

Village of Cambridge

Board of Trustees

Monthly Meeting

Wednesday February 1, 2012

AGENDA

- I. Call to Order & Pledge to the Flag

- II. Announcements / What's Happening in Cambridge

- III. "Good-of-the-Village"
 - a. Parade Permit- Street Closure for Hotel Hell filming **ACTION**
 - b. Durrin Memorial Park- Request to use **ACTION**

- IV. Public Comments

- V. Approving of Minutes
 - a. January 4, 2012 – Regular Meeting **ACTION**

- VI. Department Reports / Requests
 - a. Police (G. Bell)
 - i. Report **REPORT**
 - ii. Police Committee Meeting
 - b. DPW (M. Telford)
 - i. Report **REPORT**
 - c. Fire (H. Spiezio)
 - i. Report **REPORT**
 - ii. '91 Ford **ACTION**
 - iii. RFP for Turnout Gear **ACTION**
 - iv. False Report Billing **REPORT**
 - v. Knox Box **REPORT**
 - d. Attorney (T. Jordan) **REPORT**
 - e. Clerk (B. Witham)
 - i. Monthly Report **REPORT**
 - ii. Financial Report **REPORT**
 - iii. Election Officials
 - f. Registrar Report **REPORT**
 - g. Youth (M. Wilkins) **REPORT**
 - h. Assessor **REPORT**
 - i. Historian **REPORT**
 - j. Zoning Enforcement **REPORT**

- k. Library REPORT
- l. Zoning REPORT
- m. Planning REPORT
- n. Property Complaints
 - i. Ackley Building – REPORT

VII. Projects

- a. Fire House (P. Baker) REPORT
- b. Economic Development REPORT
- c. Community Partnership REPORT
- d. Main Street Pedestrian Improvements REPORT
- e. Landfill Closure REPORT
- f. Personnel Manual REPORT

VIII. Correspondence

- a. As in packet

IX. Old Business

- a. Dog Control Officer REPORT
- b. Generator Proposal REPORT
- c. Myrtle Avenue Easement REPORT

X. New Business

XI. Other Business before the Board

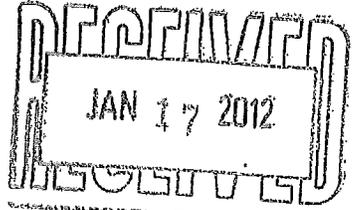
XII. Audit of Bills

Robertson/Lederer-Barnes

XIII. Executive Session

VILLAGE OF CAMBRIDGE
56 NORTH PARK ST

~~PO Box 271~~
Cambridge, New York 12816
Phone: 518-677-2622



PARADE PERMIT APPLICATION

PLEASE REVIEW THE PARADE PERMIT LOCAL LAW (ATTACHED) BEFORE FILLING OUT THE BELOW REQUESTED INFORMATION.

Name: John Piccioni - Location Mgr.

Address: [REDACTED]
Los Angeles, CA 90025

Phone: [REDACTED]

Name of Organization and/or Event: _____

Address of Organization: SAME AS ABOVE

Phone: SAME AS ABOVE

Head(s) of Organization: _____

Parade Chairperson: _____

Phone: _____

Address of Chairperson: _____

Date or Dates of Event: Sun Jan 22nd - Sun Jan 29, 2012

Time and Duration of Event: _____

Type of Event: FILMING TV SHOW - "HOTEL HELL"
(i.e., rally, parade, blockparty)

Number of People Expected: 60+
(If more than 5000 it is necessary that you contact the NYS Health Department: (518) 474-3074)

Alcoholic Beverages Present: Yes _____ No

Village Service Needed:
(If overtime personnel are required for an event the Village reserves the right to charge the organizer for all related costs)

Parking Facilities for Buses: _____
Number of Buses: _____
Refuse Collection: _____
Street Sweeping: _____
Barricades: BROAD STREET
Police: _____
Fire/Suppression: _____
(Mandatory for Fireworks)
Fire/EMS: _____
Dedicated Unit(s): _____
Non-dedicated Unit(s): _____

Description of how you intend to clean-up the site post-event: n/a

Location or Detailed Route to Event: n/a
(All parades, marches, runs/walks shall submit maps of the proposed route)

Will you be using any of the following equipment and/or materials at the event? (The Village does not provide any of these supplies). If so, please give a brief description.

Sound Equipment:	_____
Tables & Chairs:	_____
Lighting:	_____
Portable Restrooms:	_____
Ropes:	_____
Extension Cords:	_____
Private Security:	_____
Platforms & Stages:	_____

If the Village of Cambridge requires you to obtain insurance for this event who will the insurance carrier be? Need certificate of insurance with Village as named insured, yes no
Name of Company: _____

Agent's Name: _____

Address: _____

Phone: _____

X John Piccioni 1/16/12
Applicant's Signature Date

IN ADDITION TO THE ABOVE INFORMATION, THE APPLICANT MUST ALSO SUPPLY THE FOLLOWING INFORMATION:

1. A LETTER STATING THAT THE APPLICANT IS RESPONSIBLE FOR THE CLEANUP OF THE RIGHT-OF-WAY, STREET, PUBLIC PLACE OR PUBLIC PARK AND THAT THE APPLICANT WILL PAY ALL COSTS FOR SAID CLEANUP AND WILL REIMBURSE THE VILLAGE IF IT IS FOUND NECESSARY.

Request to Use Durrin Park

Village of Cambridge
56 North Park Street
Cambridge, NY 12816

Today's Date: 1/27/12
Date(s) Requested 2/2/12 - 2/6/12 - (EVENT ON 2/4/12)
Name of organization/individual: PAUL BAKER-PORAZINSKI / HYPOTHERMIC HOEDOWN
Time of the event: 10 AM to 5 PM
Person in Charge of Event: PAUL BAKER-PORAZINSKI / CHRISTINE HOFFER

Mailing Address: [REDACTED]
Phone #: [REDACTED] E-Mail Address: [REDACTED]

Purpose of Event: FITNESS BASED FUNDRAISER TO BENEFIT STUDENTS GOING ON * SCIENCE TRIP TO COSTA RICA AND TO START A FUND TO SUPPORT YOUTH ACTIVITIES

Anticipated Total # of Participants: 100-150 # Adults: 75 # Children: 75

Terms of Use:

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. S/he, on behalf of THE HYPOTHERMIC HOEDOWN, does hereby agree to defend indemnify and hold harmless the Village of Cambridge from and against all liability, loss, damages, claims or actions (including costs and attorney's fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of the Village of Cambridge's property, facilities and/or services by _____.

On behalf of this organization I agree to pick-up and remove any trash from the space and to restore the property to its initial state.

Paul Baker-Porazinski
Signature of Individual/Organizational Representative

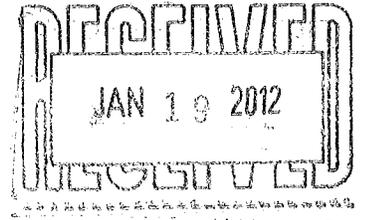
Address: [REDACTED] Phone: [REDACTED]

Return Application to: Village of Cambridge
56 North Park Street
Cambridge, NY 12816
ATTENTION: Clerk/Deputy Clerk

Approved: Denied: Reason: _____

Signature _____ Date _____

* Full info @ www.hypothermic-hoedown.info



Request to Use Municipal Building

Village of Cambridge
56 North Park Street
PO Box 274
Cambridge, NY 12816

Date: Jan. 17, 2012 Date(s) Requested: Just Wednesday, monthly ongoing

Name of organization/individual: Washington County WIC Program

Time of the event: 8:30 to 3:30

Person in Charge of Event: Marge Gruen, WIC Program Coordinator

Mailing Address: 411 Lower Main St, Co Annex Bldg

Phone #: 518-746-2460 E-Mail Address: mirwin@co.washington.ny.us

INFORMATION ABOUT YOUR EVENT:

Purpose: WIC Clinic - participants scheduled by appointment throughout this day

Total Number of Participants: 30-50/day Adults: 15-20 AVG Children: 15-20 AVG + 5 WIC staff

Will there be an admission fee: [] Yes [X] No If yes, what will it be used for? enrolling participants providing education

Terms of Use:

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. S/he, on behalf of Wash Co. WIC, does hereby agree to defend indemnify and hold harmless the Village of Cambridge from and against all liability, loss, damages, claims or actions (including costs and attorney's fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of the Village of Cambridge's property, facilities and/or services by

Marge Gruen
Signature of Individual/Organizational Representative

Address: 411 Lower Main St Phone: 518-746-2460
Hudson Falls, NY 12816

MONTHLY REPORT
JAN-2012
VILLAGE OF CAMBRIDGE D.P.W

JANUARY 2012

THE HOLIDAY BANNERS AN LIGHTING HAS BEEN TAKEN DOWN.

OUR 8HR DAYS HAS STARTED 7AM-3:30PM MONDAY- FRIDAY.

ALL EQUIPMENT HAS BEEN SERVICED FOR THE WINTER SEASON.

CONSTRUCTION HAS STARTED ON YHE SOUTH END OF THE POLICE STATION TO MAKE THE STORAGE SPACE INTO A CAR GARAGE.

ALL FIRE EXTINGUISHERS AND VILLAGE OWNED BUILDINGS HAS BEEN INSPECTED. SOME NEW EXTINGUISHERS HAD TO BE INSTALLED AT THE POLICE STATION AND AT THE VILLAGE OFFICE TO MEET CODE.



VILLAGE OF CAMBRIDGE

DEPT. OF PUBLIC WORKS

DPW SUPT. Michael J Telford

REPORT FOR THE MONTH OF JAN 2012 MAN HOURS.

1. Street Maintenance	51	2. Building & Grounds	142
3. Trees & Brush	122	4. Snow plowing	158
5. Equipment Maint.	40	6. lawn Mowing	00
7. Snow Removal	00		

Full time hrs. 306

Part time hrs. 168

OVER TIME HOURS 39

TRUCK MILEAGE

2011 DODGE	Start 9319	Finish 9926	Total 607
2011 INT	Start 3791	Finish 3978	Total 187
93 INT	Start 115823	Finish 116018	Total 195
78 MACK	Start 229314	Finish 229383	Total 69

EQUIPMENT HOURS

Loader	Start 6911	Finish 6932	Total 21
Tractor	Start 2143	Finish 2167	Total 24
Sweeper	Start 4999	Finish 4999	Total 00
Washer	Start 1117	Finish 1122	Total 05

FUELS USED

Gasoline DPW 96
White Creek Highway Dept. Gasoline 213 gal
Town of Cambridge Gasoline 189
Cambridge Fire Dept. Gasoline 00
Diesel DPW 178
Diesel Cambridge Fire Dept. 68

VILLAGE OF CAMBRIDGE

56 North Park Street
Cambridge, NY 12816
(518) 677-2622
clerk@cambridgeny.gov

January 12, 2012

Board of Trustees
Village of Cambridge
56 North Park Street
Cambridge, NY 12816

Re: Turnout Gear

Dear Mayor Robertson, and Respected Board Members:

The Cambridge Fire Department is in need of New Turnout Gear for our Members. Per the Village Procurement Policy, a purchase made between \$3,000.00 and \$9,999.00 requires a minimum of three Written/Faxed quotes. The cost of multiple sets of Turnout gear is between that dollar amount, therefore requiring three quotes. The Fire Department would like to continue purchasing the Quaker Turnout gear, as has been done in the past. The Fire Department understands and respects the Procurement Policy and the need for the policy. In this instance the Fire Department feels that there are extenuating circumstances that we would like to bring to your attention, and ask that the Board allow the Fire Department to purchase the Quaker gear. The RFP will return different prices but the gear will all be of different quality, even if the specs are identical. The Fire Department takes the utmost measures to ensure the safety of all the Fire Personnel, and Fire Gear that is of exceptional quality is crucial to this standard. It has been my experience that the Quaker Gear is the best turnout gear available for the Fire Fighters and it is my goal to continue purchasing the best gear available for them. The Safety of all the members is my utmost priority at the Scene of any call, and during training. We spend countless hours

training these individuals; it is the highest priority that we give them the best tools, and protection. The Fire Department has using the Quaker gear since the late 1980's with exceptional wear and use. I would like to take a moment to bring to your attention the Safety Features of the Quaker Turnout Gear, which the Fire Department Board feels is the best available gear.

- Quaker Safety is the only manufacture that uses Tech –90 thread throughout entire outershell of the garment making for a more durable product its more expensive than the required Nomex thread
- Quaker offers:
 - 5 layers of thermal protection in the shoulders standard
 - 4 layers in forearm and knees standard AT NO EXTRA COST
- 4 panel coat construction for better fit and comfort designed to reduce coat rise /reduces fire fighter fatigue and provides maximum overlap coverage
- Comfort and mobility features built in without adding extra material or unneeded seams(crotch, knees, action back, sleeves etc)lighter in weight
- Quaker is the only manufacture that quadruple stitches all major seams with three types of stitches, with the strongest thread!
- 6-8 week delivery
- Measuring done with sizing gear to eliminate costly sizing errors
- MADE IN THE USA 100% ALL COMPOSITES USA MANUFACTURED
- 5 year warranty
- Quakers garment style is streamline no extra material need on trim to keep it from falling off, flatter more streamline major seams (reduces abrasion) again because **ONLY Quaker uses the strongest thread on the market!!**
- A variety of options and reasonable prices

While these key points may not seem crucial to someone who is not in the Fire Service, as Fire Chief I highly recommend and request this gear for my Fire Fighters.

As I stated before, the Safety of the Members is my First and Foremost priority and I respectfully ask the Board to allow the Cambridge Fire Department to purchase the Quaker Turnout Gear for the Members. This in lieu of submitting RFP's to different companies in an effort to obtain a lower price, compromising the safety of the Fire Fighters. The Individuals who are willing to put their own safety and well-being at risk to ensure the safety and well-being of the Village residents.

I would like to also make you aware that with staying with the same brand of gear, alleviates the cost of purchasing new name patches for coats. At current the majority of the name patches are interchangeable with the gear. I also feel it important to make you aware that the provider of turnout gear will quote us two prices only. Quaker being one of those brands, it is Mid Line for price but top line for quality. It has been my experience in the almost twenty years that I have been responsible for turnout gear that Quaker is the best gear for the most reasonable price.

Thank you for taking the time to consider our request, and on behalf of myself, and the members of the Cambridge Fire Department, we extend our deepest thanks.

If I can be of any further assistance, or answer any questions, please contact me.

Sincerely,

Harold P. Spiezio III
Fire Chief
Cambridge Fire Department

VILLAGE OF CAMBRIDGE

56 North Park Street
Cambridge, NY 12816
(518) 677-2622
clerk@cambridgeny.gov

January 13, 2012

Fellow Trustees and Department Heads:

It is that time of the year again! Let me thank each of you for your commitment to providing the most efficient and effective services while keeping spending reasonable. It certainly has been challenging during this fiscal year, and the next few years look as though they will present similar challenges.

We have made, and will continue to make changes in the way that we manage the Village's money. In addition to the changes that have been implemented to date; effective this month, vouchers will be prepared for review by the Village Board's Auditors by the 25th of each month. The Auditors will review the vouchers prior to the monthly Board meeting on their own time so that they can concentrate on a thorough review.

We have a number of very important projects and initiatives that have been prioritized by the Board. Some have the potential of large financial impacts on the Village. It will be more important than ever to ensure the funds we do appropriate are used efficiently.

The Village Board has not set a goal for a maximum tax increase, however, that does not give Departments the freedom to submit unrealistic requests.

We are hopeful this year to be able to approve the majority of the requests without impacting services; however, we may need to make some difficult decisions. The Board looks forward to working with you to complete this process.

The following are guidelines to be used while formulating your budget submissions. It is encouraged that you work with your Village Board liaison in developing the budget.

Please feel free to contact me if you have any questions or are in need of assistance.

Thank you for continuing to make this process smooth.

My best,

Steve

VILLAGE OF CAMBRIDGE

56 North Park Street
Cambridge, NY 12816
(518) 677-2622
clerk@cambridgeny.gov

Preparation Guidelines

In preparing your FY '12-'13 budget please consider these guidelines:

Personnel (.1)

- ~ALL salary increase requests must have written justification attached.
- ~Consider the number of part-time employees to be hired. Several part-time employees that are not scheduled for a period of time have filed for unemployment.

Equipment (.2)

- ~All equipment purchase must be justified in writing.
- ~Any purchase in excess of \$10,000 should be submitted in a separate capital budget request.
- ~Please work with Trustee Lederer-Barnes on any technology requests.

Contractual (.4)

- ~Continue to consider and include appropriations for training.
- ~Consider energy alternatives.

Revenue

- ~Department should analyze various revenues generated through the department, and adjustments made in expectations for the budget year.
- ~Departments should consider various alternatives to increase revenues through creative ideas and/or grant opportunities.
- ~Departments should look at the actual revenues received this fiscal year-to-date

VILLAGE OF CAMBRIDGE

56 North Park Street
Cambridge, NY 12816
(518) 677-2622
clerk@cambridgeny.gov

Submission Guidelines

<u>Date</u>	<u>Action</u>
January 13, 2012	Budget Call Letter (this document) Departments develop their tentative budgets and with their Board Liaison to review submission.
February 23, 2012	Final budget proposals submitted to the Budget Officer (Mayor). If the budget is not submitted, the Budget Officer shall submit the budget for the department. Budget Officer will review submissions, request additional justification and clarification as necessary.
March 16	Budget Officer's tentative budget is presented to the Village Clerk. Clerk determines tax rate adjustment based on submission.
Date to be set	Tentative Budget presented to Village Board. Board reviews and schedules budget meetings / discussions as necessary.
Date to be Set	Public Hearing
May 2	Final Budget Approval

VILLAGE OF CAMBRIDGE, NY
MEMORANDUM

TO: Mayor Stephen Robertson
Trustee Alan Dupuis
Trustee Richard Lederer-Barnes
Trustee Sara Kelly

FROM: Bethany Witham
Clerk/Treasurer

DATE: January 31, 2012

SUBJ: **Election Officials**

As you are all aware Election time is fast approaching.

I would respectfully request the approval of the Election Officials at the Board Meeting. We will be using the same election Officials as we previously used.

Gail Vogel, Head Inspector

Geraldine Burch

Carmen Gates

These three Officials will need to be voted in and approved for pay at a rate of \$10.00 an hour.

Thank you all.

**VILLAGE OF CAMBRIDGE
VITAL STATISTICS REPORT
JUNE 2011 - MAY 2012**

JANUARY 2012

22	Transcripts/Certified Copies Birth Certificates
0	New Birth Certificates - Home Births
0	Long Form Birth Certificate (issued from Albany)
2	Death Certificates (copies)
0	New Death Certificates - Funeral Home
0	Genealogy Search

TOTAL RECEIPTS:	\$240.00
"NO CHARGE" ISSUED	\$0.00
ACTUAL TOTAL RECEIPTS	\$240.00

TOTAL RECEIPTS JAN 2011: \$240.00

YEAR-TO-DATE

166	Transcripts for Birth Certificates
0	New Birth Certificates - Home Births
0	Long Form Birth Certificate (issued from Albany)
22	Death Certificates (copies)
50	New Death Certificates - Funeral Home
0	Genealogy Search

TOTAL FISCAL YEAR-TO-DATE RECEIPTS:	\$2,160.00
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TOTAL Y-T-D RECEIPTS (SAME PERIOD) 2010/11: \$2,280.00

Tracy Schneider
Registrar





Bethany Witham <cambridgeclerk@gmail.com>

Youth Report

1 message

Meaghan Wilkins <youth@cambridgeny.gov>

Mon, Jan 30, 2012 at 2:15 PM

To: Bethany Witham <cambridgeclerk@gmail.com>

No report from me this month. Everything is running fine and planning is underway for the summer.

VILLAGE OF CAMBRIDGE, NY
MEMORANDUM

TO: Mayor Stephen Robertson
Trustee Alan Dupuis
Trustee Richard Lederer-Barnes
Trustee Sara Kelly

FROM: Bethany Witham
Clerk/Treasurer

DATE: January 31, 2012

SUBJ: **Grievance Night**

Grievance Night for the 2012-2013 Assessment will be February 21, 2012 from 6:00-9:00 pm. This will be held here, at the Municipal Center. Mayor Robertson and all Trustees will need to be in attendance. Any questions please see Assessor Bill McCarty.

VILLAGE HISTORIAN REPORT - DECEMBER 2011 and JANUARY 2012

Records Center Operation:

- Worked on 6 boxes – separating records and filing, making lists, adding the lists to the Arrangement & Description Binder and updating the database.
- Added 3 boxes to shelving and updated database
- Four boxes of Eagle newspapers were sorted by year by an Alternative Sentencing person (I appreciated his help)
- Continue to spend time researching any requests received
- Routinely check email.

Records Management Policies and Procedures

The Records Management Policy and Procedures Manual (as recommended by the NYS Archives) is available for anyone wishing to view it.

Public Access:

- Received an email regarding moving the gazebo
- Received an email to search insurance maps
- Received a call inquiring about records that were taken from the D.A.R.
- Researcher came in with a request for Civil War information

Mary Anne McAvoy
Village Historian

Dated January 30, 2012

The regular meeting of the Cambridge Public Library Board was held November 30th. Present were Clem Crowe, Jennifer Baker-Porazinski, Sue Mitchell, Bob Odess, Mary Lee Weeks and Library Director, Judy Beth Center.

The Minutes of the previous Meeting were read and approved. The Treasurer's report was given and filed for audit. Bob said he had renewed the Certificate of Deposit for a year at .75%. A check for \$325 was issued to Cindy McGuire for conference expenses. There is an outstanding check issued to the Friends. Bob will look into this. His records show a donation of \$2000 from the Town of White Creek and \$1650 from the Town of Cambridge. Fine monies for this month equaled \$199.36 and \$44 from the copy machine.

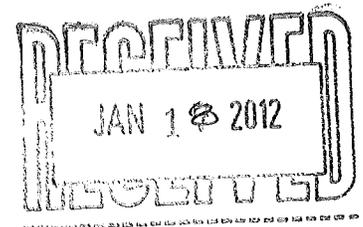
Judy said Will Linendoll was asking ASCOW for advice and supplies regarding the surge protector. To date he has received no reply.

Tim Mahan, a roofer used by SALS was recommended by Sara Dallas – if and when- we ever needed one.

Judy brought up the subject of an extremely delinquent client whom to date cannot be traced. She requested permission to contact the Police. Board agreed.

Sue made the suggestion that we have a local authors shelf in the Library. The idea met with everyones approval. We will begin work on this.

The Board decided to make a donation of \$100 to SALS for Overdrive. Motion was made by Sue, seconded by Clem – motion passed. Money to come from our gift account. Judy s



Judy said there is a need for a policy review focusing on the meeting room and issuance of Library cards.

Coleen McDonald has requested that a group from school be allowed to work on our computers on December 7th. Bob said he would be responsible for opening and closing the Library. Clem moved we grant permission. Jen seconded – motion passed.

Next month's meeting agenda will include budget planning.

The Friends are donating new chairs for the round table.

The next meeting - January 4th – will be at 2:30.

The Board members discussed 2011 Christmas bonuses. Clem moved we designate \$135 for Judy and \$85 for the rest of the Library Volunteers.

Meeting adjourned.

Respectfully submitted

Mary Lee Weeks, Sec.

REPORT : January 31, 2011
by Theresa Dansin, ZEO

Zoning Activities Months of January 2012

OLD BUSINESS

1. ZBA will be meeting to discuss the sign ordinance in November. We hope to have an informational meeting with business owners and the public before bringing a proposed revision to the village board. - still working on this.
2. TCT had a hearing on Jan 25, 2012 for a USE variance to light up their sign. -

NEW BUSINESS

1. Issued a village permit for the Commonground Restaurant to make alterations to the interior. Spoke to Dave Armando and discussed that they will be submitting plans for a County permit which is needed since they will be making changes that can effect the fire inspection.
2. Returned phone calls to residents about various zoning questions. Questions were about a homes for sale from realtors. One questions was about a two familydwelling – is it zoned for that use? Another for the keeping of farm animals in the village, and another about a building with a commercial use downstairs and an apartment upstairs.
3. Received a call from someone who will be attending a Cambridge Class Reunion and he wanted a vendor permit. We don't have an official vendor permit, but the regular zoning permit has been used to issue these.
4. Attended the Saratoga Planning and Zoning Conference receiving credit for 4 professional development classes.

Zoning Board of Appeals

Report to the Village Board
February 1, 2012

A possible member of the ZBA, Carol Kibbe, was given an application. Carol has said she was definitely interested in being a part of the ZBA. I have encouraged Carol to submit her application as soon as possible and encourage the Village Board to consider and approve her application as soon as possible.

All three members of the ZBA attended the Saratoga Planning and Zoning Conference in Saratoga on January 25, 2012.

On January 7, 2012 I was nominated and approved as a board member of the New York Planning Federation (NYPF), representing Region 5 which includes Washington, Warren, Hamilton, Essex, Jefferson, Lewis, St. Lawrence, Franklin and Clinton counties. NYPF is a statewide, not-for-profit, organization that offers training for planning and zoning boards. Its mission is to promote sound planning, land use and zoning practices in NYS. NYPF offers a statewide planning and zoning conference each year. In 2012 the conference will be in Saratoga on April 15, 16, 17. NYPF is a member organization and the Village of Cambridge is a member.

Submitted by Valerie Reagan, ZBA Chair

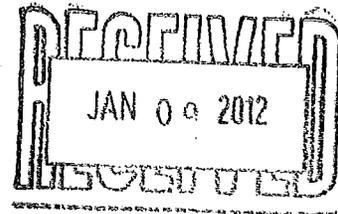
R.H. ENDEE ELECTRIC
 146 WEST MAIN STREET
 CAMBRIDGE, NY 12816

Proposal

Date	Proposal #
1/5/2012	242

Phone # Cell #
 (518) 677-0888 (518) 701-5103

Name / Address
Village of Cambridge 56 North Park Street P.O. Box 271 Cambridge, NY 12816



E-mail	endeelectric@hotmail.com
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We hereby submit specifications and estimates for:			Project
			STANDBY GENERATOR
Description	Qty	Rate	Total
Sale & Installation of Generac 20KW Standby Generator Model #5875 w/ 200 Amp Nexus Automatic Transfer Switch - Concrete Pad & Protective Barriers NOT included. - L.P. tank, Gas Piping, & Fuel NOT included. - Installation, Start-up & Customer Training Included. - Cold Weather Kit Included	1	7,532.00	7,532.00

We Propose hereby to furnish material and labor-complete in accordance with above specification for the some of (see total)

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the proposal. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. Authorized Signature *Robert A. DeLoe* Note: This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL-The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Signature _____ Date of Acceptance: _____ Signature _____	Subtotal	\$7,532.00
	Sales Tax (7.0%)	\$0.00
	Total	\$7,532.00

Regarding the Feb. 1 meeting, and all future meetings - did anyone notice the new law regarding posting materials online which apparently was signed on January 3th and goes into effect 30 days later (which would be the day after our meeting). Here's a summary:

"Gov. Andrew Cuomo signed legislation this week that requires state and local governments to post materials online before a meeting, or provide copies before or at the meeting when possible. The new law applies to records scheduled to be discussed during an open meeting, including proposed resolutions, laws, rules, policies and amendments. The documents have to be posted online when possible if the agency's website is updated regularly and it uses a high-speed Internet connection. There are some exceptions to making records available, such as documents that are submitted late or that would be too expensive or onerous to copy. An example would be a 1,000-page report. The public body can charge a fee, which would be determined in the same manner as for a request under the Freedom of Information Law."

So perhaps we post the board packet on the website as soon as it's ready each month? It would seem that would meet the requirements. I don't know if there's a stipulation of how far in advance it needs to be posted. Since our Feb 1st meeting is before the law goes into effect we could make this an agenda item this month to begin implementing next month? Perhaps we can get more details between now and then...