

VILLAGE OF CAMBRIDGE
56 North Park Street
Cambridge, New York 12816

MINUTES: BOARD OF TRUSTEES MEETING, APRIL 6, 2016

Attendance:

Caitlin Johnston - Journal Press
Mayor Carman Bogle
Ashleigh Morris, Eagle
Trustee James Sweeney
Trustee Scott Lucey
Trustee Stephen Robertson
John Patterson
Lance Allen Wang
Chris Cavaliere
William McCarty
Chief George Bell
Paul M. Toleman

Absent: Trustee Sara Kelly

1. Opening/Pledge at 7:00pm.
2. Mayor swore in Scott Lucey and Stephen Robertson (elected as Trustees in March election).
3. Public Comments: N/A
4. Appointments:
 - i. Deputy Mayor: Stephen Robertson
 - ii. Trustee (vice vacancy): *Deferred to May meeting.*
 - iii. Auditors: *Pending update of internal control measures.*
 - iv. Assessor: William R. McCarty
 - v. Clerk, Deputy Treasurer: Lance Allen Wang
 - vi. Treasurer, Deputy Clerk: Lester Losaw
 - vii. Tax Collector: Lance Allen Wang
 - viii. Registrar of Vital Statistics: Lance Allen Wang
 - ix. Deputy Registrar of Vital Statistics: Lisa Austin-Cuddihy
 - x. Fire Police: Gerald Aiken, Timothy Jansen, Alvon McCauley, Gary Danio, and David Webster
 - xi. Court Clerk: Lisa Austin-Cuddihy

- xii. Historian: Mary Anne McAvoy
- xiii. Librarian: Cynthia McGuire
- xiv. Public Safety Officer: Chief George Bell
- xv. Superintendent of Public Works (Acting): Paul M. Toleman
- xvi. Youth Director: Meaghan J. Wilkins
- xvii. Zoning Enforcement Officer: Chris Cavaliere
- xviii. Planning Board Chair: Richard Sweeney
- xix. Zoning Board of Appeals Chair: John Schauer
- xx. Planning/Zoning Board of Appeals Clerk: Dani Robertson

MOTION:	Approve appointments list as published				
Made by:	Trustee Lucey				
Seconded:	Trustee Sweeney				
Vote:	CB	SR	SK	JS	SL
	Y	Abstain	Absent	Y	Y

5. Newspaper:

MOTION:	Approve The Eagle as the official newspaper for the Village of Cambridge				
Made by:	Trustee Robertson				
Second by:	Trustee Lucey				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Absent	N	Y

6. Meetings:

MOTION:	Regularly scheduled monthly Board meetings will be held on the first Wednesday of the month at 7:00p.				
Made by:	Trustee Sweeney				
Second by:	Trustee Robertson				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Absent	Y	Y

7. Org Meeting:

MOTION:	Next organizational meeting will be on 4/5/2017.				
Made by:	Trustee Robertson				
Second by:	Trustee Lucey				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Absent	Y	Y

8. Policies:

MOTION:	Current Smoking, Sexual Harassment, Internet use, Workplace violence, Ethical conduct, EEO, and ADA policies remain in effect until superseded.				
Made by:	Trustee Robertson				
Second by:	Trustee Sweeney				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Absent	Y	Y

9. Tabled Section 14 Disclosure and Waiver requirements of Village Ethics Policy until replacement for Trustee Kelly is in place.

10. Advance Approval.

MOTION:	The Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight, and express charges. All such claims must be presented at the next regular meeting for audit the claimant and the officer incurring or approving the claims are jointly and severally liable for any amount the board of trustees disallows.				
Made by:	Trustee Robertson				
Second by:	Trustee Lucey				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Absent	Y	Y

11. Mileage reimbursement -

MOTION:	The Board of Trustees will approve reimbursement to Village officers and employees who use their personal automobiles while performing their official village duties at a rate of 53 cents per mile.				
Made by:	Trustee Lucey				
Second by:	Trustee Robertson				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Absent	Y	Y

12. Training:

MOTION:	The Clerk and Treasurer are authorized to attend the NYCOM Fall Training School; Planning Board and Zoning Board of Appeals members are authorized to attend the Saratoga County Planning and Zoning Conference.				
Made by:	Trustee Sweeney				
Second by:	Trustee Lucey				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Absent	Y	Y

13. Depository:

MOTION:	Glens Falls National Bank is the official depository for all monies received by the village treasurer, clerk, and receiver of taxes for the Village of Cambridge.				
Made by:	Trustee Robertson				
Second by:	Trustee Sweeney				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Absent	Y	Y

14. Fee Schedule:

MOTION:	Approve 2016-17 Village Fee Schedule				
Made by:	Trustee Lucey				
Second by:	Trustee Robertson				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Absent	Y	Y

15. Minutes 3/2/16:

MOTION:	Approve 3/2/16 Board Meeting minutes as written				
Made by:	Trustee Robertson				
Second by:	Trustee Sweeney				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Absent	Y	Abstain

16. Meetings 3/10/16:

MOTION:	Approve 3/10/16 Special Board Meeting minutes as written				
Made by:	Trustee Sweeney				
Second by:	Trustee Robertson				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Absent	Y	Abstain

17. Finance.

- a. Motion: Loan from the General Fund to the Capital Fund for Ackley Expenses – 4,160.66.

MOTION:	Approve loan from General Fund to Capital Fund for Ackley Expenses in the amount of \$4,160.66.				
Made by:	Trustee Lucey				
Second by:	Trustee Robertson				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Absent	Y	Y

b. Statement:

MOTION:	Approve March 2016 statement of unpaid vouchers totaling \$45,101.87 and paid vouchers totaling \$4,375.51, pending audit of individual vouchers.				
Made by:	Trustee Robertson				
Second by:	Trustee Sweeney				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Absent	Y	Y

c. Budget Adjustment: Les – update to move unclassified revenue to gifts and donations.

MOTION:	Adjust 2015-16 Budget as reflected in corrected zero-based Adjustment #4 dated April 6, 2016 (corrected to move unclassified revenue to “gifts and donations”).				
Made by:	Trustee Lucey				
Second by:	Trustee Robertson				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Absent	Y	Y

18. Mayor

- a. Accept with regrets resignation of Trustee Sara Kelly, effective 4/6/2016. SR, SL. All aye.

MOTION:	Accept, with regrets, resignation of Trustee Sara Kelly, effective 4/6/2016.				
Made by:	Trustee Robertson				
Second by:	Trustee Lucey				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Absent	Y	Y

- b. Reviewed water test results.
- c. Memorial Park, Saturday 4/16. Trustees, Legion, Scouts, Legion, Historical Society.
- d. Celebration Parade in July. More to follow.
- e. Tax county resolution –

MOTION:	The Village of Cambridge hereby elects to be paid directly its portion of Washington County’s sales and compensating use tax net collections, for calendar year 2017 and thereafter; pursuant to such section 1262(c) of the Tax Law, a copy of this resolution shall immediately be mailed by registered or certified mail to the chief fiscal officer of Washington County and to the Clerk of the Washington County Board of Supervisors before September 1, 2016 for this election to take effect January 1, 2017; this resolution shall take effect immediately and shall remain in effect until rescinded by the Cambridge Village Board of Trustees in accordance with the notice provisions of such Section 1262(c) of the Tax Law.				
Made by:	Trustee Sweeney				
Second by:	Trustee Lucey				
Vote:	CB	SR	JS	SL	
	Y	Y	Y	Y	

- f. Will approve new medical plan at May meeting.

19. Fire Dept: No report.

20. DPW:

- a. Lisa Pembroke's son wants to repaint the cannon at Memorial Park for Eagle Scout project.
 - b. Library went through their board and wants dying pine tree taken down from front of library.
 - c. Sweeper worked good for a couple days but is offline again.
 - d. Hand receipted safety supplies for employees.
 - e. Chainsaw helmets and chaps will purchase in June.
 - f. Wants to purchase a water tank for sweeping. \$500 – has enough in budget.
 - g. Mayor discussed some citizen concerns about sidewalk with DPW.
21. Police report.
- a. New fingerprinting system – we will get \$3 back on each set of fingerprints we do.
 - b. See report.
22. Assessor. Discussed Sunlight Peak settlement – will have report at next meeting.
23. ZEO: Discussed West End Cats, Mayor states that she is working with attorney re: laws. Trustee Lucey suggests we get in touch with Greenwich contact who spays strays.
24. Motion: Continue delay of action on solar applications within the Village of Cambridge for 30 days, to May 6, 2016. SR/SL. All aye. **(NOTE: Motion deleted as unnecessary, as Solar Moratorium from April was for 60 days, not for 30 days. LAW.)**
25. ZBA/Planning Board: No report.
26. Attorney: Discussed solar regs. We need to publish as amendment to zoning law. You will need to take one step at a time – first step is upcoming training. Remainder for executive session.
27. Historian: Per report.
28. Library: See report.
29. Clerk:
- a. Get application submitted for mayor to Solar Conference at Hudson Falls.

b. Tour of Battenkill.

MOTION:	Approve Permit Application for “12 th Annual Tour of the Battenkill,” 5/21/2016				
Made by:	Trustee Lucey				
Second by:	Trustee Robertson				
Vote:	CB	SR	JS	SL	
	Y	Y	Y	Y	

c. Bandstand Approved for use following completion of ceremony and parade. SL, JS. All aye.

MOTION:	Approve Bandstand Use on 5/30/16 for Eagle Scout Event following Memorial Day Parade				
Made by:	Trustee Lucey				
Second by:	Trustee Sweeney				
Vote:	CB	SR	JS	SL	
	Y	Y	Y	Y	

d. Highway Permit. SR/JS. All aye.

MOTION:	The Village of Cambridge agrees, in relation to all operations and/or actions undertaken within state right-of-way, to all terms and conditions of the NYS Department of Transportation as outlined in PERM 1 (2/12).				
Made by:	Trustee Robertson				
Second by:	Trustee Sweeney				
Vote:	CB	SR	JS	SL	
	Y	Y	Y	Y	

30. Executive Session

a. Enter:

MOTION:	Enter Executive Session in order to deliberate assessment complaints, discuss personnel matters and ongoing litigation pertinent to the Village.				
Made by:	Trustee Lucey				
Second by:	Trustee Sweeney				
Vote:	CB	SR	JS	SL	
	Y	Y	Y	Y	

b. Close:

MOTION:	Close Executive Session				
Made by:	Trustee Robertson				
Second by:	Trustee Lucey				
Vote:	CB	SR	JS	SL	
	Y	Y	Y	Y	

1. Adjournment

MOTION:	Adjourn				
Made by:	Trustee Lucey				
Second by:	Trustee Sweeney				
Vote:	CB	SR	JS	SL	
	Y	Y	Y	Y	