

May 1, 2013 Board Meeting

**DRAFT**

The Village Board held the Regular Board meeting on Wednesday May 1, 2013 at the Municipal Building meeting room.

Mayor Valerie Reagan opened the meeting at 7:07 PM and led those present in the Pledge of Allegiance to the American Flag. Also in attendance were Trustee Sara Kelly, Trustee Lederer-Barnes, Trustee Alan Dupuis and Attorney J. Anthony Jordan.

#### Announcements:

Mayor Reagan stated she had talked with several possible candidates for the open Board Seat. The Mayor recommended Scott Lucey for the position. The Board members would like to meet Mr. Lucey, the Mayor will call and try to schedule this for May 3, 2013 prior to the Fire House Capital Campaign Meeting.

#### Community Events:

Motion made by Kelly, Second by Dupuis, RESOLVED: That the Village Board approve the Memorial Day Parade Permit for the American Legion to be held May 27, 2013.

Vote: Reagan, aye; Lederer-Barnes, aye; Dupuis, aye; Kelly, aye. Carried: 4-0

Mayor Reagan shared an invitation with the Board to attend the opening ceremonies for the Balloon Festival and the Pilots Breakfast.

Cambridge Connects will be holding their annual Dump Trucks, Diggers, and Sirens event on May 22, 2013 from 4:00 pm to 6:00 pm. The location will be announced at a later date.

Mayor Reagan stated that the Earth Day celebration was a success. There was a small turnout but felt that may have been due to inclement weather. The Hubbard Hall Fiddlers were present and performed and the electronics recycling portion brought a truck and a half of electronics to be recycled. The Mayor thanked Heather Sweet for her effort in setting up the electronic recycling.

Mayor Reagan thanked the Board and their families for coming out to "meet the Mayor". Mayor Reagan is planning to make this event a quarterly function.

#### Committee Appointments:

The Mayor and Board have met and discussed what committees the Board Members would like to serve on. The committees will be as follows:

- 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.- Val Reagan, Jim Sweeny
- Solar Technology – Alan Dupuis, Tracy Schneider
- Gross Receipt Tax – Alan Dupuis, Sara Kelly, Bethany Witham
- 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)- Board and Bethany Witham
- Development and Updating of a Policy and Procedures Manual – Sara Kelly, Tracy Schneider

Approving of Minutes:

Motion made by Lederer-Barnes, Second by Dupuis, RESOLVED: That the Board approves the minutes of the March 6, 2013 meeting.

Vote: Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 4/0

Motion made by Kelly, Second by Dupuis, RESOLVED: That the Board approve the minutes of the April 3, 2013.

Vote: Dupuis, abstain; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 3/0/1

Motion made by Lederer-Barnes, Second by Reagan, RESOLVED: That the Board approves the minutes of the January 2, 2013 meeting.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 5/0

Motion made by Dupuis, Second by Kelly, RESOLVED: That the Board approve the minutes of the April 17, 2013 meeting with one revision on the time the meeting was adjourned.

Vote: Dupuis, abstain; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 4/0

The Mayor discussed the proposed budget and offered to answer any questions. Motion made by Dupuis, Second by Lederer-Barnes, RESOLVED: That the Village Board accept the proposed budget for the 2013-2014 fiscal year with a .94% Tax increase at a rate of 11.66.

Vote: Reagan, aye; Lederer-Barnes, aye; Dupuis, aye; Kelly, aye. Carried: 4-0

Motion made by Dupuis, Second by Lederer-Barnes, RESOLVED: That the Village approves the proposal for insurance submitted by Adirondack Trust Insurance Agency in the amount of \$26,783.00 for the 2013-2014 year. Vote: Reagan, aye; Lederer-Barnes, aye; Dupuis, aye; Kelly, aye. Carried: 4-0

#### Police Department Report:

A Report is in the Board Packet. The Chief asked the Board if they had met with department heads regarding their cuts to the budget. Mayor Reagan stated that they had not, that they had run out of time and not met with them.

Mayor Reagan thanked Chief Bell and his officers for their time and commitment to the bike race.

#### DPW Report:

A report was in the Board Packet. Mayor Reagan thanked the DPW Staff for their time and commitment to the bike race.

The Superintendent spoke to Mayor Reagan about the need to possibly put the gate back up on the old dump located on Pearl Street. There is concern people will dump other waste otherwise. This will be discussed more at the June meeting.

The Mayor, DPW Superintendent and Trustee Lederer-Barnes visited the home on Avenue A that has been flooding. DPW Superintendent Telford stated that because the slate sidewalk runs through the driveway it is causing the flooding. The DPW will take the slates out of the driveway and raise the level some in an effort to stop this problem. Superintendent Telford will also talk with DOT to see if they can work on the drainage issue when they redo State Route 22 this year.

The Main Street Pedestrian Improvement repair is coming along well according to Trustee Lederer-Barnes. He indicated that the project should be complete in a weeks' time. Trustee Lederer-Barnes will look into the billing from Barton & Longuidice as well so we can submit for reimbursement.

#### Fire Department Report:

There was no Fire Department Report this month.

#### Attorneys Report:

Ackley Building: Attorney Jordan advised the Board that we are in a Holding Pattern. As of this date the owner had not submitted designs to the County.

The Village received a notice that Hoffers filed a Grievance with the County regarding their taxes. Attorney Jordan will talk to the Assessor about this.

#### Clerks Report:

The Clerks report was in the Board packet. Mayor Reagan notified the Board that the Deputy Clerk would be on an on-call basis for the month of May. The Clerk would work her regular hours but close for lunch from 11:30-12:30.

Motion made by Dupuis, Second by Kelly, RESOLVED: That the Clerk transfer \$424.66 from Heating to Miscellaneous in Buildings and Grounds.

Vote: Reagan, aye; Lederer-Barnes, aye; Dupuis, aye; Kelly, aye. Carried: 4-0

#### Youth Report:

A Youth report was in the packet. Youth Director Meaghan Wilkins also indicated she would like to start a walking program in the Village. The board would like a little more information on the financial aspect and the Clerk will contact the Insurance Company and see if this will be allowed. The Board will readdress the issue at the June meeting.

#### Historian Report:

A report was in the Board Packet

#### Assessors Report:

Nothing to Report

#### Zoning Enforcement Report:

Report was in the Board Packet

#### Library Report:

Motion made by Kelly, Second by Dupuis, RESOLVED: That the Village Board appoint Cynthia Maguire as Library Director/Technician effective June 1, 2013.

Vote: Reagan, aye; Lederer-Barnes, aye; Dupuis, aye; Kelly, aye. Carried: 4-0

Motion made to accept the resignation of Part Time Library Aide Joshua Hillis with regret.

Vote: Reagan, aye; Lederer-Barnes, aye; Dupuis, aye; Kelly, aye. Carried: 4-0

#### Zoning Report:

A report was in the Board packet

#### Planning Report: No Report

#### Projects:

#### Fire House Committee-

Mayor Reagan advised the Board that the first meeting was April 16, 2013 and they had discussed her conversation with the representative from Canton. Trustee Kelly had prepared a press release looking for Public Involvement and the group would be meeting again May 2, 2013 to discuss the next step. Attorney Jordan gave the name of a contact who may be able to help, Mayor Reagan will follow up with him. Trustee Lederer-Barnes also asked Attorney Jordan about the Board and fundraising. Attorney Jordan explained that while the Board can not actively fundraise they can be on the committee.

#### Economic Development-

Trustee Kelly provided a report from the last meeting and encouraged residents to attend the meetings. The group is currently looking at Varak Park and how to revitalize this section of the Main Street Mixed Use District. They are also looking at the red light district and hope to incorporate some good changes for the Village businesses.

Personnel Manual: No update

#### Larac Concert Series:

Trustee Kelly advised the Board that they have three confirmed dates and possibly two more. These concerts will be held at the Bandstand located by the Library with a rain date of the Passenger Depot.

#### Miscellaneous Correspondence as in Board Packet

Motion to adjourn to executive session at 8:38pm by Kelly, Second by Dupuis

Vote: Reagan, aye; Lederer-Barnes, aye; Dupuis, aye; Kelly, aye. Carried: 4/0

Motion to reconvene at 9:15 pm by Dupuis, Second by Kelly

Vote: Reagan, aye; Lederer-Barnes, aye; Dupuis, aye; Kelly, aye. Carried: 4/0

Motion to adjourn at 9:15 pm by Lederer-Barnes, Second by Dupuis

Vote: Reagan, aye; Lederer-Barnes, aye; Dupuis, aye; Kelly, aye. Carried: 4/0

The Board audited and approved vouchers for the month of April.

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Bethany L. Witham, Clerk