



TOWN OF CAIRO

ORGANIZATIONAL & GENERAL/REGULAR MEETING AGENDA

February 3, 2014 @ 6PM

Location: Town Hall, Cairo

Call to Order

Pledge of Allegiance

Attendance

Comments/Presentations:

Approval of Minutes: January 6, 2014

Reports

- | | | |
|--------------------|---------------------|--------------------|
| - Ambulance | - Library | - Tax Collector |
| - Assessor | - Park Task Force | - Water & Sewer |
| - Board of Appeals | - Planning Board | - Sewer Contractor |
| - Building & Codes | - Police | - Highway |
| - Historian | - Summer Recreation | - Supervisor |

Appointments & Resolutions

Unfinished Business

- Solar Farm-Community Smart Strategy & Program

New Business

Correspondence

Adjournment



Minutes

Town of Cairo Town Board Meeting Reorganizational Meeting

January 6, 2014

The Town Board of the Town of Cairo met for a re-organizational meeting on Monday, January 6, 2014 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 6:05 PM, and then asked the attendees to Pledge Allegiance to the Flag. Board members present: Councilperson Ostrander, Councilperson Cords, Councilperson Joyce. Councilperson Puorro was absent.

Supervisor Banta did a PowerPoint presentation – General Prospectus for the Town. He went through his accomplishments over the last 2 years as well as the prospectus for 2014.

The minutes from December 13, 2013 was accepted by Councilperson Ostrander and seconded by Councilperson Joyce.

Superintendent of Highways Robert Hempstead went over Highway, Parks, Building and Grounds Report.

There will be a zoning meeting on Tuesday, January 14th and Tuesday, January 28th at 4:00 PM.

Sergeant of Police Rick Busch reported he had computers that were donated for families in need. He would need a letter making the request for the computer. Supervisor Banta will contact Mary Fassett, Superintendent for the Cairo Durham School and give her this information.

Supervisor Ted Banta went over appointments for the Board Members to act as liaisons with town departments:

Greene County EMS

Councilperson Joyce

Ambulance	Councilperson Joyce & Supervisor Banta
Assessor	Councilperson Cords
Building and Code Enforcement	Councilpersons Joyce & Ostrander
Court	Supervisor Banta & Councilperson Ostrander
Water and Sewer	Supervisor Banta & Councilperson Ostrander
Highway	Councilperson Puorro & Supervisor Banta
Police	Supervisor Banta & Councilperson Ostrander
Library	Councilperson Cords & Supervisor Banta
Parks, Buildings and Grounds	Supervisor Banta & Councilperson Ostrander
Animal Control	Councilperson Joyce & Supervisor Banta
Planning Board	Councilperson Joyce
Tax Collector	Councilperson Ostrander
Emergency Planning	Supervisor Banta & Councilperson Ostrander
Labor Negotiations	Town Board
Insurance	Town Board
Zoning	Town Board

Resolution No. 1-14 “Appointing Officer in Charge and Setting Salaries for the Police Department” offered by Councilperson Ostrander and seconded by Councilperson Cords:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Richard Busch as Officer In Charge for the Town of Cairo at a Pro-Rated salary of \$846.15 per bi-weekly pay period and be it further

RESOLVED, that the following appointments to the Town of Cairo Police Department be made:

Full-time Police Officer - \$20.20 per hour
Richard Busch

Part-time Police Officer - \$16.32 per hour
John Amoroso
Daniel Braden

Sean Clevenstine
Joseph Feml
Raymond Feml
Henry Frick
Kevin Haverly
Joseph Kralovich
Thomas Plank
Scott Schelling

Part-time Special Officers - \$11.00 per hour

Scott Yates
Dennis Brandow

Part-time Training Recruits - \$13.53 per hour training rate

Cory Clark
Teresa Neville
Nicolas Orso

All members in favor – Carried.

Resolution No. 2-14 “Appoint Ambulance Administrator and Clerk” offered by
Councilperson Ostrander and seconded by Councilperson Cords:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Reay Mahler as the 2014 Ambulance Administrator for 12 hours per week at a rate of \$17.50 per hour.

BE IT FURTHER RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Deborah Litchko as Ambulance Clerk at a rate of \$11.00 per hour not to exceed 30 hours per pay period unless approved of by the Ambulance Administrator and the Town Supervisor.

All members in favor – Carried.

Resolution No. 3-14 “Set Ambulance Personnel and Clerk Salaries” offered by
Councilperson Ostrander and seconded by Councilperson Cords:

BE IT RESOLVED, that the following hourly rates are hereby established for Ambulance Personnel:

AEMT \$14.55 per hour with an On Call Rate of \$45.00

EMT \$12.35 per hour with an On Call Rate of \$40.00

Driver \$11.35 per hour with an On Call Rate of \$35.00

Clerk \$11.00 per hour not to exceed 30 hours per pay period (average of 15 hours per week)

All members in favor – Carried.

Resolution No. 4-14 “Association of Town Meetings and Conferences” offered by Councilperson Ostrander and seconded by Councilperson Cords:

BE IT RESOLVED, that elected and appointed officials will be permitted to attend Association of Town Meetings, conference meetings, or training during the year subject to prior approval from the Town Board. Expenses will be paid according to the Town of Cairo Travel Policy.

All members in favor – Carried.

Resolution No. 5-14 “Set Salaries for Board of Assessment Review” offered by Councilperson Ostrander and seconded by Councilperson Cords:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby set the salaries of the Board of Assessment Review to be as follows: \$350.00 per year for the Chairperson, and \$200.00 per year for the members, and \$10.00 per hour for the secretary. These rates reflect base pay for Grievance day and two additional deliberation days. Additional meetings beyond the three meetings are at a rate of \$30.00 per meeting when convened.

All members in favor – Carried.

Resolution No. 6-13 “Authorization to Designate a Bookkeeper, Historian & Secretary to the Supervisor” offered by Councilperson Ostrander and seconded by Councilperson Cords:

BE IT RESOLVED, that Ted Banta, Supervisor of the Town of Cairo is hereby authorized to designate Louann Arp to the full-time position of bookkeeper at an annual salary of \$34,090.00; and \$20.00 per hour for Capital Water and Sewer Project when hours exceed 40 hours in a week; and;

BE IT FURTHER RESOLVED, that Ted Banta, Supervisor of the Town of Cairo is hereby authorized to designate Robert Uzzila as Town Historian at an annual salary of \$1000.00; and;

BE IT FURTHER RESOLVED, that Ted Banta, Supervisor of the Town of Cairo is hereby authorized to designate Linda Kuever as the Supervisor’s Clerk at a rate of \$11.00 per hour.

All members in favor – Carried.

Resolution No. 7-14 “Appointment of Code Enforcement Officer, Building Inspector and Clerk” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Stacy Sprague as Code Enforcement Officer with an annual salary of \$32,946.00; and be it further

RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Richard Hilgendorff as Building Inspector/Fire Marshall at an annual salary of \$15,098.00.

All members in favor – Carried.

Resolution No. 8-14 “Appoint Deputy Supervisor” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Douglas Ostrander as Town of Cairo Deputy Supervisor to serve in the absence of the Town Supervisor with an annual stipend of \$1,000.

All members in favor – Carried.

Resolution No. 9-14 “Appoint Deputy Tax Collector” offered by Councilperson Ostrander and seconded by Councilperson Cords:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Linda Kuever as the Deputy Tax Collector at a rate of \$11.00 per hour.

All members in favor – Carried.

Resolution No. 10-14 “Designating the Town of Cairo Official Newspaper” offered by Councilperson Ostrander and seconded by Councilperson Cords:

BE IT RESOLVED, that “The Daily Mail” be designated as the official newspaper for the Town of Cairo.

All members in favor – Carried.

Resolution No. 11-14 “Animal Control” offered by Councilperson Joyce and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the following Animal Control appointments be made:
Flora and Fauna Friends of the Earth – Animal Control Shelter at a rate of \$500.00 per month for a period of three months from January 1st - March 31st, and Brian Feml is appointed as Animal Control Officer at an hourly rate of \$11.35 with a 2 hour minimum per call.

All members in favor - Carried.

Resolution No. 12-14 “Appoint Town Health Officer for 2014” offered by Councilperson Joyce and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Dr. Robert Schneider as Town of Cairo Health Officer with a term that expires December 31, 2014 at an annual salary of \$660.00.

All members in favor – Carried.

Resolution No. 13-14 “Authorization to Certify Payrolls and Make Purchases” offered by Councilperson Joyce and seconded by Councilperson Ostrander:

BE IT RESOLVED, that Robert F. Hempstead, Superintendent of Highways, be given the authority to certify payrolls in his department and to make purchases up to \$5,000.00 without the prior approval of the Cairo Town Board, and

BE IT FURTHER RESOLVED, that the Superintendent of Highways be authorized to purchase tires, batteries, filters, fuel oil, diesel fuel, salt and any other items under New York State contract, and

BE IT FURTHER RESOLVED, that the Superintendent of Highways be authorized to purchase sand, calcium chloride, crushed stone, road oil, blacktop, culvert pipe, signs and sign posts, guide rails, ties and any other items under Greene County bid.

All members in favor – Carried.

Resolution No. 14-14 “Meeting of the Board” offered by Councilperson Joyce and seconded by Councilperson Ostrander:

Be it resolved, that the regular/general meeting of the Town Board of the Town of Cairo will be held on the first Monday of every month at 6:00 P.M. in the Town Hall, Main Street, Cairo, New York, except for the month of September when the meeting will be held on September 8th because of the Labor Day holiday on September 1st.

All members in favor – Carried.

Resolution No. 15-14 “Other Town Appointments” offered by Councilperson Joyce and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the following individuals be appointed to the following positions and paid the respective amount shown:

Registrar of Vital Statistics	Tara Rumph	\$1,000.00
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First Deputy Clerk	Debra Sommer	\$11.85 per hour
Deputy Clerk	Deborah Litchko	\$11.00 per hour
Deputy Clerk	Kathy Rockefeller	\$10.75 per hour
Board of Appeals Clerk	Louann Arp	\$11.00 per hour
Justice Clerk 1	Joan Vandenburg	\$23,608.00 annual salary
Security Officer	John DeRose	\$11.25 per hour
Security Officer	Michael DeRose	\$11.25 per hour
Security Officer	Steven DeRose	\$11.25 per hour
Parks, Buildings, & Grounds Director		
	Robert Hempstead	\$6,000.00 annual salary

All members in favor – Carried.

Resolution No. 16-14 “Parks, Buildings and Grounds Personnel” offered by Councilperson Joyce and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Paul MacNiven as a full-time Parks, Buildings, and Grounds Maintenance person at a rate of \$13.30 per hour; and be it further

RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Steven Rumph as a full-time Parks, Buildings and Grounds Maintenance person at a rate of \$11.85.

All members in favor – Carried.

Resolution No. 17-14 “Payment of Bills and Payment of Utility Bills” offered by Councilperson Joyce and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Supervisor, and in the absence of the Supervisor, the Deputy Supervisor be authorized to approve the expenditure of up to \$2,500.00 without prior approval of the Town Board; and,

BE IT FURTHER RESOLVED, that in order for Town Charge bills to be paid properly, they must be submitted to the bookkeeper by the Wednesday preceding the regular meeting night of the Town Board, in order for them to be paid the same month as submitted; and,

BE IT FURTHER RESOLVED, that the Town Board of Cairo authorize the payment of utility bills such as fuel oil, electricity, gas and phone and insurance bills without the need to wait for the regular Town Board meeting in order to avoid finance charges on such bills.

All members in favor – Carried.

Resolution No. 18-14 “Appoint Planning Board Chairperson” offered by Councilperson Joyce and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Daniel Benoit as Chairman of the Planning Board for the year 2014.

BE IT FURTHER RESOLVED, that Ray Pacifico is hereby appointed to act as chairman in the absence of Daniel Benoit.

All members in favor – Carried.

Resolution No. 19-14 “Set Salaries for Planning Board” 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 salaries of the Planning Board to be as follows:

Chairperson \$85.00 per meeting

Members 70.00 per meeting

Clerk 11.60 per hour

All members in favor – Carried.

Resolution No. 20-14 “Set Holidays for 2014” 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 dates of the 2014 holidays as follows:

New Year’s Day Wednesday, January 1, 2014

Martin Luther King Jr. Birthday Monday, January 20, 2014

President’s Day Monday, February 17, 2014

Memorial Day Monday, May 26, 2014

Independence Day July 4th Friday, July 4, 2014

Labor Day Monday, September 1, 2014

Columbus Day Monday, October 13, 2014

Election Day Tuesday, November 4, 2014

Veteran’s Day Tuesday, November 11, 2014

Thanksgiving Day Thursday, November 27, 2014

Christmas Day Thursday, December 25, 2014

All members in favor – Carried.

Resolution No. 21-14 “Setting 2014 Salaries for Elected Officials” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the following salaries for elected officials be approved as set forth in the 2014 Budget:

Supervisor Ted Banta	\$14,617.00
Justice Leland Miller	\$14,000.00
Justice Tanja Sirago	\$14,000.00
Town Clerk Tara Rumph	\$29,340.00
Councilperson Douglas Ostrander	\$ 6,738.00
Councilperson Mary-Jo Cords	\$ 6,738.00
Councilperson Daniel Joyce	\$ 6,738.00
Councilperson Anthony Puorro	\$ 6,738.00
Tax Collector Sue Hilgendorff	\$11,450.00
Superintendent of Highways Robert Hempstead	\$52,000.00

All members in favor – Carried.

Resolution No. 22-14 “Setting 2014 Salary for Sole Assessor” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the annual salary for the position of Sole Assessor, Janice Hull, for the Town of Cairo, for the year of 2014 be set at \$43,705.00.

All members in favor – Carried.

Resolution No. 23-14 “Appoint Summer Recreation Coordinator” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Janet McKeon as the Summer Recreation Coordinator at a pay rate of \$15.25 per hour.

All members in favor – Carried.

Resolution No. 24-14 “Authorizing the Supervisor to Invest Town Funds” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that Ted Banta, Supervisor for the Town of Cairo, is hereby authorized to invest Town funds and purchase Certificates of Deposit when available or any other protected monetary instrument issued by the Bank of the Federal Government; and

BE IT FURTHER RESOLVED, that the Bank of Greene County, Cairo branch and the National Bank of Coxsackie, Cairo branch be the official depositories for the funds of the Town of Cairo.

All members in favor – Carried.

Resolution No. 25-14 “Appointing Attorney for the Town” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Tal G. Rappleyea, Esq. as Attorney for the Town of Cairo at a monthly retainer of \$1,000.00 and at the rate of \$125.00 per hour for such further litigation, legislation and other representation that the Town Board shall deem to be outside the scope of the monthly retainer. The Attorney for the Town is not an employee but has the status of an independent contractor.

All members in favor – Carried.

Resolution No. 26-14 “Appoint Water and Sewer Clerk” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Deborah Litchko as Water and Sewer Clerk at a rate of \$11.00 per hour.

All members in favor – Carried.

Resolution No. 27-14 “Appoint Planning Board Clerk” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Stephanie Morgan as the Planning Board Clerk at a rate of \$11.60 per hour.

All members in favor – Carried.

Resolution No. 28-14 “Appoint Auditing Firm for the Town of Cairo” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Patterson, Koskey, Howe & Bucci, CPA, P.C. as the Auditing Firm for the Town of Cairo according to the terms provided in the Letter of Understanding dated November 27, 2013.

All members in favor – Carried.

Resolution No. 29-14 “Setting Rate for Seasonal Highway, Parks, Buildings, and Grounds Employees” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby set the rate of Seasonal Highway, Parks, Buildings and Grounds employees to be \$10.50 per hour.

All members in favor – Carried.

Resolution No. 30-14 “Set Salaries for Board of Appeals” offered by Councilperson Ostrander and seconded by Councilperson Cords:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby set the salaries of the Board of Appeals to be as follows:

Chairperson \$75.00 per meeting

Members 65.00 per meeting

Clerk 11.00 per hour

All members in favor – Carried.

Resolution No. 31-14 “Budget Amendments 2013 and Payment of Bills on Abstract #323” offered by Councilperson Ostrander and seconded by Councilperson Cords:

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-1990.4	Contingent	-11.24
To	A-1010.4	Legislative - Contractual	+11.24
From	A-1110.104	Personal Services	-1,166.67
To	A-1110.101	Personal Services	+1,166.67
From	A-1110.102	Municipal Court-Persl Serv	-1,415.55
To	A-1110.103	Municipal Court-Persl Serv	+1,415.55
From	A-1110.102	Municipal Court-Persl Serv	-247.50
To	A-1110.4	Municipal Court-Contractual	+247.50
From		Fund Balance	-10,801.11
To	A-1420.4	Law – Contractual	+10,801.11
From		Fund Balance	-368.50
To	A-1620.41	Police Bldg.-Contractual	+368.50

From		Fund Balance	-8,665.72
To	A-3120.126	Police-Persl Serv	+8,665.72
From		Fund Balance	-1,326.79
To	A-3120.4	Police-Contractual	+1,326.79
From		Fund Balance	-1,066.34
To	A-5182.4	Street Lighting-Contractual	+1,066.34
From		Fund Balance	-3,759.84
To	A-7110.15	Parks-Persl Serv	+968.20
To	A-7110.4	Parks-Contractual	+2,791.64
From		Fund Balance	-14,600.70
To	A-9060.8	Medical Insurance-Benefits	+14,600.70
From		Fund Balance	-4,824.52
To	DA-5130.4	Machinery-Contractual	+4,824.52
From		Fund Balance	-1,082.20
To	SL-5182.443	St Light – Hitchcock	+268.98
To	SL-5182.444	St Light – Purling	+470.09
To	SL-5182.445	St Light – Round Top	+206.32
To	SL-5182.447	St Light – Winter Clove	+136.81
From		Fund Balance	-349.96
To	SS-8110.45	Sewer Admin-J Myers	+349.96

And be it further RESOLVED, the Town Board does hereby authorize that Abstract #323, consisting of 2013 Vouchers #2590 through #2693 in the amount of \$126,044.74 is approved for payment.

The total amount to be paid from the:

General Fund -	\$55,227.43	Hydrant -	
Highway Fund -	\$45,226.03	Sewer Fund -	\$5,851.50
Cap. Water Fund -		Water Fund -	\$19,353.97
Cap. Sewer Fund -	Trust & Agency -		\$385.81

All members in favor - Carried

Resolution No. 32-14 “Budget Amendments 2013 and Payment of Bills on Abstract #325” offered by Councilperson Ostrander and seconded by Councilperson Cords:
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-	Fund Balance	-29.87
To	A-1010.4	Legislative-Contractual	+29.87
From	A-1110.102	Court-Persl Services	-1,344.69
To	A-1110.103	Court-Persl Services	+1,018.66
To	A-1110.4	Court-Contractual	+326.03
From	A-	Fund Balance	-4,186.15
To	A-1420.4	Law-Contractual	+4,186.15
From	A-1620.202	Building Improvements	-2,427.20
To	A-1620.4	Town Hall-Contractual	+664.19
To	A-1620.407	Acra Comm Ctr-Contractual	+1,430.88
To	A-1620.409	Ambulance Bldg.-Contractual	+117.21
To	A-1620.41	Police Bldg.-Contractual	+214.92
From		Fund Balance	-3,688.43
From	A-3120.2	Police-Equipment	-3,000.00
To	A-3120.126	Police-Persl Service	+6,526.90
To	A-3120.4	Police-Contractual	+161.53
From	A-3620.111	Safety Inspect-Persl Ser-Clerk	-.06
To	A-3620.13	Safety Inspect-Persl Ser-CEO	+.06
From	A-3620.111	Safety Inspect-Persl Ser-Clerk	-1,120.77
To	A-3620.2	Safety Inspect-Equipment	+1,120.77
From	A-5010.4	H'way Admin-Contractual	-249.99
To	A-5010.2	H'way Admin-Equipment	+249.99
From	A-5132.4	H'way Garage-Contractual	-81.21
To	A-5132.2	H'way Garage-Equipment	+81.21
From		Fund Balance	-144.97
To	A-5182.4	St.Lighting-Contractual	+144.97
From	A-7110.2	Parks-Equipment	-1,233.25
To	A-7110.15	Parks-Persl Serv	+790.10
To	A-7110.4	Parks-Contractual	+443.15

From	A-8189.4	Recycling-Contractual	-470.28
To	A-8189.15	Recycling-Persl Serv	+470.28
From		Fund Balance	-1,565.19
To	DA-5130.4	Machinery-Contractual	+1,565.19
From	DA-5140.15	Brush&Weeds-Persl Serv	-1,079.07
To	DA-5140.2	Brush&Weeds-Equipment	+544.97
To	DA-5140.4	Brush&Weeds-Contractual	+534.10
From	DA-5142.4	Snow Removal-Contractual	-17,177.05
To	DA-5142.15	Snow Removal-Persl Serv	+17,177.05
From	SS-8120.4	Sanitary Sewers-Contractual	-2,043.15
To	SS-8110.451	Sewer Admin-Contractual	+2,043.15
From	SW-8320.2	Source of Supply-Equipment	-4,202.97
To	SW-8320.4	Source of Supply-Contractual	+4,202.97

And be it further RESOLVED, the Town Board does hereby authorize that Abstract #325, consisting of 2013 Vouchers #2694 through #2758 in the amount of \$87,290.37 is approved for payment.

The total amount to be paid from the:

General Fund -	\$35,567.01	Street Lighting -	
Highway Fund -	\$37,332.10	Sewer Fund -	\$6,613.30
Cap. Library Fund -		Water Fund -	\$7,710.05
Cap. Sewer Fund -		Trust & Agency -	\$67.91
Hydrant Fund -			

All members in favor – Carried

Resolution No. 33-14 “Payment of Bills on Abstract #101” offered by Councilperson Ostrander and seconded by Councilperson Cords:

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

RESOLVED, the Town Board does hereby authorize that Abstract #101, consisting of 2014 Vouchers #1001 through #1024 in the amount of \$27,939.45 is approved for payment.

The total amount to be paid from the:

General Fund -	\$27,667.45	Street Lighting -	
Highway Fund -		Sewer Fund -	\$136.00

Cap. Library Fund -
Cap. Sewer Fund -
Hydrant Fund –

Water Fund - \$136.00
Trust & Agency –

All members in favor - Carried

Resolution No. 34-14 “Appointing Deputy to the Superintendent of Highways”
offered by Councilperson Ostrander and seconded by Councilperson Cords:

BE IT RESOLVED, that Debra Sommer be appointed to the full time position of Deputy Superintendent of Highways at an annual salary of \$25,128.00.

BE IT FURTHER RESOLVED, that Debra Sommer serves as assistant to the Parks, Buildings & Grounds Director, Robert F. Hempstead.

All members in favor – Carried.

Resolution No. 35-14 “Authorize Town Supervisor to Sign Round Top Fire Comany Fire Protection Contract” offered by Councilperson Ostrander and seconded by Councilperson Cords:

Whereas, the Town Board approved a 3 year contract with 2% increases each year on November 13, 2013 - Resolution No. 255-13; therefore;

BE IT RESOLVED, that the Town Board of the Town of Cairo hereby authorizes the Supervisor to sign the 2014 - 2016 Fire Protection Agreement.

All members in favor – Carried.

Resolution No. 36-14 “Approve Agreement with Columbia-Greene Humane Society / SPCA” offered by Councilperson Ostrander and seconded by Councilperson Cords:

WHEREAS, it is necessary for municipalities to have an agreement with the Columbia-Greene Humane Society/SPCA to comply with the Department of Agriculture and Markets Law and the Humane Society's policies to house dogs; therefore,

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve and authorize the Supervisor to sign the 2014 Columbia-Greene Humane Society / SPCA Agreement.

All members in favor – Carried.

Cairo Historical Society - Supervisor Banta informed Board that the Town is ready to close on the 1.34 acres of property sold to Cairo Historical Society, known as the old train

station located on the corner of Grove Street and Railroad Avenue, Cairo, NY, for the fair market value of \$500.

Animal Control - The members of the Town Board will visit the Cocksackie animal shelter as well as the Haines Falls animal shelter to check out their facilities.

Timber Law - The Board discussed that any inquiries were turned over to DEC and that the topic will be discussed further in the Zoning Reviews/Workshops.

Central Hudson - Councilperson Ostrander met with Central Hudson. Central Hudson has a \$5 million grant program used for improvements for municipalities. Board discussed a possibility would be to extend the water and sewer district.

Leash Law - The Leash Law was introduced tonight and will be discussed further. The Board discussed it might be good for it to coincide with the Zoning Law.

Greene County Planning Board - Beth Hansen was recommended to serve on the Greene County Planning Board.

Lake Avenue - Superintendent of Highways Robert Hempstead asked Town to hire engineer to determine that Lake Avenue was done in accordance with Town road specs. It was recommended that Elliot Fishman review plan and see what Hannaford didn't do.

Resolution No. 37-14 “Move Forward with Letter to Hannaford” 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 move forward with a letter to Hannaford Food Store to review the situation with Lake Avenue.

All members in favor – Carried.

Supervisor Banta reported that the Town received a letter from DEC stating the American Thermostat site in South Cairo was reclassified NOT to be a threat.

Resolution No. 38-14 - “Board to Move into Executive Session” offered by Councilperson Ostrander and seconded by Councilperson Cords:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 8:00 PM to discuss medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation within the Town of Cairo.

All members in favor – Carried.

Resolution No. 39-13 - “Board to exit Executive Session” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

Be it resolved that the Town Board of the Town of Cairo does hereby exit Executive Session at 9:15 pm.

All members in favor – Carried.

Resolution No. 39-14 - “Hire Part-time Ambulance Employee” offered by Councilperson Joyce and seconded by Councilperson Ostrander:

Be it resolved that the Town Board of the Town of Cairo does hereby hire Stephen M. Brucato as a part-time ambulance employee at the current starting pay rate.

All members in favor – Carried.

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

Respectfully submitted,

Tara A. Rumph, RMC, CMC
Cairo Town Clerk

**Town of Cairo
Ambulance Service**

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

**Monthly Report
February 3, 2014**

Total Calls for December..... 72
Total Transported Calls..... 37
Total Non-transported Calls.....35

Total Amount Billed_____ \$ \$34,630

Miscellaneous Items of Interest:

1. Need to select a new agency Medical Director, as Dr. Chapin will be moving back to Michigan. Have spoken to Dr. Stanger who has agreed in principal to serve in that capacity until a final decision is made.
2. Spoke with Bob about getting a security system/locking system installed, due to recent problems. Will continue to follow up on this.
3. I am currently serving on the task force which is looking into a county wide EMS System. Will keep the Board updated as to the progress.

**TOWN OF CAIRO
ANIMAL CONTROL
ACO BRIAN FEML**

FEB 3 , 2014

JAN 2 , 2014 = DOG COMPLAINT , ROUND TOP , 2 LOOSE DOGS , FOUND OWNER ,
RETURNED DOGS

JAN 5, 2014 = LOOSE DOG COMPLAINT , DEYO RD , FOUND OWNER , RETURNED
DOG , TOWN OF EARLTON

JAN 9, 2014 = LOOSE DOG COMPLAINT , BANTA LANE , GAVE OWNER WARNING

JAN 9, 2014 = LOOSE DOG COMPLAINT , SP TO CAIRO PD TO MYSELF , FOUND
OWNER , RETURNED PUPPY

JAN 12, 2014 = DOG COMPLAINT , HAD PHONE NUMBER , CALLED AND NO ANSWER

JAN 17 , 2014 = DOG COMPLAINT , CHAPPEL RD , BOLO AREA , DOGS NOT FOUND

JAN 18, 2014 = DOG COMPLAINT , CIRCLE LANE , FOUND OWNER , GAVE WARNING ,
NEXT TIME SUMMONS

JAN 21, 2014 = FOLLOW UP 71 CHAPPEL RD , TURNED OVER TO CAIRO PD FOR FOLLOWUP

JAN 22, 2014 = LOOSE DOG COMPLAINT , MTN AVE. TRACKED RABIES TAG , FOUND
OWNER , RETURNED DOG

JAN 25, 2014 = DOG BITE , MAIN ST. CHILDREN TRESPASSING , DOG NIPPED
DID FOLLOW UP, ALL SHOTS AND LIC . IN PLACE . NOTIFIED
PARENTS , CASE CLOSED

JAN 30 , 2014 = CALL FROM CAIRO PD , PICK UP PUPPY AND HOLD WHILE
PD SEARCH OF HOME , PD FINISHED , DOG RETURNED TO OWNER

I HAVE A CELL PHONE NOW , NUMBER = 518- 947-1198

NUMBERED LETTERED ON ANIMAL CONTROLLED CAR , FOR FREE

TOWN OF CAIRO BOARD MEETING

ASSESSOR'S MONTHLY REPORT

February 3, 2014 Board Report

New Business: 26 property transfers for the month of November

28 property transfers for the month of December

NYS Taxation & Finance re-registration for Basic Star deadline December 31, 2013

Senior Star renewal applications mailed out December 31, 2013

AG, Low Income/Disability, VA Disability, Forest, non-profit, and clergy renewal applications mailed out

March 1st, 2014 deadline for all new and all renewal application to be filed with the assessor

Seasonal assessor's clerk hired January 27 to April 30, 2014

CLOSING

Janice Hull
Sole Assessor



TOWN OF CAIRO
BUILDING AND CODE ENFORCEMENT
MONTHLY REPORT

December 11, 2013 – January 31, 2014

(04) Building Permits Issued

(06) Certificates of Occupancy Issued

(14) Certificates of Compliance Issued

(19) Violations & Complaints

(04) Violations Pending Court

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

-
- 2013 The Building Dept. Purchased new office equipment with moneys that were saved throughout the year on a New Desk for Building Department clerk, An All-In-One XEROX printer, a Dell desktop computer to replace an old desktop that was at least 10 years old and a Dell laptop computer.

- 2013 The department also purchased 10 new HON file cabinets so that the department can transfer files from cardboard boxes into file cabinets.
- 2013 Worked on updating files (Property Owners, business type and addresses) for Fire Inspections
- Money collected for 2013 for Permit / Municipal Searches and Inspections Total (Does not include fines collected in court): \$27,367.24
- 2014 The Building Department participated in yearly audit for 2013

Goals:

- Connect laptop computer to the server and install software
- Continue to update fire inspection files
- Update forms in IPS program so that we can begin update of program for 2014
- Begin Interviews for a clerk for the Dept.
- Update Applications and Information for Public

Director's Report—January 2014

We got a \$200 donation from Athens Generating on behalf of one of our patrons.

The iMac is here.

The heating/cooling system has weathered the last few weeks with little problem.

We processed 321 library cards in 2013

The Annual Report is due to MHLS by 2/19.

The 12-24-2013 MHLS Bulletin reports that the Pew Internet and American Life project has released its latest research on public libraries in American: How Americans Value Public Libraries in Their Communities. Some of those results:

95% of Americans 16 and older agree that the materials and resources available at public libraries play an important role in giving everyone a chance to succeed.

95% say that public libraries are important because they promote literacy and a love of reading.

94% say that having a public library improves the quality of life in a community.

There's plenty more and I have printed out a hard copy of the whole report if anyone would like to borrow it. There are some good talking points.

The report did reveal a need for increased communication in getting out the word on all that public libraries offer.

I have gathered samples of surveys for use with the five-year plan.

The Declaration for the Right to Libraries that has been sitting on the circ desk has so far been signed by 115 people.

Upcoming programs: beginning computer, polymer clay, memoir writing, yoga, energy savings, Sunday matinee, **calligraphy, and Chinese brush painting.**

We received notice that we will get \$1,750 from the GCCA for select programming.

I have submitted the first form for the 2014 e-rate. The finance committee has recommended that somebody on the Board take over the e-rate process. Any volunteers?

Cairo Police Department
Town Hall
P.O. Box 728
Cairo N.Y. 12413

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

e-mail Cairopd@mhccable.com
Cell (518)-965-5553

From: Sergeant Busch #110
Town of Cairo Police Department

To: Ted Banta
Town Board Members

Re: Report of activities-Month of January 1, 2013 thru December 31st, 2013

(A) Patrol mileage: Patrol 574-
575-
576-
577-
578-
Total Miles-

(B) Criminal Incidents
Non Criminal
Unclassified
Dog/Animal complaints 257

Total Complaints 1978

(C) Accident Investigations

(D) Parking Summons

(E) Arrests 111

(F) Vehicle and Traffic

Note 2013 finishes with 1,978 Incident reports

Cairo Police Department
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e-mail Cairopd@mhccable.com
Cell (518)-965-5553

From: Sergeant Busch #110
Town of Cairo Police Department

To: Ted Banta
Town Board Members

Re: Report of activities-Month of January 3rd, 2014 thru February 1st, 2014

(A) Patrol mileage: Patrol 574- 935
575- 1573
576- 1360
577- 0
578-251
Total Miles- 4119

(B) Criminal Incidents 55
Non Criminal 113
Unclassified 0
Dog/Animal complaints 19

Total Complaints 187

(C) Accident Investigations	7	Total
(D) Parking Summons	0	Issued
(E) Arrests	13	2 felony, 10 misdemeanor, 11 violation charges
(F) Vehicle and Traffic	39	Issued Summons

Note 2013 finishes with 1,978 Incident reports

Cairo Police Goals 2013

- Take advantage of more grant programs
- Get quotes for new patrol vehicle or vehicles with trade in vehicles
- Update and issue new department policy
- Update all police training that is required by DCJS
- Pin point and concentrate on problem areas within the Town
- Move the police department on to Rail Road Avenue



NORTH DOME OPERATIONS, INC.

18 Cedar Street, PO Box 303
Catskill, New York 12414

January 30, 2014

Ted Banta, Supervisor
Town of Cairo
PO Box 728
Cairo, New York 12413

Re: Sewer Dept. Monthly Report for December 2014

The following report cover's facility operations of the Waste Water Treatment Plant (WWTP) and collection system servicing the Town of Cairo.

WWTP

Flow, monthly average:

December, 2013 67,000gpd

January 2014

Biosolids:

December 2013 4000 gals sludge

January 2014 0

Compliance:

Compliance was met for December 2013.

Comments:

Wastewater Treatment Plant upgrade is almost complete. Delaware Engineering is working on a final Punch-List".

The Jerome Ave. pump station at the 23 overpass required repair work on the Bulk Head fittings. These fittings have been approaching failure for some time and finally, need to be addressed. These fittings keep the ground water out of the wet well chamber. Unfortunately, the only way to access the fittings is by excavating the wet well to expose these fittings. It was a big job and required coordination with the Town Highway Dept., Emmons Pump Service, Hunter Environmental and the Sewer Dept. This repair work has cut pump run time by more than half and corrected a major Inflow & Infiltration (I&I) point source.



Still need to firm up repair schedule with Milton Cat for damage sustained to generator that services the Snyder Lane pump station from hurricane Irene. FEMA working with B. Hempstead to resolve the Snyder La. Issue.

Collection System

PS-1, Cumberland Farms
All conditions normal

PS-2, Schindler's Garage

All conditions normal

PS-3, Snyder La

All conditions normal

Generator off line for repairs.

PS-4, 23 over-pass

All conditions normal

Replaced bulk-head fittings 1/9/2014

PS-5, Cairo Collision

All conditions normal.

PS-6, Jerome Rd

All conditions normal

PS-7, Dunkin Donuts

All conditions normal

Septic Tank(s)

106 Bross St, homeowner complaint of odor. Plumber found open sewer pipe in basement allowing sewer gas to enter the house. At owner's request, we dug up septic tank to inspect. Found tank to be in good shape and at normal level. It had been pumped 10/16/12.

36 Grove St., check valve assembly had fallen apart and clogged sewer lateral to the septic tank. Reset check valve assembly.

89 Birch St., sewer lateral doesn't have adequate pitch and solids settle out in the pipe before the septic tank. Inspected tank and scum blanket is 4-6" thick. Lateral pipe was clear and unobstructed. No record of tank having been pumped. Pumped tank.

29 Jerome Ave., E-1 pump failure. Also, might have an electrical issue from the main feed to the pump control panel. Will talk to Robert and see if we can get Rupert to check it out. Pump was replaced and all seems good.

Please call me with any concerns or questions,

Joe Myers, cell 528-8842



From the desk of
Town of Cairo Tax Collector

January 31, 2014

To: Supervisor Banta & the Cairo Town Board

Re: Tax Collector's Monthly Report

- The tax bills for the current year were received in the last week of December and were mailed out on January 1, 2014. I would like to thank Kathy and Maeve as well as Linda for their help and assistance in getting the bills mailed in a timely fashion. There were over 1100 requests for tax bills from banks and mortgage companies this year. These bills all needed to be pulled before the rest could be mailed and I appreciate Linda's help in accomplishing this time-consuming task.
- As you are aware, the Town of Cairo Tax Office is now able to receive on-line payments via credit card, debit card or e-check. The process is going well and some taxpayers have taken advantage of the service. I think it will take a while for people to realize they have this option.
- As required by law, I have been writing checks to the Town of Cairo on a weekly basis. As of January 31, 2014, the total warrant amount of \$3,766,568.29 has been paid to the town.
- Please refer to the attached collection summary for statistics related to the tax bill collection as of January 31, 2014.
- Please let me know if you have any questions or concerns regarding the Tax Office.

Respectfully submitted,

Susan Hilgendorff
Tax Collector



FROM THE DESK OF
Town of Cairo Tax Collector

2013 ANNUAL REPORT WITH PROSPECTUS

The year started off quite promising with Emily and I mailing the tax bills out in a timely fashion and getting down to business as in years past. As we all sadly remember, Emily passed away on January 25, 2013 and the tax office would never be quite the same.

As a fourth year Deputy Tax Collector, I fulfilled the duties of Collector for the remainder of the season with the help of a number of people. I would particularly like to thank Linda Kuever for stepping up to be the Deputy's Deputy! She filled the roll well and I couldn't have done it without her. I would also like to thank LouAnn Arp for her invaluable advice, assistance and mentoring. She was very helpful and went above and beyond to share her considerable knowledge and expertise.

The collection season went well and I am pleased to say that the Cairo Tax Collector's books reconciled to the penny with the county when the books were turned over in the beginning of August.

The fall of the year was spent in contact with BAS and Value Payment Systems, discussing and implementing the online payment option. This all went well and we were able to offer the online service to taxpayers at the beginning of the 2014 collection season.

Thanks to Robert Hempstead and his crew, the Tax Collector's office received a "face lift" with a new coat of paint and new carpeting. I rearranged the office a bit, but kept Emily's pictures as well as adding some beautiful photographs by local artist Paul Rapplelea. If you have not seen the office since the makeover, please stop in.

The 2014 bills were received from the county relatively early this year, and with the assistance of Linda, Kathy and Maeve, we were able to have them all in the mail by January 1, 2014.

In the year to come, I would like to set up and implement the receiving of tax payments from the large banks and mortgage companies via electronic files. This is a process that can be accomplished with the assistance of the BAS I-Tax System and through communication and co-ordination with the banks and mortgage companies. This would expedite the processing of the hundreds of bills paid through escrow accounts.

Another goal for the coming year is to have greater contact with the other tax collector's in Greene County. I was able to attend a BAS training session with Chris Kohrs from the Durham office and Jackie Parks from the Greenville office and it was most productive and informative. The sharing of knowledge, questions, and concerns was most helpful.

Please let me know if you have any questions, concerns or thoughts regarding the Tax Collector's office.

Respectfully Submitted,

Susan Hilgendorff
Tax Collector

Town of Cairo Town & County 2014

Collection Summary

Batches 1 thru 96

District:	Taxes Collected:	Penalty:	Surcharge:	Notice Fee:	Remaining Uncollected:
Town & County 2014	4165065.84	0.00	0.00	0.00	2531470.65
Totals:	4165065.84	0.00	0.00	0.00	2531470.65

Collection Statistics:

Number of Postings:	2921
Percentage Collected:	62%
Number of Adjustments:	0
Number of Voids:	17
Number of Returned Payments:	0
Number Refunded Duplicate Pmnts:	1
Notice Handling Fees Collected:	0.00
Received Via:	
On-Line:	21
Mail:	1218
Counter:	264
Bank Payment:	867
At BOGC:	538

Cash:	26330.87
Check:	4110858.51
Other:	29519.50
Total:	4166708.88
Minus Duplicate/Over Payments:	1643.04
	4165065.84
Taxes:	4165065.84
Penalty:	0.00
Surcharge:	0.00
Ret. Check Fees:	0.00
Notice Fees:	0.00
Total:	4165065.84
Minus Direct / Under Payments:	
0 Direct:	0.00
0 Under:	0.00
	4165065.84

Other Payment Type Breakout:

Credit Card:	1	1069.50
Online Payment:	21	24918.71
Cashiers check:	2	3531.29



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

TOWN OF CAIRO WATER & SEWER MONTHLY REPORT

January 2014

Water Department

Water billing was done and resolution submitted to Town Board.

I received three phone calls from customers that were previously billed as seasonal customers. They do not meet the regulations for seasonal customers. This was explained to the customers.

Received a call from John Chicoki asking for a new turn off valve to be installed at his location. Spoke with Dave about this and he said he would work on this in the spring as the ground is frozen and he will not be able to dig.

New owners for the Winners Circle took over in January. They asked for a new outside meter to be installed as theirs was hanging. Dave install new meter.

I have also been working with Williamson Law Book in regards to the new billing program. They are almost done with the new reports that I asked for. I received a copy of the new reports but made a few changes to them.

Received a call from the owner at 104 Jerome Ave stating the fire hydrant was leaking. Highway Superintendent Robert Hempstead went and checked this out and fixed the leak.

Received a call from owner of 80 Jerome Ave that they had a water leak. Highway Superintendent Robert Hempstead went and checked this out. The leak was after the meter and the homeowner is responsible for the leak.

Received a call from the tenant at 12 Mountain Ave that they have no water and the meter is not working. Dave and I went out to look at the situation and found that the heating tape inside was unplugged. We called the owner to see if there was a reason the heating tape was unplugged and he said it has been unplugged because the winters have been so mild. We plugged it in and advised the owner to stop in and check on it.

- I will continue on working with Williamson Law Book to get the billing program straightened out.

Sewer Department

Received several calls regarding septic problem:

591 Main Street complained of septic smell. I advised the customer to contact a plumber first and if it turns out to be the septic tank to call me back.

48 Lake Mills Road had sewage coming up out of the ground. I called Joe Myers who went over immediately to check out the situation. He found that there was a clog the house & the septic tank.

106 Bross St. owner smelled sewage in the house. I asked her to call a plumber and she refused. I called Joe Myers to have him check it out. He found no problem and explained this to the owner. She called back a few days later with the same complaint and Joe, Steven Rumph & myself had gone over. She tells us she had a plumber come and the plumber said her tank needed to be pumped. Joe & Steven dug up the septic and found it did not need to be pumped.

29 Jerome Ave complained about a Septic problem. Called Joe Myers and he went and investigated the situation and found that the pump was shot. New pumped installed the following week. Received second call from owner saying the alarm was going off again. Joe Myers went and check on the situation and found no alarm going off and advised the tenant not to reset the braker.

89 Birch St. called with Septic problem. I had Joe Myers check out the situation and he found that the scum blanket needed to be pumped.

29 Jerome Ave, 89 Birch, and 571 Main St were pumped out this month.

Pump station at 23 Overpass had the Bulk Head fittings replaced and pump station is at 100%. The Highway Department helped out with the work.

- Update the Septic pump out logbook

Debbie Litchko



Robert F. Hempstead
Town of Cairo Highway Superintendent

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

highwaysuper@townofcairo.com

Highway Report

February 3, 2014



Paving the way for Cairo's Future!

1. Snow and ice maintenance ongoing.
2. Road sand/stone dust and salt is being mixed and stockpiled.
3. New pole barn construction ongoing.
4. Lake Avenue acquisition research ongoing. Spoke with Hannaford/Bast Hatfield representatives numerous times. The next step is for the Town Board to hire an engineer.
5. The new John Deere mower for the Town Park was delivered.
6. The two new highway trucks are scheduled to be delivered this week.
7. Hired sheet rock taper/finisher for the Town Hall renovations.

8. Pricing phone systems for the new offices.
9. Crews are out cold patching as weather permits.
10. Repairs continuing on snow/ice removal equipment.
11. The John Deere boom flail tractor cutting roadside brush.
12. Highway employees performed repairs/water turn ons and turns offs with the water department.
13. Installed a new furnace at highway garage.
14. Assigned designated parking at Town Hall for courts/elected officials/employees with appropriate installed signage.
15. Garbage pickup continues daily.
16. Installed dish washer at Acra Community Center.
17. Repaired tables in courtroom.
18. Working with Central Hudson for new electric pole installations along town right of way on McClaren Road.
19. 2013 bottle redemption total \$789.70. 2014 bottle redemption total to date is \$237.70. Total to date is \$1027.40.
20. Researching electronic security locks for the ambulance building.
21. Pricing carpet cleaning services for new library and Town Hall.
22. Highway garage interior has been cleaned and painted.
23. Town Hall renovations ongoing.
24. Replaced access doors at the dog shelter.
25. Sign maintenance ongoing.
26. Addressed icing issues with Main Street owner.
27. Meeting with engineer this week on the large FEMA projects.
28. Tree clean up from wind damage.
29. Cross training part time/seasonal employees on all equipment.
30. Highway crew repaired substantial leak at the Jerome Avenue pump station for the sewer department.
31. The five Main Street holiday lanterns have been taken down.
32. New locks installed at the police building.



TOWN OF CAIRO SUPERVISOR'S REPORT

February 3, 2014 @ 6PM

Location: Town Hall of Cairo, Meeting Room

Notification of Meeting:

- Town Clerk's Board
- Town Hall
- Outdoor Bulletin Board
- Town Website
- Daily Mail
- Town Email from Clerk

Monthly Financial Report: December 2013 will be provided at the Monthly meeting on February 3rd

Zoning:

- Zoning Meetings 2013:

- January 8th @ 4pm, January 15th @ 3:30pm, January 28th @ 4pm
- February 4th @ 4pm, February 15th @ 3pm, February 26th @ 10am
- March 15th @ 9am, March 26th @ 4pm
- April 8th @ 4pm, April 15th @ 3:30pm, April 22nd @ 3:30pm, April 29th @ 3:30pm
- May 6th @ 3:30pm, May 13th @ 3:30pm, May 22nd @ 3:30pm, May 31st @ 3:30pm
- June 18th @ 4pm, June 25th @ 4pm (completed review of classification chart)
- July 8th & 15th @ 4pm, next meeting July 25th @ 3:30pm
- August 12th @ 3:30pm

[February 28th, March 19th, & July 22nd meetings were cancelled]

*Completed review of the text on 5/13; reviewed zones on 5/22

*Final review completed on 8/12

Public Hearing held September 25th from 5pm to 7pm

Greene County Approved the Proposed Zoning Law with recommendations

- Documents posted on website:
 - Proposed Zoning Law & Revised Drafts
 - Proposed Zoning Map
 - Feedback Form
 - Other applicable documents & information
- Final Process:
 - Hired John Lyons-Attorney & Zoning Moderator to evaluate proposed errors/contradictions/discrepancies.
 - Town Board to meet with Town Counsel and John Lyons to discuss any discrepancies, review property owner requests, and apply any changes to the Zoning Law.

- Additional Zoning Reviews: 11/11 @ 4pm, 11/25 @ 3:30pm, 12/2 @ 4pm, 12/17 @ 5pm-cancelled because of inclement weather, 1/14 & 1/28 at 4pm
- Next Zoning Reviews/Workshops: 2/11 & 2/25 @ 4pm

Employee Meetings 2013:

- January 23rd, March 27th, April 24th (Employee Luncheon), May 29th, June 27th @ 10:30am
- October 8th @ 11am, Apple Pie/Cider/Hot Chocolate: October 23rd @ 1pm
- November 21st @ 11am, November 25th @ 11am-Healthcare Orientation
- Holiday luncheon held for employees & volunteers December 12th at noon
- 1st employee meeting of 2014 held on January 29th @ 10am
 - See Staff/Personnel page on the Town of Cairo website for meeting agendas & info
- Employees of the Month:
 - July & August 2013: no one named
 - September 2013: Rick Busch & Dan Benoit
 - October 2013: no one named
 - November 2013: Reay Mahler
 - December 2013: Sean Clevensline

Parks:

- Gazebo project:
 - Wood to be donated by B&B Forest Products
 - Metzger will donate labor and resources to cut the wood
 - Town personnel will build the gazebo
 - \$750 donated by GNH-the Gazebo Plans
 - Identified site for Gazebo
- 2nd Annual Town Picnic:
 - May 3rd
 - Gazebo dedication
 - Little League Opening Day

Office Renovation:

- Making progress
 - Taping & spackling to commence
 - Director & I discussing centralized phone systems

Annex Building Renovation:

- Received final draft from engineer.
- Will review final plans & commence renovation after the old library renovation

Sidewalk Initiative:

- Seeking funding & support for sidewalks down Main Street
- Potential Grant or Funding Source is Central Hudson
- Will contact County Planning to seek assistance for pre-design or design phase
- Meetings on 12/13/13 & 1/24/14 with County and Central Hudson

Well supply/drilling:

- Next step is step is to seek water on County property
 - Will seek permission
- Delaware Engineering is evaluating Ground Water maps

Labor Negotiations:

- Ambulance Department negotiations in progress:

- Town must consider agreement & ratify accordingly
- Highway Department Labor Discussion by the Town Board on 2/3 @ 11:30am
- Police Department Labor Negotiations should begin soon

Animal Control:

- Tour on January 15th
 - Visited Coeymans site, Water & Sewer Dept, & Flora & Fauna

Employee Evaluations:

- December & January-due by end of January 2014
- Should include paid committee employees

Attended Eagle Scout Ceremony:

- Brandon Auger
- January 11, 2014

Cairo PD/PBA Computer Donation:

- Initiated by Officer Clevenstine
- For groups such as: charitable organizations, underprivileged citizens, volunteer departments, etc
- For requests, submit letter to the Cairo PD, contact Rick Busch to facilitate

Town Board Reports for Respective Departments:

- Please communicate your respective reports

Cairo Historical Society:

- Land conveyance finalized

Volunteer of the Year 2013:

- Candidate identified

TOWN OF CAIRO

February 3, 2014

RESOLUTION NO. _____

“Receipt of Monthly Supervisor’s Report”

Councilperson _____ offered the following resolution and moved its adoption:

WHEREAS, it has been recommended by the NYS Comptroller’s Office in the Town of Cairo Report of Examination 2008M-175, that the Supervisor should present a Monthly Report to the 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, 2013.

SECONDED BY COUNCILPERSON _____

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

AYE _____ NAY _____ ABSENT _____ CARRIED _____ DEFEATED _____

TOWN OF CAIRO

February 3, 2013

RESOLUTION NO. _____

**“Accepting Water Billing
Dated January 1, 2013”**

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 accepts the Water Billing as presented from the Water Clerk in the amount of \$44,858.53 dated January 1, 2013.

SECONDED BY COUNCILPERSON _____

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

AYE _____ NAY _____ ABSENT _____ CARRIED _____ DEFEATED _____

TOWN OF CAIRO

February 3, 2014

RESOLUTION NO. _____

“APPOINT WILLIAM A. CARR, JR. AS PEACE OFFICER”

Councilperson _____ offered the following resolution
and moved its adoption:

Whereas, William Carr, Town Supervisor for the Town of Durham has
requested that the Town of Cairo, in an inter-municipal cooperative effort,
appoint William A. Carr, Jr. as a peace officer, at no cost to the Town of Cairo;
therefore,

Be it Resolved, that the Town of Cairo hereby appoints William A. Carr, Jr. as
a peace officer.

SECONDED BY COUNCILPERSON _____

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

AYE _____ NAY _____ ABSENT _____ CARRIED _____ DEFEATED _____

TOWN OF CAIRO

February 3, 2014

RESOLUTION NO. _____

“Appoint Chairperson & Acting Chair to the Board of Appeals”

Councilperson _____ offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Tom Baldwin as Chair-person to the Board of Appeals to be paid according to the Chairperson rate.

AND WHEREAS, George Keinmeier was the Acting Chair for the Board of Appeals in the Chairperson’s absence in 2013; therefore,

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint George Kleinmeier as the acting chair in the absence of the Chair-Tom Baldwin to be paid according to the Chairperson rate.

SECONDED BY COUNCILPERSON _____

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

AYE _____ NAY _____ ABSENT _____ CARRIED _____ DEFEATED _____

TOWN OF CAIRO

January 6, 2014

RESOLUTION NO. _____

“Authorize Town Supervisor to Sign Williamson Law Book Company
Software License Agreement”

Councilperson_____offered the following resolution and moved its adoption:

WHEREAS, the Town Board authorized the Water & Sewer Department to update & purchase a Water/Sewer Software Program on October 9, 2013-resolution no. 223-13

AND WHEREAS, an Annual Support Contract is necessary to provide Software Support coverage; therefore,

BE IT RESOLVED, that the Town Board of the Town of Cairo hereby acknowledges that the Supervisor signed the 2013 Annual Software Support Contract & License Agreement.

SECONDED BY COUNCILPERSON_____

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

AYE _____ NAY _____ ABSENT _____ CARRIED _____ DEFEATED _____

Williamson Law Book Company Software License Agreement

SOFTWARE PRODUCT LICENSE

The SOFTWARE PRODUCT is protected by copyright laws, as well as other intellectual property laws. The Software Product is licensed, not sold.

1. GRANT OF LICENSE:

You may copy the SOFTWARE PRODUCT into the local memory or storage device of the computer designated by the end using entity. You may copy the SOFTWARE PRODUCT onto a local area network server for the sole purpose of distributing the SOFTWARE PRODUCT to other computers on the local area network for use by the designated end using entity. You may make archival or back-up copies of the SOFTWARE PRODUCT.

2. COPYRIGHT:

The SOFTWARE PRODUCT is owned by Williamson Law Book Company and is protected by copyright laws. Your use of the SOFTWARE PRODUCT and the associated documentation is subject to the applicable copyright laws and the expressed rights and restrictions of this agreement.

3. RESTRICTIONS:

You may not rent, lease or otherwise transfer the SOFTWARE PRODUCT except as authorized in this License agreement or by written approval from Williamson Law Book Company. You may not remove any copyright, trademark, or other proprietary notices from the SOFTWARE PRODUCT or the media. You may not reverse engineer, decompile, or disassemble the SOFTWARE PRODUCT, except to the extent that Williamson Law Book Company cannot prohibit such acts by law.

4. LIMITED WARRANTY:

Williamson Law Book Company warrants that the SOFTWARE PRODUCT will perform substantially as described in the documentation accompanying the SOFTWARE PRODUCT for a period of ninety (90) days from delivery. Any implied warranties of merchantability or fitness for a particular purpose are limited to ninety (90) days .

5. EXCLUSIVE REMEDY:

Williamson Law Book Company's entire liability and your exclusive remedy for a SOFTWARE PRODUCT which does not conform to Williamson Law Book Company's Limited Warranty shall be, at Williamson Law Book Company's option, either (1) repair or replacement of the non-conforming SOFTWARE PRODUCT, or (2) refund of your purchase price. This warranty and remedy are subject to your notifying and returning the non-conforming SOFTWARE PRODUCT during the warranty period to Williamson Law Book Company.

6. DISCLAIMER OF WARRANTIES:

The above warranties are your exclusive warranties and no other warranty, expressed or implied, will apply. Williamson Law Book Company does not warrant that the operation of the SOFTWARE PRODUCT will be uninterrupted or error free.

7. ALLOCATION OF LIABILITY:

Williamson Law Book Company's total liability to you for any cause whatsoever shall be limited to the purchase price you paid for the product. This limitation will apply regardless to the form of the action, whether in contract or tort, including without limitation negligence.

In no event will Williamson Law Book Company be liable for any damages resulting from loss of data or use, lost profits, or any incidental or consequential damages.

8. U.S. GOVERNMENT RESTRICTED RIGHTS:

The SOFTWARE PRODUCT and documentation are provided with 'RESTRICTED RIGHTS.' Use, duplication, or disclosure by the U.S. Government is subject to restrictions as set forth in subparagraph (c)(1)(ii) of DFARS 252.227-7013, or FAR 52.227-19 or in FAR 52.227-14 Alt.III, if applicable. Contractor / manufacturer is Williamson Law Book Company.

9. GENERAL:

This Agreement is governed by and is to be construed under the laws of the State of New York. Any action(s) brought to enforce any agreements relating to the SOFTWARE PRODUCT, must be brought in the Supreme Court of New York State in Ontario County, New York. Williamson Law Book Company may terminate any license granted if you breach any license term. Upon termination you will destroy all copies of the SOFTWARE PRODUCT.

Software Program: Water / Sewer Billing

Accepted for the Town of Cairo

by: _____

Title: _____

Date: _____

*****Please sign and return to Williamson Law Book Company*****

Williamson Law Book Company

790 Canning Parkway

Victor, New York 14564

November 20, 2013

Town of Cairo
512 Main St
Cairo NY 12413

ANNUAL SOFTWARE SUPPORT CONTRACT

Enclosed is an invoice renewing your Software Support coverage for the following program:

Water / Sewer Billing

This agreement between Williamson Law Book Company (WLB) and the Town of Cairo (referred to as "customer") will provide ongoing software support and maintenance to the customer as described herein.

Williamson Law Book Company (WLB) agrees to provide the customer with:

- Support: WLB will provide support to assist in using the software. Support will be provided by internet, phone or fax during normal business hours.
- Notice of all program enhancements and their benefits.
- All state mandated changes at no extra charge. (excluding any training required by the customer)

The customer agrees to:

- Maintain hardware in proper working condition.
- Make continued efforts to work with and properly use WLB software.
- Train new personnel in the event of employee turnover. (Additional training may be purchased from WLB.)

Charges for the Software Support Contract shall be \$600.00 as specified on the enclosed invoice.

*****Please sign and return one copy of this contract with your payment.*****

Thank you,

SIGNED:



Williamson Law Book Company

Accepted for the Town of Cairo

by: _____ Title: _____ Date: _____

TOWN OF CAIRO

February 3, 2014

RESOLUTION NO. _____

“Justice Clerk 2”

Councilperson_____offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby hire Victoria Smith as Justice Clerk 2 at the current starting rate of \$10.75 per hour not to exceed 30 hours weekly.

SECONDED BY COUNCILPERSON_____

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

AYE _____ NAY _____ ABSENT _____ CARRIED _____ DEFEATED _____

TOWN OF CAIRO

February 3, 2014

RESOLUTION NO. _____

“Payment of Bills on Abstract #302”

Councilperson _____ offered the following resolution and moved its adoption:

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

RESOLVED, the Town Board does hereby authorize that Abstract #302, consisting of 2014 Vouchers #1025 through #1122 in the amount of \$877,582.06 is approved for payment.

The total amount to be paid from the:

General Fund -	\$674,498.31	Street Lighting -	
Highway Fund -	\$75,507.91	Sewer Fund -	\$12,877.15
Cap. Library Fund -		Water Fund -	\$1,042.41
Cap. Sewer Fund -		Trust & Agency –	38.28
Hydrant Fund –	\$7,500.00	Special Fire -	\$106,118.00

SECONDED BY COUNCILPERSON _____

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

AYE _____ NAY _____ ABSENT _____ CARRIED _____ DEFEATED _____



Climate Smart Communities – Capital Region Custom Service Strategy for Cairo, NY

Solar Farm at Former Cairo Quarry January 2014

Prepared for Town of Cairo, New York

Ted Banta, Town Supervisor, Town of Cairo
Doug Ostrander, Deputy Town Supervisor, Town of Cairo
Ewald Schwarzenegger, Volunteer

Climate Smart Communities – Capital Region

Kari Hewitt, Sustainability Planner, VHB
Todd Fabozzi, CDRPC

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Climate Smart Communities – Capital Region Custom Service Strategy for Cairo, NY

Introduction to Climate Smart Communities Program and Custom Service Strategy

The Climate Smart Communities (CSC) program is a New York State initiative to help local communities reduce greenhouse gas (GHG) emissions, prepare for effects of climate change and save taxpayers money. The program is designed to address 10 focus areas, or “pledge elements,” outlined in the CSC Pledge. The Town of Cairo adopted the CSC Pledge in 2009. In 2012, the CSC Regional Coordinator Pilot program was created by the New York State Energy Research and Development Authority (NYSERDA) to offer technical assistance to communities like Cairo that have adopted the CSC Pledge. In the Capital Region, NYSERDA chose the Capital District Regional Planning Commission (CDRPC) to provide this support. On July 24, 2013 an In-Person Consultation was held with CDRPC and its consultant, VHB Engineering Surveying and Landscape Architecture, P.C. (VHB) to discuss their needs and identify where technical assistance can be provided to assist them in achieving the pledge elements. As a result of this consultation, it was determined that a strong area for potential climate action is to pursue development of a solar farm on Town property that can power all municipal facilities. This support will also help to address *CSC Pledge Element #4: Encourage Renewable Energy for Local Government Operations*.

Installing renewable energy systems, such as solar power systems, is an important way for local governments to reduce the use of fossil fuels and resulting greenhouse gas emissions, as well as decrease municipal energy costs. There are a variety of financing structures available to communities to install solar power systems on municipal property. The best option for financing the system will depend on the resources and priorities of the municipality in the short and long term. As part of the technical assistance under the CSC Regional Coordinator Program, this Custom Service Strategy outlines several financing opportunities to help the Town decide which option will work best for its needs, and provides guidance on next steps to develop a solar farm on Town property.

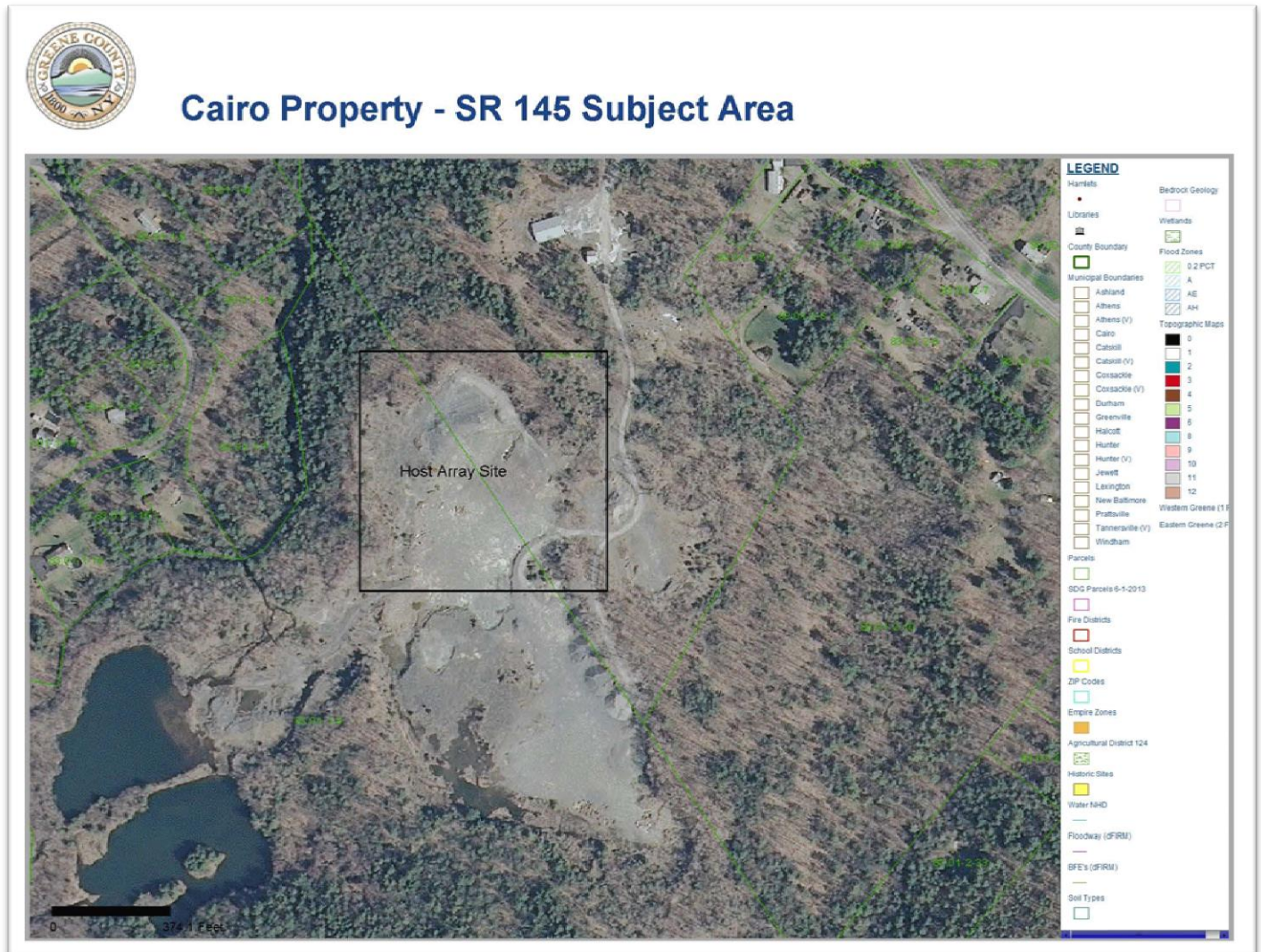
Background

The Town of Cairo is interested in developing a solar photovoltaic (PV) installation that will generate enough electricity to power all municipal facilities. Cairo is considering development of a solar farm on a Town-owned property at a former quarry off of Route 145 (see Figure 1). There are no buildings on site, so the project would be a ground-mounted solar installation. While the Town has already reached out to its utility, Central Hudson Gas & Electric, as well as a potential solar developer, they needed a clearer understanding of the process for pursuing the solar farm development, including what options are available for financing the project. The Town has identified a desire to utilize this solar installation for powering all of its municipal facilities, but needed to assess what size system and type of connection would be required in order to achieve that goal.



Climate Smart Communities – Capital Region Custom Service Strategy for Cairo, NY

Figure 1: Solar Farm Site Option on Route 145



Source: Town of Hunter, August 2013

Getting Started

Within New York State almost all locations get enough sun to successfully use solar energy, but some are better than others. The seasonal path of the sun across the sky and nearby obstacles (trees, steep inclines, buildings, etc.) can compromise the intensity of sunlight available for electricity production. Site evaluations will reduce uncertainty and help to estimate the amount of electricity a site can produce. Once the capacity of a potential solar installation has been determined, funding opportunities can be identified based on the amount of electricity generated. Selecting a site location and evaluating the system size are important first steps in determining the feasibility and overall benefits of a solar installation.



Climate Smart Communities – Capital Region Custom Service Strategy for Cairo, NY

Site Details

The Town has already taken an important first step in identifying a municipally-owned site location. Before moving forward, it is essential for the Town to complete a formal site assessment to ensure the site capacity for solar energy generation, potential for grid connection, assess possible site contamination, proximity to wetlands or important habitats, and maintenance access points. To begin this process, Cairo should consider using the [Town of Hunter Checklist for Feasibility of Installing a Solar Photovoltaic System on the Closed Landfill](#) tool (Figure 2 and included as a Resource with this strategy). This resource, developed under the Climate Smart Communities program, will guide the community through all of the important site details that should be considered when selecting a site location for a solar PV installation.

Figure 2: Town of Hunter Checklist for Feasibility of Installing a Solar Photovoltaic System

Town of Hunter Checklist for Feasibility of Installing a Solar Photovoltaic System on the Closed Landfill							
<p>This checklist has been created specifically for the Town of Hunter, NY to determine the viability of its current closed landfill to support a solar photovoltaic (PV) system. The checklist was designed as a screening tool to determine if the closed landfill site has the potential to be a favorable location for the installation of a PV system. It is not intended to take the place of a professional consultant or engineer to determine the feasibility of the site, but to determine if engaging a consultant is worthwhile. It is expected that this checklist will be reviewed by an individual with substantial knowledge of the landfill and a general understanding of how PV systems work. This checklist has been created for the Town of Hunter, NY, but is applicable throughout New York State.</p> <p>To use this checklist: Begin in Section 1. Review the questions and respond Yes or No accordingly. Your responses will dictate which question to go to next; either specifically (i.e., continue to question 1.2), or just move to the next question. If any of the yellow highlighted boxes are not checked, the Town might want to reconsider the project. If they are, consider moving forward with engaging a NYSEDA approved contractor (see resource list below). Where the answers to the questions were known for the Town of Hunter, the appropriate box has been checked by the Climate Smart Communities Regional Coordinator.</p>							
<p>Section 1: Feasibility Assessment Purpose: Determine whether the landfill is a suitable place for a PV system.</p>							
			<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </tbody> </table>	Yes	No	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Yes	No						
<input checked="" type="checkbox"/>	<input type="checkbox"/>						
1.1	Is there adequate solar resource potential?						
	If located in New York State, select Yes and move on to question 1.2. Otherwise, follow instructions below.						
Note:	Visit the website below to determine the Town's approximate solar potential based on its general location in its state.						
	http://www.nrel.gov/gis/solar.html						
	Under "types of maps" and "U.S. Solar Resource Maps" click on one of the "photovoltaic" maps.						
	If the solar potential is greater than 3.5 kWh/m2/day, continue to question 1.2.						
	If the solar resource is lower than 3.5 kWh/m2/day, then a PV system may not be viable at this location.						
1.2	Will the PV system be connected to the utility electrical grid?	<input type="checkbox"/>	<input type="checkbox"/>				
Note:	A system can be grid-connected (connected to the utility electrical grid), or it can work independent from a utility's electricity distribution system (off-grid).						
	If "Yes" continue to question 1.3.						
	If "No", continue to question 1.4.						
1.3	Is the project area located less than 1/2 mile from a transmission or distribution line?	<input type="checkbox"/>	<input type="checkbox"/>				

Source: CDRPC as part of the Town of Hunter's CSC Custom Service Strategy. June 2013



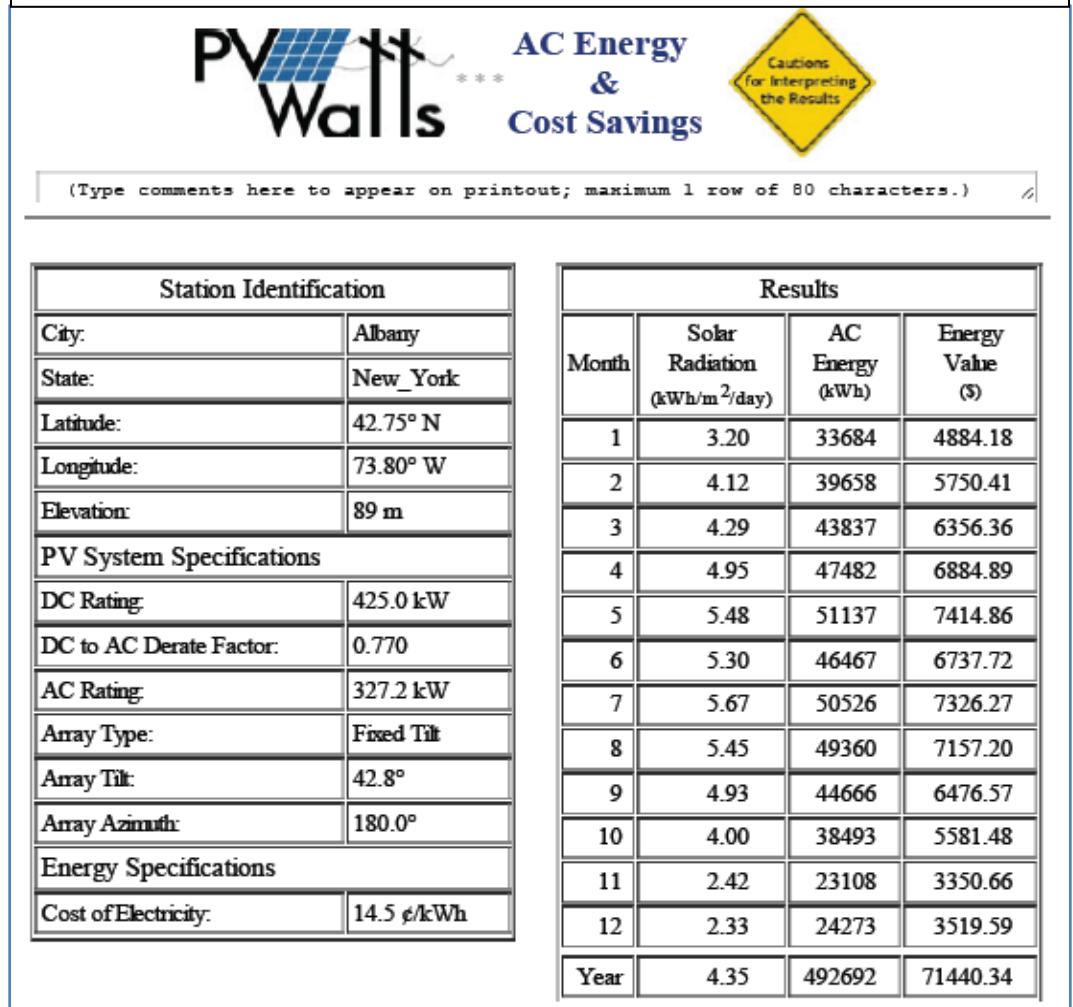
Climate Smart Communities – Capital Region Custom Service Strategy for Cairo, NY

System Size

A key goal for the Town in developing this solar farm is to power all of its municipal facilities, so it will be necessary to assess how large a system will be required to meet that energy demand. In order to better understand the capacity requirements for this solar PV system and, therefore, the financing and logistical requirements for developing the project, VHB reviewed the Town's 2012 electricity consumption ([Appendix A](#)). The Town receives its electricity through Central Hudson Gas & Electric. VHB summarized the electricity consumption in kilowatt hours (kWh) and costs, which totaled 486,933 kWh and \$47,432 in 2012. According to the Town's 2012 electricity consumption ([Appendix A](#)), the Town uses disparate amounts of electricity to power their wastewater treatment plant, water pumps, public street light operations and municipal buildings. Utilizing the National Renewable Energy Laboratory's (NREL) PV Watts Calculator Version 1 (Figure 3), VHB estimated that the solar farm would need to have a capacity of at least 425 kW direct current. According to the calculator, a 425 kW direct current system (327 kW AC¹) would generate more than 492,000 kWh annually at a location in the Capital Region of New York.²

Although the calculator indicates that a system size of 425 kW direct current will generate enough power to meet the Town's current electricity needs, there are a number of factors that can influence system performance. Therefore, for the purposes of this strategy, VHB is

Figure 3: System Size Estimates Using PV Watts Calculator
Source: [PVWatts™ Grid Data Calculator \(Version 2\)](#)



¹ PV system capacity is typically provided as an alternating current or direct current rating. PV Watts Calculator Version 1 uses a direct current to alternating current derate factor of 0.770 to convert between the two ratings.

² National Renewable Energy Laboratory. PV Watts Calculator, Version 1.

http://www.nrel.gov/rredc/pvwatts/site_specific.html Accessed 12/20/2013.



Climate Smart Communities – Capital Region Custom Service Strategy for Cairo, NY

recommending that a larger PV system size of 500 kW DIRECT CURRENT (385 AC) be considered initially.³ The larger system size will also accommodate any increase in electricity demand from Town operations. The Town will, of course, want to consult with a selected solar PV developer for determining exact system size requirements and feasibility.

Remote Net Metering

In order for the PV system to generate electricity that will power the Town's facilities and also qualify for incentive programs, the system will need to be grid-connected and also operate through Remote Net Metering. Net Metering refers to a billing method through which the customer receives a bill for net electricity, or the total amount of electricity consumed minus the total electricity generated. If excess electricity is generated by the PV system and exported to the grid, the customer receives credit. In June 2011, the State of New York expanded its Net Metering policies to allow Remote Net Metering so that "the electricity generated [can] be distributed among many utility accounts. Utilities must now allow farm and non-residential customers the ability to apply the excess Net Metering credits they earn under Net Metering to other accounts they own."⁴ Remote Net Metering is allowed for non-residential systems up to 2 MW in size. Cairo's system will be well within the limits of this allowance. Remote Net Metering will be essential for the Town to utilize energy generated by a system on the old quarry property for offsetting energy consumption of all Town accounts, which would otherwise be provided by Central Hudson Gas & Electric, with electric power generated from a variety of sources, including approximately 43 percent from non-fossil fuel based sources.⁵

Financing Options for Ground-Mounted Solar PV Systems

Purchasing a solar PV System often requires upfront installation and equipment costs, but the cost of solar PV systems has declined considerably over the last few years and local governments are taking advantage of the available financing options for solar PV installations. Tax-exempt bonds have been a traditional financing mechanism for capital improvement projects but power purchase agreements and performance contracting are becoming increasingly attractive financing mechanisms for renewable energy projects in New York State. The benefits, challenges and implementation measures are described for each of the following financing options:

- **Option A: Tax Exempt Bonds**
- **Option B: Power Purchase Agreement**
- **Option C: Performance Contracting**

³ PV Watts Calculator Version 1 provides "Cautions for Interpreting Results" of the calculator:

<http://rredc.nrel.gov/solar/calculators/pvwatts/interp.html>

⁴ NYSERDA, "Net Metering and Remote Net Metering," <http://www.nyseda.ny.gov/Energy-Efficiency-and-Renewable-Programs/Renewables/Net-Metering-Interconnection.aspx> Accessed 12/22/13.

⁵ New York State Department of Public Service. "Fuel Sources and Air Emission to Generate Your Electricity for Central Hudson Gas & Electric." 2011.

[http://www3.dps.ny.gov/e/energylabelfnsf/Web+Enviromental+Labels/00740238091911F385257C0000628E5C/\\$File/CENHUD.PDF?OpenElement](http://www3.dps.ny.gov/e/energylabelfnsf/Web+Enviromental+Labels/00740238091911F385257C0000628E5C/$File/CENHUD.PDF?OpenElement)



Climate Smart Communities – Capital Region Custom Service Strategy for Cairo, NY

Option A: Tax Exempt Bonds

The Town has indicated a preference for owning the solar PV system that would be installed at the quarry. One option for financing a system that will be owned and maintained by the Town is to issue a tax-exempt bond. Tax-exempt bonds issued by local governments are either general obligation bonds or revenue-backed bonds. General obligation bonds, which are more commonly issued for these purposes, provide upfront capital needed to complete the solar PV project.

Benefits

The benefits of this option are that the Town would be the owner of the solar farm and would be eligible for incentives from NYSERDA and/or the utility. The Town would have complete control over the system design and operation. Public debt is a cheap way to finance the project, though may not be supported politically. The Town would also have complete control over the renewable energy attributes generated by the project. In other words, it would have the authority to decide how the renewable energy is used and work directly with the utility to define the terms of its Remote Net Metering, such as percentages of excess energy to be applied to the various accounts.

Challenges

Gaining voter approval for a bond issuance is not guaranteed and requires initial approval from the Town's Finance Committee to be put on the ballot. This approach can be time consuming and would benefit from a public education campaign. There are also typically restrictions around the amount of debt that can be incurred for such purposes. The solar PV project could be bundled with other Town projects into one bond issuance, if necessary, to achieve the minimum value for a bond issuance. The rules and regulations in New York State regarding bond issuance are well-detailed in "[Bond Basics for Towns, Villages, and Cities in New York State](#)".

A final challenge for this option is that if the Town has ownership of the solar farm, it will be responsible for the management of the project from beginning to end and will be responsible for ongoing maintenance of the installation. This will likely require significant in-house labor and expertise or will require the Town to hire a third party entity to help manage the project and/or maintenance activities.

Implementation

Should the Town of Cairo decide to proceed with a tax exempt bond, it will need to:

1. Develop a Request for Proposals (RFP)
 - a. Tips for developing a solicitation or RFP for a solar developer are available in Chapter 7.2 of the U.S. Department of Energy's [Solar Powering Your Community: A Guide for Local Governments \(2011\)](#)
2. Select the solar PV system developer, which may require the approval of the Town Board.
3. Conduct a formal site assessment of the former quarry site (see [Town of Hunter checklist](#) in the Resources section to get started).
4. Confirm solar PV system sizing requirements.
5. Determine project scope and costs, including capital costs, state and/or utility incentives, ongoing costs, anticipated savings, and portion of costs needed to be covered through bond issuance.



Climate Smart Communities – Capital Region Custom Service Strategy for Cairo, NY

6. Work with a third-party financial team to develop the bond details and documentation.
7. Develop a bond resolution, including details on project benefits and financing plan.
8. Educate and get approval from the Town Finance Committee.
9. Educate the public on the economic and environmental benefits of the solar PV installation.
10. Initiate process to get appropriate permits and approvals from New York State, including, but not limited to SEQRA approvals. Additional resources on solar permitting can be found at:
<http://www.cuny.edu/about/resources/sustainability/nyssolar/NYSolarSmartPermitWorkshops.html>
11. Work with the solar developer to apply for interconnection and Remote Net Metering through Central Hudson Gas & Electric.

Option B: Third Party Financing through a Power Purchase Agreement

While the Town has indicated a preference for direct ownership of the solar farm, another option to consider is a third-party ownership model. Under this model, the Town would host a solar PV system on its property and purchase the electricity from a third-party solar developer who would own and operate the system. The Town would enter into a Power Purchase Agreement (PPA) with the developer to purchase the electricity generated at a set rate that is either fixed for the life of the project or set to increase slowly over the life of the agreement at a pre-determined rate (typically 2-5%). For a pre-determined option, the rate(s) would be set to be competitive with the Town's existing and projected electricity rates. The developer would cover all up-front capital costs and provide ongoing maintenance of the system. Please see the case study in the call-out box for an example of a PPA in Clarkstown, New York.

Benefits

There are numerous benefits to this option for the Town. First of all, the Town is able to take advantage of state and federal tax incentives for which it would not otherwise be eligible for as a local government. Since the developer would qualify for the incentives, those savings can be passed through to the Town due to the lowering of the overall project costs. Moreover, there would be limited up-front costs to the Town because the developer

Case Study:

The City of Clarkston, NY

System Size: 2.5 MW
8,000 solar panels

Location: West Nyack Landfill
(closed landfill site)

The Town of Clarkstown financed a 2.5 MW solar farm on a former landfill site utilizing a PPA with solar developer, OnForce. OnForce will own and operate the facility and the Town will purchase 100% of electricity generated by the system for a period of 20 years.

The agreement includes a stipulation that the Town will receive a \$100,000 payment for project expenses incurred. The Town has had to cover expenses for a feasibility study, NYSDEC permitting fees, and applications for grid interconnection and remote Net Metering through its utility, Orange & Rockland.



Climate Smart Communities – Capital Region Custom Service Strategy for Cairo, NY

would be responsible for the upfront capital costs of the equipment and installation. There is also more stability with regard to electricity prices because the Town would know exactly how much it would be paying for electricity as outlined in the PPA. Lastly, the Town has no ongoing maintenance responsibilities for the system. The developer bears all risk associated with owning and operating the system. Depending on the terms of the agreement, the Town could also negotiate for the option to purchase the system after a set period of time at a much lower cost than if it was acquired new in the first year.

Challenges

One of the drawbacks to a PPA is that the Town has very limited control over the design and operation of the installation. Because the Town has indicated a desire to own the system, this could be a drawback to this option. However, if there are specific design or operational features or other stipulations that the Town would like to see, this can be negotiated within the terms of the PPA. This can, however, lead to increased negotiating time and transaction costs associated with finalizing the terms of the PPA.⁶

Implementation

Should the Town of Cairo decide to pursue a PPA, it will need to:

1. Develop a Request for Proposals (RFP)
 - a. Tips for developing a solicitation or RFP for a solar developer are available in Chapter 7.2 of the U.S. Department of Energy's [Solar Powering Your Community: A Guide for Local Governments \(2011\)](#)
2. Select the solar PV system developer, which may require the approval of the Town Board.
3. Conduct a formal site assessment of the former quarry site.
4. Confirm sizing requirements (see [Town of Hunter checklist](#) in the Resources section to get started).
5. Negotiate the PPA with the developer, including length of the agreement, electricity price, any buyout options, and Remote Net Metering coordination.
6. Initiate process to get appropriate permits and approvals from New York State, including, but not limited to SEQRA approvals.

Option C: Performance Contract

A third option for the Town is to consider financing the solar installation through an energy savings performance contract. An Energy Performance Contract (EPC) uses energy savings achieved through upgrades to finance the cost of new equipment and other capital improvements. In a typical EPC process, the local government hires a private energy services company (ESCO) to conduct an investment-grade energy audit of its assets and identify cost-saving energy improvements. If the local government and ESCO agree to pursue the contract, the ESCO guarantees specific cost savings that will result from implementing the energy improvements.⁷ This option is

⁶ U.S. Department of Energy and Solar America Communities, "Solar Powering Your Community: A Guide for Local Governments." Chapter 7. January 2011

⁷ VHB Engineering, Surveying, and Landscape Architecture, P.C. "Energy Performance Contracts for Local Governments: Industry Standards and Best Practices Guide" June 2013



Climate Smart Communities – Capital Region Custom Service Strategy for Cairo, NY

relevant for Cairo if it is considering contracting with an ESCO to audit its Town facilities and implement energy conservation measures.

Benefits One benefit of this approach is that it encourages the Town to improve energy efficiency alongside renewable energy generation. It is typically recommended that an entity improve overall energy efficiency in buildings to reduce total consumption prior to installing renewables so that the energy needed to be generated by the system is less. Therefore, the system size would be smaller and less expensive. Bundling a solar PV project with other energy conservation measures will reduce overall energy demand and also improve the payback on a package of energy improvements, thus making the renewable energy finances more attractive.⁸ This approach also supports the Town's Climate Smart Communities efforts for Pledge Element 3: *Decrease Energy Demand for Local Government Operations*.

Challenges

A primary challenge of this approach is that it will be a significant effort on the part of the Town to combine energy efficiency in Town buildings with development of a solar PV installation. Developing an EPC involves numerous steps including a time-intensive ESCO solicitation and selection process. While any of these options will require a solicitation and selection process, the process for an EPC requires numerous steps, including having an ESCO perform an investment-grade energy audit of the facilities prior to determining the terms of the EPC.

Implementation

As the Regional Coordinator for the CSC Program in the Capital Region, VHB developed a guidance document for local governments in New York considering entering into an EPC. If Cairo decides to further pursue this option, VHB recommends reviewing this guidebook, which outlines the key steps to soliciting and selecting an ESCO for an EPC:

[Energy Performance Contracts for Local Governments: Industry Standards and Best Practices for Local Governments](#)

⁸ VHB Engineering, Surveying, and Landscape Architecture, P.C. "Energy Performance Contracts for Local Governments: Industry Standards and Best Practices Guide" June 2013



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TABLE 1: SUMMARY OF BENEFITS AND CHALLENGES OF SOLAR PV FINANCING OPTIONS

Option	Benefits	Challenges
Tax Exempt Bonds	<ul style="list-style-type: none">• Low public debt• Control over project design and operation	<ul style="list-style-type: none">• Town has to take on debt for upfront capital• Town responsible for project management, maintenance, and other operational costs
Third Party PPA	<ul style="list-style-type: none">• No upfront capital costs to Town• Set electric rate estimated below market rate• Third-party developer bears risk	<ul style="list-style-type: none">• Administrative and transaction costs• Electric rate is set for length of PPA; Town does not have pricing control• No Town control over design and operation of system
Performance Contract	<ul style="list-style-type: none">• Reduce electric demand alongside renewable energy generation	<ul style="list-style-type: none">• Extensive solicitation and selection process and contract negotiations

Additional Options

Another option for the Town with regard to outright ownership of the solar farm would be to pay for the system and installation directly from the Town's general funds or existing budget lines. It is unlikely the Town has sufficient funds in its annual budget for such a costly project, but the costs could be reduced through incentives offered through NYSEERDA or Central Hudson Gas & Electric, as incentive funds become available.

Finally, there is the option to take a hybrid approach to financing the project using a combination of two or more of the above options. A hybrid approach that is becoming increasingly popular for local governments is to combine tax-exempt bond financing with a third-party PPA. The developer would incorporate the capital achieved through the bond issuance into the overall financial package, thus improving the PPA pricing agreement and/or the buyout price for the system if the Town pursues a buyout option. Table 1 summarizes the benefits and challenges of the options described in this document.

Incentive Programs

Depending on the financing approach pursued by the Town, there are a number of incentives available for solar PV installations that may be relevant for Cairo. NYSEERDA regularly offers incentives for solar projects. These incentive programs have time restrictions associated with them, so it is important to check with NYSEERDA regularly on availability of funds. [Current NYSEERDA Funding Opportunities](#) are updated regularly on the NYSEERDA website.



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Next Steps

The following are the next steps, as identified by VHB, that will help the Town determine how best to move forward with developing a solar farm to power municipal facilities:

1. Solicitation/RFP for solar developer:
 - i. Tips for developing a solicitation or RFP for a solar developer are available in Chapter 7.2 of the U.S. Department of Energy's [*Solar Powering Your Community: A Guide for Local Governments* \(2011\)](#)
2. Site analysis: Hire a solar developer to complete a formal site assessment in order to:
 - i. Confirm size of system required
 - ii. Assess any grid connectivity issues
 - iii. Assess site limitations (shading, access restrictions, contamination, etc.)
3. Evaluate and determine financing approach for the solar farm.
- An interconnection agreement will be required between the utility and the customer. Download and complete the [Central Hudson Gas & Electric Application for Interconnection](#) from the website.
4. The Town will need to coordinate with the solar developer for the interconnection agreement and the [Central Hudson Gas & Electric Application for Remote Net Metering](#).

Resources Included with this Custom Service Strategy

- [Town of Hunter Checklist for Feasibility of Installing a Solar Photovoltaic System on the Closed Landfill](#)
- [Town of Cairo 2012 Electricity Consumption Data \(Appendix A\)](#)
- [National Renewable Energy Laboratory: PVWatts Site Specific Data Calculator \(Version 1\)](#)
- [National Renewable Energy Laboratory: PVWatts Grid Data Calculator \(Version 2\)](#)
- [NYSERDA Requirements for Net Metering and Remote Net Metering](#)
- [Current NYSERDA Funding Opportunities](#)
- [Central Hudson Gas & Electric Application for Interconnection](#)
- [Central Hudson Gas & Electric Application for Remote Net Metering](#)

Additional Resources

- [Database of State Incentives for Renewables and Efficiency \(DSIRE\)](#)
- Goodfriend, Douglas E. and Myers, Thomas E., [Bond Basics for Towns, Villages, and Cities in New York State](#).
- [New York State Department of Public Service: Fuel Sources and Air Emission to Generate Your Electricity for Central Hudson Gas & Electric](#)
- [New York State Department of Environmental Conservation: Climate Smart Communities](#)
- [New York State Energy Research and Development Authority \(NYSERDA\) Photovoltaic Program](#)
- U.S. Department of Energy and Solar America Communities, [Solar Powering Your Community: A Guide for Local Governments](#). January 2011
- VHB Engineering, Surveying, and Landscape Architecture, P.C. [Energy Performance Contracts for Local Governments: Industry Standards and Best Practices Guide](#). June 2013



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APPENDIX A

Town of Cairo - 2012 Meter Inventory & Electricity Consumption Data

Property Name	Address	City, State & ZIP	Account Number	Meter Number	Read Date (Month/Year)	Usage (kWh)	Cost	Demand
RAILROAD AVE	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	8/13/2013	1344	\$198.80	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	7/12/2013	1225	\$144.71	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	6/13/2013	1113	\$132.05	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	5/9/2013	773	\$88.53	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	4/12/2013	1345	\$143.63	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	3/13/2013	1295	\$178.97	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	2/13/2013	1262	\$174.03	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	1/16/2013	1146	\$127.57	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	12/12/2012	1049	\$124.98	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	11/9/2012	786	\$98.52	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	10/11/2012	785	\$100.62	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	9/12/2012	966	\$137.42	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	8/14/2012	1135	\$169.29	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	7/13/2012	914	\$124.52	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	6/15/2012	681	\$99.72	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	5/15/2012	596	\$86.40	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	4/12/2012	536	\$82.97	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	3/14/2012	579	\$88.03	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	2/13/2012	696	\$104.36	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	1/12/2012	878	\$110.68	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	12/12/2011	1029	\$111.00	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	11/11/2011	917	\$103.62	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	10/13/2011	569	\$84.96	
	16 RAILROAD AVE	CAIRO NY 12413	1623-0820-00	22952333	9/14/2011	696	\$103.78	
BIRCH STREET	BIRCH ST	CAIRO NY 12413	1229-2140-00	95194609	7/9/2013	30	\$72.69	
	BIRCH ST	CAIRO NY 12413	1229-2140-00	95194609	5/7/2013	29	\$65.21	
	BIRCH ST	CAIRO NY 12413	1229-2140-00	95194609	3/12/2013	26	\$72.63	
	BIRCH ST	CAIRO NY 12413	1229-2140-00	95194609	1/10/2013	41	\$73.10	
	BIRCH ST	CAIRO NY 12413	1229-2140-00	95194609	11/8/2012	31	\$72.27	
	BIRCH ST	CAIRO NY 12413	1229-2140-00	95194609	9/10/2012	23	\$72.36	
	BIRCH ST	CAIRO NY 12413	1229-2140-00	95194609	7/10/2012	30	\$70.89	
	BIRCH ST	CAIRO NY 12413	1229-2140-00	95194609	5/10/2012	32	\$70.51	
	BIRCH ST	CAIRO NY 12413	1229-2140-00	95194609	3/13/2012	36	\$71.09	
	BIRCH ST	CAIRO NY 12413	1229-2140-00	95194609	1/11/2012	39	\$70.82	
	BIRCH ST	CAIRO NY 12413	1229-2140-00	95194609	11/10/2011	37	\$70.71	
	BIRCH ST	CAIRO NY 12413	1229-2140-00	95194609	9/13/2011	40	\$78.77	
	BIRCH ST	CAIRO NY 12413	1229-2140-00	95194609	7/7/2011	43	\$61.21	
COUNTRY FARM RD	COUNTY FARM RD	CAIRO NY 12413	1229-1390-00	38461267	7/10/2013	347	\$100.63	
	COUNTY FARM RD	CAIRO NY 12413	1229-1390-00	38461267	5/7/2013	297	\$85.28	
	COUNTY FARM RD	CAIRO NY 12413	1229-1390-00	38461267	3/12/2013	389	\$109.08	
	COUNTY FARM RD	CAIRO NY 12413	1229-1390-00	38461267	1/10/2013	430	\$102.36	
	COUNTY FARM RD	CAIRO NY 12413	1229-1390-00	38461267	11/8/2012	460	\$103.49	



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	COUNTY FARM RD	CAIRO NY 12413	1229-1390-00	38461267	9/10/2012	490	\$119.68	
	COUNTY FARM RD	CAIRO NY 12413	1229-1390-00	38461267	07/11/12	393	\$102.48	
	COUNTY FARM RD	CAIRO NY 12413	1229-1390-00	38461267	5/10/2012	339	\$94.65	
	COUNTY FARM RD	CAIRO NY 12413	1229-1390-00	38461267	3/13/2012	355	\$98.54	
	COUNTY FARM RD	CAIRO NY 12413	1229-1390-00	38461267	1/11/2012	600	\$111.36	
	COUNTY FARM RD	CAIRO NY 12413	1229-1390-00	38461267	11/10/2011	756	\$123.21	
	COUNTY FARM RD	CAIRO NY 12413	1229-1390-00	38461267	9/13/2011	893	\$156.42	
	COUNTY FARM RD	CAIRO NY 12413	1229-1390-00	38461267	07/14/11	507	\$102.68	
CTY TY 24	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	8/6/2013	4139	\$551.45	13.4
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	7/8/2013	4191	\$552.46	15.8
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	6/5/2013	4369	\$476.22	14.1
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	5/3/2013	4277	\$485.70	9.9
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	4/5/2013	5780	\$728.04	12.3
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	3/6/2013	6860	\$838.97	13.1
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	2/5/2013	6226	\$615.73	14
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	1/9/2013	6747	\$719.10	18
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	12/6/2012	4991	\$505.80	11.3
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	11/6/2012	4329	\$474.69	11.5
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	10/5/2012	3674	\$486.04	8.4
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	9/5/2012	4218	\$569.83	7.2
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	8/7/2012	4635	\$583.56	13.7
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	7/6/2012	4182	\$530.06	13.7
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	6/8/2012	4245	\$502.31	14.4
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	5/8/2012	4257	\$523.88	15.6
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	4/9/2012	5007	\$558.82	10.7
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	3/9/2012	6825	\$760.58	12.3
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	2/6/2012	7817	\$807.64	19.1
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	1/6/2012	7412	\$690.66	18.6
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	12/5/2011	6036	\$585.65	14.4
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	11/4/2011	4794	\$512.37	11
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	10/5/2011	4012	\$536.29	14.8
	CTY TY 24	CAIRO NY 12413	1621-0575-00	17999060	9/8/2011	4340	\$648.46	14.7
JEROME AVE PUMP STATION	JEROME AVE PUMP STAT #6	CAIRO NY 12413	1258-2480-00	43260398	7/24/2013	102	\$79.02	
	JEROME AVE PUMP STAT #6	CAIRO NY 12413	1258-2480-00	43260398	5/24/2013	89	\$76.69	
	JEROME AVE PUMP STAT #6	CAIRO NY 12413	1258-2480-00	43260398	3/26/2013	94	\$79.47	
	JEROME AVE PUMP STAT #6	CAIRO NY 12413	1258-2480-00	43260398	1/25/2013	78	\$75.88	
	JEROME AVE PUMP STAT #6	CAIRO NY 12413	1258-2480-00	43260398	11/26/2012	73	\$75.34	
	JEROME AVE PUMP STAT #6	CAIRO NY 12413	1258-2480-00	43260398	9/25/2012	97	\$79.84	
WATER DISTRICT	KLINGERMAN DR	CAIRO NY 12413-9612	1257-0810-00	34281153	7/22/2013	68	\$76.03	
	KLINGERMAN DR	CAIRO NY 12413-9612	1257-0810-00	34281153	5/23/2013	75	\$75.65	
	KLINGERMAN DR	CAIRO NY 12413-9612	1257-0810-00	34281153	3/22/2013	418	\$120.96	
	KLINGERMAN DR	CAIRO NY 12413-9612	1257-0810-00	34281153	1/24/2013	2067	\$243.54	
	KLINGERMAN DR	CAIRO NY 12413-9612	1257-0810-00	34281153	11/21/2012	1877	\$223.18	
	KLINGERMAN DR	CAIRO NY 12413-9612	1257-0810-00	34281153	09/25/12	915	\$175.79	
	KLINGERMAN DR	CAIRO NY 12413-9612	1257-0810-00	34281153	7/23/2012	938	\$162.75	
	KLINGERMAN DR	CAIRO NY 12413-9612	1257-0810-00	34281153	5/23/2012	1908	\$235.34	
	KLINGERMAN DR	CAIRO NY 12413-9612	1257-0810-00	34281153	3/26/2012	2031	\$262.12	
	KLINGERMAN DR	CAIRO NY 12413-9612	1257-0810-00	34281153	1/24/2012	2106	\$237.82	
	KLINGERMAN DR	CAIRO NY 12413-9612	1257-0810-00	34281153	11/22/2011	573	\$118.64	



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LAKE MILL RD SEWER PLANT	KLINGERMANN DR	CAIRO NY 12413-9612	1257-0810-00	34281153	9/23/2011	107	\$84.87	
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	8/13/2013	7480	#####	18.4
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	7/12/2013	7360	\$847.40	18
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	6/13/2013	10080	#####	31.6
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	5/9/2013	7360	\$818.01	32.8
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	4/12/2013	9920	#####	33.6
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	3/13/2013	11360	#####	37.2
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	2/13/2013	11760	#####	36.4
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	1/16/2013	12560	#####	36
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	12/12/2012	7840	\$907.51	32.4
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	11/12/2012	7920	\$851.08	30
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	10/11/2012	6440	\$652.98	15.6
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	9/12/2012	5600	\$702.21	14.4
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	8/14/2012	6400	\$839.57	13.2
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	7/13/2012	4680	\$572.76	12.4
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	6/15/2012	7080	\$780.87	15.6
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	5/15/2012	14720	#####	30.8
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	4/13/2012	10440	#####	31.6
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	4/10/2012	0	\$0.00	0
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	3/14/2012	7880	\$945.72	31.6
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	2/13/2012	11960	#####	36.8
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	1/12/2012	12000	#####	36.4
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	12/12/2011	9800	\$975.07	34.8
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	11/11/2011	7400	\$797.91	29.6
	LAKES MILL RD SEWER PLT	CAIRO NY 12413	1623-0460-00	16531960	10/13/2011	6720	\$683.88	14.8
MAIN ST SITE 1	MAIN ST	CAIRO NY 12413-9401	1258-2210-00	93128615	7/23/2013	551	\$118.63	
	MAIN ST	CAIRO NY 12413-9401	1258-2210-00	93128615	5/24/2013	75	\$75.65	
	MAIN ST	CAIRO NY 12413-9401	1258-2210-00	93128615	3/26/2013	65	\$76.57	
	MAIN ST	CAIRO NY 12413-9401	1258-2210-00	93128615	1/25/2013	77	\$75.80	
	MAIN ST	CAIRO NY 12413-9401	1258-2210-00	93128615	11/26/2012	501	\$106.49	
	MAIN ST	CAIRO NY 12413-9401	1258-2210-00	93128615	9/25/2012	430	\$113.60	
	MAIN ST	CAIRO NY 12413-9401	1258-2210-00	93128615	07/24/12	416	\$105.21	
	MAIN ST	CAIRO NY 12413-9401	1258-2210-00	93128615	05/24/12	64	\$73.02	
	MAIN ST	CAIRO NY 12413-9401	1258-2210-00	93128615	04/24/12	0	\$0.00	
	MAIN ST	CAIRO NY 12413-9401	1258-2210-00	93128615	03/27/12	69	\$73.94	
	MAIN ST	CAIRO NY 12413-9401	1258-2210-00	93128615	01/25/12	71	\$73.15	
	MAIN ST	CAIRO NY 12413-9401	1258-2210-00	93128615	11/22/11	1250	\$159.28	
MAIN ST SITE 2	MAIN ST	CAIRO NY 12413	1229-0990-00	24345328	7/9/2013	327	\$98.85	
	MAIN ST	CAIRO NY 12413	1229-0990-00	24345328	5/7/2013	263	\$82.74	
	MAIN ST	CAIRO NY 12413	1229-0990-00	24345328	3/12/2013	273	\$97.45	
	MAIN ST	CAIRO NY 12413	1229-0990-00	24345328	1/10/2013	216	\$86.26	
	MAIN ST	CAIRO NY 12413	1229-0990-00	24345328	11/8/2012	74	\$75.41	
	MAIN ST	CAIRO NY 12413	1229-0990-00	24345328	9/10/2012	140	\$84.21	
	MAIN ST	CAIRO NY 12413	1229-0990-00	24345328	07/10/12	123	\$78.99	
	MAIN ST	CAIRO NY 12413	1229-0990-00	24345328	5/10/2012	133	\$78.45	
	MAIN ST	CAIRO NY 12413	1229-0990-00	24345328	3/13/2012	156	\$81.43	
	MAIN ST	CAIRO NY 12413	1229-0990-00	24345328	1/11/2012	287	\$88.73	
	MAIN ST	CAIRO NY 12413	1229-0990-00	24345328	11/10/2011	304	\$90.19	
	MAIN ST	CAIRO NY 12413	1229-0990-00	24345328				



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MAIN ST SITE 3	MAIN ST	CAIRO NY 12413	1229-0990-00	24345328	9/13/2011	337	\$101.36	
	MAIN ST	CAIRO NY 12413	1229-0990-00	24345328	7/14/2011	291	\$86.54	
	MAIN ST	CAIRO NY 12413	1258-2150-00	58655189	7/23/2013	68	\$76.03	
	MAIN ST	CAIRO NY 12413	1258-2150-00	58655189	5/24/2013	61	\$74.61	
	MAIN ST	CAIRO NY 12413	1258-2150-00	58655189	3/26/2013	75	\$77.56	
	MAIN ST	CAIRO NY 12413	1258-2150-00	58655189	1/24/2013	85	\$76.41	
	MAIN ST	CAIRO NY 12413	1258-2150-00	58655189	11/26/2012	52	\$73.80	
	MAIN ST	CAIRO NY 12413	1258-2150-00	58655189	9/25/2012	40	\$74.09	
	MAIN ST	CAIRO NY 12413	1258-2150-00	58655189	7/24/2012	27	\$71.16	
	MAIN ST	CAIRO NY 12413	1258-2150-00	58655189	5/24/2012	26	\$70.04	
	MAIN ST	CAIRO NY 12413	1258-2150-00	58655189	3/26/2012	27	\$70.32	
	MAIN ST	CAIRO NY 12413	1258-2150-00	58655189	1/25/2012	25	\$69.80	
	MAIN ST	CAIRO NY 12413	1258-2150-00	58655189	11/22/2011	36	\$70.63	
	MAIN ST	CAIRO NY 12413	1258-2150-00	58655189	9/23/2011	54	\$73.36	
MAIN ST SITE 4	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	8/13/2013	13440	##### #	54.4
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	7/12/2013	12000	##### #	53.6
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	6/13/2013	12160	##### #	46.4
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	5/9/2013	9520	##### #	41.6
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	4/12/2013	12320	##### #	36.8
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	3/13/2013	14880	##### #	44.8
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	2/13/2013	17120	##### #	48
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	1/16/2013	19760	##### #	44.8
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	12/12/2012	16000	##### #	43.2
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	11/9/2012	12240	##### #	36.8
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	10/11/2012	10240	##### #	34.4
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	9/12/2012	11520	##### #	43.2
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	8/14/2012	15920	##### #	64
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	7/13/2012	13200	##### #	59.2
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	6/15/2012	17882	##### #	43.2
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	5/14/2012	12922	##### #	36.8
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	5/11/2012	0	\$0.00	0
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	4/12/2012	7024	\$898.92	35.9
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	3/14/2012	8453	\$933.36	24.5
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	2/13/2012	7402	\$876.48	20.5
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	1/12/2012	6306	\$701.08	19.8
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	12/12/2011	5916	\$592.47	17.9
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	11/11/2011	5544	\$627.58	23.6
	MAIN ST	CAIRO NY 12413-9401	1623-0400-00	36397666	10/13/2011	5758	\$765.24	33.6
MOUNTAIN AVENUE	MOUNTAIN AVE	CAIRO NY 12413-9501	1229-1370-00	26520229	7/10/2013	401	\$105.38	
	MOUNTAIN AVE	CAIRO NY 12413-9501	1229-1370-00	26520229	5/7/2013	653	\$111.99	
	MOUNTAIN AVE	CAIRO NY 12413-9501	1229-1370-00	26520229	3/12/2013	1265	\$197.08	
	MOUNTAIN AVE	CAIRO NY 12413-9501	1229-1370-00	26520229	1/10/2013	1000	\$145.24	
	MOUNTAIN AVE	CAIRO NY 12413-9501	1229-1370-00	26520229	11/8/2012	554	\$110.35	
	MOUNTAIN AVE	CAIRO NY 12413-9501	1229-1370-00	26520229	9/10/2012	459	\$116.53	
	MOUNTAIN AVE	CAIRO NY 12413-9501	1229-1370-00	26520229	7/11/2012	354	\$99.08	
	MOUNTAIN AVE	CAIRO NY 12413-9501	1229-1370-00	26520229	5/10/2012	701	\$123.07	
	MOUNTAIN AVE	CAIRO NY 12413-9501	1229-1370-00	26520229	3/13/2012	1418	\$189.97	
	MOUNTAIN AVE	CAIRO NY 12413-9501	1229-1370-00	26520229	1/11/2012	1323	\$163.61	
	MOUNTAIN AVE	CAIRO NY 12413-9501	1229-1370-00	26520229	11/10/2011	699	\$119.04	



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MOUNTAIN ROAD SITE 1	MOUNTAIN AVE	CAIRO NY 12413-9501	1229-1370-00	26520229	9/13/2011	871	\$154.22
	MOUNTAIN AVE	CAIRO NY 12413-9501	1229-1370-00	26520229	07/14/11	575	\$107.76
	MOUNTAIN RD	CAIRO NY 12413	1229-1320-00	29852682	07/10/13	94	\$78.32
	MOUNTAIN RD	CAIRO NY 12413	1229-1320-00	29852682	05/07/13	34	\$65.57
	MOUNTAIN RD	CAIRO NY 12413	1229-1320-00	29852682	03/12/13	0	\$70.03
	MOUNTAIN RD	CAIRO NY 12413	1229-1320-00	29852682	01/10/13	24	\$71.82
	MOUNTAIN RD	CAIRO NY 12413	1229-1320-00	29852682	11/08/12	1090	\$149.37
	MOUNTAIN RD	CAIRO NY 12413	1229-1320-00	29852682	09/10/12	2712	\$344.93
	MOUNTAIN RD	CAIRO NY 12413	1229-1320-00	29852682	07/11/12	560	\$117.00
	MOUNTAIN RD	CAIRO NY 12413	1229-1320-00	29852682	05/10/12	100	\$75.88
	MOUNTAIN RD	CAIRO NY 12413	1229-1320-00	29852682	03/13/12	23	\$69.98
	MOUNTAIN RD	CAIRO NY 12413	1229-1320-00	29852682	01/11/12	140	\$78.11
	MOUNTAIN RD	CAIRO NY 12413	1229-1320-00	29852682	11/10/11	1169	\$153.36
	MOUNTAIN RD	CAIRO NY 12413	1229-1320-00	29852682	09/13/11	2303	\$296.01
	MOUNTAIN RD	CAIRO NY 12413	1229-1320-00	29852682	07/14/11	268	\$84.81
MOUNTAIN ROAD SITE 2	MOUNTAIN RD	CAIRO NY 12413	1229-1300-00	43599686	7/10/2013	4207	\$440.94
	MOUNTAIN RD	CAIRO NY 12413	1229-1300-00	43599686	5/7/2013	7869	\$653.01
	MOUNTAIN RD	CAIRO NY 12413	1229-1300-00	43599686	3/12/2013	1748	\$245.58
	MOUNTAIN RD	CAIRO NY 12413	1229-1300-00	43599686	1/10/2013	2308	\$243.61
	MOUNTAIN RD	CAIRO NY 12413	1229-1300-00	43599686	11/8/2012	4231	\$378.00
	MOUNTAIN RD	CAIRO NY 12413	1229-1300-00	43599686	9/10/2012	4168	\$492.48
	MOUNTAIN RD	CAIRO NY 12413	1229-1300-00	43599686	07/11/12	2893	\$319.95
	MOUNTAIN RD	CAIRO NY 12413	1229-1300-00	43599686	5/10/2012	5588	\$506.97
	MOUNTAIN RD	CAIRO NY 12413	1229-1300-00	43599686	3/13/2012	1228	\$173.64
	MOUNTAIN RD	CAIRO NY 12413	1229-1300-00	43599686	1/11/2012	645	\$114.62
	MOUNTAIN RD	CAIRO NY 12413	1229-1300-00	43599686	11/10/2011	5402	\$462.47
	MOUNTAIN RD	CAIRO NY 12413	1229-1300-00	43599686	9/13/2011	4172	\$481.03
	MOUNTAIN RD	CAIRO NY 12413	1229-1300-00	43599686	07/14/11	3608	\$334.39
OLD RT 23 SITE 1	OLD RT 23	ACRA NY 12405-9706	1264-0600-00	14688186	07/30/13	1	\$70.12
	OLD RT 23	ACRA NY 12405-9706	1264-0600-00	14688186	05/29/13	0	\$70.03
	OLD RT 23	ACRA NY 12405-9706	1264-0600-00	14688186	04/01/13	4	\$70.42
	OLD RT 23	ACRA NY 12405-9706	1264-0600-00	14688186	01/29/13	1	\$70.10
	OLD RT 23	ACRA NY 12405-9706	1264-0600-00	14688186	11/29/12	0	\$70.02
	OLD RT 23	ACRA NY 12405-9706	1264-0600-00	14688186	10/01/12	0	\$70.02
	OLD RT 23	ACRA NY 12405-9706	1264-0600-00	14688186	07/30/12	0	\$69.02
	OLD RT 23	ACRA NY 12405-9706	1264-0600-00	14688186	05/31/12	0	\$68.00
	OLD RT 23	ACRA NY 12405-9706	1264-0600-00	14688186	03/29/12	0	\$68.00
	OLD RT 23	ACRA NY 12405-9706	1264-0600-00	14688186	01/30/12	0	\$68.00
	OLD RT 23	ACRA NY 12405-9706	1264-0600-00	14688186	11/29/11	0	\$68.00
	OLD RT 23	ACRA NY 12405-9706	1264-0600-00	14688186	09/28/11	0	\$68.00
OLD RT 23 SITE 2	OLD RT 23	ACRA NY 12405-9706	1264-0590-00	88624062	7/30/2013	4336	\$455.44
	OLD RT 23	ACRA NY 12405-9706	1264-0590-00	88624062	5/29/2013	3271	\$315.29
	OLD RT 23	ACRA NY 12405-9706	1264-0590-00	88624062	4/1/2013	3865	\$453.75
	OLD RT 23	ACRA NY 12405-9706	1264-0590-00	88624062	1/29/2013	4080	\$376.93
	OLD RT 23	ACRA NY 12405-9706	1264-0590-00	88624062	11/29/2012	4617	\$406.10
	OLD RT 23	ACRA NY 12405-9706	1264-0590-00	88624062	10/1/2012	3290	\$406.08
	OLD RT 23	ACRA NY 12405-9706	1264-0590-00	88624062	7/30/2012	4760	\$485.92
	OLD RT 23	ACRA NY 12405-9706	1264-0590-00	88624062	5/31/2012	4687	\$436.22
	OLD RT 23	ACRA NY 12405-9706	1264-0590-00	88624062	3/29/2012	4587	\$467.90



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RT 145 SITE 1	OLD RT 23	ACRA NY 12405-9706	1264-0590-00	88624062	1/30/2012	4995	\$428.99	
	OLD RT 23	ACRA NY 12405-9706	1264-0590-00	88624062	11/29/2011	4626	\$405.78	
	OLD RT 23	ACRA NY 12405-9706	1264-0590-00	88624062	9/28/2011	4986	\$561.61	
	RT 145	CAIRO NY 12413	1262-2060-00	300011158	07/25/13	2868	\$323.04	
	RT 145	CAIRO NY 12413	1262-2060-00	300011158	05/28/13	2601	\$265.04	
	RT 145	CAIRO NY 12413	1262-2060-00	300011158	03/27/13	3706	\$437.92	
	RT 145	CAIRO NY 12413	1262-2060-00	300011158	01/28/13	4329	\$395.64	
	RT 145	CAIRO NY 12413	1262-2060-00	300011158	11/29/12	2551	\$255.71	
	RT 145	CAIRO NY 12413	1262-2060-00	300011158	09/28/12	2553	\$330.79	
	RT 145	CAIRO NY 12413	1262-2060-00	300011158	7/30/2012	2626	\$299.39	
	RT 145	CAIRO NY 12413	1262-2060-00	300011158	5/31/2012	1922	\$219.00	
	RT 145	CAIRO NY 12413	1262-2060-00	300011158	3/29/2012	3253	\$347.82	
	RT 145	CAIRO NY 12413	1262-2060-00	300011158	1/27/2012	2746	\$266.47	
	RT 145	CAIRO NY 12413	1262-2060-00	300011158	11/28/2011	2185	\$227.54	
	RT 145	CAIRO NY 12413	1262-2060-00	300011158	9/28/2011	2719	\$337.18	
RT 145 SITE 2	RT 145	CAIRO NY 12413	1262-2050-00	43259938	3/28/2012	522	\$113.51	
	RT 145	CAIRO NY 12413	1262-2050-00	43259938	1/30/2012	567	\$108.97	
	RT 145	CAIRO NY 12413	1262-2050-00	43259938	11/28/2011	496	\$104.21	
	RT 145	CAIRO NY 12413	1262-2050-00	43259938	9/27/2011	488	\$116.32	
	RT 145	CAIRO NY 12413	1262-2050-00	43259938	7/28/2011	434	\$98.36	
	RT 145	CAIRO NY 12413	1262-2050-00	43259938	5/27/2011	413	\$91.67	
	RT 145	CAIRO NY 12413	1262-2050-00	43259938	3/29/2011	420	\$104.21	
	RT 145	CAIRO NY 12413	1262-2050-00	43259938	1/28/2011	378	\$97.10	
	RT 145	CAIRO NY 12413	1262-2050-00	43259938	11/29/2010	382	\$95.40	
	RT 145	CAIRO NY 12413	1262-2050-00	43259938	9/27/2010	325	\$100.45	
	RT 145	CAIRO NY 12413	1262-2050-00	43259938	7/28/2010	320	\$91.02	
	RT 145	CAIRO NY 12413	1262-2050-00	43259938	5/27/2010	320	\$88.38	
RT 145 SITE 3	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	8/13/2013	1230	\$305.67	9.4
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	7/12/2013	1095	\$248.85	9
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	6/13/2013	1455	\$275.69	9
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	5/10/2013	1275	\$245.37	9.9
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	4/12/2013	1830	\$302.62	10
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	3/14/2013	1965	\$350.41	9.7
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	2/14/2013	2655	\$439.68	12.9
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	1/17/2013	2520	\$376.09	10.9
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	12/12/2012	3345	\$574.98	10.9
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	11/9/2012	1050	\$212.63	7.3
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	10/11/2012	960	\$209.14	7.3
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	9/12/2012	1020	\$231.29	6.9
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	8/14/2012	1125	\$274.20	9.4
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	7/13/2012	1830	\$454.69	9.4
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	6/13/2012	855	\$221.56	9.7
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	5/16/2012	1260	\$244.20	9.7
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	4/12/2012	1455	\$254.29	8.7
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	3/14/2012	3000	\$402.59	11.7
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	2/13/2012	3285	\$445.75	11.1
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	1/12/2012	2595	\$362.55	12
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	12/13/2011	1365	\$232.97	9.1
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	11/14/2011	1140	\$221.31	9.1



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	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	10/13/2011	765	\$173.32	5.5
	RT 145	CAIRO NY 12413-9622	1623-1570-00	21290010	9/15/2011	975	\$210.13	6.7
RT 23	RT 23	CAIRO NY 12413	1623-0650-00	21434355	8/13/2013	251	\$116.15	0.3
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	7/12/2013	225	\$111.03	1
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	6/13/2013	322	\$129.77	2.4
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	5/9/2013	368	\$131.76	3
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	4/12/2013	837	\$172.07	3.1
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	3/14/2013	1006	\$205.27	3.1
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	2/13/2013	2567	\$458.08	16.2
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	1/16/2013	2670	\$350.87	10.8
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	12/12/2012	952	\$176.45	3
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	11/12/2012	578	\$146.58	3
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	10/11/2012	294	\$127.74	2.9
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	9/12/2012	220	\$113.47	1.2
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	8/14/2012	245	\$111.29	0.3
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	7/13/2012	213	\$97.82	0.3
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	6/15/2012	247	\$110.25	2.1
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	5/15/2012	413	\$127.67	3
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	4/12/2012	542	\$206.38	11.4
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	3/14/2012	1042	\$191.01	4.5
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	2/13/2012	1497	\$238.36	4.5
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	1/12/2012	1138	\$193.81	4.5
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	12/13/2011	840	\$160.13	4.2
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	11/11/2011	414	\$139.72	4.9
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	10/13/2011	216	\$91.20	0.3
	RT 23	CAIRO NY 12413	1623-0650-00	21434355	9/14/2011	225	\$94.59	0.3
RT 32	RT 32	CAIRO NY 12413	1229-0880-00	58655156	4/15/2013	2322	\$248.11	
	RT 32	CAIRO NY 12413	1229-0880-00	58655156	3/11/2013	5066	\$578.81	
	RT 32	CAIRO NY 12413	1229-0880-00	58655156	1/11/2013	3690	\$347.56	
	RT 32	CAIRO NY 12413	1229-0880-00	58655156	11/8/2012	4000	\$361.19	
	RT 32	CAIRO NY 12413	1229-0880-00	58655156	9/10/2012	3453	\$420.02	
	RT 32	CAIRO NY 12413	1229-0880-00	58655156	7/10/2012	2837	\$315.05	
	RT 32	CAIRO NY 12413	1229-0880-00	58655156	5/10/2012	2570	\$269.91	
	RT 32	CAIRO NY 12413	1229-0880-00	58655156	3/13/2012	2595	\$291.24	
	RT 32	CAIRO NY 12413	1229-0880-00	58655156	1/11/2012	1912	\$206.18	
	RT 32	CAIRO NY 12413	1229-0880-00	58655156	11/10/2011	2103	\$221.56	
	RT 32	CAIRO NY 12413	1229-0880-00	58655156	9/13/2011	3516	\$422.90	
	RT 32	CAIRO NY 12413	1229-0880-00	58655156	7/7/2011	2889	\$273.42	
	RT 32	CAIRO NY 12413	1229-0880-00	58655156	05/13/11	3242	\$281.15	
RT 41	RT 41	CAIRO NY 12413	1258-0100-00	57661942	7/24/2013	1376	\$191.43	
	RT 41	CAIRO NY 12413	1258-0100-00	57661942	5/24/2013	1161	\$157.09	
	RT 41	CAIRO NY 12413	1258-0100-00	57661942	3/26/2013	1983	\$269.19	
	RT 41	CAIRO NY 12413	1258-0100-00	57661942	1/25/2013	1857	\$209.69	
	RT 41	CAIRO NY 12413	1258-0100-00	57661942	11/26/2012	1361	\$169.09	
	RT 41	CAIRO NY 12413	1258-0100-00	57661942	09/25/12	561	\$126.89	
	RT 41	CAIRO NY 12413	1258-0100-00	57661942	7/24/2012	549	\$116.85	
	RT 41	CAIRO NY 12413	1258-0100-00	57661942	5/24/2012	695	\$122.59	
	RT 41	CAIRO NY 12413	1258-0100-00	57661942	3/28/2012	1502	\$197.20	
	RT 41	CAIRO NY 12413	1258-0100-00	57661942	1/25/2012	1723	\$192.52	



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SNYDER LANE	RT 41	CAIRO NY 12413	1258-0100-00	57661942	11/22/2011	1448	\$173.74	
	RT 41	CAIRO NY 12413	1258-0100-00	57661942	9/23/2011	1085	\$175.42	
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	8/13/2013	1162	\$335.68	14.1
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	7/12/2013	1607	\$332.32	14
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	6/13/2013	1616	\$325.30	13.5
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	5/9/2013	1518	\$247.87	8.3
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	4/12/2013	4787	\$722.56	9
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	3/14/2013	2017	\$339.97	7.8
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	2/13/2013	2173	\$352.75	7.8
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	1/16/2013	2951	\$356.79	9.2
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	12/12/2012	1754	\$254.90	5.6
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	11/12/2012	1933	\$323.73	13.8
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	10/11/2012	1715	\$312.08	13.6
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	9/12/2012	1262	\$234.31	4.6
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	8/14/2012	1364	\$310.58	10.9
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	7/13/2012	1259	\$220.08	4.5
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	6/15/2012	1819	\$287.89	8.1
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	5/15/2012	2134	\$298.99	8.5
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	4/12/2012	1735	\$241.78	4.5
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	3/14/2012	2051	\$274.11	5
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	2/13/2012	2441	\$327.00	5.4
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	1/12/2012	2461	\$328.39	9
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	12/12/2011	2622	\$361.87	15.2
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	11/11/2011	2380	\$339.08	13.6
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	10/13/2011	2130	\$339.33	13.7
	SNYDER LN	CAIRO NY 12413	1623-0490-00	16640302	9/14/2011	3408	\$479.50	14.4
TOWN PARK SITE 1	TOWN PARK	CAIRO NY 12413	1229-1330-00	81897812	07/10/13	539	\$117.55	
	TOWN PARK	CAIRO NY 12413	1229-1330-00	81897812	05/07/13	649	\$111.70	
	TOWN PARK	CAIRO NY 12413	1229-1330-00	81897812	03/12/13	486	\$118.84	
	TOWN PARK	CAIRO NY 12413	1229-1330-00	81897812	01/10/13	503	\$107.85	
	TOWN PARK	CAIRO NY 12413	1229-1330-00	81897812	11/08/12	727	\$122.94	
	TOWN PARK	CAIRO NY 12413	1229-1330-00	81897812	09/10/12	2267	\$299.82	
	TOWN PARK	CAIRO NY 12413	1229-1330-00	81897812	07/11/12	906	\$147.10	
	TOWN PARK	CAIRO NY 12413	1229-1330-00	81897812	05/10/12	1000	\$146.56	
	TOWN PARK	CAIRO NY 12413	1229-1330-00	81897812	03/13/12	1257	\$176.12	
	TOWN PARK	CAIRO NY 12413	1229-1330-00	81897812	01/11/12	1328	\$163.96	
	TOWN PARK	CAIRO NY 12413	1229-1330-00	81897812	11/10/11	1579	\$183.30	
	TOWN PARK	CAIRO NY 12413	1229-1330-00	81897812	09/13/11	2967	\$361.74	
TOWN PARK SITE 2	TOWN PARK	CAIRO NY 12413	1229-1310-01	38460600	07/10/2013	68	\$76.03	
	TOWN PARK	CAIRO NY 12413	1229-1310-01	38460600	5/7/2013	26	\$64.97	
	TOWN PARK	CAIRO NY 12413	1229-1310-01	38460600	3/12/2013	31	\$73.14	
	TOWN PARK	CAIRO NY 12413	1229-1310-01	38460600	1/10/2013	34	\$72.57	
	TOWN PARK	CAIRO NY 12413	1229-1310-01	38460600	11/8/2012	808	\$128.84	
	TOWN PARK	CAIRO NY 12413	1229-1310-01	38460600	9/10/2012	845	\$155.67	
	TOWN PARK	CAIRO NY 12413	1229-1310-01	38460600	7/11/2012	131	\$79.68	
	TOWN PARK	CAIRO NY 12413	1229-1310-01	38460600	5/10/2012	12	\$68.93	
	TOWN PARK	CAIRO NY 12413	1229-1310-01	38460600	3/13/2012	17	\$69.46	
	TOWN PARK	CAIRO NY 12413	1229-1310-01	38460600	1/11/2012	35	\$70.52	

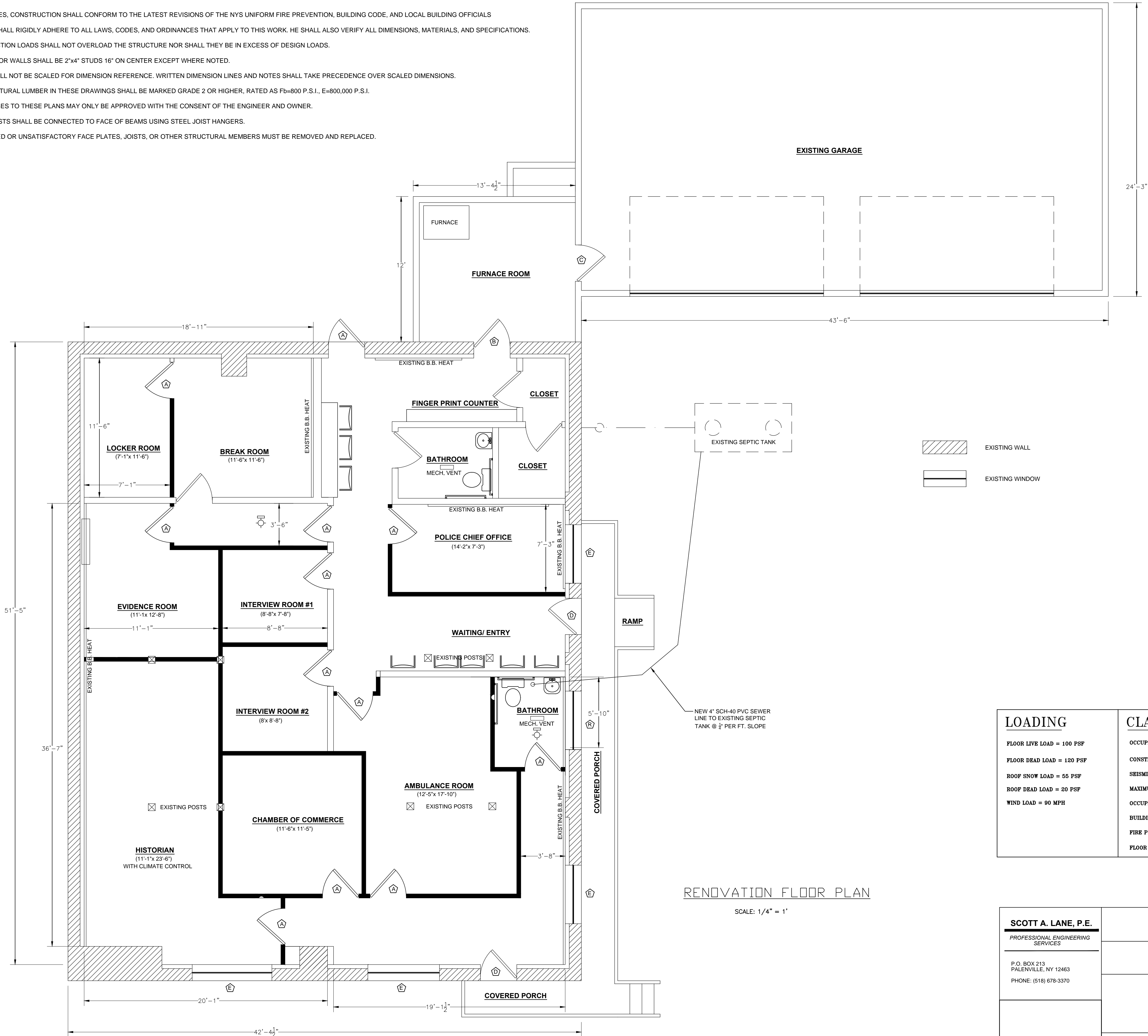


Climate Smart Communities – Capital Region Custom Service Strategy for Cairo, NY

	TOWN PARK	CAIRO NY 12413	1229-1310-01	38460600	11/10/2011	702	\$119.26	
	TOWN PARK	CAIRO NY 12413	1229-1310-01	38460600	9/13/2011	654	\$132.75	
	TOWN PARK	CAIRO NY 12413	1229-1310-01	38460600	7/14/2011	26	\$66.73	

NOTES:

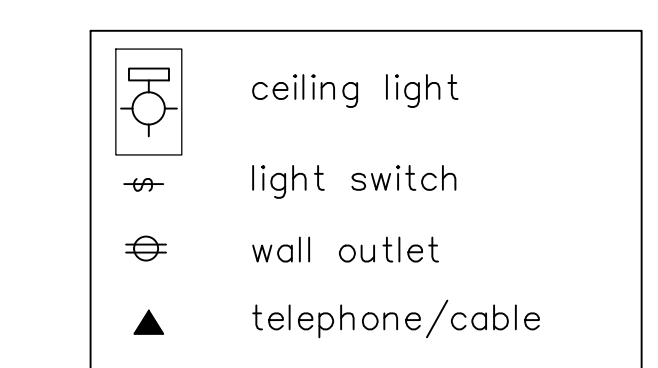
1. IN ALL CASES, CONSTRUCTION SHALL CONFORM TO THE LATEST REVISIONS OF THE NYS UNIFORM FIRE PREVENTION, BUILDING CODE, AND LOCAL BUILDING OFFICIALS
2. BUILDER SHALL RIGIDLY ADHERE TO ALL LAWS, CODES, AND ORDINANCES THAT APPLY TO THIS WORK. HE SHALL ALSO VERIFY ALL DIMENSIONS, MATERIALS, AND SPECIFICATIONS.
3. CONSTRUCTION LOADS SHALL NOT OVERLOAD THE STRUCTURE NOR SHALL THEY BE IN EXCESS OF DESIGN LOADS.
4. ALL INTERIOR WALLS SHALL BE 2"x4" STUDS 16" ON CENTER EXCEPT WHERE NOTED.
5. PLANS SHALL NOT BE SCALED FOR DIMENSION REFERENCE. WRITTEN DIMENSION LINES AND NOTES SHALL TAKE PRECEDENCE OVER SCALED DIMENSIONS.
6. ALL STRUCTURAL LUMBER IN THESE DRAWINGS SHALL BE MARKED GRADE 2 OR HIGHER, RATED AS Fb=800 P.S.I., E=800,000 P.S.I.
7. ALL CHANGES TO THESE PLANS MAY ONLY BE APPROVED WITH THE CONSENT OF THE ENGINEER AND OWNER.
8. FLOOR JOISTS SHALL BE CONNECTED TO FACE OF BEAMS USING STEEL JOIST HANGERS.
9. ANY ROTTED OR UNSATISFACTORY FACE PLATES, JOISTS, OR OTHER STRUCTURAL MEMBERS MUST BE REMOVED AND REPLACED.



LOADING	CLASSIFICATIONS	MATERIAL STRENGTHS
FLOOR LIVE LOAD = 100 PSF FLOOR DEAD LOAD = 120 PSF ROOF SNOW LOAD = 55 PSF ROOF DEAD LOAD = 20 PSF WIND LOAD = 90 MPH	OCCUPANCY CLASSIFICATION: B= OFFICE CONSTRUCTION TYPE: V-B SEISMIC CATAGORY: C MAXIMUM HEIGHT: 1-STORY OCCUPANCY LOAD: 4-OFFICES, BATH, RECEPTION AREA BUILDING CLASSIFICATION: B - OFFICE FIRE PROTECTION SYSTEM: ALARM - C.O., SMOKE DETECTOR FLOOR AREA: TOTAL RENOVATION 2,805 S.F.	CONCRETE STRENGTH = 3,000 PSI MIN. STEEL REBAR STRENGTH = 60,000 PSI MIN. LUMBER STRENGTH = Fb = 800 PSI MIN., E = 800,000 P.S.I.

SCOTT A. LANE, P.E. PROFESSIONAL ENGINEERING SERVICES P.O. BOX 213 PALENVILLE, NY 12463 PHONE: (518) 678-3370	INTERIOR RENOVATION FLOOR PLANS		
	TOWN OF CAIRO		
	ANNEX BUILDING		
	TOWN OF CAIRO, GREENE COUNTY, NY		
SCALE: 1/4" = 1'	DATE:	FEBRUARY 11, 2013	DRAWING: 2 OF 4
	REVISED:	APRIL 17, 2013	
		JUNE 22, 2013 DECEMBER 28, 2013	

1. IN ALL CASES, LIGHTING, FIRE AND ELECTRICAL WORK SHALL CONFORM TO THE LATEST REVISIONS OF THE NYS UNIFORM FIRE PREVENTION, ELECTRIC CODE, AND LOCAL BUILDING OFFICIALS
2. ALL ELECTRICAL WORK SHALL BE PERFORMED BY A GREENE COUNTY LICENSED ELECTRICIAN.
3. ALL FIRE DETECTION AND PREVENTION DEVICES SHALL BE INSTALLED BY A LICENSED ELECTRICIAN.
4. LIGHTING FOR EACH OFFICE/ROOM SHALL HAVE ITS OWN SWITCH, CIRCUIT AND HEATING DEVICE INSTALLED.



SCALE: 1/4" = 1'

DRAWING:
3 OF 4

IT IS A VIOLATION OF THE NEW YORK STATE EDUCATION LAW, ARTICLE 145, SECTION 7209, FOR ANY PERSON, UNLESS HE IS ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER OR LAND SURVEYOR, TO ALTER ANY ITEM IN ANY WAY. IF AN ITEM BEARING THE SEAL OF AN ENGINEER OR LAND SURVEYOR IS ALTERED, THE ALTERING ENGINEER OR LAND SURVEYOR SHALL AFFIX TO THE ITEM HIS SEAL AND THE NOTATION "ALTERED BY", FOLLOWED BY A DESCRIPTION OF THE ALTERATION.