



## **TOWN OF CAIRO**

### **GENERAL/REGULAR MEETING AGENDA**

**February 13, 2013 @ 4:00PM**

**Location: Town Hall, Cairo**

**Call to Order**

**Pledge of Allegiance**

**Attendance**

**Moment of Silence in Honor of Emily Feeney**

**Town Board Hearing: John Wernet Sr.**

**Approval of Minutes: January 23, 2013**

**Work Sessions with Departments as applicable: Code Enforcement, Assessor**

**Report: Dan Joyce Planning Board Report**

**Appointments & Resolutions**

**Unfinished Business:**

- **Fire Hydrants**
- **Pacifico Request**
- **Employee Handbook**

**New Business:**

- **Tax Collection**
- **Library Water & Sewer Hookups**
- **Little League Field Damage**
- **Annex Building Renovation**
- **Court Room Renovation**

**Correspondence**

**Adjournment**

State of New York  
Town Board of the Town of Cairo

In the Matter of the Application of the Town of Cairo  
To remove an Unsafe Structure, Vehicles and Unsafe  
Condition Upon Lands Owned by John W. Wernert Sr.,  
4422 New York State Route 23, Cairo, New York  
Tax Map #: 100.00-2-6

## ORDER

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

WHEREAS, John W. Wernert Sr. is the owner of certain real property located at 4422 New York State Route 23, Cairo, Greene County, New York, bearing Tax Map Number 100.00-2-6; 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 and illegally having a salvage and junk yard on such real property in accordance with the requirements of Local Law 6 of 1985, and its regular meeting held on January 9<sup>th</sup>, 2013, in particular the condition of the premises is as follows:

Large accumulations of miscellaneous junk and debris, unregistered/dismantled or dilapidated motor vehicles on the above said property.

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 13<sup>th</sup> day of February, 2013 at the Town Hall, 512 Main Street, Cairo, New York at 4 pm 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 and dangerous by way of the following conditions:

The property has large amounts of miscellaneous junk and debris consisting of but not limited to scrap metal, wood pallets, tires, propane tanks and barrels which could be hazardous to the safety of the occupants of the property and any other persons who go onto the property. There also exists the possibility of fire, arson and other unsafe activities including the attraction of minors under the age of 18, and it is further

ORDERED, that the Owner, John W. Wernert Sr. is hereby directed to remove all miscellaneous junk and debris and any unregistered motor vehicles that are dismantled or in such disrepair from lack of maintenance at the said subject matter real property located at 4422 New York State Route 23, Cairo,

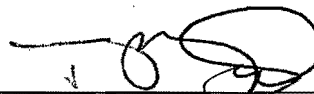
Greene County, New York, bearing Tax Map Number 100.00-2-6, such removal shall commence within 30 days of the date of the hearing and shall be completed within 60 days thereof unless for good cause shown by the land owner and extension is granted by the Town, and it is further

ORDERED, that in the event the Owner, John W. Wernert Sr. 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 unregistered, dismantled or dilapidated motor vehicles and 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: \_\_\_\_\_

1/28/13



Ted Banta, III, Supervisor



## **Minutes**

**Town of Cairo  
Town Board Meeting @7pm  
Location: Town Hall Meeting Room**

**January 23, 2013**

The Town Board of the Town of Cairo met for a Town Board meeting on Wednesday, January 23, 2013 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 7:00 PM and then asked the attendees to Pledge Allegiance to the Flag. The following Board Members were in attendance: Councilpersons Ostrander, Councilperson Suttmeier and Councilperson Joyce.

Elizabeth Brinkerhoff gave report on the Town Park. She informed Board of the ribbon cutting scheduled for Saturday, May 4, 2013. The ribbon cutting is for the state of the art basketball equipment that was donated by the Bank of Greene County and also for the red swing set that was purchased through donations. She also reported Edith Canna gave \$300 towards the advertising, posters and Picnic for the ribbon cutting.

Supervisor Banta thanked Elizabeth Brinkerhoff for her efforts in the Town Park.

Supervisor Banta informed public that the Greene County Legislature gave the Cairo Library the Ellen Rettes Planning Achievement Award.

Steven and Julie Freeman were introduced as the new owners of the Cedar Terrace on Main Street. Supervisor Banta thanked them for contributing to the town. Steve Freeman explained they have some great ideas for Cedar Terrace but it basically will remain very similar to the way it is now.

The minutes from the January 2, 2013 Reorganizational Meeting was accepted by Councilperson Joyce and seconded by Councilperson Suttmeier.

The minutes from the January 9, 2013 Workshop Meeting was accepted by Councilperson Joyce and seconded by Councilperson Ostrander.

The Town Board went over the Department Reports.

Supervisor Banta went over the Supervisor's Report. (See Supervisor's Report)

Police Office Rick Busch was commended for being proactive with his presence at the Cairo Elementary School. The Town is fortunate to have him with our force.

On January 3, 2013 Supervisor Banta met with Principal Scott Richards. There was a tour of both schools by local agencies. They are trying to be more proactive and assess any safety issues in the schools.

Supervisor Banta showed the public one of the banners from Cairo Historical Society for Hometown Heroes. The deadline for applications is March 31, 2013. He also reported that the American Legion agreed to donate the \$2100.00 for brackets and the Town will be shipping in the amount of \$150.00. The banners will hang in Town from the middle of May to the middle of July each year.

It was reported that Hannaford will be starting the demolition next week. It should take about 9 months to get the store built.

Emily Feeney, Tax Collector for the Town of Cairo has been ill and is in the hospital. Supervisor Banta will be sending flowers to her.

Councilperson Ostrander has been doing a lot of research on solar energy. He gave an update on his meeting with New York Light Energy, Mark Anderson, contact. Councilperson Ostrander is researching on bringing solar energy to the community. There is a company that would set up a PPA- purchase agreement which the town doesn't have to put any money up front. The Town would make a long term commitment with this company of about 20 years and

they come in and put the solar panels in. They take the tax credits from it and they sell us energy at a much lower rate than we are paying right now. They do all the maintenance on the system.

Supervisor Banta asked to get three months worth of electric bills from Lisa Jillek from the C-D School District to have the school evaluated with this company.

The Cairo Chamber of Commerce would like to have space in the annex building. The Town will set up a Lease at market value with them. To offset the rent, the Chamber could agree to do some services for the Town or run festivals or programs. Claudia Zucker said she would be agreeable to that. Supervisor Banta will speak to Attorney Tal Rappleyea to draw up the contracts.

**Resolution No. 41-13** “Receipt of Monthly Supervisor’s Report” offered by Councilperson Suttmeier 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 December, 2012.

All members in favor – motion carried.

**Resolution No. 42-13** “Accepting Water Billings Dated January 4, 2013” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

WHEREAS, it is necessary for the Water Billings to 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 \$42,566.54, dated January 4, 2013.

All members in favor – motion carried.

**Resolution No. 43-13** “Accepting Sewer Use Penalties Dated December 27, 2012” offered by Councilperson Joyce and seconded by Councilperson Suttmeier:

WHEREAS, it is necessary for the Sewer Use Penalties to 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 Sewer Use Penalties as presented from the Sewer Administrator in the amount of \$2,981.32, dated December 27, 2012.

All members in favor – motion carried.

**Resolution No. 44-13** “Agree to Continue Town of Cairo’s Participation in the FEMA/Hurricane Irene Buy-Out Program” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

WHEREAS, as a result of flooding and other damages caused by Hurricane Irene, FEMA has established a program to purchase certain qualifying parcels of real property in a buy-out program and

WHEREAS, there may be owners of parcel(s) of real property who wish to participate in such buy-out program, therefore

Be it resolved, that the Town Board of the Town of Cairo hereby agrees to continue its participation in the FEMA/Hurricane Irene Buy-Out program.

All members in favor – motion carried.

**Resolution No. 45-13** “Town Board Support of the Annual Tour of the Catskills Cycling Race” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby support the 6<sup>th</sup> Annual Tour of the Catskills Cycling Race which will travel on roads in the Town of Cairo on August 2nd – 4th.

All members in favor – motion carried.

**Resolution No. 46-13** “Greene County Pop Warner Football & Cheerleading 2013” offered by Supervisor Banta and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the use of Angelo Canna Town Park’s football field and facilities for their football and cheerleading programs for the period on or about August 1, 2013 to on or about November 20, 2013.

All members in favor – motion carried.

**Resolution No. 47-13** “Budget Amendments 2012 and Payments of Bills on Abstract No. 326” offered by Supervisor Banta and seconded by Councilperson Ostrander:

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

From	A-	Fund Balance	-230.09	
To	A-1010.4	Legislative-Contractual	+230.09	
From	A-1110.102	Court-Persl Ser-Clerk I	-1,665.61	
To	A-1110.103	Court-Persl Ser-Clerk II	+1,665.61	
From	A-1110.2	Court-Equipment	-566.41	
To	A-1110.4	Court-Contractual	+566.41	
From	A-1220.107	Supervisor-Persl Ser-Secretary	-582.21	
To	A-1220.4	Supervisor-Contractual	+582.21	
From	A-1330.111	Tax Collection-Persl Ser-Clerk	-34.23	-
To	A-1330.4	Tax Collection-Contractual	+34.23	
From	A-1355.113	Assessor-Persl Ser-Clerk	-659.43	
To	A-1355.4	Assessor-Contractual	+659.43	
From	A-	Fund Balance	-608.00	
To	A-1420.4	Law-Contractual	+608.00	

From	A-1620.202	Buildings-Bldg. Improvements	-2,146.02
To	A-1620.408	Buildings-Contractual-RR Ave	+2,146.02
From	A-3120.126	Police-Persl Ser-Officers	-2,160.41
To	A-3120.4	Police-Contractual	+2,160.41
From	A-	Fund Balance	-324.22
To	A-3510.4	Control of Dogs-Contractual	+324.22
From	A-	Fund Balance	-682.07
To	A-3620.111	Safety Inspect-Persl Ser-Clerk	+403.69
To	A-3620.4	Safety Inspect-Contractual	+278.38
From	A-4540.15	Ambulance-Persl Ser	-31,716.14
From	A-4540.207	Ambulance Equip-Lease	-35,000.00
From	A-4540.4	Ambulance-Contractual	-11,745.39
To	A-4540.2	Ambulance-Equipment	+78,461.53
From	A-5010.4	H'way Admin-Contractual	-6264.03
From	A-	Surplus	-391.02
To	A-5010.136	H'way Admin-H'wy Deputy	+6,655.05
From	A-	Surplus	-156.60
To	A-8760.136	Emerg. Disastr Work-Hwy Dpty	+156.60
From	A-9030.8	Social Security-Emp. Benefits	-3,900.00

From	A-9050.8	Unemploy. Ins. – Emp. Benefits	-1,224.19
To	A-9060.8	Medical Insurance-Emp. Benefits	+5,124.19
From	DA-5110.428	General Repair-Item 4	-10,114.21
To	DA-5110.4	General Repair-Contractual	+7,080.54
To	DA-5110.427	General Repair-Pipes	+1,243.53
To	DA-5110.43	General Repair-Stone	+1,790.14
From	DA-5120.4	Maint. Of Bridges-Contractual	-13,622.77
To	DA-5130.2	Machinery-Equipment	+5,799.00
To	DA-5130.4	Machinery-Contractual	+7,823.77
From	DA-5142.4	Snow-Contractual	-2,829.50
To	DA-5142.425	Snow-Contractual Gas	+257.98
To	DA-5142.426	Snow-Contractual Diesel	+2,571.52
From	SL-	Fund Balance	-5,474.12
To	SL-5182.443	Frank Hitchcock Lighting	+818.46
To	SL-5182.444	Purling Lighting	+2,602.60
To	SL-5182.445	Round Top Lighting	+144.31
To	SL-5182.446	So. Cairo Lighting	+1,474.40
To	SL-5182.447	Winter Clove Lighting	+434.35
From	SS-8120.4	Sanitary Sewers-Contractual	-931.24
To	SS-8760.4	Emerg Work – FEMA	+931.24

And be it further RESOLVED, the Town Board does hereby authorize that Abstract #326, consisting of 2012 Vouchers #2724 through #2802 in the amount of \$85,874.23 is approved for payment.

The total amount to be paid from the:

General Fund -	\$30,751.37	Street Lighting -	
Highway Fund -	\$43,226.16	Sewer Fund -	\$10,613.91
Cap. Library Fund -	\$665.00	Water Fund -	\$617.79
Cap. Sewer Fund -	\$151,705.11	Trust & Agency -	\$19.18
Hydrant Fund -	\$7,250.00		

All members in favor – motion carried.

**Resolution No. 48-13** “Payment of Bills on Abstract No. 301” offered by Supervisor Banta and seconded by Councilperson Ostrander:

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

The total amount to be paid from the:

General Fund -	\$51,504.02	Street Lighting -	
Highway Fund -	\$37,979.46	Sewer Fund -	\$4,401.98
Cap. Library Fund -		Water Fund -	\$456.00
Cap. Sewer Fund -		Trust & Agency –	
Hydrant Fund –			

All members in favor – motion carried.

**Resolution No. 49-13** “Change of Status Highway Employee” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve the

change of status of Douglas Duncan from a part time highway employee to a full time highway employee at a rate of \$14.00 per hour.

BE IT FURTHER RESOLVED, that full time employee benefits will be according to the collective bargaining unit Teamsters Local 294.

All members in favor – motion carried.

**Resolution No. 50-13** “Setting Rates for Seasonal Part Time Employees”

offered by Councilperson Joyce and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby set the seasonal part time employee rate at \$10.00 per hour.

All members in favor – motion carried.

There was discussion as to the resolution for the Court Clerk and whether the Board should issue a cash advance. The Town Board will continue talking about the travel policy and the allowance of cash advances.

**New Business**

Ray Pacifico reported to the Board about the water damage to his office on Main Street. Cost Estimate on damage is about \$3,000.00. Pacifico asked Town to split the cost of repairs. Ray will get at least 3 estimates on work to fix damage.

Dr. Stacey Russell and wife Susan Russell reported to the Board that they never had a problem on High Ridge Villa in the last 4 years. On Friday, January 18<sup>th</sup> the Highway Dept. was filling in potholes on their road and in the last couple of days they experienced 3 flat tires. They asked what kind of stone was used. They also have not had a road sign there in 6 months and are concerned about emergency personnel finding them. Deputy Highway Superintendent Debi Sommer will order a road sign. The Russell’s want to know the intentions of the Town to improve this Town road so others can build there. Superintendent of Highways Robert Hempstead he might be able to oil and stone it.

Ambulance Administrator Reay Mahler reported they won the bid on the used ambulance for \$10,600.

**Resolution No. 51-13** “Water Department to Attend Seminar” offered by

Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby agree to allow Dave Jennings to attend a one-day seminar on Rural Water on February 27, 2013.

All members in favor – motion carried.

**Resolution No. 51-13** “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 8:35 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. 290 -12** “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 Executive Session at 9:15 PM.

All members in favor – motion carried.

A motion was made by Councilperson Suttmeier and seconded by Councilperson Joyce to adjourn the meeting at 9:15 PM.

Respectfully submitted,

Tara A. Rumph, RMC, CMC  
Cairo Town Clerk

**TOWN OF CAIRO**

**FEBRUARY 13, 2013**

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

**“Ethics Policy Re-Adoption”**

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

WHEREAS, the Town of Cairo previously adopted a stand-alone Ethics Policy which is attached hereto; and

WHEREAS, the Town Cairo thereafter adopted an Employee Handbook which contained a brief Ethics Policy which may be inconsistent with the previously adopted Policy.

NOW THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby re-adopt and reaffirm the Ethics Policy which is attached hereto. To the extent that any inconsistencies may exist within the Employee Handbook, the requirements of the attached Ethics Policy shall control; and be it further

RESOLVED, that the Town Board of the Town of Cairo does hereby direct that a copy of the attached Ethics Policy shall attached to and made a part of the Town Employee Handbook.

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

February 13, 2013

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

“Increase Master Card Credit Limit”

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

WHEREAS, a Master Card credit card was established for the Town Supervisor with a credit limit of \$2,000.00 and

WHEREAS, numerous departments are using the credit card for purchases such as hotel reservations, pre-printed and stamped envelopes, etc. and;

WHEREAS, the amount has been found to be insufficient to conduct business; therefore be it

RESOLVED, that Town Supervisor, Ted Banta is authorized to increase the credit limit from \$2,000.00 to \$5,000.00.

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

February 13, 2013

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

### “Additional Stipend for Deputy Tax Collector”

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

WHEREAS, Susan Hilgendorff, Deputy Tax Collector, performed the duties of Tax Collector in addition to the duties of Deputy Tax Collector for the time period of January 26<sup>th</sup> through January 31<sup>st</sup>, 2013 with the passing of Emily Feeney, Tax Collector; therefore be it

RESOLVED, that Susan Hilgendorff shall receive the Tax Collector pro-rated salary of \$159.75 for the time period of January 26<sup>th</sup> through January 31, 2013 in addition to her hourly rate for Deputy Tax Collector of \$11.35 per hour; and be it further

RESOLVED, that effective February 1, 2013, Susan Hilgendorff shall remain the Deputy Tax Collector and assume the duties of the Tax Collector for a bi-weekly salary of \$411.01 for the remainder of the 2013 fiscal year. In Honor of Emily Feeney, who served the Town of Cairo for 22 years, the Town Board will not fill the Tax Collector 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

February 13, 2013

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

“Linda Kuever to Assist Deputy Tax Collector”

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

WHEREAS, Susan Hilgendorff, Deputy Tax Collector, needs temporary assistance with Tax Collection duties with the passing of Emily Feeney, Tax Collector; therefore be it

RESOLVED, that Linda Kuever will give assistance as needed to Susan Hilgendorff at an hourly rate of \$10.75 per hour effective as of January 30, 2013.

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**

**February 13, 2013**

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

“Authorize Amendments to the Library’s Capital Fund Project Form E”

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 following amendments to the Library’s Capital Fund Project Form E:

Other Funding Source(s)

Local: reduce original value of \$100,206 to \$58,516.98 the total amount of the local fundraising project.

Local: add the New York State DLD Grants that were received in the amount of \$282,544.00.

Making the total amount of Other Funding Source(s) to be \$341,060.98

BE IT FURTHER RESOLVED, that Technical Services line items be amended as follows:

B.1.c Contract Administration (BRMA): Increase \$8,905.00 per Additional Services Agreement dated July 20, 2012 for Contract Time Extension through 12/31/12, making the Approved Budget \$93,405.00.

B.1.d Resident Inspection (Freemann Project Management): Increase \$12,982.50 per Additional Services Agreement dated June 1, 2012 for Contract Time Extension through 7/31/12, making the Approved Budget \$127,382.50.

B.1.h Technology Consulting: Increase \$9,950.00 per Proposal from Learning Technology Visions dated March 20, 2012, making the Approved Budget \$19,550.00

These increases of \$35,152.93 will reduce the Contingency funds to \$348,799.44

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**

**February 13, 2013**

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

**AUTHORIZING THE SUPERVISOR TO EXECUTE AN  
ADDENDUM TO THE COLLECTIVE BARGAINING  
AGREEMENT BETWEEN THE TOWN OF CAIRO AND THE  
TEAMSTERS UNION (Highway Employees) REGARDING  
COMMERCIAL DRIVER LICENSE (CDL) POSITIONS**

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

WHEREAS, the Town Board of the Town of Cairo and the Teamsters Union Local 294, representing members of the Town Highway Department have previously entered into a Collective Bargaining Agreement (CBA) between the parties, which was ratified by the Town Board by resolution December 20, 2012, and

WHEREAS, both the Union and the Town Board deem it necessary and appropriate to enter into an addendum to address Commercial Driver License (CDL) positions as part of the CBA, therefore

BE IT RESOLVED, that the Supervisor is hereby authorized to execute the addendum to the CBA, which is attached hereto and made a part hereof.

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

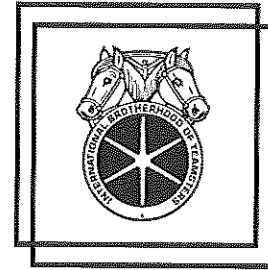
COUNCILMAN OSTRANDER	AYE	NAY
COUNCILMAN PUORRO	AYE	NAY
COUNCILMAN JOYCE	AYE	NAY
COUNCILMAN SUTTMEIER	AYE	NAY
SUPERVISOR BANTA	AYE	NAY

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

TEAMSTERS LOCAL 294  
AFFILIATED WITH  
INTERNATIONAL BROTHERHOOD OF TEAMSTERS  
LABOR TEMPLE 890 THIRD STREET ALBANY, N.Y. 12206  
PHONES: 489-5436 • 489-5437 • 489-5438  
FAX 518-453-9251

JOHN BULGARO  
PRESIDENT  
and PRINCIPAL EXECUTIVE OFFICER

KEVIN D. HUNTER  
SECRETARY-TREASURER



**SIDE LETTER TO THE AGREEMENT**

It is understood and agreed by the parties that there will be a maximum of four (4) CDL (A) positions. Said positions will include an additional \$.25 of compensation to his/her regular hourly wage.

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

For the Town of Cairo  
Highway Dept:

For the Union:

\_\_\_\_\_  
Robert Hempstead

\_\_\_\_\_  
Rocco Losavio

# **TOWN OF CAIRO**

**February 13, 2013**

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

### **SUPPORT & AUTHORIZATION FOR THE TOWN SUPERVISOR & PARK TASK FORCE TO DEVELOP SOCCER FIELDS & NEGOTIATE THOSE MEANS WITH GREENE COUNTY**

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

WHEREAS, the Town of Cairo leased the land identified as tax map no.  
101.00-6-5.1 on Mountain Ave. in May of 2006 for 10 years from Greene  
County; and,

WHEREAS, the Town of Cairo identified the same land to develop multi-use  
soccer fields with local support, funding, and grants, and began a process on or  
about the year 2008; and,

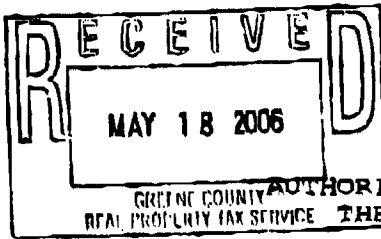
WHEREAS, the Town of Cairo with the assistance of its Park Task Force  
wants to renew the project to develop multi-use soccer fields on said land;  
therefore,

BE IT RESOLVED, that the Town Supervisor is hereby authorized with the  
Park Task Force to negotiate the means to provide for said project development  
with Greene County subject to applicable approvals by the Town Board.

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

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

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



May 17, 2006

## RESOLUTION NO. 157-06

AUTHORIZING THE LEASE OF COUNTY PROPERTY BY  
THE TOWN OF CAIRO FOR BASEBALL FIELD

Legislator Deyo offered the following resolution  
and moved its adoption:

WHEREAS, the County owns a parcel of property located  
in the Town of Cairo, Tax Map No. 101.00-6-5.1; and

WHEREAS, the Town of Cairo desires to lease a portion  
of that parcel for the purpose of a baseball field for use  
by the youth of the Town of Cairo; and

WHEREAS, the Town of Cairo has provided a legal  
description of the portion of the County parcel that it  
desires to use which is attached hereto marked Exhibit "A";  
and

WHEREAS, the Town of Cairo is willing to take over the  
maintenance/insurance/responsibility for the leased parcel  
during the term of the lease.

NOW, THEREFORE, BE IT RESOLVED, that the County of  
Greene shall lease to the Town of Cairo the part of the  
parcel referenced in Exhibit "A" to the Town of Cairo for  
the sum of One (\$1.00) Dollar a year for a period of ten  
(10) years, however, excepting and reserving a parcel  
approximately 100' by 100' (1/4 of an acre) to be paved and  
used as a parking lot by the County and available for use by  
visitors to the ballfield; and

BE IT FURTHER RESOLVED, that the terms of the lease are  
subject to the approval of the Greene County Attorney.

## EXHIBIT A

SUGGESTED LEGAL DESCRIPTION - LITTLE LEAGUE BALL FIELD  
COUNTY ROUTE 24

All that parcel of land situate in the Town of Cairo, County  
of Greene, and State of New York, being more particularly  
bounded and described as follows:

Beginning at a point located in the westerly road boundary  
of County Route 24 (Mountain Avenue) at its intersection  
with the southerly road boundary of County Route 80, as both  
road boundaries existed March 6, 1971; thence southerly  
along said boundary of County Route 24 the following four  
(4) courses and distances:

- 1) South 20 degrees -29'-29" West, a distance of  
128.08 feet to a point;
- 2) South 17 degrees -05'-47" West, a distance of  
156.19 feet to a point;
- 3) South 15 degrees -06'-06" West, a distance of  
245.32 feet to a point;
- 4) South 16 degrees -55'-47" West, a distance of 92  
feet, more or less, to a point located at its  
intersection with the centerline of a roadway  
running in a westerly direction. as it existed

Thence in a westerly direction along the centerline of said roadway a distance of 160 feet to a point located at its

cc. Thence  
1st change  
1st change  
2. file  
1-11-11  
1-11-11  
1-11-11

Resolution No. 167-06

Page 2

intersection with the division line between lands now or formerly of Early Childhood Learning Center of Greene County (Liber 954 at Page 233) on the west and lands now or formerly of the County of Greene on the east, said point being located 200 feet westerly of the centerline intersection of said roadway and County Route 24 and being located 375 feet southwesterly of the centerline intersection of County Route 24 and Church Street; thence in a northerly direction along said division line a distance of 440 feet to a point; thence in a northwesterly direction through said lands of the County of Greene a distance of 146 feet, more or less, to the southwesterly corner of said County Route 80; thence along the southerly road boundary of County Route 80 the following four (4) courses and distances:

- 1) North 68 degrees -48'-26" East, a distance of 377.12 feet to a point;
- 2) North 81 degrees -47'-15" East, a distance of 147.06 feet to a point;
- 3) South 84 degrees -00'-22" East, a distance of 81.81 feet to a point;
- 4) Around a curve to the right having a radius of 30.00 feet, an arc length of 54.71 feet, and a delta angle of 104 degrees -29'-51" to the Point Of Beginning, containing 4.9 acres, more or less.

Subject to any easements, restrictions, or covenants of record that may exist.

Seconded by Legislator Martinez

(9,173) (827)  
Ayes 13 Noes 0 Absent 1 - Gardner CARRIED.

Approved by Buildings and Grounds Comm.: 5/8/06

Approved by Finance Comm.: 5/15/06

APPROVED AS TO FORM

*Carol D. Stevens*

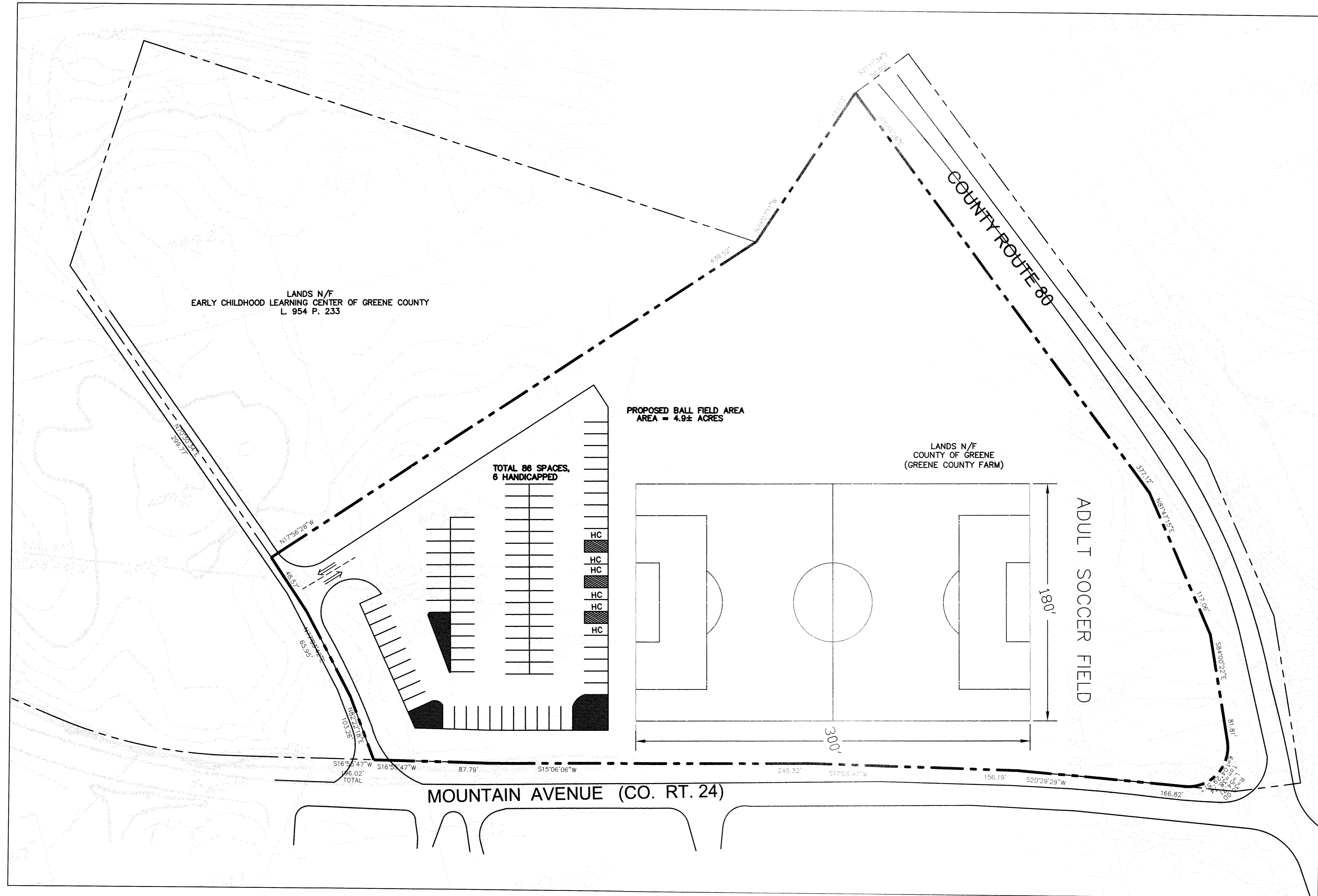
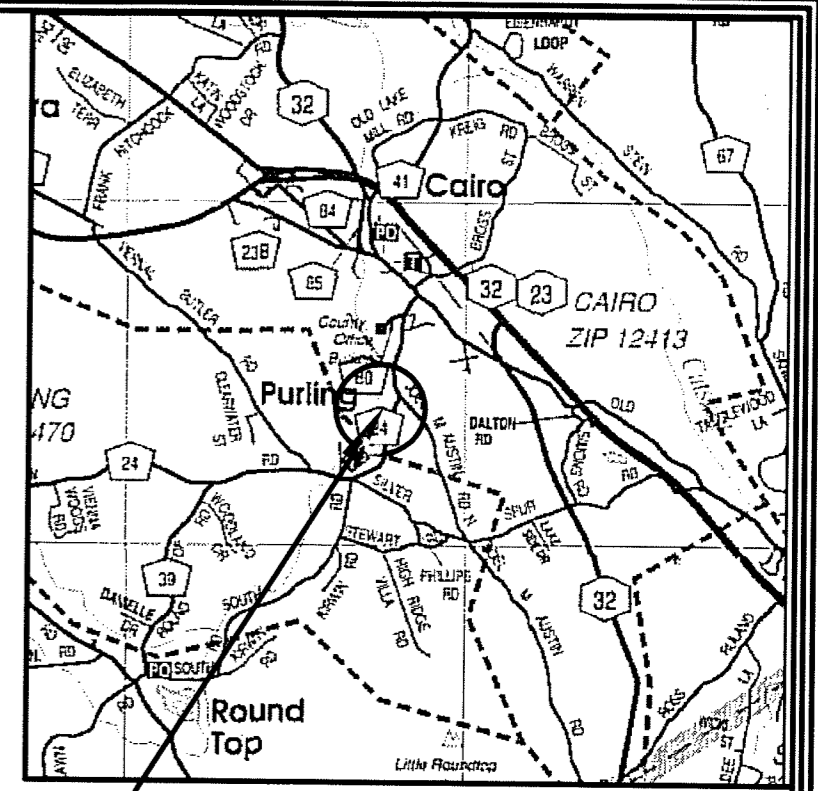
COUNTY ATTORNEY



I, the undersigned,

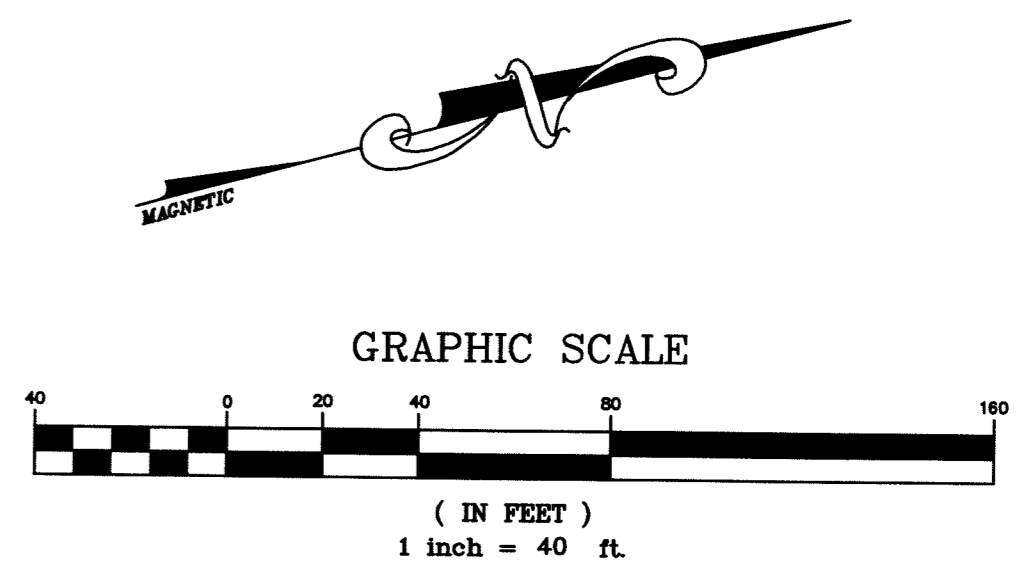
DO HEREBY CERTIFY that I have compared the above copy of a resolution adopted May 17, 2006 with the original record in this office and that the same is a correct transcript thereof and of the whole of said original record.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the official seal of said Greene County Legislature this \_\_\_\_\_ day of May, 2006.

\_\_\_\_\_  
Timothy L. Barbano  
Acting Clerk, Greene County Legislature

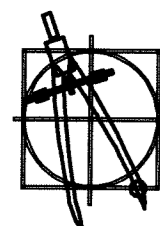


- ### **LEGEND**
- |   |  |
|---|--|
| ●   | <i>DENOTES IRON ROD SET (IRS)</i>                  |
| ○   | <i>" " PROPERTY ANGLE</i>                          |
| ⦿   | <i>" " IRON PIPE (IPF) OR IRON ROD (IRF) FOUND</i> |
| □   | <i>" " CONCRETE MONUMENT (MON)</i>                 |
|  ohw _____ | <i>" " UTILITY POLE AND OVERHEAD UTILITY</i>       |
| _____ x _____   | <i>" " WIRE FENCE</i>                              |
|            | <i>" " STONE WALL</i>                              |



THIS SURVEY HAS BEEN PREPARED IN ACCORDANCE WITH THE CODE  
OF PRACTICE FOR LAND SURVEYS OF THE NEW YORK STATE ASSOCIATION  
OF PROFESSIONAL LAND SURVEYORS, DATED JULY 18, 1997.

UNAUTHORIZED ALTERATION OR ADDITION TO THIS DRAWING IS A VIOLATION OF SECTION 7209, SUBDIVISION 2 OF THE NEW YORK STATE EDUCATION LAW. COPIES OF THIS DRAWING ARE VALID ONLY IF THEY BEAR THE SEAL OF THE PREPARER.



## SURVEYORS, ARCHITECTS AND ENGINEERS

**CAIRO, NY (518)622-9667**

**CATSKILL, NY (518)943-1145**

**TANNERSVILLE, NY (518)589-3934**

[illegible]

**SKETCH**  
FOR THE  
**NORTHERN CATSKILL YOUTH ORGANIZATION**

MOUNTAIN ROAD (CO. RT. 24)

GREENE COUNTY, NY

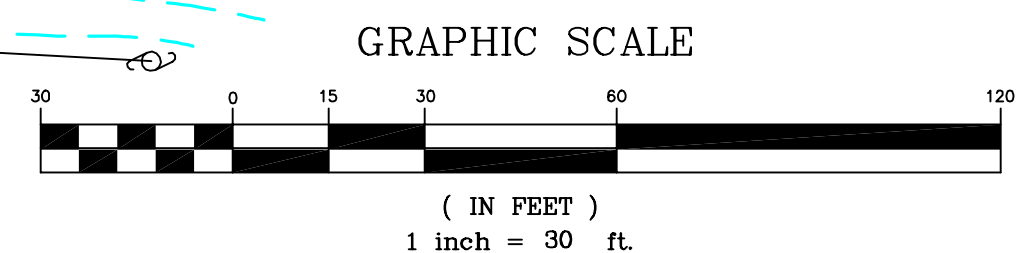
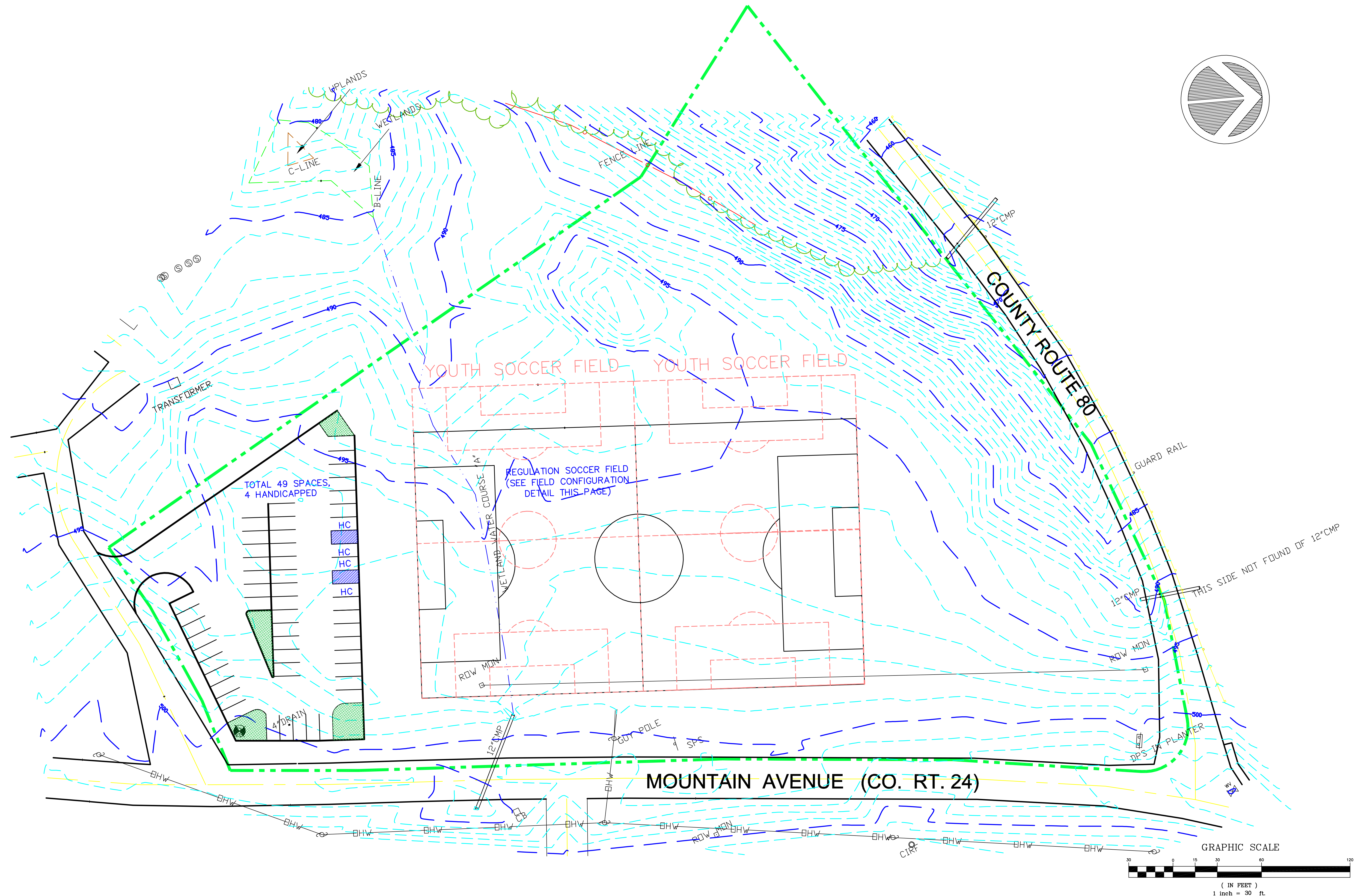
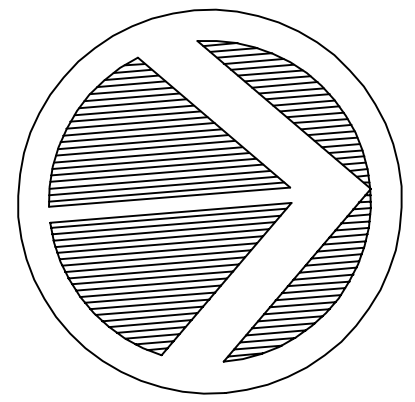
### PROPOSED SOCCER FIELD SKETCH PLAN

PROJECT:	99008.16
DATE:	2/27/08
SCALE:	1"=40'
TAX MAP #	101.00-6-5.1
DRAWN BY:	CPV
CHECKED BY:	CPV
FILE:	80208SOCCERFIELD.DWG

**DRAWING:**

SV-1

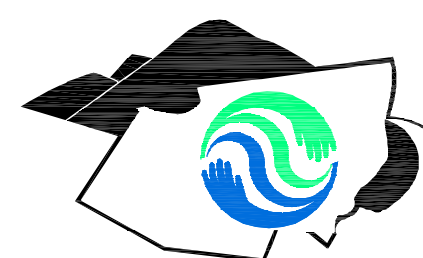
SHEET 1 OF 1



# KAATERSKILL ASSOCIATES

SURVEYORS, ARCHITECTS AND ENGINEERS

CAIRO, NY (518)622-9667 CATSKILL, NY (518)943-1145 TANNERSVILLE, NY (518)589-3934



## GREENE COUNTY SOIL & WATER CONSERVATION DISTRICT

BOX 907 GREENE COUNTY OFFICE BUILDING, CAIRO, NY 12413  
PHONE (518) 622-3620  
FAX (518) 622-0344

**PARKING AND SOCCER FIELDS**  
FOR  
**NORTHERN CATSKILL YOUTH ORGANIZATION**  
COUNTY ROUTE 24  
TOWN OF CAIRO GREENE COUNTY, NY  
**EXISTING TOPOGRAPHY-CONCEPTUAL PLAN**

PROJECT: 99008.16  
DATE: 04/15/08  
SCALE: 1"=30'  
DRAWN BY: JRB/JV  
DESIGN BY:

DRAWING:

**SP-01**

SHEET 1 OF 1



**KAATERSKILL ASSOCIATES**  
SURVEYORS, ARCHITECTS AND ENGINEERS  
CAIRO, NY (518)622-9667 CATSKILL, NY (518)943-1145 TANNERSVILLE, NY (518)589-3934

**GREENE COUNTY SOIL & WATER CONSERVATION DISTRICT**  
BOX 907 GREENE COUNTY OFFICE BUILDING, CAIRO, NY 12413  
PHONE (518) 622-3620 FAX (518) 622-0344

**PARKING AND SOCCER FIELDS**  
FOR  
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COUNTY ROUTE 24  
TOWN OF CAIRO GREENE COUNTY, NY  
**EXISTING TOPOGRAPHY-CONCEPTUAL PLAN**

PROJECT: 99008.16  
DATE: 04/15/08  
SCALE: 1"=30'  
DRAWN BY: JRB/JV  
DESIGN BY:  
DRAWING: **SP-01**  
SHEET 1 OF 1

## Cairo Soccer Complex -Budget

		In-Kind	Hard-Dollar
Item #1)	Engineering (Kaaterskill Associates)	\$ 12,500.00	
Item #2)	Water Retention Pond (Green County Gov't)	\$ 50,000.00	
Item #3)	Parking Lot (Greene County Gov't	\$ 20,000.00	
Item #4)	Top Soil (Lashers Farm)		\$ 15,000.00
Item #5)	Site Excavation - Rough (Town of Cairo)	\$ 40,000.00	
Item #6)	Site Excavation - Fine (Berry Contracting - Birch Hill)		\$ 20,000.00
Item #6)	Site Safety Fence (Catskill Fence)		<u>\$ 25,000.00</u>
Item #7)	Hydro Seed (Greene County Soil & Water)	\$ 5,000.00	
Item #8)	Soccer Goals (Rip Van Winkle Soccer Club)	<u>\$ 7,500.00</u>	
	Sub-totals:	\$ 135,000.00	\$ 60,000.00
	Total:		\$ 195,000.00

**RESOLUTION**  
**EXEMPTION OF GREENE COUNTY FROM TOWN LAND USE LAWS**  
**TOWN BOARD OF THE TOWN OF CAIRO**  
**June 26, 2008**

**WHEREAS**, Greene County (the “Applicant”) has requested that the Town Board of the Town Cairo make a determination with regard to whether it shall be exempt from the applicability of the Town’s land use laws in relation to its proposal to construct a multi-use soccer field on Mountain Ave., Cairo, NY; and

**WHEREAS**, the Town Board recognizes that there is significant case law on point, with regard to the exemption of such a project including In the Matter of the County of Monroe, 72 NY2d 338 (1988), which held that a balancing test must be performed to determine whether a project of a municipality or agency thereof, is exempt from the local land use regulation weighing the following factors: 1) Legislative intent; 2) Nature and scope of the instrumentality seeking immunity; 3) The kind of function or land use involved; 4) The extent of the public interest to be served; 5) The effect local land use regulation would have on the enterprise; 6) Impact on legitimate local interests; 7) Alternative locations for the facility in less restrictive zoning areas; 8) Alternative methods of providing the needed improvement; 9) Intergovernmental participation in the project development process; and 10) Opportunity of the public and others to be heard; and the Nanuet Fire Engine Co. No. 1, Inc. v. Amster, 177 Misc. 2d 296 (Rockland County S. Ct., 1998) wherein the Court determined that the construction of fire houses are municipal projects and must undergo the County of Monroe “balancing test” to determine whether such action is exempt from local land use regulation; and

**WHEREAS**, the Applicant, Greene County, is a municipal corporation duly organized under the laws of the State of New York; and

**WHEREAS**, specifically the project includes a proposal to construct a multi-use soccer field and adjacent parking lot both for public use; and

**WHEREAS**, the Town caused a notice to published in the official newspaper of the Town notifying the public of the public hearing on the issues herein and allowed the public an opportunity to be heard and there were no members of the present or commenting on the project, and

**WHEREAS**, following a discussion and analysis of the aforementioned issues and testimony, Supervisor Coyne offered a motion which was seconded by Councilperson Suttmeier and carried:

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board finds that there has been ample opportunity for the public and others to be heard. The public hearing was conducted in an open meeting at a special meeting of the Town Board's called for the purpose of conducting the within balancing test and taking public comment thereon; and

**IT IS FURTHER RESOLVED** that the Town Board of the Town of Cairo hereby finds that upon the balancing of all factors in relation to the application of Greene County herein is exempt from the applicability of the Town of Cairo land use regulations; and

**BE IT FURTHER RESOLVED**, that the Town Clerk is directed to file this Resolution in the appropriate index within five (5) business days.

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Supervisor Coyne	<u>  X  </u>	<u>      </u>	<u>      </u>
Councilperson Suttmeier	<u>  X  </u>	<u>      </u>	<u>      </u>
Councilperson Schwarzenegger	<u>  X  </u>	<u>      </u>	<u>      </u>
Councilperson Tunison	<u>      </u>	<u>      </u>	<u>  X  </u>
Councilperson Lorenz	<u>      </u>	<u>      </u>	<u>  X  </u>

Vote of 3 to 0, with two absent. The Town Board of the Town of Cairo hereby determines under the County of Monroe "balancing test" that the application of Greene County herein is exempt from the applicability of the Town of Cairo land use regulations, including, but not limited to site plan and building code in connection with its project to construct a new multi-use soccer field and adjacent parking lot.

# TOWN OF CAIRO

February 13, 2013

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

“Accept Annex Building Plans Proposal”

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

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby accept the proposal from Scott A. Lane, PE in the sum of \$2,500.00 for design plans for the Annex Building renovation; and,

BE IT FURTHER RESOLVED, that the Town Board of the Town of Cairo does hereby authorize Supervisor Ted Banta to execute the contract.

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 \_\_\_\_\_

**SCOTT A. LANE. P.E.**  
**PROFESSIONAL ENGINEERING SERVICES**  
P.O. BOX 213  
PALENVILLE, NEW YORK 12463  
PHONE/FAX (518) 678-3370  
Email: clane2@hvc.rr.com

January 29, 2013

Ted Banta III, Town of Cairo Supervisor  
512 Main St.  
P.O. Box 728  
Cairo, NY 12413

**SUBJECT: PROPOSAL FOR:  
DESIGN PLANS FOR ANNEX BUILDING RENOVATION**

Mr. Banta:

I am pleased to submit for your review and approval the following proposal for the SUBJECT project. The Scope of Services is as follows:

**Abstract:**

The scope of this project is to create a set of design plans, details, and construction drawings for the renovation and utility design of the Town of Cairo Annex Building, located at 16 Railroad Ave., Cairo, NY. The Plans will be designed for the Town of Cairo as per the NYS Building code for commercial use, along with meeting the requirements of the NYS Fire Code. It is understood that these Plans shall include utility, structure, and floor layout /renovation details. The structural area is existing conditioned space and shall be considered a renovation from existing Historian, Storage, Ambulance, Police and Building Department to new office space design with and additional bathroom. The Building Department shall be replaced with the Chamber of Commerce space. No new HVAC equipment is proposed.

**Proposed Design:**

The Proposed Design will include:

- A) NYS Building Code – Business/ Office Space Code Plan Review
  - 1. Design of office space for Historian and Chamber of Commerce
  - 2. Floor Plan Renovation Layout for Police and Ambulance
  - 3. New Handicap Bath
  - 4. Lighting & outlet/switch layout
  - 5. Fire and Energy Code
  - 6. Access/ Egress as per code

**B) Structure Renovation & Evaluation for Cairo Town Hall Renovation**

Designed as per NYS Building Code

7. Fire Alarm and Detection Plan
8. Energy Code analysis
9. Handicap Accessibility Details
10. Emergency Exit Egress Compliance Plans
11. Interior Finishing Details

**Proposed Coordination:**

Proposed Engineering Time beyond Plan Development will include:

1. Meetings with the Town of Cairo Building Department.
2. Coordination with the Town Police Chief for their use/ needs for Floor Space.
3. Coordination with Town Board for Proposed Plan Development.

**Electric Layout:**

Lighting and electric requirements for the Site shall be coordinated between the Town of Cairo and a Greene County licensed electrician to determine the Site's functional needs and requirements. A Lighting, Emergency Egress, and Outlet Switch layout shall be provided for the electrician as required.

**Phasing:**

It is assumed that the project will be single phased by Structure and use, to facilitate the Town.

**Schedule:**

It is assumed that the investigation and engineering design process will take approximately 3-4 weeks with additional coordination between Town, Building Department, and the each Town office needs. However, the total project design schedule may be extended due to specific Town changes and building department needs for the renovation.

**Summary:**

Attached is a list of technical assumptions made during the preparation of the fee, which are incorporated into this agreement.

The Lump Sum fee for the above "Proposed" Scope of Services for this work is **\$2,500**. Out of pocket expenses such as application fees, equipment rental, etc. are the owner's responsibility. An initial payment of \$1,250 will be due upon acceptance of this proposal. The final payment of \$1,250 is due upon issuance of the building permit by the Town of Cairo Building Department.

Three copies and one original Plan set will be provided to the client. The cost of copies and reproductions is at the expense of the client. To accept the terms of this agreement, please sign and date a copy of this proposal and return it with the initial retainer. Should you have any questions please feel free to contact me at your earliest convenience.

Sincerely,

Scott A. Lane, P.E.

Accepted by:

\_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## **TECHNICAL ASSUMPTIONS:**

### **1. Structure Investigations**

Initial structure investigations will include measure floor area, opening locations as compared to preliminary layout drawing provided. If unforeseen investigation is required behind wall/ceilings, the cost of any exploration equipment is the responsibility of the owner.

### **2. Additional Approvals**

The estimated cost provided in the proposal does not include coordination with any agencies that are not mentioned in this proposal. This proposal does not guarantee any approval as per owners proposed design but only potential for site functionality. Changes to preliminary plan may be required as per NYS Code.

### **3. Proposed Use and Town Property law**

The owner is responsible for ensuring current project is within the Town's scope for renovation purposes of the existing structure and site.

### **4. Construction Support and Construction Certification**

The estimated cost does not include fees associated with construction support if field visits are required or Construction Revisions after the start of construction or from material or contractor work defects.

### **5. Application Fees**

Owner is responsible for all application fees, review fees, permit fees, and any costs imposed by reviewing and/or approving agency(s).

### **6. Drawings are to be supplied of the floor plans to the Town for Plan Development.**

# TOWN OF CAIRO

February 13, 2013

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

### DECLARING TOWN BOARD AS LEAD AGENCY FOR SEQRA REVIEW OF NEW WELL IN CONNECTION WITH THE MUNICIPAL DRINKING WATER SYSTEM

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

**WHEREAS**, the Town Board of the Town of Cairo has determined that it is necessary to protect the health and safety of residents within the Town of Cairo to finance and construct a new well with associated infrastructure to add more water capacity to the current municipal water system, and

**WHEREAS**, pursuant to NYS law, a State Environmental Quality Review (SEQR) must be performed at the earliest possible point of the process, and

**WHEREAS**, the Town Board of the Town of Cairo believes that it is the appropriate body to act as “Lead Agency” for the purposes of the completion of the SEQR process, including a coordinated review if same is necessary.

**NOW THEREFORE BE IT RESOLVED**, that the Town Board of the Town of Cairo declares its intention to be “Lead Agency” for the SEQR process, including a coordinated review, if same is necessary, and it is further

**RESOLVED**, that the Town shall circulate a letter to all known involved and/or interested agencies notifying those agencies of such intention.

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

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

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



## TOWN OF CAIRO

### **Update via email: Alan Tavenner 2/12/13-Water & Sewer**

Report to DEC – I have collected copies of reports from Joe for the last three years and tabulated data to show No Violations.

I spoke with Bob H. and gave him (today) a list of what I think we need to document his I&I control and repair work.

A draft of the letter, without tables or photographs is enclosed for your review.

Sewer Plant – Start-up tests were done on the pump station. When the weather improves Casale will be back to hook in the piping and take out the old station.

At the plant Schoenecker is to the point of putting PVC aeration pipe in the tanks. These get water and ice in them and can be easily damaged. He does not want to do it till weather improves and I think it is just asking for trouble to push that. I did request that he get there and start outting metal railings, etc. up. The electrician says he is not going to lay buried conduit since his machine is not large enough. Not much else to report there.

Water Project – I talked to Dave Phillips and reminded him he needs to review the Engineering Report as he said he would in ½ e-mail. He is pretty good about that I think he just forgot.

I spoke with Chris Rienzo at EFC to see what we need to do to access money at EFC. I forwarded him correspondence with DOH and he will talk with them about what steps we need to take.

We fortunately will not need a bond counsel because the loan was already made years ago. I am not clear what we need to do with SEQR and need to talk with Tal. It was probably done before but I doubt the paperwork is still there from 10+ years ago.

If needed, he may have a resolution for the Town to be the SEQR “Lead Agency.” The coordinated review takes some time so it would be good to get that out of the way now.

729489

Statement		DATE	TERMS
TO		12-13	
Free Appraisals (Raymond P. Pico)			
Main St.			
CAIRO - N.Y.			
PAX 622-3256			
IN ACCOUNT WITH			
DONALD BELL			
2423 Main St			
TROY, N.Y. 12180			
	INSTALL UCT Tile		
	in office		
	1350 sq. ft.	22.00	2700 00
		sq. ft.	
	includes rip up old		
	carpet + prep work		
	INSTALL WALL BASE		
	4"		
	300 L.N. ft.	2.00	600 00
	TOTAL estimate		3300 00
CURRENT	OVER 30 DAYS	OVER 60 DAYS	TOTAL AMOUNT

adams DC5812

11-11

# Estimate

9221 US Route 9W  
Athens, NY 12015  
Telephone: (518) 943-1968  
Fax: (518) 943-1925

Date	Estimate #
1/25/2013	1102

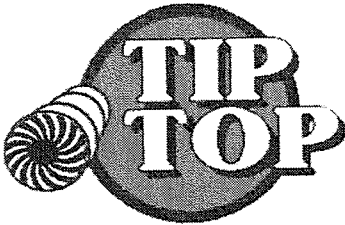
## Name / Address

Pace Appraisals, Inc.  
336 Main Street  
Cairo, NY 12413  
622-3454(x-102)Ray

## Project

Description	Qty	Cost	Total
23 Ctns (1035 Sq Ft) Tarkett VCT Color; TBD	23	49.99	1,149.77T
Labor to install Vinyl Comp. Tile Inc. Glue	1,035	2.00	2,070.00T
Labor for Rip-up and Disposal 115 Yds	115	3.00	345.00T
424 Lin Ft Cove Base Installed	424	2.00	848.00T
12 Ft Door Trim	12	2.00	24.00T
Move Furniture 7 Offices		200.00	200.00T
Greene County Sales Tax		8.00%	370.94
		<b>Total</b>	<b>\$5,007.71</b>

Customer Signature \_\_\_\_\_



9477 Rt 32  
Freehold, NY, 12431  
Tel (518) 634-2129  
Fax

## Quotation

Quote No. 14210  
Quote Date 2/4/2013  
Quote By Jane Clow

<b>SOLD TO:</b>	Pace Appraisals Inc. Pace Appraisals, Inc. Po Box 777 336 Main St. Cairo, NY 12413 Phone (518) 622-3256
<b>SHIPPED TO:</b>	Pace Appraisals Inc. Pace Appraisals, Inc. Po Box 777 336 Main St. Cairo, NY 12413 Phone (518) 622-3256

Qty	Ord	Description	Price	Extended
23		DEALERS SUPPLY NORTH VCT Special Vinyl Tile Designers Essentials by Mannington or Armstrong VCT 45 SF per carton } 23 cartons = 1035 SF	\$56.99	\$1,310.77
2		NRF DISTRIBUTORS GLUE Supplies Misc. V 81 glue for VCT. 4 gallon pail	\$190.00	\$380.00
1		NRF DISTRIBUTORS JOHNSONITE COVE BASE W/TOE TRIM 4"x4' BROWN 348 feet = 87 Pieces @ 3.00 each = 261.00 1 gallon of covebase glue \$29.00	\$290.00	\$290.00
1		(SPECIAL) Miscellaneous Disposal of Carpet and waste materials (if you have a place for us to throw it away/ we will take this off invoice. *	\$135.00	\$135.00
1		(SPECIAL) Miscellaneous 6- 3' lengths of rubber edge guard tile to nothing (\$2.25 Each - \$13.50) (RRS-47 -C ) Johnsonite \$ each 1 lenght of rubber T with track carpet to tile CD -XX Johnsonite \$37.00	\$50.50	\$50.50

**PLEASE NOTE: PLEASE SEE ADDITIONAL CLAUSE IF THE VCT UNDER GLUE DOWN CARPET  
COMES UP AND LOOSENS WITH RIP UP.**

### SPECIAL ORDERS ARE NOT SUBJECT TO CANCELLATION

Availability of merchandise is estimated according to information on hand at the time order is written. Seller shall not be responsible for delays in delivery of merchandise occasioned by manufacturer's scheduling, stock on hand, availability of materials, transportation difficulty or any other cause beyond the control of the seller.

#### **ALL SALES ARE FINAL • NO REFUNDS**

ALL EXCHANGES AND CANCELLATIONS ARE SUBJECT TO SELLER APPROVAL. A minimum fee of 15% of the purchase price will be assessed (re-stocking fee) on seller approved returns, exchanges or cancellations. Buyer assumes all risks associated with transportation of merchandise picked up. Buyer agrees to measure doorways and stairways before ordering, as seller is not responsible for merchandise purchased that is too large to fit. SELLER CAN DESIGNATE A DAY FOR DELIVERY, but not a specific time. Seller cannot move, haul, or rearrange old furniture. Seller makes no warranty beyond any written description itemized on this order. Such disclaimer does not affect manufacturer warranty, if any. Seller will assist the buyer in the exercise of all factory warranties. BUYER LAYAWAYS ARE NOT SUBJECT TO CANCELLATION. Buyer agrees to complete payment on schedule, or proceeds of prior payment(s) towards layaway may be forfeited.

BUYER AUTHORIZES ABOVE ORDER

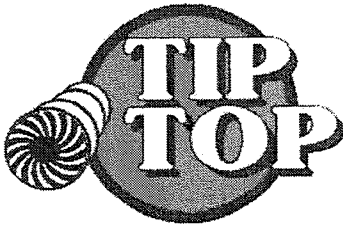
MERCHANDISE RECEIVED  
IN GOOD CONDITION

X

X

SUBTOTAL: \$4,441.27  
DELIVERY: \$0.00  
TAX: \$355.30  
INVOICE TOTAL: \$4,796.57

**TOTAL DUE: \$4,796.57**  
Page 1 of 2



9477 Rt 32  
Freehold, NY, 12431  
Tel (518) 634-2129  
Fax

## Quotation

Quote No 14210  
Quote Date 2/4/2013  
Quote By Jane Clow

**SOLD TO:**  
Pace Appraisals Inc.  
Pace Appraisals, Inc.  
Po Box 777 336 Main St  
Cairo, NY 12413  
Phone (518) 622-3256

**SHIPPED TO:**  
Pace Appraisals Inc.  
Pace Appraisals, Inc.  
Po Box 777 336 Main St  
Cairo, NY 12413  
Phone (518) 622-3256

Qty	Ord	Description	Price	Extended
1		(SPECIAL) CUSTOMER INSTALL Move and replace furniture, filing cabinets and other items as needed. Rip up remove existing carpet glued down floor prep } scape down existing vct and floor prep entire floor to accept new VCT. Install new VCT. Remove and install new covebase.	\$2,275.00	\$2,275.00

**PLEASE NOTE: PLEASE SEE ADDITIONAL CLAUSE IF THE VCT UNDER GLUE DOWN CARPET COMES UP AND LOOSENS WITH RIP UP.**

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BUYER AUTHORIZES ABOVE ORDER

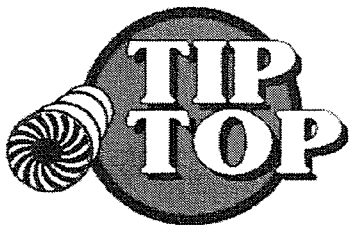
MERCHANDISE RECEIVED  
IN GOOD CONDITION

X

X

SUBTOTAL: \$4,441.27  
DELIVERY: \$0.00  
TAX: \$355.30  
INVOICE TOTAL: \$4,796.57

**TOTAL DUE: \$4,796.57**  
Page 2 of 2



9477 Rt 32  
Freehold, NY, 12431  
Tel (518) 634-2129  
Fax

## Quotation

Quote No. 14212  
Quote Date 2/4/2013  
Quote By Jane Clow

**SOLD TO:**  
Pace Appraisals Inc.  
Pace Appraisals, Inc.  
Po Box 777 336 Main St.  
Cairo, NY 12413  
Phone (518) 622-3256

**SHIPPED TO:**  
Pace Appraisals Inc.  
Pace Appraisals, Inc.  
Po Box 777 336 Main St.  
Cairo, NY 12413  
Phone (518) 622-3256

Qty	Ord	Description	Price	Extended
1		(SPECIAL) CUSTOMER INSTALL EXTRA LABOR COST } IF WHEN WE START TO PULL UP THE EXISTING GLUE DOWN CARPET AND THE VCT UNDERNEATH LOOSENS AND/OR COMES UP WITH CARPET. ALL OTHER WORK WILL STILL NEED TO BE DONE.	\$560.00	\$560.00

Additional clause} this work may or may not need to be done. Will not know until we pull up the existing wall to wall carpet that is glued down to the VCT.

### **SPECIAL ORDERS ARE NOT SUBJECT TO CANCELLATION**

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BUYER AUTHORIZES ABOVE ORDER

MERCHANDISE RECEIVED  
IN GOOD CONDITION

X

X

SUBTOTAL: \$560.00  
DELIVERY: \$0.00  
TAX: \$44.80  
INVOICE TOTAL: \$604.80

**TOTAL DUE: \$604.80**

# **TOWN OF CAIRO WATER /SEWER DISTRICT**

PO BOX 728\* CAIRO, NEW YORK 12413

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

January 31, 2013

Town of Cairo Public Library  
Att: Maureen Forrester  
Railroad Avenue  
Cairo, New York 12413

Dear Maureen:

As of today, January 31, 2013, I have not received any response from you on behalf of the Cairo Library Board regarding my September 18, 2012 letter, requesting the application form be completed and returned with payment for the tapping fees into the water and sewer system.

Please give this second request your prompt attention.

Your cooperation is greatly appreciated.

Yours truly,

Kathy Jurgens  
Administrator

Enc.

Cc: Ted Banta, Supervisor

To: Ted Banta, Supervisor

From: Kathy Jurgens, Administrator KJ

Date: January 30, 2013

Subject: Question regarding tapping for services to Greene Co. facilities.

Attached is the copy of the application which the County paid for to connect into the water system at the storage garage. They are not connected into the sewer system, as part of the building is either on or very near the sewer line. They elected to go with a septic tank. Kaaterskill Engineering was the firm involved in this project and made changes to plans.

I have no information regarding the Emergency Center building. I do know that the County paid to extend the 8" line up CR 24 to their building. With the County doing all the work, no doubt the tapping fees were waived. I believe Berry Builders were involved with the construction.

This is all the information I have to give you.

**ALL NEW OR RENEWAL SERVICES SHALL BE METERED**

Fee \$350.00 / \$250.00

Code \_\_\_\_\_

Date Paid 6/23/10Check # 072420**TAPPING APPLICATION****CAIRO WATER / SEWER DISTRICT**June 2 2010

I/We GREENE COUNTY owners (s) of the property at  
40 VOLUNTEER DRIVE hereby make application for water and or  
sewer service of size 4 inch for the following express purpose:

New or Renewal Service NEW

One Family \_\_\_\_\_

Apartment House \_\_\_\_\_

Motel \_\_\_\_\_

Trailer (s) \_\_\_\_\_

Other STORAGE GARAGE FOR EMERGENCY SERVICESEst. Water Usage MINIMAL

Zoning Approval Needed - yes \_\_\_\_\_

no ✓(a) is property located in existing water/sewer district YES

(b) capital cost reimbursement is \_\_\_\_\_

On a renewal service the original service shall be abolished at the main at the property owners expense or be charged for the additional service at the current rates.

I/We agree to abide by the Ordinances, Rules and Regulations now in force or that may be adopted hereafter by the Cairo Water/Sewer District.

The plumber (s) that I have employed for the work is GREENE COUNTY and I hereby agree that he shall complete all the work specified.

Violation of this application for water/sewer service will immediately show cause for the discontinuance of water /sewer service to the premises by the Cairo Water District.

A water meter must be installed within 24 hours of when the water tap is made unless some hardship exists. Said hardship shall be determined by the Water Administrator. Applicant is responsible for all inspection, engineering and attorney's fees incurred.

(please complete reverse side)

Applicant GREENE COUNTYBilling Address 411 MAIN ST.  
CATSKILL, NY. 12414Telephone (Day) 719-3270 (Evening) \_\_\_\_\_

Building Permit No. \_\_\_\_\_ Issued \_\_\_\_\_

Town of Cairo

Tax Map # 101.00-6-5.1Signature Daniel Roman Date 5/2/10

In accordance with Federal law and U.S. Department of Agriculture policy, this institution prohibits discrimination when providing municipal utility service, on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, and marital or familial status. Persons with disabilities who require alternative means for communication may contact the Town of Cairo at (518) 622-2060.

Ethnicity: Hispanic or Latino N/A  
Not Hispanic or Latino N/A

Race: (Mark one or more)

White N/A Black or African American \_\_\_\_\_

American Indian/Alaska Native \_\_\_\_\_ Asian \_\_\_\_\_

Native Hawaiian or Other Pacific Islander \_\_\_\_\_

Gender: Male \_\_\_\_\_ Female \_\_\_\_\_

TREASURER OF GREENE COUNTY

DISBURSING ACCOUNT

VENDOR NO. CATSKILL, NEW YORK 12414

CHECK NO.

072420

DATE	INVOICE NO.	DESCRIPTION	NET AMOUNT
6/01/2010	2010. 0309	Acra Senior Center rent June	1,000.00
6/09/2010	2010. 3388	Tapping Applications Water & Sewer EOC	600.00

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND. A PADLOCK ICON DISAPPEARS WITH HEAT. FLUORESCENT FIBERS AND OTHER SECURITY FEATURES.

TREASURER OF GREENE COUNTY

FIRST NIAGARA COMMERCIAL BANK

60-1356/213

072420

DISBURSING ACCOUNT

CATSKILL, NEW YORK 12414

6/18/2010

AMOUNT:

\$1,600.00

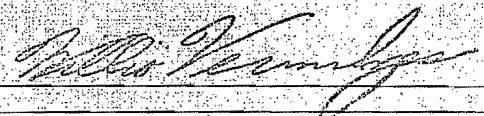
CHECK: 72420

VOID AFTER 60 DAYS

PAY ONE THOUSAND, SIX HUNDRED DOLLARS AND NO CENTS

TO  
THE  
ORDER  
OFAttn: Cathy Jorgens  
TOWN OF CAIRO  
CAIRO TOWN HALL  
PO BOX 728  
CAIRO

NY 12413

FUS RED  
IMAGEDISAPPEARS  
WITH HEAT

⑈072420⑈ ⑈021313569⑈ 8830000570⑈

---

**Subject:** Damage at Town Park – Little league Field

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**From:** ~~D Ostrander (dostr4111@gmail.com)~~

---

**To:** ~~tedbanta3@yahoo.com; highwaysuper@townofcairo.com;~~

---

**Cc:** ~~puorro@aol.com; joyce@townofcairo.com; suttmeier@townofcairo.com; lindak@tbogc.com; charlib@mhccable.com;~~

---

**Date:** Wednesday, February 6, 2013 9:27 PM

---

Hi Everyone

At last evening's Park Task Force meeting it was reported that damage was done to the new large field home plate back stop overhang. Apparently this damage was caused by an undetermined cause. It could have been storm damage but could also have been vandalism. According to David Robinson, the Cairo Little league representative, the damage was reported to their organization by Steven Rumph. The fence contractor was called by the Little League to assess the damage. The contractor felt that he did not want the liability of leaving the damage un-repaired. The contractor repaired the damage in the amount of \$300.

The Little League paid the repair invoice and was inquiring about the Town's responsibility in this matter. I advised him that some inquiries need to be made before a decision can be made.

### **Discussion:**

In recent past the Board made an announcement that all property in the Park should be the responsibility of the Town. This decision was made to remove all the territorial claims by various entities in the Town. Since the ball fields are in the Town Park the following action should have been taken prior to any repairs being made:

1. If the damage was noted by the Park, Buildings and Grounds Dept, the damage should have been reported to the police for their determination. Obviously if it was vandalism a criminal investigation would have been conducted with appropriate evidence and photos. If not at least an impartial party would have rendered their opinion. This information would have given the Board the opportunity to make an informed decision.
2. The Town insurance carrier would have been contacted for their assessment of the damage.
3. The repair would have performed by the respective contractor

Since the scenario did not occur in this manner there is no way of determining how or why the damage occurred. I believe Steven Rumph should be interviewed by the Highway Superintendent to determine exactly how this was reported and the results given to the Board for further action and determination.

A policy should be developed as to what action the Town should take when damage is noticed.

These are my thoughts on the reported incident. At the Board Workshop, the Board should discuss any action they should take based on the findings that the Highway Superintendent is able to gather.

Doug



# NEWS

From the Office of the New York State Comptroller

**Thomas P. DiNapoli**

**CONTACT:** Press Office  
(518) 474-4015

Immediately  
**FOR RELEASE:** January 25, 2013

## **DiNapoli: Municipalities Should Ensure Background Checks For Youth Program Workers**

Local governments could do more to conduct background checks on individuals working in municipal youth program services, according to [an audit](#) released today by New York State Comptroller Thomas P. DiNapoli.

“Failing to perform background checks potentially jeopardizes the safety of children,” said DiNapoli. “It is essential that local officials take action to ensure they are consistently screening all persons who provide youth program services in their communities. Parents need to trust that all of the necessary steps have been taken to keep their children out of harm’s way.”

From Jan. 2010 through May 2012, auditors examined youth program activities in the cities of Binghamton, Middletown, New Rochelle and Utica; as well as the towns of Amherst, Clifton Park, Manlius and Seneca Falls. These municipalities offer activities to more than 409,000 residents.

The Comptroller’s audit found seven of the eight municipalities did not conduct background checks on all of the individuals who deliver their youth program services. Only one, the town of Clifton Park, annually screened all program personnel against the state’s sex offender registry and other resources.

Two municipalities, the town of Manlius and the city of New Rochelle, did not screen applicants at all, except for those personnel providing programs where state law mandates screening. The remaining five municipalities performed some screening, but did not do it consistently or did not document the date and results of the screening process.

Of the 1,994 individuals working in youth program services in these municipalities, the Comptroller’s audit did not identify any persons with sex offender or significant criminal histories.

The Comptroller’s audit findings also include:

- Four of the five municipalities that used volunteers did not check volunteers’ criminal history;
- Five municipalities that hired contracted workers to offer program services did not screen these workers for sexual offenses prior to delivering services; and
- Six municipalities performed some variety of background checks for new employees.

Municipal youth programs can include pre-school or afterschool activities, arts and crafts, exercise and fitness, summer camps, seasonal or holiday special events, sports, employment and literacy programs, safety programs, swim programs and therapeutic programs. Background checks are currently required by state law or regulation only for individuals who have contact with children in camps, childcare programs and therapeutic programs.

DiNapoli recommended municipalities conduct background checks for all employees, volunteers and contractors involved in youth programs. Minimally, local officials should utilize the sex offender registry maintained by the New York State Division of Criminal Justice Services. They can also perform various types of criminal history background checks and develop their own procedures to limit liability and ensure the safety of participating children.

Local officials generally agreed with the audit findings and the Comptroller's recommendations. Their responses are included in the final audit report.

For a copy of the report visit:

<http://www.osc.state.ny.us/localgov/audits/swr/2013/backgroundchecks/global.pdf>

Albany Phone: (518) 474-4015 Fax: (518) 473-8940

NYC Phone: (212) 681-4840 Fax: (212) 681-7677

Internet: [www.osc.state.ny.us](http://www.osc.state.ny.us)

E-Mail: [press@osc.state.ny.us](mailto:press@osc.state.ny.us)

Follow us on Twitter: [@NYSComptroller](https://twitter.com/NYSComptroller)



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

February 13, 2013

To: Steve LaFever  
Greene County Pop Warner  
Address: PO Box 397, South Cairo, NY 12482  
From: Ted Banta  
Re: Letter regarding request for use of Town Park

Dear Steve:

Thank you very much for your request to use Angelo Canna Town Park for your football and cheerleading programs this year-2012. We would also like to express our sincerest gratitude for your leadership and contribution to our community in the role as CEO & President of Greene County Pop Warner. Moreover, we would like to express our great appreciation for the continued role your organization plays in our Town Park.

I am pleased to inform you that, on January 23, 2013, the Town Board moved a resolution authorizing your organization's use of our Park-see enclosed resolution.

Best regards,

Ted Banta  
Supervisor



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

<b>Town Supervisor</b>	(518) 622-2060
<b>Town Clerk</b>	(518) 622-3120
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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)

February 13, 2013

To: Anthem Sports  
Tour of the Catskills  
Address: PO Box 504, Cambridge, NY 12816  
From: Ted Banta  
Re: Letter regarding request for Town support

Dear Mr. Drake:

On January 23, 2013, the Town Board of the Town of Cairo moved a resolution in support of your event to be held in August of 2013-The Tour of the Catskills. See enclosed resolution.

Thank you for your contribution to our County and community. We wish your organization a safe, pleasant, and successful event.

Best regards,

Ted Banta  
Supervisor