

Organizational Town Board Meeting
January 10, 2022

The Organizational meeting of the Town of Cambridge was duly called January 10, 2022 at Town Hall, at 7:30 PM, the following were present:

Supervisor Catherine Fedler

Councilwoman Gretchen Wilmot

Councilman Larry Carrino

Councilman Robbie McIntosh

Absent: Councilman Bruce Bailey

Others present: Heather Greenawalt Town Clerk, Gerald Skiff, Jim Morris The Eagle, Susan Herrington, Valerie Morigerato, Margaret Shaw Clerk to the Supervisor, Ed Holland, Nancy Quell Dog Control

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

Newly elected Officials Robbie McIntosh and Larry Carrino were sworn in by the Town Clerk. Supervisor Fedler was also sworn in by the Town Clerk.

Auditing of the Bills

General	#1-6	\$3,254.61
Highway	#1- 3	\$1,495.43

Transfers

Resolution #1

Councilwoman Wilmot motioned, seconded by Councilman Carrino to transfer monies: transfer \$1,800.62 from Contingent A1990.4 to Town Board, Contractual A1010.4 to cover accounts payable, transfer of \$502.62 for website charges, \$120 for new letterhead, and \$2,000 for the loss revenue calculation charge. Grand Total of \$2,622.62.

Vote: Ayes – 4 Noes – 0

County Route 60

Resolution #2

Councilwoman Wilmot motioned, Seconded by Councilman McIntosh to accept the unanticipated revenue (DA2302) of \$25,033.92 for the County Route 60 snow removal contract.

Vote: Ayes – 4 Noes – 0

Signing of County Route 60 Contract

Resolution #3

Councilman Carrino motioned, seconded by Councilman McIntosh to sign the agreement with the County for Plowing of County Route 60 for the new amount of \$25,033.92.

Vote: Ayes – 4 Noes - 0

County Route 60

Resolution #4

Councilman Carrino motioned, seconded by Councilman McIntosh to transfer the unanticipated revenue from the Snow Removal Contract for County Route 60 to DA5142.4, Snow Removal, Contractual. (This will be received in 2 equal payments of \$12,516.96.)

Vote: Ayes – 4 Noes – 0

Supervisor’s Report

Resolution #5

Councilwoman Wilmot motioned, Councilman McIntosh seconded to approve the Supervisor’s Report from December 2021.

Vote: Ayes – 4 Noes – 0

Councilman Robbie McIntosh had some questions on the Supervisor Report, which were easily answered by the Supervisor.

Approving of the minutes

Resolution #6

Councilman Carrino motioned, seconded by Councilman McIntosh to approve the minutes of the December 13, 2021 with corrections: On page 1 in the Transfers resolution #67 the amount should be \$7.06 not \$7.00, page 2 Resolution #69 should say Highway Garage Reserve, top of the page 4 should read Resident and Councilman Elect Robbie McIntosh, page 3 paragraph 5 in regards to the new board the Supervisor is on the Ag & Farmland Protection Workers Group. Also, in the minutes for December 13, 2021 the Auditing of the Bills was left out:

Auditing of Bills for December:

General	#213 – 242	\$ 5,253.38
Highway	#142 – 162	\$17,311.20

Dog Control Officers Nancy Quell and Ed Holland were at the meeting to tell the Town Board about their business. They have been the Dog Control Officers for many years for the Town of Cambridge. They have their own shelter; they reunite owners with their pets or place them with adoptive families. It is in the Agreement with the Town they are only billed for 10 days of shelter fees. Nancy uses Facebook constantly to help reach people and find owners of dogs. Any dog cruelty cases the Supervisor of the Town is contacted first, they enforce licenses and running at large dogs. Nancy mentioned that the Town is not in the habit of owning dogs so they have a 95% placement and returning dogs to their homes. Washington County Public Health handles and pays for dog bites. They go to training, fluent in the laws, no fee lawyer that they work with when they need help.

The Town Board discussed which Dog control Officer would be best for the Town. It was mentioned that Ed Holland and Nancy Quell do a good job and they know the people of the Town. The Board is satisfied with the job that Ed Holland and Nancy Quell do for the Town of Cambridge as Dog Control Officer.

The Supervisor gave a short mention that Margaret Shaw the Clerk to the Supervisor does a quarterly report for the board and that something that is not required. Margaret Shaw has chosen to do this.

The Supervisor read the 2022 Organizational Resolution out loud.

2022 ORGANIZATIONAL RESOLUTION

Resolution #7

Resolution by Councilman Carrino

Seconded by Councilman McIntosh

Be It Resolved, the following salaries and expenses may be paid to the Town of Cambridge Officials for the year 2022:

<u>OFFICIAL</u>	<u>SALARY</u>	<u>PAYABLE</u>	<u>EXPENSES</u>
Town Supervisor	\$ 3059	Quarterly	\$ 2,350
Deputy Town Supervisor	200	Annually	
Clerk to the Supervisor	9286	Quarterly	
Supt. Of Highways	48203	Bi-weekly	1600
Town Justice	4041	Quarterly	(.2)-250 /(.4)-1,200
Clerk to the Justice	1894	Quarterly	
Council Members(4) \$928.50ea.	3714	Quarterly	1,350
Town Clerk	22532	Bi-weekly	(.2)-200/ (.4)-6,834
Deputy Town Clerk	2,494	\$13.20 hr. per diem	
Assessor	14064	Quarterly	750
Board of Review 3 @\$100ea	300	Annually	
Secretary to Planning Board	1989	Quarterly	500
Registrar Of Vital Statistics	112	Semi-annually	
Dog Control	2174	Monthly	(.2)- 50/ (.4)-1500
Health Officer	112		
Budget Officer	589	Annually	
Account Clerk (P/T)	589	Annually	
Historian	294	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: \$19.92 for working Supervisor; \$19.51 for heavy motor equipment operators (HEO); \$19.08 motor equipment operators (MEO); \$16.80 for year-round part-time MEO; \$15.75 for part-time laborer; \$16.28 part-time mechanic and \$18.38 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 2022, 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

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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 2022:

Deputy Town Supervisor.....	Gretchen Wilmot
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.....	
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.....	Bruce Bailey
Dog Control/Warden (Yearly Contract).....	Animal Safe-Home & Rehab

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 2022, 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 2022, 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 2022 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 2022 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 \$4,000 per invoice for the year 2022, and be it

Further Resolved, that the price paid for gravel purchased in 2022 be not more than \$10.00 per yard, and the price for sand be not more than \$10.00 per yard and the price of shoulder stone be not more than 16.00 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.

Vote: Ayes – 4 Noes – 0

Official Undertaking

Resolution #8

Councilman McIntosh motioned, Seconded by Councilwoman Wilmot to accept the Official Undertaking as read by the Town Clerk Heather Greenawalt.

Vote: Ayes – 4 Noes – 0

Highway Spending Agreement

Resolution # 9

Councilman McIntosh motioned, Seconded by Councilwoman Wilmot Pursuant to the provisions of Section of the Highway Law, we agree that moneys levied and collected for the repair and improvement of highways, and received from the state for the repair and improvement of highways, shall be expended as follows: General repairs. The sum of \$94,000 may be expended for general repairs upon 62.60 miles of town highway, including sluices, culverts and bridges having a span of less than five feet and boardwalks or the renewals thereof. The agreement will take effect on 10th day of January and signed by the Town Board. A copy will be kept with the Town Clerk and the Highway Superintendent for the records.

Vote: Ayes – 4 Noes – 0

The Supervisor read the notice from the Association of Towns in regards to the 2022 Training School and Annual Meeting of this Association, that will be held at the New York Marriott Marquis, February 20-23, 2022.

Planning Board Appointment

Supervisor Fedler mentioned that Scott Clark Planning Board Member is interested in being reappointed to his position on the Planning Board. With no other letters of interest received he will be appointed to the position of Planning Board.

Resolution #10

Councilwoman Wilmot motioned, seconded by Councilman Carrino to reappoint Scott Clark to the position of Planning Board for the five-year term starting January 10, 2022 to December 31, 2026.

Vote: Ayes – 4 Noes – 0

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The Supervisor reported that notification was received by the Unified Court system that an audit must be done of the Financials for the fiscal year of January 1, 2021 thru December 31, 2021. Councilwoman Wilmot has been in touch with the Town Justice and they will be doing the audit within the next week. The Resolution will be approved at the February 14th meeting.

Supervisor reports that there is an opening for a Town of Cambridge resident on office of Aging Advisory Board at the County Level.

Highway Report

Supervisor Fedler reported in Highway Superintendent Jim Buckley's absence. The Highwaymen have been busy with rain, snow, sleet and ice. They have changed the radiator, waste gate controller and cab mount in Truck #3. They have also replaced the right rear suspension in Truck #2. Buddy's Tree service came and took down or trimmed up 13 trees. The final CHIPS reimbursement for 2021 came. The King Road bridge project was not selected by Bridge NY. A computer was purchased for the highway garage and is set up for Google Chrome, Zoom and email.

Planning Board Report

Planning Board Secretary Heather Greenawalt reported that had no January meeting, nothing on the agenda. The next Planning Board meeting will be held on February 3, 2022.

Town Clerk Report

Town Clerk Heather Greenawalt reported that taxes have been coming in and \$264,921.30 has been collected. The Town Clerk's hours have changed back since she is no longer helping in Town of Jackson. Monday & Tuesday 9:00 – 3:00, Wednesday 9:00 – 4:00 and Thursday 12:30 – 6:00.

Auditing of the Books

The Clerk to the Supervisor Margaret Shaw and Town Clerk Heather Greenawalt's book's were audited.

There being no further business before the Town Board the meeting was moved and carried for adjournment at 9:00 PM.

Respectfully Submitted,

Heather Greenawalt
Town Clerk/Town of Cambridge