



TOWN OF CAIRO

GENERAL/REGULAR MEETING AGENDA

August 4, 2014 @ 6PM

Location: Town Hall, Cairo

Call to Order

Pledge of Allegiance

Attendance

Public Hearing: Dog Law-Proposed Local Law #3 2014

Comments/Presentations: Rachel Lang-US Representative for the 9 Ball Tournament in China

Approval of Minutes: July 14, 2014

Reports

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

Appointments & Resolutions

Unfinished Business

- Dog Law
- Town Hall Security
- Animal Control Facility Rent

New Business

- Best Value Award Methodology
- Water & Sewer Billing Program Training

Correspondence

Adjournment

Events:

Apple Harvest Festival October 11th & 12th



TOWN OF CAIRO

Public Hearing

August 4, 2014 @ 6:00PM

Location: Meeting Room in Town Hall

Reason/Proposal: To revise the Dog Law Regulating the Licensing & Control of Dogs
- Proposed Local Law #3 2014

Section 3. Purpose and Intent:

- The Town Board of the Town of Cairo, finds it necessary to enact a local law to address the licensing of dogs in lieu of the State of New York's recent mandate that dog licensing become a local government function on January 1, 2011. The purpose of this Local Law is to provide for the licensing and identification of dogs, the control and protection of the dog population and the protection of person, property and domestic animals from dogs.

Town Clerk: Notice of Hearing:

- Please take notice that the Town Board of the Town of Cairo will hold a public hearing on Monday, August 4, 2014 at 6:00 PM at the Cairo Town Hall 512 Main Street, Cairo, NY, for the purpose of passing a local law which regulates the licensing and control of dogs.

By Order of the Town Board
Tara A. Rumph, Town Clerk

Supervisor: Review of Public Hearing Procedure:

- Speakers must raise their hand, be called upon by the Supervisor to speak, identify themselves-stating full name, direct their comments to the Town Board, and state clearly & briefly why they are in favor or against the proposal.
- Speakers may not speak a second time until all those who wish to speak have spoken once. Speakers may be held to a 5 minute time frame. Speak clearly, intelligently, and responsibly. Avoid redundancy. Be courteous & respectful.
- The Town Board may choose to listen and not comment.

TOWN OF CAIRO
LOCAL LAW #3(Proposed), 2014
REGULATING THE LICENSING AND CONTROL OF DOGS

Section #1. PURPOSE AND INTENT:

The Town Board of the Town of Cairo, finds it necessary to enact a local law to address the licensing of dogs in lieu of the State of New York's recent mandate that dog licensing become a local government function on January 1, 2011. The purpose of this Local Law is to provide for the licensing and identification of dogs, the control and protection of the dog population and the protection of person, property and domestic animals from dogs.

Section #2. AUTHORIZATION:

This Local Law is adopted pursuant to section 10 of the Municipal Home Rule Law and New York Agriculture and Markets Law Part T of Chapter 59 of the Laws of 2010.

Section #3. ENACTMENT:

The Town Board of the Town of Cairo does hereby adopt the following Local Law with regard to the licensing of dogs within the Town of Cairo.

Section #4. DEFINITIONS:

As used in this Local Law, the following terms shall have the meanings indicated:

1. CONTROL-accompanied by its owner or a responsible person able to control it by command,
For the purpose of this Local Law, a dog or dogs hunting in the company of a hunter or hunters shall be considered as accompanied by its owner.
2. CUSTODIAN-person having possession or guardianship of any dog who is not the owner of the dog.
3. DOG-includes male and female, licensed and unlicensed, members of the species Canis Familiarias.
4. DOG CONTROL OFFICER-any individual appointed by the Town of Cairo to enforce any and all New York State Agriculture and Markets Laws and Local Laws regulating animals, including dogs.
5. HARBOR-to provide food and/or shelter to any dog.
6. IDENTIFICATION TAG-tag issued by the Town of Cairo which sets forth the identification number assigned to a specific dog and such other information as the Town of Cairo deems appropriate.
7. IDENTIFIED DOG-any dog carrying an identification tag as required by this Local Law.
8. LICENSE EXPIRATION DATE-the expiration date as noted on the dog license issued by the Town of Cairo.
9. OWNER-any person who harbors or keeps a dog.

10. OWNER OF RECORD-the person in whose name any dog was last licensed pursuant to this Local Law, except if any license is issued on application of a person under eighteen years of age, the owner of record shall be deemed to be the parent or guardian of such person. Any person owning or harboring a dog for a period of one (1) week in the Town of Cairo, shall be held and deemed the owner of such dog for the purpose of this Local Law.
11. SERVICE DOG-means any dog that has been or is being individually trained to do work or perform tasks for the benefit of a person with a disability, provided that the dog is or will be owned by such person or that person's parent, guardian or other legal representative.
12. TOWN CLERK-the Clerk of the Town of Cairo, where dog licenses are validated or issued pursuant to this Local Law.

Section #5. LICENSING OF DOGS:

- A. All dogs within the Town of Cairo, four (4) months of age or older, unless otherwise exempted, shall be licensed. The owner of each dog required to be licensed shall obtain, complete and return to the Town Clerk or Dog Control Officer, a dog license application together with required supporting documentation, the license application fee, any applicable license surcharges and such additional fees as may be established by the Town of Cairo. Each license application shall be accompanied by proof that the dog has been vaccinated against rabies or a statement from a licensed veterinarian that such vaccination would endanger the dog's life in which case vaccination shall not be required. Each license issued shall be valid for a period of one year and must be renewed prior to the expiration date thereof. The Town of Cairo hereby specifically opts out of the option to allow any licensed chapter of the Humane Society to issue licenses within the Town.
- B. No license shall be transferable. Upon the transfer of ownership of any dog, the new owner shall immediately make application for a license for such dog.
- C. All licenses shall expire on the last day of the last month for which it is issued.
- D. The owner of any dog shall notify the Town Clerk of a change of address, ownership, death or loss of their licensed dog.
- E. Upon the submission of a dog license application, all required documentation and payment of the required license fee, a Town of Cairo dog license identification tag will be provided to the owner of the dog. The identification tag must be affixed to a dog collar and worn by the dog at all times unless it is participating in an organized event.

- F. For those owners who fail to renew a dog license, the Town Clerk or Dog Control Officer shall mail a late renewal fee invoice and warning that failure to renew the license, within a specified time, may result in the issuance of a late fee or court appearance ticket. The application fee for renewal of a dog license which has expired for a period in excess of 60 days or not renewed within 30 days of the date of the aforementioned late notice shall be \$25.00, in addition to the standard base fee for such renewal.
- G. Any dog harbored within the Town of Cairo which was licensed in another jurisdiction shall for a period of thirty (30) days be exempt from the licensing and identification provisions of this Local Law.
- H. Any dog found to be unlicensed during a dog census shall pay a \$5.00 fee in addition to the standard licensing fee.

Section #6. LICENSING FEES:

- A. License fee for unspayed/unneutered dog is \$17 + NYS Surcharge of \$3 = \$20.00
- B. License fee for spayed/neutered dog is \$9 + NYS Surcharge of \$1 = \$10
- C. The above quoted license fees will be reduced by \$5 if the dog's owner is over 65 years old
- D. Tag replacement fee is \$5
- E. There shall be no fee for licensing of service dogs or police dogs.

Section #7. VIOLATIONS:

- A. It shall be a violation, punishable as provided in subdivision C of this section for:
 - 1. Any owner to fail to license any dog.
 - 2. Any owner to fail to have any dog identified as required by this article, unless participating in a dog show.
 - 3. Any owner to fail to renew a dog license on or before the license expiration date.
 - 4. Any person to knowingly affix to any dog any false or improper identification tag.
 - 5. Any owner or custodian of any dog to fail to control, confine, restrain, clean up after (when on property other than owner), prevent incessant nuisance barking or present such dog for any lawful purpose pursuant to this article.
 - 6. Any dog licensed or unlicensed, found unrestrained on public property, or other property not belonging to the owner, on Main Street (from the easterly intersection of County Route 23B and State Route 23, to the westerly intersection of County Route 23B and State Route 23); or in the confines of the Angelo Canna Town Park or on any other property owned by the Town of Cairo unless the dog is participating in an organized event.
 - 7. Any person to furnish any false or misleading information on any form required to be filed with the Town of Cairo pursuant to this Local Law.

- B. It shall be the duty of the Dog Control Officer or Law Enforcement Officer to bring an action against any person who has committed any violation set forth in this Local Law pursuant to the Penal Law of the State of New York. Every such officer shall have the power to issue an appearance ticket pursuant to Section 150.20 of the criminal procedure law, to serve a summons and to serve and execute any other order or process in the execution of the provisions of this article. Any such officer of the Town of Cairo may serve any process, including an appearance ticket and a uniform appearance ticket and simplified information, related to any proceeding, whether criminal or civil in nature undertaken in accord with the provisions of this article or any local law or ordinance promulgated pursuant thereto. In addition and such officer, upon his or her determination that an owner has failed to license any dog within the Town may impose a penalty in accordance with section 9.

Section #8. SEIZURE OF DOGS; REDEMPTION PERIODS; IMPOUNDMENT FEES:

- A. Any Dog Control Officer or Law Enforcement Officer, acting pursuant to his special duties, or police officer in the employ of or under contract to the Town of Cairo shall seize:
1. Any dog which is not identified and which is not on the owner's premises.
 2. Any dog which is not licensed, which is off the owner's premises.
 3. Any licensed dog which is not in the control of its owner or custodian or not on the premises of the dog's owner or custodian; if there is probable cause to believe the dog is dangerous.
 4. Any dog found to be without vaccination for rabies.
 5. Any dog which poses an immediate threat to the public safety.
- B. Any Dog Control Officer or Law Enforcement Officer in the employ of or under contract to the Town of Cairo may seize any dog in violation of this local law or any other local law of the Town of Cairo relating to the control of dogs.
- C. Each dog seized in accordance with the provisions of this article shall be properly sheltered, fed and watered for the redemption period as hereinafter provided.
- D. Each dog which is not identified, whether or not licensed, shall be held for a period of at least 7 days from the day seized, during which period the dog may be redeemed by its owner, provided that such owner produces proof that the dog has been licensed and has been identified pursuant to the provisions of this local law and further provided that the owner pays the following impoundment fees:
1. the cost associated with the shelter including any cost to the Town or charged to the Town by the Humane Society or other sheltering contractor for the feeding and care of the dog plus the cost of any veterinary care deemed necessary for the health and safety of the dog and an impoundment fee of \$20 for the first impoundment of any dog owned by that person. The impoundment fee will continue to be doubled for any subsequent impoundments

Section 9. PENALTIES

Upon conviction of a violation of this Local Law shall be deemed an offense and punishable by a fine not exceeding \$25 dollars for the first offense, and the fines will continue to be doubled for each offense thereafter.

Section 10. PRESUMPTION:

Establishment of the fact or facts that the owner of a dog failed to properly license and identify his/her dog as licensed shall be presumptive evidence that the owner or person harboring said dog is not in compliance with the provisions of this Local Law.

Section 11. INTERFERENCE WITH OFFICERS:

Any person who shall interfere with or obstruct any Animal Control Officer, Law Enforcement Officer and any officer or agent of a duly incorporated society for the prevention of cruelty to animals shall be guilty of a misdemeanor, punishable by imprisonment for not more than one year or by a fine of not more than one thousand (\$1,000.00) dollar or both.

Section 12. EFFECTIVE DATE:

This Local Law shall take effect upon filing in the Office of the New York State Secretary of State.

Section 13. INCONSISTENT PRIOR LAWS

To the extent that the terms contained in any prior local laws currently in existence are inconsistent with the terms of this local law, the terms contained herein shall supersede the terms of such prior local laws. All terms of such prior local laws shall continue in full force and effect.



Minutes

Town of Cairo

Town Board Meeting @ 6pm

Location: Town Hall Meeting Room

July 14, 2014

The Town Board of the Town of Cairo met for a Town Board meeting on Monday July 14, 2014, at the Town Hall, Main Street, Cairo, New York.

Supervisor Banta called the meeting to order at 6:05 PM and then asked the attendees to Pledge Allegiance to the Flag. All board members were in attendance.

The minutes from the June 2, 2014 Board Meeting were accepted by Councilperson Ostrander and seconded by Councilperson Joyce.

The minutes from the June 16, 2014 Special Board Meeting were accepted by Councilperson Joyce and seconded by Councilperson Ostrander.

The minutes from the June 17, 2014 Zoning Review and Any and All Business Meetings were accepted by Councilperson Joyce and seconded by Councilperson Cords. Councilperson Ostrander abstained from voting.

Town of Cairo Historian, Robert Uzzilia spoke about the excavation and the site preparation for construction on the Railroad Project.

Superintendent of Highways, Robert Hempstead, updated the board on the animal shelter, Town Hall renovations and the installation of the community bulletin board in the Town Park. Hempstead informed the board of HVAC issues with the library and also spoke about the renewals of Mircom and Trane.

Superintendent of Highways spoke about the 2014 paving season. He explained to the board that many roads are unraveling. Discussion arose about multiple paving options. The Highway Superintendent requested that the Town Board join him in a road inspection tour in the near future.

Richard Beare from the Greene County Youth Fair spoke about the upcoming 2014 Greene County Youth Fair and supplied the town with flyers, entertainment schedules and invitations.

Supervisor Banta gave the supervisor's report. Supervisor Banta updated the board on the sidewalk initiative process and the next meeting with Tracy Magee, a representative from Assembly Lopez's office, to be determined. Supervisor Banta spoke about the special legislation with regards to long term EFC financing for the Town of Cairo's sewer loan.

Discussion arose about the event on August 2, 2014, Supporting Our Troops, at the Pot O' Gold. The Town Board would like to do a proclamation for Heather Ray.

The issue of Town Hall security arose. Councilperson Ostrander stated that they received two bids and that he is reviewing them.

It was stated that M. A. Tarpinian will be taking over for Carol Spohler in the organization of Cairo Market Days. Supervisor Banta would like to acknowledge Carol Spohler for all her years of service.

Cairo Durham Little League won the Little League NY District 15 Triple A Championship Allstar Tournament. This is the first win ever for Cairo-Durham. Discussion arose about bringing the players into a meeting to be acknowledged.

Supervisor Banta spoke about the program with Columbia Greene Community College where the Town of Cairo will have two interns. The Town will provide the work and supervision, and they will be compensated and insured by the college.

Resolution No. 135-14 "Receipt of Monthly Supervisor's Report" offered by Councilperson Puorro and seconded by Councilperson Ostrander:

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

RESOLVED, that the Town Board Members accept the monthly Supervisor's Report for May, 2014.

All members in favor – motion carried.

Resolution No. 136-14 "Harold R. Clune, Inc. Change Order 1" offered by Councilperson Puorro and seconded by Councilperson Joyce:

WHEREAS, there was an approved contract in the amount of \$152,900.00 between the Cairo Town Board and contractor Harold R. Clune, Inc., for the electrical contract at the sewer treatment plant; and

WHEREAS, there were electrical changes requested by the Delaware Engineering P.C.to:

provide interconnection conduits between MCC and remote control panel; provide 20 amp circuit to remote control panel; provide disconnect switches; provide conduit, wire, and terminations for purge valves; provide repairs for control valves #1 and provide a new feed to existing MCC; therefore, be it

RESOLVED, that contract change order number 1 for Harold R. Clune, Inc. be approved in the amount of \$15,760.00 for a total contract price of \$168,660.00.

All members in favor – motion carried.

Resolution No. 137-14 “Harold R. Clune, Inc. Change Order 2” offered by Supervisor Banta and seconded by Councilperson Ostrander:

WHEREAS, there was an amended contract in the amount of \$168,660.00 between the Cairo Town Board and contractor Harold R. Clune, Inc. for the electrical contract at the sewer treatment plant; and

WHEREAS, there was an additional scope of work requested by Delaware Engineering P.C.to: provide terminations, testing, and trouble-shooting of new main control panels and devices; and to assist Xylem in all portions of start-up of new basins; therefore, be it

RESOLVED, that contract change order number 2 for Harold R. Clune, Inc. be approved in the amount of \$2,975.00 for a total contract price of \$171,635.00.

All members in favor – motion carried.

Resolution No. 138-14 “Harold R. Clune, Inc. Change Order 3” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

WHEREAS, there was an amended contract in the amount of \$171,635.00 between the Cairo Town Board and contractor Harold R. Clune, Inc. for the electrical contract at the sewer treatment plant; and

WHEREAS, there was an additional scope of work requested by Delaware Engineering P.C.to: work on existing metering equipment, surge pumps, and EQ Tank #1; therefore, be it

RESOLVED, that contract change order no.3 for Harold R. Clune, Inc., be approved in the amount of \$3,150.00 for a total contract price of \$174,785.00.

All members in favor – motion carried.

Resolution No. 139-14 “Accept Quarterly Sewer EDU Billing Dated June 1, 2014” offered by Councilperson Joyce and seconded by Councilperson Ostrander:

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

RESOLVED, that the Town board accepts the Sewer EDU Billing as presented in the amount of \$58,525.00 dated June 1, 2014.

All members in favor – motion carried.

Resolution No. 140-14 “Authorization to Attend NYS Association of Magistrates Court Clerks Annual Fall Conference” offered by Councilperson Ostrander and seconded by Councilperson Cords:

WHEREAS, the New York State Association of Magistrates Court Clerks Annual Fall Conference being held Sunday, September 28, 2014 – Wednesday, October 1, 2014; and

WHEREAS, the cost to attend is \$40.00 per person pre-registration fee as a member; and,

WHEREAS, this does not include the annual meal package for the two-day conference that will be submitted at a later date; therefore, be it

RESOLVED, that Joan VanDenburgh and Victoria Smith are hereby authorized to attend The NYS Association of Magistrates Court Clerks Annual Fall Conference in Albany, NY.

All members in favor – motion carried.

Resolution No. 141-14 “Accept Water Billing Dated July 7, 2014” offered by Councilperson Puorro and seconded by Councilperson Cords:

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

RESOLVED, that the Town board accepts the Water Billings as presented in the amount of \$48,489.64, dated July 7, 2014.

All members in favor – motion carried.

Resolution No. 142-14 “Authorization to Attend NYS GFOA Conference” offered by Councilperson Puorro and seconded by Councilperson Joyce:

WHEREAS, the New York State Government Finance Officers’ Assoc., Inc., is sponsoring a seminar on the topics of Municipal Bonds and Prevailing Wage in Saratoga, NY, on August 8, 2014; and

WHEREAS, the cost to attend is \$120.00 per person as a nonmember; therefore, be it

RESOLVED, that Louann Arp is hereby authorized to attend the NYS GFOA conference in Saratoga, NY.

All members in favor – motion carried.

Resolution No. 143-14 “Authorization to Attend Association of Towns Conference” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

WHEREAS, the Association of Towns is sponsoring a conference for Planning and Zoning Members on July 29, 2014, in Kingston, NY, and on July 31, 2014 in Colonie, NY; and

WHEREAS, the cost to attend is \$80.00 per person for 5 training hours credit; therefore, be it
RESOLVED, that Jessica Dillon and Angela Bedani are authorized to attend the Association of Towns 2014 Planning and Zoning Summer School in Kingston, NY; and be it

FURTHER RESOLVED, that Thomas Baldwin, Edward Forrester and Richard Lorenz are authorized to attend the Association of Towns 2014 Planning and Zoning Summer School in Colonie, NY.

All members in favor – motion carried.

Resolution No. 144-14 “Authorization to Sign Contract with Rodenhausen Chale LLP” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

WHEREAS, the Town Board authorized Supervisor Banta by resolution number 56-14 March 3, 2014 to sign a contract amendment dated January 8, 2014 with Christine M. Chale of Rapport Meyers LLP Bond Counsel to increase the contract \$3,000.00 for a not to exceed amount of \$20,500.00 for the Capital Sewer Project; and

WHEREAS, effective May 1, 2014 Christine M. Chale has reorganized to the firm of Rodenhausen Chale LLP Bond Counsel; therefore, be it

RESOLVED, the Town Board of the Town of Cairo does hereby authorize the Town Supervisor to sign a contract dated June 19, 2014, with Rodenhausen Chale LLP Bond Counsel with the not to exceed amount of \$20,500.00, of which \$12,250.00 has been previously billed by Rapport Meyers LLP.

All members in favor – motion carried.

Resolution No. 145-14 “Payment of Bills on Abstract #312” 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 #312, consisting of 2014 Vouchers #1799 through #1973 in the amount of \$311,349.20 is approved for payment.

The total amount to be paid from the:

General Fund -	\$80,720.55	Street Lighting -	\$3,822.08
Highway Fund -	\$191,464.23	Sewer Fund -	\$17,146.27

Cap. Water Fund -	\$8,462.47	Water Fund -	\$2,177.35
Cap. Sewer Fund -		Trust & Agency –	\$56.25
Hydrant Fund –	\$7,500.00	Special Fire -	

All members in favor – motion carried.

Resolution No. 146-14 “Accept Sewer Penalties Dated June 1, 2014” offered by Supervisor Banta and seconded by Councilperson Joyce:

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

RESOLVED, that the Town Board accepts the Sewer Penalties as presented in the amount of \$4,259.53 dated June 1, 2014.

All members in favor – motion carried.

Resolution No. 147-14 “Authorization to Attend SEI User Group Training/Problems and Pitfalls with DNA Collection/Automation Alterations” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

WHEREAS, Joan M VanDenburgh and Victoria Smith, attended the SEI Group Training/Problems and Pitfalls with DNA Collection/Automation Alterations on June 6, 2014; and

WHEREAS, the cost of the training is free, Joan M VanDenburgh, Cairo Town Court Clerk, is seeking mileage and toll reimbursement; therefore, be it

RESOLVED, that the Town Board does hereby acknowledge that Joan VanDenburgh and Victoria Smith attended the Free Training for SEI User Group Training/Problems and Pitfalls with DNA Collection/Automation Alterations, in Castleton, NY, and hereby approve travel reimbursement.

All members in favor – motion carried.

Alan Tavenner, PE from Delaware Engineering, reported to the board about the well drilling bids and recommended that the town accept the ADT proposal. Discussion arose with regards to the Town of Cairo’s Procurement Policy. The board decided that they will call Tal Rappleyea, Town Attorney, to verify this was an adequate bid process.

Sylvia Hasenkopf, Cairo Historical Society Headquarters Committee Chair, requested approval from the Town Board to have the Cairo Prehistoric Forest placed on the State and National Registers of Historic Places. Dr. Titus will be visiting the site and giving a presentation.

Resolution No. 148-14 “Declaration of Support in the Nomination Process of the Cairo Prehistoric Forest” offered by Councilperson Puorro and seconded by Councilperson Cords:

WHEREAS, Sylvia Hasenkopf of the Cairo Historical Society would like to have the Cairo Prehistoric Forest placed on the State and National Registers of Historic Places.

WHEREAS, the Cairo Historical Society is requesting the Town of Cairo's approval to proceed with the nomination process. Therefore, be it,

RESOLVED, that the Town Board of the Town of Cairo does hereby offer a declaration of support to the Cairo Historical Society to proceed with the nomination process of the Cairo Prehistoric Forest.

All members in favor – motion carried.

John Valachovic, Kaaterskill Associates, spoke on behalf of the Cairo Historical Society with regards to the right of way they are seeking from the town, as adjoining property owners to their headquarters.

Supervisor Banta stated that the permissive referendum to execute a quit claim deed for 0.02 acres of real property has expired and no letters were received.

Resolution No. 149-14 “Supervisor to Sign Well Drilling Contract” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does authorize Supervisor Banta to sign well drilling contract contingent upon Town Attorney, Tal Rappleyea's approval.

BE IT FURTHER RESOLVED, well drilling contract will not exceed \$25,000.00.

All members in favor – motion carried.

Resolution No. 150-14 “Accept Revised Regulating the Licensing and Control of Dogs Law” offered by Councilperson Cords and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby accept the revised Regulating the Licensing and Control of Dogs law.

BE IT FURTHER RESOLVED, that there will be a public hearing on August 4, 2014, at 6:00 pm in the Cairo Town Hall Meeting Room.

All members in favor – motion carried.

Discussion arose about the issues with the HVAC in the library. The Town Board will call in the architect, plumber and project manager. The Town Board also discussed about possible litigation to rectify the situation.

Resolution No. 151-14 “Supervisor to Sign Trane Agreement” offered by Councilperson Puorro and seconded by Councilperson Cords:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize Supervisor Banta to sign Trane Agreement.

All members in favor – motion carried.

The Board Members discussed the issue of the new animal shelter paying rent for the use of the sewer building. Supervisor Banta will work with Water and Sewer Administrator, Mike Lamanec.

Resident Susan True inquired on the budget process, scheduling and meetings. She also inquired on the special legislation that Supervisor Banta spoke about regarding the sewer loan.

Resident Robert Uzzilia questioned the state of the county roads (Main Street). Highway Superintendent, Robert Hempstead informed him that the County will be paving Main Street this summer.

Resolution No. 155-14 “Board to Move into Executive Session” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 8:50 pm to discuss medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation within the Town of Cairo.

All members in favor – motion carried.

Resolution No. 156-14 “Board to Exit Executive Session” offered by Councilperson Cords and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 10:08 pm.

All members in favor – motion carried.

Resolution No. 157-14 “Hire Part-time Police Personnel” offered by Councilperson Cords and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby hire Richard Selner at the rate of \$16.32 per hour.

All members in favor – motion carried.

A motion was made by Councilperson Cords and seconded by Councilperson Puorro to adjourn the meeting at 10:11pm.

All members in favor – motion carried.

Respectfully submitted

Debra Sommer

First Deputy Town Clerk

Town of Cairo
Ambulance Service
PO Box 728
512 Main Street
Cairo, NY 12413
518-622-2357

Monthly Report
August 4, 2014

Total calls for June.....80
Total Transported calls.....45
Total Non-transported calls.....35

Total amount billed: \$39,570

Miscellaneous items of Interest:

1. Department of Health inspection on Thursday, August 7, 2014. No problems anticipated.
2. New Hire is working out well, able to fill gaps in schedule with part time employees due to vacation time of full time.
3. AEMT school classroom time ends on August 27. Final State exam is in October.

TOWN OF CAIRO
ANIMAL CONTROL REPORT

JULY 31, 2014

JULY 1, = CALL FROM EOC DOG IN CAR AT HANNAFORDS BOLO AREA NOTHING FOUND

JULY 5, = LOOSE DOG COMPLAINT INDIAN RIDGE ROAD , SPOKE TO OWNER WILL TAKE CARE OF.

JULY 5,= CALL FROM LANDLORD MTN AVE APTS DOGS LOOSE IN APT, SPOKE TO OWNER WILL TAKE CARE OF

JULY 8,= CALL ABOUT DOGS BARKING VERNAL BUTLER RD CHECKED OUT DOG INSIDE NO PROBLEMS

JULY 8,= CALL ABOUT BABY WOODCHUCK BROSS ST, CHASED AWAY FOR HOME OWNER

JULY 9=ALL ABOUT LOOSE DOG PINE TREE LANE , SPOKE TO OWNER , GAVE WARNING

JULY 9= CALL ABOUT LOOSE DOGS MTN AVE BY BAVARIAN MANOR , SPOKE TO OWNER .

JULY 9= CHECK WELFARE OF DOG AT 417 MAPLE LAWN , ALL OK

JULY 11 = TOOK 2 DOGS TO CGHS FROM 1138 MTN AVE LANDLORD REQUEST , DOGS ABANDON

JULY 11= BARKING COMPLAINT VERNAL BUTLER RD , SPOKE TO OWNER WILL CORRECT PROBLEM

JULY 11= LOOSE DOG COMPLAINT INDIAN RIDGE RD , NO ONE HOME LEFT CARD TO CALL ME , TAKEN CARE OF

JULY 13= LOOSE DOGS MTN AVE BOLO AREA NOTHING FOUND

JULY 16= LOOSE DOG COMPLAINT MTN AVE SPOKE TO OWNER NOT HIS DOG LOOSE

JULY 16= LOOSE DOG COMPLAINT BOLO AREA NOTHING FOUND

JULY 16= CALL FROM PERSON MTN AVE HAS LOOSE DOG , PICKED UP DOG BOLO AREA TILL FOUND OWNER , RETURNED , GAVE WARNING ABOUT SHOTS AND LIC.

JULY 18= CALL ABOUT BARKING DOGS OLD RT 23 BOLO AREA NOTHING FOUND

JULY 20= LOOSE DOG COMPLAINT MAIN ST FOUND OWNER GAVE LAST WARNING

JULY 20= CALL ABOUT FOX PUPS OLD RT 23 CHECKED AREA NOTHING FOUND

JULY 22= CALL ABOUT POSSIBLE SICK KITTEN SILVER SPUR RD WEST, CHECKED OUT KITTEN NOT FOUND

JULY 24= FOLLOWUP WITH CHECK WELFARE OF DOG 417 MAPLE LAWN RD ALL OK

JULY 24= CALL ABOUT POSSIBLE DOG FIGHT MAIN ST WENT WITH CAIRO PD , ALL OK

JULY 25= CALL ABOUT LOOSE DOG SUNSIDE RD FOUND DOG , RETURNED TO OWNER , GAVE WARNING

JULY 27= DID PAPER WORK TO BRING DAILYREPORTS UP TO DATE

JULY 28= CALL ABOUT DOG HIT BY CAR WINTER CLOVE RD CHECKED DOG OUT , OWNER TAKING TO VET IN MORNING ALL OK

JULY 29=CALL FROM TOWN LIB. DOG INSIDE, PICKED UP DOG , DID BOLO IN AREA , FOUND OWNER , FROM OUT OF TOWN , RETURNED DOG

JULY 29= CALL ABOUT DOG MAPLE LAWN , CHECK WELFARE , SPOKE TO OWNER , GAVE DOG AWAY , ALL OK

JULY 29= CALL ABOUT LOOSE DOG AGNES DRIVE , FOUND OWNER AND GAVE WARNING

JULY 30=2ND CALL ABOUT LOOSE DOG AGNES DRIVE, DID FOLLOW UP SPOKE TO OWNER ALL OK

JULY 30=CALL ABOUT LOOSE DOG CO RT 20 FOUND OWNER , DOG BROKE CHAIN GAVE WARNING ALL OK

JULY 30=CALL ABOUT LOOSE DOGS WOODLAND DRIVE DID BOLO OWNER NOT HOME WILL DO FOLLOWUP

JULY 30=LOOSE DOG COMPLAINT RT 32 NORTH BOLO AREA NOTHING FOUND

JULY 31=LOOSE GOAT COMPLAINT JOSEPH KOLLAR RD WENT TO HOME OWNER NO ONE HOME , WILL DO FOLLOWUP

TOWN OF CAIRO BOARD MEETING

ASSESSOR'S MONTHLY REPORT

August 4, 2014 Board Report

New Business: 26 property transfers for the month of June

Old Business:

CLOSING

Janice Hull
Sole Assessor



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



August 4, 2014

Highway Daily Tasks Performed:

- In house highway crew hot asphalt paving and road surface repairs. 2841.51 tons to date at a cost of \$158958.00. At this time, we have not yet completed repairs on the majority of our roads. Contracted asphalt paving is contingent upon the repair needs of the roads. Roads that are going to be surface treated (stone & oil) again will be contingent on the repair needs of the roads.
- Sign maintenance ongoing.
- Road side mowing continues. Commencing third cut. (mowed CR 23B in preparation for the Youth Fair)
- Tree and brush cutting.
- Hauling 1a stone for August's stone and oil projects.
- Town wide road side clean up continues (large couch on Silver Spur).

- Many repairs on our aging equipment fleet, ex: tandems, tractors, etc.
- Need to update and amend the dedication of roads and streets ordinance.
- Marked roads for UFPO for culvert replacement.
- Storm damage cleanup.
- Drainage: ditch adjacent to the Historical Society property and firehouse mowed and excavated.
- Excavated and replaced broken yard hydrant in park.
- Mowed upper field parking area parallel to Mountain Avenue to facilitate parking for the Youth Fair fireworks.
- Recycling and adjacent area clean up: soil piles, discarded concrete and wood.
- Cleaned up park after youth fair: Barricades, signs, cones, trash.
- All ball fields rolled after event.
- Equipment delivered to be used through the event: New Holland loader, tandem dump truck, John Deere tractor with forks, and bucket truck.
- Repaired town tractor that is used by Little League.

Park Maintenance:

- Routine mowing and trimming of ball fields, play areas, dog walk, etc. (we have had multiple unscheduled special requests for Little League mowing)
- Highway repaired town mower that Little League uses exclusively.
- Fitness equipment and playground mulch ordered.
- This month we will be stone and oiling the prepped areas of the park.
- Pavilion area was pressure washed and all tables cleaned.
- Extra trash receptacles were placed around the area for the Youth Fair.
- Rented a utility vehicle to facilitate trash clean up in and around the park.
- Scheduled additional staffing for Youth Fair.
- Used large bucket to installed overhead telephone lines to broadcast remote radio station.
- Replaced concession stand fire extinguisher after Little League barbeque fire.
- We had one volunteer show up to help me pick up trash early in the morning during the Youth Fair.

Town Hall Renovations/Repairs

- Drywall contractor returned and made needed repairs. Areas are primed and being top coated.
- Flexible base board needs to be ordered and installed.
- Restroom and kitchen area progressing.
- Subpanel is being installed and connected.
- All cat 6 computer and video cables needs to be connected into appropriate routing.
- Existing carpets need to be vacuumed and cleaned.
- Interconnected phone systems need to be reviewed and ordered.
- Air conditioning/air handler servicing court room areas was serviced and condensers cleaned.
- Front Town Hall mulch area being reseeded.

Cemeteries

- Ongoing maintenance continues

Acra Community Center

- Installed a new dedicated electrical line for commercial refrigerator/freezer.
- Will be installing ADA compliant extended height toilets this week.

Library

- July 14th HVAC issue has been resolved.
- Resolved invoice conflict with Trane.

Meetings & Miscellaneous

- Met with Del, Greene County Pop Warner
- Park task force committee meeting
- Ron Gabrielle, Department of Health
- Multiple driveway inspections
- Met with Alan Tavenner, geologist, well driller, Robert VanValkenburg, Greene County Highway at the town park and county property for next week's test well drilling
- Met with Greene County Youth Fair committee
- Met with John Kargoe for Apple Harvest Festival as well as speaking with MA Tarpinian.
- Met with Robert Uzillia at Railroad Avenue property.



TOWN OF CAIRO
BUILDING AND CODE ENFORCEMENT

MONTHLY REPORT

July 1, 2014 – July 31, 2014

(04) Building Permits Issued

(01) Certificates of Occupancy Issued

(10) Certificates of Compliance Issued

(25) Violations & Complaints

(02) Violations Pending Court

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

GOALS:

- Continue to work on Fire Inspections and reports
- Continue to work on violations
- Organize files
- Continue to train Clerk

August 2104 Report

The Library completed the following Summer Reading programs:

Fizz, Boom, Read with 4H

We Do Robotic with 4H

Self Portrait Using Text—with artist Ruth and Greta Metzler

Saturday Kids' Matinee: Lego Movie

Puppet People

Upcoming/ongoing programs:

Writing with Esther Cohen on Thursdays at 7:00pm

Saturday Kids' Matinee 8/16 @3:00

Jason the Bug Guy 8/18 @6:00

Finance Committee met to start budget discussions. We have another meeting scheduled for this month.

Computer users from 6/1 – 8/5: 1,601

New cards for same period: 24

Community room/teen room/ SoHo used 69 times including a Monday morning movie for the Summer Recreation Program

The MidHudson Library System has requested use of the Community room in September to provide Trustee training for all of the libraries in the system who would like to attend.

The Library Trustees appointed Allen Ververka to the Board.

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 July 1st thru August 1st, 2014

(A) Patrol mileage: Patrol 574- At Schindlers
575- 520
576- 2268
577- 0
578-
Total Miles-

(B) Criminal Incidents 34
Non Criminal 121
Unclassified

Total Complaints 155

(C) Accident Investigations 7 Total

(D) Parking Summons 0 Issued

(E) Arrests 8 TOTAL 5 misdemeanor,
7 violation charges

(F) Vehicle and Traffic 12 Issued Summons



Cairo Tax Collector
PO Box 319
Cairo, NY 12413
518-622-9218

taxcollector@townofcairo.com

August 4, 2014

To: Supervisor Banta & the Cairo Town Board

Re: Tax Collector's Monthly Update

- As reported last month, a check for June interest (\$1.66), June notice fees (\$132.00), June penalties (\$4204.05) and June returned check fees (\$30.00) was paid to the town on July 7, 2014 in the amount of \$4367.71.
- As reported last month, a check was sent to the Greene County Treasurer on July 7, 2014 in the amount of \$75,000 to go toward the county tax warrant as mandated by law.
- I received payments in the town office until July 31, 2014. The books were closed on that date, and turned over to the county today, August 4, 2014.
- I wrote a check to the Greene County Treasurer today in the amount of \$142,821.53 as payment of the remainder of what I collected on the warrant.
- I am pleased to report that my books reconciled to the penny with the county (always a GOOD thing!)
- Please see the attached report for details regarding this year's tax collection. Please note that the remaining uncollected of \$1,010,065.11 includes rolls 3, 5, and 6 in the amount of \$276,598.85. These rolls are paid directly to the county thus the remaining unpaid amount was \$733,466.26.
- There were 295 bills that remained unpaid. Interestingly, that is the same number as last year.
- I have also attached the reconciliation page from the treasurer's office.
- Please let me know if you have any questions or concerns regarding this year's tax collection.

Respectfully submitted,

Susan Hilgendorff
Tax Collector

Town of Cairo Town & County 2014 Collection Summary

All Inclusive

District:	Taxes Collected:	Penalty:	Surcharge:	Notice Fee:	Remaining Uncollected:
Town & County 2014	5684979.82	28126.11	0.00	298.00	1010065.11
Totals:	5684979.82	28126.11	0.00	298.00	1010065.11

Collection Statistics:

Number of Postings:	4049
Percentage Collected:	85%
Number of Adjustments:	5
Number of Voids:	109
Number of Returned Payments:	22
Number Refunded Duplicate Pmnts:	14
Notice Handling Fees Collected:	298.00
Received Via:	
On-Line:	61
Mail:	1949
Counter:	452
Bank Payment:	866
At BOGC:	628

Cash:	48531.51
Check:	5552749.10
Other:	112213.32
Total:	5713493.93
Minus Duplicate/Over Payments:	0.00
	5713493.93
Taxes:	5684979.82
Penalty:	28126.11
Surcharge:	0.00
Ret. Check Fees:	90.00
Notice Fees:	298.00
Total:	5713493.93
Minus Direct / Under Payments:	
0 Direct:	0.00
0 Under:	0.00
	5713493.93

Other Payment Type Breakout:

Credit Card:	8	8014.51
Money Order:	9	5621.03
Online Payment:	62	91047.93
Cashiers check:	4	7529.85

CAIRO

2013 collected in 2014

As of August 1, 2014

Sue Higendorff
PO Box 319
Cairo, NY 12413

518-622-9218

taxcollector@townofcairo.com

			<u>Debit</u>	<u>Credit</u>
Total Warrant			\$6,696,536.49	
Paid Supervisor	\$3,766,568.29			\$3,766,568.29
Erroneous Assessments:				
	Esslie	101.05-3-22		\$705.88
	MRE Inc	84.00-3-37		\$282.84
	NERLT Inc	117.00-3-89.2		\$499.98
	State Lands			\$2.86
Corp Taxes Paid to Treasurer				\$190,299.02
				\$0.00
State Lands Paid to Treasurer				\$86,299.83
State Lands Adjustment				\$0.00
Received from Collector				\$1,775,000.00
Sub Total				\$5,819,658.70
Unpaid List				
	Village		\$0.00	
	Outside	192400	\$733,466.26	
	Total Unpaid			\$733,466.26
	Total			
Per Parcel Notice Charge				
	Village	\$0.00	0	
	Outside		295	
	\$ Amount Per	\$2.00	295	\$590.00

Balance Due From Tax Collector

CK 1586

\$142,821.53

Collector's Signature

Susan D. HigendorffDate: 8-4-14

8/4/2014

Greene Co Treasurer

Diane Buttolone



512 Main St., PO Box 728

Cairo, NY 12413

TOWN OF CAIRO WATER & SEWER

MONTHLY REPORT

JULY 2014

Water Department

Water Certification - NYS Department of Health requires a minimum Class C licensed operator for the Cairo Water distribution system. Our department has been running under Dave Jennings license. Dave has stated that his participation and the use of his license will cease October 1st. The department needs to either hire someone with the necessary certification, or pay for the services of an overseeing private certified contractor (ie Joe Meyers), or get one of us (John Orso or myself) certified. On the last choice, there only a few "Grade C Operators Initial Certification Courses" given that are applicable. SUNY Morrisville offers the course August 11th –August 14th. The course cost is \$525; the book for the course is additional (approximately \$70). The course is not given again until February. If the agreed plan is to send someone to Morrisville, there are details to be addressed and haste is crucial.

Dave Jennings continues to train John Orso and myself on testing procedures, water hook ups and meter installation. John has become quite proficient at these tasks and does the daily water testing 6 days a week, with Dave doing the testing on Thursdays.

Water Billing –The water billing was sent out and some errors were subsequently realized. We are learning as we go. Corrections will need to be made; there are some errors that appear to have been going on for many months. Our inexperience with the WLB billing program has been an extremely hindering process. Seemingly simple tasks have drawn into great lengths of time and research. Maeve Bolger continues (under protest) to assist me with the billing program. She has been extremely beneficial to this endeavor. Once the billing system becomes routine and familiar, the program should

be quite effective. I have reached out to the Coxsackie Clerks office as they use the same program for their water and sewer billing. An initial discussion with Clerk Nikki Bereznak and a subsequent discussion with Deputy Clerk Amanda Quinlivan. I explained our predicament and they offered to come and try to help. They would only be available in the evenings after their clerk's office closes. Although they are not asking for payment, I suggest some compensation be made for their transportation and efforts. Amanda Quinlivan has already come down on Friday (8/1/14) and spent about 2 hours answering my questions and training me on some parts of the program. All they have officially asked for was a letter to their Mayor Mark R. Evans stating our request and that it is suitable for them to be on premise and assisting.

Youth Fair & Park – Complying with NYS DOH requirements, the water was bacteria tested prior to the fair at two locations and tested each day of the fair at five different locations throughout the park. All test results were satisfactory. Testing was done by a combined efforts of Dave Jennings, John Orso & Joe Meyers.

Yard Hydrant Repair – On July 22nd we get a call that someone hit a hydrant in the town park. We turned off the water and determined it needed to be dug and replaced. The hydrant is also in line with (thereby disabling) the next hydrant at the animal wash station. This is Tuesday afternoon, a day before the Youth Fair animals arrive and a day before the NYS Health inspector arrives, we need to get it fixed quickly. I called Robert Hempstead of the Highway Department and request assistance. Soon Steven Rumph and I are well into the ground using the Ford backhoe. Realizing that I do not have an account with N&S supply, Robert suggests he will send Debra Sommer to Catskill to get the part we need as they have an account and so that I can stay and assist in the work, I concur. An hour later we are down about 7 feet and Robert returns and stops us from continuing, stating the hole is potentially unsafe and not up to code. He then calls for Stewart to come with the bobcat and he quickly excavates the hole much wider and safer. Stewart has experience with the style of hydrant and instructs me on how to change it. Carl Kohrs of the Youth Fair had given us two pressure treated 8'x4"x4" posts that we set as optical warnings and to offer some protection to the hydrant for the future. It was a long hot and humid day with an urgent task that needed to be resolved. If not for the combined efforts of Hempstead, Sommers, Rumph and Stewart the task would have been much more difficult and time consuming.

Water Meters – As stated last month, we need many (about 73) meters (or external readers) replaced, installed and repaired. I want to get a plan in place where we can start addressing this problem. Even a simple goal of one meter per month could make a substantial goal over the next few years. I would like to have John Orso install and replace meters on a regular basis until we are caught up. Ideally we should install all new meters with remote wireless readers. This technology is now commonplace in most towns and villages. I will be talking with Catskill to learn from their experience with the wireless readers and assess the current cost. Coxsackie has also been replacing meters with wireless readers. Until then, I would expect to replace broken equipment with the few spare parts we have.

Paving Main Street - Greene County Highway department will be repaving Main Street and there are numerous water valve access plates and risers in the street that will need to be addressed. I have had discussions with Wm. Stein the Senior Engineer of the Greene County Highway Department. There contractor expects to mill around the existing risers, remove them and reuse them. As they might get

damaged in the process they expect to have a few on hand to replace them with. Details still need to be worked out. The widening of Main street (Mountain Avenue to route 32), will introduce some other slight obstacles. We have a couple of fire hydrants that are slightly within the proposed new pavement area. GCHD expects to simply curve the line around the hydrants, but the risers for the hydrant turn-offs will need to be raised to accommodate the new pavement.

Illegal Hydrant Use – We have had no response from “Anthony DeMarco& Sons, LLC “ the contractor who took water from a hydrant without authorization. We had mailed them a letter and with a bill including a fine (as per our water law) totaling \$1,561.81 Explicit details are on file. As the LLC is in Syracuse, it is my understanding that if we are to pursue it legally, we would need to do it from there.

Water Turn-Ons - Dave Jennings instructed John Orso and I at two water turn-ons with meter installations. #3110 at 49 Bross Street and #1380 at 479 Main Street. The property owner’s plumbing at 479 Main was damaged from freezing, so we will need to return to turn-on once the necessary repairs are made.

13 Madeline – Joe Meyers and Tim Holbrook dug up the service line on 7/31/14 prepared to fix the leak. Unfortunately the leak was not there. The line still has a strong audible signal of a leak, but unfortunately they did not have a working acoustic leak detector available to help track the direction to dig. So it will need to be further investigated.

485 Main Street – John Orso and I followed up on a complaint of #1360 Joan Geitz. We repaired an ill placed curb-stop in the sidewalk; it is continually destroyed by snow plows. We cleaned and tested the valve and improvised a recessed cap to protect it. Ms. Geitz was quite pleased and appreciated our efforts.

Mountain Ave – (Same as last month) Prior complaints of increasingly poor water pressure on Mountain Ave, a high elevation in our system. Dave and I repaired a damaged valve access port for the accounts water turn-on in June. Although there was no audible evidence of a leak, we determined the water pressure was quite poor. We were unable to fix the problem. We returned with assistance of Rich Winters of NY Rural Water, explain our situation and he concludes that there is probably a major leak (or enough minor ones) that sufficient pressure is not getting to the higher points of the system. We drive around town listening to several of the hydrants listening for leaks, and find many. Although none of these leaks sound major, they all should be addressed starting with the leak at 13 Madeline. Hopefully by eliminating some of these leaks, we can get the water pressure back to acceptable levels at some of the higher locations.

Jerome Avenue (Same as last month) has an undersized 4” iron water main that is antiquated and leaking in numerous places. The undersized line cannot provide adequate pressure to the hydrants on it. The fact that these hydrants cannot be used to effectively put out a house fire is an embarrassment and probably a liability. We could continue to spend resources trying to patch leaks along Jerome Ave, but the line should be replaced. On early estimations, the expense of replacing this line is around \$190 per foot, roughly \$700K. Researching a grant, applying for and hopefully receiving a grant to do the project requires substantial additional time and ideally some grant writing experience.

Hydrants - (Same as last month) Working with Rich Winters of NY Rural Water we identified numerous hydrants that sound to be leaking underground. One on Bross Street (by the entrance to the trailers), one on Main Street, and four hydrants on Jerome Ave.

Personnel - Albert Gasparini, John Orso, and Maeve Bolger have all been very extremely helpful. And as previously stated, Dave Jennings continued assistance has been crucial at this juncture. All should be recognized and applauded for their contributions.

Sewer Department

364 & 370 Main Street – Contracted Holbrook to excavate and cap off tanks in the empty lots. After the buildings were taken down the septic tanks were left attached to the system and they were a substantial source of groundwater infiltration. Tim Holbrook excavated the tanks and capped the lines preventing the surface water from entering the WWT system. A simple fix that should have been done years ago.

Septic Tank Pump-Outs - Our goal of having 125 septic tanks pumped was hindered by the absence of a definitive septic tank history record. I have located some of the records of pump-outs from 2012 and 2013. I have correlated those lists with prior lists and created a master Excel spreadsheet to track past and future activity. By correlating the dates of the tanks and the water usage, we have a target list and have just begun pumping. There are still many tanks that need to be investigated, located, repaired and recorded. This is a laborious task but one that is easily understood, it will take many man hours.

New WWT Hook-Up -We have a home on Jerome Ave, with plans to hook onto the WWT system. After review of the plans submitted I consulted with Joe Myers and we determined it is in best interest for both parties to use a different style of pump and grinder to send the wastewater up to tie into the WWT system. I have a call into the engineer Lane to go over our requirements. I have had a discussion with the property owner and explained our requirements and reasons; she understood and was also going to follow up with her engineer.

Paving Main Street - Greene County Highway department will be repaving Main Street and there are numerous water valve access plates and risers in the street that will need to be addressed. I have had discussions with Wm. Stein the Senior Engineer of the Greene County Highway Department. There contractor expects to mill around the existing risers, remove them and reuse them. As they might get damaged in the process they expect to have a few on hand to replace them with. Details still need to be worked out. The widening of Main street (Mountain Avenue to route 32), will introduce some other obstacles. We have a couple of fire hydrants that are slightly within the proposed new pavement area. GCHD expects to simply curve the line around the hydrants, but the risers for the hydrant turn-offs will need to be raised to accommodate the new pavement.

479 Main Street - (Same as last month) I met with Ray Suttmeier 479 Main to investigate landscape damage complaint. Standing water (on high ground, with no recent appreciable rainfall) on lawn in his back yard. Verbal history puts the WWT line through his back yard and bends at the approximate

location of the standing water. Water has no obvious odor, is believed to be runoff water following the channel of the WWT line and surfacing. It had been worked on (by Darryl Hutson) years in the past, but was never completely eliminated and seems to be getting worse. It seems highly probable that it is just ground water following the line. I asked Joe Meyers about possibly testing the water to ensure that it is not gray water, he will contact me after his vacation. Digging down to the line and putting in a drainage ditch may alleviate the problem. Is it CW&S responsibility?

The State of the Water & Sewer Department - The department in general is in serious need of assistance. I still assert that the town should be looking to hire someone on a full time basis to handle this department. There is easily enough work here for two full time people. I realize there probably are not funds for that, but the department will continue to slowly deteriorate at its current course. The day to day routine of office work, phone calls, billing, and dig orders prevent me from handling much of the actual repairs. There are years worth of repairs that should be addressed. With the complete lack of tools, absence of a vehicle, no supplies, no training and no protocol to follow, every task is a new frustrating endeavor. This department should also have a utility truck where the tools could be kept locked, rather than driving back and forth to the WWT plant or the pump house and loading and unloading each day. The truck could also be used for doing the meter readings. It would also be a much more professional image when on location.

I will continue to do what I can with the time I have, and I will continue to use my own tools and vehicle. But this current plan cannot last with any reasonable expectations. If the town would like me to get my water certification next week, we need to discuss it promptly.

Michael Lamanec

Town of Cairo Water & Sewer Administrator



NORTH DOME OPERATIONS, INC.

PO Box 303
Catskill, New York 12414

August 4, 2014

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

Re: Sewer Dept. Monthly Report for July 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:

July 57,000gpd

Biosolids:

July 4000 gals. WWTP Sludge

Compliance:

Compliance was met for the month of July.

Comments:

The new filters went on-line on 7/22/09 and are performing well.

The Pinch-Valve controller has failed and is being sent back to manufacture for evaluation. This valve controls flow through the WWTP optimizing process.

Tim Holdridge has been retained to help with lawn maintenance at the pump stations, WWTP and is keeping the hydrants clean and safe for emergency access.

Collection System

PS-1, Cumberland Farms

All conditions normal. New pump station in operation.

PS-2, Schindler's Garage

All conditions normal.

PS-3, Snyder La

All conditions normal

Generator off line for repairs from Hurricane Irene (8/2011). FEMA has approved mitigation funds and repair/replacement funds. Highway has begun working on the generator.

PS-4, 23 over-pass

All conditions normal.

PS-5, Cairo Collision

All conditions normal.

PS-6, Jerome Rd

All conditions normal.

PS-7, Dunkin Donuts

All conditions normal

PS-8, McDonalds

All conditions normal.

Septic Tank(s)

Working with Mike Lemenack to evaluate tank project.

Please call me with any concerns or questions,

Joe Myers, cell 528-8842



TOWN OF CAIRO SUPERVISOR'S REPORT

August 4, 2014 @ 6PM

Location: Town Hall of Cairo, Meeting Room

Notifications of Meetings:

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

Monthly Financial Report: June 2014 will be provided at the Monthly meeting on August 4th

Zoning:

- Zoning Meetings 2013 & 2014:

- 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-Land Use Expert/Specialist, Attorney & Zoning Moderator to evaluate proposed errors/contradictions/discrepancies.
- Town Board meet with Town Counsel & John Lyons to discuss discrepancies, review property owner requests, & 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, 2/11 & 2/25 @ 4pm, 3/11 & 3/25 @ 4pm, 4/8 & 4/22, 4/29 @ 4pm, 5/20 @ 4pm, 6/17 @ 4pm
- Meeting with Doug Ostrander & Tal Rappleyea to apply Zoning Map changes on 7/2 @ 1pm.
- Next Step: Send Final Zoning Law Draft & Map to the Planning Board for their updated input. Will meet with the Planning Board at a date to be determined.
- Last call for Feedback Forms was 3/7/14

Employee Meetings 2014:

- January 29th @ 10am
- March 26th @ 11am
- Spring Luncheon for employees & volunteers April 30th from Noon to 1:30pm
- May 29th @ 2pm
- Employee of the Month lunches:
 - September 2013: Rick Busch & Dan Benoit
 - October 2013: no one named
 - November 2013: Reay Mahler
 - December 2013: Sean Clevestine
 - January 2014: Sue Hilgendorff & Linda Kuever
 - February 2014: Debi Sommer
 - March 2014: Debbie Litchko
 - April 2014: tbd
 - May 2014: tbd
 - June 2014: tbd

Parks:

- **Gazebo project:**
 - Wood to be donated by B&B Forest Products
 - Metzler 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
- **Basketball Court:**
 - Need to move forward with basketball court estimates
 - Robert is procuring estimates

Special Legislation:

- Special Long-Term EFC financing for our Sewer Loan is in progress.
 - The Legislation passed in the Assembly & the Senate on 6/19/14
 - Bill was delivered to the Governor on 8/1/14

Office Renovation:

- Making progress
- Need to choose a phone system

Annex Building Renovation:

- Work will commence once the Library Renovation is complete.

Annex Building Dedication:

- Will plan a dedication for the Police Department building in honor of Floyd Hempstead

Sidewalk Initiative:

- Seeking funding & support for sidewalks down Main Street
- Potential Grant or Funding Source is Central Hudson, DOT Grant, CFA Grant, etc
- Pre-design/Design complete for North & South sides
- Meetings on 12/13/13 & 1/24/14 with County and Central Hudson
- Meeting with Engineers, County Legislators, Highway Super, & Doug O: 3/18/14, 5/1/14, 5/20/14, 6/25/14 with Representative from Assemblymember Lopez's office-Tracy Magee
- Next meeting tbd

Well supply/drilling:

- Next step is step is to drill test holes on the County property

Labor Negotiations:

- Highway Department Labor Agreement & Negotiations:
 - o Both parties agreed to an impasse on May 14th; will resume with PERB mediator.
 - o Next meetings proposed:
 - September 2, 2014 @ 10am
 - September 23, 2014 @ 10am
 - October 14, 2014 @ 10am
- Police Department Labor Negotiations:
 - o No discussions at this time.

Animal Control:

- 1st phase of facility complete.

Employee Evaluations:

- In progress

Meetings/Events:

- Attended Annual Senior Picnic on July 23rd at the Park @ 1pm
- Hosted Ice Cream Day on July 23rd at Rinaldis for the employees & volunteers @ 2pm
- Attended the Greene County Youth Fair Opening Ceremony on July 24th @ 9:30am
- Meeting with organizers of the Support Our Troops Event on July 25th @ 12:30pm
- Attended the Support Our Troops Event on August 2nd @ 12:30pm

Water & Sewer Department:

- Operational Status:
 - o Dave Jennings: Senior Water Operator
 - o Water & Sewer Administrator: Mike Lamanec
 - o Water Operators: Albert Gasparini & John Orso
 - o Sewer Contractor/Consultant: Joe Myers & Co.
- Goals: Septic Tank Repairs & Improvements, Hydrants, Meters, Upsize lines(Jerome Ave, Bross to Grove, & Park), Certifications, & more
- Administrative Status:
 - o Clerical support has been provided to assist with work: Maeve Bolger
 - o Mike Lamanec will seek assistance & training from the software program from the Coxsackie Clerk, Nikki Bereznak

Welcome Home Heather Ray:

- Recognized Heather Ray on August 2nd at the Support Our Troops Event at Pot O'Gold
 - o Provided a Proclamation & Commendation-available on website

Climate Smart Communities Program:

- Next meeting: tbd

Greene County Youth Fair:

- Exceptional Event
- Special Thanks to the Greene County Legislator, the Greene County Youth Fair, Robert Hempstead, the Highway and Parks, Buildings, & Grounds Departments
- Need to discuss and execute a multi-year contract with the Youth Fair and list respective duties and responsibilities

Ambulance Department:

- No further progress on an Ambulance building at this time.
- County Wide Ambulance Task Force is working on their process for a County Wide Ambulance System.

Town Hall Security:

- Doug O. obtained estimates to improve security at Town Hall

Community Outreach:

- Rick Busch & I will resume community outreach whereby we visit local businesses & residents to update them on Cairo. Last year, began with local businesses and will continue with businesses for now.

Cairo Market Days:

- MA Tarpinian is the Director this year taking over for Carol Spohler
- Need to recognize Carol for her years of service

2015 Budget Preparation:

- Meeting on September 16th between 10am and 1pm to discuss the budget submissions with the respective departments/component units.

Employee/Volunteer Ice Cream Day:

- July 23rd at 2pm
- 2nd Annual Ice Cream Treat for Employees & Volunteers offered by me

Summer Internship Program:

- The Town is working with the Columbia Greene Community College supervising 2 interns in addition to their summer recreation program employment.
- The program is designed for low-income students in the Greene & Columbia Areas. We have given them the opportunity to work additional hours in the afternoon by offering supervision & work.
- They are compensated and insured by the College Program. We provide the work & supervision.
- Program ends on 8/8 & 8/15 respectively for the interns

Upcoming Events:

- Apple Harvest Festival in October 11th & 12th

REACH Program:

- Special Thanks to Don & Betty Gibson
- Reach Program complete
- Several articles have been written in the Daily Mail regarding their program & outreach to our community

Daily Mail Reporter:

- Claude Haton passed away weekend of 7/19/14

FEMA Property:

- Closing August 7th @ 3:30pm at Town Hall
- Tax consideration

Final 2014 Equalization Rate:

- The final rate is 70.00

Website Updates:

- Updated Forms & Documents page to allow for more documents to be loaded & organized

TOWN OF CAIRO

August 4, 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 Town Board members consisting of cash receipts, cash disbursements, and a budget versus actual report for expenses and revenues, and it be documented in the minutes; therefore, be it,

RESOLVED, that the Town Board Members accept the monthly Supervisor’s Report for June, 2014.

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

August 4, 2014

RESOLUTION NO. _____

“Authorization to Attend NYS Association of Magistrates Court Clerks Annual Fall Conference”

Councilperson _____ offered the following resolution and moved its adoption:

WHEREAS, Joan M VanDenburgh and Victoria Smith, have been authorized to attend the New York State Association of Magistrates Court Clerks Annual Fall Conference being held September 28 – October 1, 2014; and

WHEREAS, the cost of the Official Commuter Meal Package is \$97.00 for each with a total of \$194.00; and

WHEREAS Joan M VanDenburgh, Cairo Town Court Clerk, would like reimbursement for mileage and tolls; therefore,

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve the commuter meal package and reimbursement for mileage and tolls.

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
August 4, 2014

RESOLUTION NO. _____

ENACTING A NEW DOG LICENSING AND CONTROL LOCAL LAW

Councilperson _____ offered the following resolution and moved its adoption:

WHEREAS, the Town Board of the Town of Cairo hereby determines that it is necessary to enact an updated dog licensing and control law in order to more efficiently and properly handle issues associated with dogs and the NYS Ag and Markets Law, and

WHEREAS, the Town Board has duly published and held a public hearing on such local law.

NOW THEREFORE IT IS HEREBY RESOLVED that the Town Board of the Town of Cairo hereby enacts a local law establishing a new dog licensing and control law, as set forth in the attached.

SECONDED BY COUNCILPERSON _____

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

AYE _____ NAY _____ ABSENT _____ CARRIED _____ DEFEATED _____

TOWN OF CAIRO

August 4, 2014

RESOLUTION NO. _____

“Hire Water & Sewer Billing Program Consultant”

Councilperson _____ offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby hire Nikki Bereznak for \$20.00 per hour not to exceed 20 total hours for training for the Water & Sewer Billing Program.

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

August 4, 2014

RESOLUTION NO. _____

“Budget Amendments and Payment of Bills on Abstract #314”

Councilperson _____ offered the following resolution and moved its adoption:

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

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

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

From	A-1220.4	Supervisor-Contractual	-480.00
To	A-1220.2	Supervisor-Equipment	+480.00
From	A-1680.418	Ctrl Data Process-Contractual	-1,599.99
To	A-1680.2	Ctrl Data Process-Equip.	+1,599.99
From	A-1990.4	Contingent	-2,714.45
To	A-5132.2	Hway Garage-Equipment	+1,744.00
To	A-5132.4	Hway Garage-Contractual	+970.45
From	A-8810.4	Cemeteries-Contractual	-585.37
To	A-881.15	Cemeteries-Persl Ser	+585.37
From	A-9050.8	Unemploy Insurance	-549.00
To	A-9040.8	Worker's Compensation	+549.00
From	A-9060.8	Medical Insurance	-3,671.00
To	A-9089.803	Uniforms	+3,671.00
From	A-9730.7	BAN-Interest	-37,169.01
To	A-9721.7	Installment Bonds-Interest	+37,169.01
From	DA-5142.4	Snow Removal-Contractual	-6,740.00
To	DA-5142.2	Snow Removal-Equipment	+6,740.00
From	SS-8110.102	Sewer Admin-Persl Serv	-98.39
To	SS-8110.103	Sewer Admin-Persl Serv	+98.39
From	SS-8120.4	Sanitary Sewers-Contractual	-1,089.03
To	SS-8110.451	Sewer Admin-Contractual	+1,089.03
From	SW-8310.103	Water Admin-Persl Ser	-386.49
To	SW-8310.102	Water Admin-Persl Ser	+386.49

And be it further RESOLVED, the Town Board does hereby authorize that Abstract #314, consisting of 2014 Vouchers #1974 through #2032 in the amount of \$96,972.63 is approved for payment.

The total amount to be paid from the:

General Fund -	\$33,541.92	Street Lighting -	
Highway Fund -	\$55,941.61	Sewer Fund -	\$6,298.16
Cap. Water Fund -		Water Fund -	\$1,173.22
Cap. Sewer Fund -		Trust & Agency -	\$17.72
Hydrant Fund -			

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

August 4, 2014

RESOLUTION NO. _____

“Remove Sewer Penalties Assessed to the Town of Cairo Buildings Sewer Accounts”

Councilperson _____ offered the following resolution and moved its adoption:

WHEREAS, the sewer use bills for the Town of Cairo Buildings were not issued before the May Town Board meeting; and

WHEREAS, the bills were not paid until June 2, 2014; and

WHEREAS, a sewer penalty was assessed of \$12.80 on May 31, 2014 to the Town Hall, RR Annex, and Library accounts; therefore be it

RESOLVED, that the Town of Cairo Town Board does hereby authorize the penalties of \$12.80 to be removed from the Town Hall Account #1210, RR Annex Account #4000, and Library Account #4005.

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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

August 4, 2014

RESOLUTION NO. _____

“Accept Sewer Billing Dated August 1, 2014”

Councilperson _____ offered the following resolution and moved its adoption:

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

RESOLVED, that the Town Board accepts the Sewer Billing dated August 1, 2014 as presented from the Water/Sewer Administrator in the amount of \$40,747.60.

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

August 4, 2014

RESOLUTION NO. _____

“Accept Water Penalties Dated August 1, 2014”

Councilperson _____ offered the following resolution and moved its adoption:

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

RESOLVED, that the Town Board accepts the Water Penalties dated August 1, 2014 as presented from the Water/Sewer Administrator in the amount of \$4,400.45.

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 ____



Proposal for

Cairo Town Hall

512 Main Street
Cairo, NY 12413

Surveillance Camera System to provide view of back door/court, front door & clerk office. Optional 8 Channel DVR included as an option.

S&F Technologies
172 Union Turnpike
Hudson, NY 12534
Toll Free: 1-888-289-4581
Columbia/Greene Counties: 518-828-5860
Ulster County: 845-331-4483
Dutchess County: 845-452-6242
Capital District: 518-453-9360
Western MA: 413-442-6776
jfe@sftech.biz
www.sftech.biz

Quantity	Description	Each	Total
1	Everfocus 4 Channel 500Gb HD DVR		\$450.00
	Everfocus 8 Channel 500Gb HD DVR *	\$625.00	
	<i>*option only, not included in quote.</i>		
3	2.8 – 11mm Vari Focal 750TVL Vandal Dome Camera (back door, front door, clerk)		
1	Roll RG59/18-2 CCTV Cable		
3	Termination Kit – Both ends		
1	Power Supply		
1	Battery Back up		
1	19" Flat Monitor		
1	5 Port Network Switch *		
	<i>*Remote view and playback. Windows compatible – not MAC compatible. Please note does not include any network configuration or additional material. Customer to provide network access.</i>		
	Installation		
	Programming		
	Training		
	Shipping		
	Total Project Estimate (excluding sales tax & shipping charges):		\$3,927.22
	<ul style="list-style-type: none"> • Please note that other options are available for this project. • System configuration listed above is based on current labor and authorized dealer pricing with full manufacturer support access. 		
Terms: 1/2 down on acceptance of proposal, 1/2 upon installation.			

I have reviewed the above information as well as the Terms and Conditions from S & F Technologies Corp. and am authorized to act on behalf of the customer to this proposal. By my signature below, I hereby agree to the terms of this agreement and authorize and direct S & F Technologies Corp. to purchase the materials and equipment, and perform the labor and services necessary to complete this proposal.

- Applicable state and local sales tax will be added to your invoice. If you claim any tax exemption, please provide S & F a copy of your certification prior to the project start date.
- All agreements contingent upon strikes, accidents or delays beyond our control.
- Owner to carry all necessary property insurance.
- Our workers are fully covered by Workmen's Compensation Insurance.

Customer Acceptance: _____ Date: _____

Terms and Conditions

1. All travel, installation, programming and training will be performed during normal 8 am – 5 pm, Monday-Friday working hours.
2. All work performed outside of normal 8 am – 5 pm, Monday-Friday working hours will be considered overtime and will be billed accordingly at our normal hourly rate x 1.5 (time and 1/2).
3. S & F Technologies, Corp. shall not be responsible for any service disruption caused by equipment or hardware failure; telephone, cable and/or internet service disruption; or any other service disruption, and shall not be responsible for any incidental or consequential damages relating to same.
4. S & F Technologies, Corp. will provide a 2-year limited material warranty on all new phone systems, and a 1-year limited material warranty on all new voicemail systems. These warranties do not cover acts of God (such as damage caused by lightning, extreme heat or cold, public utility outages, spikes, induced voltages, wind or flood conditions) or obvious customer neglect, to be determined by S & F Technologies, Corp. or certified manufacturers repair facility, unless otherwise specified.
5. In the event S & F Technologies, Corp. is called upon to provide additional services, including, but not limited to: coordinating service(s) to be provided by third party vendors; interfacing with network operation centers, telecommunication companies, cable media providers, ISP providers and/or other outside vendors, S & F Technologies, Corp. will bill the customer for such additional services according to its standard fee schedule based upon the day and time such labor is performed as further detailed above.
6. S & F Technologies, Corp. will provide a 1-year limited material warranty of new wiring. Acts of neglect, such as a broken jack or cut wires are not covered under this warranty.
7. The use of existing cabling in place is based on visual inspection only and does not include time or materials to reterminate jacks or to reconfigure existing wiring at the main distribution frame (MDF) unless otherwise specified in writing. Clean up or removal of old cabling is also not included in this proposal. If clean up or removal is needed it will be billed at normal time and materials rate unless otherwise specified in writing.
8. Warranties for all adjunct equipment such as cordless telephones, cameras, answering machines, etc. will be subject to the standard manufacturer's warranties and do not apply to our standard warranty on phone system equipment.
9. There are no express warranties except as stated above. S & F Technologies, Corp. shall not be responsible for any incidental or consequential damages resulting from the use of any product provided by S & F Technologies, Corp. any breach of the agreement, or any warranty provided hereunder.
10. S & F Technologies, Corp. stipulates that any additional work beyond the scope of work detailed in work order or contract be performed only with written approval from customer. Customer will be responsible for signing a Change Order Request Form. Charges will be based on standard or overtime rates based on normal hours of operation.
11. S & F Technologies, Corp. will *not* be responsible for any asbestos.
12. Leasing customers must comply with terms of leasing company. S & F Technologies, Corp. will not be responsible for default of agreement by either the leasing company or lessee.
13. Training is for material provided under contract by S & F Technologies, Corp. This training is set up for a mutually agreeable time, and is not to exceed two (2) hours on the date of installation. Customer agrees to have staff available for the training on the date agreed upon for system installation and customer representative will be required to sign off on S & F Technologies, Corp. Training Sign Off sheet. In the event that further training is necessary, the time necessary for additional training at the customer's request will be billed at the standard time and materials rate.
14. S & F Technologies, Corp. will coordinate and implement standard programming for installed material according to the specifications provided by the customer and within the limits of the product manufacturer's technical/programming capabilities. Programming for installed material is provided under contract by S & F Technologies, Corp. Programming is set up for a mutually agreeable time, and is not to exceed four (4) hours on the date of installation. In the event that further programming is necessary, the time necessary for programming at the customer's request will be billed at the standard or overtime time and materials rate. Please note, not all customer provided computer networking equipment and broadband services from ISP providers are compatible with VoIP and/or Communication Systems applications. Additional labor and materials may be required to bring network up to standard for installation and within required specifications needed for proper configuration. Should S&F be required by the customer to provide additional labor or materials for such application upgrades, additional charges will be billed.
15. S & F Technologies, Corp. reserves the right to amend their standard hourly rate without prior notification to the customer.
16. S & F Technologies, Corp. reserves the right to charge a 2% interest charge per month on all balances that are over thirty days past due.
17. In the event of default by Owner, in addition to any and all amounts that may be due S & F, Owner shall be responsible for all court costs, disbursements, and reasonable attorney's fees incurred by S & F in seeking to enforce its rights pursuant to this contract.
18. This Agreement shall be construed pursuant to the laws of the State of New York and the parties agree and consent that the Court of the State of New York for Columbia County shall have jurisdiction and shall be the proper location for the determination of any dispute arising under this Contract.
19. This Contract constitutes the entire agreement between the parties and the parties have not relied upon any agreements or representations of the other party which is not included herein.
20. This Contract shall not be modified, amended or altered except by an instrument in writing, signed by the parties hereto.
21. The installation of low voltage cabling may require additional permits and inspections. Permits and inspections required are the responsibility of the customer and they will be responsible for such fees that apply.
22. S & F Technologies reserves the right to remove any or all equipment installed in the event that non-payment for such installation occurs. S & F Technologies, Corp. will remove all material installed in a quality workmanlike manner. In addition, S & F will not be responsible or held liable for any repairs to such premise after equipment removal takes place (i.e.: drilled holes for mounting). All labor hours will be calculated for both installation and removal and billed accordingly.

CIA Security
 DBA Scott Alarm Systems
 PO Box 546
 Catskill, NY 12414
 518-943-6777 Fax 518-943-6688
 License# 12000016988

Prepared For
 Town Of Cairo
 Main Street
 Cairo, NY 12413

Proposal

Proposal No. 10950
Proposal Date 6/30/14
SalesPerson GeraldP
Site Contact Doug Ostrander
Telephone
Fax Number 518-622-0553

Job Site
 Town Of Cairo
 Main Street
 Cairo, NY 12413

Page 1

Equipment Details

Qty	Description	Part Number	Location	Category	Amount
-----	-------------	-------------	----------	----------	--------

This Proposal is for an 8 Channel DVR CCTV System.

We are now an OGS listed company.

This proposal includes design, installation, setup, hardware and training for an 8 channel DVR based CCTV system with components listed below as per your bid request. Please read the proposal carefully as some items out of necessity may exceed your specifications.

	CW81 - 8 Channel DVR w/ 1TB HD				999.00
3.00	540TVL 3-11mm Int Dome Camera	NS03D100HV		CCTV	855.00
	RG59 Siamese Cable and RG59 connectors included				
1.00	Video P/S 12VDC, 9A, 9 Outputs	9-UL H		CCTV	220.00
1.00	500VA CCTV Interactive UPS	R1-ETR500		CCTV	165.00
	Continuous conversion UPS with 0ms switchover time.				
	19" Flat Monitor				200.00
	5 Port Network Switch				222.50
	Connection/Configuration to your Internet/LAN, setup, etc.				200.00

CIA Security

DBA Scott Alarm Systems

PO Box 546

Catskill, NY 12414

518-943-6777 Fax 518-943-6688

License# 12000016988

Prepared For

Town Of Cairo

Main Street

Cairo, NY 12413

Proposal**Proposal No.****10950****Proposal Date****6/30/14****SalesPerson****GeraldP****Site Contact****Doug Ostrander****Telephone****Fax Number****518-622-0553****Job Site**

Town Of Cairo

Main Street

Cairo, NY 12413

Page 2

Visa / MasterCard / Amex (Circle One)

Name on Card: _____

Card Number: _____

Exp: _____ 3-Digit Security Code _____

Billing Address of Card:

Signature: _____

CIA Security
DBA Scott Alarm Systems
PO Box 546
Catskill, NY 12414
518-943-6777 Fax 518-943-6688
License# 12000016988

Prepared For
Town Of Cairo
Main Street
Cairo, NY 12413

Proposal

Proposal No. 10950
Proposal Date 6/30/14
SalesPerson GeraldP
Site Contact Doug Ostrander
Telephone
Fax Number 518-622-0553

Job Site
Town Of Cairo
Main Street
Cairo, NY 12413

Page 3

Cost Details

System Completely Installed and Tested

Total Parts And Labor	2,861.50
Sales Tax	211.32
Total Job Price	3,072.82

Payment Schedule

Upon Completion	3,072.82
-----------------	----------

The proposed job requires a deposit as listed and a signed proposal. This proposal is subject to execution of a seller's standard agreement for the services offered.

Upon receipt of deposit and signature,

CIA Security will then schedule date of prewire/installation. System will not be monitored till final payment in full is made.
Thank You!

Make deposit payable to CIA Security to:

**P.O. Box 546
Catskill, New York 12414**

This proposal may be withdrawn by us if not accepted within 30 Days

*Please sign and date to accept proposal.
Installation date will be set when deposit on system is received.*

Signature

(Title)

Date Signed

CIA Security

DBA Scott Alarm Systems
PO Box 546
Catskill, NY 12414
518-943-6777 Fax 518-943-6688
License# 12000016988

Prepared For

Town Of Cairo
Main Street
Cairo, NY 12413

Proposal

Proposal No. 10949
Proposal Date 6/30/14
SalesPerson GeraldP
Site Contact Doug Ostrander
Telephone
Fax Number 518-622-0553

Job Site

Town Of Cairo
Main Street
Cairo, NY 12413

Page 1

Equipment Details

Qty	Description	Part Number	Location	Category	Amount
-----	-------------	-------------	----------	----------	--------

This Proposal is for a 4 Channel DVR CCTV System.**We are now an OGS listed company.**

This proposal includes design, installation, setup, hardware and training for a 4 channel DVR based CCTV system with components listed below as per your bid request. Please read the proposal carefully as some items out of necessity may exceed your specifications.

CW4500 - 4 Channel DVR w/ 500GB HD					729.00
3.00	540TVL 3-11mm Int Dome Camera	NS03D100HV		CCTV	855.00
RG59 Siamese Cable and RG59 connectors included					
1.00	Video P/S 12VDC, 4A, 4 Outputs	ATI-PSDC41		CCTV	195.00
1.00	500VA CCTV Interactive UPS	R1-ETR500		CCTV	165.00
Continuous conversion UPS with 0ms switchover time.					
19" Flat Monitor					200.00
5 Port Network Switch					222.50
Connection/Configuration to your Internet/LAN, setup, etc.					200.00

CIA Security

DBA Scott Alarm Systems
PO Box 546
Catskill, NY 12414
518-943-6777 Fax 518-943-6688
License# 12000016988

Prepared For

Town Of Cairo
Main Street
Cairo, NY 12413

Proposal

Proposal No.	10949
Proposal Date	6/30/14
SalesPerson	GeraldP
Site Contact	Doug Ostrander
Telephone	
Fax Number	518-622-0553

Job Site

Town Of Cairo
Main Street
Cairo, NY 12413

Page 2

Visa / MasterCard / Amex (Circle One)

Name on Card: _____

Card Number: _____

Exp: _____ 3-Digit Security Code _____

Billing Address of Card:

Signature: _____

CIA Security

DBA Scott Alarm Systems
PO Box 546
Catskill, NY 12414
518-943-6777 Fax 518-943-6688
License# 12000016988

Prepared For

Town Of Cairo
Main Street
Cairo, NY 12413

Proposal

Proposal No. 10949
Proposal Date 6/30/14
SalesPerson GeraldP
Site Contact Doug Ostrander
Telephone
Fax Number 518-622-0553

Job Site

Town Of Cairo
Main Street
Cairo, NY 12413

Page 3

Cost Details**System Completely Installed and Tested**

Total Parts And Labor	2,566.50
Sales Tax	189.32
Total Job Price	2,755.82

Payment Schedule

Upon Completion	2,755.82
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The proposed job requires a deposit as listed and a signed proposal. This proposal is subject to execution of a seller's standard agreement for the services offered.

Upon receipt of deposit and signature,

CIA Security will then schedule date of prewire/installation. System will not be monitored till final payment in full is made.

Thank You!

Make deposit payable to CIA Security to:

**P.O. Box 546
Catskill, New York 12414**

This proposal may be withdrawn by us if not accepted within 30 Days

Please sign and date to accept proposal.

Installation date will be set when deposit on system is received.

Signature

(Title)

Date Signed

TOWN OF CAIRO
LOCAL LAW #4 OF 2014
AUTHORIZING THE AWARD OF PUBLIC CONTRACTS ON THE BASIS OF EITHER
LOWEST RESPONSIBLE BIDDER OR ON THE BASIS OF BEST VALUE

Section 1. PURPOSE.

The Town Board of the Town of Cairo seeks to exercise the local option set forth in §103, Subdivision 1, of the New York General Municipal Law, as amended by Chapter 608 of the Laws of 2011 and Chapter 2 of the Laws of 2012, which amendment authorizes the Town to award purchase contracts for services subject to competitive bidding under General Municipal Law §103 on the basis of either lowest responsible bidder or “best value” as defined in §163 of the New York State Finance Law. The “best value” option may be used if it is more cost efficient over time to award the good or service to other than the lowest responsible bidder due to factors such as lower cost of maintenance, durability, higher quality and longer product life.

Section 2. AUTHORITY.

General Municipal Law Section 103(1), as amended by Chapter 608 of the Laws of 2011 and Chapter 2 of the Laws of 2012, provides that municipalities may award public contracts subject to competitive bidding may be awarded on the basis of either lowest responsible bidder or on the basis of “best value”, as defined in Section 163 of the New York State Finance Law.

Section 3. DEFINITIONS.

- a. “Responsible” or “responsibility” means the financial ability, legal capacity, integrity, and past performance of a business entity and as such terms have been interpreted relative to public procurements.
- b. “Responsive” means a bidder or other offerer meeting the minimum specifications or requirements as prescribed in a solicitation for commodities or services by a state agency.
- c. “Best value” means the basis for awarding contracts for services to the offerer which optimizes quality, cost and efficiency, among responsive and responsible offerers. Such basis shall reflect, wherever possible, objective and quantifiable analysis. Such basis may also identify a quantitative factor for offers that are small businesses or certified minority- or women-owned business enterprises as defined in subdivisions one, seven, fifteen and twenty of section three hundred ten of the executive law to be used in evaluation of offers for awarding of contracts for services.

Section 4. APPLICABILITY

The provisions of this chapter apply to purchase contracts involving an expenditure of more than \$20,000.00 and contracts for services involving an expenditure of more than \$35,000.00 but exclude purchase contracts necessary for the completion of a public works contract pursuant to Article 8 of the State Labor Law and excluding any other contract that may in the future be excluded under state law from the best value option. If the dollar thresholds of General Municipal Law § 103 are increased or decreased in the future by the State Legislature, the dollar

thresholds set forth herein shall be deemed simultaneously amended to match the new General Municipal Law thresholds.

Section 5. DETERMINATION OF BASIS FOR AWARD.

The determination of the basis of award shall be made on a case by case basis pursuant to the best interests of the Town of Cairo.

Section 6. NOTICE TO BIDDERS.

In each case, bidders shall be provided with sufficient notice of the basis upon which each particular contract will be awarded. Such notice shall be contained in the bid documents. When a contract is to be awarded on the basis of best value, the bid documents shall clearly indicate each factor to be considered and the weight that each such factor will be afforded.

Section 7. DOCUMENTATION.

Whenever any contract is awarded on the basis of best value instead of lowest responsible bidder, the basis for determining best value shall be thoroughly and accurately recorded.

Section 8. PROCUREMENT POLICY SUPERCEDED WHERE INCONSISTENT.

Any consistent provision of the Town's procurement policy, as adopted prior to the effective date of this chapter by resolution of the Town Board, or as amended thereafter, shall be deemed superseded by the provisions of this chapter.

Section 9. EFFECTIVE DATE.

This Local Law shall take effect once it is duly filed with the Secretary of State of New York in accordance with the provisions of the General Municipal Law.