



Town of Cairo
Work Session Meeting
November 13, 2013

The Town Board of the Town of Cairo met for a work session meeting on Wednesday, November 13, 2013 at the Town Hall, Main Street, Cairo, New York

Supervisor Banta called the meeting to order at 4:10 and then asked the attendees to Pledge Allegiance to the flag. Councilperson Ostrander, Councilperson Joyce, Councilperson Suttmeier were present. Councilperson Puorro was absent.

The minutes from the October 23, 2013 Board Meeting was accepted by Councilperson Suttmeier and seconded by Councilperson Joyce.

Supervisor Banta presented a certificate to Office Tom Plank for his 20 years of service with the DARE Program.

Supervisor Banta announce there will be a Zoning meeting on November 25, 2013 at 3:30 pm and December 2, 2013 at 4:00 pm.

Supervisor Banta announced that the well drilling will be starting next week in the Town Park.

Resolution No. 242-13 “Appoint Police Sergeant” offered by Supervisor Banta and seconded by Councilperson Suttmeier.

WHEREAS, Richard Busch was appointed in March 2013 by Resolution 89-13 as Provisional Sergeant for the Town of Cairo Police Department and;

WHEREAS, Civil Service has informed the Town that Richard Busch is on the Civil Service list and can be selected for a standard appointment as Sergeant; therefore,

BE IT RESOLVED, that the Town Board does hereby appoint Richard Busch as Police Sergeant for the Town of Cairo Police Department and is hereby hires from the Greene County Civil Service Sergeant list.

All members in favor - motion carried.

Resolution No. 243-13 “Officer in Charge Salary” offered by Councilperson Ostrander and seconded by Councilperson Joyce.

WHEREAS, Richard Busch was appointed in Resolution 89-13 as Provisional Sergeant and Officer in Charge for the Town of Cairo Police Department on March 22, 2013 and

WHEREAS, an hourly wage was set for Provisional Sergeant in Resolution 93-13 and:

WHEREAS, Richard Busch was appointed to the status of Sergeant today, November 13, 2013 and;

WHEREAS, Resolution 93-13 fails to provide for a salary for the Officer in Charge; therefore be it,

RESOLVED, that the Town Board does hereby set a salary of \$10,000.00 for Officer in Charge for the Town of Cairo Police Department for the time period of March 22, 2013 to December 31, 2013.

All members in favor – motion carried.

RESOLUTION NO. 244-13 “Sewer Moratorium Lifted” Offered by Supervisor Banta and seconded by Councilperson Ostrander.

WHEREAS, Kevin O’Conner & Andrea Dziewa stated in an email on October 29, 2013 that:

“Andrea & I agree that the moratorium should be lifted. I intend on sending a follow up letter indicating that but please consider the moratorium lifted and the requirements of the Order satisfied with email”, therefore,

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby remove and/or lift the Sewer Moratorium. The Town’s sewer system is now capable of accepting new users and hook-ups-WE ARE OPEN FOR NEW BUSINESS.

All members in favor – motion carried.

Resolution No. 245-13 “CDPHP Health Insurance” offered by Councilperson Ostrander and seconded by Councilperson Joyce

WHEREAS, due to Affordable Care Act mandates that become effective January 1, 2014 and the current CDPHP plan scheduled to retire upon renewal; and

WHEREAS, CDPHP health insurance has a plan that is similar and includes the 10 Essential Health Benefits which includes Pediatric Dental & Vision; therefore

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby offer CDPHP health insurance plan HDEPO 3000 RX8-337-SUSF3061 as presented by EP Nevins Insurance Agency, Inc. to full-time employees effective January 2014.

All members in favor – motion carried.

Resolution No.246-13 “Delaware Engineering PC Change Order 2” offered by Councilperson Ostrander and seconded by Councilperson Joyce

WHEREAS, there was an approved contract in the amount of \$293,775.32 between the Cairo Town Board and Delaware Engineering PC for Wastewater Plant Improvement Engineering; and

WHEREAS, the engineer added design and bidding services, and construction phase services due to delays; therefore

BE IT RESOLVED, that contract change order no. 2 for Delaware Engineering PC be approved in the amount of \$21,919.14 for a total contract price of \$315,694.46.

All members in favor – motion carried.

Resolution No. 247-13 “Accepting Water Billing dated October 3, 2013” offered by Councilperson Suttmeier and seconded by Councilperson Joyce.

WHEREAS, it is necessary for the Water Billing 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 form the Water Clerk in the amount of \$46,170.86 dated October 3, 2013.

All members in favor – motion carried.

Resolution No. 248-13 “American Evergreen, Inc. Change Order 1” offered by Councilperson Suttmeier and seconded by Councilperson Ostrander

WHEREAS, there was an approved contract in the amount of \$621,700.00 between the Cairo Town Board and contractor American Evergreen Inc. for the sewer force main; and

WHEREAS, there was a final adjustment of unit quantity items for items not used; and

WHEREAS, this adjustment is a reduction of \$36,670.50; therefore

BE IT RESOLVED, that contract order no. 1 for American Evergreen, Inc be approved in the amount of \$36,670.50 for a total contract of \$585,029.50.

All members in favor – motion carried.

Resolution No. 249-13 “Accept the 2014 Budget” offered by Councilperson Suttmeier and seconded by Councilperson Ostrander.

BE IT RESOLVED, the Town Board of the Town of Cairo does hereby accept the Adopted 2014 Budget-Budget of Record for 2014.

All members in favor – motion carried.

Resolution No. 250-13 “Authorization for Highway Superintendent Robert F. Hempstead to Purchase One 2014 Ford F350 Crew Cab” offered by Councilperson Ostrander and Seconded by Councilperson Joyce.

WHEREAS. Highway Superintendent Robert F. Hempstead rebid one Ford F350 Crew Cab.

WHEREAS, said bids were opened in the office of the Town Clerk on November 6, 2013 at 2:30pm. Present for the bid opening were Robert F. Hempstead, Highway Superintendent, Debra Sommer, Deputy Highway Superindendent, Tara Rumph, Town Clerk, and Mauve Bolger, Clerk. Three Bids were received and are as follows:

All American Ford of Kingston	\$35,684.00
West Herr	\$29,159.00
RC Lacy, Inc	\$28,950.00

NOW THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Highway Superintendent to purchase one 2014 Ford F350 Crew Cab from RC Lacy, Inc. for a purchase price of \$28,950.00

All members in favor – motion carried.

Resolution No. 251-13 “Authorization for Highway Superintendent Robert F. Hempstead to Purchase one 2014 Ford F550 Cab/Chassis” offered by Supervisor Banta and Seconded by Councilperson Joyce.

WHEREAS, Highway Superintendent Robert F. Hempstead rebid one 2014 Ford F550 Cab/Chassis.

WHEREAS, said bids were opened in the office of the Town Clerk on November 6, 2013 at 2:30pm. Present for the bid opening were Robert F. Hempstead, Highway Superintendent, Debra Sommer, Deputy Highway Superintendent, Tara Rumph, Town Clerk, and Mauve Bolger, Clerk. Three bids were received and are as follows:

All American Ford of Kingston	\$42,692.00
West Herr	\$42,030.00
RC Lacy, Inc.	\$41,450.00

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 2014 F550 Cab/Chassis form RC Lacy, Inc. for a purchase price of \$41,450.00

All members in favor – motion carried

Resolution No. 252-13 “Receipt of Monthly Supervisor 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 October 2013

All members in favor – motion carried.

Resolution No. 253-13 “Appoint Animal Control Officer” offered by Councilperson Joyce and seconded by Councilperson Ostrander.

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Brian Femel as Animal Control Officer at his current wage of \$11.35 with a 2 hour minimum.

All members in favor – motion carried

Resolution No. 254-13 “Approval for Terrace Manor Project” offered by Supervisor Banta and Seconded by Councilperson Ostrander.

WHEREAS, the owner of Terrace Manor has met all local regulations for the expansion of the existing Mobile Home Park located on Ross Ruland Rd in South Cairo.

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve the Terrace Manor Project.

All members in favor – motion carried

Resolution No. 255-13 “Approval for a three year contract for the Round Top Fire Department” offered by Councilperson Ostrander and seconded by Councilperson Joyce.

BE IT RESOLVED, That the Town Board of the Town of Cairo does hereby approve a 3 year contract with the Round Top Fire Department with a 2% increase each year.

All Members in favor – motion carried

Resolution No. 256-13 “Board to Move into Executive Session” offered by Councilperson Ostrander and seconded by Councilperson Joyce.

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 5:00pm

All members in favor – motion carried

Resolution No. 257-13 “Board to Exit Executive Session” offered by Councilperson Ostrander and seconded by Councilperson Joyce.

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit the Executive Session at 5:28pm.

All members in favor – motion carried.

A motion was made by Councilperson Joyce and seconded by Councilperson Ostrander to adjourn the meeting at 5:31pm.

Respectfully submitted,

Debbie Litchko

Clerk