

Town Board Meeting
January 11, 2021

The Organizational meeting of the Town of Cambridge duly called the 11th day of January 2021 at the Town Hall, the following were present:

Supervisor Catherine Fedler

Councilman Douglas Ford

Councilman Brian Harrington

Councilman Bruce Bailey

Absent: Councilwoman Wilmot

Others present: Heather Greenawalt Town Clerk, Chandler from the Eagle, Margaret Shaw Clerk to the Supervisor, Jim Buckley Jr. Highway Superintendent, Susan Herrington

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

Auditing of the Bills

General	#1 – 8	\$2,623.28
Highway	#1 – 3	\$ 685.26

Approving of the Supervisor Report

Resolution #1

Councilman Bailey motioned, Seconded by Councilman Ford to approve the Supervisor's report from December 2020.

Vote: Ayes – 4 Noes – 0

Approving of the minutes

Resolution #2

Councilman Ford motioned, seconded by Councilman Harrington to approve the minutes as from the December 14, 2020 meeting as mailed.

Vote: Ayes – 4 Noes – 0

Supervisor Fedler read the 2021 Organizational Resolution out loud word for word.

2021 ORGANIZATIONAL RESOLUTION

Resolution by Councilman Ford

Seconded by Councilman Bailey

Be It Resolved, the following salaries and expenses may be paid to the Town of Cambridge Officials for the year 2021:

<u>OFFICIAL</u>	<u>SALARY</u>	<u>PAYABLE</u>	<u>EXPENSES</u>
Town Supervisor	\$ 2913	Quarterly	\$ 2,350
Deputy Town Supervisor	208	Annually	
Clerk to the Supervisor	8206	Quarterly	
Supt. Of Highways	45908	Bi-weekly	1600
Town Justice	3849	Quarterly	(.2)-250 /(.4)-1,200
Clerk to the Justice	1804	Quarterly	
Council Members(4) \$884.25ea.	3537	Quarterly	1,350
Town Clerk	21,459	Bi-weekly	(.2)-200/(.4)-6,700
Deputy Town Clerk	2,375	\$12.50 hr. per diem	

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Assessor	13,968	Quarterly	750
Board of Review 3 @\$100ea	300	Annually	
Alternate BAR member	100	Annually	
Secretary to Planning Board	1894	Quarterly	500
Registrar Of Vital Statistics	107	Semi-annually	
Dog Control	2070	Monthly	(.2)- 50/(.4)-1500
Health Officer	107		
Budget Officer	561	Annually	
Account Clerk (P/T)	561	Annually	
Historian	280	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 \$.58 per mile, and

Be It Further Resolved, that the hourly wage rates in the Highway Department be: \$18.92 for working Supervisor; \$18.51 for heavy motor equipment operators (HEO); \$18.08 motor equipment operators (MEO); \$16.00 for year-round part-time MEO; \$15.00 for part-time laborer; \$15.50 part-time mechanic and \$17.50 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 2021, 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 electric bills, telephone bills, annual Retirement bills, NYMIR and Disability insurance be paid without prior audit, and be it

Further Resolved, that the following Town Officials be and are hereby appointed for the year 2021:

Deputy Town Supervisor.....	Douglas Ford
Secretary to the Planning Board.....	Heather A. Greenawalt
Assessor Contracted through County.....	Lori Barber
Historian.....	Sandra Davis
Registrar of Vital Statistics, Tax Collector.....	Heather A. Greenawalt
Budget Officer.....	Catherine Fedler
Account Clerk (P/T).....	Margaret Shaw
Clerk to the Supervisor.....	Margaret Shaw
Clerk per diem to Supervisor.....	

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Deputy Town Clerk, Registrar, Tax Collector.....Lisa Proch
Deputy Town Clerk #2
Code Enforcement Officer Contracted through the County
Town Attorney.....Alan Wrigley
Health Officer.....Dr. Paul Byron
Dog Control/Warden (Yearly Contract)..... 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 2021, 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 2021, 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 2021 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 2021 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 2021, and be it

Further Resolved, that the price paid for gravel purchased in 2021 be not more than \$9.00 per yard, and the price for sand be not more than \$9.00 per yard and the price of shoulder stone be not more than 14.00 per ton.

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 #3

The 2021 Organizational Resolution was accepted, with two amendments. The 2021 Organizational Resolution was amended as submitted by the Health Officer would not take the pay of \$107 and the Deputy Supervisor would not take his pay either in the amount of \$208.

Vote: Ayes – 0 Noes – 0

Resolution #4

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Councilman Harrington motioned, seconded by Councilman Ford to move the Health Officer Salary in the amount of \$107 to Employee Benefits Social Security B9030.8 and to transfer the Deputy Supervisor salary in the amount of \$208 to the Contingent A1990.4.

Vote: Ayes – 4 Noes – 0

Official Undertaking

Town Clerk Heather Greenawalt read the Official Undertaking and it was signed by all Town Board members present and will be filed in the Town Clerk's Office.

Resolution #5A

Councilman Harrington motioned, seconded by Councilman Bailey to accept the Official Undertaking for 2021.

Vote: Ayes – 4 Noes – 0

Court Audit

The Supervisor reported that a letter has been received from the NYS Unified Court System that requires the Town of Cambridge Court to do their annual audit. The Judge accepted this and he will make an appointment with Councilwoman Wilmot to complete the audit.

The Supervisor mentioned that now it is required that all drug and alcohol records of the employees are registered and recorded every year. The county has worked through this and has offered to do this for the towns with a charge of \$1.50 per employee. This would be a total charge of \$7.50 for the Town of Cambridge, Highway Department.

Resolution #5B

Councilman Ford motioned, seconded by Councilman Bailey for the County to handle the records of the Drug and Alcohol tests for the Town of Cambridge Highway Department Employees for \$1.50 per employee a total of \$7.50.

Assessor Report

It has been reported that the Governor has made an Executive Order 202.83 Suspending the requirements of renewal applications for the Senior Exemptions, such as STAR and the Aged exemptions. However, the Ag Exemption is still required to be filed by March 1st and the renewals have gone out.

Town Clerk Report

Heather Greenawalt the Town Clerk reported that the taxes are coming in and so far, \$297,065.14 has been collected.

The Supervisor reported that the Tax Auction at the County level is a concern, because they are unable to have the auction and this may cause unforeseen consequences.

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Planning Board Report

Heather Greenawalt Planning Board Secretary reported that the meeting for January 7, 2021 was cancelled due to nothing on the agenda. However, several Planning Board members have attended the webinars that were made available online. Dorothy Yurschak has agreed to be appointed to the Planning Board.

Resolution #6

Councilman Ford motioned, seconded by councilman Bailey to appoint Dorothy Yurschak to the Planning Board for a 5 year term starting January 11, 2021 and ending December 31, 2025.

Vote: Ayes – 4 Noes – 0

Highway Report

Jim Buckley Jr. the Highway Superintendent reported that they have plowed snow and ice many times. They have repaired equipment and done some gravel road repair after the Christmas day rain. The first round of paperwork for FEMA has been filled out for the December 17th and 18th snowstorm. Most of the overtime that was reported was for salt/sand/little was for repairs.

County Route 60 agreement

Resolution #7

Councilman Ford motioned, seconded by councilman Baily to accept the agreement between the County and Town of Cambridge for the plowing of County Route 60 for the amount of \$24,030.

Vote: Ayes – 4 Noes – 0

Resolution #8

Councilman Bailey motioned, seconded by Councilman Ford to bring in the \$24,030 from County Route 60 as unanticipated revenue.

Vote: Ayes – 4 Noes – 0

Resolution #9

Councilman Bailey motioned, seconded by Councilman when the money comes in it will be deposited in DA5142.4 so that the Highway Superintendent will have access to the money and it can be put in the reserve the end of the year.

Vote: Ayes – 4 Noes – 0

Spending of Highway Funds

Resolution # 10

Councilman Bailey motioned, seconded by Councilman Ford to the Agreement for the Expenditure of Highway Moneys. Agreement between the Town Highway Superintendent of

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Town of Cambridge, Washington County, New York, and the undersigned members of the Town Board. Pursuant to the provisions of Section 284 of the Highway Law, we agree that moneys levied and collected in the Town for the repair and improvement of highways, and received from the State for State Aid for the repair and improvement of highways, shall be expended as follows: General Repairs. The sum of \$94,000 shall be set aside to be expended for primary work and general repairs upon 62.6 miles of town highways, including sluices, culverts and bridges having a span of less than highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or renewals thereof. This agreement was executed in duplicate this 11th day of January, 2021 and signed by the Town Board and filed in the Town Clerk's Office.

Vote: Ayes – 4 Noes – 0

Agreement with NYS Department of Transportation and Highway Department

The Highway Superintendent Jim Buckley Jr. presented to the Town Board that The Town of Cambridge needed to renew the Agreement with the NYS Department of Transportation in regards to conducting activities and operations upon highways and/or right-of-way controlled by the on January 11, 2021: For such purposes as obstruction, installation, construction, maintenance and/or operations of facilities.

Resolution #11

Councilman Bailey motioned, Seconded by Councilman Ford to join in with the agreement between the Town of Cambridge and the New York State Department of Transportation in regards to conducting the activities and the operations upon highways and/or within right-of-way controlled by the State of New York.

Vote: Ayes – 4 Noes – 0

The Official Undertaking between the Town of Cambridge and New York State Department of Transportation can be viewed at the Cambridge Town Clerk's Office.

Information was received in regards to the Annual Meeting in February for the Association of Towns.

The Supervisor mentioned that The Town of Cambridge wanted to publicly thank LaVerne Davis for his years served as the Town of Cambridge Code Enforcement Officer from 1983 – 2020. We all hope that he does well in his retirement.

County Report

The Supervisor reported that they have done their beginning of the year business. The Chair at the County will be Sam Hall and the Vice Bob Henke. They have been interviewing applicants for positions at the county for Probation Officer, County Administrator and will be interviewing for Public Health Officer.

The COVID numbers are on the rise. The County website lists the daily numbers and the map with the cases by each town. You can also sign up so a daily link is sent with updates, explanation of how cases

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were acquired and also school cases. The map is updated on Fridays with hot spots and the confirmed cases. They have had a couple of cases with in county employees. It is suggested that stay safe, wear a mask and take suggested precautions.

Privilege of the Floor

Susan Herrington was present at the Town Board meeting and voiced her concerns about the issues with the Code Enforcement and contracting with the County. She asked if the Town was planning on going back to a Town Code Enforcement Officer. The Supervisor said that they were going to continue to stay with the County. They are not necessarily looking at this as a money saving option. There is no additional cost to go with the County at this time. Councilman Harrington mentioned that there is a risk if they hire someone, that person must be certified and know the regulations. Councilman Ford mentioned that it is hard to keep up with all the requirements and training required by the NY state. Susan Herrington mentioned that there were 3 situations that she knew of in the town that have had issues with the switching to the county. Mrs. Herrington questioned why the County was going back on LaVerne's decision, she feels that the Town needs to be aware of the situation. Supervisor Fedler explained to her that they are aware of the situation, this happened in May of 2020 and LaVerne was aware and knew the challenges. It was mentioned to Mrs. Herrington that there are many layers of inspection and what has to be done. This needs to be followed!!

Audit of the Books

Margaret Shaw Clerk to the Supervisor and Heather Greenawalt Town Clerk presented their books to the Town Board for audit. The books were reviewed by the Town Board and signed for audit.

Town Highway Superintendent Jim Buckley Jr. handed out Snow Removal Policy to be reviewed by the Town Board for next meeting.

Supervisor Fedler mentioned to Town Board members that there were Public Service Utilities workshops that could be attended online, if anyone was interested.

There being no further business before the Town Board the meeting was moved and carried for adjournment at 8:54 PM.

Respectfully Submitted,

Heather Greenawalt
Town Clerk/Town of Cambridge