

Village of Cambridge
Board Meeting
May 1, 2013
Agenda

Appointment of New Trustee

- Recommendation
- Talked to 8 possible candidates
- Motion to appoint candidate to the Village Board, to complete the unexpired term of Valerie Reagan, term to end March 31, 2014.

Community Events:

- Parade permit – Memorial Day
- Balloon Festival - invitation to Opening Ceremonies or Pilots Breakfast

Report on Events:

- Earth Day April 20, 2013
 - Seven groups set up tables
 - The Hubbard Hall Fiddlers played
 - DPW took 1 ½ trucks of electronics to Greenwich
 - Turnout was low – may have been because of the cool weather
- Meet the Mayor April 19, 2013
 - Refreshments provided by the Mayor
 - The Board and their families attended
 - Planning “Talk to the Mayor” events every quarter

Reorganization – Committee assignments (some areas are left blank and will be offered to the new Board member):

- Police Committee – Valerie Reagan, Sara Kelly
- Fire Department Liaison – Rick Lederer-Barnes, Alan Dupuis
- DPW Liaison – Alan Dupuis
- Utilities – Rick Lederer-Barnes
 - Cable TV
 - Celebrations
 - Street Lights – Alan Dupuis
 - Trees
 - Landfill
 - Sewer
 - Water
 - Pollution
 - Technology
- Youth
- Parks and Recreation
 - Skate Park
 - Playground

- Durrin Park
- Development – Rick Lederer-Barnes, Sara Kelly
 - Economic Development
 - Tourism
 - Comprehensive Plan
- ZEO, Planning Board and Zoning Board of Appeals Liaison – Rick Lederer-Barnes, Alan Dupuis
- Library – Sara Kelly

Project Leads and Committees:

- Review of Village Technology Needs, including office phones, cell phones, internet, etc.
- Solar Technology – Alan Dupuis
- Gross Receipt Tax – Alan Dupuis
- Review of the Purchasing Procedure – Valerie Reagan
- Rewrite of Sign Zoning – Rick Lederer-Barnes, Alan Dupuis, Sara Kelly
- Historic Preservation – Historically Significant Structure Ordinance
- Review of the Internet Use Policy – Valerie Reagan
- Oversight of payroll and review of time sheets
- Open meetings law – posting of meeting notices, posting of board packets – Bethany Witham, Sara Kelly
- Board training
- Village office staff training
- Liaison to the Office to the State Comptroller’s Office
- Review of the Annual Update Document (once a year)
- Development and Updating of a Policy and Procedures Manual – Sara Kelly, Tracy Schneider

Approval of Minutes:

2013-2014 Fiscal Year Budget

- Held 6 budget workshops, including a public hearing
- Final tax increase .94%
- Summary of changes
 - Reduction in police department request
 - Reduction in DPW request
 - Reduction in Clerks office request
 - Addition of line item for accounting/bookkeeping
 - Addition of line item for payroll service
 - Staff received 2% salary increase (except for part time positions that are not on a regular schedule)
- Motion to adopt the proposed budget for fiscal year 2013-2014 starting June 1, 2013
- Property and Casualty Insurance
 - Motion to accept the proposal of Adirondack Trust Insurance Company for property and liability insurance through Houston Casualty Company in the

amount of \$26,783 for 6-1-13 through 6-1-2014. See attached proposed resolution.

Department Reports:

- Police
 - Activities for the past month
 - report highlights
- DPW
 - Activities for the past month
 - Report highlights
 - Flooding at 6 Avenue A
 - Hours of old dump for yard waste disposal, need to ensure hours accommodate people who work
- Main Street Pedestrian Project
 - Progress report
- Fire Department
 - Report
- Attorney
 - Report
 - Ackley Building – Progress on court proceeding
 - County Government Operations Committee considered a proposal to foreclose on the property and demolish the building – no action taken
 - Attorney - Notice of Petition - Hoffer vs Village of Cambridge - Review of Real Property Assessments
- Clerk
 - Report highlights
 - Financial report
 - Village request to Representative Owens - IRS penalties - response - regret that IRS denied the request for reasonable cause.
 - Deputy Clerk will have on-call hours for the month of May
 - Village Office hours for the month of May will be 8 to 4, Monday, Wednesday, Thursday and Friday; 8 to 1 on Tuesday; the office will be closed from 11:30 to 1:30 for lunch Monday, Wednesday, Thursday and Friday
 - Transfer of Funds in Buildings and Grounds
- Youth
 - Report highlights – report in package
 - Youth Commission expenditures – correction of Village accounting, accept the repayment plan
 - walking program proposal, issues: use of Village Insurance; connection old proposal for walking trails (Mike Telford and Sue Van Hook)
- Assessor
 - Report highlights
- Historian
 - Report highlights
- Zoning Enforcement
 - Report highlights

- Library
 - Librarian
 - Motion to appoint new Library Director effective June 1, 2013
 - Motion to accept resignation of PT Library Aide Joshua Hillis
 - Library Aide
 - Motion to accept the resignation of Joshua Hillis effective 5-12-13
 - Report highlights
- Zoning Board of Appeals
 - Report highlights
 - ZBA report - public hearing held April 24, 2013 - approved the application of Elsie Small, 41 South Park Street, for an area variance to allow the property to be used as gateway commercial contingent on the County referral.
- Planning Board
 - Report highlights
- Mayor's Report
 - Email system and privacy policy

Projects:

- Fire House Capital Campaign and Committee
 - First meeting held April ????? set plan to gather information
 - Meeting to plan next steps – May 2, 2013, 7pm
- Economic Development
 - Report of Community Group meeting to discuss development around the hotel
- Personnel Manual
- LARC concert series

Correspondence

- In packet – highlights
- Tier VI Pension Reform - Voluntary Defined Contribution Plan

Old Business

- Historic Hudson-Hoosic Partnership report
- New operators of the Transfer Station

Other Business to come before the Board

- New York State Department of Environmental Conservation
 - Solar Energy Development at Closed Landfills - EPA offering free feasibility studies to municipalities who have landfill sites that have the potential to support renewable energy systems, responded yes to the feasibility study.

Audit of the Bills – completed before the Board meeting on Thursday, April 4, 2013

Executive Session – if needed