

VILLAGE OF CAMBRIDGE
56 NORTH PARK STREET
CAMBRIDGE, NEW YORK 12057

MINUTES – ORGANIZATIONAL MEETING / VILLAGE BOARD MEETING – 08 APRIL 2015

IN ATTENDANCE:

Mayor Carman Bogle
Trustee Sara Kelly
Trustee Stephen Robertson
Trustee Jim Sweeney
Trustee Scott Lucey
Bill McCarty
Chief George Bell
Poke Spiezio
Ashleigh Morris
Chris Cavaliere
Trustee Lucey
Lance Allen Wang
Ed Mager
Naomi Marsh
Matt Toleman
Mike Telford
Tracey Schneider
John Patterson

1. 7:00p Start / Pledge
2. Opening remarks – Mayor Bogle thanked citizens for her election, vows to maintain transparent, inclusive, and democratic form of government. Committed to responsive leadership and responsible growth.
3. Appointments:
 - i. Deputy Mayor: Stephen Robertson
 - ii. Trustee (vice vacancy): Scott Lucey
 - iii. Auditors: *Per internal controls dated 1 April 2015.*
 - iv. Assessor: William R. McCarty
 - v. Clerk, Deputy Treasurer: Lance Allen Wang
 - vi. Tax Collector: Lance Allen Wang
 - vii. Registrar of Vital Statistics: Lance Allen Wang

- viii. Deputy Registrar of Vital Statistics: Lisa Austin-Cuddihy
- ix. Fire Police: Gerald Aiken, Timothy Jansen, Alvon McCauley, William Allan Stearns, and David Webster
- x. Court Clerk: Lisa Austin-Cuddihy
- xi. Historian: Mary Anne McAvoy
- xii. Librarian: Cynthia McGuire
- xiii. Public Safety Officer: Chief George Bell
- xiv. Superintendent of Public Works: Michael J. Telford
- xv. Youth Director: Meaghan J. Wilkins
- xvi. Zoning Enforcement Officer: Chris Cavaliere
- xvii. Planning Board Chair: Richard Sweeney
- xviii. Zoning Board of Appeals Chair: John Schauer
- xix. Planning/Zoning Board of Appeals Clerk: Dani Robertson

MOTION:	Approve appointments list as published				
Made by:	Trustee Kelly				
Second by:	Trustee Sweeney				
Vote:	CB	SR	SK	JS	SL
	Y	Abstain	Y	Y	Abstain

4. Newspaper

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

5. Board Meetings

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

MOTION:	Next organizational meeting will be on 4/6/2016.				
Made by:	Trustee Kelly				
Second by:	Trustee Lucey				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Y	Y	Y

6. Policies

- i. Smoking Policy (4/2/14)
- ii. Sexual Harassment Policy (8/6/14)
- iii. Internet Use Policy (8/6/14)
- iv. Workplace Violence (8/6/14)
- v. Rules of Ethical Conduct Policy (12/21/70)
- vi. Equal Employment Opportunity (2/2/98)
- vii. Americans with Disabilities Act (2/2/98)

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

7. Advance Approval of Claims

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 Kelly				
Second by:	Trustee Robertson				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Y	Y	Y

8. 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 56 cents per mile.				
Made by:	Trustee Lucey				
Second by:	Trustee Robertson				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Y	Y	Y

9. Schools and Conferences

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 Kelly				
Second by:	Trustee Robertson				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Y	Y	Y

10. Official 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 Lucey				
Second by:	Trustee Kelly				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Y	Y	Y

11. Fee Schedule, SR, SL, eye

MOTION:	Approve 2015-16 Village Fee Schedule				
Made by:	Trustee Robertson				
Second by:	Trustee Lucey				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Y	Y	Y

12. Approval of minutes for Board Meeting, 3/4/2015

MOTION:	Approve 3/4/2015 Board Meeting minutes as written				
Made by:					
Second by:					
Vote:	CB	SR	SK	JS	SL
	Abstain			Abstain	Abstain

Note – No quorum for voting on previous meeting minutes. Left as DRAFT to be filed.

13. Treasurer’s Report:

MOTION:	Approve March statement of unpaid vouchers pending audit of individual vouchers in the amount of \$41,645.22 (GEN, \$27,293.19; YOUTH \$260.48; LANDFILL \$1,044.00; CAPITAL \$12,038.81; LIBRARY \$1,008.84)				
Made by:	Trustee Kelly				
Second by:	Trustee Robertson				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Y	Y	Abstain

14. Mayor’s Report:

- a. Ackley (bond), we can not push bond beyond 5 years. It has impacted our budget process, but we are moving forward. Next Wed., 7:00p, budget hearing.
- b. Laberge Group sat down with Mayor Reagan, Mayor-elect Bogle, and Trustee Kelly to discuss wastewater needs. If we want to grow we need to seriously consider increasing capacity.
- c. Stewarts donated 1000 to Youth Department.

MOTION:	Accept \$1,000.00 donation from Stewarts Shops to be deposited in the Youth Department’s funds.				
Made by:	Trustee Kelly				
Second by:	Trustee Lucey				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Y	Y	Y

15. Fire Department

- a. Approval of new member Adam Gardineer, 24 y/o, works locally and lives on Bronwell Hollow Road. Has experience with Easton FD and has some State training.

MOTION:	Approve Adam Gardineer as new member for Cambridge Volunteer Fire Department				
Made by:	Trustee Sweeney				
Second by:	Trustee Lucey				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Y	Y	Y

b. Asbestos monitoring

MOTION:	Allocate a budget of no more than \$5,000.00 for aerosol monitoring during the asbestos abatement at the Cambridge Fire House.				
Made by:	Trustee Lucey				
Second by:	Trustee Robertson				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Y	Y	Y

c. Fire District status – looking at potential three-town meeting in May and vote. More info to follow.

16. DPW

a. Agreement with NYS DOT for our work on State roads.

MOTION:	Agree to conditions as stated in “Undertaking for the benefit of NYS DOT in connection with work affecting state highways”				
Made by:	Trustee Robertson				
Second by:	Trustee Lucey				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Y	Y	Y

b. Spring cleanup begins on May 4.

17. Cambridge Greenwich Police Department

MOTION:	Approve roster of PT Police Officers				
Made by:	Trustee Lucey				
Second by:	Trustee Robertson				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Y	Y	Y

18. Assessor - total assessed value of the village property is \$69,203,820 – less than the 2014 roll. The difference in value was because of PILOT with senior housing.

19. Discussion regarding insurance requirements, documentation requirements for “Mr. Ding a Ling” – ice cream truck. We will wait to discuss until Village Attorney looks at best ways to ensure that the village is protected, but still well enables commerce.

20. Zoning Board of Appeals – Carolyn Kibbe has submitted resignation.

MOTION:	Accept resignation of Carolyn Kibbe from ZBA				
Made by:	Trustee Robertson				
Second by:	Trustee Kelly				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Y	Y	Y

21. Village attorney:

- a. Discusses new draft Village Laws – Village Law 1 of 2015 is 2-hour parking on block in front of Two Tops.
- b. Village Law 2 – Penalties for false alarms at unoccupied properties. Discussion - Are you looking at making lock boxes mandatory for structures? Put in zoning law? Benefit to insurance if you maintain lockbox? Trustee Robertson – if we enact this law in with the fire dept going to a district will it still be in effect?
- c. Hearing:

MOTION:	Open May 6 Regular Board Meeting as a public hearing for Draft Village Laws 1 and 2 of 2015 between 7-8pm.				
Made by:	Trustee Kelly				
Second by:	Trustee Robertson				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Y	Y	Y

- d. Clerk suggests that after Budget is complete, we need one more meeting to discuss Zoning Law and then bring it to a public hearing.

22. Library – See report, also – highlight that Cambridge Public Library was rated 5-stars among like-sized libraries.

23. Clerk:

- a. Tentative budget received on time from Mayor Reagan, 3/20/2015.
- b. Review of upcoming Parade applications and use of Village facilities (Gazebo).

c. Donation to Cambridge Valley Senior Citizens

MOTION:	Approve \$500 to be appropriated to Cambridge Valley Senior Citizens NLT 4/10/2015 in return for list of Senior Citizens within the Village that may be in need of special assistance in an emergency/disaster, their addresses, and phone numbers.				
Made by:	Trustee Robertson				
Second by:	Trustee Lucey				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Y	Y	Y

d. Monitoring reports for Cambridge Landfill

MOTION:	Contract with Ingalls to prepare, on behalf of the Village, annual monitoring reports for the Cambridge Landfill, to be submitted to DEC, at a rate of \$1,000.00 each for 2012, 2013, and 2014 with payment after change of fiscal year.				
Made by:	Trustee Robertson				
Second by:	Trustee Kelly				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Y	Y	Y

- e. Have now received three bids for replacement of heat/boiler at DPW shed. Trustee Robertson will work with Mike Telford regarding selection of boiler and bid.

24. Other

- a. Next will be an executive session, in order to discuss the ongoing litigation on the Ackley building and other associated claims.
- b. Status of of the hospital project – right now ZEO sent letter to Mr. Raviv laying out his options and we are waiting to see what route he choosing to take. No application on PDD has reached the Village.
- c. Trustee Lucey: a moment of silence for Judge Sica’s wife. She was longtime court clerk. Done.
- d. Trustee Lucey – we should thank Mayor Reagan and Deputy Mayor Lederer-Barnes for all of the time that they put into the Village.
- e. Trustee Robertson: Bike race 18-19 April, will take short stint into the Village on 313. We will have someone monitoring traffic from Cambridge, turning on to 313.

25. Executive Session:

MOTION:	Revert to Executive Session				
Made by:	Trustee Kelly				
Second by:	Trustee Lucey				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Y	Y	Y

26. Return to Open Meeting

MOTION:	Return to Open Meeting				
Made by:	Trustee Kelly				
Second by:	Trustee Lucey				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Y	Y	Y

27. Additional motion – asset search.

MOTION:	Enter into contract with Phoenix Investigation to conduct asset search in relation to Ackley Building litigation				
Made by:	Trustee Robertson				
Second by:	Trustee Kelly				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Y	Y	Y

28. Adjournment:

MOTION:	Motion to adjourn				
Made by:	Trustee Robertson				
Second by:	Trustee Lucey				
Vote:	CB	SR	SK	JS	SL
	Y	Y	Y	Y	Y