



**TOWN OF CAIRO**  
**GENERAL MEETING AGENDA**

**July 6, 2015 @ 6:30PM**

**Location: Town Hall Meeting Room, Cairo**

*CAIRO...A Small Town with a BIG HEART!*

**Call to Order**

**Pledge of Allegiance**

**Attendance**

**Presentation: KathodeRay Media-Kathleen McQuaid**

**Approval of Minutes: May 4, 2015, June 1, 2015, June 10, 2015**

**Appointments & Resolutions**

**Unfinished Business**

**New Business**

- **Kathoderay Media**
- **SEQRA Work**
- **Set Public Hearing for Zoning Law**
- **Highway Work Contracts for FEMA Projects**
- **Code Enforcement Violation at 171 Bross St**
- **Route 32 Speed Limit**
- **August 8<sup>th</sup> Charity Barbecue**

**Reports**

**Correspondence**

**Adjournment**

*Events:*

*BBQ to Support Disabled Veterans Saturday, August 8<sup>th</sup> @ 2pm @ Pot O Gold*

## **Proposal for: <http://www.townofcairo.com/>**

### **Suggested Website Navigation:**

- Home
- Departments and Directory
  - Town Directory
  - Supervisor
  - Town Clerk
  - Town Court
  - Tax Collector
  - Assessor
  - Building and Code Enforcement
  - Highway Department
  - Ambulance
  - Fire Departments
  - Police Department
  - Animal Control
  - Water and Sewer Department
- Boards
  - Board of Appeals
  - Board of Ethics Review
  - Planning Board
- Community
  - Library
  - Schools
  - Parks and Recreation
  - Town Sports
  - Cairo Historical Society
- Events, News and Forms
  - Meeting Calendar
  - Event Calendar
  - Downloadable Forms
  - Minutes, Agendas and Documents
    - Organized by meeting date. All documents that pertain to the meeting date will be located in one place.
  - Financial Reports
  - Subscribe to News Updates
- History of Cairo

### **Goals:**

- Clean elegant design with pictures and visual interest. Responsive design – ready for mobile use.
- Construct website, with website administration in mind. Set-up of users to access specific sections of the website for ease of updating.
- Website structure should easily accommodate the addition of new pages.
- Installation of Google Analytics.
- Creation of “how to” document to help website administrators manage their own sections with one or two training sessions held in Cairo.

### **Workflow and Budget:**

#### **Design and template programming in Word Press:**

- Create a development site on server for review
- Create two responsive, elegant home page designs for review.
  - Upon review, modify and receive approval.
- Programming and set-up of website template, including menu set-up.
- Time and budget:
  - 25 hours @ \$90/hr = \$2,250

#### **Install and set-up Calendar Module for two calendars:**

- Includes migrating information on current calendars.
- \$525.00

#### **Move content from current site to new site, including modifying, editing and adding to content for clarity:**

- Move 27 pages of content @ \$40/page = \$1,080
- Move, organize and relink all minutes, agendas and documents from all meetings from 2012 to present: \$300

#### **Review and modify according to feedback:**

- 5 hours @ \$90/hr = \$450

#### **Re-launch website, including set-up of redirect links, notify Google and Bing and upload new site map:**

- 4 hours @ \$90/hr = \$360

#### **Creation of “How to” documents and 2 one-hour training sessions:**

- 4 hours @ \$90/hr = \$360

**Total Budget: \$5,325**



**April 13, 2015**  
*Modified July 6, 2015*

**Ongoing costs:**

**Website hosting: \$4.95/month paid annually.**

**Email hosting: Not included – recommend that you remain with your current provider.**

*(Forwarders no charge)*

Additional website updates: TBD

The website will feature a content management system that can be updated by a town employee or anyone else approved to do so by the town. KathodeRay can provide those services at our standard hourly rate, unless a monthly maintenance budget is preapproved beforehand.

## Town of Cairo – Business Profile Development

### **Goals:**

Create a PDF and printed brochure with content that will also be featured on the Town of Cairo Website. The material will showcase why the Town of Cairo is suited for bringing your new business to be located to or expanded here. The content will include, but not be limited to:

- Capability of sewer and water improvements.
- Descriptions of Main Street and business areas, including sites that are shovel ready.
- Demographic, school, housing and culture information.

### **Workflow and Budget:**

- Create document content draft #1, including visual direction:
  - 16 hours @ \$90/hr = \$1,440
- Client review
- Revisions as per client review, creation of draft #2 – including drafting and placement of final artwork.
  - 8 hours @ \$90/hr = \$720
- Client review and final comments received.
- Final draft created:
  - 4 hours @ \$90/hr = \$360
- Client review and approval.
- PDF file exported and Press file created for printer (TBD).
  - 1 hour @ \$90/hr = \$90
- Migrate content to website, reformatting for ease of use.
  - 4 hours @ \$90/hr = \$360

**Total Budget: \$2,970** *does not include printing costs. These will be determined upon final content amount and execution -- bid out to Greene County printers.*



## **Minutes**

**Town of Cairo  
Town Board Meeting @6:30 pm  
Location: Town Hall Meeting Room**

**May 4, 2015**

The Town Board of the Town of Cairo met for a Town Board meeting on Monday, May 4, 2015 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 6:30 PM and then asked the attendees to Pledge Allegiance to the Flag. The following Board Members were in attendance: Councilperson Puorro, Councilperson Cords, Councilperson Joyce and Councilperson Ostrander.

The minutes from April 6, 2015 Public Hearing on Moratorium on Conversion of Resorts was accepted as amended by Councilperson Ostrander and seconded by Councilperson Cords.

The minutes from April 6, 2015 Public Hearing on Moratorium on Junkyards was accepted by Councilperson Cords and seconded by Councilperson Dan.

The minutes from April 6, 2015 Board Meeting was accepted by Councilperson Ostrander and seconded by Councilperson Cords.

The Town Board discussed getting a proposal with Scott Lane Engineering if Greene County does not move forward with the plan for a County Wide Ambulance.

Robert Uzzilia gave report on various things he is working on. He reported they are fixing the railroad platform on Fiero Drive for safety reasons.

Superintendent of Highways Robert Hempstead gave report on Parks, Buildings and Grounds. He is in process of changing the bathrooms at Town Park to be family bathrooms. He reported he is putting in automatic hand dryers in all bathrooms.

Planning Board Chairman Dan Benoit reported that Nolan Propane was interested in setting up their storage tanks on the other side of the Bank of Greene County. This project is complicated and might be referred to an outside engineer. Attorney for Town Tal Rappleyea needs to do an environmental impact statement.

It was asked if the Town Board would have a joint meeting with the Planning Board and go through the comments that were taken by the Planning Board.

Councilperson Ostrander explained that the Town Board went through each comment at great length and will respond to the Planning Board in writing of their decision.

Supervisor Ted Banta said there will be a public hearing in the future and the Planning Board will be invited for their input.

Planning Board member Rich Lorenz's term was up in December. It was explained he needed to have his continuing education credits to be approved his place on the Planning Board.

Rick Busch gave police report. He reported that his department is up for audit.

Supervisor Banta reported on the public gazebo and senior activity center. He explained there would be checkers and chess imprinted on tables and there would be walkways around the senior recreation area. Supervisor Banta also explained that they sought a \$10,000 grant from Legislature.

Councilperson Ostrander reported that G & H of Greenville did plans for the project. They are looking for volunteers and people with an expertise in building.

Greene County Legislators presented \$5000 to Soccer League President. Kevin Berry is donating his time to the project. Justin Hilgendorff brought his equipment and has worked on the large field.

On May 2<sup>nd</sup> the Town will hold the third annual Cairo Park Day at the Town Park. Legislators Bill Lawrence and Harry Lennon donated to the playground equipment.

The Town Board thanked Superintendent of Highways Robert Hempstead for all the work he does in the Park and in town.

Supervisor Banta reported that the Memorial Day Parade will be held on Monday, May 25, 2015 at 11:00 am and lineup is at 10:30 am.

There is a request for a new dog law to include kennel licensing. This was originally done through the NYS Ag and Markets.

The 2014 Annual Audit will be noticed in the paper and available at the Town Clerk's Office for review.

**Resolution No. 90 -15** "Receipt of Monthly Supervisor's Report" offered by Councilperson Ostrander and seconded by Councilperson Joyce:

WHEREAS, it has been recommended by the NYS Comptroller's Office in the Town of Cairo Report of Examination 2008M-175, that the Supervisor should present a Monthly Report to the Board Members consisting of cash receipts, cash disbursements, and a budget versus actual report for expenses and revenues, and it be documented in the minutes; therefore, be it,

RESOLVED, that the Town Board Members accept the monthly Supervisor's Report for April, 2015.

All members in favor – motion carried.

**Resolution No. 91 -15** "Senior Recreation Area Professional Services" offered by Councilperson Cords and seconded by Councilperson Puorro:

WHEREAS, Robert Carey Sr. proposed a Senior Recreation Area for Angelo Canna Town Park;

AND WHEREAS, Santo Associates offered a site design for said Senior Recreation Area at no cost;



AND WHEREAS, a preliminary site plan, a preliminary list of materials, and a preliminary cost estimate will be necessary to seek grants, funding, and donations; therefore be it,

RESOLVED, that the Town Board hereby approves the proposal for professional engineering services from Santo Associates in the amount of \$1,000 and authorizes the Supervisor to sign said proposal.

All members in favor – motion carried.

**Resolution No. 92 -15** “Accepting Water Billing Dated April 2nd 2015” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

WHEREAS, it is necessary for the Water Billings be authorized by the Town Board and documented in the minutes; therefore, be it

Resolved, that the Town board accepts the Water Billing as presented from the Water Administrator in the amount of \$47,975.88 dated April 2nd 2015.

All members in favor – motion carried.

**Resolution No. 93 -15** “Payment of Bills on Abstract #311” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

WHEREAS, payment of bills should be properly authorized and documented in the minutes; therefore be it

RESOLVED, the Town Board does hereby authorize that Abstract #311, consisting of 2015 Vouchers #1498 through #1575 in the amount of \$75,824.67 is approved for payment.

The total amount to be paid from the:

General Fund - \$46,749.89	Water Fund - \$3,220.18
Highway Fund - \$19,247.68	Trust & Agency – \$687.82
Hydrant Fund –	
Street Lighting -	
Sewer Fund - \$5,919.10	

All members in favor – motion carried.

**Resolution No. 94 -15** “IT Anti-virus software & installation” offered by Supervisor Banta and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board hereby approves the state pricing quote in the amount of \$1,420.00 for anti-virus software and installation.

All members in favor – motion carried.

**Resolution No. 95 -15** “Purchase Additional VOIP Phone for Highway Department From Garnet Technology Solutions, Inc.” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the purchase of an additional VOIP phone from Garnet Technology Solutions, Inc. to be installed at the Highway Department Office.

BE IT FURTHER RESOLVED that the Additional VOIP Phone will be purchased under the Original Contract with Garnet Technology Solutions, Inc in the amount of \$455.00.

All members in favor – motion carried.

**Resolution No. 96 -15** “Hire Engineering Firm” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

WHEREAS, the Town of Cairo has received approval on two large FEMA projects which include Sandy Plains Road and Harold Myers Road culvert replacements.

WHEREAS, Praetorius and Conrad, P.C. Professional Engineering and Land Surveying have been recommended and utilized in multiple towns as the project management during construction of large culvert/bridge replacement FEMA projects.

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby hire Praetorius and Conrad, P.C. as engineer/project management for the Sandy Plains Culvert Replacement and the Harold Myers Culvert Replacement.

All members in favor – motion carried.

**Resolution No. 97 -15** “Authorization for Highway Superintendent Robert F. Hempstead To Purchase One Used Ingersoll Rand ST60 Roller” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

WHEREAS, Highway Superintendent Robert Hempstead advertised for bids on one used Ingersoll Rand ST60 Roller and the bid opening was on April 30, 2015 at 2:30pm in the Office of the Town Clerk. Present for the bid opening was Kathy Rockefeller, Deputy Clerk, Robert Hempstead, Highway Superintendent, Debra Sommer, Deputy Highway Superintendent. There was one bid received from Wengers of Myerstown in the amount of \$11,500.00

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Highway Superintendent Robert F. Hempstead to purchase one used Ingersoll Rand ST60 roller for a purchase amount of \$11,500.00.

All members in favor – motion carried.

**Resolution No. 98 -15** “Authorize Supervisor to Sign CIA Security Contract”  
offered by Councilperson Ostrander and seconded by Councilperson Puorro:

WHEREAS, the Town Board approved the proposal submitted by CIA Security in the amount of \$6,090 on April 6, 2015 to replace the existing fire alarm system at Town Hall;

AND WHEREAS, there are monthly monitoring charges in the amount \$25.50(quarterly \$76.50); therefore, be it,

RESOLVED, that the Town Board hereby authorizes the Supervisor to sign the CIA Security Contract for the alarm system & its monitoring dated 4/8/15, as amended by Town Council.

All members in favor – motion carried.

**Resolution No. 99 -15** “Set Public Hearing to update FEMA Flood Maps”  
offered by Councilperson Ostrander and seconded by Councilperson Joyce:

Be it resolved the Town Board of the Town of Cairo does hereby set a public hearing for Monday, June 1, 2015 at 6:00 PM at the Cairo Town Hall to update and amend Local Law 2 of 2008.

All members in favor – motion carried.

The Resolutions for the Court Clerks has been tabled.

The Town Board discussed whether the town should pay the bill received from Karen Gallo on Main Street. It was questioned that there are materials purchased that the Town does not own.

**Resolution No. 100 -15** “Pay Invoice Submitted by Karen Gallo” offered by Councilperson Puorro and seconded by Councilperson Cords:

Be it resolved that the Town Board of the Town of Cairo does hereby agree to pay the bill submitted by Karen Gallo. Such funds will be taken from the Water District account.

All members in favor – motion carried.

**Resolution No. 101 -15** “Chamber of Commerce Celebrations” offered by Councilperson Joyce and seconded by Councilperson Cords:

Be it resolved that the Town Board of the Town of Cairo does hereby agree to give \$600 to the Cairo Chamber of Commerce celebrations account.

All members in favor – motion carried.

The Town Board remarked the Chamber of Commerce should come at budget time to ask for any money they need for next year.

The Town Board discussed Shared Services. They want to devise a plan to achieve a property tax credit. They discussed the pros and cons of the shared services. This will be postponed until June 1<sup>st</sup> and discussed further then.

Julie Freeman asked about the zoning moratorium. The Board informed her they were hoping to have a public hearing by the end of June or at the July board meeting.

They also said they potentially have a water source available at Cedar Terrace for the Town’s water source. The Board may need to develop a new water source. The Town Board will speak with Freeman’s further.

Kathy Start thanked the Town Board on the opportunity of being at Town Picnic. Their goal is to get books in the hands of the kids.

**Resolution No. 102 -15** “Board to Move into Executive Session” offered by Councilperson Ostrander and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 9:00 PM to discuss medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation within the Town of Cairo.

All members in favor – motion carried.

**Resolution No. 103 -15** “Board to exit Executive Session” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 10:10 PM.

All members in favor – motion carried.

**Resolution No. 104 -15** “Water and Sewer Hourly Wage Increase” offered by Councilperson Cords and seconded by Councilperson Puorro:

Whereas, it is necessary for wage increases be authorized by the Town Board; therefore be it

Resolved, effective as of April 27<sup>th</sup> 2015 the hourly wage paid to John Orso shall be increased from \$10.75 to \$11.75 per hour while working for the Water and Sewer Departments.

All members in favor – motion carried.

**Resolution No. 105 -15** “Building and Code Enforcement Clerk” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

Whereas, Donna Chewins will not be available to fulfill the clerical position in the Building & Code Enforcement Department because of medical leave; therefore, be it,

Resolved, that the Town Board hereby approves Evelyn Gabrielsen to temporarily fill the clerk’s position in the Building & Code Enforcement Department commencing May 12, 2015.

All members in favor – motion carried.

A motion was made by Supervisor Banta to approve Court Clerk to attend monthly Magistrates Meetings for the 2015 year. As there was no second the motion did not pass.

A motion was made by Supervisor Banta to approve Court Clerks to attend Quarterly Greene County Clerks Magistrates Meetings for the 2015 year. As there was no second the motion did not pass.

A motion was made by Councilperson Ostrander and seconded by Councilperson Puorro to adjourn the meeting at 10.20 PM.

Respectfully submitted,

Tara A. Rumph, RMC  
Cairo Town Clerk



## **Minutes**

**Town of Cairo**  
**Town Board Monthly Meeting @6pm**  
**Public Hearing on Flood Prevention Local Law –**  
**Local Law #4 2015 – amending Local Law #2 of 2008**  
**And Town Board Monthly Meeting**  
**Location: Town Hall Meeting Room**

**June 1, 2015**

The Town Board of the Town of Cairo met for a Town Board meeting on Monday, June 1, 2015 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 6:00 PM and then asked the attendees to Pledge Allegiance to the Flag. The following Board Members were in attendance: Councilpersons Ostrander, Councilperson Cords and Councilperson Joyce. Councilperson Puorro was absent.

Supervisor Banta opened the Public Hearing to amend the Flood Prevention Local Law – Local Law #4 2015 – amending Local Law #2 of 2008.

**Purpose and Intent:**

The Town Board of the Town of Cairo enacted Local Law #2 of 2008 entitled “Flood Prevention Law” which included adoption of certain maps created by FEMA and referred to in Section 3.2 thereof. FEMA has emended the above-referenced maps and therefore Local Law #2 of 2008, Section 3.2 shall be replaced and hereby is amended.

As there were no public comments, a motion to close the public hearing was made by Councilperson Ostrander and seconded by Councilperson Cords.

MA Tarpinian, President of the Cairo Chamber of Commerce, gave a presentation on what the Chamber has been doing.

The Town Wide Yard Sale on Memorial Weekend was a success and the proceeds will go to fund a service award to a Cairo Durham Senior who is looking for a career in Business and/or is involved in volunteering.

She also reported the Chamber of Commerce's gazebo, located at Stewart's, is open 24/7. Local Businesses can put their information and brochures in there. There is a guest book for visitors to sign.

Market Days will be set up in front of the Town Hall since they cannot be in front of the school this summer due to construction.

MA reported that one program coming back is Music in the Park. The National Bank of Cossackie is a corporate contributor. The Town Board thanked them for their support.

There is a new business in town. Johnny B Good reopened as "Cruising", a family place. On Wednesday nights, they feature "open mic".

Also new in Town is the Great Beginnings Daycare on Main Street. The ribbon cutting will be June 13<sup>th</sup>. They are now taking applications for children.

The Chamber is starting a new program in the fall. The Chamber and school will do a "Job Shadowing Project". Local businesses will allow kids to come and apprentice with them.

On the Fourth of July at the Town Park, there will be live music and vendors. Fireworks will be set off at dark.

MA also reported there has been no response to the Wacky Bed Race so they will not be doing the race. She will look into having a parade instead.

Planning Board Chairman Dan Beniot, reported the old Lange's Groveside will be reopening as Windham Mountain Inn.

He also reported a motorcycle and repair shop will be opening on Route 32 south and possibly a bagel shop might be going in the building that used to be the Bank of Greene County on Main Street.



Greene County Legislator Harry Lennon reported the “Cruisin” diner is associated with the Miracle Veterans Network. They are a not for profit organization that helps veterans and their families with paper goods.

Shaun Groden, Greene County Administrator, gave a presentation on the Solar Farm going in on the county property here in Cairo. He said the County has been researching alternative energy for some time. They decided on solar energy with Solar City. He reported they are still working on a design which will encompass about 20 acres. The project will be below tree line and will not be seen from Mountain Avenue. The rules of this project is set by NYS or the federal government. Solar City will be able to take advantage of tax incentives. The County will maintain ownership of the equipment and Solar City will own the power.

Supervisor Banta thanked the Greene County Legislators for the youth grants the Town has been given. The soccer organization is embarking on their project with the fields.

The minutes from March 17, 2015 was accepted by Councilperson Joyce and seconded by Councilperson Cords.

**Resolution No. 106 -15** “Enacting Local Law #4 of 2015 – Amending Local Law #2 of 2008, Flood Prevention Local Law” offered by Councilperson Cords and seconded by Councilperson Joyce:

WHEREAS, the Town enacted local law #2 of 2008, Flood Prevention which included maps reflecting the location and extent of flood zones within the Town as designated by FEMA, and

WHEREAS, FEMA has now modified such maps, thereby necessitating an amendment of aforementioned local law, therefore

Be it resolved, that the Town Board of the Town of Cairo hereby enacts the attached Local Law #4 of 2015 amending the maps and amending Local Law #2 of 2008.

All members in favor – motion carried.

**Resolution No. 107 -15** “Receipt of Monthly Supervisor’s Report” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

WHEREAS, it has been recommended by the NYS Comptroller’s Office in the Town of Cairo Report of Examination 2008M-175, that the Supervisor should present a Monthly Report

to the Board Members consisting of cash receipts, cash disbursements, and a budget versus actual report for expenses and revenues, and it be documented in the minutes; therefore, be it,

RESOLVED, that the Town Board Members accept the monthly Supervisor's Report for April, 2015.

All members in favor – motion carried.

**Resolution No. 108 -15** “CIA Security Contract Change Order #1” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

WHEREAS, there was an approved contract with CIA Security to install a new commercial fire alarm system in the Town Hall for the amount of \$6,090.00; and

WHEREAS, CIA Security provided and installed (1) Pull Station and (2) Horn/Strobes that were requested by Robert Hempstead, Director of Parks, Building, and Grounds; therefore be it

RESOLVED, that CIA Security Contract Change Order #1 be approved in the amount of \$255.00 for a total contract price of \$6,345.00.

All members in favor – motion carried.

**Resolution No. 109 -15** “Accepting Water Billing Dated January 2, 2015” offered by Supervisor Banta and seconded by Councilperson Ostrander:

WHEREAS, it is necessary for the Water Billings be authorized by the Town Board and documented in the minutes; therefore, be it

Resolved, that the Town board accepts the Water Billing as presented from the Water Administrator in the amount of \$52,132.61 dated January 2, 2015.

All members in favor – motion carried.

**Resolution No. 110 -15** “Accepting Water Penalties Dated February 10, 2015” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

WHEREAS, it is necessary for the Water Penalties be authorized by the Town Board and documented in the minutes; therefore, be it

Resolved, that the Town board accepts the Water Penalties Billing as presented from the Water Administrator in the amount of \$1,697.45 dated February 10, 2015.

All members in favor – motion carried.

**Resolution No. 111 -15** “Accepting Water Penalties Dated May 6, 2015”

offered by Councilperson Ostrander and seconded by Councilperson Joyce:

WHEREAS, it is necessary for the Water Penalties be authorized by the Town Board and documented in the minutes; therefore, be it

Resolved, that the Town board accepts the Water Penalties Billing as presented from the Water Administrator in the amount of \$1,536.18 dated May 6, 2015.

All members in favor – motion carried.

**Resolution No. 112 -15** “Fund Additional Expense of Court/Meeting Room

Carpeting” offered by Councilperson Joyce and seconded by Councilperson Cords:

WHEREAS, the Town Board of Cairo by Resolution 192-14 dated October 6, 2014 granted permission to the Cairo Justice Court to apply for the 2014 JCAP Grant for new carpeting for the Court/Meeting room, (2) court offices and entrance way; and

WHEREAS, the Cairo Justice Court received in the JCAP Grant the amount of \$4,900.00 to remove existing carpet, install 28 oz. commercial grade carpet, install base molding, and remove all debris; and

WHEREAS, the Cairo Justice Court chose to install tiles in the (2) court offices and entrance way with a cost of \$1,518.54 for labor and materials; and

WHEREAS, the Cairo Justice Court received (2) quotes as required per the procurement policy for removal and installation of carpeting in the Court/Meeting room; and

WHEREAS, the lowest quote of \$4,474.00 received from G and J’s Home Improvements and the cost for the tile of \$1,518.54 will exceed the JCAP Grant funds by \$1,092.54; therefore be it

RESOLVED, that the Town Board of the Town of Cairo does hereby agree to cover the overage of \$1,092.54 for the carpeting from the Town Hall Contractual Expense Appropriation Account, A-1620.4; and be it

FURTHER RESOLVED, that the Town Board of the Town of Cairo does hereby approve G and J’s Home Improvements to remove existing carpet and dispose and install Philadelphia/Shaw-Major Event Carpeting in the Town Hall Court/Meeting Room provided the contractor provides the Town of Cairo with a Form W-9 Taxpayer Identification Number, Certificate of Liability Insurance naming the Town of Cairo a certificate holder, Proof of Worker’s Compensation Insurance and the necessary NYS Dept. of Labor prevailing wage paperwork.

All members in favor – motion carried.

**Resolution No. 113 -15** “Budget Amendments and Payment of Bills on Abstract

#313” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

WHEREAS, town law requires that no fund or appropriation account may be overdrawn; and

WHEREAS, payment of bills should be properly authorized and documented in the minutes;  
therefore be it

RESOLVED, the Town Board does hereby authorize the following budget amendments:

From	A-1110.4	Court-Contractual	-154.97
To	A-1110.2	Court-Equipment	+154.97
From	A-3120.4	Police-Contractual	-333.65
To	A-3120.2	Police-Equipment	+333.65
From	A-5132.4	H’way Bldg.-Contractual	-1,678.51
To	A-5132.2	H’way Bldg.-Equipment	+1,678.51
From	A-7110.4	Park-Contractual	-1,495.00
To	A-1440.4	Engineer-Contractual	+1,495.00
From	A-8810.4	Cemeteries-Contractual	-600.38
To	A-8810.15	Cemeteries-Persl Services	+600.38
From	A-9060.8	Medical Insurance-Emp Benefits	-126.00
To	A-9040.8	Workrs Comp.-Emp Benefits	+126.00
From	DA-9060.8	Medical Insurance-Emp Benefits	-44.00
To	DA-9055.8	Disability Insurance-Emp Benefits	+44.00

And be it further RESOLVED, the Town Board does hereby authorize that Abstract #313, consisting of 2015 Vouchers #1611 through #1701 in the amount of \$58,672.47 is approved for payment.

The total amount to be paid from the:

General Fund -	\$39,547.76	Hydrant -	
Highway Fund -	\$10,191.85	Sewer Fund -	\$6,964.58
Cap. Water Fund -		Water Fund -	\$1,946.94
Cap. Sewer Fund -		Trust & Agency -	\$21.34

All members in favor – motion carried.

**Resolution No. 114 -15** “Authorization for Court Clerks to Attend Annual 2015 NYS Magistrates SEI and Court Operations Spring Training” offered by Councilperson Joyce and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize Joan M VanDenburgh and Victoria Smith to attend the Annual 2015 NYS Magistrates SEI and Court Operations Spring Training.

BE IT RESOVLED, Joan M VanDenburgh will be attending the Annual 2015 NYS Magistrates SEI and Court Operations Spring Training on Thursday, June 4, 2015.

BE IT RESOLVED, Victoria Smith will be attending the Annual 2015 NYS Magistrates SEI and Court Operations Spring Training on Friday, June 5, 2015.

BE IT RESOLVED, Joan M VanDenburgh and Victoria Smith will be submitting a voucher for mileage for attending the Annual 2015 NYS Magistrates SEI and Court Operations Spring Training, being held at the Third District Administrative Office.

All members in favor – motion carried.

**Resolution No. 115 -15** “Town Board Support of the Annual Tour of the Catskills Bicycle Race” offered by Councilperson Cords and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby support the 8<sup>th</sup> Annual Tour of the Catskills Cycling Race which will travel on roads in the Town of Cairo on July 31st – August 2nd, Sunday 9am-3pm.

All members in favor – motion carried.

**Resolution No. 116 -15** “Planning Board Member Appointment” offered by Councilperson Joyce and seconded by Councilperson Cords:

Be it resolved, that the Town Board of the Town of Cairo does hereby appoint Richard Lorenz to the Planning Board with a term to end December 31, 2021, Seat D.

All members in favor – motion carried.

**Resolution No. 117 -15** “Authorization for Court Clerks to attend monthly Magistrates Meetings for the 2015 Year”

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize Joan M VanDenburgh and Victoria Smith to attend monthly meetings for the 2015 year presented by the New York State Association of Magistrates. The meeting are being, tentatively, held on the fourth Thursday of each month: January 22, February 26, March 26, April 23, May 28, June 25, July 23, August 27, September 24, October 22, November 26, and December 24, 2015\*.

All members in favor – motion carried.

**Resolution No. 118 -15** “Authorization for Court Clerks to attend Quarterly Greene County Clerks Magistrates Meetings for the 2015 year” offered by Councilperson Cords and seconded by Supervisor Banta:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize Joan M VanDenburgh and Victoria Smith to attend quarterly meetings for the 2015 year presented by the New York State Association of Magistrates Court Clerks. Joan M VanDenburgh is the County Representative for the NYSAMCC of Greene County. The meetings are being, tentatively, held on the following dates, - March 4, June 3, September 2, and November 4, 2015.\* Our meetings will have guest speakers on various topics.

All members in favor – motion carried.

**Resolution No. 119 -15** “Authorize Supervisor to Sign Contract with Bond Counsel” offered by Councilperson Ostrander and seconded by Councilperson Cords:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize Supervisor Banta to sign the contract with the Law Offices of Rodenhausen Chale LLP as Bond Counsel for the Town.

All members in favor – motion carried.

**Resolution No. 120 -15** “Bond Resolution dated June 1, 2015” offered by

Councilperson Ostrander and seconded by Councilperson Cords:

**BOND RESOLUTION DATED JUNE 1, 2015**

A RESOLUTION AUTHORIZING THE ISSUANCE OF SERIAL BONDS OF THE TOWN OF CAIRO, GREENE COUNTY, NEW YORK IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$600,000 PURSUANT TO THE LOCAL FINANCE LAW TO FINANCE THE REPLACEMENT OF HAROLD MEYER ROAD AND SANDY PLAINS ROAD BRIDGES IN THE TOWN OF CAIRO, GREENE COUNTY, NEW YORK, AND DELEGATING CERTAIN POWERS IN CONNECTION THEREWITH TO THE TOWN SUPERVISOR

BE IT RESOLVED, by the Town Board of the Town of Cairo, Greene County, New York (the "Town") (by the favorable vote of not less than two-thirds of all of the members of the Town Board) as follows:

SECTION 1. The specific purpose (hereinafter referred to as "purpose") to be financed pursuant to this resolution is the replacement of the Harold Meyer Road bridge and the Sandy Plains Road bridge with pre-cast concrete culvert structures, including surveys, engineering and other preliminary and incidental costs. The aggregate estimated maximum cost of said purpose is \$600,000 and said amount is hereby appropriated therefor. It is hereby determined that said purpose is an object or purpose described in subdivision 10 of paragraph a of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of said purpose is 10 years.

SECTION 2. It is hereby determined that the aforesaid purpose constitutes a Type II action as defined under the State Environmental Quality Review Regulations, 6 NYCRR Part 617, which has been determined under SEQRA not to have a significant impact on the environment.

SECTION 3. It is hereby determined that the proposed maturity of the obligations authorized by this resolution will not be in excess of five years from the original date of issuance of such obligations.

SECTION 4. The Town Board plans to finance the cost of said purpose by the issuance of serial bonds of the Town in an amount not to exceed \$600,000, hereby authorized to be issued therefor pursuant to the Local Finance Law. The Town expects to redeem all or a portion of the bonds from the proceeds of anticipated FEMA grants.

SECTION 5. Current funds are not required to be provided prior to the issuance of the bonds authorized by this resolution or any notes issued in anticipation of said bonds.

SECTION 6. The proceeds of the bonds herein authorized and any bond anticipation notes issued in anticipation of said bonds may be applied to reimburse the Town for expenditures made after the effective date of this resolution for the purpose for which said bonds are

authorized. This resolution shall constitute a statement of official intent for purposes of Section 1.150-2 of the Treasury Regulations.

SECTION 7. Each of the bonds authorized by this resolution and any bond anticipation notes issued in anticipation of said bonds, shall contain the recital of validity prescribed by Section 52.00 of the Local Finance Law. The faith and credit of the Town are hereby irrevocably pledged for the payment of the principal of and interest on said bonds as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on said bonds becoming due and payable in such year. There shall annually be levied on all the taxable real property of the Town a tax sufficient to pay the principal of and interest on said bonds as the same become due and payable.

SECTION 8. Subject to the terms and contents of this resolution and the Local Finance Law, and pursuant to the provisions of Sections 30.00, 50.00 and 56.00 to 63.00, inclusive, of said Law, the power to authorize bond anticipation notes in anticipation of the issuance of the serial bonds authorized by this resolution and the renewals of said notes and the power to prescribe the terms, form and contents of said serial bonds and said bond anticipation notes (including without limitation the date, denominations, maturities, interest payment dates, consolidation with other issues, and redemption rights), the power to determine to issue said bonds providing for substantially level or declining debt service, and the power to sell and deliver said serial bonds (including as statutory installment bonds), and any bond anticipation notes issued in anticipation of the issuance of such bonds, is hereby delegated to the Town Supervisor, the Chief Fiscal Officer of the Town. The Town Supervisor is hereby authorized to sign any serial bonds issued pursuant to this resolution and any bond anticipation notes issued in anticipation of the issuance of said serial bonds, and the Town Clerk is hereby authorized to affix the corporate seal of the Town to any of said serial bonds or any bond anticipation notes and to attest such seal.

SECTION 9. The Town Supervisor is further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the bonds authorized by this resolution, and any notes issued in anticipation thereof, as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code") and to designate the bonds authorized by this resolution and any notes issued in anticipation thereof as "qualified tax-exempt bonds" for purposes of Section 265(b)(3)(B)(i) of the Code.

SECTION 10. The validity of said serial bonds or of any bond anticipation notes issued in anticipation of the sale of said serial bonds may be contested only if:

(1) Such obligations are authorized for an object or purpose for which the Town is not authorized to expend money; or

(2) The provisions of law which should be complied with at the date of the publication of this resolution are not substantially complied with; and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication; or

(3) Such obligations are authorized in violation of the provisions of the Constitution of New York.



SECTION 11. The Town Clerk is hereby authorized and directed to publish this resolution, or a summary thereof, together with a notice in substantially the form provided by Section 81.00 of the Local Finance Law, in the Catskill Daily Mail, being a newspaper having a general circulation in the Town and hereby designated as the official newspaper of the Town for such publication.

SECTION 12. This resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to vote on a roll call, which resulted as follows:

Ted Banta III	VOTING	Aye
Doug Ostrander	VOTING	Aye
Mary Jo Cords	VOTING	Aye
Dan Joyce	VOTING	Aye
Tony Puorro	VOTING	Absent

The foregoing resolution was thereupon declared duly adopted.

**Resolution No. 121 -15** “Hire Contractor for Harold Myer Culvert Replacement FEMA” offered by Councilperson Ostrander and seconded by Councilperson Cords:

WHEREAS, Highway Superintendent Robert Hempstead advertised for bids on the large FEMA project known as Harold Myers Culvert Replacement and the bid opening was on May 20, 2015 at 2:30pm in the meeting room of Town Hall.

Present for the bid opening was Ted Banta, Town Supervisor, Debra Sommer, First Deputy Town Clerk, Robert Hempstead, Highway Superintendent, Richard Praetorius of Praetorius and Conrad, P.C.

There were eight bids received, and results are as follows:

Advanced Enterprise Concrete & Excavation, Inc.	197,845.00
Arold Construction Company, Inc.	249,870.00
A. Colarusso & Son, Inc.	218,522.00
Kingston Equipment Rental, Inc.	251,640.00
Maple Ridge Enterprises Inc.	209,904.00
Precision Concrete	199,718.00
Steven Miller General Contractors, Inc.	271,728.00
J. Mullen & Sons, Inc.	445,410.00

WHEREAS, Praetorius and Conrad, P.C. hired by the Town of Cairo as the FEMA project engineering firm on the Harold Myers Culvert Replacement has reviewed and researched

bids and recommends that the Town of Cairo hire Advanced Enterprise Concrete & Excavation, Inc. for the Harold Myers Culvert Replacement Project.

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby hire to the lowest responsible bidder, Advanced Enterprise Concrete & Excavation, Inc., on the Harold Myers Culvert Replacement Project for the bid price of \$197,845.00.

All members in favor – motion carried.

**Resolution No. 122 -15** “Hire Contractor for Sandy Plains Culvert Replacement FEMA Project” offered by Supervisor Banta and seconded by Councilperson Ostrander:

WHEREAS, Highway Superintendent Robert Hempstead advertised for bids on the large FEMA project known as Sandy Plains Culvert Replacement and the bid opening was on May 20, 2015 at 2:30pm in the meeting room of Town Hall.

Present for the bid opening was Ted Banta, Town Supervisor, Debra Sommer, First Deputy Town Clerk, Robert Hempstead, Highway Superintendent, Richard Praetorius of Praetorius and Conrad, P.C.

There were seven bids received, and results are as follows:

Advanced Enterprise Concrete & Excavation, Inc.	247,140.00
Arold Construction Company, Inc.	342,540.00
A. Colarusso & Son, Inc.	282,100.00
Kingston Equipment Rental, Inc.	318,044.00
Maple Ridge Enterprises Inc.	294,936.00
Precision Concrete	292,302.00
Steven Miller General Contractors, Inc.	346,500.00

WHEREAS, Praetorius and Conrad, P.C. hired by the Town of Cairo as the FEMA project engineering firm on the Sandy Plains Culvert Replacement has reviewed and researched bids and recommends that the Town of Cairo hire Advanced Enterprise Concrete & Excavation, Inc. for the Sandy Plains Culvert Replacement Project.

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby hire to the lowest responsible bidder, Advanced Enterprise Concrete & Excavation, Inc., on the Sandy Plains Culvert Replacement Project for the bid price of \$247,140.00

All members in favor – motion carried.

**Resolution No. 123 -15** “Authorize Supervisor to Sign Columbia Greene Workforce Worksite Agreement” offered by Councilperson Joyce and seconded by Councilperson Cords:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize Supervisor Banta to sign the Columbia Greene Workforce Worksite Agreement for 2015 Summer Youth Employment and Training Program.

All members in favor – motion carried.

**Resolution No. 124 -15** “Grant Permit to homeowner to reside in Travel Trailer While They Rebuild Home” offered by Councilperson Cords and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the CEO to grant a permit to Mr. & Mrs. Carrado of 235 Floyd Hawver Road, to reside in a travel trailer while their home is built after being destroyed by fire.

All members in favor – motion carried.

**Resolution No. 125 -15** “Move Forward with Ambulance Building Proposal from Scott Lane” offered by Councilperson Cords and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby agree to move forward with ambulance building proposal from Scott Lane, P.E in the amount of \$3,500.

All members in favor – motion carried.

**Public Comment**

Robert Uzillia asked about the time frame for doing the sidewalk project on Main Street.

Supervisor Banta explained that the Town would need about \$400,000 to do the sidewalk project with bike path. The Board needs to discuss how they are going to do this and where they will get more funding for the project.

Sylvia Hasenkopf reported there are about 250 Hometown Hero Banners up around the town. There are more people coming to town to look at our banners.

Robert Uzillia asked if the power lines from the dispatch building for the solar farm could be buried.

Councilperson Joyce asked if the Planning Board was ever informed of the solar farm going in the County Farm.

Planning Board Chairman Dan Benoit explained the Planning Board was contacted either by an engineer or Solar City on the County solar farm project, and asked if this project had to go through the Site Plan Review. Dan Benoit informed them they did not have to go through the Site Plan Review process. He based his decision on the fact the County did not have to go through the Site Plan Review process when they put up the 911 Building. He said the Town may receive a letter asking that the County be Lead Agency in the project.

Planning Board Chairman Dan Benoit reminded the Board that he had asked for referendum on the Zoning issue. He said the Attorney for the Town Tal Rappleyea informed him the Town could not pay for the referendum vote. Dan Benoit informed the Town Board he obtained private funding for the referendum and asked if it could be for this November's election.

Tal Rappleyea said it could be on the ballot in November, but it would be a non-binding referendum.

Supervisor Banta explained the Board has taken public input and has changed and amended the Zoning document many times.

Dan Benoit asked the Town Board for a vote on the matter of a referendum.

Councilperson Cords said she feels it is a good idea to have a referendum.

Councilperson Joyce said there is a possibility the Board will vote on the Zoning before the November elections. Dan Benoit said that if the Board agreed to a referendum, then the Town Board would not vote on Zoning until after the elections.

Chairman Dan Benoit asked about the comments that were submitted to the Town Board on the subject of Zoning. He said the Town Board did not have to review the comments. He said once the comments were reviewed by the Town Board, it needed to be done in a public meeting and not in a closed meeting.

Supervisor Banta explained the meetings were not closed but were with the Town's attorneys.

Tal Rappleyea said that everything they did in the attorney-client meetings were solely for attorney-client benefit.

Supervisor Banta stated the public hearing for zoning has not been determined and will be at a future date.

Tal Rappleyea said the Town Board should askT the consultant if she is interested in performing the SEQR Review.

A motion was made by Councilperson Joyce and seconded by Councilperson Cords to adjourn the meeting at 8:50 PM.

Respectfully submitted,

Tara A. Rumph, RMC,  
Cairo Town Clerk



## **Minutes**

**Town of Cairo  
Town Board Special Meeting @ 9am  
Location: Town Hall Meeting Room**

**June 10, 2015**

The Town Board of the Town of Cairo met for a Special Town Board meeting on Wednesday, June 10, 2015 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 6:00 PM and then asked the attendees to Pledge Allegiance to the Flag. The following Board Members were in attendance: Councilperson Cords and Councilperson Joyce. Councilperson Puorro and Councilperson Ostrander were absent.

Supervisor Banta opened the special meeting to engage in Labor Negotiations with the Ambulance and Highway Departments respectively.

**Resolution No. 126 -15** “Board to Move into Executive Session” offered by Councilperson Joyce and seconded by Councilperson Cords:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 9:15 AM to engage in labor negotiations.

All members in favor – motion carried.

**Resolution No. 127 -15** “Board to exit Executive Session” offered by Councilperson Joyce and seconded by Councilperson Cords.

All members in favor – motion carried.

**Resolution No. 128 -15** “Hire Nan Stolzenburg for SEQR work” offered by Councilperson Cords and seconded by Councilperson Joyce:

The Town Board of Cairo hereby hires Nan Stolzenburg of Community Planning & Environmental Associates based on the fee schedule and cost estimate presented.

All members in favor – motion carried.

**Resolution No. 129 -15** “Pay additional money for July 4<sup>th</sup> Fireworks Display” offered by Supervisor Banta and seconded by Councilperson Cords:

The Town Board of Cairo hereby approves an additional expense of \$500 for a total of \$4,500 for the July 4<sup>th</sup> Fireworks Display.

All members in favor – motion carried.

Respectfully submitted,

Ted Banta  
Supervisor

**TOWN OF CAIRO**

**July 6, 2015**

**RESOLUTION NO. \_\_\_\_\_**

**“Receipt of Monthly Supervisor’s Report”**

Councilperson \_\_\_\_\_ offered the following resolution and moved its adoption:

WHEREAS, it has been recommended by the NYS Comptroller’s Office in the Town of Cairo Report of Examination 2008M-175, that the Supervisor should present a Monthly Report to the Town Board members consisting of cash receipts, cash disbursements, and a budget versus actual report for expenses and revenues, and it be documented in the minutes; therefore, be it,

RESOLVED, that the Town Board Members accept the monthly Supervisor’s Report for May, 2015.

SECONDED BY COUNCILPERSON \_\_\_\_\_

COUNCILPERSON JOYCE	AYE	NAY
COUNCILPERSON OSTRANDER	AYE	NAY
COUNCILPERSON PUORRO	AYE	NAY
COUNCILPERSON CORDS	AYE	NAY
SUPERVISOR BANTA	AYE	NAY

AYE \_\_\_\_\_ NAY \_\_\_\_\_ ABSENT \_\_\_\_\_ CARRIED \_\_\_\_\_ DEFEATED \_\_\_\_\_



**TOWN OF CAIRO**

**July 6, 2015**

**RESOLUTION NO \_\_\_\_\_**

**“Accepting Sewer Penalties”**

**June 15, 2015**

Councilperson\_\_\_\_\_ offered the following resolution and moved its adoption:

WHEREAS, it is necessary for the Sewer Penalties be authorized by the Town Board and documented in the minutes; therefore, be it

RESOLVED, that the Town Board accepts the Sewer Penalties as presented from the Sewer Administrator in the amount of \$2,487.78 dated June 15, 2015

COUNCILPERSON CORDS	AYE	NAY
COUNCILPERSON JOYCE	AYE	NAY
COUNCILPERSON OSTRANDER	AYE	NAY
COUNCILPERSON PUORRO	AYE	NAY
SUPERVISOR BANTA	AYE	NAY

AYE \_\_\_ NAY \_\_\_ ABSENT \_\_\_\_\_ CARRIED \_\_\_\_\_ DEFEATED \_\_\_

# TOWN OF CAIRO

July 6, 2015

## RESOLUTION NO. \_\_\_\_\_

“Accepting EDU Billing”

Councilperson \_\_\_\_\_ offered the following resolution and moved its adoption:

WHEREAS, it is necessary for the Quarterly Sewer EDU Billing be authorized by the Town Board and documented in the minutes; therefore, be it

RESOLVED, that the Town board accepts the Sewer EDU Billing as presented from the Sewer Administrator in the amount of \$58,525.00 dated June 2, 2015.

SECONDED BY COUNCILPERSON \_\_\_\_\_

COUNCILPERSON CORDS	AYE	NAY
COUNCILPERSON JOYCE	AYE	NAY
COUNCILPERSON OSTRANDER	AYE	NAY
COUNCILPERSON PUORRO	AYE	NAY
SUPERVISOR BANTA	AYE	NAY

AYE \_\_\_\_\_ NAY \_\_\_\_\_ ABSENT \_\_\_\_\_ CARRIED \_\_\_\_\_ DEFEATED \_\_\_\_\_

**TOWN OF CAIRO**

**July 6, 2015**

**RESOLUTION NO. \_\_\_\_\_**

**“Purchase of Filing Cabinets for the Tax Assessor”**

Councilperson \_\_\_\_\_ offered the following resolution  
and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve the  
purchase of file cabinets previously ordered from WB Mason Supply Company under  
NYS contract: price quoted is \$222.68.

SECONDED BY COUNCILPERSON \_\_\_\_\_

COUNCILPERSON JOYCE	AYE	NAY
COUNCILPERSON OSTRANDER	AYE	NAY
COUNCILPERSON PUORRO	AYE	NAY
COUNCILPERSON CORDS	AYE	NAY
SUPERVISOR BANTA	AYE	NAY

AYE \_\_\_\_\_ NAY \_\_\_\_\_ ABSENT \_\_\_\_\_ CARRIED \_\_\_\_\_ DEFEATED \_\_\_\_\_

**TOWN OF CAIRO**

**July 6, 2015**

**RESOLUTION NO. \_\_\_\_\_**

**“Purchase of Computer for Water & Sewer Department”**

Councilperson \_\_\_\_\_ offered the following resolution  
and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve the  
purchase of a computer & applicable technical support for the Water & Sewer Department  
in the amount of \$2,304.98 from ITS.

SECONDED BY COUNCILPERSON \_\_\_\_\_

COUNCILPERSON JOYCE	AYE	NAY
COUNCILPERSON OSTRANDER	AYE	NAY
COUNCILPERSON PUORRO	AYE	NAY
COUNCILPERSON CORDS	AYE	NAY
SUPERVISOR BANTA	AYE	NAY

AYE \_\_\_\_ NAY \_\_\_\_ ABSENT \_\_\_\_ CARRIED \_\_\_\_ DEFEATED \_\_\_\_

Attached is a 2<sup>nd</sup> bid from Dell for the same computers as the bid from Joe at ITS

Dell's bid is \$2,200.02 (plus \$70.00 shipping) not including the \$540 tech support on ITS bid.

2.00 Load System Image to Customer Specifications with i.t.s. customizations \$185.00 \$370.00

2.00 Standard Technician Local - Onsite Deployment \$85.00 \$170.00

I.T.S. bid is \$2,304.98 including the Tech support

Basically...

Same computers delivered (hardware and software) from Dell \$2,270.02

Same computers delivered (hardware and software) from I.T.S. \$1,764.98

Michael Lamanec

Cairo Water & Sewer Administrator  
PO Box 728  
Cairo, NY 12413

518-622-0052

# TOWN OF CAIRO

July 6, 2015

## RESOLUTION NO. \_\_\_\_\_

“Authorize Town Bookkeeper to Attend NYS State Comptroller Seminar”

Councilperson \_\_\_\_\_ offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Town Bookkeeper to attend a no-cost Seminar for Local Officials sponsored by the NYS Office of the State Comptroller on July 27, 2015; and

BE IT FURTHER RESOLVED, that mileage and toll expenses will be reimbursed according to the Town of Cairo Travel Policy.

SECONDED BY COUNCILPERSON \_\_\_\_\_

COUNCILPERSON CORDS	AYE	NAY
COUNCILPERSON JOYCE	AYE	NAY
COUNCILPERSON OSTRANDER	AYE	NAY
COUNCILPERSON PUORRO	AYE	NAY
SUPERVISOR BANTA	AYE	NAY

AYE \_\_\_\_\_ NAY \_\_\_\_\_ ABSENT \_\_\_\_\_ CARRIED \_\_\_\_\_ DEFEATED \_\_\_\_\_

# Seminar For Local Officials

**Date:** Monday, July 27, 2015

**Location:** Office of the State Comptroller, 110 State Street, Albany, New York 12236

**Registration:** 8:00 a.m. – 9:00 a.m. • **Event:** 9:00 a.m. – 4:00 p.m.

## Agenda

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**8:00 – 9:00 a.m.      Registration**

**9:00 – 9:15 a.m.      Welcome**

**9:15 – 10:30 a.m.      What to Expect from an OSC Audit**

What can you expect if you are selected to be audited by the Office of the State Comptroller? This session will familiarize you with the entire audit process: from its early stages to final report. Learn what the auditors are looking for, the professional standards they follow, and your role in the process. We'll also discuss some common findings and best practice recommendations, in an effort to help you avoid similar circumstances and take corrective action before an audit.

**10:30 – 10:45 a.m.      Break**

**10:45 – 12:00 p.m.      Developing an Effective Fund Balance Policy**

Fund balance is an important element of an entity's financial condition. This session will explain the components of fund balance, factors to consider when determining a reasonable amount of fund balance, and the need for an effective fund balance policy.

**12:00 – 1:00 p.m.      Lunch**

**1:00 – 2:15 p.m.      Financial Condition Analysis**

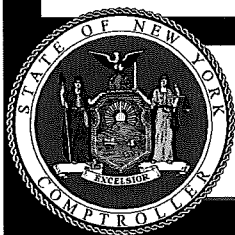
This session will help you analyze the financial condition of your municipality or school district. We will discuss the key solvency areas for assessing a unit's ability to finance its operations and other factors to assess financial condition. We'll also include a brief discussion of OSC's Fiscal Stress Monitoring System.

**2:15 – 2:30 p.m.      Break**

**2:30 – 3:45 p.m.      Fraud Prevention and Detection**

This session will identify steps local officials can take to help prevent and detect fraud and abuse. Participants will learn about potential red flags, the fraud triangle, what makes organizations vulnerable to fraud, and what can be done to minimize the risks.

**3:45 – 4:00 p.m.      Wrap-up**



**New York State Office of the State Comptroller**  
Division of Local Government and School Accountability

# TOWN OF CAIRO

July 6, 2015

## RESOLUTION NO. \_\_\_\_\_

“Budget Amendments and Payment of Bills on Abstract #315”

Councilperson \_\_\_\_\_ offered the following resolution and moved its adoption:

WHEREAS, town law requires that no fund or appropriation account may be overdrawn; and

WHEREAS, payment of bills should be properly authorized and documented in the minutes;  
therefore be it

RESOLVED, the Town Board does hereby authorize the following budget amendments:

From	A-1620.408	Annex-Contractual	-5,000.00
From	A-1620.4	Town Hall-Contractual	-7,769.84
To	A-1620.202	Bldgs- Bldg. Improvements	+12,769.84

And be it further RESOLVED, the Town Board does hereby authorize that Abstract #315, consisting of 2015 Vouchers #1738 through #1869 in the amount of \$152,553.88 is approved for payment.

The total amount to be paid from the:

General Fund -	\$91,036.51	Hydrant -	
Highway Fund -	\$45,753.42	Sewer Fund -	\$8,766.19
Cap. Water Fund -		Water Fund -	\$3,774.51
Cap. Sewer Fund -		Trust & Agency -	\$3,223.25

SECONDED BY COUNCILPERSON \_\_\_\_\_

COUNCILPERSON CORDS	AYE	NAY
COUNCILPERSON JOYCE	AYE	NAY
COUNCILPERSON OSTRANDER	AYE	NAY
COUNCILPERSON PUORRO	AYE	NAY
SUPERVISOR BANTA	AYE	NAY

AYE \_\_\_\_\_ NAY \_\_\_\_\_ ABSENT \_\_\_\_\_ CARRIED \_\_\_\_\_ DEFEATED \_\_\_\_\_



**Full Environmental Assessment Form**  
**Part 1 - Project and Setting**

**Instructions for Completing Part 1**

**Part 1 is to be completed by the applicant or project sponsor.** Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification.

Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either “Yes” or “No”. If the answer to the initial question is “Yes”, complete the sub-questions that follow. If the answer to the initial question is “No”, proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the project sponsor to verify that the information contained in Part 1 is accurate and complete.

**A. Project and Sponsor Information.**

Name of Action or Project: Adoption of the Zoning Law of the Town of Cairo, Greene County, NY		
Project Location (describe, and attach a general location map): Includes the entire Town of Cairo, in Greene County, NY. See attached map		
Brief Description of Proposed Action (include purpose or need):  The proposed action is the adoption of a zoning law to regulate land uses in the Town of Cairo, Greene County, NY. This proposed zoning law is designed to implement land use related visions and goals as established by the Town in the 2004 Town of Cairo Comprehensive Plan. The proposed zoning law affects the entire land area within Cairo, and serves to promote the health, safety and welfare of the Town through land use regulations with purposes tied to the Comprehensive Plan. It establishes various districts, uses, lot size and building dimensions, and supplemental regulations that promote those purposes.		
Name of Applicant/Sponsor: Town of Cairo, Town Board	Telephone: 518-622-3120	
	E-Mail: supervisor@townofcairo.com	
Address: 512 Main Street		
City/PO: Cairo	State: NY	Zip Code: 12413
Project Contact (if not same as sponsor; give name and title/role): Ted Banta, Town Supervisor	Telephone: 518-622-3120 ext 113	
	E-Mail: supervisor@townofcairo.com	
Address: 512 Main Street		
City/PO: Cairo	State: NY	Zip Code: 12413
Property Owner (if not same as sponsor):	Telephone:	
	E-Mail:	
Address:		
City/PO:	State:	Zip Code:

## B. Government Approvals

**B. Government Approvals, Funding, or Sponsorship.** (“Funding” includes grants, loans, tax relief, and any other forms of financial assistance.)

Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Council, Town Board, <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No or Village Board of Trustees	Town Board, Approval of Local Law adopting Zoning	Zoning Commission Report submitted to Town Board June, 2013
b. City, Town or Village <input type="checkbox"/> Yes <input type="checkbox"/> No Planning Board or Commission		
c. City Council, Town or <input type="checkbox"/> Yes <input type="checkbox"/> No Village Zoning Board of Appeals		
d. Other local agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
e. County agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Planning Board for 239-m review	May 19, 2015
f. Regional agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
g. State agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
h. Federal agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
i. Coastal Resources. i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No iii. Is the project site within a Coastal Erosion Hazard Area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

## C. Planning and Zoning

### C.1. Planning and zoning actions.

Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed? ☒ Yes ☐ No

- If Yes, complete sections C, F and G.
- If No, proceed to question C.2 and complete all remaining sections and questions in Part 1

### C.2. Adopted land use plans.

a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located? ☒ Yes ☐ No

If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located? ☒ Yes ☐ No

b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?) ☒ Yes ☐ No

If Yes, identify the plan(s):

the western portion of the Town, included in the Catskill's, are within the NYC Watershed Boundary, Town of Cairo is a Greenway Community (May 2003)

c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan? ☒ Yes ☐ No

If Yes, identify the plan(s):

Greene County Open Space Plan (2002), Greene County Agriculture and Farmland Protection Plan (2002). The Town also is included in the Greene County Hudson River Corridor Study (2008), Greene County Tourism Trail Plan (2014), Greene County Comprehensive Economic Development Plan (2007), Town of Cairo Main Street Plan, 2004 Town of Cairo Comprehensive Plan (also references 1972 Comprehensive Plan and 1995 Update to that).

### C.3. Zoning

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance. ☐ Yes ☒ No  
If Yes, what is the zoning classification(s) including any applicable overlay district?

This action is to adopt the first zoning law in the Town of Cairo

b. Is the use permitted or allowed by a special or conditional use permit? ☐ Yes ☐ No

c. Is a zoning change requested as part of the proposed action? ☐ Yes ☐ No

If Yes,

i. What is the proposed new zoning for the site? \_\_\_\_\_

### C.4. Existing community services.

a. In what school district is the project site located? Cairo-Durham Central School District

b. What police or other public protection forces serve the project site?

New York State Police, Greene County Sheriff, Town of Cairo Police Department

c. Which fire protection and emergency medical services serve the project site?

Cairo Fire Department - Cairo Hose Company and Round Top Fire Company

d. What parks serve the project site?

Angelo Canna Town Park, Dog Park, Walking Path, Nature Center, Three Bears Picnic Area, Cairo=Durham School facilities, State Lands and Trails

### D. Project Details

#### D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)?

b. a. Total acreage of the site of the proposed action? \_\_\_\_\_ acres

b. Total acreage to be physically disturbed? \_\_\_\_\_ acres

c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? \_\_\_\_\_ acres

c. Is the proposed action an expansion of an existing project or use? ☐ Yes ☐ No

i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % \_\_\_\_\_ Units: \_\_\_\_\_

d. Is the proposed action a subdivision, or does it include a subdivision? ☐ Yes ☐ No

If Yes,

i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types)

ii. Is a cluster/conservation layout proposed? ☐ Yes ☐ No

iii. Number of lots proposed? \_\_\_\_\_

iv. Minimum and maximum proposed lot sizes? Minimum \_\_\_\_\_ Maximum \_\_\_\_\_

e. Will proposed action be constructed in multiple phases? ☐ Yes ☐ No

i. If No, anticipated period of construction: \_\_\_\_\_ months

ii. If Yes:

- Total number of phases anticipated \_\_\_\_\_

- Anticipated commencement date of phase 1 (including demolition) \_\_\_\_\_ month \_\_\_\_\_ year

- Anticipated completion date of final phase \_\_\_\_\_ month \_\_\_\_\_ year

- Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: \_\_\_\_\_

f. Does the project include new residential uses? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes, show numbers of units proposed.				
	<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>
Initial Phase	_____	_____	_____	_____
At completion	_____	_____	_____	_____
of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes,	
i. Total number of structures _____ ii. Dimensions (in feet) of largest proposed structure: _____ height; _____ width; and _____ length iii. Approximate extent of building space to be heated or cooled: _____ square feet	

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes,	
i. Purpose of the impoundment: _____ ii. If a water impoundment, the principal source of the water: <span style="float: right;"><input type="checkbox"/> Ground water <input type="checkbox"/> Surface water streams <input type="checkbox"/> Other specify: _____</span> iii. If other than water, identify the type of impounded/contained liquids and their source. _____ iv. Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres v. Dimensions of the proposed dam or impounding structure: _____ height; _____ length vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): _____ _____	

**D.2. Project Operations**

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite) If Yes:	
i. What is the purpose of the excavation or dredging? _____ ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site? • Volume (specify tons or cubic yards): _____ • Over what duration of time? _____ iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. _____ _____ iv. Will there be onsite dewatering or processing of excavated materials? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If yes, describe. _____ _____ v. What is the total area to be dredged or excavated? _____ acres vi. What is the maximum area to be worked at any one time? _____ acres vii. What would be the maximum depth of excavation or dredging? _____ feet viii. Will the excavation require blasting? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> ix. Summarize site reclamation goals and plan: _____ _____ _____	

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes:	
i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): _____ _____ _____	

*ii.* Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*iii.* Will proposed action cause or result in disturbance to bottom sediments? ☐ Yes ☐ No  
If Yes, describe: \_\_\_\_\_

*iv.* Will proposed action cause or result in the destruction or removal of aquatic vegetation? ☐ Yes ☐ No  
If Yes:

- acres of aquatic vegetation proposed to be removed: \_\_\_\_\_
- expected acreage of aquatic vegetation remaining after project completion: \_\_\_\_\_
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): \_\_\_\_\_
- proposed method of plant removal: \_\_\_\_\_
- if chemical/herbicide treatment will be used, specify product(s): \_\_\_\_\_

*v.* Describe any proposed reclamation/mitigation following disturbance: \_\_\_\_\_

\_\_\_\_\_

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*c.* Will the proposed action use, or create a new demand for water? ☐ Yes ☐ No  
If Yes:

*i.* Total anticipated water usage/demand per day: \_\_\_\_\_ gallons/day

*ii.* Will the proposed action obtain water from an existing public water supply? ☐ Yes ☐ No  
If Yes:

- Name of district or service area: \_\_\_\_\_
- Does the existing public water supply have capacity to serve the proposal? ☐ Yes ☐ No
- Is the project site in the existing district? ☐ Yes ☐ No
- Is expansion of the district needed? ☐ Yes ☐ No
- Do existing lines serve the project site? ☐ Yes ☐ No

*iii.* Will line extension within an existing district be necessary to supply the project? ☐ Yes ☐ No  
If Yes:

- Describe extensions or capacity expansions proposed to serve this project: \_\_\_\_\_
- Source(s) of supply for the district: \_\_\_\_\_

*iv.* Is a new water supply district or service area proposed to be formed to serve the project site? ☐ Yes ☐ No  
If Yes:

- Applicant/sponsor for new district: \_\_\_\_\_
- Date application submitted or anticipated: \_\_\_\_\_
- Proposed source(s) of supply for new district: \_\_\_\_\_

*v.* If a public water supply will not be used, describe plans to provide water supply for the project: \_\_\_\_\_

\_\_\_\_\_

*vi.* If water supply will be from wells (public or private), maximum pumping capacity: \_\_\_\_\_ gallons/minute.

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*d.* Will the proposed action generate liquid wastes? ☐ Yes ☐ No  
If Yes:

*i.* Total anticipated liquid waste generation per day: \_\_\_\_\_ gallons/day

*ii.* Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): \_\_\_\_\_

\_\_\_\_\_

*iii.* Will the proposed action use any existing public wastewater treatment facilities? ☐ Yes ☐ No  
If Yes:

- Name of wastewater treatment plant to be used: \_\_\_\_\_
- Name of district: \_\_\_\_\_
- Does the existing wastewater treatment plant have capacity to serve the project? ☐ Yes ☐ No
- Is the project site in the existing district? ☐ Yes ☐ No
- Is expansion of the district needed? ☐ Yes ☐ No

<ul style="list-style-type: none"> <li>• Do existing sewer lines serve the project site? _____</li> <li>• Will line extension within an existing district be necessary to serve the project? _____</li> </ul> <p>If Yes:</p> <ul style="list-style-type: none"> <li>• Describe extensions or capacity expansions proposed to serve this project: _____          _____          _____</li> </ul>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No	
<p>iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? _____</p> <p>If Yes:</p> <ul style="list-style-type: none"> <li>• Applicant/sponsor for new district: _____</li> <li>• Date application submitted or anticipated: _____</li> <li>• What is the receiving water for the wastewater discharge? _____</li> </ul>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<p>v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge, or describe subsurface disposal plans): _____          _____          _____</p>		
<p>vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____          _____          _____</p>		
<p>e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction? _____</p> <p>If Yes:</p> <p>i. How much impervious surface will the project create in relation to total size of project parcel?</p> <p style="padding-left: 40px;">_____ Square feet or _____ acres (impervious surface)</p> <p style="padding-left: 40px;">_____ Square feet or _____ acres (parcel size)</p> <p>ii. Describe types of new point sources. _____</p> <p>iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)? _____          _____</p> <ul style="list-style-type: none"> <li>• If to surface waters, identify receiving water bodies or wetlands: _____          _____</li> <li>• Will stormwater runoff flow to adjacent properties? _____</li> </ul>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No	
<p>iv. Does proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? _____</p>		
<p>f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations? _____</p> <p>If Yes, identify:</p> <p>i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles) _____</p> <p>ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers) _____</p> <p>iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation) _____</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No	
<p>g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit? _____</p> <p>If Yes:</p> <p>i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year) _____</p> <p>ii. In addition to emissions as calculated in the application, the project will generate:</p> <ul style="list-style-type: none"> <li>• _____ Tons/year (short tons) of Carbon Dioxide (CO<sub>2</sub>)</li> <li>• _____ Tons/year (short tons) of Nitrous Oxide (N<sub>2</sub>O)</li> <li>• _____ Tons/year (short tons) of Perfluorocarbons (PFCs)</li> <li>• _____ Tons/year (short tons) of Sulfur Hexafluoride (SF<sub>6</sub>)</li> <li>• _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydroflourocarbons (HFCs)</li> <li>• _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)</li> </ul>		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No

<p>h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Estimate methane generation in tons/year (metric): _____</p> <p>ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): _____</p>			
<p>i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): _____</p>			
<p>j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. When is the peak traffic expected (Check all that apply): <input type="checkbox"/> Morning <input type="checkbox"/> Evening <input type="checkbox"/> Weekend  <input type="checkbox"/> Randomly between hours of _____ to _____.</p> <p>ii. For commercial activities only, projected number of semi-trailer truck trips/day: _____</p> <p>iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____</p> <p>iv. Does the proposed action include any shared use parking? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: _____</p> <p>vi. Are public/private transportation service(s) or facilities available within ½ mile of the proposed site? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>			
<p>k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Estimate annual electricity demand during operation of the proposed action: _____</p> <p>ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): _____</p> <p>iii. Will the proposed action require a new, or an upgrade to, an existing substation? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>			
<p>l. Hours of operation. Answer all items which apply.</p> <table style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>i. During Construction:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <p>ii. During Operations:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul> </td> </tr> </table>		<p>i. During Construction:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul>	<p>ii. During Operations:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul>
<p>i. During Construction:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul>	<p>ii. During Operations:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul>		

<p>m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If yes:</p> <p>i. Provide details including sources, time of day and duration:</p> <p>_____</p> <p>_____</p>	
<p>ii. Will proposed action remove existing natural barriers that could act as a noise barrier or screen? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>Describe: _____</p> <p>_____</p>	
<p>n.. Will the proposed action have outdoor lighting? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If yes:</p> <p>i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:</p> <p>_____</p> <p>_____</p>	
<p>ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>Describe: _____</p> <p>_____</p>	
<p>o. Does the proposed action have the potential to produce odors for more than one hour per day? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: _____</p> <p>_____</p> <p>_____</p>	
<p>p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Product(s) to be stored _____</p> <p>ii. Volume(s) _____ per unit time _____ (e.g., month, year)</p> <p>iii. Generally describe proposed storage facilities: _____</p> <p>_____</p>	
<p>q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Describe proposed treatment(s):</p> <p>_____</p> <p>_____</p> <p>_____</p>	
<p>ii. Will the proposed action use Integrated Pest Management Practices? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>	
<p>r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Describe any solid waste(s) to be generated during construction or operation of the facility:</p> <ul style="list-style-type: none"> <li>• Construction: _____ tons per _____ (unit of time)</li> <li>• Operation : _____ tons per _____ (unit of time)</li> </ul> <p>ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:</p> <ul style="list-style-type: none"> <li>• Construction: _____</li> <li>_____</li> <li>• Operation: _____</li> <li>_____</li> </ul> <p>iii. Proposed disposal methods/facilities for solid waste generated on-site:</p> <ul style="list-style-type: none"> <li>• Construction: _____</li> <li>_____</li> <li>• Operation: _____</li> <li>_____</li> </ul>	



s. Does the proposed action include construction or modification of a solid waste management facility? ☐ Yes ☐ No

If Yes:

i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): \_\_\_\_\_

ii. Anticipated rate of disposal/processing:

- \_\_\_\_\_ Tons/month, if transfer or other non-combustion/thermal treatment, or
- \_\_\_\_\_ Tons/hour, if combustion or thermal treatment

iii. If landfill, anticipated site life: \_\_\_\_\_ years

t. Will proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste? ☐ Yes ☐ No

If Yes:

i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: \_\_\_\_\_

ii. Generally describe processes or activities involving hazardous wastes or constituents: \_\_\_\_\_

iii. Specify amount to be handled or generated \_\_\_\_\_ tons/month

iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: \_\_\_\_\_

v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility? ☐ Yes ☐ No

If Yes: provide name and location of facility: \_\_\_\_\_

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: \_\_\_\_\_

## E. Site and Setting of Proposed Action

E.1. Land uses on and surrounding the project site			
a. Existing land uses.			
i. Check all uses that occur on, adjoining and near the project site.			
<input type="checkbox"/> Urban	<input type="checkbox"/> Industrial	<input type="checkbox"/> Commercial	<input type="checkbox"/> Residential (suburban)
<input type="checkbox"/> Forest	<input type="checkbox"/> Agriculture	<input type="checkbox"/> Aquatic	<input type="checkbox"/> Rural (non-farm)
ii. If mix of uses, generally describe: _____			
b. Land uses and coverytypes on the project site.			
Land use or Coverytype	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces			
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• Agricultural (includes active orchards, field, greenhouse etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth or fill)			
• Other Describe: _____			

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v. Is the project site subject to an institutional control limiting property uses? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> <ul style="list-style-type: none"> <li>If yes, DEC site ID number: _____</li> <li>Describe the type of institutional control (e.g., deed restriction or easement): _____</li> <li>Describe any use limitations: _____</li> <li>Describe any engineering controls: _____</li> <li>Will the project affect the institutional or engineering controls in place? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></li> <li>Explain: _____            _____            _____</li> </ul>																
<b>E.2. Natural Resources On or Near Project Site</b>																
a. What is the average depth to bedrock on the project site? _____ feet																
b. Are there bedrock outcroppings on the project site? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %																
c. Predominant soil type(s) present on project site: <table style="width: 100%; border: none;"> <tr> <td style="border-bottom: 1px solid black; width: 60%;"></td> <td style="border-bottom: 1px solid black; width: 10%; text-align: right;">%</td> <td style="border-bottom: 1px solid black; width: 30%;"></td> </tr> <tr> <td style="border-bottom: 1px solid black;"></td> <td style="border-bottom: 1px solid black; text-align: right;">%</td> <td style="border-bottom: 1px solid black;"></td> </tr> <tr> <td style="border-bottom: 1px solid black;"></td> <td style="border-bottom: 1px solid black; text-align: right;">%</td> <td style="border-bottom: 1px solid black;"></td> </tr> </table>		%			%			%								
	%															
	%															
	%															
d. What is the average depth to the water table on the project site? Average: _____ feet																
e. Drainage status of project site soils: <table style="width: 100%; border: none;"> <tr> <td style="width: 30px;"><input type="checkbox"/></td> <td style="width: 100px;">Well Drained:</td> <td style="width: 100px; border-bottom: 1px solid black;"></td> <td style="width: 100px; text-align: right;">%</td> <td style="width: 100px;">of site</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Moderately Well Drained:</td> <td style="border-bottom: 1px solid black;"></td> <td style="text-align: right;">%</td> <td>of site</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Poorly Drained</td> <td style="border-bottom: 1px solid black;"></td> <td style="text-align: right;">%</td> <td>of site</td> </tr> </table>	<input type="checkbox"/>	Well Drained:		%	of site	<input type="checkbox"/>	Moderately Well Drained:		%	of site	<input type="checkbox"/>	Poorly Drained		%	of site	
<input type="checkbox"/>	Well Drained:		%	of site												
<input type="checkbox"/>	Moderately Well Drained:		%	of site												
<input type="checkbox"/>	Poorly Drained		%	of site												
f. Approximate proportion of proposed action site with slopes: <table style="width: 100%; border: none;"> <tr> <td style="width: 30px;"><input type="checkbox"/></td> <td style="width: 100px;">0-10%:</td> <td style="width: 100px; border-bottom: 1px solid black;"></td> <td style="width: 100px; text-align: right;">%</td> <td style="width: 100px;">of site</td> </tr> <tr> <td><input type="checkbox"/></td> <td>10-15%:</td> <td style="border-bottom: 1px solid black;"></td> <td style="text-align: right;">%</td> <td>of site</td> </tr> <tr> <td><input type="checkbox"/></td> <td>15% or greater:</td> <td style="border-bottom: 1px solid black;"></td> <td style="text-align: right;">%</td> <td>of site</td> </tr> </table>	<input type="checkbox"/>	0-10%:		%	of site	<input type="checkbox"/>	10-15%:		%	of site	<input type="checkbox"/>	15% or greater:		%	of site	
<input type="checkbox"/>	0-10%:		%	of site												
<input type="checkbox"/>	10-15%:		%	of site												
<input type="checkbox"/>	15% or greater:		%	of site												
g. Are there any unique geologic features on the project site? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes, describe: _____ _____																
h. Surface water features. <ul style="list-style-type: none"> <li>i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></li> <li>ii. Do any wetlands or other waterbodies adjoin the project site? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></li> </ul> If Yes to either <i>i</i> or <i>ii</i> , continue. If No, skip to E.2.i. <ul style="list-style-type: none"> <li>iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></li> <li>iv. For each identified regulated wetland and waterbody on the project site, provide the following information:             <table style="width: 100%; border: none;"> <tr> <td style="width: 20px;">•</td> <td style="width: 100px;">Streams:</td> <td style="width: 300px;">Name _____</td> <td style="width: 100px;">Classification _____</td> </tr> <tr> <td>•</td> <td>Lakes or Ponds:</td> <td>Name _____</td> <td>Classification _____</td> </tr> <tr> <td>•</td> <td>Wetlands:</td> <td>Name _____</td> <td>Approximate Size _____</td> </tr> <tr> <td>•</td> <td>Wetland No. (if regulated by DEC)</td> <td colspan="2">_____</td> </tr> </table> </li> </ul>	•	Streams:	Name _____	Classification _____	•	Lakes or Ponds:	Name _____	Classification _____	•	Wetlands:	Name _____	Approximate Size _____	•	Wetland No. (if regulated by DEC)	_____	
•	Streams:	Name _____	Classification _____													
•	Lakes or Ponds:	Name _____	Classification _____													
•	Wetlands:	Name _____	Approximate Size _____													
•	Wetland No. (if regulated by DEC)	_____														
v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If yes, name of impaired water body/bodies and basis for listing as impaired: _____ _____																
i. Is the project site in a designated Floodway? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>																
j. Is the project site in the 100 year Floodplain? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>																
k. Is the project site in the 500 year Floodplain? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>																
l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes: <ul style="list-style-type: none"> <li>i. Name of aquifer: _____</li> </ul>																

<p>m. Identify the predominant wildlife species that occupy or use the project site: _____</p> <p>_____</p> <p>_____</p>
<p>n. Does the project site contain a designated significant natural community? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Describe the habitat/community (composition, function, and basis for designation): _____</p> <p style="margin-left: 20px;">ii. Source(s) of description or evaluation: _____</p> <p style="margin-left: 20px;">iii. Extent of community/habitat:</p> <ul style="list-style-type: none"> <li>• Currently: _____ acres</li> <li>• Following completion of project as proposed: _____ acres</li> <li>• Gain or loss (indicate + or -): _____ acres</li> </ul>
<p>o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>
<p>p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>
<p>q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If yes, give a brief description of how the proposed action may affect that use: _____</p> <p>_____</p>
<p><b>E.3. Designated Public Resources On or Near Project Site</b></p>
<p>a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes, provide county plus district name/number: _____</p>
<p>b. Are agricultural lands consisting of highly productive soils present? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p style="margin-left: 20px;">i. If Yes: acreage(s) on project site? _____</p> <p style="margin-left: 20px;">ii. Source(s) of soil rating(s): _____</p>
<p>c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Nature of the natural landmark: <input type="checkbox"/> Biological Community <input type="checkbox"/> Geological Feature</p> <p style="margin-left: 20px;">ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____</p> <p>_____</p> <p>_____</p>
<p>d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p style="margin-left: 20px;">i. CEA name: _____</p> <p style="margin-left: 20px;">ii. Basis for designation: _____</p> <p style="margin-left: 20px;">iii. Designating agency and date: _____</p>

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on, or has been nominated by the NYS Board of Historic Preservation for inclusion on, the State or National Register of Historic Places?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
<i>i.</i> Nature of historic/archaeological resource: <input type="checkbox"/> Archaeological Site <input type="checkbox"/> Historic Building or District	
<i>ii.</i> Name: _____	
<i>iii.</i> Brief description of attributes on which listing is based: _____	
f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
g. Have additional archaeological or historic site(s) or resources been identified on the project site?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes:	
<i>i.</i> Describe possible resource(s): _____	
<i>ii.</i> Basis for identification: _____	
h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes:	
<i>i.</i> Identify resource: _____	
<i>ii.</i> Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): _____	
<i>iii.</i> Distance between project and resource: _____ miles.	
i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes:	
<i>i.</i> Identify the name of the river and its designation: _____	
<i>ii.</i> Is the activity consistent with development restrictions contained in 6NYCRR Part 666?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	

#### F. Additional Information

Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

#### G. Verification

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Title \_\_\_\_\_

## Full Environmental Impact Assessment Part I Additional Information

F. Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

### Expanded Description of Action

The Town of Cairo proposes to adopt a first zoning law. This action covers the entire land area of the township located within Greene County, NY. The Town's objective in this action is to achieve the overriding goals of, and implement various land use, environmental, and other purposes as outlined in its 2004 Comprehensive Plan. The baseline conditions used to develop the Zoning Law can be found in the Appendix of the Town of Cairo 2004 Comprehensive Plan.

The Town of Cairo initiated a planning process to establish goals, objectives, principles, guidelines, policies, standards and strategies for the growth and development of the community, as per NYS Town Law 272-a. The Comprehensive Plan was based upon a detailed set of data, maps, public input, and analysis. The 2004 Comprehensive Plan recognizes the important role of the environment in Cairo. The Town seeks to protect, preserve, maintain, and enhance the unique environmental features, both natural and man-made that make Cairo a unique and highly valued place. Various goals and strategies were devised to address critical issues of importance in Cairo. Chief among the recommended strategies was to implement various land use programs in Cairo with the primary goal to protect the environment, rural and community character, and promote economic activities that are consistent with those features.

In order to implement the land use and other recommendations in the Comprehensive Plan, the Town Board established a Cairo Zoning Commission to draft a set of land use regulations that will guide the future growth and development of the Town. The Cairo Zoning Commission, with the assistance of planning consultants commenced research and drafting of such a set of land use regulations for the town on June 4, 2007. Their work included a full GIS analysis of resources, evaluation of growth trends, conducting a town-wide hydrogeological study, evaluating the Greenway Principles of the Town, the Comprehensive Plan, the Main Street Study, and other documents, and public input.

Public input was extensive and included open Zoning Commission meetings, creation and maintenance of a zoning commission website and Facebook page, development and distribution of a FAQ on the Zoning Commission and process, multiple public meetings with acceptance of comments, creation of an executive summary of the zoning law, and conducting a public hearing. The Zoning Commission received dozens of public comments and further created a document showing how each comment was addressed in a re-draft of the proposed zoning. The Zoning Commission submitted a final report to the Town Board in July 2011.

This zoning law is designed to help the Town accomplish its stated goals. In addition to promoting the general health, safety and welfare in the Town of Cairo, the proposed zoning law also includes policies,

development standards and project review processes that will work to ensure that new growth will protect or enhance the following:

- Natural and scenic beauty, and rural character.
- Environmental quality, including but not limited to ridgelines and steep slopes, stream corridors, wetlands and other surface water features, groundwater resources, wildlife habitat, and ecological systems.
- Open spaces and active farmlands.
- Historic features and character, particularly in the hamlets.

The proposed law also seeks to protect residences from nuisances, odors, noise, pollution, and other unsightly, obtrusive and offensive land uses and activities; to secure safety from fire, flood or other dangers; to promote the safe and efficient flow of traffic; to promote and encourage appropriate business development in suitable locations and to maintain the Hamlet of Cairo as the town center and hub for mixed uses and more dense residential development; and to provide a range of housing types and foster affordable and moderately-priced housing.

The proposed zoning establishes a variety of districts (see attached map) and sets use, density and dimension regulations for each. The proposed law includes general regulations for all districts and supplementary regulations designed to accomplish objectives specific to certain districts and certain uses. Standards for parking, manufactured home parks, signs, utilities, and use of nonconforming buildings and sites are included.

The proposed law also includes density incentives, use of conservation subdivision regulations and establishes a planned resort district to meet open space, community character, environmental protection and economic goals as established in the Comprehensive Plan. The law incorporates the existing Town of Cairo Site Plan law, and establishes a special use permit process to promote desired uses that may need additional review to ensure they are consistent with the community goals.

A zoning board of appeals is established and a new administration and enforcement section is included. The law also includes several appendices – Appendix A includes supplemental design standards for commercial uses that will ensure such new uses are consistent with Cairo’s community character; Appendix B designed to allow for backyard poultry and livestock in hamlets; and Appendix C, which outlines the visual assessment process to be used to ensure the unique aesthetic features of Cairo are considered in future development.

### **Alternatives**

The alternative to this Proposed Action assumes that the Zoning Law would not be adopted and development within the Town would proceed under existing land use regulations which primarily includes a subdivision law and a site plan law.

### **Discussion of Potential Impacts**

As explained below, adoption of the proposed zoning text and map is not expected to result in any significant adverse environmental impacts. Therefore, no mitigation measures are required. It is important to note that all commercial developments currently require site plan review approval by the Town of Cairo Planning Board. Further, the Town already has a subdivision law that regulates the splitting of parcels. This proposed action incorporates the site plan review process and its development

requirements. After zoning is adopted, any property owner seeking to develop a site would continue to be required to meet all site plan and/or subdivision requirements.

Future developments that would require site plan review, subdivision or a special use permit would be required to have a site-specific review under SEQR. This SEQR does not negate that requirement. These subsequent reviews will ensure that future projects are consistent with the zoning, are protective of the community, and do not result in any unmitigated site specific environmental impacts. Nothing is intended to limit any board in Cairo from conducting a site-specific SEQRA review of any application or activity associated with future development.

No adverse environmental impacts are anticipated from adoption of the Zoning Law, which has been prepared to guide future development in accordance with sound land use and environmental management practices. The adoption of this law in and of itself has no adverse environmental impacts and it is noted that the fundamental intent of the zoning is to improve the Town's character, protect the environment, and improve socioeconomic conditions of Cairo's residents. No action would mean that development in Cairo would take place with no controls on uses, density, dimensions, intensity, or scale. Adopting the zoning law however would include all these land use controls and thus would result in avoidance or minimization of potential adverse impacts.

It is not the intent of this action to prevent new development. As a result, new housing and commercial development is expected to take place in the future and those projects could have adverse impacts that would need to be evaluated in the context of the site and proposed use. Future specific proposed actions will be subsequently reviewed under SEQR to evaluate possible impacts and will be subject to local, state and federal environmental protection laws and regulations.

The following section examines the potential impacts of the proposed zoning on the environment and discusses whether there are any circumstances under which a potentially significant adverse impact could result and mitigation measures would be necessary.

### **Proposed Zoning Consistent with Comprehensive Plan.**

The Town of Cairo has a long history of planning that applies environmental protection principles. This is evidenced through their original 1972 plan, a 1995 update (not adopted), and the adopted 2004 Plan. In all these planning efforts spanning over 30 years, the suggested land use programs, including zoning were based on existing environmental conditions and were designed to preserve important environmental features and establish development potential that was consistent with the ability of the land to handle growth.

Given the longstanding and consistent goals of the Town of Cairo, an environmental planning model that addressed many of the future needs of the community was recommended in the 2004 Plan. That Plan established a set of principles to be followed in the future. The following table details the established principle and offers explanation as to how the proposed Zoning Law implements them:

<b>2004 Adopted Comprehensive Plan Principle (Quoted from pages 44 and 45 of the Plan)</b>	<b>Explanation of how Proposed Zoning Law Addresses Principle</b>
The primary goals of any regulatory program should be to protect the environment and rural character,	This principle was translated directly into all aspects of the proposed zoning. The purpose statements (Section I) reflect these specific goals. See "Highlights" below for further



2004 Adopted Comprehensive Plan Principle (Quoted from pages 44 and 45 of the Plan)	Explanation of how Proposed Zoning Law Addresses Principle
enforce development patterns that are efficient and economically feasible, support the continued revitalization of Main Street, and provide ample opportunities for appropriate commercial economic development.	explanation.
Use a true density measurement instead of a minimum lot size to give the town much more flexibility to meet its goals. Appropriate densities can be set either town-wide (as it is now through the building law) or through a land use law that establishes districts at some point in the future, each with an appropriate density of development.	Use Regulations (Section IV) does establish a density measurement, offers use of average density with a minimal, less emphasized lot size, and establishes density levels consistent with land and environmental characteristics as identified in the Plan and the Zoning Commission Hydrogeological Study. Districts are established to be consistent to those unique areas such as Rural Residential, Mountain, Main Street – all of which have appropriate density of development tied to the resources of those areas.
Use enhanced design and siting standards to ensure that all new development performs to the high expectations of the community. The existing site plan review law already gives the Planning Board the authority to review design. However, there are no guidelines, illustrations, or standards for them to base a fair review on. This aspect can largely be addressed through amending existing subdivision and site plan review laws.	The proposed zoning incorporates the site plan review law. The proposed law also includes design standards, with illustrations and with specific controls oriented by location (such as Main Street, Main Street Commercial, Rural, and Mountain. The proposed law establishes use of conservation subdivision design for large subdivisions and outlines specific requirements for protection of the environment when such a subdivision takes place. District standards specify the need for development to be consistent with the Plan and environmental goals of Cairo.
Density, as measured by the number of dwelling units per acre is to be more important in the long run than lot size.	This is the principle that governs the density and dimension requirements. The law makes a distinction between lot size (often only large enough to ensure water and sewer/septic) and overall density. In RR and MT districts, density is set as net density where land that is environmentally constrained is removed from the acreage used to calculate density. In this way, the amount of development on any parcel is tailored to be consistent with the capacity of the land. The Use table separates out residential density from lot size to meet this principle in the RR and MT districts as per the Plan.
Development is to be consistent with the Greenway Goals.	In particular, the proposed zoning addresses three of the Greenway principles: “to protect, preserve, enhance natural resources including natural communities, open spaces, cultural and historic resources and scenic areas”; “to encourage development that is compatible with preservation

2004 Adopted Comprehensive Plan Principle (Quoted from pages 44 and 45 of the Plan)	Explanation of how Proposed Zoning Law Addresses Principle
	and enhancement of natural and cultural resources including agriculture, tourism, and revitalization of established community centers”; and “to promote public access...”. It does this through features such as (but not limited to) creation of hamlet districts to promote traditional style, higher density development; creation of rural districts delineated through hydrogeologic capacity; mountain district oriented to the Catskill Mountain characteristics in that location; Main Street and Main Street Commercial designed to revitalize the Hamlet of Cairo’s commercial center; and creation of the overlay districts (stream corridor and Shingle Creek Watershed) to protect water quality and stream ecologies. Programs included in the proposed zoning such as offering density bonuses for increased public access to creeks and recreation upholds the public access Greenway Goal.
Future development should strengthen hamlets and encourage higher residential and commercial growth there. Distinct boundaries between built and un-built areas should be maintained, as this is a significant feature of “rural character”.	See proposed zoning map. Distinct hamlet and commercial districts have been established with different use, density and design requirements tailored to each area. These are distinct from the rural and mountain districts that will maintain the rural character by directing the densest and most intensive uses to hamlets and established commercial areas while allowing for low density, less intensive uses that will be compatible with the rural character, agriculture, and undeveloped nature of the RR and MT areas.
Regulations should incorporate incentives to reach community goals as much as possible.	The proposed zoning offers incentives through use of the density incentive, use of average lot size flexibility, sign size bonuses for quality design, voluntary use of the conservation subdivision technique, and establishment of a planned development process for resort development. Added density is allowed in hamlet areas where water and sewer infrastructure are provided.
Regulations should focus on impacts of uses (performance zoning), rather than regulate solely by the type of uses (conventional zoning).	The proposed law does regulate certain uses (via special use permit process), but is largely oriented towards controlling the impact of use. This is exemplified through establishment of buffers, setbacks, open space requirements, use of impervious surfaces, and regulating the building envelope to control scale and intensity.
Amend the site plan review and subdivision laws as described in this plan to address design, enhanced environmental protection and traffic access management.	The first task of the Zoning Commission was to review the original site plan review law. They drafted updates based on this principle. Due to the important need in the community at that time, that language was adopted by the Town Board as a separate site plan law, but the text of the adopted law with some minor changes has been included as a section in the proposed zoning.

## Highlights of Proposed Zoning Law and their Relationship to the Environment

The following highlight the major regulatory programs incorporated into the proposed zoning for the Town of Cairo. These illustrate how the draft Zoning Law (and Map) are not anticipated to have a significant adverse impact on the environment and how enactment of the Zoning Law is anticipated to result in a positive (beneficial) impact to environmental resources in Cairo.

A. Districts are designed to promote traditional development patterns, open space, environmental protection, and community character:

Hamlet districts are established with uses, dimensions, design and other standards to direct higher intensity, denser growth to the traditional hamlet areas:

- H-C – Cairo Hamlet
- H – Hamlet which includes:
  - H-SC (South Cairo)
  - H-RT (Round Top)
  - H-A (Acra)
  - H-P (Purling)
- MS - COM – Main Street Commercial
- MS – Main Street Downtown
- M – Municipal

Districts are established with uses, dimensions, design and other standards to allow for, encourage, and permit commercial development to promote community and economic revitalization, and at the same time ensure that such growth is consistent with the character of the area and the environment:

- C-MU - Commercial Mixed Use
- C-32S – Commercial Route 32 South
- C-23 – Commercial Route 23
- C-23E – Commercial Route 23 East
- I- Industrial
- CIO – Commercial Overlay
- AU – Adult Use District
- PRD – Planned Resort Development District

Residential Districts are established with uses, dimensions, design and other standards with boundaries corresponding to the existing low density, primarily residential and agricultural or un-developed nature of the Town and according to the hydrogeological capacity of each. Further, the Mountain Top district is established to ensure that unique features of the mountain areas (open space, low density residential, agriculture (including forestry) are continued:

- RR-1- Rural Residential One
- RR-2 – Rural Residential Two
- MT – Mountain Top

Overlay districts have been formed to protect water quality (including public water supplies for the hamlet of Cairo), and a healthy stream environment:

- SCO – Stream Corridor Overlay
- SCWO – Shinglekill Creek Watershed Overlay

B. Density Calculation

Density is maximized in hamlet areas to promote denser development. Density is adjusted in rural residential and mountaintop districts via use of a net acreage calculation. Use of net acreage excludes highly environmentally sensitive lands (flood plains, wetlands, water bodies, and very steep slopes) from the density calculation. In this way, the proposed Zoning Law adjusts allowed residential density to match the environmental capacity of those locations.

C. Density Incentives

Density incentives come in the form of allowing for higher density when water and sewer are provided in the hamlet areas, and when certain amenities valuable to the Town are provided for. In return for provision of preserved open space or agricultural lands, senior citizen housing, cultural or historic resource protection, or public access/recreation, the Town of Cairo offers a bonus and increased density (up to a total 30% bonus). Such density bonuses are offered with a prescribed procedure that is pursuant to NYS Town Law 261-b.

D. General Regulations

These regulations ensure that noise, odor, smoke, air pollutants, or light pollution are controlled. They also address use of low impact development standards for stormwater, maximum square footage sizes to ensure new buildings are scaled to be consistent for Cairo, provision of sidewalks in hamlet areas, and that buffers and landscaping are key elements of a commercial design. General regulations also include building designs oriented to address community character.

E. Buffers and Landscaping

Buffers (fences or natural vegetation or a combination) are a key component included in the proposed zoning to allow for minimization of nuisances between two uses, preservation of the aesthetic character of the area, and reduction of environmental impacts.

F. Promotion and Protection of Agriculture

Agriculture is an allowed use throughout the Town and the proposed zoning also allows for a variety of ag-business uses that support active farmland. Buffers between active ag lands and new non-farm uses are required. The proposed law also includes use of the Ag Data Statement and Ag Disclosure statement (pursuant to AML 25-aa) to help new landowners understand the nature of farming in the area (the disclosure statement), and to help existing farmers understand the nature of a proposed non-farm development (the Ag Data Statement).

G. Shinglekill Watershed and Stream Corridor Overlay

The Shinglekill overlay district is designed to protect the public water supply for the hamlet of Cairo. It prohibits certain uses that have a high potential to pollute the water supply, and decreases potential runoff. It also is designed to help maintain open space, reduce impervious surfaces, and use low impact stormwater handling systems. The Stream Corridor Overlay is a 100' buffer where no site disturbances are allowed. This will serve to maintain the critical riparian zone and stream ecologies throughout the Town.

H. Parking Lot Design and Siting

The proposed zoning regulates the size, location and design of parking lots because it is understood that such uses can have adverse impacts on the environment including excessive runoff, negative aesthetic impacts, and changes to local microclimates. Cairo has included this section to ensure that parking lots are not overbuilt, have adequate landscaping to reduce heat and other adverse impacts, and are located and designed in a manner that makes them less aesthetically intrusive.

I. Manufactured Home Parks

Cairo recognizes the need for affordable housing in the community, and the proposed law allows for manufactured home parks as one method to do so. A set of standards for development of such housing complexes are provided to ensure that these uses are consistent with the environment and community. The proposed law also allows for accessory apartments and 'granny flats'.

J. Signs

Cairo understands that signs are critical to marketing the businesses and services in town, but at the same time can adversely affect streetscapes and community character. This section is included to allow for a variety of signs, but to ensure that they are sized and located in a manner that enhances the streetscape. The Town promotes quality sign design that furthers community character by offering a size bonus for enhanced design of signs.

K. Conservation Subdivision Regulations

This siting method is offered on a voluntary basis to all land subdividers, but also gives the Planning Board the authority to require this design method if certain resources such as floodplains, wetlands, steep slopes or active agricultural lands are present that should be protected. Use of this technique will allow major subdivisions to occur while at the same time promoting careful design to protect environmental features, and permanent protection of at least 25% of the parcel as open space.

L. Planned Resort Development

This flexible technique is offered to allow for this traditional land use in Cairo but in a manner that is consistent with the environment and neighborhood. Standards require protection of open space, preservation of natural features, preservation of scenic views, and limits new road access to reduce traffic congestion. The PRD also promotes use of energy conservation measures.

M. Special Use Permit and Approval

This establishes a review procedure for uses that are desired, but that may have features that could be impacting. Inclusion of a special use permit requirement for certain uses offers the Town of Cairo the opportunity to consider specific factors to protect the environment. This section of the proposed zoning specifically requires consideration of the environment, adequacy of access and parking, suitability of the site in relation to size, topography, vegetation, soils, hydrology, and nature resources. It requires that these uses not impact traffic or generate nuisances related to the environment such as noise, dust, odor, or glare. It further specifically safeguards the character of the Town and ensures avoidance or minimization of impacts to historic, scenic, and other natural environmental features. Permitted special uses must be compatible with the existing neighborhood and the environment and is in essence a program that mitigates potential environmental impacts.

N. Standards for Individual Uses

Certain uses are regulated under the proposed zoning law because they may have features that could impact the community and environment. This section includes a variety of performance standards designed to ensure that impacts are avoided or minimized. Cell towers, wind towers, and mines are among those individual uses that are regulated to protect the environment.

O. Appendices

These appendices establish design principles for commercial buildings. They are designed solely to ensure that new development is consistent with the desired community character, aesthetics of the

neighborhood, and the environment. Design for development in the RR and MT districts is oriented towards protection of the environment including ridgelines and steep slopes.

## **Conclusion**

SEQRA requires the Town to evaluate impacts of an action on the environment. Specifically the following features are included in a SEQR analysis:

- Land
- Geologic Features
- Surface Water
- Groundwater
- Flooding
- Air
- Plants and Animals
- Agricultural Resources
- Aesthetic Resources
- Historic and Archaeological Resources
- Open Space and Recreation Resources
- Critical Environmental Areas (There are none identified in Cairo)
- Transportation
- Energy
- Noise, Odor and Light
- Human Health
- Consistency with Community Plans
- Consistency with Community Character

The proposed Zoning Law significantly addresses protection of the environment as a key feature. All of these environmental resources have been identified as critical and important to Cairo, and the proposed action has been developed specifically to address these topics when new development occurs. Thus, the preservation of these environmental features is an important objective in the land use review and decision making process in Cairo. Enactment of this proposed Zoning Law and Map is anticipated to result in a positive impact to these features compared to the Town taking no action. The no action alternative (not adopting the zoning), would allow growth and development to occur with few of the environmental protections in place.



# Draft Zoning Districts Version 19

5-15-2015

## Draft Zoning Districts

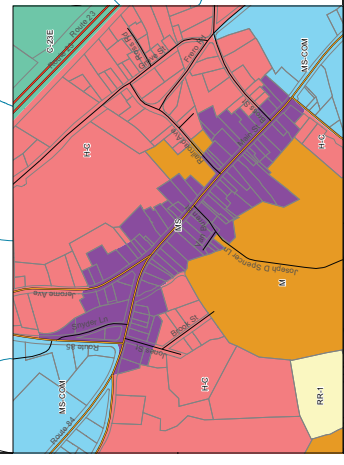
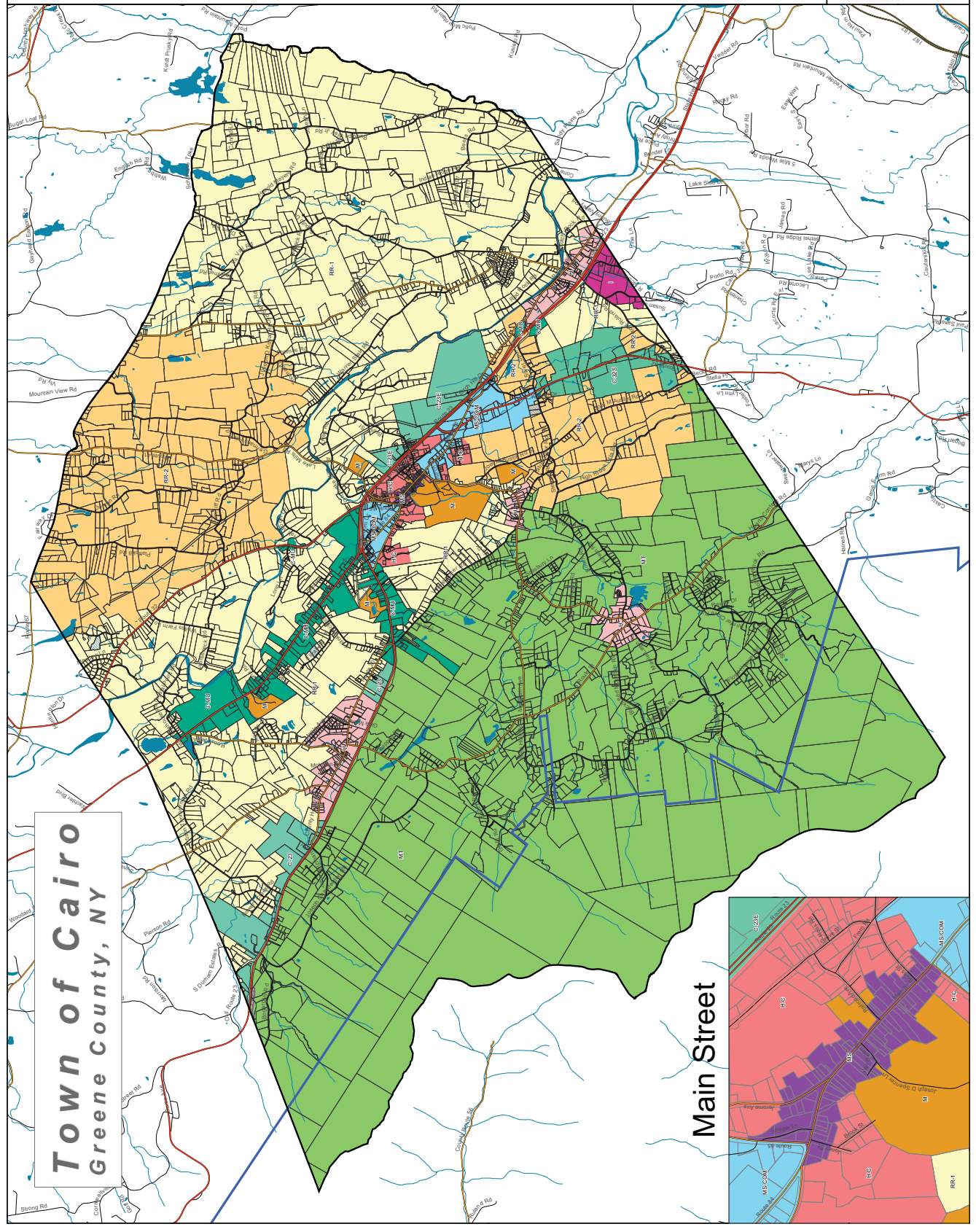
- Town Boundary
- Catskill Park Boundary
- Property Boundaries
- Water
- Streams
- Draft Zoning Districts - v19
- Hamlet Districts
  - H: Hamlet
  - H-C: Hamlet - Cairo
  - MS: Main Street
  - MS-COM: Main Street Commercial
- Commercial/Mixed Use Districts
  - C-23: Commercial Route 23
  - C-23E: Commercial Rte 23 East
  - C-32S: Commercial Rte 32 South
  - C-MU: Commercial Mixed Use
  - I: Industrial
- Residential Districts
  - RR-1: Rural Residential One
  - RR-2: Rural Residential Two
  - MT: Mountain District
- Other Districts
  - M: Municipal
  - CIO: Commercial Island Overlay District
  - Adult Use Designated Area



**Community Planning & Environmental Associates**  
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 152 Stolzenburg Road, Berne, NY 12025  
 Don Meltz, Planning and GIS - [www.donmeltz.com](http://www.donmeltz.com)

**Town of Cairo**  
Greene County, NY

Main Street



**Full Environmental Assessment Form**  
**Part 2 - Identification of Potential Project Impacts**

Project :	Agency Use Only [If applicable] Adoption of Zoning Law
Date :	June 2015

**Part 2 is to be completed by the lead agency.** Part 2 is designed to help the lead agency inventory all potential resources that could be affected by a proposed project or action. We recognize that the lead agency's reviewer(s) will not necessarily be environmental professionals. So, the questions are designed to walk a reviewer through the assessment process by providing a series of questions that can be answered using the information found in Part 1. To further assist the lead agency in completing Part 2, the form identifies the most relevant questions in Part 1 that will provide the information needed to answer the Part 2 question. When Part 2 is completed, the lead agency will have identified the relevant environmental areas that may be impacted by the proposed activity.

If the lead agency is a state agency **and** the action is in any Coastal Area, complete the Coastal Assessment Form before proceeding with this assessment.

**Tips for completing Part 2:**

- Review all of the information provided in Part 1.
- Review any application, maps, supporting materials and the Full EAF Workbook.
- Answer each of the 18 questions in Part 2.
- If you answer “**Yes**” to a numbered question, please complete all the questions that follow in that section.
- If you answer “**No**” to a numbered question, move on to the next numbered question.
- Check appropriate column to indicate the anticipated size of the impact.
- Proposed projects that would exceed a numeric threshold contained in a question should result in the reviewing agency checking the box “Moderate to large impact may occur.”
- The reviewer is not expected to be an expert in environmental analysis.
- If you are not sure or undecided about the size of an impact, it may help to review the sub-questions for the general question and consult the workbook.
- When answering a question consider all components of the proposed activity, that is, the “whole action”.
- Consider the possibility for long-term and cumulative impacts as well as direct impacts.
- Answer the question in a reasonable manner considering the scale and context of the project.

<b>1. Impact on Land</b> Proposed action may involve construction on, or physical alteration of, the land surface of the proposed site. (See Part 1. D.1) <i>If “Yes”, answer questions a - j. If “No”, move on to Section 2.</i> <div style="text-align: right;"> <input checked="" type="checkbox"/> NO      <input type="checkbox"/> YES         </div>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may involve construction on land where depth to water table is less than 3 feet.	E2d	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may involve construction on slopes of 15% or greater.	E2f	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may involve construction on land where bedrock is exposed, or generally within 5 feet of existing ground surface.	E2a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve the excavation and removal of more than 1,000 tons of natural material.	D2a	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may involve construction that continues for more than one year or in multiple phases.	D1e	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result in increased erosion, whether from physical disturbance or vegetation removal (including from treatment by herbicides).	D2e, D2q	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action is, or may be, located within a Coastal Erosion hazard area.	B1i	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>



**2. Impact on Geological Features**

The proposed action may result in the modification or destruction of, or inhibit access to, any unique or unusual land forms on the site (e.g., cliffs, dunes, minerals, fossils, caves). (See Part 1. E.2.g)

☒ NO☐ YES

*If "Yes", answer questions a - c. If "No", move on to Section 3.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Identify the specific land form(s) attached: _____ _____	E2g	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may affect or is adjacent to a geological feature listed as a registered National Natural Landmark. Specific feature: _____	E3c	<input type="checkbox"/>	<input type="checkbox"/>
c. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

**3. Impacts on Surface Water**

The proposed action may affect one or more wetlands or other surface water bodies (e.g., streams, rivers, ponds or lakes). (See Part 1. D.2, E.2.h)

☒ NO☐ YES

*If "Yes", answer questions a - l. If "No", move on to Section 4.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may create a new water body.	D2b, D1h	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in an increase or decrease of over 10% or more than a 10 acre increase or decrease in the surface area of any body of water.	D2b	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may involve dredging more than 100 cubic yards of material from a wetland or water body.	D2a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve construction within or adjoining a freshwater or tidal wetland, or in the bed or banks of any other water body.	E2h	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may create turbidity in a waterbody, either from upland erosion, runoff or by disturbing bottom sediments.	D2a, D2h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may include construction of one or more intake(s) for withdrawal of water from surface water.	D2c	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may include construction of one or more outfall(s) for discharge of wastewater to surface water(s).	D2d	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action may cause soil erosion, or otherwise create a source of stormwater discharge that may lead to siltation or other degradation of receiving water bodies.	D2e	<input type="checkbox"/>	<input type="checkbox"/>
i. The proposed action may affect the water quality of any water bodies within or downstream of the site of the proposed action.	E2h	<input type="checkbox"/>	<input type="checkbox"/>
j. The proposed action may involve the application of pesticides or herbicides in or around any water body.	D2q, E2h	<input type="checkbox"/>	<input type="checkbox"/>
k. The proposed action may require the construction of new, or expansion of existing, wastewater treatment facilities.	D1a, D2d	<input type="checkbox"/>	<input type="checkbox"/>

I. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
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<b>4. Impact on groundwater</b> The proposed action may result in new or additional use of ground water, or may have the potential to introduce contaminants to ground water or an aquifer. (See Part 1. D.2.a, D.2.c, D.2.d, D.2.p, D.2.q, D.2.t) <i>If "Yes", answer questions a - h. If "No", move on to Section 5.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may require new water supply wells, or create additional demand on supplies from existing water supply wells.	D2c	<input type="checkbox"/>	<input type="checkbox"/>
b. Water supply demand from the proposed action may exceed safe and sustainable withdrawal capacity rate of the local supply or aquifer. Cite Source: _____	D2c	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may allow or result in residential uses in areas without water and sewer services.	D1a, D2c	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may include or require wastewater discharged to groundwater.	D2d, E2l	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in the construction of water supply wells in locations where groundwater is, or is suspected to be, contaminated.	D2c, E1f, E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may require the bulk storage of petroleum or chemical products over ground water or an aquifer.	D2p, E2l	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may involve the commercial application of pesticides within 100 feet of potable drinking water or irrigation sources.	E2h, D2q, E2l, D2c	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>5. Impact on Flooding</b> The proposed action may result in development on lands subject to flooding. (See Part 1. E.2) <i>If "Yes", answer questions a - g. If "No", move on to Section 6.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in development in a designated floodway.	E2i	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in development within a 100 year floodplain.	E2j	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in development within a 500 year floodplain.	E2k	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in, or require, modification of existing drainage patterns.	D2b, D2e	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may change flood water flows that contribute to flooding.	D2b, E2i, E2j, E2k	<input type="checkbox"/>	<input type="checkbox"/>
f. If there is a dam located on the site of the proposed action, is the dam in need of repair, or upgrade?	E1e	<input type="checkbox"/>	<input type="checkbox"/>

g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
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<b>6. Impacts on Air</b> The proposed action may include a state regulated air emission source. (See Part 1. D.2.f., D.2.h, D.2.g) <i>If "Yes", answer questions a - f. If "No", move on to Section 7.</i>				<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>		
a. If the proposed action requires federal or state air emission permits, the action may also emit one or more greenhouse gases at or above the following levels:					
i. More than 1000 tons/year of carbon dioxide (CO <sub>2</sub> )	D2g	<input type="checkbox"/>	<input type="checkbox"/>		
ii. More than 3.5 tons/year of nitrous oxide (N <sub>2</sub> O)	D2g	<input type="checkbox"/>	<input type="checkbox"/>		
iii. More than 1000 tons/year of carbon equivalent of perfluorocarbons (PFCs)	D2g	<input type="checkbox"/>	<input type="checkbox"/>		
iv. More than .045 tons/year of sulfur hexafluoride (SF <sub>6</sub> )	D2g	<input type="checkbox"/>	<input type="checkbox"/>		
v. More than 1000 tons/year of carbon dioxide equivalent of hydrochloroflourocarbons (HFCs) emissions	D2g	<input type="checkbox"/>	<input type="checkbox"/>		
vi. 43 tons/year or more of methane	D2h	<input type="checkbox"/>	<input type="checkbox"/>		
b. The proposed action may generate 10 tons/year or more of any one designated hazardous air pollutant, or 25 tons/year or more of any combination of such hazardous air pollutants.	D2g	<input type="checkbox"/>	<input type="checkbox"/>		
c. The proposed action may require a state air registration, or may produce an emissions rate of total contaminants that may exceed 5 lbs. per hour, or may include a heat source capable of producing more than 10 million BTU's per hour.	D2f, D2g	<input type="checkbox"/>	<input type="checkbox"/>		
d. The proposed action may reach 50% of any of the thresholds in "a" through "c", above.	D2g	<input type="checkbox"/>	<input type="checkbox"/>		
e. The proposed action may result in the combustion or thermal treatment of more than 1 ton of refuse per hour.	D2s	<input type="checkbox"/>	<input type="checkbox"/>		
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>		

<b>7. Impact on Plants and Animals</b> The proposed action may result in a loss of flora or fauna. (See Part 1. E.2. m.-q.) <i>If "Yes", answer questions a - j. If "No", move on to Section 8.</i>				<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>		
a. The proposed action may cause reduction in population or loss of individuals of any threatened or endangered species, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2o	<input type="checkbox"/>	<input type="checkbox"/>		
b. The proposed action may result in a reduction or degradation of any habitat used by any rare, threatened or endangered species, as listed by New York State or the federal government.	E2o	<input type="checkbox"/>	<input type="checkbox"/>		
c. The proposed action may cause reduction in population, or loss of individuals, of any species of special concern or conservation need, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2p	<input type="checkbox"/>	<input type="checkbox"/>		
d. The proposed action may result in a reduction or degradation of any habitat used by any species of special concern and conservation need, as listed by New York State or the Federal government.	E2p	<input type="checkbox"/>	<input type="checkbox"/>		

e. The proposed action may diminish the capacity of a registered National Natural Landmark to support the biological community it was established to protect.	E3c	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result in the removal of, or ground disturbance in, any portion of a designated significant natural community. Source: _____	E2n	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may substantially interfere with nesting/breeding, foraging, or over-wintering habitat for the predominant species that occupy or use the project site.	E2m	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action requires the conversion of more than 10 acres of forest, grassland or any other regionally or locally important habitat. Habitat type & information source: _____ _____	E1b	<input type="checkbox"/>	<input type="checkbox"/>
i. Proposed action (commercial, industrial or recreational projects, only) involves use of herbicides or pesticides.	D2q	<input type="checkbox"/>	<input type="checkbox"/>
j. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>8. Impact on Agricultural Resources</b> The proposed action may impact agricultural resources. (See Part 1. E.3.a. and b.) <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <i>If "Yes", answer questions a - h. If "No", move on to Section 9.</i>			
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may impact soil classified within soil group 1 through 4 of the NYS Land Classification System.	E2c, E3b	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may sever, cross or otherwise limit access to agricultural land (includes cropland, hayfields, pasture, vineyard, orchard, etc).	E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in the excavation or compaction of the soil profile of active agricultural land.	E3b	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may irreversibly convert agricultural land to non-agricultural uses, either more than 2.5 acres if located in an Agricultural District, or more than 10 acres if not within an Agricultural District.	E1b, E3a	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may disrupt or prevent installation of an agricultural land management system.	E1 a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result, directly or indirectly, in increased development potential or pressure on farmland.	C2c, C3, D2c, D2d	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed project is not consistent with the adopted municipal Farmland Protection Plan.	C2c	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>9. Impact on Aesthetic Resources</b> The land use of the proposed action are obviously different from, or are in sharp contrast to, current land use patterns between the proposed project and a scenic or aesthetic resource. (Part 1. E.1.a, E.1.b, E.3.h.) <i>If "Yes", answer questions a - g. If "No", go to Section 10.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Proposed action may be visible from any officially designated federal, state, or local scenic or aesthetic resource.	E3h	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in the obstruction, elimination or significant screening of one or more officially designated scenic views.	E3h, C2b	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may be visible from publicly accessible vantage points: i. Seasonally (e.g., screened by summer foliage, but visible during other seasons) ii. Year round	E3h	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
d. The situation or activity in which viewers are engaged while viewing the proposed action is: i. Routine travel by residents, including travel to and from work ii. Recreational or tourism based activities	E3h E2q, E1c	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
e. The proposed action may cause a diminishment of the public enjoyment and appreciation of the designated aesthetic resource.	E3h	<input type="checkbox"/>	<input type="checkbox"/>
f. There are similar projects visible within the following distance of the proposed project: 0-1/2 mile 1/2 -3 mile 3-5 mile 5+ mile	D1a, E1a, D1f, D1g	<input type="checkbox"/>	<input type="checkbox"/>
g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>10. Impact on Historic and Archeological Resources</b> The proposed action may occur in or adjacent to a historic or archaeological resource. (Part 1. E.3.e, f. and g.) <i>If "Yes", answer questions a - e. If "No", go to Section 11.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may occur wholly or partially within, or substantially contiguous to, any buildings, archaeological site or district which is listed on or has been nominated by the NYS Board of Historic Preservation for inclusion on the State or National Register of Historic Places.	E3e	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may occur wholly or partially within, or substantially contiguous to, an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory.	E3f	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may occur wholly or partially within, or substantially contiguous to, an archaeological site not included on the NY SHPO inventory. Source: _____	E3g	<input type="checkbox"/>	<input type="checkbox"/>

d. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
e. If any of the above (a-d) are answered “Yes”, continue with the following questions to help support conclusions in Part 3:			
i. The proposed action may result in the destruction or alteration of all or part of the site or property.	E3e, E3g, E3f	<input type="checkbox"/>	<input type="checkbox"/>
ii. The proposed action may result in the alteration of the property’s setting or integrity.	E3e, E3f, E3g, E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
iii. The proposed action may result in the introduction of visual elements which are out of character with the site or property, or may alter its setting.	E3e, E3f, E3g, E3h, C2, C3	<input type="checkbox"/>	<input type="checkbox"/>

<b>11. Impact on Open Space and Recreation</b> The proposed action may result in a loss of recreational opportunities or a reduction of an open space resource as designated in any adopted municipal open space plan. (See Part 1. C.2.c, E.1.c., E.2.q.) <i>If “Yes”, answer questions a - e. If “No”, go to Section 12.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may result in an impairment of natural functions, or “ecosystem services”, provided by an undeveloped area, including but not limited to stormwater storage, nutrient cycling, wildlife habitat.	D2e, E1b E2h, E2m, E2o, E2n, E2p	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in the loss of a current or future recreational resource.	C2a, E1c, C2c, E2q	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may eliminate open space or recreational resource in an area with few such resources.	C2a, C2c E1c, E2q	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in loss of an area now used informally by the community as an open space resource.	C2c, E1c	<input type="checkbox"/>	<input type="checkbox"/>
e. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>12. Impact on Critical Environmental Areas</b> The proposed action may be located within or adjacent to a critical environmental area (CEA). (See Part 1. E.3.d) <i>If “Yes”, answer questions a - c. If “No”, go to Section 13.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may result in a reduction in the quantity of the resource or characteristic which was the basis for designation of the CEA.	E3d	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in a reduction in the quality of the resource or characteristic which was the basis for designation of the CEA.	E3d	<input type="checkbox"/>	<input type="checkbox"/>
c. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

**13. Impact on Transportation**

The proposed action may result in a change to existing transportation systems.

☒ NO

☐ YES

(See Part 1. D.2.j)

*If "Yes", answer questions a - g. If "No", go to Section 14.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Projected traffic increase may exceed capacity of existing road network.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in the construction of paved parking area for 500 or more vehicles.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action will degrade existing transit access.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action will degrade existing pedestrian or bicycle accommodations.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may alter the present pattern of movement of people or goods.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

**14. Impact on Energy**

The proposed action may cause an increase in the use of any form of energy.

☒ NO

☐ YES

(See Part 1. D.2.k)

*If "Yes", answer questions a - e. If "No", go to Section 15.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action will require a new, or an upgrade to an existing, substation.	D2k	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action will require the creation or extension of an energy transmission or supply system to serve more than 50 single or two-family residences or to serve a commercial or industrial use.	D1f, D1q, D2k	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may utilize more than 2,500 MWhrs per year of electricity.	D2k	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve heating and/or cooling of more than 100,000 square feet of building area when completed.	D1g	<input type="checkbox"/>	<input type="checkbox"/>
e. Other Impacts: _____			

**15. Impact on Noise, Odor, and Light**

The proposed action may result in an increase in noise, odors, or outdoor lighting.

☒ NO

☐ YES

(See Part 1. D.2.m., n., and o.)

*If "Yes", answer questions a - f. If "No", go to Section 16.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may produce sound above noise levels established by local regulation.	D2m	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in blasting within 1,500 feet of any residence, hospital, school, licensed day care center, or nursing home.	D2m, E1d	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in routine odors for more than one hour per day.	D2o	<input type="checkbox"/>	<input type="checkbox"/>

d. The proposed action may result in light shining onto adjoining properties.	D2n	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in lighting creating sky-glow brighter than existing area conditions.	D2n, E1a	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

#### 16. Impact on Human Health

The proposed action may have an impact on human health from exposure to new or existing sources of contaminants. (See Part 1.D.2.q., E.1. d. f. g. and h.)

☒ NO

☐ YES

*If "Yes", answer questions a - m. If "No", go to Section 17.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action is located within 1500 feet of a school, hospital, licensed day care center, group home, nursing home or retirement community.	E1d	<input type="checkbox"/>	<input type="checkbox"/>
b. The site of the proposed action is currently undergoing remediation.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
c. There is a completed emergency spill remediation, or a completed environmental site remediation on, or adjacent to, the site of the proposed action.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
d. The site of the action is subject to an institutional control limiting the use of the property (e.g., easement or deed restriction).	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may affect institutional control measures that were put in place to ensure that the site remains protective of the environment and human health.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action has adequate control measures in place to ensure that future generation, treatment and/or disposal of hazardous wastes will be protective of the environment and human health.	D2t	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action involves construction or modification of a solid waste management facility.	D2q, E1f	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action may result in the unearthing of solid or hazardous waste.	D2q, E1f	<input type="checkbox"/>	<input type="checkbox"/>
i. The proposed action may result in an increase in the rate of disposal, or processing, of solid waste.	D2r, D2s	<input type="checkbox"/>	<input type="checkbox"/>
j. The proposed action may result in excavation or other disturbance within 2000 feet of a site used for the disposal of solid or hazardous waste.	E1f, E1g E1h	<input type="checkbox"/>	<input type="checkbox"/>
k. The proposed action may result in the migration of explosive gases from a landfill site to adjacent off site structures.	E1f, E1g	<input type="checkbox"/>	<input type="checkbox"/>
l. The proposed action may result in the release of contaminated leachate from the project site.	D2s, E1f, D2r	<input type="checkbox"/>	<input type="checkbox"/>
m. Other impacts: _____ _____			



**17. Consistency with Community Plans**

The proposed action is not consistent with adopted land use plans.  
(See Part 1. C.1, C.2. and C.3.)

☒ NO

☐ YES

*If "Yes", answer questions a - h. If "No", go to Section 18.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action's land use components may be different from, or in sharp contrast to, current surrounding land use pattern(s).	C2, C3, D1a E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action will cause the permanent population of the city, town or village in which the project is located to grow by more than 5%.	C2	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action is inconsistent with local land use plans or zoning regulations.	C2, C2, C3	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action is inconsistent with any County plans, or other regional land use plans.	C2, C2	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may cause a change in the density of development that is not supported by existing infrastructure or is distant from existing infrastructure.	C3, D1c, D1d, D1f, D1d, E1b	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action is located in an area characterized by low density development that will require new or expanded public infrastructure.	C4, D2c, D2d D2j	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may induce secondary development impacts (e.g., residential or commercial development not included in the proposed action)	C2a	<input type="checkbox"/>	<input type="checkbox"/>
h. Other: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

**18. Consistency with Community Character**

The proposed project is inconsistent with the existing community character.  
(See Part 1. C.2, C.3, D.2, E.3)

☒ NO

☐ YES

*If "Yes", answer questions a - g. If "No", proceed to Part 3.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may replace or eliminate existing facilities, structures, or areas of historic importance to the community.	E3e, E3f, E3g	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may create a demand for additional community services (e.g. schools, police and fire)	C4	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may displace affordable or low-income housing in an area where there is a shortage of such housing.	C2, C3, D1f D1g, E1a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may interfere with the use or enjoyment of officially recognized or designated public resources.	C2, E3	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action is inconsistent with the predominant architectural scale and character.	C2, C3	<input type="checkbox"/>	<input type="checkbox"/>
f. Proposed action is inconsistent with the character of the existing natural landscape.	C2, C3 E1a, E1b E2g, E2h	<input type="checkbox"/>	<input type="checkbox"/>
g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

***Full Environmental Assessment Form***  
***Part 3 - Evaluation of the Magnitude and Importance of Project Impacts***  
***and***  
***Determination of Significance***

Part 3 provides the reasons in support of the determination of significance. The lead agency must complete Part 3 for every question in Part 2 where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.

Based on the analysis in Part 3, the lead agency must decide whether to require an environmental impact statement to further assess the proposed action or whether available information is sufficient for the lead agency to conclude that the proposed action will not have a significant adverse environmental impact. By completing the certification on the next page, the lead agency can complete its determination of significance.

**Reasons Supporting This Determination:**

To complete this section:

- Identify the impact based on the Part 2 responses and describe its magnitude. Magnitude considers factors such as severity, size or extent of an impact.
- Assess the importance of the impact. Importance relates to the geographic scope, duration, probability of the impact occurring, number of people affected by the impact and any additional environmental consequences if the impact were to occur.
- The assessment should take into consideration any design element or project changes.
- Repeat this process for each Part 2 question where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.
- Provide the reason(s) why the impact may, or will not, result in a significant adverse environmental impact
- For Conditional Negative Declarations identify the specific condition(s) imposed that will modify the proposed action so that no significant adverse environmental impacts will result.
- Attach additional sheets, as needed.

See Attached Sheets for Reasons Supporting this Determination

**Determination of Significance - Type 1 and Unlisted Actions**

SEQR Status: ☒ Type 1 ☐ Unlisted

Identify portions of EAF completed for this Project: ☒ Part 1 ☒ Part 2 ☒ Part 3

Upon review of the information recorded on this EAF, as noted, plus this additional support information

2004 Town of Cairo Comprehensive Plan (including the Appendix). Draft Town of Cairo Zoning Law. documents and minutes of and studies conducted by the Town of Cairo Zoning Commission and public comments and responses from Zoning Commission (June 2007 through July 2011)

and considering both the magnitude and importance of each identified potential impact, it is the conclusion of the  
Town Board of the Town of Cairo \_\_\_\_\_ as lead agency that:

☒ A. This project will result in no significant adverse impacts on the environment, and, therefore, an environmental impact statement need not be prepared. Accordingly, this negative declaration is issued.

☐ B. Although this project could have a significant adverse impact on the environment, that impact will be avoided or substantially mitigated because of the following conditions which will be required by the lead agency:

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There will, therefore, be no significant adverse impacts from the project as conditioned, and, therefore, this conditioned negative declaration is issued. A conditioned negative declaration may be used only for UNLISTED actions (see 6 NYCRR 617.d).

☐ C. This Project may result in one or more significant adverse impacts on the environment, and an environmental impact statement must be prepared to further assess the impact(s) and possible mitigation and to explore alternatives to avoid or reduce those impacts. Accordingly, this positive declaration is issued.

Name of Action: Adoption of the Zoning Law of the Town of Cairo, Greene County, NY

Name of Lead Agency: Town of Cairo Town Board

Name of Responsible Officer in Lead Agency: Ted Banta

Title of Responsible Officer: Town Supervisor

Signature of Responsible Officer in Lead Agency:

Date:

Signature of Preparer (if different from Responsible Officer)

Date:

**For Further Information:**

Contact Person: Ted Banta, Town Supervisor

Address: 512 Main Street, Cairo, NY 12413

Telephone Number: 518-622-3120 ext 113

E-mail: [supervisor@townofcairo.com](mailto:supervisor@townofcairo.com)

**For Type 1 Actions and Conditioned Negative Declarations, a copy of this Notice is sent to:**

Chief Executive Officer of the political subdivision in which the action will be principally located (e.g., Town / City / Village of)

Other involved agencies (if any)

Applicant (if any)

Environmental Notice Bulletin: <http://www.dec.ny.gov/enb/enb.html>

### **Part III. Evaluation of the Magnitude and Importance of Project Impacts and Determination of Significance**

Adoption of the proposed Zoning Law of the Town of Cairo will result in no significant adverse impacts on the environment, and, therefore, an environmental impact statement need not be prepared. Accordingly, a negative declaration is issued.

#### **Reasons Supporting this Determination**

The purpose of Part 3 is to build on evaluations made during Part 2, to decide how significant any Part 2 identified moderate to large impacts are, and to decide if further information is needed in an environmental impact statement. Part 3 is where the reviewing agency discusses for each potential impact the magnitude, importance, probability of occurrence, duration of impact, irreversibility of impact, geographic scope, and cumulative impacts in the context of the site and community.

The Town of Cairo has determined that adoption of the proposed zoning law will not have significant adverse environmental impacts. The reasoning behind this decision is articulated as follows:

1. The Town Board has considered the entire action including both the adoption and implementation of the proposed zoning law by the Town.
2. The Town Board has reviewed the following information as part of its decision making:
  - a. The 2004 Comprehensive Plan and its appendix;
  - b. The proposed zoning law and map;
  - c. Documents, minutes and public input received from the Zoning Commission;
  - d. Regional and County-based plans including the Greene County Economic Development Plan, the Greene County Open Space Plan and the Greene County Agriculture and Farmland Protection Plan.
3. The Town Board has determined that there are no other involved agencies required as part of the adoption process for a local law, but has incorporated comments received from the NYS Department of Agriculture and Markets, and has conducted the required 239-m review with Greene County.
4. The draft zoning law was developed by the Town of Cairo Zoning Commission. As part of their drafting and reporting process, the Commission solicited and received many comments from the public. The Commission responded to these comments by a) evaluating and making changes to the draft zoning law as appropriate, and b) developing a public document showing all the comments and the Commission response. The report submitted to the Town Board in July 20011 reflects months of public input and re-drafting to address issues raised. Subsequent to the Commission report, the Town Board conducted an extensive review process that included public input, re-drafting of the document, and adjustment of the zoning district map;
5. The Town Board has reviewed criteria for determining significance found in 617.37(c) and found the following:

Criteria for Determining Significance from 617.7(c)	Conclusions Reached by Town Board
<p>(1) To determine whether a proposed Type I or Unlisted action may have a significant adverse impact on the environment, the impacts that may be reasonably expected to result from the proposed action must be compared against the criteria in this subdivision. The following list is illustrative, not exhaustive. These criteria are considered indicators of significant adverse impacts on the environment:</p>	
<p>(i) a substantial adverse change in existing air quality, ground or surface water quality or quantity, traffic or noise levels; a substantial increase in solid waste production; a substantial increase in potential for erosion, flooding, leaching or drainage problems;</p>	<p>The proposed action will not cause any substantial adverse changes as described in 6 NYCRR 617.7(c)(1)(i). In fact, adoption of the zoning will benefit the environment because the regulations specifically implement regulations which are protective of environmental resources. The regulations to be put in place as part of the proposed zoning law address air quality (general regulations), ground and surface water quality and quantity (creation of Shinglekill Creek Watershed Overlay, the Stream Overlay, protection of floodplain areas, incorporation of DEC stormwater regulations, inclusion of proven methods of controlling stormwater and runoff through low impact development methods, and addresses drainage and grading. Adoption of the proposed zoning law will protect and enhance air quality, ground and surface and water quality and guard against increases in flooding, erosion and drainage damage. Hence, the adoption of the law will not create any significant adverse environmental impacts.</p>
<p>(ii) the removal or destruction of large quantities of vegetation or fauna; substantial interference with the movement of any resident or migratory fish or wildlife species; impacts on a significant habitat area; substantial adverse impacts on a threatened or endangered species of animal or plant, or the habitat of such a species; or other significant adverse impacts to natural resources;</p>	<p>The proposed action will not cause any of the substantial adverse changes described in 6 NYCRR 617.7(c)(1)(ii). The protection of undeveloped habitats is one goal of the zoning law. The stream corridor overlay will protect important riparian areas and stream health throughout town. Use of conservation subdivisions when major developments are proposed will allow for identification and permanent protection of critical environments and careful siting of development to prevent disruption in habitats and travel corridors for wildlife. Adoption of the proposed zoning law will implement regulations that will protect and preserve vegetation, wildlife, habitat and natural resources. Hence, adoption of the law will not create any significant adverse environmental impacts to these resources.</p>
<p>(iii) the impairment of the environmental characteristics of a Critical Environmental Area as designated pursuant to subdivision 617.14(g) of this Part;</p>	<p>There are no designated critical environmental areas in Cairo.</p>
<p>(iv) the creation of a material conflict with a community's current plans or</p>	<p>The proposed zoning was developed to implement the 2004 Comprehensive Plan. All the principles articulated in the plan are incorporated into the zoning (See Part I narrative).</p>

Criteria for Determining Significance from 617.7(c)	Conclusions Reached by Town Board
goals as officially approved or adopted;	The purpose statements contained in the proposed zoning incorporate the vision and goals established in the Plan. This includes upholding the Greenway Goals, and addressing needs for agriculture as articulated in the County Agriculture and Farmland Protection Plan, and Open Space Plan. Hence, there is no material conflict between the proposed zoning law and the Town of Cairo 2004 Comprehensive Plan. In contrast, the proposed law has the opposite impact of actually complimenting the 2004 Plan and facilitating the goals and visions set forth in that Plan.
(v) the impairment of the character or quality of important historical, archeological, architectural, or aesthetic resources or of existing community or neighborhood character;	Again, the impact is the opposite of impairment. Maintenance of community character is a primary focus of the 2004 Comprehensive Plan and this proposed zoning law will facilitate the maintenance of community character by implementing regulations designed to protect and preserve Cairo's rural and community character. Protection or maintenance of community character is included in the purpose statements of the zoning. Moreover, regulatory provisions designed to accomplish that purpose are set forth throughout the zoning law (58 instances). Without a zoning law (in essence, the "no action alternative"), the Town of Cairo could not address the density, intensity, scale, uses, or performance of future land uses and development. With only a site plan law, the Town currently has limited ability to address the most impactful aspects of short and long-term development in the community. By taking active steps to protect and preserve community character, the adoption of the zoning law will have positive benefits to the community and will not cause any significant adverse impacts.
(vi) a major change in the use of either the quantity or type of energy;	Adoption of the zoning law will not change the use, quantity or type of energy used.
(vii) the creation of a hazard to human health;	Adoption of the zoning law will not create any hazards to human health. The zoning specifically prohibits uses that are not allowed (i.e., uses which do not appear on the use table), and that includes auto salvage yards, junk yards and heavy industries. By prohibiting the kinds of uses that would be likely to have the greatest adverse impact on human health, the zoning law is protective of human health. Beyond prohibition, the proposed zoning law also acts to protect human health by imposing regulation on other uses that could adversely impact human health, such as manufacturing and mining. Under the proposed zoning law, these uses will be allowed but will require special use permits and a careful review to ensure that all criteria for approval are met. Those criteria are designed to protect both human health and the environment. Without zoning,

Criteria for Determining Significance from 617.7(c)	Conclusions Reached by Town Board
	noxious uses prohibited by the zoning law would be allowed to take place and the Town would have no control over potentially hazardous land uses. Thus, through the prohibition or control of uses which present the potential to adversely affect human health (and the environment), the adoption of the proposed zoning law acts to protect human health and benefits the Town and the environment.
(viii) a substantial change in the use, or intensity of use, of land including agricultural, open space or recreational resources, or in its capacity to support existing uses;	The proposed zoning law is designed to continue existing land use patterns (commercial concentrated in hamlets and along major highways, mixed uses in hamlet areas, low density residential elsewhere). However, the intensity of the use of land will be less with the proposed zoning law in place than it would be in the absence of a zoning law. With a zoning law, the density of development would be less than allowed now, as there are no other density controls in Cairo. Zoning is designed to facilitate future concentration of density for efficient provision of water and sewer infrastructure if needed. Densities in the RR and MT districts is set based on the capacity of the land to handle development. By restricting land use intensity, the adoption of the proposed zoning will benefit the Town and environment.
(ix) the encouraging or attracting of a large number of people to a place or places for more than a few days, compared to the number of people who would come to such place absent the action;	The zoning includes a section regulating mass gatherings and therefore adoption of the law would benefit the environment by minimizing or eliminating adverse impacts related to such events.
(x) the creation of a material demand for other actions that would result in one of the above consequences;	None of the changes which would take place due to adoption of the zoning law will result in the creation of a material demand for other actions that would result in any of the consequences identified and discussed above.
(xi) changes in two or more elements of the environment, no one of which has a significant impact on the environment, but when considered together result in a substantial adverse impact on the environment; or	The proposed action does not present any instances where changes in two or more elements of the environment would combine to create a significant adverse impact when considered together. All of the changes which have been identified are changes with positive, not adverse, impacts to the environment.
(xii) two or more related actions undertaken, funded or approved by an agency, none of which has or would have a significant impact on the environment, but when considered	The proposed action involves only a single action. There are no other related actions to be undertaken, funded or approved by an agency. Hence, due to its singular nature, the proposed action will not combine with any other related actions to create a significant adverse impact when considered either together or cumulatively. Again, besides



<b>Criteria for Determining Significance from 617.7(c)</b>	<b>Conclusions Reached by Town Board</b>
cumulatively would meet one or more of the criteria in this subdivision.	being singular in nature, all other impacts identified as being caused by the proposed action result in a benefit to the Town, its environment, and its natural resources.
(2) For the purpose of determining whether an action may cause one of the consequences listed in paragraph (1) of this subdivision, the lead agency must consider reasonably related long-term, short-term, direct, indirect and cumulative impacts, including other simultaneous or subsequent actions which are:	
(i) included in any long-range plan of which the action under consideration is a part;	This action is implementation of the long-range goals of the Town as established in the Comprehensive Plan. Other long-range plans established by the Town in the plan can be implemented after zoning is established. For instance, having stable land use planning may make it easier to reach some of the other economic development goals identified.
(ii) likely to be undertaken as a result thereof; or (iii) dependent thereon.	There are no other simultaneous or subsequent actions which are likely to be undertaken as a result of the proposed action. Neither are there any other simultaneous or subsequent actions which are dependent upon the proposed action.
(3) The significance of a likely consequence (i.e., whether it is material, substantial, large or important) should be assessed in connection with:	
(i) its setting (e.g., urban or rural);	The Town of Cairo is a rural community. The proposed zoning law is designed to protect and preserve that setting. It is designed to protect against the potential adverse impacts of future development that would take place absent land use programs, such as a zoning law that addresses density, intensity, scale, aesthetics, dimensions, etc. Current land use programs oriented to subdivision and site plan can only control function of a single parcel at a time, but cannot evaluate or address long-term, cumulative, or regional affects. Thus, the no action alternative would have substantial adverse impacts through long-term and cumulative and basically unfettered/haphazard growth. Thus, the no action alternative would result in adverse impacts to Cairo's present "setting." In contrast, the zoning law proposed for Cairo is a collection of environmental best practices, and will address long-term and regional needs specifically oriented to a rural community. These practices will act to protect and preserve the setting in Cairo.
(ii) its probability of occurrence;	No significant adverse environmental impacts have been identified, and thus, there is very low probability of



<b>Criteria for Determining Significance from 617.7(c)</b>	<b>Conclusions Reached by Town Board</b>
	occurrence. However, there is a high probability of the Town seeing benefits as a result of the zoning law.
(iii) its duration;	No significant adverse environmental impacts have been identified, and thus, the duration of any negative impact is not a consideration. However, the duration of benefits seen from implementation of the zoning law over time as development proceeds in Cairo is very long.
(iv) its irreversibility;	No significant adverse environmental impacts have been identified, and thus, there are no adverse impacts to be irreversible. Quality development will result from the implementation of the zoning standards. The zoning also promotes agriculture, open space, stream and watershed protections, ridgeline and steep slope protections and incorporation of scenic, aesthetic and community character considerations. Those will be long-lasting, positive effects of the zoning. What would be irreversible, would be the potential adverse consequences that may flow from the largely uncontrolled future development that would take place under the “no action alternative”.
(v) its geographic scope;	The geographic scope of the proposed action is town-wide. The proposed zoning law will affect land use throughout the Town of Cairo. However, as noted throughout this EAF, the impacts of the proposed action will benefit the Town and its environment and natural resources.
(vi) its magnitude; and	The magnitude of the proposed action has been considered and no significant adverse impacts have been identified.
(vii) the number of people affected.	The zoning law affects all the parcels of land in the Town of Cairo. Currently there are 6,670 people living in the Town (as per the US Census, American Factfinder). However, as noted throughout this EAF, the impacts of the proposed action will benefit the Town and its environment and natural resources.

SEQRA requires the Town to evaluate impacts of an action on the environment. Specifically the following features are included in a SEQR analysis and are relevant to the proposed action of adopting zoning:

- Land
- Geologic Features
- Surface Water
- Groundwater
- Flooding
- Air
- Plants and Animals
- Agricultural Resources
- Aesthetic Resources

- Historic and Archaeological Resources
- Open Space and Recreation Resources
- Critical Environmental Areas (There are none identified in Cairo)
- Transportation
- Energy
- Noise, Odor and Light
- Human Health
- Consistency with Community Plans

Consistency with Community Character In making a legally sufficient determination regarding significance, the Town Board has: (1) identified all relevant environmental impacts; (2) thoroughly analyzed these potential impacts; and (3) provided a written explanation of its reasoning in concluding that the proposed action may cause, or will not cause, significant adverse environmental impacts.

The current tools available to the Town are limited. No action would result in adverse environmental impacts because there is no ability for the Town to address uses, lot sizes and setbacks, density of development, size of buildings, intensity of uses, or scale. Subdivision and site plan is limited to evaluation of site specific impacts and do not adequately help the town direct growth that meets community needs. Enactment of this proposed Zoning Law and Map is anticipated to result in a positive impact to these features compared to the Town taking no action.

The Town Board's 'hard look' has resulted in the determination that the proposed zoning law is an implementation of policies, programs, and strategies established by the community in 2004. The proposed zoning law addresses all the principles outlined in the 2004 Comprehensive Plan. It addresses all the natural and man-made environmental resources identified in Cairo by establishing a comprehensive review process and implementation of development standards that will serve to eliminate or limit adverse impacts.

## **Conclusion**

The proposed Zoning law is designed to promote those very features that make Cairo unique. These features are identified, discussed, and envisioned as critical components of the Town's community character and environment in the 2004 Comprehensive Plan. The proposed law establishes districts and related development standards designed to ensure that Cairo's community character and environment is maintained or improved for future generations.

These include:

- Continuing to be a rural community (Rural Residential zoning districts) with low density residential uses co-existing with agriculture, forested open spaces, and pre-existing, small scale business uses (Commercial Island Overlay);
- Unique mountaintop areas having high quality open spaces and environment in the Catskill Mountains (Mountaintop zoning district);
- Resort uses centered on the Town's natural resources and scenic beauty (Planned Resort Development floating zone);
- Hamlets that are of vital importance to the fabric of the community (Hamlet Districts);

- The hamlet of Cairo, which has traditionally been the largest concentration of density in the Town and the commercial and cultural center of Cairo (Hamlet of Cairo Zoning district along with Main Street Downtown and Main Street Commercial districts);
- A healthy natural environment and high quality ground and surface waters (Stream Corridor Overlay and Shinglekill Creek Watershed Overlay); and
- Commercial uses along Route 23 (Commercial Mixed Use, Commercial Route 32 South, Commercial Route 23 and 23E, and Industrial districts).

For all of the reasons noted and discussed throughout this environmental assessment form, the Town Board has determined that adoption of the proposed zoning will result in large, long-term POSITIVE impacts that will directly and indirectly benefit the entire community in Cairo. And at the same time, after careful examination and application of the criteria for determining significance set forth in the SEQRA regulations, the Town Board has not identified any significant adverse environmental impacts to flow from the proposed action. The proposed Zoning Law significantly addresses protection of the environment and community character as a key feature.



**TOWN OF CAIRO  
BUILDING AND CODE DEPARTMENT  
512 Main Street , P.O. BOX 728  
CAIRO, NEW YORK 12413  
PHONE (518) 622-3120 Ext 253 FAX (518) 622-3415**

**Report and Findings**

**Date:** July 6, 2015

**Property Location:** 171 Bross Street

**Property Owner:** John W. Seitz property

**Unsafe Conditions:**

Collapse of a detached garage

**Findings:**

- (1) Unsightly condition of the premises
- (2) Wood with nails in it, concrete blocks and other hazardous debris scattered on premises

**History:**

Mr. Seitz has been in court for Violations of the 2010 Property Maintenance Code since 2014. Mr. Seitz's garage collapsed creating an eye sore for the community as well as safety issue for the occupants of the property and any other persons who may visit or trespass on his property. Although Mr. Seitz did start to clean up the property he has failed to make any more progress despite being fined by the Town of Cairo Court for his violations.

**Recommendations:**

Mr. Seitz claims that he does not have the means to clean his property up to satisfy the violation therefore; I am recommending that the Town of Cairo Town Board proceed for the cleanup at 171 Bross Street.

**Attachments:**

Final Order to Remedy Violation

Pictures of Site taken June 16, 2015

Stacy Sprague  
Town of Cairo  
Code Enforcement Officer

State of New York  
Town Board of the Town of Cairo

In the Matter of the Application of the Town of Cairo  
To remove Unsafe and Unsightly Condition upon Lands Owned  
By John W. Seitz, 171 Bross Street,  
Cairo, New York Tax Map #: 100.06-2-4

**ORDER**

**BY ORDER OF THE TOWN BOARD OF THE TOWN OF CAIRO:**

WHEREAS, John W. Seitz is the owner of certain real property located at 171 Bross Street, in the Town of Cairo, County of Greene and State of New York, bearing Tax Map Number 100.06-2-4; and

WHEREAS, the Town Board of the Town of Cairo received and reviewed a Report from the Town Code Enforcement Officer / Building Inspector regarding the unsafe condition of the said property in accordance with the requirements of the 2010 Property Maintenance Code of New York State section 302 Exterior Property Areas, and its regular meeting held on July 6<sup>th</sup> 2015, in particular the condition of the premises is as follows:

Detached garage collapsed and debris from the structure and its contents are creating an unsightly and dangerous condition to the occupants of the property, neighboring properties and any trespassers.

NOW THEREFORE THE TOWN BOARD OF THE TOWN OF CAIRO  
HEREBY DETERMINES AND ORDERS:

ORDERED, that the Town Board of the Town of Cairo shall hold a hearing on the 3<sup>rd</sup> day of August, 2015 at the Town Hall, 512 Main Street, Cairo, New York at 5:30pm regarding the unsafe condition of such real property and the remediation thereof, and it is further

ORDERED, that the Town Board of the Town of Cairo hereby determines that the said real property has become unsafe, dangerous and unsightly by way of the following conditions:

The property has debris from a collapsed building as well as other miscellaneous debris which could be hazardous to the safety of the occupants of the property and any other persons who go onto the property and it is further

ORDERED, that the Owner, John W. Seitz is hereby directed to remove all debris at the said subject matter real property located at 171 Bross Street, Cairo, Greene County, New York, bearing Tax Map Number 100.06-2-4, such removal shall commence within 30 days of the date of the hearing and shall be

completed within 60 days thereof unless for good cause shown by the land owner and extension is granted by the Town, and it is further

ORDERED, that in the event the Owner, John W. Seitz. fails to complete such removal and repairs, the Town of Cairo shall have the right to complete such removal, and it is further

ORDERED, that in the event the Town of Cairo is required to complete the removal of all miscellaneous junk and debris the Owner of such real property fails to reimburse the Town for the cost of same within 60 days of the date of the invoice of such costs served upon the Owner via certified return receipt requested mail, same shall be reported to the Greene County Treasurer and Greene County Real Property Tax Services and recorded as a lien upon such real property and collected as a special ad valorem levy thereon in accordance with Article 15 of the Real Property Tax Law, all in accordance with Sections 4 through 10 of Local Law #2 of 1990 of the Town of Cairo, entitled "Unsafe Buildings"

Dated: \_\_\_\_\_

\_\_\_\_\_  
Ted Banta, III, Supervisor

Town of Cairo  
Ambulance Service

PO Box 728  
512 Main Street  
Cairo, NY 12413  
518-622-2357

## Monthly Report

July 6, 2015

Total calls for May.....74  
Total Transported calls.....51  
Total Non-transported calls..... 23

Total amount billed: \$ 43,940

### Miscellaneous items of Interest:

1. Met with Scott Lane regarding preliminary information in regard to the Ambulance Building. Discussed background items to begin the process.
2. Have started gathering information on a new ambulance to replace 74-1. I am checking to see if the Mercedes Chassis is available in all wheel drive.



TOWN OR CAIRO

ANIMAL CONTROL

JULY 1 , 2015

THE ANIMAL CONTROL DEPARTMENT WAS VERY BUSY FOR THE MONTH OF JUNE , I HAD A TOTAL OF 33 ANIMAL CALLS OF SOME TYPE . I HAD 2 DOG BITE COMPLAINTS , AND 1 DOG ATTACKED BY ANOTHER INWHICH THE DOG WAS DECEASED . I HAD 2 LOST DOG COMPLAINTS , AND 2 DOGS HIT BY CARS , 1 DECEASED AND THE OTHER WAS GONE UPON ARRIVAL . QUITE A FEW LOOSE CAT CALLS , 1 RACCOON CALL MAIN STREET , 1 DOG BARKING COMPLAINT AND BELIEVE IT OR NOT 1 PIDGEON UNDER A HOME OWNERS CAR INWHICH WAS LOST AND RETURNED TO BRUNO THE OWNER OF ACRA BUILDING SUPPLY .

BRIAN FEML

CAIRO ACO

<b>TOWN OF CAIRO BOARD MEETING</b>
------------------------------------

<b>ASSESSOR'S MONTHLY REPORT</b>

**JULY 6, 2015**

**New Business:** 24 property transfers for the month of April

8 valid sales

**New Business:** Board approval for purchase of legal size file cabinet for Assessors Office

State contract price \$222.68

See attached motion card

**Old Business:**

**CLOSING**

Janice Hull

**Sole Assessor**



**TOWN OF CAIRO**  
**BUILDING AND CODE ENFORCEMENT**  
**MONTHLY REPORT**

**June 1, 2015- June 30, 2015**

**(15)** Building Permits Issued

**(00)** Certificates of Occupancy Issued

**(04)** Certificates of Compliance Issued

**(21)** Violations & Complaints

**(03)** Violations Pending Court

**(01)** Pending cleanup ordered by the Town Board

**(37)** Total Inspections were performed on current projects, violations, and fire inspections

**GOALS & Accomplishments:**

- Organize and unpack office
- Continue to work on violations & Fire Inspections
- Work on office procedures files so that the office runs in an efficient matter

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**512 Main Street, P.O. Box 728**

**P. (518) 622-3120 ext. 253 F. (518) 622-3415**

**Cairo, New York 12413**

**Hours Mon. – Thur. 10am – 3pm & Fri. 10am – 2pm**



**Robert F. Hempstead**  
**Town of Cairo Highway Superintendent**

755 Route 145  
Cairo, NY 12413  
518-622-9515  
518-622-3185 Fax  
518-965-1266 Cell

[highwaysuper@townofcairo.com](mailto:highwaysuper@townofcairo.com)

## **Highway Report**

July 6, 2015



### **Highway Daily Tasks Performed:**

1. Crews are out cold/hot patching pot holes as weather permits utilizing recently purchased trucks and lee boy paver. 335 tons to date.
2. Routine repairs/service on equipment.
3. Town wide road side trash pickup continues. Polly's Rock Road photo above
4. Sign replacement/maintenance ongoing.
5. Renovations/updates at highway office are complete.
6. All temporary easements have been acquired for the two large culvert replacement FEMA projects: Sandy Plains and Harold Myers.
7. Culvert maintenance continues
8. Extensive repairs being performed on the Town's vacuum/sweeper truck.

9. Tree/brush cutting.
10. Jerome Avenue water leak excavation site road asphalt resurfacing is complete.
11. Receiving quotes for the 2015 paving season
12. Yard waste program use is increasing.
13. Gradall out ditching/drainage on various roads
14. Bucket/aerial truck safety course was very informative with six town employees receiving their certification.
15. Repaired water break on Bross Street, backfilled and installed asphalt binder and top coat.
16. Town wide roadside mowing continues.
17. Assisted Cocksackie with trucks for motor paving
18. Repaired sidewalks on Bross Street/water repair and Main Street
19. South Road is being prepped for paving, culverts, ditching and leeboy paving
20. Serviced and repaired town ambulances, and code enforcement vehicle.



### **Park Maintenance:**

1. New playground equipment has been delivered and sonotubes installed.
2. Mowing/weed whacking continues daily.
3. Removed graffiti from dugouts multiple times.
4. Renovating Pop Warner restrooms into family/handicap accessible
5. Replaced damaged basketball back board
6. Work Force Program intern working in the park.
7. Implemented, during this Fourth of July, my recommendations that I forwarded to the Town Board last July regarding Park Event procedures:

Additional staff was scheduled, Port-o-lets rented, utility vehicle rented for the event, and parking restricted in certain areas

8. Prepped town park for American Legion circus, brought in additional staffing for day and night time and then rolled field after event.



### **Meeting & Miscellaneous:**

1. Still pending: F450 purchase, plow for F350 Unit 1, skid steer with snow blower, and tandem dump trucks with snow and ice equipment.
2. Still pending: Repairs to salt building.
3. Installed doorbell at library
4. HVAC system checked and monitoring program updated in the library
5. Town hall and library gardens hand weeded.
6. Transported and stored American Legion floats
7. Mowing/weed control of town owned cemeteries
8. Delivered and picked up tables and barrels for the Cairo Fish and Game Club bass tournament.
9. New carpet installed in the court room at Town Hall.
10. Met with engineer regarding change order at the Annex
11. Chamber of Commerce/National Bank of Cossackie planted flowers in front of Town Hall
12. Ongoing mowing of deserted/town acquired properties on Main Street
13. Maintaining property located at 23b and 32 (Cumberland Farms) where the welcome to the Town of Cairo sign is located. Mowing, trimming and weeding.
14. Waiting for signed contracts for large FEMA projects (Sandy Plains and Harold Myers)



## Library Report – June 2105

The library had the following programs: Laughter As Medicine, Save Energy, Save Dollars, Drawing Outdoors; Landscape Painting, Fish Marionette, Zumba, and Writing.

Upcoming programs include Design Your Own Bear, Picasso Kids, Pioneer Living, Tai Chi, and Nature Detectives and Writing for Teens and Adults. The Writing program is made possible through a grant from Poets& Writers.

The other programs are largely made possible with funds raised by the Friends of the Cairo Library. There is no fee to attend programs.

An ongoing program is Library Storytime with Miss Dani on Sunday mornings at 8:00am, 90.7FM or [wgxc.org](http://wgxc.org) online.

Director Kamecke met with Recreation Director Janet McKeon to discuss ways to collaborate and promote the library. Janet will be showing films at the library and will be bringing some kids up for library programs.

Between May 27 and June 30, we issued 32 new cards. During the same time period the library community rooms were used 38 times by various individuals and groups.

Girl Scout Troop 1335 planted flowers at the entrance to the library. A patron also donated plants.

The bookmark contest winners are: Brianna Schermerhorn; Shanieka Carr, Isabella Sarles and Doreen Brown.

We gave a tour for a preschool on June 12.

From NYLA: "The New York libraries draw in more visitors than the New York Yankees, Mets, Knicks, Giants, Jets, Nets, Carnegie Hall, Lincoln Center, aquariums, zoos, and Madison Square Garden combined, according to a story by the New York Times."





## **TOWN OF CAIRO PLANNING BOARD**

**PO Box 728, Cairo, NY 12413**

**Chairman-Daniel A. Benoit - phone: (518) 701- 4823**

**Email: [planning@townofcairo.com](mailto:planning@townofcairo.com)**

July 6, 2015

To: Town Board Members

From: Planning Board

Re: Report of the Planning Board for the Month of June, 2015

On June 4, 2015, the planning board held its regular monthly meeting. There were two public hearing scheduled and held. The first was for the Watts Oil site plan and the second was for the Busti/Consoli subdivision application. At the close of each public hearing, each project was considered and approved by the board. With the exception of these two projects, there was no other open business on the agenda.

**In New Business** the board waived review of one new project, The Bagel Café. The project involves re-use of the old Bank of Greene County building as a bakery and retail baked goods shop with eat-in capability.

The board's next regular meeting was scheduled for July 2, 2015 at 7:00 p.m.

Respectfully Submitted,

Daniel A. Benoit

Daniel A. Benoit, Chairman, Planning Board.



From the desk of  
Town of Cairo Tax Collector

July 3, 2015

June Monthly Report

To: Supervisor Banta & the Cairo Town Board

Re: Tax Collector's Monthly Report

Things are beginning to wind slow in the tax collector's office. The final day for payment to the town office will be on Friday, July 31, 2015. As of this date, there are 326 parcels in roll 1 that remain unpaid totaling \$912,005.55. There are 67 parcels in rolls 3, 5, 6, & 8 totaling \$275,317.96 that are paid directly to the county.

- A check for May penalties and interest was paid to the town on June 9, 2015 in the amount of \$4403.53. On or before the 15<sup>th</sup> of this month, I will pay the interest accrued and late fees collected for June as stipulated by law.
- A check was sent to the Greene County Treasurer on June 9, 2015 in the amount of \$85,000.00 to go toward the county tax warrant as mandated by law.
- All tax payments received to date have been recorded into the BAS system and have been posted to the Warrant Book. Linda and I have also recorded all payments onto the yellow duplicate bills.
- Please let me know if you have any questions or concerns regarding the Tax Office.

Respectfully submitted,

Susan Hilgendorff  
Tax Collector



512 Main St., PO Box 728

Cairo, NY 12413

## **TOWN OF CAIRO WATER & SEWER**

### **MONTHLY REPORT**

**JUNE 2015**

**186** PHONE CALLS RECEIVED AND RESPONDED TO

**35** DIG SAFELY REQUESTS AND RESPONDED TO

**2** WATER SERVICES TURNED ON

**0** WATER SERVICES TURNED OFF

**2** ALARMS RECEIVED AND RESPONDED TO

**3** WATER MAIN LEAKS FIXED

### **WATER DEPARTMENT**

**Water Crisis** – Starting on May 26<sup>th</sup>, we had a substantial increase in water use. Our district which typically averaged about 100Kgpd had begun demanding 125K, and then each day it increased further, by June 1<sup>st</sup>, demand was up 150K, by June 14<sup>th</sup> our demand was over 230Kgp. Coincidentally our primary pump was not functioning properly. We needed to find the leak and get the pump working. Early investigations into the pump were confusing, caused by inaccurate information from the cistern level. We realized that the pump was working properly; it was not able to produce because the well was running dry. As the level would drop, the pump would suck air and lose prime. The auto priming vacuum

did not have the capacity to reprime from such a low depth in the well. This required throttling down the valves and hand priming of the well every few hours. The increased demand in conjunction with the unusually dry May created a need that we could not fill. Early attempts to find a leak were unsuccessful. Working with Rich Winters and Morris Coolidge of NY Rural Water, we investigated the whole system. Even as we were fixing the leaks on Madeline and Bross, it was evident that a much larger leak was still flowing. I made the decision to put Well #3 into distribution.

Realizing that our back up plan may not be able to sustain the system, we pursued acquiring a NYSEMU filtration vehicle that could be used in an emergency to provide potable water from a surface area source. The introduction of Well #3 water, the repairs on Madeline and Bross, and the much needed rainfall (increasing the primary well production) allowed us to forgo the filtration vehicle. The experience of getting the emergency plan to come together was a beneficial process. Although we did not eventually need the assistance, knowing how and who could help us was enlightening. Many people from county and state sources worked together with Supervisor Banta and myself to have a emergency plan in place. It is comforting to know that there is a functioning emergency procedure for water systems.

It is unusual for 120Kgpd to be leaking in the system without any visual indications. After listening to the entire system and not hearing any further unusual activity we took to searching everywhere. There was not any increase in flow going into the sewer system so I surmised it was not likely in an occupied building. We searched abandoned buildings, hiked the water line through the woods and checked storm drains and ponds. I walked the Shinglekill twice looking for evidence, on my second walk June 8<sup>th</sup> I took water samples along the way and found evidence of chlorinated water entering the creek from areas near the Main Street bridge near the old water main crossing. I was able to track some of the water through storm drains to the intersection of Jones Street, Main Street and County Route 85.

Unfortunately, the use of a plastic water main made finding the leak much more difficult. Metal water lines transmit high frequency from pressurized leaks that can be heard over great distances. Plastic pipe does not transmit nearly as well and the leak was unable to be heard from neither service connections nor hydrants in the immediate area. Concurrently, the plastic main also severely limits thawing abilities using welders.

With the introduction of water from Well #3 and with the various repairs additional water testing was done. There were many calls of concern over the "cloudy" appearance of the water. Well #3 introduced air (as well as sulphur gas) into the system, although the water is determined to be perfectly safe to drink, the appearance and slight odor was unappealing. Well #3 was only in use for less than 100 hours in total, it took a few more days for the introduced air to dissipate.

Once the leaks were fixed, our total use has come down to 86Kgpd on average, and our overall system pressure has increased. We know there are small leaks along Jerome Avenue that can be solved with a main line replacement. It is not cost effective to fix the many small leaks if we can get the whole line replaced.

**Main Street at CR 85 Leak** – Working with NY Rural water and Catskill DPW we determined the best spot to begin our search. We knew the water was getting into the storm drains, but not knowing where the storm drains connect or come from, we were making educated guesses. Using Maple Ridge, we dug two areas and determined the leak to be further up the hill. Using low frequency acoustical equipment burrowed from Coxsackie, Joe Myers listened along the roadway where the water main is buried and focused in on an area in front of 618 Main Street. Soon afterwards Frank O’Neil Jr. from the City of Hudson water department arrived and pinpointed to the same area. We dug and quickly found where the leak was entering a junction in the storm drain. A corporation saddle to the Main line 1.5” tap to O’Neil’s café had eroded away. The tap was only about 12 years old and was unusually rotted away. Once located the repair was quickly made. We were able to do the repair live without disrupting water service, thereby eliminating the need for a boil water notice. I estimate this leak was between 120-145Kgpd.

**13 Madeline Leak** – We had acoustically detected a leak on Madeline Street last year, we had the area dug last August, but the leak was not found. We revisited the mystery leak on Madeline Street and by using computerized acoustic equipment we were able to triangulate and better pinpoint the leak. We doubted this was our primary leak as it had been going on for at least a year, but as we were struggling to find a new major leak, we needed to save every amount we could. On June 4<sup>th</sup> using Holbrook Services, we dug the area and found where a 150+ pound rock had been resting on the water main and caused a crack on the underside. Unusual main line valve configurations that did not match the drawings complicated our repair. Updated drawings have been made and included to the valve location book. Holbrook, Rich Winters, Joe Myers, and I were also assisted by Kyle Blain of Hunter Village DPW to do the repair. We estimated this leak to be between 5K-10Kgpd.

**146 Bross Street Leak** – Working with Rich Winters of Rural Water we also detected a leak on Bross Street and he was able to pinpoint it to a connection at 146 Bross Street. On June 3<sup>rd</sup> the Cairo Highway department and Joe Myers did the repair. The service tap at the main had deteriorated and was replaced. We estimated this leak to also be between 5K-10Kgpd.

**Water System Maintenance at Reservoir - Well #3** – In order to introduce the water from the well at the old reservoir, we needed to repair a chlorinator pump. There were two chlorinator pumps installed at the location and neither was operational, apparent damage caused by freezing. The building is heated, but this area must have been damaged at some point in the past. By combining the parts from the two broken pumps, we were able to fashion one working pump. Additional repairs to the chlorinator pumps will need to be still done. The well level float is not accurate at all; it reads over 204.2 feet of water and doesn’t fluctuate. The flow meters do not provide accurate information, they might simply need calibration or more likely they are not able to function due to the air in the water. Unreliable information from the flow meters and the well level indicator had given us false security for our back up water plan. Well #3 production is now estimated closer to 30Kgpd. The sulphur, iron and manganese content were not as high as previously expected, but the amount of production is much lower than the previously believed available.

**Water System Maintenance at Park Well #1 & #2** – The bubbler system which measures the depth of water in our cistern proved inaccurate. We had checked accuracy in August 2014 and in February of 2015, each time it was correct and did not need recalibration. As the system works with the air compressor, our maintenance to the water hammer arrestor may have affected the accuracy. Recalibration still needs to be done.

**Alarms** – Although the auto dialer is currently nonfunctioning, the audible alarms are still connected. Starting on May 29<sup>th</sup>, we have had numerous alarms regarding low water in the tower. Low cistern level alarms were also constant as we were running out of water. Low well production in conjunction with the water leaks created a demand that our supply could not fill. On 6/25/15, we had a “high water” alarm in response to too much water in the cistern. This alarm was a welcome sight as we had been used to low levels. There was not actually a high level in the cistern, but the inaccuracy of the bubbler system recording false high readings.

**Water Turn-On/Offs** – We had 2 water turn-ons: #3110 seasonal and #5110 a new account.

**New Account** – Account #5110 was connected to the water system. A service line, water meter and external meter reader were installed. The connection to the accounts previous well water source was completely disconnected and their well was filled in. There is currently one other accounts that is planning on connecting to the municipal water.

**Hydrant Flushing** – We expect to do our hydrant flushing at nights in July.

**Grant Expectations** – We compiled data and have been working with Delaware Engineering in pursuit of available funding for water system repairs and expansion. Target projects include; an additional source, the Jerome Avenue water line, the Bross/Railroad/Grove street line and the water tower.

**Youth Fair** – Additional water testing, research and filing necessary for an agricultural fair were started in preparation for this coming Greene County Youth Fair. Changes to the Agricultural Fair Permit application and guidelines had added additional work. Back flow preventers are required for agricultural fairs and we worked with NYS DOH to insure that they were not applicable to our situation. Our park water sources are used all year, and vacuum breakers are installed annually at the hose bibs, and we have met with their approval.

**Jerome Avenue** – The Cairo Highway Department did the paving and road repairs to Jerome Avenue from the water line repair. The emergency repairs to the (account #2610) service line under Jerome Avenue had required extensive road repair. The repairs to the road needed to meet Greene County specifications. Only two private contractors replied to bid requests. The private bids were not approved. The whole repair is currently the financial responsibility of the property owner. The holes in the copper line are believed to have been caused by cathodic activity, not from frost.

**Water Rules & Regulations Review** – An amendment (or total rewrite) to the current 1990 version of the Cairo Water District Rules & Regulations is in order. There are parts of the regulations that are outdated and in need of clarification. Issues regarding the responsibility of water service line ownership

and maintenance should be reviewed. The responsibility of the Highway Department should also be reviewed. A committee is necessary to review and make adjustments. A similar committee is required for the sewer system as well.

**Maps and Files** – Clerk Valarie Payton has been working for months organizing the filing system and our hundreds of maps. Most every day we experience the positive results of simply finding information faster. This was and continues to be a large and important task.

**Water Alarm System** – (Same as last month) The “Sensaphone Express II” alarm system had failed and is no longer covered by warranty. Estimate to repair the system would be about \$700. The same system new is \$1,800. We feel that the Express II system is excess for our needs and we are ordering a new Sensaphone Model 1800 to replace it for about \$1,000.

**Water Certification** – (Same as last month) John Orso and I (Michael Lamanec) are continuing the NY Rural Water course. Joe Myers is serving as an overseeing private certified contractor allowing Cairo to use his license until our certification process is completed.

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## **SEWER DEPARTMENT**

**Septic Tanks** – We have made repairs to septic tank access ports at #1310 & #4520. We have many more to do as time and resources allow.

**Septic Tank Pump-Outs** – No tanks were pumped in June, some were already done in July. We have some scheduled and many others to do as time and resources allow.

**WWTP Repair** – June 5<sup>th</sup> Joe Myers and Alan Tavenner repaired a electronic control for a pinch valve. The control was not intended to get as wet as it did; replacements and modifications were made to the control.

**Grove Street Force Main** – We have received complaints of septic odors on Grove Street near the intersection of Ross. There were never as-built drawings done for the new force main that was installed in 2012, Delaware Engineering is drawing them now. There is an air release valve in the line in a manhole, it requires a pumping and back flush. This valve has been an issue once before. I am working with Alan Tavenner looking for a solution.

**Septic Pump Stations-** John Orso and I have begun to monitor the pump stations. The stations are to be monitored to avoid system failure. PS#1 needs generator maintenance. PS#3 was working on only one of the two pumps, the situation was easily rectified. PS#4 apparently has a failing check valve; we expect to fix this ourselves as soon as time allows. Time is not allowing, so I’ve called Emmons Pump to do the repair. PS#8 Has failed as of July 2<sup>nd</sup>, alarm was the only thing working properly, tank and wet well have been pumped, repairs in confined space are necessary, more on this next month’s report. PS#9 was not working; we’ve got it temporarily operational. PS#9 is a failed design; the current solo pump cannot

handle the load of the two pumps that supply it. This location has had severe failure in the past and it will fail again in the future, this is a major undertaking that will require many man hours and expense.

**Sewer Use Law** – We are guided by the current 2010 Sewer Use Law, there are some items that were not properly addressed, and other items that contradict themselves. Previous versions of the law allowed property owners to continue using their own private wastewater disposal system and would be forced to connect to the system if their system failed. Although there is not a clear definition of failure. Current law dictates that (Section 307) connection is required by everyone. We have numerous buildings in the district that are not connected to the system. Conflicting (Sections 406) areas refer to the owner maintained wastewater disposal systems. As with the water rules, there should be a review, clarification and adjustment to the current 2010 law. I propose a review committee is formed for the task.

**Sewer Use Penalties** – Delinquent sewer use payments from the May sewer bills were charged late fees in the total of \$2,487.78 on June 7th.

**EDU Billing** – EDU bills were sent out on June 2<sup>nd</sup> in the amount of \$58,525.00 We have started investigations to adjust EDU assessments.

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#### **The State of the Water & Sewer Department –**

**Personnel** –John Orso continues to do the majority of the water testing and chemical treatments, he has also been assisting with the water meters and the septic tank projects. Albert Gasparini will no longer be available to doing the water meter reading. John Orso and myself have been handling the task. Joe Myers continues to be a most valuable asset in the mechanics of both the water and waste-water systems. Valarie Payton is learning well and is tasked with the organization of our filing system. Both John and Valarie have made a first draft of their respective SOPs. Establishing SOPs (standard operating procedures) for various aspects of this department is an important goal we continue to work towards.

**Administrative Insight**- Same as every month. Both of the departments are in serious need of assistance. I am only slightly slowing the dilapidation of the systems. Time and financial restraints cannot adequately compete with the maintenance requirements. There are many vacant accounts that no longer use the departments systems. As the systems deteriorate the maintenance costs continue to grow. The majority of incoming funds are already used to pay off old debt. I don't know that getting a grant or another interest free loan is the answer, albeit we can't have the departments go backwards. I regret I don't have a more positive plan to propose. As I have frequently stated, this position requires more time than I can afford it. The Town needs to have a different plan for future of these departments; I cannot effectively do this job given financial and time constraints.

Michael Lamanec

Town of Cairo Water & Sewer Administrator



***Annual Drinking Water Quality Report for 2014***  
***Cairo Water District***  
***P.O. Box 728, Cairo, New York 12413***  
***(Public Water Supply ID# 1900025)***

## **INTRODUCTION**

To comply with State regulations, Cairo Water District, will be annually issuing a report describing the quality of your drinking water. The purpose of this report is to raise your understanding of drinking water and awareness of the need to protect our drinking water sources. We are proud to report that our system did not violate a maximum contaminant level or any other water quality standard. This report provides an overview of last year's water quality. Included are details about where your water comes from, what it contains, and how it compares to State standards.

If you have any questions about this report or concerning your drinking water, please contact The Water Administrator at 518-622-0052. We want you to be informed about your drinking water. If you want to learn more, please attend any of our regularly scheduled town board meetings. The meetings are held the 1<sup>st</sup> Monday of each month at 6:30PM in the Town Hall located at 512 Main Street.

## **WHERE DOES OUR WATER COME FROM?**

In general, the sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activities. Contaminants that may be present in source water include: microbial contaminants; inorganic contaminants; pesticides and herbicides; organic chemical contaminants; and radioactive contaminants. In order to ensure that tap water is safe to drink, the State and the EPA prescribe regulations which limit the amount of certain contaminants in water provided by public water systems. The State Health Department's and the FDA's regulations establish limits for contaminants in bottled water which must provide the same protection for public health.

Our water system serves both commercial and residential consumers. Our water source is ground water drawn from the well located at the Cairo Town Park and is treated with Chlorine and Soda Ash. Chlorine is used as a disinfectant which protects us from harmful bacteria and soda ash is used for corrosion control of lead, copper and galvanized plumbing. We have a reserve well that is used mainly for emergencies and is identified as Well#3. Well#3 is located at the old reservoir property in a Stand-By state.

## **ARE THERE CONTAMINANTS IN OUR DRINKING WATER?**

As the State regulations require, we routinely test your drinking water for numerous contaminants. These contaminants include: total coliform, turbidity, inorganic compounds, nitrate, nitrite, lead and copper, volatile organic compounds, total trihalomethanes, haloacetic acids, radiological and synthetic organic compounds. The table presented below depicts which compounds were detected in your drinking water. The State allows us to test for some contaminants less than once per year because the concentrations of these contaminants do not change frequently. Some of our data, though representative, are more than one year old.

It should be noted that all drinking water, including bottled drinking water, may be reasonably expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the EPA's Safe Drinking Water Hotline (800-426-4791) or the **New York State Department of Health, Oneonta District Office at (607)432-3911.**

As the State regulations require, we routinely test your drinking water for numerous contaminants. These contaminants include: total coliform, turbidity, inorganic compounds, nitrate, nitrite, lead and copper, volatile organic compounds, total trihalomethanes, and synthetic organic compounds

Table of Detected Contaminants							
Contaminant	Violation Yes/No	Date of Sample	Level Detected (Avg/Max) (Range)	Unit Measurement	MCLG	Regulatory Limit (MCL, TT or AL)	Likely Source of Contamination
Lead	N	09/25/2014	.009 <sup>2</sup>	Mg/L	0	.015	Corrosion of household plumbing systems; Erosion of natural deposits.
Copper	N	09/25/2014	.936 <sup>1</sup>	Mg/L	0	1.3	Corrosion of household plumbing systems; Erosion of natural deposits; leaching from wood preservatives.
Nitrate	N	02/07/2014 08/21/2014	.3 Well#1 .51 Well#3	Mg/L	0	10	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits.
Arsenic	N	08/21/2014	7.5 Well#3	ug/L	0	10	Erosion of natural deposits; Runoff from orchards; Runoff from glass and electronics production wastes.
Barium	N N	02/07/2013 08/21/2014	.237 Well#3 .029 Well#1	Mg/L	0	2	Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposits.
Fluoride	N	02/07/2013	.16 Well#3	Mg/L	0	2.2	Erosion of natural deposits; Water additive that promotes strong teeth; Discharge from fertilizer and aluminum factories.
Nickel	N	02/07/2013	.0018 Well#3	Mg/L	0	N/A	N/A
THM	N	08/21/2014	11.9	Ug/L		80	By-product of drinking water chlorination needed to kill harmful organisms. TTHMs are formed when source water contains large amounts of organic matter.
Sodium	N	06/04/2013	13.4	Mg/L	0	N/A	Naturally occurring; Road salt; Water softeners; Animal waste.
Manganese	N	06/04/2008	.01	Mg/L	0	.300	Naturally occurring; Indicative of landfill contamination.
Chloride	N	06/04/2008	20	Mg/L	0	N/A	Naturally occurring; Road salt; Water softeners; Animal waste.
Radium 226 & 228 Combined	N	06/30/2008	.99	pCi/l		5	Erosion of natural deposits.
Gross Alpha Activity	N	06/30/2008	.665	pCi/l	0	15	Erosion of natural deposits

1 – The level presented represents the 90th percentile of the 10 sites tested. A percentile is a value on a scale of 100 that indicates the percent of a distribution that is equal to or below it. The 90th percentile is equal to or greater than 90% of the copper values detected at your water system. In this case, (include number of samples, e.g. ten samples) samples were collected at your water system and the 90th percentile value was the (include what sample had the highest value, e.g. second highest) value 0.936 mg/l. The action level for copper was not exceeded at any of the sites tested.

2 – The level presented represents the 90th percentile of the 10 sites tested. A percentile is a value on a scale of 100 that indicates the percent of a distribution that is equal to or below it. The 90th percentile is equal to or greater than 90% of the copper values detected at your water system. In this

case, (include number of samples, e.g. ten samples) samples were collected at your water system and the 90th percentile value was the (include what sample had the highest value, e.g. second highest) value 0.009 mg/l. The action level for lead was not exceeded.

3- No health effects. The MCL for chloride is the level above which the taste of water may become objectionable. In addition, to the adverse taste effects, high chloride concentration levels in the water contribute to the deterioration of domestic plumbing and water heaters. Elevated chloride concentrations may also be associated with the presence of sodium in drinking water.

4- Water containing more than 20 mg/l of sodium should not be used for drinking by people on severely restricted sodium diets. Water containing more than 270 mg/l of sodium should not be used for drinking by people on moderately restricted sodium diets.

## Definitions:

**Maximum Contaminant Level (MCL)**: The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible.

**Maximum Contaminant Level Goal (MCLG)**: The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

**Maximum Residual Disinfectant Level (MRDL)**: The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

**Maximum Residual Disinfectant Level Goal (MRDLG)**: The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contamination.

**Action Level (AL)**: The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.

**Treatment Technique (TT)**: A required process intended to reduce the level of a contaminant in drinking water.

**Non-Detects (ND)**: Laboratory analysis indicates that the constituent is not present.

**Nephelometric Turbidity Unit (NTU)**: A measure of the clarity of water. Turbidity in excess of 5 NTU is just noticeable to the average person.

**Milligrams per liter (mg/l)**: Corresponds to one part of liquid in one million parts of liquid (parts per million - ppm).

**Micrograms per liter (ug/l)**: Corresponds to one part of liquid in one billion parts of liquid (parts per billion - ppb).

**Nanograms per liter (ng/l)**: Corresponds to one part of liquid to one trillion parts of liquid (parts per trillion - ppt).

**Picograms per liter (pg/l)**: Corresponds to one part per of liquid to one quadrillion parts of liquid (parts per quadrillion – ppq).

**Picocuries per liter (pCi/L)**: A measure of the radioactivity in water.

**Millirems per year (mrem/yr)**: A measure of radiation absorbed by the body.

**Million Fibers per Liter (MFL)**: A measure of the presence of asbestos fibers that are longer than 10 micrometers.

## WHAT DOES THIS INFORMATION MEAN?

As you can see by the table, our system had no violations. We have learned through our testing that some contaminants have been detected; however, these contaminants were detected below current federal drinking water requirements. Although arsenic was detected below the MCL, it was detected at 7.5ug/L in Well#3 which is greater than one-half of the MCL. It should be noted that Well#3 is not our primary source and is used for reserve only. Therefore, we are required to present the following information on arsenic in drinking water:

“NYS and EPA have promulgated a drinking water arsenic standard of 10 parts per billion. While your drinking water meets the standard for arsenic, it does contain low levels of arsenic. The standard balances the current understanding of arsenic’s possible health effects against the costs of removing arsenic from drinking water. EPA continues to research the health effect of low levels of arsenic, which is a mineral known to cause cancer in humans at high concentrations and is linked to other health effects such as skin damage and circulatory problems.”

## WHY SAVE WATER AND HOW TO AVOID WASTING IT?

Although our system has an adequate amount of water to meet present and future demands, there are a number of reasons why it is important to conserve water:

- ◆ Saving water saves energy and some of the costs associated with both of these necessities of life;
- ◆ Saving water reduces the cost of energy required to pump water and the need to construct costly new wells, pumping systems and water towers; and
- ◆ Saving water lessens the strain on the water system during a dry spell or drought, helping to avoid severe water use restrictions so that essential fire fighting needs are met.

You can play a role in conserving water by becoming conscious of the amount of water your household is using, and by looking for ways to use less whenever you can. It is not hard to conserve water. Conservation tips include:

- ◆ Automatic dishwashers use 15 gallons for every cycle, regardless of how many dishes are loaded. So get a run for your money and load it to capacity.
- ◆ Turn off the tap when brushing your teeth.
- ◆ Check every faucet in your home for leaks. Just a slow drip can waste 15 to 20 gallons a day. Fix it and you can save almost 6,000 gallons per year.
- ◆ Check your toilets for leaks by putting a few drops of food coloring in the tank, watch for a few minutes to see if the color shows up in the bowl. It is not uncommon to lose up to 100 gallons a day from one of these otherwise invisible toilet leaks. Fix it and you save more than 30,000 gallons a year.

## **CLOSING**

Thank you for allowing us to continue to provide your family with quality drinking water this year. In order to maintain a safe and dependable water supply we sometimes need to make improvements that will benefit all of our customers. The costs of these improvements may be reflected in the rate structure. Rate adjustments may be necessary in order to address these improvements. We ask that all our customers help us protect our water sources, which are the heart of our community. Please call our office if you have questions.

## **NYSDOH SOURCE WATER ASSESSMENT**

The NYSDOH has completed a source water assessment for this system, based on available information. Possible and actual threats to the drinking water sources were evaluated. The state source water assessment includes a susceptibility rating based on the risk posed by each potential source of contamination and how easily contaminants can move through the subsurface to the wells.

The susceptibility rating is an estimate of the potential for contamination of the source water, it does not mean that the water delivered to consumers is, or will become contaminated. While nitrates (and other inorganic contaminants) were detected in our water, it should be noted that all drinking water, including bottled drinking water, might be reasonably expected to contain at least small amounts of some contaminants from natural sources. The presence of contaminants does not necessarily indicate that the water poses a health risk. The nitrate levels in our sources are not considered high in comparison with other sources in this area. See section "Are there contaminants in our drinking water?" for a list of the contaminants that have been detected.

As mentioned above, our main water supply is from one drilled well. The source water assessment has rated this well as having a very high susceptibility to microbials and nitrates and a high susceptibility to industrial solvents, and other industrial contaminants. These ratings are due primarily to the close proximity of permitted discharge facilities (industrial/commercial facilities that discharge wastewater into the environment and are regulated by the state and/or federal government), low intensity residential activities and manure piles within the assessment area. In addition, the well draws from an unconfined aquifer of unknown hydraulic conductivity. While the source water assessment rates our well as being susceptible to microbials, please note that our water is disinfected to ensure that the finished water delivered into your home meets New York State's drinking water standards for microbial contamination.

During 2014, our system was in compliance with applicable State drinking water operating, monitoring and reporting requirements. Our water is monitored daily by Department personnel and is tested monthly by JH Consulting Group Inc. Plans are moving forward to drill an additional well near the vicinity of the current well located at the Town Park property.



## **TOWN OF CAIRO SUPERVISOR'S REPORT**

**July 6, 2015 @ 6:30PM**

**Location: Town Hall of Cairo, Meeting Room**

*CAIRO...A Small Town with a BIG HEART!*

### Monthly Financial Report:

- May 2015
- Sent via email to the Board & provided a copy at this evening's meeting

### Zoning Law Adoption:

- Respond to Planning Board recommendations
- SEQRA Review Process
- County Planning Board approved the Zoning Law
- Public Hearing, July 28th
- Adopt Law

### Employee Meetings 2015:

- January 21<sup>st</sup> @ 11am
- April 1<sup>st</sup> @ 11am
- April 22<sup>nd</sup> @ noon-employee & volunteer luncheon
- June 3<sup>rd</sup> @ 11am

### Angelo Canna Park:

- Senior Recreation Area:
  - o Site Design Updated
  - o Entire Area is Handicap Accessible
  - o Santo Associates is developing a cost analysis & materials list
  - o Seeking \$10,000 Grant from local foundation, submission deadline June 30, 2015
  - o Will seek grants from the Greene County Legislature
  - o Will seek additional grants, and fundraise for project
  - o Applied to The Alexander & Marjorie Hover Foundation for a \$10,000
    - Thus far, they have accepted our Letter of Inquiry and granted us permission to submit the full application by August 1<sup>st</sup>.
- Gazebo project:
  - o Doug O., Elizabeth B., & Dave I. are working on Gazebo building
    - Plans have been donated by GNH Lumber
    - Materials have been donated by B&B Forest Products
    - Milling has been donated by Bill Metzler
    - \$1,000 donated from the Bank of Greene County for the roof
    - \$500 from the Fortnightly Club for the Gazebo

- We are eligible to apply again in September
- Soccer Fields:
  - Work to begin this spring/summer 2015
  - Materials have been ordered
  - Town will assist with various aspects of development & excavation
- Basketball Court:
  - Need to line basketball court
- Tennis Court:
  - Pickle Ball lines requested

#### Town Hall Renovations:

- IT, Phone, & Fire Alarm installation complete
- Court/Meeting Room carpet installed

#### Annex Building Renovation:

- Renovations have commenced
- Annex Building Dedication: will plan a dedication for the Police Department building in honor of Floyd Hempstead in the Fall of 2015.

#### Sidewalk Initiative:

- Seeking funding & financial resources for sidewalks down Main Street
  - The Town of Cairo has received a \$75,000 grant from the NYSDEC Catskill Park Smart Growth Implementation Grant.
- May incorporate a Rails to Trails phase along William Dinger Rd to the corner of Railroad Ave where the Cairo Historical Society has commenced their Railroad project.
- Will schedule a meeting soon

#### Well supply/drilling:

- In progress, next step is to contact the property owner of an identified well site location
- Objectives:
  - Upgrade water supply line(s) on Jerome Ave and any other insufficient lines
  - Replace Water Tank
  - Find another well source
  - Expand Water District
- Seeking funding; working with the County & Assemblymember Lopez's office
- To date, multiple water leaks have been fixed and usage is down to 80,000+ gallons per day
  - With this current usage, we have an opportunity for growth on the current system

#### Labor Negotiations:

- Highway Department Labor Agreement & Negotiations:
  - Meetings in progress
- Police Department Labor Negotiations:
  - Negotiations complete
- Ambulance Department Labor Negotiations:
  - Meeting scheduled for June 10<sup>th</sup> @ 9am

#### Police Manual:

- Working on an update for the Police Manual

#### Meetings/Events:

- Meeting at Catskill Watershed Office to accept \$75,000 Sidewalk Grant 6/2/15 11:30am
- Meeting with employees 6/3/15 11am

- Conference call with Delaware Engineering 6/4/15 10am
- Conference call with Kathoderay Media & Doug O. 6/5/15 9:30am
- On site for water leak investigations & repairs 6/5/15
- Attended Little League Fundraiser 6/6/15 7pm
  - o Presented President Mike Murphy with Certificate of Recognition
- Supported Little League Fundraiser Pig Roast 6/7/15 2pm
- Conference call over Solar Initiative with Climate Smart Communities 6/8/15 11am
- Meeting with Greene County Business Advisory Committee 6/9/15 9:30am
- Employee luncheon 6/9/15 noon
- Labor Negotiations & special Town Board meeting 6/10/15 9am
- Attended Grant Presentation at the Bank of Greene County 6/10/15 4pm
- Conference call with Elliot F. Santos Engineering 6/15/15 10am
- Meeting with Scott Lane and Reay Mahler 6/18/15 10am
- Attended the Cairo Fish & Game Fishing Derby 6/27/15 10am
- Attended Ribbon Cutting Ceremony at the Terrace 7/4/15 1pm

#### Solar Energy Initiative in progress:

- o Doug O. and I are continuing with research & meetings

#### Grant Writing objectives:

- Sidewalks: in progress with Delaware Engineering
  - o Received a NYSDEC Catskill Park Smart Growth Implementation Grant of \$75,000
  - o Will seek funding for the Rails to Trails project
  - o Will seek funding & assistance from Greene County
- Well Water Supply & Water District: in progress with Delaware Engineering
  - o Met with Assemblymember Lopez & staff, Alan Tavenner-Delaware Engineering, Joe Myers-Water & Sewer Consultant, Mike Lamanec-Water & Sewer Administrator, & the Town Board on March 5, 2015 to discuss funding opportunities.
  - o Working with Delaware Engineering to apply for grants & funding
- Community Block Grant: \$300,000:
  - o For income eligible, single family owners for home repair & improvements
  - o Assisted by the Catskill Mountain Housing Foundation
  - o Waiting on decision from the State, nothing heard to date
- 2015 Consolidated Funding Application opportunities:
  - o Delaware Engineering identified that we may have two opportunities:
    - Rails to Trails project
    - Senior Recreation Area
    - Conference call scheduled with Delaware Engineering June 4<sup>th</sup> @ 10am
- Community Center: seeking grant opportunities
- Geological Site: seeking grant opportunities
- Ambulance Building: seeking grant opportunities
- Park Improvements
  - o Soccer Fields, Baseball Fields, Football Field: in progress
  - o Senior Recreation Area: in progress
  - o Enhancements such as gazebo, bathrooms, etc

#### Greene County Business Advisory Committee:

- Campaign: Buy/Invest in Greene

- Mission: to procure businesses for Main St in Greene County
- Previous meeting on June 9<sup>th</sup> @ 9:30am
- Posters, flyers are available

July 4<sup>th</sup> Celebration:

- Thank you to the Cairo Chamber for organizing the event
- Excellent fireworks display

Dog Law Request:

- Need status from Mary-Jo C., Dan J., & Brian Feml

Ambulance Building:

- Building design underway



**GREENE COUNTY DEPARTMENT OF ECONOMIC DEVELOPMENT, TOURISM & PLANNING**

Greene County Office Building  
411 Main Street  
Catskill, New York 12414



Telephone: (518) 719-3290  
Fax: (518) 719-3789  
E-Mail: [planning@discovergreene.com](mailto:planning@discovergreene.com)

Warren Hart, Director

**COUNTY PLANNING BOARD REPORT ON PLANNING AND ZONING REFERRAL**

Municipality T Cairo  
Referral ID 15-24  
Date Received May 19, 2015

Response to Town ☒ Village of ☐ of Cairo Referring  
Agency Town Board

Date: June 18, 2013

In accordance with Section 239 of the NYS General Municipal Law, the Greene County Planning Board reviewed the following referral at its meeting of 6/17/2015.

Name of Case: New Zoning Law

**COUNTY PLANNING BOARD ACTION**

- ☐ NO JURISDICTION  
☐ 30-DAY EXTENSION REQUESTED (see comments)  
☐ LOCAL DECISION - NO COUNTY IMPACT  
☐ LOCAL DECISION WITH COMMENT  
☒ APPROVAL WITH COMMENT (see comments)  
☐ APPROVAL WITH MODIFICATIONS (see comments)  
☐ DISAPPROVAL  
☐ INCOMPLETE - ADDITIONAL INFORMATION NEEDED FOR REVIEW  
☐ OTHER

Planning Board Comments: Please see attached.

  
County Planning Board Secretary

If the County Planning Board disapproved the proposal, or approved with modifications, the referring agency shall not act contrary to the recommendation except by a vote of a majority plus one of all the members and after the adoption of a resolution setting forth the reasons for such contrary action. Within seven days after taking final action, the referring agency shall file a notice of the final action with the County Planning board. The Greene County Planning Board's Notice of Final Action Form is provided for this purpose. A copy is attached.

Att: (1) Copy of original Planning and Zoning Referral Form

**15-24 Town of Cairo:** Approve with Comments:

1. These zoning regulations have been developed to reflect goals and objectives of the Town of Cairo Comprehensive Plan. The Town of Cairo is to be commended for its efforts to develop these zoning regulations.
2. Some comments:
  - Pages 17-24 Table 1. Schedule of Uses: Question: Why are restaurants, retail uses, small offices, and service businesses listed as special uses in the Main Street district? Why not list as permitted?
  - Table I. Schedule of Uses on page 20 includes the use "Farm in NY Ag. District" but indicates that the use is prohibited in the MS, HC, MS-COM, C-32S, C-23, C23E, C-MU, and M districts. Please note: the use of local zoning to prohibit farm operations within agricultural districts may be in conflict with NYS Agricultural Districts Law Section 305-a of Article 25-AA.
  - The proposed "Commercial Island Overlay District" includes just two small areas: one with two tax parcels and the other with one tax parcel. Caution is advised with regard to possible spot zoning. In addition, careful consideration should be given to potential impacts on neighboring residential parcels.
  - Pages 33-36 Section V. B. Regulation of Lot Dimensions: Note: Minimum Lot sizes in MS Main Street district for commercial are much higher than many existing uses and likely too high for many uses that would be desired in this district.
  - Page 47 Section VIII. A. 8. Typo: "medicate waste" should be "medical waste"
  - Page 47 Section VIII. B. a Agricultural Buffers: This is an odd requirement that basically says since you are locating near a farm operation you are required to screen yourself from it so you will not be bothered by it.
  - Page 89 Section XV. F. 2. d: Why would the residential units of a senior housing facility need to be "buffered" from recreation areas by "trees, hedges, dense plantings, earth berms, and other changes in grade"?
  - Page 90 Section XV. F. 2. f. 1: Not clear what is required or why a "looped road system" would be needed for a senior facility with more than three units. Not clear what is meant by "looped road system".
  - Page 90 Section XV. F. 2. f. 3: Says that "The local fire department and ambulance service shall review and approve all access to ensure adequate safety and access for emergency services." This section is attempting to assign a responsibility to agencies that may or may not be town agencies. Has the Town consulted with these agencies regarding this planned provision?
  - Page 91 Section XV. F. 3. a.: Requires that "Filling stations" and "portions of a convenience store that may have gas facilities" be permitted only on lots

- having at least two acres. Note: this would make several exiting facilities non conforming such as Stewarts (0.87 acres) and Cumberland Farms (0.55 acres)
- Page 92 Section XV. F. 3. m.: says that "The Planning Board shall require a traffic impact analysis" for proposed gas stations. Might want to consider changing "shall" to "may" since a traffic analysis may not always be necessary.
  - Page 92 Section XV. F. 3. q.: Requires applicant to consider use of above ground tanks. Since this type of use would be getting gas storage permits from NYS agencies, it would be better to leave this determination to those agencies.
  - Page 92 Section XV. F. 4. a.: Says "bed and breakfasts up to five (5) units must be consistent with all New York State Uniform Fire Prevention and Building Code standards. Note: the town already has a local law to enforce the building code.
  - Page 93 Section XV. F. 5.i.: Says that the hours of operation of a convenience store may be restricted. Does the town intend to have the planning board determine the hours of operation of convenience stores on a case by case basis?
  - Page 93 Section XV. F. 5. k.: Says that "Parking shall not be in the front yard (unless impractical)". How would this be determined?
  - Page 99 Section XV.F.9: Mentions "Department of Health" standards for animal waste but does not specify if it is NYS Department of Health or some other level of government.
  - Page 99-100 Section XV. F. 10: Requires that the bay doors of car repair operations not face any public right of way and prohibits exterior display of new or used automobiles. Note: this would limit siting and operational options for many of these uses.
  - Page 100 Section XV. F. 11: Requires door openings of storage units to face the interior of the site (unless impracticable). How would this be determined?
  - Page 100 Section XV. F. 11. f: Requires that the roof shape of storage facilities be "compatible with the design and materials of neighboring buildings." Would seem to be better to specify what roof type the town requires.
  - Page 101 Section XV. F. 12. a: Requires that the roof shape of car wash facilities be "be similar to design styles of building in the area." Same issue as above.
  - Page 105 Section XV. F. 17.a.2: Prohibits kitchen facilities in the guest rooms of Hotels and Motels. Note: this would prevent the location of extended stay facilities in the town.
  - Page 105 Section XV. F. 17.b.3: Says "The Town promotes adaptive reuse of buildings, and encourages the preservation of any historic buildings." Not



clear what this provision is trying to require. What is the town requiring from the applicant?

- Page 109 Section XV. F. 21: Prohibits bars/taverns within 500 feet of other bars/taverns. Prohibits bars/taverns within 500 feet of church or school. Would this provision include restaurants that have bar areas? Note: This would potentially prevent the reopening of some existing business sites.
  - Page 112 Section XV. F. 25.d.: Prohibits outdoor storage in connection with a warehouse. Note: this could prevent some common business types from locating in the town.
  - Page 116 XVI. Administration and Enforcement: Indicates that the "This Article provides for the administration and enforcement of this Zoning Law and New York State Uniform Fire Prevention and Building Code (the Uniform Code) and New York State Energy Conservation Code (the Energy Code). Note the Town has a separate law to enforce New York State Uniform Fire Prevention and Building Code (the Uniform Code) and New York State Energy Conservation Code (the Energy Code).
  - Page 116 XVI.A.1: Provides for the ZEO's powers and duties. In addition to zoning, requires that ZEO enforce the Subdivision, Adult Use and Site Plan Review law. Note: these laws already provide for enforcement.
  - Page 123 Section XVII.A.1: This section provides for a seven (7) member ZBA "in accordance with Article 16, Section 267". Note: Town Law Article 16, Section 267 (2) provides that a ZBA may have 3 or 5 members.
  - Page 130: Definition of Applicant: The persons, corporation, agency, or other legal entity responsible for submitting site applications for review by the Planning Board. This definition needs to be broadened to include other applications authorized by this law (such as the Zoning Board of Appeals).
  - Page 155: Definition of "Workforce Housing" notes to "See Moderately-Price Housing" but there is no definition of moderately priced housing.
  - General comment on standards section: Some requirements duplicate what is already in other laws (Mobile Home, Telecommunications Tower, Noise). Other provisions would be better as separate laws (i.e. Mass Gathering). To provide for better organization, the town might consider codifying its laws.
3. The Town should consider developing applicant instructions and other guidance documents to explain the new features of this law and the Town's expectations. Technical assistance and guidance should also be provided to local planning agencies to explain the new features of this law and how they should be implemented.
  4. The Town should also consider offering, or requiring, pre-application meetings to review the Town's requirements and expectations. For larger projects, the Town should consider involving county planning staff early on in the project at pre-application meetings and during the SEQR scoping process to insure that important countywide and inter-municipal concerns are addressed.

5. We request that copies of all text and maps be provided to the Greene County Department of Economic Development, Tourism & Planning in both PDF and original digital formats (Word, GIS data layers, etc.) for archiving.
6. Please note: An approval and/or local decision designation by the County Planning Board should not be construed as a recommendation that the referring agency approve the referral in question. An approval does not indicate that the County Planning Board has reviewed all local concerns; it indicates that the referral has met certain countywide considerations. Evaluation of local criteria is the responsibility of the referring agency.