

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