

Town Board/Organizational Meeting
January 11, 2010

At a Regular Meeting of the Town Board of Cambridge, duly called and held the 11th day of January 2010, 7:30 at the Town Hall, the following were present:

Supervisor William Watkins
Councilwoman Catherine Fedler
Councilman Alan Davis
Councilman Ted Berndt

Absent: Councilman Ziehm

Others present: Town Clerk Heather Greenawalt, Highway Supt. Eric Shaw, Code Enforcement Officer La Verne Davis, Ashleigh Farrell, Margaret Shaw, Bliss McIntosh, Robert McIntosh, Rani Bass, Danny Thomas, Dick Sutherland, Gretchen Wilmot, Bob Hamilton, Henry & Harriet Peabody, Janet & David DeCarlo, Jim & Marie Buckley, Dan Schmitt, Hugh Fedler, Jim Standard, Terry Hamilton, Gerald Skiff, Nancy Mabeus, Joel Nichols

Supervisor Watkins called the meeting to order at 7:30 PM and immediately led in a moment of silence for prayer and then led in Pledge of Allegiance to the Flag.

Minutes

Resolution #1

Supervisor Watkins motioned, seconded by Councilman

To approve the minutes of the December 14, 2009 and the December 31, 2009 meetings as mailed by the Town Clerk with two corrections to the minutes of December 31, 2009 in the section Others Present: Dwight Jepson should be Donald Jepson and also Cassie Fedler was not present at this meeting.

5 – Ayes 0 – Noes.

Supervisor's Report

1. Supervisor Watkins Stated that everyone will be involved in these Town Board meetings there will be something new on the agenda every month, next month Dieter Drake will make a presentation on the Bicycle Race in Cambridge, Steve Robinson will also be contacted to speak.
2. Supervisor Watkins requested that Ashleigh Farrell put in The Eagle Exemptions must be in 1st of March to the Assessor this includes Ag, Star, and Veterans.
3. Thursdays the 1st and the 3rd of the month Supervisor Watkins will have office hours at the Town Hall from 5:00 to 7:00 PM. This will be the Thursday before the Planning Board Meeting and the Thursday before the Town Board Meeting any problems in the town can be brought forward to Supervisor Watkins at this time.
4. The Assessor's hours will also be on Thursdays from 11:00 AM – 7:00 PM.
5. Supervisor Watkins appointed Councilwoman Fedler as his Deputy Supervisor and Sandra Davis as his Historian this is stated in the Organizational Resolution, this appointment can be made by the supervisor without the authorization of the Town Board.
6. When the bills are audited this information will be made available to the public, the taxpayers will know how their money is being spent.
7. The New York State General Municipal Law, Section 800-809 Conflicts of Interest of Municipal Officers and Employees was posted in the Town Hall and also inside the Highway

Garage. Copies of the Town of Cambridge Procurement Policy and Code of Ethics were given to each Town Board member and will be reviewed at the next meeting.

8. Supervisor Watkins stated that Councilman Davis is working on a project, getting dependable internet for the Town Hall, he has tried the Verizon wireless air card at the Town Hall but not sure of volume of data transfer and how much it is going to cost for the Town Hall because of the mega bytes needed when reporting information. Councilman Davis reported this to cost him \$60.00 a month, Councilman Berndt stated that the fee for Wildblue is a \$50.00 installation fee and would be \$50.00 monthly.

Resolution #2

Councilman Berndt motioned, seconded by Councilman Davis

Resolved that the Town Clerk be granted the right to use her discretion to secure a High Speed Internet Vendor for the Town Hall.

Ayes – 4

Noes – 0

In regards to High Speed Internet (DSL) in the Town of Cambridge, Supervisor Watkins has spoken to Assemblyman Tony Jordan and also stated that he had written a letter that the Town Hall was being discriminated against because it was being denied DSL access. He forwarded a letter to Senator Betty Little's office. Councilman Berndt made the Supervisor aware that the Town of Cambridge does have a Community High Speed Internet Committee and he named several members and their qualifications to serve. Mr. Berndt hopes that we would stay in the confines of this committee, Supervisor Watkins states that is fine that Cliff DeCarlo is the person that he spoke to and Mr. Watkins concern is to get high speed internet for the Town Hall. Others present from the community made comments and suggestions concerning the internet providers mentioned.

Town Board Report

Councilman Berndt reported that he attended two meetings one on Internet Safety by Sr. with Attorney General Office, Investigator Casey Quin mostly on internet safety for Elementary and middle school and also a Tour Battenkill Technical meeting and they would like to get on the agenda for the February meeting, Supervisor Watkins has already spoken to Dieter Drake and he will be on the that agenda.

Councilman Berndt has updated the website for the town with all newly elected officials he will post Supervisors Watkins hours on the site.

Councilman Berndt also stated that there was a new website Real Property Services the real tax rate and graft shows all the townships, municipalities, villages, all units, school districts, sewer districts and it shows that the Town of Cambridge is in the lower third for taxes some said in November that the Town of Cambridge has the second or third highest taxes in the county. Rani Bass questioned this and Councilman Berndt asked her to submit this information to the Board.

Councilman Berndt under New Business would like to add Procurement and Investments policies which he will bring up later in the meeting.

Planning Board

In Planning Board Secretaries Eddy's absence, Town Clerk Heather Greenawalt read her report aloud.

The Planning Board met Thursday, January 7, with a full board present. They addressed one item of business.

Gerald Moppert presented a survey map showing a boundary line adjustment between his property and an adjacent property on Irish Lane. It involved a miniscule amount of property. Each property owner gained a little and both landowners came to a mutual agreement.

The Planning Board determined the action did not fit the definition of a subdivision and voted to categorize it a boundary line adjustment.

Superintendent of Highways

1. They dealt with a number of snow storms and only minor breakdowns.
2. Last month three of the highway men were tested for drugs and alcohol under the Random Drug and Alcohol Testing requirements.
3. After the weekend storm we helped the Village of Cambridge pick snow for one day.
4. Cutting edges were changed on the loader and the plow on the 1988 truck.
5. The trucks were cleaned and greased between storms.

No Code Enforcement Report

Unfinished Business

Executive Session

At the Regular Meeting of the Town Board on the Agenda under unfinished business the Replacement of the Town Assessor was an issue. Replacement of the Town Assessor at this point in time is crucial because the vacancy in the Assessor's office has caused the unattended work to pile up. It was stated by Councilman Berndt that it would be in the best interest of the Town to address the issue tonight and fill the position as soon as possible.

Resolution #3

Councilman Berndt motioned, Councilwoman Fedler seconded to go into Executive Session to interview Jeffrey Jackson and discuss his possible appointment as Assessor.

Vote: 3 – Aye

1 – Noes

Supervisor Watkins stated that the town should be part of the interview process. Councilman Berndt stated that there were things that needed to be discussed in the Executive. Supervisor Watkins stated that he would go into the session, and asked the Town Clerk Heather Greenawalt to take minutes. Executive Session was entered at 7:50 PM.

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Supervisor Watkins made a motion to come out of Executive Session at 8:25 PM, seconded by Councilwoman Fedler to go back to the Regular Board meeting.

Vote: 4 – Aye 0 – Noes

After the Executive Session Mr. Jackson answered questions from the public concerning problems such as exemptions on silos and woodlots. Mr. Jackson stated that he would answer questions and work with the tax payers on assessments of their properties and explain how these assessments came about.

On January 11th 2010, at the Regular Meeting of the Town Board of the Town of Cambridge, the following Resolution was enacted:

Resolution #6

Motion by Councilwoman Fedler, seconded by Councilman Davis,

Be It Resolved, that Jeffry Jackson be appointed as Sole Assessor of the Town of Cambridge for six month term pending the approval of the waiver by the New York State Department of Civil Service, and be it

Further Resolved, upon the approval of the waiver with the Department of Civil Service Mr. Jackson will finish the unexpired Assessor's term which ends September 2013.

Councilman Berndt – Aye
Supervisor Watkins – Aye

Councilman Davis – Aye
Councilwoman Fedler – Aye

Communications

Councilman Brendt questioned Supervisor Watkins about the litigations against the Town of Cambridge.

Supervisor Watkins mentioned the pending litigations against the Town of Cambridge regarding the Brownell road property the suit by Miller, Mannix, Schachner & Hafner, LLC.

Councilman Berendt requested that the Town Board receive copies of the litigation that has been filed in the Town Clerks office.

Councilman Berndt had a couple things to add,

Resolution #7

Councilman Berndt motioned, seconded by Supervisor Watkins, that the Deputy Supervisor be changed in the Organizational Resolution from annually \$200 to \$25 per diem.

Vote: Aye – 4 Noes – 0

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Councilman Berndt motioned, seconded by Councilman Davis to appoint Alan Wrigley to be the attorney for the Town of Cambridge.

Vote: Aye – 1 Noes – 3

Motioned was denied and discussed, Supervisor Watkins stated that Councilman Ziehm who was not present at this meeting has concerns about hiring Alan Wrigley. Councilman Berndt thought with the litigations against the town Alan Wrigley should be the appointed attorney because of his knowledge of the case.

Resolution #8

Councilwoman Fedler motioned, seconded by Councilman Davis, that the discussion for appointing a attorney to the Town of Cambridge be tabled until the next board meeting, February 8, 2010.

Vote: Aye – 4 Noes – 0

Organizational Resolution

The 2010 Organizational Resolution was read by Town Clerk Heather Greenawalt aloud and any questions and concerns were discussed. Margaret Shaw Clerk to the Supervisor stated that corrections to the Resolution were as follows change in Salary of Deputy Supervisor to \$25 per diem as stated earlier in Resolution #7 and the Budget Officer salary was changed to none.

Resolution #9

Councilman Berndt motioned, seconded by Councilwoman Fedler, to approve the clerk to the Justice salary of \$1,200 as stated in the Organizational Resolution and

WHEREAS, a budget amendment is needed to increase the Justice Personal Services account line item A1110.1. It has been proposed that the position of Justice and Clerk to the justice need to be accounted for in separate line items. It has also been recommended by our current justice that the salary of Justice be established at \$3,000 and Clerk to the Justice at \$1,200.

THEREFORE, Due to the fact the Supervisor/Budget Officer has waived his salary, a transfer could be made from the Budget Officer Personal Services line item (A1340.1) in the amount of \$700 to the Justice Personal Services account (A1110.1). Two separate lines items, both coded A1110.1, can be established, specifying the separate positions.

Resolution #10

Councilman Berndt motioned, seconded by Councilman Davis to table the position of assistant Clerk to the Clerk to the Supervisor till the next Town Board meeting.

Vote: Aye – 4 Noes – 0

Resolution #11

Councilman Berndt motioned, seconded by Councilwoman Fedler, to approve the 2010 Organizational Resolution as read by Town Clerk Heather Greenawalt.

Vote: Aye – 4 Noes – 0

In the above Resolution #11 the Organizational Resolution was not accepted as amended so another motion was made to accept as amended.

Resolution #12

Councilwoman Fedler motioned, seconded by Councilman Davis to accept the 2010 Organizational Resolution as amended.

Vote: Aye – 4 Noes – 0

2010 ORGANIZATIONAL RESOLUTION

Resolution by Councilwoman Fedler
 Seconded by Councilman Davis

Be It Resolved, the following salaries and expenses may be paid to the Town of Cambridge Officials for the year 2010:

<u>OFFICIAL</u>	<u>SALARY</u>	<u>PAYABLE</u>	<u>EXPENSES</u>
Supervisor	\$ 0	Quarterly	\$ 800
Deputy Supervisor	25 per diem	Annually	
Clerk to the Supervisor	6800	Quarterly	
Supt. Of Highways	40,600	Bi-weekly	1500
Town Justice	3500 3000	Quarterly	500
Clerk to the Justice	1200	Quarterly	
Councilpersons(4) \$850 ea	3400	Quarterly	450
Town Clerk	17,000	Bi-weekly	4720
Deputy Town Clerk & Clerk per diem	2,560	\$10.00 hr. per diem	
Sole Assessor	17,590	Bi-weekly	5000
Board of Review 3 @\$100ea	300	Annually	
Planning Board Clerk	1750	Quarterly	500
Registrar Of Vital Statistics	100	Semi-annually	
Dog Warden (per person)	900each	Monthly	600
Animal Control Officer	300	\$15 per call	200
Health Officer	300	Semi-annually	
Budget Officer	0	Quarterly	

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Code Enforcement Officer	8435	Monthly	900
Deputy Code Enf. Officer			
Historian	250	Annually	50
Dog Damage Adjuster	\$15 per call	Per Call	

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, the voting machine custodians shall be paid \$.45 per mile for any schooling attended and mileage incurred as a result of securing voting machine supplies.

Be It Further Resolved, that the hourly wage rates in the Highway Department be: \$15.52 for working foreman; \$15.18 for heavy machine equipment operators (HEO); machine equipment operators (MEO) \$14.83; for year-round part-time MEO \$11.56; \$8.16 for part-time laborer; part-time mechanic \$8.50, and be it

Further Resolved, that the Supervisor is hereby authorized to use unexpended balances in all the funds for expenses in 2010, and be it

Further Resolved, that the voting premises for District I will continue to be the Town Hall, County Route 59; and the voting premises for District 2 will be the Town Highway Garage

Further Resolved, that the Town Board meetings will be held on the second Monday of the month at the Board Room in the Town Hall at 7:30 PM 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 2010:

Clerk to the Planning Board.....	Sally B. Eddy
Sole Assessor.....	Jeffry Jackson
Historian.....	Sandra Davis
Registrar of Vital Statistics.....	Heather A. Greenawalt
Budget Officer.....	William Watkins
Clerk to the Supervisor.....	Margaret Shaw
Clerk per diem to Supervisor.....	
Deputy Town Clerk, Registrar, Tax Collector.....	Sally B. Eddy
Code Enforcement Officer.....	H. LaVerne Davis
Deputy Code Enforcement Officer.....	
Health Officer.....	Dr. Paul Byron
Dog Warden/ Animal Control.....	Edward Holland & Nancy Quell
Dog Damage Adjuster.....	Frank Ziehm

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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 , TD BankNorth NY (Greenwich, NY Branch) are hereby designated as the official depositories of town funds for the year 2010, and be it

Further Resolved, that there shall be no one designated to attend the 2010 Annual Meeting of the Association of Towns due to fiscal restraints, 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 for any one item for the year 2010, and be it

Further Resolved, that the price paid for gravel purchased in 2010 be not more than \$6.00 per yard, and the price for sand be not more than \$6.00 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.

Under Unfinished Business the Town radio contract was discussed Eric Shaw Highway Superintendent stated that he has 5 radios.

New Business

Heather Greenawalt Town Clerk read 123 Annual accounting by town officers and employees, stated that the audit be done by 20th of January each person, who as a town officer or employee received of disbursed any moneys in the previous fiscal year. Margaret Shaw Clerk to the Supervisor and Sally Beelen Eddy Town Clerk will bring the books to a Special Meeting on 20th of January 2010 a public notice will be posted in The Eagle and posted on the board outside the Town Hall.

Resolution #13

Spending of Highway funds

Councilman Berndt motioned, seconded by councilwoman Fedler 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, and received from the state for the repair and improvement of highways, shall be expended.

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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 boardwalks or the renewals thereof.

Vote: Aye →4 Noes - 0

Councilman Berndt had some things to add to New Business,

1. Councilman Berndt requested that the Town Board review the Procurement, Sexual Harassment, Equal Employment Opportunity, Investment Policies, and Code of Ethics and that they be reviewed and updates be made at the next Town Board Meeting.
2. Mr. Berndt also suggested that because we are going to be having a high speed internet usage that we have should have a computer and internet use policy.
3. The Open Meetings Law should be reviewed at the February 8th 2010 meeting.
4. Suggestion to have joint Planning Board and Town Board meeting.

Resolution #14

Councilman Berndt motioned, seconded by Supervisor Watkins that there be a joint Town Board and Planning Board as referred to in the minutes earlier. This meeting on February 4th 2010 at the Town Hall, will be a discussion of long term planning for The Town of Cambridge.

Vote: Aye - 4 Noes - 0

6. June is volunteer appreciation day for EMS/Fire Department, suggested by Councilman Berndt that municipalities issue a certificate to the volunteers. Councilman Fedler suggested that we table this discussion till a date closer to the appreciation day.

County Report

Supervisor Watkins made a short comment on the committees that he was on for the County which are Audit, Human Services, Public Works and Solid Waste.

The following bills were presented for audit and approved for payment:

General # 1 - 10	\$3,751.03
Highway # 1 - 4	\$2,082.02

There being no further business before the Board, the meeting was moved and carried to adjournment at 10:30 PM.

Respectfully submitted,



Heather A. Greenawalt
Town Clerk