

VILLAGE OF CAMBRIDGE
56 NORTH PARK STREET
CAMBRIDGE, NEW YORK 12816

BOARD MEETING
4/2/2014

Meeting convened at 7:01p.

In attendance:

Trustee Steve Robertson
Trustee Sara Kelly
Mayor Valerie Reagan
Lester Losaw, Treasurer
Lance Allen Wang, Clerk
Chief Bell
Bill McCarty, Assessor
Trustee Rick Lederer-Barnes
Trustee Carman Bogle
Mike Telford, DPW
Richard Sweeney, Planning Board
Jason Blanchfield, Deputy Fire Chief
Ashleigh Morris, Eagle Newspaper
Morgan Keith (friend of Carman Bogle)

1. Mayor “officially” thanked Scott Lucey and Jim Sweeney for all of their work on the Board.
2. Mayor swore in Stephen Robertson and Carman Bogle.
3. Schedule for Regular Board Meetings approved
Motion – Trustee Kelly
Seconded – Trustee Robertson
SR – Aye
SK – Aye
VR – Aye
RLB – Aye
CB – Aye
4. Appointments:

- a. Mayor will carry zoning and planning clerk over for one month and revisit, since did not show up on list.
- b. Mayor read list of appointments for voting as block As written:
 - Deputy Mayor – Rick Lederer-Barnes
 - Auditors – Sara Kelly and Carman Bogle
 - Assessor – William R. McCarty
 - Clerk, Deputy Treasurer – Lance Allen Wang – for a term ending April 1, 2015
 - Treasurer, Deputy Clerk – Lester Losaw – for a term ending April 1, 2015
 - Registrar of Vital Statistics – Lance Allen Wang
 - Deputy Registrar of Vital Statistics – Lisa Austin-Cuddihy
 - Court Clerk – Lisa Austin-Cuddihy
 - Historian – Mary Anne McAvoy
 - Librarian – Cynthia Maguire
 - Librarian Assistants – Julie S. Weatherby, Gail M. Vogel, Sandy Kanonik, Laura Fedler, Heather Sweet
 - Public Safety Officer – Chief George Bell
 - Superintendent of Public Works – Michael J. Telford
 - Youth Director – Meaghan J. Wilkins
 - Zoning Enforcement Officer – Brian McKay
 - Planning Board Chair – Richard M. Sweeney
 - Zoning Board of Appeals Chair – John Schauer

Motion: Trustee Lederer-Barnes

Second: Trustee Robertson

SR – Aye

SK – Aye

VR – Aye

RLB – Aye

CB – Aye

5. Eagle as official paper.

Motion: Trustee Kelly

Second: Trustee Bogle

SR – Aye

SK – Aye

VR – Aye

RLB – Aye

CB – Aye

6. Glens Falls National Bank as depository of all monies received by the village treasurer, clerk, and receiver of taxes.

Motion: Trustee Robertson

Second: Trustee Kelly

SR – Aye
SK – Aye
VR – Aye
RLB – Aye
CB – Aye

7. Board of Trustees will approve reimbursement to such officers and employees at the rate of 55 cents per mile.

Motion: Trustee Lederer-Barnes
Second: Trustee Robertson
SR – Aye
SK – Aye
VR – Aye
RLB – Aye
CB – Aye

8. Proposed 2014 Smoking Policy – no smoking indoors at any workplace IAW State Law:

Motion: Trustee Kelly
Second: Trustee Lederer-Barnes
SR – Aye
SK – Aye
VR – Aye
RLB – Aye
CB – Aye

9. Office Hours – Leave M, Tu, Th, Fr hours at 8-12, Recommended shift of Wednesday hours to 2-6.

Motion: Trustee Robertson
Second: Trustee Kelly
SR – Aye
SK – Aye
VR – Aye
RLB – Aye
CB – Aye

10. 14/15 Village Fee Schedule (see attached schedule):

- a. Discussion of need for fingerprinting – raise rate? Chief Bell needs to research in order to determine need for an increased rate based upon new equipment.

- b. Sign permit rate up to \$10.00. Board members thought it had been raised previously, however previous schedule only showed a pen/ink change. Motion was to approve with a raise in the sign permit rate to \$10.00.

Motion: Trustee Kelly
Second: Trustee Lederer-Barnes
SR – Aye
SK – Aye
VR – Aye
RLB – Aye
CB – Aye

- 11. Cambridge Volunteer Fire Dept. to be paid 18% of the 2014 Fire Contracts with the Towns of White Creek, Cambridge, and Jackson.

Motion: Trustee Robertson
Second: Trustee Lederer-Barnes
SR – Aye
SK – Aye
VR – Aye
RLB – Aye
CB – Aye

- 12. Special Meetings may be called by the Mayor or Deputy Mayor upon notice of the official newspaper, The Eagle, and public postings.

Motion: Trustee Kelly
Second: Trustee Lederer-Barnes
SR – Aye
SK – Aye
VR – Aye
RLB – Aye
CB – Aye

- 13. Authorized Signatures for all Village banking accounts will be Mayor Valerie Reagan OR Deputy Mayor Rick Lederer-Barnes, AND Treasurer Lester Losaw OR Dep. Treasurer Lance Allen Wang per internal control policy.

Motion: Trustee Robertson
Second: Trustee Kelly
SR – Aye

SK – Aye
VR – Aye
RLB – Aye
CB – Aye

14. Fire Chief Poke Spiezio nominated Gerald Aiken, Timothy Jansen, Alvon McCauley, William Allan Stearns, and David Webster to serve as Fire Police for the year.

Motion: Trustee Kelly
Second: Trustee Lederer-Barnes
SR – Aye
SK – Aye
VR – Aye
RLB – Aye
CB – Aye

15. 2014 update to Internal Control Policy (changed to reflect current trustee and staff names). Last minute correction (pen and ink) – Stephen Robertson will perform the payroll audits.

Motion: Trustee Lederer-Barnes
Second: Trustee Kelly
SR – Aye
SK – Aye
VR – Aye
RLB – Aye
CB – Aye

16. The Board of Trustees will authorize payment in advance for audit of claims for public utility services, postage, freight, and express charges. All ushc claims will be presented at the next regular meeting for audit and the claimant and the officer incurring or approving the claims are jointly and severally liable for any amount the Board disallows.

Motion: Trustee Kelly
Second: Trustee Bogle
SR – Aye
SK – Aye
VR – Aye
RLB – Aye
CB – Aye

17. Mayor invited attendees to read Historian's report included with meeting packet – no particular areas highlighted, but Mayor directed all's attention to new display of historical items in the case in the village building's lobby.
18. DPW report contained in meeting packet – Mike Telford also indicated that his team was prepared for the upcoming weekend's bike race.
19. Police Department report contained in meeting packet. Chief Bell highlighted the recent attendance of some of his officers in a "Drive to Survive" course in Warren County.
20. Clerk report in meeting packet. Lance indicated that most accomplishments in the past month have been focused on retooling systems for efficiency. In addition, facilitated Prioritization session which was part of the Budget Workshop process.
21. Youth Report in meeting packet. No particular areas highlighted.
22. Fire Department indicated that they will be relocating for the weekend due to the "Tour of Battenkill" bicycle race.
23. Bicycle Race:
 - a. Chief will have 2 officers detailed solely for parking.
 - b. 313 will be closed.
 - c. Trustee Kelly will be one of two persons working an information booth during the race, and stated that more volunteers are welcome.
24. Asbestos abatement to fire house: Results of testing are in, and approx. \$7,000 will be required to abate the fire house. Mayor will move that to budget discussion.
25. Ackley Bldg update:
 - a. Trustee Lederer-Barnes did speak to HRP regarding the cost for their oversight of abatement. Two engineers – cheaper one would be on site most of the time. They can shave \$400 off the estimate with preliminary analysis – \$2800 is expected cost.
 - b. Bill is done with the specs for the demolition except the asbestos piece, which he needs from HRP. HRP said "We've donated over 10 hours of time to your project so far – can we set up an hourly payment schedule?"
 - c. We have to finish the spec in order to go to bid. Bill \$100/hr for engineering oversight, HRP maybe can do the asbestos oversight – this is what RLB recommends. There is no cost savings in using HRP for both demo and asbestos.

- d. Mayor summarizes – Bill Cottrell did the bid specifications; there are some changes. We were trying to choose an engineer to do oversight of the bids and the demolition. Once we decide on oversight, we go out to bid. Then we can go to court and get permission to take it down. We have some unfinished work in the bid specifications. HRP needs to add some pieces.
 - e. This will be discussed as a special meeting just to discuss Ackley. More to follow. Will bring all info pertaining to this and a similar Greenwich demolition.
26. Attorney applications – we have 3, will work an Executive Meeting to discuss right around the Ackley meeting.
27. Abstract of Unpaid vouchers was reviewed. Motion for payment:
- Motion: Trustee Robertson
 - Second: Trustee Kelly
 - SR – Aye
 - SK – Aye
 - VR – Aye
 - RLB – Aye
 - CB – Aye
28. Next organizational meeting will be April 1, 2015.
29. Motion to adjourn.
- Motion: Trustee Robertson
 - Second: Trustee Lederer-Barnes
 - SR – Aye
 - SK – Aye
 - VR – Aye
 - RLB – Aye
 - CB – Aye
30. Meeting closed on 7:58p.