh's passing. The other was a thank you note from the Peabody family thanking the Town Employees for the meat platter and the dish garden in lieu of Harriet Peabody's passing.

A letter was read by Town Clerk Heather Greenawalt from the Village of Cambridge pertaining to the Animal Control Officers. The Village will no longer be retaining a position of Animal Control Officer in their next budget year. Since the village falls in the Townships of Whitecreek and Cambridge, any services that the Animal Control Officers provide in the village limits will be billed to the Towns. The Town Clerk Heather Greenawalt also mentioned that because the Dog Control Officers Ed Holland and Nancy Quell are not Animal Control Officers they will not answer any calls that pertain to other animals. This also includes wild animals that may be rabid, so in this case DEC would have to be called. Ted Berndt a resident from the Town said that he had an incident with a rabid fox, DEC was called and they said any rabid animal can be (put to death) dispatched in or out of season.

New Business

Councilwoman Fedler mentioned that the only thing that she had was that the parade was coming up and that usually the Town Board march. The parade will be on Monday the 28th of May at 10:00AM. Councilwoman Fedler said that Councilman Skiff could coordinate this.

Councilwoman Fedler mentioned also that generally in June the Town Board recognizes volunteers. She suggested instead of having certificates for each individual or Group that the Town Board write a resolution so that no one is forgotten.

Privilege of the Floor

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Highway Superintendent Alan Davis said that he was questioned about some bills that he was handing in so he came in and went through the bills. It was said that he had put bills in without any descriptions on them, he went through them and they did have the descriptions. When the Highway Superintendent was going through the bills he came across the bill for the Town Website. Councilwoman Fedler said that she questioned that last month also. Alan Davis said that this bill was not discussed, he said that a year ago the town had no money to pay the person that used to maintain the website. His question was whether or not this was going to be a recurring bill. He asked what it was going to cost a month. Marie Drost said that this bill was for the quarter. Mr. Darfler had to purchase a new domain name which was included in the bill. She said that there is a detailed bill attached to the voucher if it is not there than the Supervisor has as copy. There was concern because of the new law that was passed that everything must be on the Town Website that pertains to the board meeting. The concern was the amount that it would cost the Town to post everything on the website that was to be covered at Town Board Meetings.

County Report

None (Due to the absence of the Supervisor.)

There being no further business before the Board, the meeting was moved and carried to adjournment at 9:03 PM.

Respectfully Submitted,

Heather Greenawalt
Town Clerk/Town of Cambridge