

Village of Cambridge Board Meeting

November 6, 2013
Agenda

Review of the Statement of Unpaid Vouchers for November

- Motion to approve November abstract of vouchers, contingent on Board Auditors approval

Board Packet: Would anyone like a copy of the Board packet?

Community Events:

- Tour of the Battenkill - Parade permit for April 4, 2014 to April 6, 2014
 - Discussion of race specifics
 - motion to approve
- Chamber of Commerce Christmas events
 - Any approvals needed
- Lions Christmas Tree Memorial

Public Comment – the public is welcome to comment on any issue they may have and/or any agenda item.

Report on Past Events and Other Community Activities:

- Halloween Parade

Change in the Zoning Law – re-writing of the Sign portion of the Zoning Law

- Progress – Three meetings of the workgroup were held on October 22, October 29th and November 5. The workgroup is going through the current zoning line by line and eliminating/adding information.
- Members of the community are welcome to attend these workshops

Change in the Zoning Law – Nursing home added to Village Residential and Residential Transition Districts

- Progress report
 - No final decision on the amendment can be made until the Village gets a response from the County or the County's 30 day review period has expired

Mayor's Office:

Note: Veteran's Day is a Village holiday and the office will be closed.

Office Schedule for Month

- November 4th – 8:00 to 11:30 am
- November 18th – 8:00 to 11:30 am
- November 25th – 8:00 to 11:30 am

- The public is welcome to stop in during those office hours or feel free to call the Mayor at the office 677-2622 or cell 369-9347 to set up an appointment or discuss an issue.

Process for Approval of Board Meeting Packets

- Board packets are being posted on the Village website as required by the Open Meetings Law
- Process for development of the agenda and the board meeting material - Review and approve

Audit of Court Records

- Scheduled for November 4th, audit to be done by Mayor Reagan and Trustee Kelly

Agreement with Cambridge Valley Senior Citizens

- Approval of contract to provide list of Seniors who may need special assistance during an emergency or disaster.

Focus on Finances:

- Financial Restructuring Board for Local Governments
 - Request for assistance
 - Board resolution needed
- Internal Controls for Village Credit Cards
 - Review proposal
 - Motion to approve
- Treasurer's Report - Les Losaw
 - Board Reports - routine financial reports that the Board needs to perform their financial responsibilities are needed on a monthly basis. These reports should come from the Village's accounting software, Enhanced Business System.
 - Operating Statement which should include year-to-date expenditures compared to the budget;
 - Balance Sheet which should indicate the Village's cash level, with due to accounts, due from accounts and fund balance;
 - Payroll report which should include a trial balance for each payroll.
 - Treasurer's report which should give the Board the fund balance amount
 - Operating Statement – review
 - AUD – status of 2012 submission and 2013 preparation

Ackley Building

- Status report
 - Contract signed with HRP to do the testing

Presbyterian Church Building Project

- Process turned over to the Zoning Enforcement Officer for follow-up action

Approval of Minutes:

- September 4, 2013 – Review and approve
- September 17, 2013 – Review and approve

- October 2, 2013 - Review and approve
- October 22, 2013- Review and approve

2012-2013 Fiscal Year Budget

- Status of work on 2012-2013 fiscal records

Amendment Request to the Municipal Agreement – Police Agreement with Greenwich

- Changes still with Andy Kelly, Greenwich attorney and John Patterson, Cambridge attorney.

Department Reports:

- Police
 - Activities for the past month
- DPW
 - Activities for past the month
 - Review of agreement with Washington County to pay the Village for snow removal
 - Motion to approve agreement
- Fire Department
 - Report highlights
- Attorney
 - Report
- Clerk
 - Clerk's report
 - Village Office Answering Machine System
 - Proposal to change system
- Youth
 - Report highlights
- Assessor
 - Report highlights
 - Renewal of Senior Housing PILOT for the first senior housing building built in 1998 - Progress report
- Historian
 - Report highlights
- Zoning Enforcement
 - Report highlights
- Library
 - Report highlights
- Zoning Board of Appeals
 - Report highlights
 - Historic Building Ordinance - Alan
- Planning Board
 - Report highlights

Main Street Pedestrian Project - Progress report on submitting the final grant paperwork

VILLAGE OF CAMBRIDGE

P.O. Box 271
Cambridge, New York 12816
Phone: 518-677-2622

PARADE PERMIT APPLICATION

PLEASE REVIEW THE PARADE PERMIT LOCAL LAW (ATTACHED) BEFORE FILLING OUT THE BELOW REQUESTED INFORMATION.

Name: Dieter Drake

Address: 51 Coila Rd, Cambridge NY

Phone: 677-8423

Name of Organization and/or Event: Tour of the Battenkill

Address of Organization: same

Phone: same

Head(s) of Organization: Dieter Drake

Parade Chairperson: same

Phone: same

Address of Chairperson: same

Date or Dates of Event: 4/4 -4/6/2014

Time and Duration of Event: 8 AM - 6 PM

Type of Event: cycling race
(i.e., rally, parade, blockparty)

Number of People Expected: 4000
(If more than 5000 it is necessary that you contact the NYS Health Department: (518) 474-3074)

Alcoholic Beverages Present: Yes X No

VR

Village Service Needed:
(If overtime personnel are required for an event the Village reserves the right to charge the organizer for all related costs)

Parking Facilities for Buses: no
Number of Buses: _____
Refuse Collection: yes
Street Sweeping: yes
Barricades: yes
Police: yes
Fire/Suppression: no
(Mandatory for Fireworks)
Fire/EMS:
Dedicated Unit(s): 1
Non-dedicated Unit(s): 1

Description of how you intend to clean-up the site post-event: ALL post-event cleanup conducted by event organizers

Location or Detailed Route to Event: see attached
(All parades, marches, runs/walks shall submit maps of the proposed route)

Will you be using any of the following equipment and/or materials at the event? (The Village does not provide any of these supplies). If so, please give a brief description.

Sound Equipment: yes
Tables & Chairs: yes
Lighting: no
Portable Restrooms: yes
Ropes: yes
Extension Cords: yes
Private Security: yes
Platforms & Stages: yes

If the Village of Cambridge requires you to obtain insurance for this event who will the insurance carrier be? Need certificate of insurance with Village as named insured, yes no
Name of Company: _____

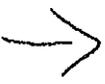
Agent's Name: TO FOLLOW

Address: _____

Phone: _____

[Signature] 10/23/13
Applicant's Signature Date

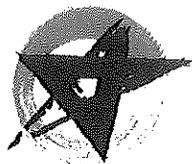
IN ADDITION TO THE ABOVE INFORMATION, THE APPLICANT MUST ALSO SUPPLY THE FOLLOWING INFORMATION:



1. A LETTER STATING THAT THE APPLICANT IS RESPONSIBLE FOR THE CLEANUP OF THE RIGHT-OF-WAY, STREET, PUBLIC PLACE OR PUBLIC PARK AND THAT THE APPLICANT WILL PAY ALL COSTS FOR SAID CLEANUP AND WILL REIMBURSE THE VILLAGE IF IT IS FOUND NECESSARY.

Handwritten initials

P.O. Box 504
Cambridge, NY 12816



**ANTHEM
SPORTS**

phone 518-677-8423
fax 518-677-1676
info@anthemsports.us

October 22, 2013

Village of Cambridge, NY
56 North Park Street
Cambridge, NY 12816

Dear Village of Cambridge,

The organizers of the Tour of the Battenkill Cycling Race present the 10th annual event on April 4-6, 2014. We are expecting nearly 3000 racers from around the world for the event.

The event schedule is as follows:

Saturday, April 5 – 7 AM – 7 PM
Sunday, April 14 – 7 AM – 5 PM

The event will utilize following Village streets:

- **Gilbert Street (SR 313)**
- **E. Main Street**
- **W. Main Street**
- **Broad Street**
- **S. Union Street**
- **Maple Avenue**
- **Pearl Street**
- **Railroad Ave**

The following Village street closures are requested for the duration of the event (local traffic only):

- Main St. (from S. Union Railroad Ave)
- Railroad Avenue (at Main Street only)
- Gilbert Street
- Memorial Drive
- Broad Street
- South Union St (from Academy to Main St.)
- Pearl Street (at Main Street only)

The event is currently being coordinated with Washington County Sheriff, Washington County Public Safety, New York State Police, and the various village agencies in the region. Though we strive to minimize the impact to residents, temporary traffic delays can be expected. Notifications will be placed in local newspapers and by direct notification if possible.

Please see the attached parade permit application.

I can be contacted at 677-8423 in Cambridge.

Sincerely,

Dieter Drake
Event Director
Tour of the Battenkill



1/12

P.O. Box 504
Cambridge, NY 12816



**ANTHEM
SPORTS**

phone 518-677-7084
fax 518-677-1676
info@anthemsports.us

October 22, 2013

Village of Cambridge
North Park
Cambridge, NY 12816

Dear Village of Cambridge,

The 10th Annual Tour of the Battenkill will be held on April 4 – 6, 2014. The organizers of the race will be responsible for the cleanup of the right-of-way, street, public place or public park, and will pay all costs for said cleanup and will reimburse the Village if necessary.

Insurance documentation will follow.

I can be contacted at 677-8423 in Cambridge.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dieter Drake'. The signature is fluid and cursive, with a long horizontal stroke at the end.

Dieter Drake
Event Organizer / Race Promoter
Tour of the Battenkill Cycling Race

12



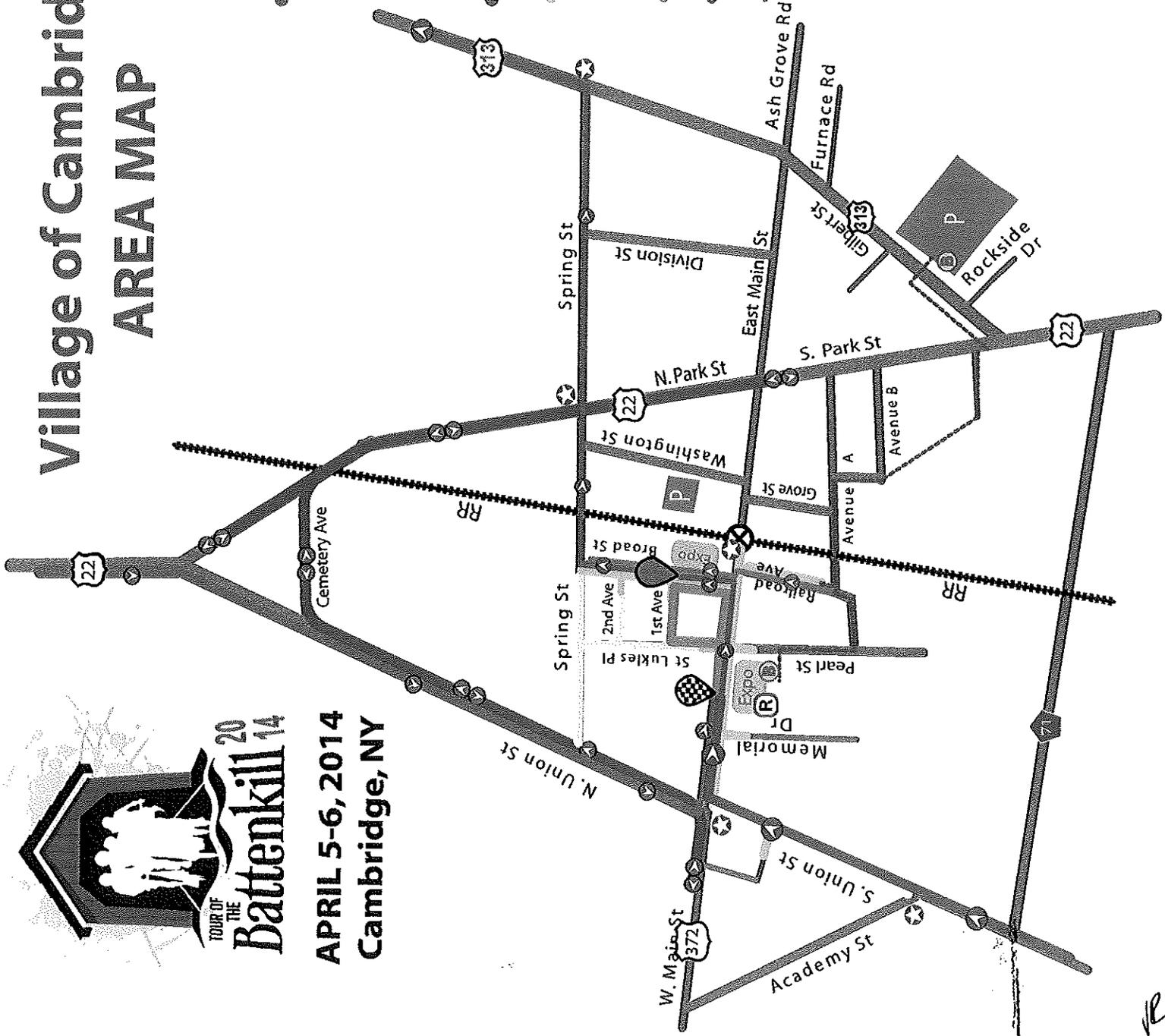
APRIL 5-6, 2014
Cambridge, NY

Village of Cambridge AREA MAP



KEY

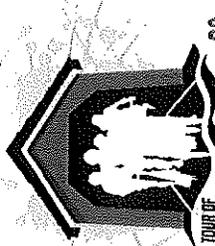
- Course
- Start
- Finish
- Juniors 8-9AM Sun only
- Road Closed 8 AM-6:30 PM Sat/Sun
- Local Traffic Only 8 AM-6:30 PM Sat/Sun
- Kids Race 10:30-11:15 AM Sun only
- Traffic Detour 8 AM - 6:30 PM Sat/Sun
- Staging
- To/From Parking
- Police
- Bathrooms
- Registration
- Parking



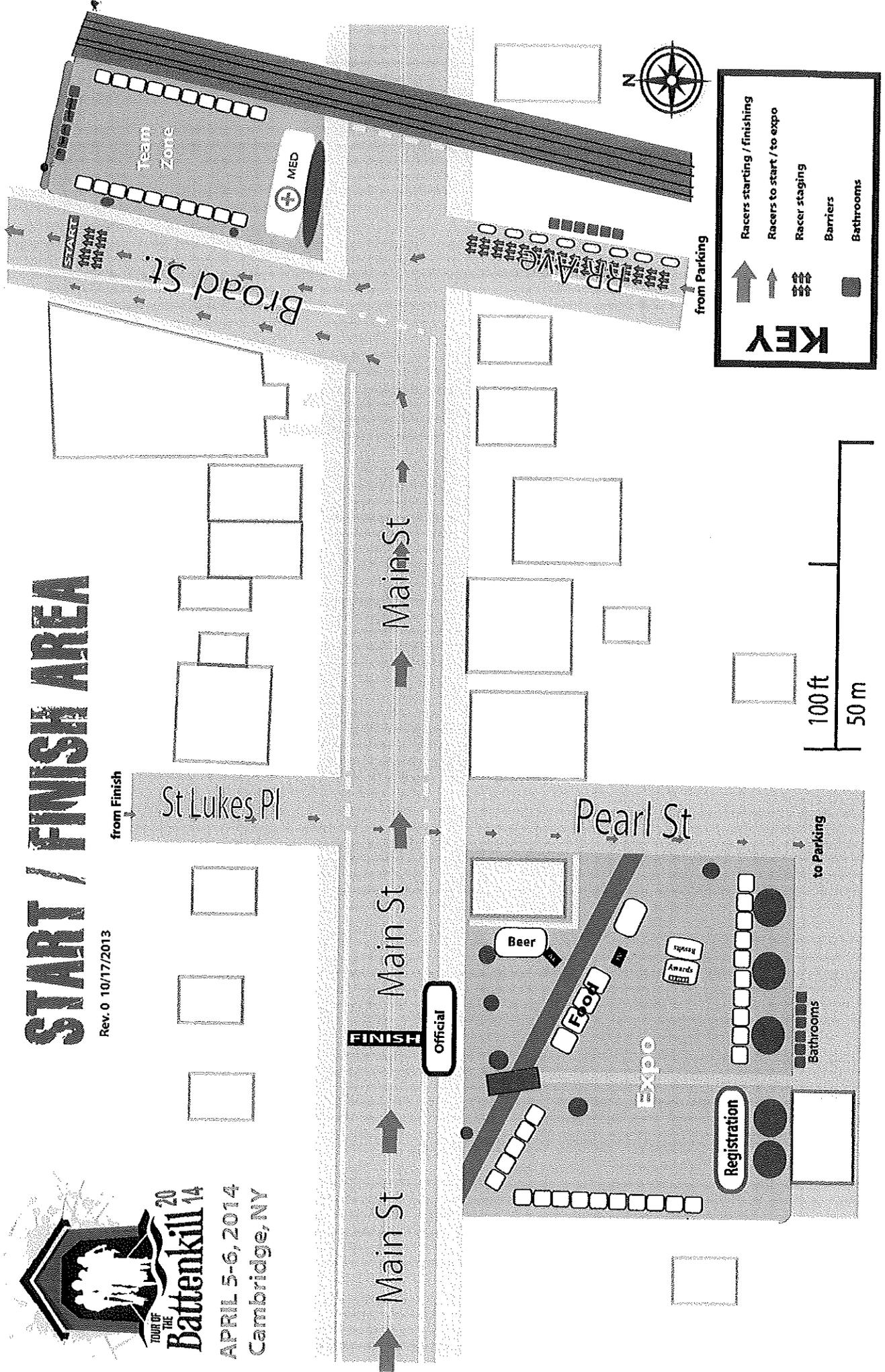
Handwritten initials or signature.

START / FINISH AREA

Rev. 0 10/17/2013



TOUR OF THE
BATTENKILL 2014
APRIL 5-6, 2014
Cambridge, NY



R



TOUR OF THE
BATTENKILL 20
14

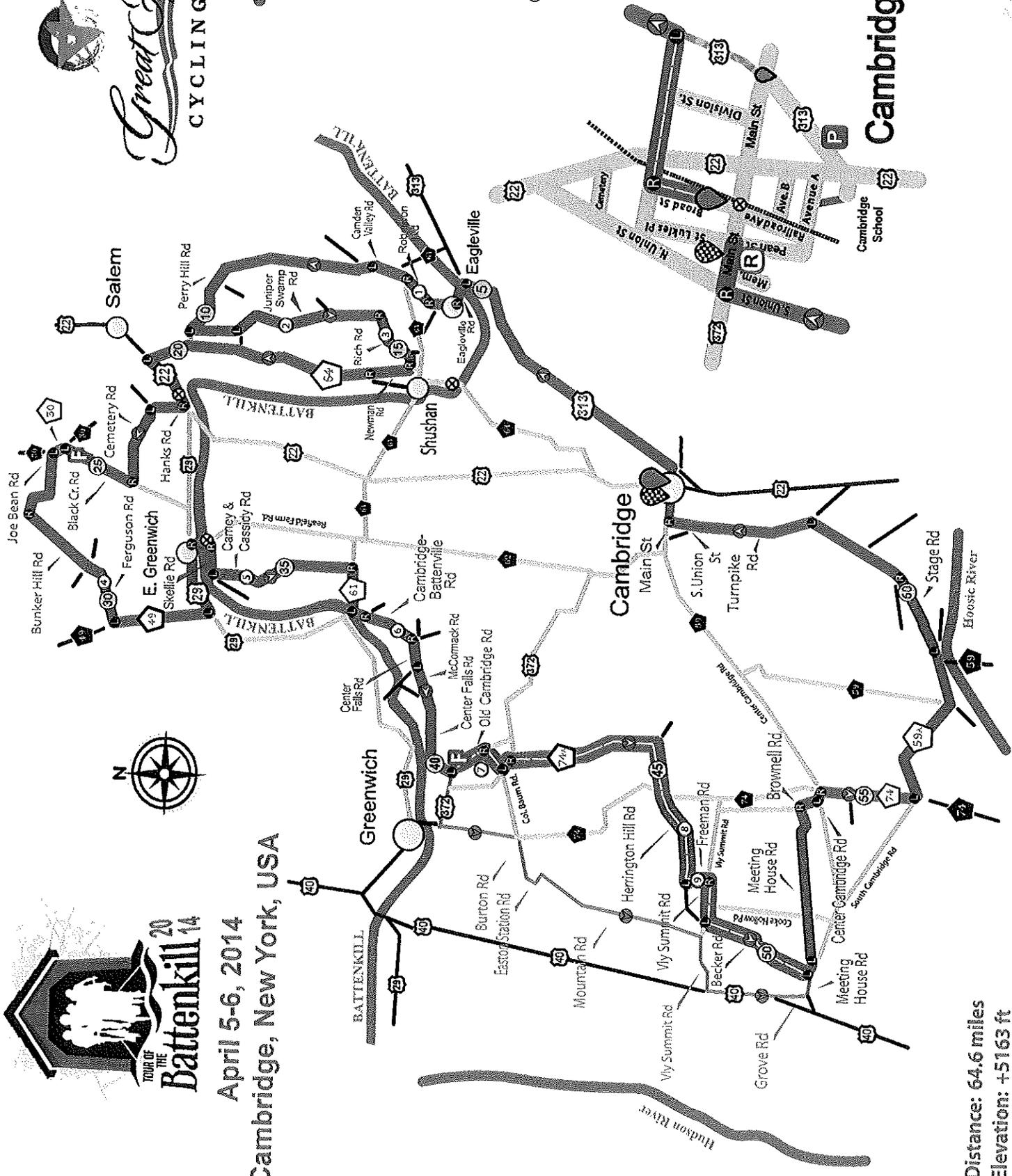
April 5-6, 2014
Cambridge, New York, USA



**ANTHEM
SPORTS**

Great American
CYCLING SERIES

- Course
- Start
- Finish
- RR crossing
- Registration
- Parking
- Dirt section
- Spectator route
- Feed Zone
- New 2014 Section
- 2013 Course



Cambridge

Distance: 64.6 miles
Elevation: +5163 ft
Max Grade: 17%
Dirt Sections: 12



Bethany Witham <cambridgeclerk@gmail.com>

Christmas Events

1 message

Cambridge Valley Chamber of Commerce <cambridgechamber@gmail.com> Tue, Oct 29, 2013 at 12:21 PM
To: Bethany Witham <cambridgeclerk@gmail.com>, Valerie Reagan <ValReagan@hotmail.com>

The Chamber would once again like to decorate the gazebo for the Christmas season. Could you please pass this on to the VB.

Also, we are looking to hold the tree lighting event in Memorial Park on December 6th. We will not be doing a parade this year, but wish to make the tree lighting event a little bigger with music, refreshments, etc.

Can you please also inform the board and let us know if we need to do anything specific to reserve the park?

Meaghan Wilkins, President

—

Cambridge Valley Chamber of Commerce
518-677-0887
www.cambridgenychamber.com

Subject **Board Packets**
From <mayorreagan@cambridgeny.gov>,
To Bethany Witham <clerk@cambridgeny.gov>, Sara Kelly
<trusteekelly@cambridgeny.gov>,
Cc Scott Lucey <trusteelucey@cambridgeny.gov>, Rick Lederer-
Barnes <trusteelerederer-barnes@cambridgeny.gov>, Alan
Dupuis <trusteedupuis@cambridgeny.gov>,
Date 10/29/2013 7:35 am



Process for Board Packets:

Board Packets **MUST** be reviewed and approved by the Mayor **AND** the Clerk **BEFORE** distribution. Once the packet is approved for distribution any additional material will be distributed at, or just before, the Board meeting.

The Mayor will develop the Board meeting agenda and the Clerk will compile the packet information accordingly. Employment applications will not be included.

Once the agenda and packet are complete the Mayor and the Clerk will review the entire packet to ensure all material is appropriate for posting.

At that point the Board packet will be distributed and posted on the Village website.

Bethany, please include this in our policy and procedures manual. Thank you, Val

VRE

AGREEMENT BETWEEN
THE
VILLAGE OF CAMBRIDGE
AND
CAMBRIDGE VALLEY SENIOR CITIZENS, INC.

THIS AGREEMENT made this 25th day of October 2013 by and between the *Village of Cambridge*, a municipal corporation organized and existing in the County of Washington and the State of New York, party of the first part hereinafter referred to as the "*Village*", and the *Cambridge Valley Senior Citizens, Inc.*, a not-for-profit corporation organized and existing in the Village of Cambridge, Washington County, New York, party of the second part, hereinafter referred to as the "*Senior Citizens*".

WITNESSETH:

1. The Village hereby contracts with the Senior Citizens to provide the Village with a list of Senior Citizens residing within the Village that may be in need of special assistance during an emergency/disaster. The list shall include the individual's name, address and telephone number. The list shall be forwarded to the Village Clerk's Office annually.
2. In consideration of the foregoing, the *Village* does hereby appropriate the sum of *Five Hundred Dollars (\$500.00)* for the fiscal year 2013-2014 and shall pay same to the Senior Citizens on or before November 30, 2013. Pursuant to statute, such sum shall be a charge upon the *Village of Cambridge* and shall be raised, appropriated and paid in the same manner as other *Village* charges.
3. This agreement shall be in full force and effect for a period of one (1) year from the first day of September 2013 and terminating August 31, 2014.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by a duly authorized officer in duplicate as of the day and year first above written.

ATTEST:

Bethany L. Witham, Village Clerk

ATTEST:

Secretary

VILLAGE OF CAMBRIDGE

By: _____
Valerie Reagan, Mayor

CAMBRIDGE VALLEY SENIOR
CITIZENS, INC.

By: _____
President

AGREEMENT BETWEEN
THE
VILLAGE OF CAMBRIDGE
AND
CAMBRIDGE VALLEY SENIOR CITIZENS, INC.

THIS AGREEMENT made this 25th day of October 2013 by and between the *Village of Cambridge*, a municipal corporation organized and existing in the County of Washington and the State of New York, party of the first part hereinafter referred to as the "*Village*", and the *Cambridge Valley Senior Citizens, Inc.*, a not-for-profit corporation organized and existing in the Village of Cambridge, Washington County, New York, party of the second part, hereinafter referred to as the "*Senior Citizens*".

WITNESSETH:

1. The Village hereby contracts with the Senior Citizens to provide the Village with a list of Senior Citizens residing within the Village that may be in need of special assistance during an emergency/disaster. The list shall include the individual's name, address and telephone number. The list shall be forwarded to the Village Clerk's Office annually.
2. In consideration of the foregoing, the *Village* does hereby appropriate the sum of *Five Hundred Dollars (\$500.00)* for the fiscal year 2013-2014 and shall pay same to the Senior Citizens on or before November 30, 2013. Pursuant to statute, such sum shall be a charge upon the *Village of Cambridge* and shall be raised, appropriated and paid in the same manner as other *Village* charges.
3. This agreement shall be in full force and effect for a period of one (1) year from the first day of September 2013 and terminating August 31, 2014.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by a duly authorized officer in duplicate as of the day and year first above written.

ATTEST:

Bethany L. Witham, Village Clerk

ATTEST:

Secretary

VILLAGE OF CAMBRIDGE

By: _____
Valerie Reagan, Mayor

CAMBRIDGE VALLEY SENIOR
CITIZENS, INC.

By: _____
President

Subject **Financial Restructuring Board for Local Governments**



From Barbara VanEpps <Barbara@nycom.org> ,

To Barbara VanEpps <Barbara@nycom.org> ,

Date 10/23/2013 10:17 am

To: Mayors, Managers, Administrators & Fiscal Officers

From: Peter Baynes

Subject: Financial Restructuring Board for Local Governments

The purpose of this memorandum is to let you know that the [Financial Restructuring Board for Local Governments](#), created as part of the 2013-14 State Budget, held its first meeting and is currently accepting [requests for services](#). This ten-member board, made up of state agency heads, legislators, as well as local government and finance practitioners, was established to offer assistance to "fiscally eligible" municipalities. A municipality is deemed "fiscally eligible" if it meets one of the following two criteria:

- A 5-year average full value tax rate in the top 25% statewide (i.e., above \$6.57 per \$1,000)
- A 5-year average General Fund fund balance as a % of General Fund expenditures that is less than 5%

A complete list of the fiscally eligible municipalities can be found [here](#).

Any "fiscally eligible" city, village, county or town may request, by resolution of its governing board with the concurrence of its chief executive, a Comprehensive Review from the Board. If the Board agrees to undertake such review, it can request any information necessary to understand the municipality's finances and operations. Based on this information, the Board would make recommendations to that municipality on improving its fiscal stability, management, and the delivery of public services. In addition, the Board could offer grants and/or loans of up to \$5 million through the Local Government Performance and Efficiency Program for undertaking certain recommendations. If the municipality agrees to undertake the Board's recommendations, it would be contractually bound to fulfill those terms in order to receive the aid.

The Financial Restructuring Board may also serve as an alternative arbitration panel at the [joint request](#) of a "fiscally eligible" municipality and its municipal police or fire union. If such a municipality is eligible for binding arbitration with a municipal union, the municipality, by resolution of its governing board with the concurrence of its chief executive, and the municipal union may jointly agree to have the Board serve as its binding arbitration panel. The Board must make a just and reasonable determination of the matters in dispute by majority vote.

VR

If you have any questions about the Financial Restructuring Board, please contact Barbara VanEpps at 518-463-1185 or Barbara@nycom.org

12

Fiscal Eligibility Based on Statutory Criteria

Sorted by Name			*Average Full Value Property Tax Rates (eligible if above 6.823)	*Missing Tax Levy Data (used to calculate full value tax rates)	*Average Fund Balance Percentages (eligible if below 6%)	*Missing Annual Financial Reports (used to calculate fund balance percentage)	Automatically Fiscally Eligible
Name of Municipality	Class	County					
149 Brewster	Village	Putnam	3.63		28.20%		No
150 Briarcliff Manor	Village	Westchester	4.44		13.91%		No
152 Bridgewater	Village	Oneida	3.00		-	2011, 2012	No
151 Bridgewater	Town	Oneida	9.99		-	2012	No
153 Brighton	Town	Franklin	2.42		48.96%		No
154 Brighton	Town	Monroe	6.66		51.78%		No
155 Brightwaters	Village	Suffolk	2.29		3.00%		Yes
155 Bristol	Town	Ontario	3.47		118.10%		No
157 Broadalbin	Town	Fulton	0.80		-	2012	No
158 Broadalbin	Village	Fulton	2.40		201.74%		No
159 Brockport	Village	Monroe	10.58		26.86%		Yes
160 Brocton	Village	Chautauqua	7.21		104.05%		Yes
161 Bronxville	Village	Westchester	2.55		16.47%		No
162 Brookfield	Town	Madison	6.77		30.51%		No
163 Brookhaven	Town	Suffolk	2.79		38.19%		No
164 Brookville	Village	Nassau	1.56		79.28%		No
165 Broome	County	Broome	3.68		4.14%		Yes
166 Broome	Town	Schoharie	6.93		149.53%		Yes
168 Brownville	Village	Jefferson	5.03		28.91%		No
167 Brownville	Town	Jefferson	1.67		44.27%		No
169 Brunswick	Town	Rensselaer	3.60		52.35%		No
170 Brushton	Village	Franklin	2.61		-	2009, 2010, 2011, 2012	No
171 Brutus	Town	Cayuga	2.89		142.41%		No
172 Buchanan	Village	Westchester	4.45		-	2012	No
173 Buffalo	City	Erie	11.95		37.57%		Yes
174 Burdett	Village	Schuyler	-	2010, 2011, 2012	177.35%		No
175 Burke	Town	Franklin	7.01		62.73%		Yes
176 Burke	Village	Franklin	4.83		174.11%		No
177 Burlington	Town	Otsego	7.59		96.49%		Yes
178 Burns	Town	Allegany	7.85		205.57%		Yes
179 Busti	Town	Chautauqua	3.03		82.49%		No
180 Butler	Town	Wayne	5.87		100.13%		No
181 Butternuts	Town	Otsego	6.09		91.18%		No
182 Byron	Town	Genesee	5.21		170.42%		No
183 Cairo	Town	Greene	4.52		61.57%		No
185 Caledonia	Village	Livingston	9.18		43.41%		Yes
184 Caledonia	Town	Livingston	2.96		89.29%		No
186 Callicoon	Town	Sullivan	4.76		49.46%		No
187 Cambria	Town	Niagara	6.57		74.34%		No
188 Cambridge	Town	Washington	3.03		36.69%		No
189 Cambridge	Village	Washington	7.12		-	2008, 2009, 2012	No
190 Camden	Town	Oneida	0.96		15.11%		No
191 Camden	Village	Oneida	6.44		73.28%		No
192 Cameron	Town	Steuben	6.43		73.50%		No
193 Camillus	Town	Onondaga	9.73		19.64%		Yes
194 Camillus	Village	Onondaga	6.09		43.56%		No
195 Campbell	Town	Steuben	4.84		12.55%		No
196 Canaan	Town	Columbia	2.01		29.37%		No
197 Canadice	Town	Ontario	3.20		-	2012	No
199 Canajoharie	Village	Montgomery	11.15		39.30%		Yes
198 Canajoharie	Town	Montgomery	1.46		47.49%		No
200 Canandaigua	City	Ontario	6.24		35.52%		No
201 Canandaigua	Town	Ontario	1.97		143.79%		No
202 Canaseraga	Village	Allegany	12.61		131.83%		Yes
203 Canastota	Village	Madison	9.85		39.57%		Yes
205 Candor	Village	Tioga	5.37		60.08%		No
204 Candor	Town	Tioga	5.26		72.37%		No
206 Caneadea	Town	Allegany	12.59		27.89%		Yes
207 Canisteo	Town	Steuben	4.55		14.75%		No
208 Canisteo	Village	Steuben	-	2008, 2009, 2010, 2011, 2012	37.19%		No
209 Canton	Town	St. Lawrence	2.99		20.47%		No
210 Canton	Village	St. Lawrence	10.60		-	2010, 2011, 2012	No
212 Cape Vincent	Village	Jefferson	4.89		47.41%		No
211 Cape Vincent	Town	Jefferson	1.15		61.02%		No
213 Carlisle	Town	Schoharie	3.49		338.59%		No
214 Carlton	Town	Orleans	6.87		66.59%		Yes
215 Carmel	Town	Putnam	5.18		25.40%		No
216 Caroga	Town	Fulton	3.29		40.43%		No
217 Caroline	Town	Tompkins	6.46		62.30%		No
218 Carroll	Town	Chautauqua	9.86		-	2011, 2012	No
219 Carrollton	Town	Cattaraugus	3.45		-	2011, 2012	No
220 Carthage	Village	Jefferson	8.42		38.00%		Yes
221 Cassadaga	Village	Chautauqua	4.74		61.96%		No
223 Castile	Village	Wyoming	5.97		86.69%		No

*Data supplied by the Office of the State Comptroller

VP

Village of Cambridge Credit Card Policy and Procedures

Purpose:

The Village of Cambridge maintains credit card accounts as an efficient means to purchase limited goods and services. This policy is intended to reduce the risk of theft or misuse of credit cards.

Policy:

- Opening of Village of Cambridge credit card accounts will be approved by the Mayor and Board of Trustees. The credit limit will be set at an amount that is approved by the Board. The board will also determine whether online use is appropriate.
- The Village Board will determine which employees will be authorized to use Village credit cards.
- Village credit cards will be used solely for Village business, and personal use is strictly prohibited.
- Village credit cards will not be used for “cash back” on purchases or at ATM's.
- Employees will at all times keep Village credit cards and their account information secure.
- Village credit cards will be used in accordance with all Village of Cambridge purchasing and procurement policies.
- All credit card bills will be paid in a timely manner to avoid late fees and interest.
- Lost or stolen cards will be reported immediately to the Mayor, Board, and credit card issuer.
- Upon ending employment with the Village, employees will immediately turn over any Village credit card in their possession, and said employees name will be removed as an authorized user on the account.

Procedures:

- All employees will submit to the Village an original itemized receipt for all Village credit card purchases.
- All credit card receipts, bills, and associated documentation will be reviewed and paid in accordance with current Village procedures.
- A credit card master list (see attached) will be kept up to date, listing all open credit cards, authorized users, credit limits, and number of cards.

Village of Cambridge Credit Card Master List

Card name	# of cards	Credit limit	Authorized users
1.			1. 2. 3. 4.
2.		2.	1. 3. 4.
3.			1. 2. 3. 4.
4.		2. 3. 4.	1.
5.		2. 3. 4.	1.
6.		2. 3. 4.	1.

VILLAGE OF CAMBRIDGE

56 NORTH PARK STREET
CAMBRIDGE, NY 12816
(518) 677-2622 Fax: (518) 677-3916

Operating Statement for the Period Ending 10/31/2013

	Current	Monthly Amount	Amount	Budget	Year - To - Date	
					Variance	% Var
Fund: GEN FUND A						
Cost of Sales						
APPROPRIATION ACCOUNT						
10101.1	1010.1 - Village Board PS	\$0.00	\$2,250.00	\$10,000.00	7,750.00	77.5%
10104.1	1010.4 - Village Board CE	\$0.00	\$0.00	\$500.00	500.00	100.0%
11101.1	1110.1 - Justices PS	\$1,276.92	\$7,049.21	\$17,100.00	10,050.79	58.8%
11104.1	1110.4 - Justices CE	\$46.00	\$1,253.18	\$3,525.00	2,271.82	64.4%
12101.1	1210.1 - Mayor PS	\$0.00	\$1,250.00	\$5,000.00	3,750.00	75.0%
12104.1	1210.4 - Mayor CE	\$0.00	\$0.00	\$1,250.00	1,250.00	100.0%
13251.1	1325.1 - Treasurer, Personal Services	\$3,717.58	\$18,040.17	\$42,337.95	24,297.78	57.4%
13252.1	1325.2 - Treasurer, Equipment	\$0.00	\$0.00	\$2,000.00	2,000.00	100.0%
13254.1	1325.4 - Treasurer, Other	\$106.87	\$3,993.23	\$19,650.00	15,656.77	79.7%
13551.1	1355.1 - Assessment, Personal Services	\$806.14	\$4,425.87	\$10,479.81	6,053.94	57.8%
13554.1	1355.4 - Assessment, Other	\$0.00	\$0.00	\$1,350.00	1,350.00	100.0%
14204.1	1420.4 - Attorney CE	\$1,000.00	\$4,570.00	\$14,000.00	9,430.00	67.4%
14504.1	1450.4 - Elections CE	\$0.00	\$0.00	\$400.00	400.00	100.0%
14601.1	1460.1 - Records Management Salaries	\$0.00	\$1,076.00	\$1,076.00	0.00	0.0%
14604.1	1460.4 - Records Management, Other	\$0.00	\$7.49	\$0.00	(7.49)	0.0%
16201.1	1620.1 - Buildings PS	\$258.24	\$971.09	\$2,750.00	1,778.91	64.7%
16204.1	1620.4 - Buildings CE	\$158.34	\$5,717.10	\$14,500.00	8,782.90	60.6%
19104.1	1910.4 - Unallocated Insurance	(\$143.00)	\$26,578.97	\$27,000.00	421.03	1.6%
19904.1	1990.4 - Contingency Account	\$0.00	\$0.00	\$3,000.00	3,000.00	100.0%
31201.1	3120.1 - Police & Constable PS	\$18,757.33	\$102,559.17	\$218,094.40	115,535.23	53.0%
31204.1	3120.4 - Police & Constable CE	\$3,480.58	\$14,123.42	\$38,300.00	24,176.58	63.1%
34102.1	3410.2 - Fire Dept., Equipment	\$0.00	\$0.00	\$4,000.00	4,000.00	100.0%
34104.1	3410.4 - Fire Protection CE	\$6,251.52	\$24,992.70	\$89,675.00	64,682.30	72.1%
35104.1	3510.4 - Dog Control CE	\$0.00	\$0.00	\$500.00	500.00	100.0%
40201.1	4020.1 - Regis. of Vital Stats PS	\$0.00	\$0.00	\$2,500.00	2,500.00	100.0%

Operating Statement for the Period Ending

10/31/2013

Year - To - Date

Current	Monthly Amount	Amount	Budget	Variance	% Var
40204.1	\$0.00	\$0.00	\$100.00	100.00	100.0%
50101.1	\$3,158.40	\$17,348.40	\$41,068.00	23,719.60	57.8%
51101.1	\$4,744.80	\$30,098.20	\$67,468.00	37,369.80	55.4%
51102.1	\$254.98	\$1,002.18	\$6,500.00	5,497.82	84.6%
51104.1	\$5,915.98	\$67,002.49	\$137,664.00	70,661.51	51.3%
51424.1	\$1,344.00	\$1,344.00	\$3,000.00	1,656.00	55.2%
51824.1	\$0.00	\$8,142.44	\$25,000.00	16,857.56	67.4%
54104.1	\$0.00	\$5,184.60	\$6,000.00	815.40	13.6%
67724.1	\$0.00	\$0.00	\$500.00	500.00	100.0%
69894.1	\$0.00	\$150.00	\$1,200.00	1,050.00	87.5%
71104.1	\$412.03	\$2,729.42	\$1,400.00	(1,329.42)	(95.0)%
75101.1	\$0.00	\$729.88	\$2,977.94	2,248.06	75.5%
75104.1	\$0.00	\$0.00	\$100.00	100.00	100.0%
75504.1	\$0.00	\$179.77	\$3,300.00	3,120.23	94.6%
80101.1	\$114.00	\$1,053.00	\$3,750.00	2,697.00	71.9%
80104.1	\$419.00	\$478.99	\$900.00	421.01	46.8%
80201.1	\$0.00	\$307.50	\$1,254.60	947.10	75.5%
80204.1	\$0.00	\$0.00	\$850.00	850.00	100.0%
81604.1	\$244.50	\$631.50	\$0.00	(631.50)	0.0%
81702.1	\$0.00	\$0.00	\$1,250.00	1,250.00	100.0%
85604.1	\$0.00	\$0.00	\$4,300.00	4,300.00	100.0%
90108.1	\$0.00	(\$170.37)	\$31,284.00	31,454.37	100.5%
90158.1	\$0.00	\$0.00	\$40,877.00	40,877.00	100.0%
90308.1	\$2,528.66	\$13,925.67	\$32,504.00	18,578.33	57.2%
90408.1	\$0.00	\$21,792.00	\$12,955.00	(8,837.00)	(68.2)%
90508.1	\$0.00	\$0.00	\$1,000.00	1,000.00	100.0%
90608.1	\$221.10	\$10,801.99	\$55,000.00	44,198.01	80.4%
95129.1	\$0.00	\$0.00	\$25,041.00	25,041.00	100.0%
95269.1	\$0.00	\$5,000.00	\$5,000.00	0.00	0.0%
97306.1	\$0.00	\$128,766.78	\$133,901.88	5,135.10	3.8%
97307.1	\$0.00	\$18,884.67	\$20,876.44	1,991.77	9.5%
99019.1	\$0.00	\$0.00	\$20,000.00	20,000.00	100.0%
Subtotal for APPROPRIATION ACCOUNT:		\$554,240.71	\$1,216,010.02	661,769.31	54.4%

Operating Statement for the Period Ending

10/31/2013

Year - To - Date

Current	Monthly Amount	Amount	Budget	Variance	% Var
Subtotal for Cost of Sales		\$554,240.71	\$1,216,010.02	661,769.31	54.4%
Other Income					
REVENUE ACCOUNT					
1001.1	1001 - Real Property Tax	\$803,440.61	\$803,348.75	(91.86)	0.0%
1081.1	1081 - Other Payments in Lieu Of	\$14,549.27	\$14,460.00	(89.27)	(0.6)%
1090.1	1090 - Real Property Tax Interest & Penalty	\$1,908.01	\$9,000.00	7,091.99	78.8%
1120.1	1120 - Non-Property Tax Distribution by County	\$12,608.90	\$25,000.00	12,391.10	49.6%
1170.1	1170 - Franchise Fees	\$5,601.62	\$0.00	(5,601.62)	0.0%
1171.1	1171 - Cable TV Franchise Fee	\$5,511.08	\$23,000.00	17,488.92	76.0%
1230.1	1230 - Treasurer Fees	\$0.00	\$75.00	75.00	100.0%
1520.1	1520 - Police Fees	\$83.25	\$300.00	216.75	72.3%
1525.1	1525 - DWI Funds	\$0.00	\$6,000.00	6,000.00	100.0%
1589.1	1589 - Police Agreement	\$23,496.32	\$72,485.70	48,989.38	67.6%
1603.1	1603 - Vital Statistic Fees	\$1,155.00	\$3,500.00	2,345.00	67.0%
2110.1	2110 - Zoning Fees	\$295.00	\$400.00	105.00	26.3%
2115.1	2115 - Planning Board Fees	\$385.00	\$300.00	(85.00)	(28.3)%
2130.1	2130 - Refuse and Garbage Charges	\$83.60	\$0.00	(83.60)	0.0%
2262.1	2262 - Fire Protection Other Govts.	\$1,981.55	\$87,519.58	85,538.03	97.7%
2302.1	2302 - Snow Removal Other Govts.	\$631.61	\$10,000.00	9,368.39	93.7%
2401.1	2401 - Interest & Earnings	\$61.95	\$200.00	138.05	69.0%
2590.1	2590 - Building Permits	\$0.00	\$250.00	250.00	100.0%
2610.1	2610 - Fines, Forfeits of Bail	\$5,070.67	\$35,000.00	29,929.33	85.5%
2680.1	2680 - Insurance Recoveries	\$3,697.67	\$0.00	(3,697.67)	0.0%
2770.1	2770 - Unclassified Revenues	\$1,250.00	\$0.00	(1,250.00)	0.0%
3001.1	3001 - State per Capita Aid	\$0.00	\$11,000.00	11,000.00	100.0%
3005.1	3005 - State Aid Mitg Tax	\$0.00	\$9,000.00	9,000.00	100.0%
3501.1	3501 - State Aid/CHIPS	\$0.00	\$54,363.00	54,363.00	100.0%
4089.1	4089 - Other General Government Aid (Specify)	\$1,600.00	\$50,716.13	49,116.13	96.8%
Subtotal for REVENUE ACCOUNT:		\$883,411.11	\$1,215,918.16	332,507.05	27.3%
Subtotal for Other Income		\$883,411.11	\$1,215,918.16	332,507.05	27.3%
Net Amounts		\$329,170.40	(\$91.86)	(\$329,262.26)	8339.2)%

VILLAGE OF CAMBRIDGE

56 NORTH PARK STREET
CAMBRIDGE, NY 12816
(518) 677-2622 Fax: (518) 677-3916

Operating Statement for the Period Ending

10/31/2013

Year - To - Date

	Current	Monthly Amount	Amount	Budget	Variance	% Var
Fund: YOUTH FUND						
Cost of Sales						
APPROPRIATION ACCOUNT						
73101.2	7310.1 - Youth Programs PS	\$1,907.76	\$29,274.26	\$59,975.00	30,700.74	51.2%
73104.2	7310.4 - Youth Programs CE	\$128.82	\$4,137.52	\$9,445.00	5,307.48	56.2%
90308.2	9030.8 - Social Security (Village Share)	\$145.95	\$2,087.60	\$0.00	(2,087.60)	0.0%
	Subtotal for APPROPRIATION ACCOUNT:	\$2,182.53	\$35,499.38	\$69,420.00	33,920.62	48.9%
	Subtotal for Cost of Sales	\$2,182.53	\$35,499.38	\$69,420.00	33,920.62	48.9%
Other Income						
REVENUE ACCOUNT						
2350.2	2350 - Youth Services, Other Governments	\$1,105.00	\$9,440.00	\$12,720.00	3,280.00	25.8%
2351.2	2351 - Youth Services Programs	\$1,910.00	\$20,237.75	\$51,000.00	30,762.25	60.3%
2401.2	2401 - Interest & Earnings	\$0.00	\$1.23	\$0.00	(1.23)	0.0%
2705.2	2705 - Gifts & Donations	\$0.00	\$0.00	\$3,500.00	3,500.00	100.0%
3820.2	3820 - State Aid Youth Program	\$0.00	\$0.00	\$2,200.00	2,200.00	100.0%
	Subtotal for REVENUE ACCOUNT:	\$3,015.00	\$29,678.98	\$69,420.00	39,741.02	57.2%
	Subtotal for Other Income	\$3,015.00	\$29,678.98	\$69,420.00	39,741.02	57.2%
	Net Amounts	\$832.47	(\$5,820.40)	\$0.00	\$5,820.40	0.0%

VILLAGE OF CAMBRIDGE

56 NORTH PARK STREET
CAMBRIDGE, NY 12816

(518) 677-2622 Fax: (518) 677-3916

Operating Statement for the Period Ending

10/31/2013

Year - To - Date

Current

Monthly Amount

Amount

Budget

Variance % Var

Fund: PUB LIB FUND L

Cost of Sales

APPROPRIATION ACCOUNT

74101.11	7410.1 - Library PS	\$3,071.33	\$16,936.11	\$39,317.00	22,380.89	56.9%
74104.11	7410.4 - Library CE	\$437.49	\$10,580.53	\$38,248.00	27,667.47	72.3%
90308.11	9030.8 - Social Security (Village Share)	\$234.96	\$1,295.69	\$2,790.00	1,494.31	53.6%
Subtotal for APPROPRIATION ACCOUNT:		\$3,743.78	\$28,812.33	\$80,355.00	51,542.67	64.1%
Subtotal for Cost of Sales		\$3,743.78	\$28,812.33	\$80,355.00	51,542.67	64.1%

Other Income

REVENUE ACCOUNT

2082.11	2082 - Library Charges	\$0.00	\$904.59	\$4,650.00	3,745.41	80.5%
2360.11	2360 - Library Services, Other Govts.	\$0.00	\$0.00	\$30,365.00	30,365.00	100.0%
2361.11	2361 - Library Services, School	\$0.00	\$0.00	\$40,850.00	40,850.00	100.0%
2401.11	2401 - Interest & Earnings	\$0.00	\$3.13	\$100.00	96.87	96.9%
2610.11	2610 - Fines, Forfeits of Bail	\$0.00	\$1,172.62	\$2,700.00	1,527.38	56.6%
2760.11	2760 - Library System Grant	\$0.00	\$0.00	\$1,290.00	1,290.00	100.0%
2770.11	2770 - Unclassified Revenues	\$0.00	\$0.00	\$400.00	400.00	100.0%
Subtotal for REVENUE ACCOUNT:		\$0.00	\$2,080.34	\$80,355.00	78,274.66	97.4%
Subtotal for Other Income		\$0.00	\$2,080.34	\$80,355.00	78,274.66	97.4%
Net Amounts		(\$3,743.78)	(\$26,731.99)	\$0.00	\$26,731.99	0.0%

This agreement made this _____ day of _____, 20__, by and between _____ as _____, of the Village of _____, County of Washington, New York, hereinafter designated as first party and Richard Wilson, as Superintendent of Public Works of Washington County, hereinafter designated as second party as follows:

The first party hereby rents to the second party such trucks and equipment (with operators and/or personnel) as second party may require for the plowing, sanding, or removal of snow on State roads during the winter of 2013-2014 at the hourly rates fixed from time to time by the State Comptroller in the exercise of his supervision of municipal accounts for rental or hiring of such machinery, tools, or equipment by the Village. First party must receive approval from NYSDOT before doing any snow removal. **First party must also provide second party with proof of insurance, for working in the right-of-way, on all vehicles involved in their State snow and ice removal operations.**

This agreement is to become effective upon the approval of the Village Board of the Village of _____.

IN WITNESS WHEREOF, the parties have hereto set their hands and seals the day and year first above written and in duplicate.

Village Superintendent of Public Works

Superintendent of Public Works (Washington Co.)

This is to certify that the Village Board of the Village of _____, Washington County, New York, did approve unanimously, the foregoing agreement, the entire Board being present and voting at a meeting held _____, 20__.

Village Clerk

By order of the Village Board