



**TOWN OF CAIRO**  
**GENERAL/REGULAR MEETING AGENDA**

**April 25, 2012 @ 4PM**  
**Location: Town Hall, Cairo**

**Call to Order**

**Pledge of Allegiance**

**Attendance**

**Presentations**

- **Project Hope: Phil Jackson-Project Leader & Maria Papadopoulos**

**Comments/Announcements**

- **Gail Walker-Earth Day Cleanup Coordinator**
- **Kathy Jurgens-20 Years of Recognized Membership in the NY Rural Water Association**

**Approval of Minutes: April 11, 2012**

**Reports**

- **Supervisor**
  - o **March 2012 Financial Report**
- **Highway Superintendent**
- **Library**
- **Assessor**
- **Water & Sewer**
- **Police Department**
- **Planning Board**
- **Other Department(s)**

**Appointments & Resolutions**

**Unfinished Business**

- **Employee Handbook**
- **Forest Management**
- **Fee Schedule**

**New Business**

- **Ambulance Bids**
- **Little League Fields**
- **Water Management Contract**
- **Board of Elections Letter 4/13/12**
- **Request from Carol Spohler 4/17/12**
- **Request from The Greene County Council on the Arts 4 14 12**
- **Unsafe Buildings**

**Adjournment**



## **Minutes**

### **Town of Cairo Town Board Work Session**

**April 11, 2012**

The Town Board of the Town of Cairo met for a work session meeting on Wednesday, April 11, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta called the meeting to order at 3:00 PM and then asked the attendees to Pledge Allegiance to the Flag. Board members present: Councilperson Ostrander, Councilperson Suttmeier, and Councilperson Joyce. Councilperson Puorro was absent.

Judge Miller requested ten more hours per week for clerk two due to the state mandates and additional paperwork involved. After giving his presentation, the board agreed to raise clerk two's hours.

The board then started reviewing the proposed zoning law. Supervisor Banta asked that the board set separate meetings just for zoning. All members were in favor. Supervisor Banta will arrange the meetings.

Building department stated they did a follow up visit to a Main Street residence. Discussion followed regarding the unsafe building law. Rich Hilgendorff asked the board that while they are working on the fee schedule, to consider charging a fee for cell towers.

Robert Hempstead, Highway Superintendent gave a power point presentation which included purchasing policies, renovations, scrapping and culvert maintenance program. Then Superintendent Hempstead went into parks, buildings, and grounds power point showing all the renovations in the park.

***Let the record show Councilperson Puorro entered the meeting at 4:40pm.***

Councilperson Joyce made a motion to approve the minutes dated March 28, 2012, Councilperson Ostrander seconded the motion.

All members in favor – motion carried.

Gerry Buckley from Cairo Hose Company reported that there were 60 calls this year and the company is looking to purchase a rescue truck. Drill day was discussed and the erection of the tower for the drill teams. The fire company is looking for the town to pay the \$200.00 that Litchko construction is charging for the setting of the posts.

Supervisor Banta reported that Linda Kuever phoned the appointed members of the ethics board. Don Gibson offered to chair the board. Supervisor Banta will send formal letters, and ask the chair to set the meetings.

The board discussed the Fourth of July celebration. Councilperson Joyce will look into music for the day. The Chamber of Commerce requested \$250.00 for music during the antique car show in the park.

Reay Mahler, ambulance administrator reported that there has been inquiries for ambulance bid packets.

Elizabeth Brinckerhoff of the Cairo Town Park Committee requested \$8,700.00 for three pieces of playground equipment.

**Resolution No. 96 -12** “Elizabeth Brinckerhoff to purchase playground equipment” offered by Councilperson Puorro and seconded by Councilperson Ostrander.

BE IT RESOLVED, that the Town Board does hereby permit Elizabeth Brinckerhoff to purchase playground equipment, not to exceed \$8,700.00

All members in favor – motion carried.

**Resolution No. 97 -12** “Authorizing Supervisor to Sign the Contract for Firework Display on July 4, 2012” Offered by Councilperson Suttmeier and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board does hereby authorize the Town Supervisor for the Town of Cairo, Ted Banta to sign the Contract for firework display with Misbehaven Fireworks Corp for the Town Park of Cairo for July 4, 2012 in the amount of \$4,000.00

All members in favor – motion carried.

**Resolution No. 98 -12** “Authorizing Supervisor to Sign the Inter-Municipal Agreement with the Town of Catskill” 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 Town Supervisor for the Town of Cairo, Ted Banta to sign the Inter-Municipal Agreement with the Town of Catskill for Emergency Aid and Assistance as outlined in the agreement.

All members in favor – motion carried.

**Resolution No. 99 -12** “Revoke Duplicate Resolution 71-12” offered by Councilperson Joyce and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby revoke the duplicate resolution 71-12 in the Town Board of Cairo minutes dated February 22, 2012. Resolution 69-12 effectively.

Revoked: Resolution 71-12 “Authorization for the Highway Department to Rent an Excavator” offered by Councilperson Puorro and seconded by Councilperson Joyce:

Be it resolved, that the Town Board of the Town of Cairo does hereby permit the Highway Department to rent an excavator 36,000 lbs or larger for one month.

Effective Remains: Resolution 69-12 Authorization for the Highway Department to Rent an Excavator” offered by Councilperson Puorro and seconded by Councilperson Joyce:

Be it resolved, that the Town Board of the Town of Cairo does hereby permit the Highway Department to rent an excavator 36,000 lbs or larger for one month.

All members in favor – motion carried.

**Resolution No. 100 -12** “Authorization for the Highway Superintendent to Purchase a Plasma Cutter” 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 Highway Superintendent to purchase a plasma cutter not to exceed \$3,000.00.

All members in favor – motion carried.

**Resolution No. 101 -12** “Amend Court Clerk 2 from 20 Hours Per Week to 30 Hours Per Week” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby amend Court Clerk 2 from 20 hours per week to 30 hours per week.

All members in favor – motion carried.

**Resolution No. 102 -12** “Authorization for Highway Department to Surplus Out of Service Park Dump Truck, Crown Victoria, and Ford Taurus” offered by Councilperson Ostrander and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Highway Superintendent to surplus out the Out of Service Park Dump Truck, Crown Victoria, and Ford Taurus which is at the Highway Department.

All members in favor – motion carried.

**Resolution No. 103 -12** “Authorization for the Highway Superintendent to Make Purchases up to \$5,000.00 Without Town Board Approval” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Highway Superintendent to make purchases up to \$5,000.00 without Town Board Approval till December 31, 2012.

All members in favor – motion carried.

Discussion followed regarding procurement policy. Councilperson Puorro will research and report back to the board.

**Resolution No. 104 -12** “Board to Move into Executive Session” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 6:12 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. 105 -12** “Board to exit 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 exit Executive Session at 6:35 PM.

All members in favor – motion carried.

***Let the record show Councilperson Suttmeier excused himself from the meeting at 6:35PM.***

A motion was made by Councilperson Ostrander and seconded by Councilperson Joyce to adjourn the meeting at 7:00PM.

Respectfully submitted,

Debra Sommer  
Deputy Cairo Town Clerk



## **TOWN OF CAIRO**

### **SUPERVISOR'S REPORT**

**April 25, 2012 @ 7PM**

**Location: Town Hall of Cairo, Town Library**

#### **Notification of Meeting:**

- Town Clerk's Board
- Front & Rear doors of Town Hall; Meeting Room Door
- Outdoor Bulletin Board
- Post Office Bulletin Board
- Town Website
- Midhudson Cablevision PSA
- Radio Ad 98.5
- PSA Great American

#### **Committee Work:**

**\*Meet with your respective departments & committees, evaluate, set & improve standards & performance and report monthly at the Work Sessions\***

- Parks, Buildings, & Grounds: Banta & Ostrander
- Insurance: Joyce & Suttmeier
- Police: Puorro & Ostrander
- Ambulance: Suttmeier & Banta
  - o Greene County EMS: Joyce
- Highway: Puorro & Banta
- Building Dept: Ostrander & Puorro
- Assessor: Banta & Suttmeier
- Planning Board: Joyce & Puorro
- Library: Banta & Ostrander
- Water & Sewer: O'Connor & Joyce
- Court: Banta & Ostrander

#### **Economic Development:**

- Eastern Gateway(Rt 23 to Mountain Ave): Banta & Joyce
- Historic Hamlet(Mountain Ave to Fountain): Banta & Suttmeier
- Western Gateway(Fountain to Rt 23): Puorro & Ostrander

#### **Zoning:**

- Next Zoning Draft Review 4/30/12 @ 5pm

#### **Website:**

- Additional Info to: Tax Collector page, Staff/Personnel Page, Board of Ethics Review Page, etc

- Tax Bills can be accessed via the Town's website with a link on the Tax Collector's page

#### **Work Session on 5/9:**

- To be accomplished:
  - Clothing Bins on Main Street
  - Reservoir
  - Residential & Commercial Tax Incentives

#### **Ethics Board:**

- Last steps:
  - Members notified via phone; letter will be sent
  - Appoint Chairperson Donald Gibson Sr
  - Respond to the State inquiry

#### **July 4<sup>th</sup>:**

- Rides and entertainment offered by Osborn with a contribution of up to \$1,000
- Charity soft ball game between the Fire Dept & Police Dept at approximately 4pm
  - Charities to be selected & communicated to the Town
- Music?
- Fireworks in the evening

#### **Town Property Forest Management:**

- Dan Joyce and Robert Hempstead will meet with Cornell Cooperative Extension

#### **Employee Meetings Held to date:**

- February 3, 2012
- March 9, 2012
- April 13, 2012

#### **Ribbon Cutting Ceremony for Library:**

- Schedule for 6/30/12 at 10am

#### **Memorial Day Parade:**

- May 28, 2012
  - Town Board will march/ride

#### **Unsafe Buildings:**

- Main St
- Others

#### **Animal Control Contract:**

- Need to address as per regulations

#### **Contract with J. Myers Water Services, Inc:**

- This I will submit to you in Executive Session

#### **Letters/Correspondence:**

- Thank you Letter to Gail Walker
- Letter to Greene County Probation Dept
- Letter to Supervisor Leggio
- Request from Greene County Council of the Arts
- Board of Elections Letter dated 4/13/12
  - See attached letter
  - Do we want to discuss using the new Cairo Library as a polling site?
- Thank you to Lisa Heintz
- Kathy Jurgens Recognized by NY Rural Water Association





TOWN OF CAIRO  
BUILDING & CODE ENFORCEMENT

MONTHLY REPORT

March 27, 2012 – April 23, 2012

(11) Building Permits

(32) Inspections performed on current project and or violations

(1) Certificate of Occupancy

(6) Certificate of Compliance

(26) Complaints:

(17) Property Maintenance Complaints / (09) Building Complaints/ (3) Complaints  
pending in Court

16 Railroad Avenue, P.O. Box 728  
Cairo, New York 12413

Phone (518) 622-9894  
Hours Mon.-Thur. 10-3, Fri. 10-2

## Report to Town-April 2012

The Library staff is weeding items and getting rid of stuff in the storage, etc. If you know of anyone who listens to books on cassettes please let them know we will be withdrawing ours. Most are in pretty good shape. Some have been taken to the Fireman's Home in Hudson and we received a nice thank you letter. Also, some went to the VA Hospital . We will also have some large print books. Any suggestions let the library staff know.

The Library has ordered the software for the new computers through Tech Soup. If we purchased it through a vendor it would cost \$2,600, however, the library was able to get 13 licenses through Tech Soup for \$325 for a total savings of \$2,275

The Library has Jason the Bug Guy lined up to do a program in August to wind up the Summer Reading Program. There will be an Ice Cream Sundae party for the kick-off on July 1.

Stewart's grant (\$500) is for programming.

B of G grant (\$500) is towards tree of knowledge to be constructed in the new facility.

NYSERDA rebate: \$4,670 is for selected energy efficiency improvements.

The Town needs to pass a resolution regarding the following change orders:

The architects have been in contact with Greg from CDE Electric to provide proposals for two additional scopes of work.

The first scope of work is the additional power and data outlets throughout the building to accommodate additional technology items that were developed with Carson. CDE has provided a proposal for a Change Order to their contract in the amount of \$3,546.92 for these additional outlets.

The second scope is to provide the data wiring throughout the entire building as described in the IT Narrative. CDE has provided a proposal for a Change Order to their contract in the amount of \$27,730.55.

CDE has provided a third proposal to install concealed LED strip lights for the display cabinets located in the Conference Room and Community Meeting Room. CDE has provided a proposal for a Change Order to their contract in the amount of \$2,074.66.

<b>TOWN OF CAIRO BOARD MEETING</b>
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<b>ASSESSOR'S MONTHLY REPORT</b>
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**April 25, 2012**

**BUSINESS:**    **10** transfers for month of April

**NEW BUSINESS:**

**CLOSING**

**Janice Hull**

**Sole Assessor**

**Town of Cairo  
Ambulance Service**

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

**Monthly Report**  
**April 25, 2012**

Total Calls for March..... 57  
Total Transported Calls.....40  
Total Non- transported calls.....17

Total Amount Billed\_\_\_\_ \$ TBD

**Miscellaneous items:**

1. Bid specifications have been sent to 4 vendors, opening scheduled for tonight.
2. 74-1 sent to Lacy Ford, due to not starting. Problem repaired and covered under warranty.
3. Docking station for 74-1 not charging again. Contacted company, needs to be returned under warranty for second time.

Town Board Meeting – April 25, 2012

Submitted by Kathy Jurgens – Administrator

**Water –**

A number of seasonal water customers have been turned on since our last Board meeting. Resolution submitted for April 1<sup>st</sup> water billing. It has been brought to my attention that a request was made to have a water line to the new ball field at the Town Park. I would strongly suggest to the Board that this request be denied. With our current water situation, there is no need to have another water line in the park. The Water District cannot afford to do this, especially to supply water to a ball field. Water could be pumped from the creek for watering purposes.

Also, it is my understanding that the Town does not have use of the bathrooms at the Pop Warner building. This building is on Town property. All utilities for the building are paid for by the Town. The bathrooms in the building should be made available for the general public when needed.

**Sewer** – Central Hudson will be installing a pole in the vicinity of Cumberland Farms for the new sewer pump station. They are awaiting our approval as to location of utility lines in the area. Work is continuing on the force main on Grove Street and also at the treatment plant.

Joe Myers will have his report for the WWP under a separate sheet.

# **TOWN OF CAIRO SEWER DISTRICT**

PO BOX 728\* CAIRO, NEW YORK 12413

518-622-0052 (for TTY users – Dial 711)

Re: Sewer Dept. Monthly Report for March 2012

The following report covers facility operations of the wastewater treatment plant (WWTP) and collection system servicing the Town of Cairo Sewer District.

## **WWTP:**

Flow, monthly average:

March E 50,000 gpd

Bio-solids

March 36,000gals. WWTP Sludge

## **Compliance:**

**We met compliance for the month of March.**

## **Comments:**

The new filters went on-line on 7/22/09 and are performing well.  
Working with Delaware Engineering on up-grade topics for WWTP.  
Contractors are gearing up for Spring construction season.  
Spring cleaning cause for large volume of sludge hauled this month.

## **Pump Stations:**

All pump stations working.

## **Septic Tanks:**

No call-outs.

Please call me with any concerns or questions.

Joe Myers WWTP Chief Operator

Cairo Police Department  
Town Hall  
P.O. Box 728  
Cairo, New York 12413

Phones (518)-622-2324  
Fax (518)-622-8418

e-mail [cairopd@mhccable.com](mailto:cairopd@mhccable.com)  
Cell (518) -965-1180

April 23<sup>rd</sup>, 2012

From: Chief Christopher J. Sprague  
Town of Cairo Police Department

To: Ted Banta, Supervisor  
Town Board Members

Re: Report of Activities – Month of March 2012 / April 2012

(A)	Patrol Mileage: Patrol	574-	169
	Vehicle	575-	1001
		576-	687
		577-	2091
		578-	30

Total Miles 3978

(B)	Criminal Incidents	67
	Non-Criminal	59
	Unclassified	6
	Dog / Animal Complaints	11
	Code Violations	4 Code Violations Pending Court Action

Total Complaints 132

(C)	Accident Investigations	7	Total
(D)	Parking Summons	13	Issued
(E)	Arrests	9	With 12 Charges
(F)	Vehicle & Traffic	39	Traffic Summons issued



## **TOWN OF CAIRO FEE SCHEDULE**

**Final Revision Submitted April 25, 2012**

**Adopted April 25, 2012**

<b><u>GENERAL FEES:</u></b>	
Copies(No charge for Town Laws or Comp. Plan & Minutes	\$.25 per page
Curb Cut/Driveway Upgrade (Escrow established by the highway)	
Dept. to cover engineering, inspection, repairs, & replacement	\$100
Return Check Fee	\$30
Billboard Permit Fee	\$50 per year
Beer Permit (applies to Town Property & Not for profit is excluded)	\$100
Junk Yard/Salvage	\$300 per year
Acra Community Center Use (Non Profit are excluded from use fees)	\$50 clean up fee & \$50 deposit for use
<b><u>BUILDING DEPARTMENT FEES:</u></b>	
Residential Building Permit	\$.20 per sq ft; \$30 minimum fee
Commercial Building Permit	\$.30 per sq ft; \$100 minimum fee
Renewal of Residential Permit	\$30
Renewal of Commercial Permit	\$100
Residential Demolition Permit	\$50
Commercial Demolition Permit	\$100
Demolition Permits waived if in conjunction with a building permit	
Residential Accessory Buildings & Additions to Accessory Buildings - Garages, decks, sheds, etc.	\$.20 sf
Commercial Accessory Buildings & Additions to Accessory Buildings	\$.30 sf
<b><u>Residential Alterations &amp; Repair (as follows):</u></b>	
- Alterations Level I (as defined in NYS DOS): this would include roofing, siding, replacement of windows & doors with no reconfiguration of space or extension of existing systems	\$50
- Alterations Level II (as defined in NYS DOS): reconfiguration of space, addition or elimination of any door or window, reconfiguration of any space, or the installment of any additional equipment	\$50 plus \$.20 per sq ft of reconfigured space
<b><u>Commercial Alterations &amp; Repair (as follows):</u></b>	
- Alterations Level I: roofing, siding, replacement windows & doors with no reconfiguration of space or extension of existing systems	\$100
- Alterations II: reconfiguration of space, addition or elimination of any door or window, reconfiguration of any space, or the installation of any additional equipment	\$100 plus \$.15 per sq ft of reconfigured space
Residential Pools Above Ground	\$30
Residential Pools In Ground	\$50
Commercial Pool Permit	\$100
Fence (when building permit required)	\$.50 per linear foot



C of O Search & copies of Documentation	\$100
Residential Septic Permit	\$60
- Repair of Septic (Tank or Leach Field)	\$30
Commercial Septic Permits	\$125
- Replacement of Septic or Leach Field	\$60
Woodstove or Fireplace Installation	\$30
Fire Inspections	\$100
Change of Use Permits	\$100
<b>Communication or Broadcast Towers (as follows):</b>	
- Special Use Permits for Communication or Broadcast Towers (with co-location)	\$3,000 Application Fee \$1,500 Approval Fee
- Special Use Permits for Communication or Broadcast Towers (without co-location/new tower)	\$5,000 Application Fee \$2,500 Approval Fee
- Recertification Fees for Communication and Broadcast Towers	\$1,500 With Co-location \$2,500 Without Co-location
- Site Plan Review for Communication of Broadcast Towers (with co-location)	\$1,000 Application Fee \$500 Approval Fee
- Site Plan Review for Communication of Broadcast Towers (without co-location)	\$2,500 Application Fee \$1,000 Approval Fee



**Greene County  
Board of Elections**

411 Main Street, Suite 437  
Catskill, New York 12414

**Brent E. Bogardus**  
Commissioner (R)

**Thomas Burke**  
Commissioner (D)

April 13, 2012

Mr. Ted Banta, Supervisor  
Cairo Town Board  
PO Box 278  
Cairo, NY 12413

Dear Supervisor Banta and Board Members,

We have recently received inquiries from some Cairo residents regarding the possibility of using the new Cairo Library as a polling site for Primaries and the General Elections.

If you and your board are willing to entertain this idea, we would be glad to meet with you at your convenience to discuss this matter.

Please feel free to contact us with any questions.

Sincerely,

Thomas J. Burke  
Commissioner of Elections

Brent E. Bogardus  
Commissioner of Elections



DiscoverGreene.com

P.O. Box 20  
South Cairo, New York 12482  
April 17, 2012

Cairo Town Board,  
Main Street  
Cairo, New York 12413

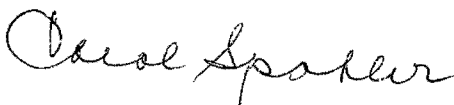
Dear Members of the Board.

It is again this time of year. CAIRO MARKET DAYS is gearing up for the 31<sup>st</sup> year of this fundraiser for the Cairo Chamber. In the past you have helped us out with garbage containers for the front lawn where we hold this event and also barriers that we use in the parking lot for dividing off some Vendors spaces.

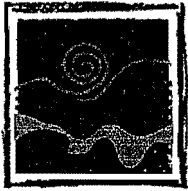
We start on Wednesday, June 27<sup>th</sup> and continue until Wednesday, August 29<sup>th</sup>. I would appreciate the above to be placed there on Monday June 25<sup>th</sup> so that everything will be in place when we start.

Your support in the past years has been a big help to us and I hope I can depend on you this year as well.

Respectfully,

A handwritten signature in cursive script that reads "Carol Spohler".

Carol Spohler  
Chairman for 21 years



Greene Arts

**Greene County Council on the Arts**

398 Main Street  
Catskill, NY 12414  
518.943.3400  
[gcca@greenarts.org](mailto:gcca@greenarts.org)

Mr. Ted Banta, Supervisor  
Town of Cairo  
PO Box 728  
Cairo, NY 12413

April 14, 2012

Dear Mr. Banta,

The Greene County Council on the Arts proudly announced the return of Sprouts! And, on behalf of the hundreds of Greene County children who will benefit from Sprouts this summer, we are asking support in the amount of \$350 from the Town of Cairo. **We know we can count on your generosity. Sprouts will be offered at the following locations: Windham, Coxsackie, Cairo, Greenville, Hunter and Catskill.**

**Sprouts continues to be the only program in Greene County offering free, professionally taught arts workshops to all children ages 3 through 7.** With the challenges and problems facing our children, they'll need to think creatively, to change, remake, and rewrite obstacles into opportunities. Sprouts encourages children to invent, persevere, and enjoy success through experimentation, problem-solving, and setting goals. **Please help us continue to bring the gifts of self-expression and creativity to Greene County's children.**

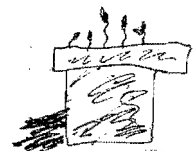
Sprouts engages talented, professional artists who understand the importance of positive early learning. Parents register for either music and art or theater and dance; children work with the same two artist/teachers every week. Each 45 minute workshop is limited to 15 children, allowing for lots of individual attention. Children enjoy a healthy snack between workshops. Our wonderful teen volunteers serve as role models, and many of our former Sprouts kids, as well as their parents, help out. Sprouts involves many age groups in the community.

**Thank you so much for your generosity.** Thank you also for considering our request of \$350 to help us reach our goal for Sprouts in 2012. Please remember, *any* donation will help Sprouts! Please call Ruth @ 634.2289 if you have any questions.

Most Gratefully,

Ruth Leonard, Sprouts Director


cc: Kay Stamer, Executive Director



# Cairo Police Department

## Memorandum

**To:** All Council 82 Members, Local 2766

**From:** P.O. Clevestine 

**Date:** April 20, 2012

**Subject:** Charity Fund Raiser

Members,

The Town Supervisor is requesting our support in a charity event which will take place during this year's 4<sup>th</sup> of July Celebration at Angelo Canna Town Park. The members of the board have requested we participate in a charity softball game in which the members of the Town of Cairo Police Department will compete against a combined team from The Cairo and Round Top Volunteer Fire Departments. The purpose of the game is not only to raise money for a good cause, but to enhance community relations, and let the people of our town know that our department is there for them. Each Team will play for a charity of their choice. Due to the fact that we are "grossly" out numbered, we will solicit help from family members and other agencies as well. While we understand not everyone can play in the game or attend due to conflicting work schedules, we encourage everyone to get involved. Charity suggestions must be in by 4/28/12. We will announce our selected charity by May 5th, 2012. After a charity has been selected, we will ask for members, family, and friends to solicit pledges to be donated to that charity. I would ask each member to leave their shirt size in my mailbox, as there will be shirts made commemorating this event. Should any of your family members wish to participate or volunteer their services please provide their sizes as well. Anyone wishing to participate in the game, or volunteer their services in any way, please contact Chief Sprague or myself. We look forward to hearing from each of you!



THOMAS P. DINAPOLI  
STATE COMPTROLLER

STATE OF NEW YORK  
OFFICE OF THE STATE COMPTROLLER  
110 STATE STREET  
ALBANY, NEW YORK 12236

STEVEN HANCOX  
DEPUTY COMPTROLLER  
DIVISION OF LOCAL GOVERNMENT  
AND SCHOOL ACCOUNTABILITY  
Tel: (518) 474-4037 Fax: (518) 486-6479

**Updated April 2011 (Originally Issued November 2010)**

**To: Chief Fiscal Officers**  
**From: Division of Local Government and School Accountability**  
**Subject: Fund Balance Reporting and Governmental Fund Type Definitions**

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**Please give copies of this bulletin to others who may need this information.**

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### **Purpose of Bulletin**

The purpose of this bulletin is to explain the new GAAP (generally accepted accounting principles) reporting requirements for fund balance and special revenue funds, and the effects these reporting requirements will have on the Annual Update Document (AUD) filed by municipalities and the ST-3 filed by school districts.

***Note: The changes in reporting requirements detailed in this bulletin do not require changes in local governments' budgeting and accounting.***

### **Summary**

The Governmental Accounting Standards Board (GASB) issued GASB Statement Number 54 (Statement 54), *Fund Balance Reporting and Governmental Fund Type Definitions* in February 2009. Statement 54 abandons the reserved and unreserved classifications of fund balance and replaces them with five new classifications: nonspendable, restricted, committed, assigned and unassigned. In addition, Statement 54 updates the definitions of governmental fund types, with the most significant changes related to special revenue funds. These changes were made to bring greater clarity and consistency to fund balance reporting, resulting in an improvement in the usefulness of fund balance information. The requirements of Statement 54 are effective for financial statements for periods ending June 30, 2011.

Article 3 of the General Municipal Law (GML) requires local governments to file an annual financial report with the Office of the State Comptroller (OSC). This reporting is accomplished by local governments through filing of the AUD, and school districts by filing the ST-3. OSC will make the necessary adjustments to the balance sheets for the fund level statements of the



AUD and ST-3 to align statutory reporting requirements under GML with GAAP at the fund level.

This bulletin provides an overview of the changes to the financial reporting requirements dictated by Statement 54 and how those changes are being implemented in the AUD and ST-3. This includes a narrative description of the changes to fund balance classification and their effect on New York's local governments, as well as a crosswalk (see Appendix A) from previous AUD and ST-3 balance sheet reporting to future balance sheet reporting. Also included is a discussion of the effects of Statement 54 on special revenue fund reporting in New York State. Lastly, this bulletin discusses the policy decisions that must be made, and the associated note disclosures required by the Statement.

### **Fund Balance**

Statement 54 requires local governments to focus on the constraints imposed upon resources when reporting fund balance in governmental funds. The new fund balance classifications will indicate the level of constraints placed upon how resources can be spent and identify the sources of those constraints.

Constraints are broken down into five different classifications: nonspendable, restricted, committed, assigned, and unassigned. The classifications serve to inform readers of the financial statements of the extent to which the government is bound to honor constraints on the specific purposes for which resources in a fund can be spent.

#### **Fund Balance Classifications**

Nonspendable – consists of assets that are inherently nonspendable in the current period either because of their form or because they must be maintained intact, including prepaid items, inventories, long-term portions of loans receivable, financial assets held for resale, and principal of endowments.

Restricted – consists of amounts that are subject to externally enforceable legal purpose restrictions imposed by creditors, grantors, contributors, or laws and regulations of other governments; or through constitutional provisions or enabling legislation.

Committed – consists of amounts that are subject to a purpose constraint imposed by a formal action of the government's highest level of decision-making authority before the end of the fiscal year, and that require the same level of formal action to remove the constraint.

Assigned – consists of amounts that are subject to a purpose constraint that represents an intended use established by the government's highest level of decision-making authority, or by their designated body or official. The purpose of the assignment must be narrower than the purpose of the general fund, and in funds other than the general fund, assigned fund balance represents the residual amount of fund balance.

Unassigned – represents the residual classification for the government’s general fund, and could report a surplus or deficit. In funds other than the general fund, the unassigned classification should be used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or assigned.

#### Fund Balance Classification in New York State

Various State statutes allow most local governments to establish reserve funds for various purposes, e.g., capital, repair, debt, workers’ compensation. These statutes regulate the establishment, funding and use of these reserves, but generally don’t require local governments to establish or fund them. Because the State regulates the establishment, funding and use of these reserves, generally, reserves will be classified as restricted fund balance on financial statement balance sheets. Reserve funds that authorize transfers to other reserve funds as stated in the controlling statute (which may require board action and/or voter approval) will still always be classified as restricted, because even though the purpose for the restriction may change, the level of constraint on spending does not.

Reserves that allow for transfers back to the originating operating fund should be classified as assigned fund balance, **but only after** an action or determination has been made by the governing board that the reserve is no longer needed for the purpose for which the reserve fund was established, and **only** for the portion that is returnable to the operating fund.

Governments are not required to report all five classifications of fund balance. OSC believes that in most cases, local governments in New York will not have committed fund balance to report. If the governing body has not delegated the authority to assign amounts to be used for specific purposes to another body or official, in most instances, OSC believes that formal actions by governing boards (resolutions, ordinances, and local laws) constitute a similar level of constraint of resources, and these formal actions will result in an assignment of resources.

Some local governments may have a distinctive structure that provides for a clear distinction between formal actions, which may allow the local government to report both a commitment and an assignment of resources.<sup>1</sup> If the highest level of decision-making authority is permitted to delegate its authority to constrain resources reported in fund balance to a subordinate body or official, then the resources constrained by that body or official must be reported as assigned fund balance.

Appendix A illustrates how current fund balance account codes should be classified for Statement 54 implementation and how the codes will appear on the AUD and ST-3, beginning with local governments whose fiscal year ends June 30, 2011.

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<sup>1</sup> In some circumstances, a local government may have a level of decision-making with higher authority than a governing board. These circumstances and actions that result in reporting of committed and assigned fund balance should be disclosed in the notes to the financial statements.



### Statutory Fund Balance Limitations

Counties, Cities, Towns, Villages, and Fire Districts – Chapter 528 of the Laws of 2000 gives local governments the authority to carry over a "reasonable amount" of unappropriated unreserved fund balance from one year to the next.<sup>2</sup> Since Statement 54 eliminates the unappropriated unreserved fund balance terminology, local governments should apply the "reasonable amount" calculation to the unrestricted portion of fund balance (defined as the total of the committed, assigned, and unassigned fund balance classifications), consistent with the "reasonable amount" statutes.

School Districts – Real Property Tax Law §1318 limits the amount of unexpended surplus funds a school district can retain to no more than 4 percent of the next year's budgetary appropriations. Funds properly retained under other sections of law (i.e., reserve funds established pursuant to Education Law or GML) are excluded from the 4 percent limitation. In the context of previous fund balance reporting, an unexpended surplus was interpreted to be synonymous with unappropriated unreserved fund balance. Under Statement 54 fund balance classifications, the 4 percent limitation would be interpreted to be applied to unrestricted fund balance (i.e., the total of the committed, assigned, and unassigned classifications), minus appropriated fund balance, amounts reserved for insurance recovery, amounts reserved for tax reduction, and encumbrances included in committed and assigned fund balance.<sup>3</sup>

### Other Fund Balance Changes

Note Disclosures – the following information related to reporting fund balances should be disclosed in the notes to the financial statements:

- The government's highest level of decision-making authority and the formal action required to establish a commitment of fund balance (if applicable), and the processes through which commitments are imposed.
- If designated, the body or official authorized to assign amounts to a specific purpose, the policy that established that authorization, and the processes through which assignments are imposed.
- The order in which amounts are deemed to have been spent. Local government accounting policies should determine whether restricted, committed, assigned, or unassigned amounts are considered to have been spent first when resources that are available from multiple constraint levels are spent; the default policy is that resources are first spent from the highest constraint level available.
- Significant encumbrances by major funds and non-major funds in the aggregate, with required disclosure about other significant commitments.

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<sup>2</sup> See OSC accounting bulletin, *Budgeting and Fund Balance Legislation*, from July 2001 at [www.osc.state.ny.us/localgov/pubs/releases/budfund.htm](http://www.osc.state.ny.us/localgov/pubs/releases/budfund.htm).

<sup>3</sup> Appropriated fund balance is classified as assigned, but must be excluded from the 4 percent calculation because it is not being retained and is already being used to reduce the tax levy for the subsequent fiscal year. Encumbrances classified as committed or assigned and amounts reserved for insurance recovery and tax reduction have been excluded from the calculation for consistency, because they are not considered surplus funds and were previously excluded.

- If fund balance classifications are displayed in the aggregate on the face of the financial statements (items do not have to be presented for each specific purpose of nonspendable, restriction, commitment, or assignment), amounts for the two nonspendable classifications (not in spendable form and legally required to remain intact) and specific purposes for the other fund balance classifications must be disclosed in the notes.
- A minimum fund balance policy, if formally adopted.

Encumbrances – **accounting** for encumbrances will continue, but only significant encumbrances should be disclosed in the notes in conjunction with disclosures of other significant commitments. If resources have already been restricted or committed for encumbrances, the encumbered amounts will be included with restricted or committed resources. If resources have not already been restricted or committed, amounts encumbered should be considered assigned for the purpose of the expected expenditure, because the outstanding purchase orders are evidence of the government's intent to spend the resources. Encumbered amounts for specific purposes for which resources have been restricted, committed, or assigned should not be displayed separately within those classifications.

### **Special Revenue Funds**

Statement 54 refines the definition of what constitutes a special revenue fund. As such, it may lead to fewer special revenue funds being reported in financial statements. ***Note: The change in special revenue fund reporting requirements detailed in Statement 54 does not require changes in the way a local government budgets and internally accounts for special revenue funds.***

Traditionally, special revenue funds were reported in instances where there was a specific spending purpose, but not necessarily a specific revenue source. Statement 54 clarifies that both conditions must exist; a special revenue fund should be reported only if there are "proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes," and the specific revenue sources continue to make up a substantial portion<sup>4</sup> of the inflows reported in the fund. Other resources, such as investment earnings and transfers, may also be reported in the fund.

Funds that are legally mandated to be kept separately (e.g., town highway, county road, county road machinery, town special districts, and sewer funds) will continue to be reported as special revenue funds.

Funds that may be reported as special revenue funds currently, such as city and village water funds, may only continue to be reported as special revenue funds with implementation of Statement 54 if the substantial revenue sources are restricted or committed to the purpose of the fund. In order to substantiate the use of a special revenue fund for these types of local government purposes, there must be an understanding with ratepayers that money collected would be used for the fund's operations as stated in a charter, local law, or other document in

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<sup>4</sup> "Substantial portion" is not defined in the Statement, but 20 percent of expected inflows has become a commonly used threshold.



effect when the fund was initially created; a history of funds being used for the fund's operations is not enough.

For all major special revenue funds reported, local governments will need to disclose the purpose of the fund and the revenues and other resources reported in the funds in the notes to the financial statements.

As stated earlier, Statement 54 does not require local governments to discontinue budgeting and/or accounting for special revenue funds. Those funds that do not meet the Statement 54 definition of a special revenue fund should be bundled into the general fund (or another special revenue fund with a similar purpose that does meet the new definition, so long as the specific revenues would constitute a substantial portion of the inflows of the total reported fund) for AUD and financial reporting purposes.

Appendix B illustrates how commonly reported special revenue funds should be reported on financial statements and on the AUD and ST-3, beginning with local governments whose fiscal year ends on June 30, 2011.

### **Additional Information**

If you have questions pertaining to the reporting requirements for fund balance and special revenue funds described in this bulletin, please contact the State Comptroller's regional office that serves your local government. A listing of regional offices is enclosed.

## **Appendix A – Fund Balance Classification**

These account codes should be reported on the AUD and ST-3, beginning with local governments whose fiscal year ends June 30, 2011.

<b>Fund Balance Item</b>	<b>Current Account Code</b>	<b>Current Classification</b>	<b>GASB 54 Classification</b>	<b>New Account Code</b>
<b>NONSPENDABLE FUND BALANCE</b>				
Prepaid Items/Expenses	n/a	Unreserved	Nonspendable	806 Not in Spendable Form
Reserve for Inventory	845	Reserved	Nonspendable	806 Not in Spendable Form
Long-term portion of loans/notes receivable	n/a	Unreserved	Nonspendable	806 Not in Spendable Form
Non-financial assets held for resale	n/a	Unreserved	Nonspendable	806 Not in Spendable Form
Principal of an endowment	n/a	Reserved	Nonspendable	807 Must Remain Intact
Capital of a revolving fund	n/a	Unreserved	Nonspendable	807 Must Remain Intact
<b>RESTRICTED FUND BALANCE</b>				
Workers' Compensation Reserve	814	Reserved	Restricted	no change
Unemployment Insurance Reserve	815	Reserved	Restricted	no change
Retirement Contribution Reserve	827	Reserved	Restricted	no change
Reserve for Employee Benefits	830	Reserved	Restricted	no change
Reserve for Snow and Ice Removal/Road Repairs	835	Reserved	Restricted	no change
Reserve for Property Loss	861	Reserved	Restricted	no change
Reserve for Liability Claims	862	Reserved	Restricted	no change
Insurance Reserve	863	Reserved	Restricted	no change
Reserve for Tax Certiorari	864	Reserved	Restricted	no change
Reserve for Employee Benefit Accrued Liability	867	Reserved	Restricted	no change
General Reserve	870	Reserved	Restricted	no change
Reserve for Excess Dog Control Revenues	872	Reserved	Restricted	no change
Reserve for Taxes Raised Outside of Tax Limit	874	Reserved	Restricted	no change
Reserve for Judgments and Claims	876	Reserved	Restricted	no change
Capital Reserve	878	Reserved	Restricted	no change
Reserve for Tax Stabilization	880	Reserved	Restricted	no change
Reserve for Repairs	882	Reserved	Restricted	no change
Reserve for Debt (Mandatory Reserve)	884	Reserved	Restricted	no change
Reserve for Solid Waste Management Facility	898	Reserved	Restricted	no change

Fund Balance Item	Current Account Code	Current Classification	GASB 54 Classification	New Account Code
Miscellaneous Reserve	889	Reserved	n/a	Deleted
• Airport Amortization Fund		Reserved	Restricted	899 Other Restricted Fund Balance
• Airport Development Fund		Reserved	Restricted	899 Other Restricted Fund Balance
• Electric Utility Depreciation Fund		Reserved	Restricted	899 Other Restricted Fund Balance
• Uncollected Taxes in a City School District Reserve		Reserved	Restricted	899 Other Restricted Fund Balance
All other restricted fund balance				899 Other Restricted Fund Balance
<b>UNRESTRICTED FUND BALANCE</b>				
Fund Balance Unreserved Portion	909	Unreserved	Unrestricted	912, name changed to Unrestricted Fund Balance
<b>COMMITTED FUND BALANCE</b>				
All committed fund balance				913 Committed Fund Balance
<b>ASSIGNED FUND BALANCE</b>				
Fund Balance Unreserved Appropriated	910	Unreserved	Assigned	914, name changed to Assigned Appropriated Fund Balance
Miscellaneous Reserve	889	Reserved	n/a	Deleted
• Career Education Instructional Equipment Fund		Reserved	Assigned	915 Assigned Unappropriated Fund Balance
Reserve for Highway Capital Projects	879	Reserved	Assigned	915 Assigned Unappropriated Fund Balance
Reserve for Insurance Recovery	887	Reserved	Assigned	915 Assigned Unappropriated Fund Balance
All other assigned fund balance				915 Assigned Unappropriated Fund Balance
<b>UNASSIGNED FUND BALANCE</b>				
Reserve for Tax Reduction (school districts only)	891	Reserved	Unassigned	916 Reserve for Tax Reduction
All other unassigned fund balance				917 Unassigned Fund Balance
<b>OTHER DELETED CODES</b>				
Reserve for Encumbrances	821	Reserved	n/a	deleted for <b>reporting</b> purposes only, may still be used for <b>accounting</b> purposes
Reserve for Tax and Revenue Anticipation Notes	881	Reserved	n/a	Deleted
Reserve for Excellence in Teaching	902	Reserved	n/a	Deleted
Fund Balance Unreserved, Part Local Government	905	Unreserved	n/a	Deleted
Fund Balance Unreserved Unappropriated	911	Unreserved	n/a	Deleted



## **Appendix B – Special Revenue Funds**

These commonly reported special revenue funds should be considered for reporting on financial statements and on the AUD and ST-3, beginning with local governments whose fiscal year ends June 30, 2011.

<b>Fund</b>	<b>Fund Code</b>	<b>Report as Special Revenue Fund After GASB 54?<sup>5</sup></b>
Town Outside Village	B	yes - legally mandated
School Store	B	no - fund code deleted
School Food Service	C	yes - legally mandated
Housing Authority	CB	depends
Special Grant	CD	yes - legally mandated
Refuse	CL	depends
Miscellaneous	CM	depends
Health Related Facility	CN	depends
Parking	CP	depends
Recreation	CR	depends
Transportation	CT	depends
Urban Renewal	CU	depends
County Road	D	yes - legally mandated
Highway-Town Wide	DA	yes - legally mandated
Highway-Part Town	DB	yes - legally mandated
Road Machinery	DM	yes - legally mandated
Special Aid	F	yes - legally mandated
Water	FX	depends
Sewer	G	yes - legally mandated
Public Library	L	yes - legally mandated
Workers Compensation	S	yes - legally mandated
<b>SPECIAL DISTRICTS</b>		
Drainage	SD	yes - legally mandated
Fire Protection	SF	yes - legally mandated
Lighting	SL	yes - legally mandated
Miscellaneous	SM	yes - legally mandated
Park	SP	yes - legally mandated
Refuse	SR	yes - legally mandated
Sewer	SS	yes - legally mandated
Parking	ST	yes - legally mandated
Water	SW	yes - legally mandated

<sup>5</sup> For all funds reported, revenue sources and specified purposes must be disclosed in the notes. For all funds reported that are not legally mandated, specific restricted or committed revenues should be the foundation of the fund and represent a substantial portion (at least 20%) of the expected inflows of the fund.



## NEW YORK RURAL WATER ASSOCIATION

PO BOX 487, CLAVERACK, NEW YORK 12513

OFFICE 518-828-3155 FAX 518-828-0582

WEBSITE ADDRESS [www.nyruralwater.org](http://www.nyruralwater.org)



### BOARD OF DIRECTORS

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*Associate Delegate*

Lamont Engineers

COPY

March 14, 2012

Cairo Water District

Kathy Jurgens

PO Box 728

Cairo, NY 12413-

Dear Member:

The New York Rural Water Association will be honoring our ten, fifteen, twenty, twenty-five and thirty year members at our upcoming 33<sup>rd</sup> Annual Technical Conference and Exhibition, in Verona.

Your system has been a member of the New York Rural Water Association for **20 years** and we would like to recognize you at this event. There will be a sign posted throughout the conference, which lists these honored members. We are very proud to have the support of these members.

On behalf of the Staff and Board of Directors of the New York Rural Water Association, we thank you for your continued support to the Association. Enclosed you will find your certificate.

Sincerely,

*Cheryl Kearns*  
Cheryl Kearns

Member Services

Encl. certificate



TO PROVIDE ITS MEMBERS WITH THE EXPERTISE AND TRAINING TO MEET PRESENT AND FUTURE CHALLENGES AND TO REPRESENT ITS MEMBERS' INTERESTS AT THE LOCAL, STATE AND FEDERAL LEVELS.



512 Main St., PO Box 728  
Cairo, NY 12413

<b>Town Supervisor</b>	(518) 622-2060
<b>Town Clerk</b>	(518) 622-3120
<b>Bookkeeper</b>	(518) 622-3366
<b>Tax Collector</b>	(518) 622-9218
<b>Building Dept.</b>	(518) 622-9894
<b>Water &amp; Sewer</b>	(518) 622-0052
<b>Tax Assessor</b>	(518) 622-8545
<b>Court Clerk</b>	(518) 622-3388
<b>Cairo Police</b>	(518) 622-2324
<b>Ambulance Billing</b>	(518) 622-2786
<b>Highway Department</b>	(518) 622-9515

www.townofcairo.com  
supervisor@townofcairo.com

April 24, 2012

Carol Spohler  
PO Box 20  
South Cairo, NY 12482

Dear Carol:

I received your request for assistance, garbage containers, and barriers for the Cairo Market Days this summer and will present same request to the Town Board on 4/25/12 for their consent. Once I receive their consent, I will submit the enclosed Work Requisition Form to Robert Hempstead and Debi Sommer to fulfill your work request.

If you have any questions, don't hesitate to contact Debi or Robert at 622-9515 or myself at the number or email stated above. Robert's email is [highwaysuper@townofcairo.com](mailto:highwaysuper@townofcairo.com) and Debi's email is [highwaydeputy@townofcairo.com](mailto:highwaydeputy@townofcairo.com).

Let me take this opportunity to thank you very kindly for your dedication to the Cairo Market Days as you approach your 31<sup>st</sup> year. Moreover, thank you for your service, commitment, and devotion to Cairo.

Best regards,

Ted Banta  
Supervisor





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Cairo, NY 12413

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www.townofcairo.com  
supervisor@townofcairo.com

April 24, 2012

Greene County Probation Department  
Director Alan Frisbee  
411 Main Street Suite 310  
Catskill, NY 12414

Dear Mr. Frisbee:

I received your letter dated April 4, 2012 regarding the Community Service Program for offenders. The Town of Cairo would like to participate in the Greene County Community Service Program for offenders and thank you for the opportunity. Please advise us as to the next step in the process. Please contact me or my clerk, Linda Kuever as points of contact. Linda's email is [supervisorclerk@townofcairo.com](mailto:supervisorclerk@townofcairo.com) and her phone is 518-622-2060.

We look forward to a successful and useful Community Service Program with your Department.

Best regards,

Ted Banta  
Supervisor



512 Main St., PO Box 728  
Cairo, NY 12413

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<b>Highway Department</b>	(518) 622-9515

[www.townofcairo.com](http://www.townofcairo.com)  
[supervisor@townofcairo.com](mailto:supervisor@townofcairo.com)

April 20, 2012

The Bank of Greene County Charitable Foundation  
302 Main Street  
Catskill, NY 12414

Dear Mr. Gibson:

On behalf of the Town Board of Cairo, the Town of Cairo, and the Town Park users I sincerely and respectfully thank you for your generous support and donation in the amount of \$3,400 for basketball backboards and poles. Because of your generous donation, the youth and adults of our community will be able to enjoy basketball at the Town Park in a special way with fine equipment.

Once again, thank you for your generous donation and continued support for the Town of Cairo.

Best regards,

Ted Banta  
Supervisor



512 Main St., PO Box 728  
Cairo, NY 12413

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

April 24, 2012

Town of Catskill  
Supervisor Leggio  
439 Main Street  
Catskill, NY 12414

Dear Supervisor Leggio:

I received the Inter-municipal Agreement for the Town of Catskill and the Town of Cairo. On 4/11/12, the Town Board of Cairo resolved to authorize me to sign the agreement-Resolution No. 98-12:

**Resolution No. 98 -12** “Authorizing Supervisor to Sign the Inter-Municipal Agreement with the Town of Catskill” 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 Town Supervisor for the Town of Cairo, Ted Banta to sign the Inter-Municipal Agreement with the Town of Catskill for Emergency Aid and Assistance as outlined in the agreement.

All members in favor – motion carried.

Enclosed you will find a fully executed agreement. We retained one copy as you provided two partially executed agreements. Thank you for putting this forth. In the unfortunate circumstance that we have to apply this agreement, we will look forward to working in cooperation with the Town of Catskill.

Best regards,

Ted Banta  
Supervisor



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Cairo, NY 12413

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

April 25, 2012

Gail Walker  
9 Glenwood Townhouse  
Round Top, NY 12473

Dear Ms. Walker:

On behalf of the Town Board of Cairo and the Town of Cairo, I sincerely and gratefully thank you for your commendable service to the Town coordinating the most recent Earth Day Cleanup in Round Top on April 21st with more than 70 volunteers-such as the Boy Scouts, the Girl Scouts, 4H groups, High School Students, the Interact Group, and more. Furthermore, I commend the volunteers who earnestly spent their Saturday to make this event a resounding success.

Your direction and service is a testament to the Town of Cairo. Once again, thank you for your service and commitment to our Town.

Best regards,

Ted Banta  
Supervisor



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[www.townofcairo.com](http://www.townofcairo.com)  
[supervisor@townofcairo.com](mailto:supervisor@townofcairo.com)

April 25, 2012

Lisa Heintz  
Communications Coordinator  
Rip Van Winkle Tobacco Free Action  
[lisaheintz@columbiahealthnet.org](mailto:lisaheintz@columbiahealthnet.org)

Dear Lisa:

On behalf of the Town Board of Cairo and the Town of Cairo, I would like to thank you and the Rip Van Winkle Tobacco Free Action Organization for providing the Smoke-Free signage for the Town Park of Cairo. Thank you for contributing to the health and well-being of our community.

Best regards,

Ted Banta  
Supervisor

**TOWN OF CAIRO**

**April 25, 2012**

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

**“Accepting Water Billings”  
Dated April 2, 2012**

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

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 of the Town of Cairo accepts the Water Billings as presented from the Water Administrator in the amount of \$43,867.61, dated April 2, 2012.

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

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

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

**TOWN OF CAIRO**

**April 25, 2012**

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

**“Authorization for Binghamton University to Drill 6 Cores at the Fossil Site at the Highway Department”**

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

BE IT RESOLVED, that the Town Board of the Town of Cairo authorizes Binghamton University to drill 6 cores, up to 2 meters deep and 2.5 to 4 inches in diameter at the Fossil Site at the Highway Department-Town Property.

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

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

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

**TOWN OF CAIRO**

**April 25, 2012**

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

**“Authorization for Highway Superintendent Robert F. Hempstead to  
Enter the Bowery Creek to Remove Debris”**

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  
Highway Superintendent Robert F. Hempstead to leave his right of way and to enter the  
Bowery Creek over properties owned by Albert Barbato and Cornell Cooperative  
Extension.

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

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

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



# TOWN OF CAIRO

April 25, 2012

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

“Adopt GASB Statement Number 54”

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

WHEREAS, the Governmental Accounting Standards Board (GASB) issued GASB Statement Number 54, Fund Balance Reporting and Governmental Fund Type Definitions; and

WHEREAS, Statement 54 abandons the reserved and unreserved classifications of fund balance and replaces them with five new classifications: non-spendable, restricted, committed, assigned and unassigned; and

WHEREAS, Statement 54 updates the definitions of governmental fund types, with significant changes related to special revenue funds; and

WHEREAS, these changes will bring greater clarity and consistency to fund balance reporting, resulting in an improvement in the usefulness of fund balance information; therefore be it

RESOLVED, the Town Board of the Town of Cairo hereby adopts, at the recommendation of the NYS Office of the State Comptroller, GASB 54 and will follow the requirements effective with the filing of the financial statements for fiscal year end December 31, 2011 with the Office of the State Comptroller.

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

COUNCILPERSON JOYCE	AYE	NAY
COUNCILPERSON OSTRANDER	AYE	NAY
COUNCILPERSON PUORRO	AYE	NAY
COUNCILPERSON SUTTMEIER	AYE	NAY
SUPERVISOR BANTA	AYE	NAY
AYE _____ NAY _____ ABSENT _____	CARRIED _____	DEFEATED _____

# TOWN OF CAIRO

April 25, 2012

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

“Mazone Plumbing & Heating Inc Change Order #1”

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

WHEREAS, there was an approved contract in the amount of \$229,679.00 between the Cairo Town Board , Cairo Public Library and contractor Mazone Plumbing & Heating, Inc for the Contract for Mechanical Work of the new library; and

WHEREAS, the contractor will provide and install an additional 67 gallons of glycol liquid in the geothermal system piping to increase the proportion for 18% to 30% glycol in the system; and

WHEREAS, the Cairo Public Library requested this change to the work to be completed with an additional amount due of \$1,389.00; therefore be it

RESOLVED, that contract change order no.1 for Mazone Plumbing & Heating Inc be approved in the amount of \$1,389.00 for a total contract price of \$231,068.00.

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

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

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

# TOWN OF CAIRO

April 25, 2012

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

“CDE Electric Inc Change Order #2”

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

WHEREAS, there was an approved contract in the amount of \$198,740.39 between the Cairo Town Board , Cairo Public Library and contractor CDE Electric, Inc for the Contract for Electrical Work of the new library; and

WHEREAS, the contractor will provide and install specialized display cabinet lighting for four built-in custom display cabinets; provide and install additional power and data outlets; provide CAT6 wiring throughout the building; and

WHEREAS, the Cairo Public Library requested this change to the work to be completed with an additional amount due of \$33,352.13; therefore be it

RESOLVED, that contract change order no.2 for CDE Electric, Inc be approved in the amount of \$33,352.13 for a total contract price of \$232,092.52.

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

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

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

**TOWN OF CAIRO**

**April 25, 2012**

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

**“Advertise for Bids for Seasonal Maintenance of Town Owned  
Cemeteries”**

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

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve advertisement for cleanup, mowing, and trimming of cemeteries owned by the Town of Cairo. Duties to be performed a minimum of five times during the season, May thru September 2012 to keep cemeteries maintained as necessary.

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

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

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

**TOWN OF CAIRO**

**April 25, 2012**

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

**“Adopt Revised Town of Cairo Fee Schedule 2012”**

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

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby adopt the Revised Fee Schedule dated April 25, 2012 which will be effectively applied & implemented on April 26, 2012.

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

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

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

**TOWN OF CAIRO**

**April 25, 2012**

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

**“Appoint Board of Ethics Review Chairperson”**

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

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Donald Gibson Sr. as Chairperson to the Board of Ethics Review at a rate of no pay as it is a volunteer position.

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

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

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

# TOWN OF CAIRO

April 25, 2012

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

### “Budget Amendments and Payment of Bills on Abstract #308”

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-1220.4	Supervisor - Contractual	-504.50
To	A-1220.2	Supervisor - Equipment	+504.50
From	A-1355.4	Assessor - Contractual	-796.07
To	A-1355.2	Assessor - Equipment	+796.07
From	A-1620.4	Buildings - Contractual	-853.17
To	A-1620.2	Buildings - Equipment	+853.17
From	A-1990.4	Contingent	-367.50
To	A-6410.4	Publicity – Contractual	+367.50
From	A-5010.136	Persl Services – Highway	-365.40
To	A-8760.136	Emerg. Disaster–Persl Serv Hwy	+365.40
From	SS-8120.4	Sewers – Contractual	-71.96
To	SS-8110.4	Sewers – Admin	+71.96

And be it further RESOLVED, the Town Board does hereby authorize that Abstract #308, consisting of 2012 Vouchers #1385 through #1500 in the amount of \$139,445.11 is approved for payment.

The total amount to be paid from the:

General Fund -	\$56,498.81	Street Lighting -	
Highway Fund -	\$27,310.01	Sewer Fund -	\$4,993.62
Cap. Library Fund -	\$30,710.52	Water Fund -	\$877.27
Cap. Sewer Fund -	\$11,703.03	Trust & Agency -	\$101.85
Hydrant Fund -	\$7,250.00		

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

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

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

# Local Law Filing

NEW YORK STATE DEPARTMENT OF STATE  
162 WASHINGTON AVENUE, ALBANY, NY 12231

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

~~County~~

~~City~~

~~Town~~

~~Village~~

of ..... CAIRO .....

Local Law No. ..... 2 ..... of the year 19<sup>90</sup> .....

A local law ..... UNSAFE BUILDINGS .....  
(Insert Title)

Be it enacted by the ..... Town Board ..... of the  
(Name of Legislative Body)

~~County~~

~~City~~

~~Town~~

~~Village~~

of ..... Cairo ..... as follows:

SEE ATTACHED



L O C A L L A W 2 - 1990

Town of Cairo, New York,

Be it enacted by the Town Board of the Town of Cairo  
as follows:

SECTION 1: PURPOSE:

Unsafe buildings pose a threat to life and property in the Town of Cairo. Buildings and structures may become unsafe by reason of damage by fire, the elements, age or general deterioration. Vacant buildings not properly secured at doorways and windows also serve as an attractive nuisance for young children who may be injured therein, as well as point of congregation by vagrants and transients. A dilapidated building may also serve as a place of rodent infestation thereby creating a health menace to the community. It is the purpose of this local law to provide for the safety, health protection and general welfare of persons and property in the Town of Cairo by requiring such unsafe buildings be repaired or demolished and removed.

SECTION 2: TITLE:

This local law shall be known as "UNSAFE BUILDINGS LAW" of the Town of Cairo.

SECTION 3: DEFINITIONS:

"Building" means any building, structure or portion thereof used for residential, business or industrial purpose.

"Building Inspector" means the building inspector of the Town of Cairo or such other person appointed by the Town Board to enforce the provisions of this local law.

SECTION 4: INVESTIGATION and REPORT:

When in his own opinion or upon receipt of information that a building: (1) is or may become dangerous or unsafe to the general public, (2) is open at the doorways and

windows making it accessible to and an object of attraction to minors under eighteen years of age, as well as to vagrants and other trespassers, (3) is or may become a place of rodent infestation, (4) presents any other danger to the health, safety, morals and general welfare of the public or (5) is unfit for the purpose for which it may lawfully be used, the building inspector shall cause or make an inspection thereof and report in writing to the Town Board his findings and recommendations in regard to its repair or demolition and removal.

#### SECTION 5: TOWN BOARD ORDER:

The Town Board shall thereafter consider such report and by resolution determine, if in its opinion the report so warrants, that such building is unsafe and dangerous and order its repair if the same can be safely repaired or its demolition and removal, and further order that a notice be served upon the persons and in the manner provided herein.

#### SECTION 6: NOTICE; CONTENTS:

The notice shall contain the following: (1) a description of the premises, (2) a statement of the particulars in which the building is unsafe or dangerous, (3) an order outlining the manner in which the building is to be made safe and secure, or demolished and removed, (4) a statement that the securing or removal of such building shall commence within (30) days of the service of the notice and shall be completed within (60) days thereafter, unless for good cause shown such time shall be extended, (5) a date, time and place for a hearing before the Town Board in relation to such dangerous or unsafe building, which hearing shall be scheduled not less than five (5) business days from the date of service of the notice and (6) a statement that in the event of neglect or refusal to comply with the order to secure or demolish and remove the building, the Town Board is authorized to provide for its demolition and removal, to assess all expenses thereof against the land on which it is located and to institute a special proceeding to collect the costs of demolition, including legal expenses.

#### SECTION 7: SERVICE OF NOTICE:

The said notice shall be served (1) by personal service of a copy thereof upon the owner, executor, administrator, agent, lessee, or any person having a vested

or contingent interest in such unsafe building as shown by the records of the receiver of taxes (or tax collector) or of the county clerk; or if no such person can be reasonably found by mailing such owners by registered mail a copy of such notice directed to his last known address as shown by the above records and (2) by personal service of a copy of such notice upon any adult person residing in or occupying said premises if such person can be reasonably found and (3) by securely affixing a copy of such notice upon the unsafe building.

#### SECTION 8:

A copy of the notice served as provided herein shall be filed in the Office of the County Clerk of the County of Greene.

#### SECTION 9: REFUSAL TO COMPLY:

In the event of the refusal or neglect of the person so notified to comply with said order of the Town Board and after the hearing, the Town Board shall provide for the demolition and removal of such building or structure either by town employees or by contract. Except in emergency as provided in Section 11 hereof, any contract for demolition and removal of a building in excess of \$5,000.00 shall be awarded through competitive bidding.

#### SECTION 10: ASSESSMENT OF EXPENSES:

All expenses incurred by the Town in connection with the proceedings to repair and secure or demolish and remove the unsafe building, including the cost of actually removing such building, shall be assessed against the land on which such building is located and shall be levied and collected in the same manner as provided in Article 15 of the Town Law for the levy and collection of a special ad valorem levy.

#### SECTION 11: EMERGENCY CASES:


Where it reasonably appears that there is present a clear and imminent danger to the life, safety or health of any person or property, unless an unsafe building is immediately repaired and secured or demolished, the Town Board may by resolution authorize the building inspector to immediately cause the repair or demolition of such unsafe building. The expenses of such repair or demolition shall

be a charge against the land on which it is located and shall be assessed, levied and collected as provided in Section 10 hereof.

SECTION 12: EFFECTIVE DATE:

This local law shall take effect immediately upon filing thereof in the office of the Secretary of State.

Approved by:

  
\_\_\_\_\_  
James F. Keefe,  
Supervisor, Town of Cairo

August 15, 1990

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

**1. (Final adoption by local legislative body only.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 19\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 19\_\_\_\_, in accordance with the applicable provisions of law.  
(Name of Legislative Body)

**2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer\*.)**

I hereby certify that the local law annexed hereto, designated as local law No. 3 of 1990 of the (County)(City)(Town)(Village) of Cairo was duly passed by the Town Board on August 8, 1990, and was (approved)(~~not disapproved~~)(~~repassed after~~ ~~disapproval~~) by the Supervisor and was deemed duly adopted on August 15, 1990, in accordance with the applicable provisions of law.  
(Name of Legislative Body) (Elective Chief Executive Officer\*)

**3. (Final adoption by referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 19\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 19\_\_\_\_, and was (approved)(not disapproved)(repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 19\_\_\_\_. Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on \_\_\_\_\_ 19\_\_\_\_, in accordance with the applicable provisions of law.  
(Name of Legislative Body) (Elective Chief Executive Officer\*)

**4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 19\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 19\_\_\_\_, and was (approved)(not disapproved)(repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 19\_\_\_\_. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of \_\_\_\_\_ 19\_\_\_\_, in accordance with the applicable provisions of law.  
(Name of Legislative Body) (Elective Chief Executive Officer\*)

Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairman of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

5. (City local law concerning Charter revision proposed by petition.)

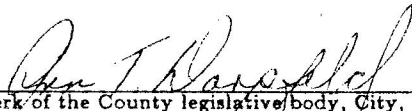
I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 19\_\_\_\_ of the City of \_\_\_\_\_ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on \_\_\_\_\_ 19\_\_\_\_, became operative.

6. (County local law concerning adoption of Charter.)

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 19\_\_\_\_ of the County of \_\_\_\_\_, State of New York, having been submitted to the electors at the General Election of November \_\_\_\_\_ 19\_\_\_\_, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and of a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph 2, above.

  
\_\_\_\_\_  
Clerk of the County legislative body, City, Town or Village Clerk  
or officer designated by local legislative body

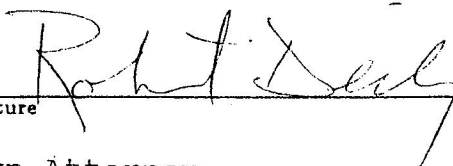
(Seal)

Date: August 16, 1990

(Certification to be executed by County Attorney, Corporation Counsel, Town Attorney, Village Attorney or other authorized Attorney of locality.)

STATE OF NEW YORK  
COUNTY OF GREENE

I, the undersigned, hereby certify that the foregoing local law contains the correct text and that all proper proceedings have been had or taken for the enactment of the local law annexed hereto.

  
\_\_\_\_\_  
Signature  
Town Attorney  
Title

County  
City of Cairo  
Town  
Village

Date: August 16, 1990