



TOWN OF CAIRO

GENERAL/REGULAR MEETING AGENDA

September 8, 2014 @ 6PM

Location: Town Hall, Cairo

Call to Order

Pledge of Allegiance

Attendance

Public Hearing: Best Value Award Methodology-Proposed Local Law #4 2014

Comments/Presentations: Carol Spohler

Greene County Legislators-Harry Lennon & Bill Lawrence & the Cairo

Durham Little League

Cairo Historical Society-John Kargoe

**Approval of Minutes: Amended June 17, 2014, Amended July 14, 2014, August 4, 2014, Public Hearing
Minutes 8 4 14, August 4, 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

- Best Value Award Methodology
- Well Water Drilling

New Business

- Moratoriums: Resort & Junk Yards
- Town Clean Up Day
- Elections
- Basketball court

Correspondence

Adjournment

Events:

Apple Harvest Festival October 11th & 12th



TOWN OF CAIRO

Public Hearing

September 8, 2014 @ 6:00PM

Location: Meeting Room in Town Hall

Reason/Proposal: To propose Local Law #4 2014 Authorizing the Award of Public Contracts on the Basis of Either Lowest Responsible Bidder or on the Basis of Best Value

Section 3. Purpose and Intent:

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.

Town Clerk: Notice of Hearing:

Please take Notice that the Town Board of the Town of Cairo has scheduled a Public Hearing to be held on the 8th day of September, the year 2014 at 6:00 pm at the Town Hall located on Main Street, Cairo, County of Greene, State of New York. The purpose of the meeting is to receive public comment on a local law establishing a Best Value Bidding process within the Town of Cairo. Copies of the proposed local law are available in the Town Clerk’s Office.

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.



Minutes

Town of Cairo
Zoning Review & Any & All Business Meeting @ 4:00 PM
Location: Acra Community Center

June 17, 2014

The Town Board of the Town of Cairo met for a Zoning Review and Any & All Business Meeting on Tuesday, June 17, 2014 at the Acra Community Center, Acra, New York.

Supervisor Ted Banta, called the meeting to order at 4:12 PM and then asked the attendees to Pledge Allegiance to the Flag. The following Board Members were in attendance: Councilperson Cords and Councilperson Joyce,. Councilpersons Puorro & Ostrander were absent.

Resolution No. 133 -14 “Board to Move into Executive Session” offered by Councilperson Joyce and seconded by Councilperson Cords:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 10:33 AM 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.

During the Executive Session, the Town Board terminated the employment of two employees of the Town of Cairo. The official Resolutions will be put in their personnel files.

Resolution No. 134 -14 “Board to exit Executive Session” offered by Councilperson Cords and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 10:45 AM.

All members in favor – motion carried.

Resolution No. 135 -14 “Hire Amanda Green as an Ambulance A-EMT” offered by Councilperson Cords and seconded by Councilperson Joyce:

BE IT RESOLVED, that Amanda Green is hereby hired as a Part-time Ambulance Advanced EMT with a starting rate of \$14.80 per hour as per the Teamsters Local 294 union negotiated contract.

All members in favor – motion carried.

Resolution No. 136 -14 “Approve Variance Request for the Cairo Historical Property” offered by Councilperson Joyce and seconded by Councilperson Cords:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve the Variance Request for the Cairo Historical Property on Railroad Ave as presented to the Town Board on June 2, 2014.

All members in favor – motion carried.

A Zoning Review commenced for the remainder of the meeting.

A motion was made by Councilperson Joyce and seconded by Councilperson Cords to adjourn the meeting at 4:50PM.

Respectfully submitted,

Ted Banta
Town Supervisor



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. 137-14 "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. 138-14 "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. 139-14 “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. 140-14 “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. 141-14 “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. 142-14 “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. 143-14 “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. 144-14 “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. 145-14 “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. 146-14 “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. 147-14 “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. 148-14 “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. 149-14 “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. 150-14 “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. 151-14 “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. 152-14 “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. 153-14 “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. 154-14 “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. 155-14 “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. 156-14 “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



Minutes

**Town of Cairo
Public Hearing Meeting @ 6pm
Local Law #3, Regulating the Licensing and Control of Dogs
Location: Town Hall Meeting Room**

August 4, 2014

The Town Board of the Town of Cairo met for a Public Hearing on Monday, August 4, 2014 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 6:00 PM and then asked the attendees to Pledge Allegiance to the Flag. The following Board Members were in attendance: Councilperson Cords, Councilperson Joyce, and Councilperson Ostrander. Councilperson Puorro was absent.

Supervisor Banta explained the purpose and intent of passing a new dog law. 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.

There were comments concerning problems some residents are having with their neighbor's dogs and what happens if people don't abide by the law.

A motion was made by Councilperson Ostrander and seconded by Councilperson Joyce to adjourn the public hearing at 6:25 PM.

Respectfully submitted,

Tara A. Rumph, RMC, CMC
Cairo Town Clerk



Minutes

**Town of Cairo
Public Hearing Meeting @ 6pm
Local Law #3, Regulating the Licensing and Control of Dogs
Location: Town Hall Meeting Room**

August 4, 2014

The Town Board of the Town of Cairo met for a Public Hearing on Monday, August 4, 2014 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 6:00 PM and then asked the attendees to Pledge Allegiance to the Flag. The following Board Members were in attendance: Councilperson Cords, Councilperson Joyce, and Councilperson Ostrander. Councilperson Puorro was absent.

Supervisor Banta explained the purpose and intent of passing a new dog law. 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.

There were comments concerning problems some residents are having with their neighbor's dogs and what happens if people don't abide by the law.

A motion was made by Councilperson Ostrander and seconded by Councilperson Joyce to adjourn the public hearing at 6:25 PM.

Respectfully submitted,

Tara A. Rumph, RMC, CMC
Cairo Town Clerk

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

Monthly Report

September 8, 2014

Total calls for July.....76
Total Transported calls.....53
Total Non-transported calls.....23

Total amount billed: \$47,660

Miscellaneous items of Interest:

1. Department of Health inspection on Thursday, August 7, 2014 resulted in an Excellent rating.
2. Would like to sponsor Nicholas Tercasio for the EMT class. Cairo resident who is interested in an EMS career. No expense to the Town.
3. Budget prepared and submitted on 9-3-14. See budget narrative for an overview.
4. AEMT class completed, clinical time until the test on 10-15-14, final exam on 10-30-2014.

TOWN OF CAIRO

ANIMAL CONTROL

AUGUST 31,2014

AUG.1,2014 = LOOSE DOG COMPLAINT INDIAN RIDGE RD , BOLO AREA , FOUND OWNER GAVE
WARNING TO GET LIC

AUG.1,2014 = TRIP TO CATSKILL FOR AT&T FOR NEW PHONE

AUG.1,2014 = CALL FROM DEPUTY MCMANN GCSO ON THOMAS RD LOOSE DOGS , GAVE
COPY OF NEW DOG LAWS HE WILL FOLLOW UP

AUG.1,2014 = CALL ABOUT LOOSE DOG , SUNSIDE RD CONTACTED OWNER WARNING LAST
TIME , SUMMONS NEXT TIME

AUG.1,2014 = CALL FROM SGT BUSCH , CAT RUNNING AROUND INSIDE HANNAFORDS, WENT
THERE , FOUND CAT OUTSIDE HAVING KITTENS , MANAGER OF STORE ,
WANTED
CAT AND KITTENS , TOOK CARE OF .

AUG.4,2014 = CAIRO PD FOR SGT BUSCH FOLLOWUPS , CAIRO DOG SHELTER, TOWN BOARD
MEETING

AUG.5,2014 -= PAPER WORK WITH SGT BUSCH FOR A WARRANT

AUG.5,2014 = LOOSE DOG COMPLAINT AGNES DRIVE , GAVE OWNER LAST WARNING , OWNER
LOOKING TO GET RID OF DOG

AUG.6.2014 = CALL FROM SGT BUSCH 2 DOGS LOOSE , MAIN ST , BOLO AREA NOTHING FOUND

AUG.10,2014 = CALL ABOUT LOOSE DOGS INDIAN RIDGE RD , SPOKE TO HOME OWNER GAVE
WARNING

AUG.13.2014 = TRIP TO TOWN OF DURHAM FOR PAPER WORK WITH THERE ACO

AUG.14,2014 = CALL ABOUT LOOSE DOG SOUTH RD , BOLO AREA , NOTHUING FOUND

AUG.15,2014 = CALL FROM SUNSIDE RD LOOSE DONKEY , FOUND OWNER TAKEN CARE OF

AUG.16,2014 = CALL FROM LAKE ELISA , DOGS TIED TO TREE , CHECK WELFARE , ALL OK

AUG.16,2014 = CALL FROM BANTA LANE 2 DOGS LOOSE , BOLO AREA , NOTHING FOUND

AUG.18,2014 = BUDGET AND PAPER WORK

AUG.19,2014 = CALL ABOUT DOGS ON BANTA LANE , BOLO AREA , HOME OWNERS NOT HOME

AUG.19,2014 = DID FOLLOWUP AT LAKE ELISA , HOME OWNER NOT THERE

AUG.20,2014 = CALL ABOUT SMALL DOG LOOSE CANNIFF RD AND RT 32 , PICKED UP DOG ,
FOUND OWNER AFTER 1 HOUR OF SEARCHING, SAVED TOWN \$ 305.

IF I HAD

TO TAKE DOGS TO SHELTER IN HUDSON

AUG.21,2014 = CALL FROM SGT PLANK CAIRO PD . 2 LOOSE DOGS MTN AVE., PICKED UP DOGS
FOUND OWNER AFTER 2 HOURS OF SEARCHING , SAVED TOWN \$

610. IF I

HAD TO TAKE DOGS TO SHELTER IN HUDSON

AUG.24,2014 = CALL FROM OWNER OF PINE TREE APT. ABOUT BARKING DOGS , LEFT CARD
IN DOOR TO CALL , TAKEN CARE OF

AUG.25,2014 = PHONE CALLS AND PAPER WORK FOR SGT BUSCH , FOR WELFARE OF ANIMALS

AUG.26,2014 = CHECK WELFARE OF ANIMALS WITH CAIRO PD SGT BUSCH

AUG.27,2014 = CALL ABOUT RABBIT RACCOON PHELPS DRIVE , WENT WITH SP CATSKILL NOTHING
FOUND

AUG.28,2014 = CALL ABOUT CATS 576 MAIN ST , CHECKED WELFARE OF ANIMALS ALL OK

AUG.28,2014 = CALL ABOUT LOST DOGS , SILVER SPUR RD , BOLO AREA , NOTHING FOUND

AUG.28,2014 = CALL ABOUT BARKING DOGS MEADOW LANE , BOLO AREA , NOTHING FOUND

AUG.29,2014 = DID WELFARE CHECK AND PAPER WORK WITH CAIRO PD FOR ANIMALS
AT APTS IN CAIRO BY PIZZA PLACE INVOLVED IN DRUG BUST



TOWN OF CAIRO BUILDING AND CODE ENFORCEMENT

MONTHLY REPORT

August 1, 2014 – August 31, 2014

- (07) Building Permits Issued
- (00) Certificates of Occupancy Issued
- (05) Certificates of Compliance Issued
- (25) Violations & Complaints
- (02) Violations Pending Court
- (34) 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



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
September 8, 2014



Main Street cleanup of discarded household furniture and appliances.

September 2014 Library Report

Recent popular programs at the library include Creative Writing with nationally known author Esther Cohen and Jason the Bug Guy who wrapped up the Summer Reading Program. One of our newest programs this summer was Self Portraits Using Text with artist Ruth Leonard who partnered with middle school English teacher Greta Metzler to conduct these workshops for tweens/teens.

We also did our first Summer Reading Program kick-offs in the elementary and middle schools partnering with WGXC on the programming at the middle school and bringing in teacher and magician extraordinaire Chris LaBarge at the elementary school. We did a third kick off at the library. Attendance for these three events was 455.

We are starting the Babes in Bookland (an early childhood enrichment program) on September 9 and we will be having well-known artist Stanley Matlzman teaching a drawing program starting September 22. Maltzman's works were recently exhibited at the Thomas Cole House. His books are available through the library.

We continue to get good attendance at library meetings and have had an active and engaged audience over the past three months. We have gotten much positive feedback this summer.

Our Friends group has also grown and is becoming very active in their support (financially and otherwise) of the library.

The library continues to add and update policies based on recommendations from MidHudson Library System for all public libraries.

We have some new volunteers who are helping with organizing the collection and keeping things neat and orderly in the library.

The libraries' community rooms, SoHo, and teen room were used a total of 91 times since June and there is no sign of a slowdown in requests. Next week we welcome back BOCES.

In the past three months, the computers were used 2,595 times (this figure is low since not everyone signs in and it does NOT include all the folks who use the wifi both inside the library during open hours and outside the library when it is both open and closed).

Since June the library has issued 94 new library cards.



Highway Daily Tasks Performed:

- In house highway crew hot asphalt paving and road surface repairs. 3922.37 tons to date. 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.
- Bid and won on Auctions International for a one way plow.
- Preparing 2015 highway budget
- Removed banners on Main Street to facilitate the County's paving. Banners have been reinstalled
- Sign maintenance ongoing
- Tree and brush cutting (in preparation of safety for school bus routes)
- Culvert maintenance continues.
- Ready equipment for snow and ice season.
- Sent mechanic to view/inspect equipment on Auctions International
- Hauling 1a's for paving
- Road side mowing continues, fourth cut of the season
- Assisted the Cairo Historic Association with the Railroad project
- Discarded appliances and furniture removed from Main Street
- Storm damage clean up: Sandy Plains: cut and cleaned up large trees.
- Tree Cutting: Polly's Rock Road, Larch Street, Garcia, Winter Clove Road



Park Maintenance:

- Installation of new fitness cluster will be completed by the beginning of next week.
- Playground mulch delivered.
- Mowing and edge trimming ongoing
- Working with Pop Warner for upcoming football season
- Many groups both public and private have been using the pavilion



Town Hall Renovations/Repairs:

- Flexible base board is being installed.
- Kitchen and bathroom floors have been stripped and cleaned
- Plumbing lines installed
- Electrical lines being installed into the panel box
- Ceiling tiles installed
- Pricing kitchen appliances and cabinets
- Met with Steve (Kelley Bros) for door hardware

Cemeteries

- Ongoing maintenance continues

Acra Community Center

- Installed ADA compliant extended height toilets (men's and ladies).
- Replaced ultraviolet light in the water sanitizer

Library

- Brian from Alarm and Suppression inspected the alarm system. His recommendation was to change the batteries, which has been done.

Meetings & Miscellaneous

- Met with Joe from ITS regarding Town Hall communications and security
- Met with Rick from Peckham to get quotes for oil and stone.
- Replaced exit sign battery at ambulance building
- Met with the Cairo Historical Association in the quarry
- Fountain drained, algae removed, pump repaired and refilled.
- Met with Bob Carey in the park to discuss future adult recreation area
- Replaced burnt out street light bulbs on Mountain Avenue, Purling and Main Street.



Park Task Force Report

Meeting convened at 5:06 p.m. on August 5, 2014 at the Cairo Public Library.

In attendance: Elizabeth Brinckerhoff, Task Force Chairperson, Ted Banta, Town Supervisor, Linda Kuever, Fran Wolf, Janet McKeon, Kathy Brown, Mike Murphy, Cathy Hempstead.

Guest: Bob Carey. He will be joining the Task Force.

Meeting time was devoted to status updates regarding several initiatives for the Park.

Fitness Center:

The fitness center has been ordered and it is anticipated that the project will be completed according to the original plan to have ribbon cutting and use of the center by the Apple Harvest Festival in October.

Basketball Court:

The project was stalled due to the need for additional funding to start the preliminary site preparation for the court. Completion of this initiative continues to be a priority for the Task Force. At this meeting, Ted announced that he has received estimates/bids and he will be reviewing them shortly. At this time, the Task Force is optimistic that the court completion will go forward.

Bistro Tables:

4 table tops need to be sanded and sealed so as to have them placed outside the concession area.

Robert continues to assure the Task Force they will be done. However, this project continues to linger. Several task force members have volunteered to go to the Park to finish the tables. It was suggested that Linda K. coordinate a week-end time and use our volunteer efforts to get the tables done.

Little League:

Mike reported that the infield is to be done and groomed. Harry Lennon has confirmed that the costs will be incurred through a Greene County grant.

A/C fencing will be completing the fencing project. Some of the used little league fencing will be donated back to the Park to replace old fencing around the dog park area.

Gazebo:

Dave Infantino is working with GNH to get the plans done and move the project forward. To date, Dave has committed a great deal of time with GNH to get the plans done and ready for work to begin. At this meeting the Task Force discussed placement. Elizabeth facilitated the placement discussion by using maps of the park which she had created. There are several possibilities including taking down the existing, unused dug-outs, or an area near the Summer Rec. tent. Coordination with the Youth Fair will be important to avoid interfering with the areas used by the Fair each year. Ted will meet with the Youth Fair committee at some point.

General items of discussion:

Tether ball pole will be removed and Ted will coordinate with Robert about moving the volleyball court to the tether ball area.

As several initiatives are pending, and more ideas keep surfacing, the Task Force is suggesting the development of a projects list to determine cost, establish a tentative timeline for completion and then submit to the Town Board for discussion with Robert Hempstead.

Summer Rec:

Janet gave a detailed report of the program and its activities. The children are enjoying the use of the Youth Fair Building. They have taken trips to Putt and Play, and participated in the summer literacy program just to name a few of the many activities. The program averages 60-70 children per day with approximately 162 children registered. Janet will finish next week with another successful program.

Youth Fair:

It was reported that this year's 60th Anniversary of the Youth Fair was an amazing event.

Senior Rec. Area:

This is a new category in our monthly report and one which is long overdue as we reach out to the more senior members of our community. Bob Carey attended the meeting and gave the Task Force a brief history of the work he has done in the past for our Park. We discussed several ideas to create an adult themed area. Bob suggests horseshoes, bocce ball, shuffle board, etc. to entice our seniors and grandparents to come out, play and enjoy the park. The Task Force will be scheduling a "tour" of the Park to discuss possible locations for the senior rec. area.

The next meeting of the Town Park Task Force is Tuesday, September 9, 2014 at 5:00 p.m. in the Cairo Public Library.

Meeting adjourned at 6:00 pm.

Report respectfully submitted by Fran Wolf



TOWN OF CAIRO PLANNING BOARD

PO Box 728, Cairo, NY 12413

Chairman-Daniel A. Benoit - phone: (518) 701- 4823

Email: planning@townofcairo.com

July 14, 2014

To: Town Board Members

From: Planning Board

Re: Report of the Planning Board for the Months of August and September, 2014

AUGUST:

The Planning Board held its regular August monthly meeting on the 6th. There was one public hearing held on a subdivision that was later approved. Two subdivision public hearings were set for the month of September.

There was one site plan re-application for a waiver. In May of 2011, the board approved a retail space at 597 Main St. named Timeless Treasures. Unfortunately due to Hurricane Irene, it never opened because the owners needed to repair their residences. Now, the applicant requested a re-waiver and it was granted.

SEPTEMBER:

September's meeting was held on Thursday 9/4. Both scheduled public hearings were held and both subdivision projects were approved. There was a substantial amount of new business.

Both the Hair Salon next to Roosterdoodles and the recently approved "Buy & Sell Good Stuff" business applied for sign approvals, which were granted.

Mike Farrell of Mike Farrell's Irish Dance Studio requested and was granted a waiver to open his dance studio at the old Villa Napoli Restaurant on Main St.

The Ramakrishnanda organization requested two modifications to their approved site plan. They wanted to install a sign and they wanted modify the approved building usage to include a yoga studio in one building and a temple in another. To accommodate this, they desired to abandon their approval to use one of the buildings for book storage. The board granted their modifications.

Two additional subdivision proposals came before the board and review will continue in October.

Bill Fabian of B&B Forest Products proposed the construction of a large Morton building on his site for firewood storage. A public hearing was set for next month.

The final order of business before the board was the existing Dollar General pylon sign. Erection of the sign was not part of the approved site plan and the board had instructed Code Enforcement to write a letter to Dollar General informing them they were in violation and that the sign required site plan approval. Dollar General presented its sign proposal to the board. It simply proposed what exists. A public hearing on the sign is scheduled for October's meeting.

Several members of the board believed the sign should be removed until approval is granted. Other members believed the sign could remain but must stay unlit until approval. In a 5/4 vote, the board resolved that code enforcement or the town's attorney should draft a letter and send it to Dollar General advising them they are currently in violation of their approved site plan and that they must not illuminate the sign until approved.

The next meeting of the planning board is Thursday, October 2, 2014.

Respectfully Submitted,

Daniel A. Benoit

Daniel A. Benoit, Chairman, Planning 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 Augustst to September 1st, 2014

(A) Patrol mileage: Patrol 574- 436
575- 1111
576- at Schindlers
577- 6

Total Miles- 1553

(B) Criminal Incidents 40
Non Criminal 138
Unclassified 0
Dog/Animal complaints 15

Total Complaints 193

(C) Accident Investigations 2 Total
(D) Parking Summons Issued
(E) Arrests 16 1 Felony 5 misdemeanor, 16 violation arrests
(F) Vehicle and Traffic 28 Issued Summons



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

taxcollector@townofcairo.com

September 4, 2014

To: Supervisor Banta & the Cairo Town Board

Re: Tax Collector's Monthly Update

- The Cairo tax collector's books were turned over to the County Treasurer's office on Monday, August 4, 2014. At the time, there were 295 parcels that remained unpaid totaling \$733,466.26. This number does not include rolls 3, 5 & 6 in the amount of \$276,598.85 which are paid directly to the county.
- On the same day, a check was written to the Greene County Treasurer in the amount of \$142,821.53 to pay all of what was collected on the warrant through July 31, 2014
- A check for July penalties (\$9268.14) and 2nd notice fees (\$88.00) as well as the interest for July (\$2.04) was paid to the town on August 12, 2014 in the amount of \$9358.18. A check for \$590 was also paid to the town for the 2nd notice fees on the 295 unpaid parcels. The county credits us this money during the reconciliation process.
- I have once again attached the report detailing this year's tax collection. Please note, as mentioned above, that the remaining uncollected amount 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.
- I have also attached the reconciliation page from the treasurer's office.
- I continue to come to the office on a daily basis to check the mail, emails, and phone messages.
- Please let me know if you have any questions or concerns regarding this year's tax collection season.

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	Parcels	0
	Outside		Parcels	295
	\$ Amount Per	\$2.00	Total	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

AUGUST 2014

66 PHONE CALLS RECEIVED AND RESPONDED TO

21 DIG SAFELY REQUESTS AND RESPONDED TO

1 WATER SERVICE TURNED ON

2 SEPTIC TANKS PUMPED

3 SEPTIC TANKS INSPECTED AND RECORDED

Water Department

Water Certification – As previously stated, the 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. As the last NYS course at SUNY Morrisville has passed (until spring of 2015) and we are left with online and home study courses. I have started the home study course through NY Rural Water and I request that John Orso also takes the course and required lab. The course is \$125 through NY Rural Water and the required lab is available through SUNY Ulster for \$80, the lab is given in Stone Ridge on the evenings of 9-30 and 10-7.

Dave Jennings continues to train John Orso and myself on testing procedures, as well as system functions and idiosyncrasies. 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. John has just started doing the weekly (more advanced) testing, in addition to the daily testing. This test will require him for more time one day per week, approximately 45 minutes more.

Sustainable Management – John Orso, Albert Gasparini, Joe Meyers and I attended a NY Rural Water training session “Sustainable Management of Rural and Small Systems Workshop” We learned many different practices and interacted with the water and waste water personnel of our neighboring townships. We identified key management areas, participated in department evaluation exercises, plenary discussions, and identified our goals. I request that Albert and John should have their cost covered, \$22 each. We learned of numerous programs and resources to assist departments such as ours. One program in particular is through NYS DEC, I have requested more information and hope we are chosen to participate.

Water Tower Communication Failure – On August 21st, we learned of a communication error between the water tower and the pumps. Concurrent with the electrical outage of August 18th a modem (that sends a signal calling for water when the level in the tank drops) shorted out. The level in the tank dropped to 19’ from its customary 54’. This drop in level created very poor water pressure and caused one (our highest in elevation) account to lose water completely. Working with Smith Controls, we were able to get the part replaced within a couple of hours of us being aware of the problem. Full levels and typical pressure was restored by the morning. The fact that the system was stating that the level was good, no alarms had been tripped. We have since devised a system of visually monitoring during our daily water testing to prevent a reoccurrence. Meanwhile there is still a problem with the phone communication at the control panel and calls are made to Verizon to repair the line between the tower and the pump house. Although it was an unfortunate incident, almost everyone was unaffected and it was a large learning experience for John and myself in both the water system and emergency response procedure. We experienced the mechanics of the tower, automated valves, well site #3,... it was a very educational day.

Water Billing – Corrections will need to be made; there are some errors that appear to have been going on for many months if not longer. These errors also carried over into the sewer billing. The majority of the errors revolve around automated penalties. We have identified 67 questionable penalties, in many cases a penalty was assessed to the account after the bill was paid on time. Making the corrections will be a very complicated process and we have yet to determine why the errors appeared or how to prevent it from happening again. Repeated calls with WLB technical support and they are researching the issue on their end. (As last month) 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 Cocksackie Clerks office as they use the same program for their water and sewer billing. An initial discussion with Clerk Nikki Berezna 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.

Water Meters – We have started a new system to streamline the meter readings, I expect this new system will expedite the process and eliminate much of the confusing stress on Albert, Maeve and myself. 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. Cocksackie 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 milled and repaved Main Street. This required the numerous water valve access plates and risers to be located and marked. Some were in need of replacement after the job was done. I borrowed a few risers and cover plates from Catskill DPW as we did not have any in stock. I will replace them when we get our order in. It is fortunate that we have an accommodating neighboring department with a vast supply of parts, tools and equipment. The majority of our valves and risers were milled around, and the existing risers were retained and reused.

Illegal Hydrant Use – Town attorney Tal had contacted “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. They just recently mailed us a check in the amount of \$561.81. It is my understanding (from my discussion with Tal) that the contractor hopes to appease us with the partial payment. We will need to discuss this further.

Water Turn-Ons – We had one water turn-on with meter installation, #1380 at 479 Main Street.

13 Madeline – The line still has an audible signal of a leak, it will need to be further investigated.

Mountain Ave – (Same as last month) Prior complaints of increasingly poor water pressure on Mountain Ave, a high elevation in our system. Hopefully by eliminating some of 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 – I have implemented a mapping system and more precise hydrant location description to help facilitate hydrant work. Hydrants have been mowed and weed wacked. Greene County Buildings and Grounds is in protest for paying for hydrants (#4701, #4581, #4601) that do not adequately work. We will implement a flow test on the hydrants when we do our fall flushing. It appears a flow test has not been done in numerous years, last known results were poor and we doubt it has improved any on its own. (And 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

Sewer Billings – Sewer bills were mailed on August 2nd. Corrections will need to be made; there are some errors that appear to have been going on for many months if not longer. The majority of the errors revolve around automated penalties. (Same as with the water bills)

Septic Tank Pump-Outs - #0550 & #5253 both were emergency pump outs and they were pumped within a few hours of the initial call. Explicit details are recorded in my daily journal, the Septic Tank Log, and in the WLB account history.

Septic Tank Log - #0640, #0550 & #5253 Septic tanks were investigated, mapped, photographed and recorded into the Septic Tank Log in detail.

New WWT Hook-Up - We have given approval on the engineer plans for a home on to hook onto the WWT system. After review of the original 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. The engineer made the changes as we required and we also require seeing the connection before it is buried to ensure proper procedure.

479 Main Street - (Same as last month) 479 Main to landscape damage complaint. Digging down to the line and putting in a drainage ditch may alleviate the problem.

The State of the Water & Sewer Department – As previously stated, 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. John Orso is an asset that should be developed; he has already learned much of the mechanics of this department and is willing and capable of much more. 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.

Michael Lamanec

Town of Cairo Water & Sewer Administrator



TOWN OF CAIRO SUPERVISOR'S REPORT

September 8, 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: July 2014 will be provided at the Monthly meeting on September 8th

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
 - **Last call for Feedback Forms was 3/7/14**
- **Meeting with Doug Ostrander & Tal Rappleyea to apply Zoning Map changes on 7/2 @ 1pm.** Once the changes are applied to the map by the consultant agency, we will send the Zoning Draft Law & Map to the Planning Board.
- **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.**

Employee Meetings 2014:

- **January 29th @ 10am**
- **March 26th @ 11am**
- **Spring Luncheon for employees & volunteers April 30th from Noon to 1:30pm**
- **May 29th @ 2pm**
- **Ice Cream Day(2nd Annual) for employees & volunteers July 23rd @ 2pm**
- **August 20th @ 11am**
- **Fall Bakefest in Sept or Oct...tbd**
- **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: n/a**
 - **April 2014: Brian Feml**
 - **May 2014: Louann Arp**
 - **June 2014: Mike Lamanec & Maeve Bolger**

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 sites for Gazebo; will meet with Park Task Force to site the Gazebo**
- **Basketball Court:**
 - **Review estimates provided**
 - **Don Gibson phoned as to the status of the court work**
- **Senior Recreation Area:**
 - **Bob Carey introduced an idea for a Senior Rec Area which was well received by the Park Task Force.**
 - **Concept includes a Bocce Ball court, a Shuffle Board court, a Horseshoe court, seating with tables for chess & checkers.**
 - **Met with Bob & Task Force members to locate a site at the Park.**
 - **Working on appropriating a grant or resources for the Senior Rec Area**

Special Legislation:

- Special Long-Term EFC financing for our Sewer Loan is in progress.
 - o The Legislation passed in the Assembly & the Senate on 6/19/14
 - o Bill was delivered to the Governor on 8/1/14; the Governor signed the bill on 8/11/14
 - Letter of support was drafted & sent as requested

Office Renovation:

- Making progress
- Met with Robert H. & ITS to discuss phone & internet
- New Office Layout Change:
 - o I'm combining the offices of Planning and Water & Sewer as Planning will not need their office full time and for the fact that they operate at different hours. I find that those two offices can use the space without interfering with one another and get the most use of the space. If I do that, Ambulance Billing will move into my current office.

Annex Building Renovation:

- Work will commence once the Library Renovation is complete.
- May consider hiring additional personnel or a contractor to work with Dale Becker.

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:

- Drilled for water at the Town Park which proved no water
- Drilled for water at the County property which proved no water as well
- Will need to evaluate other sites; engineer proposed a few that will need to be discussed

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 11, 2014 @ 10:30am
- Police Department Labor Negotiations:
 - o Met with the Police Dept Reps on August 28th at 6pm for a preliminary proposal/discussion
 - o Will discuss with the Board

Animal Control:

- New Law Approved on 8/4/14-Local Law #3 2014
- Need to discuss offering a Shared Services Agreement
 - o Need to evaluate costs & services for a Shared Services Agreement

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
- FEMA property closing on August 7th @ 3:30pm
- Meeting with business owner/resident on August 15th @ 11am
- Meeting with Park Task Force members on August 19th @ 3pm at Town Park to discuss sites for Senior Rec Area
- Employee meeting on August 20th @ 11am
- Attended Little League meeting on August 21st @ 7pm
- Meeting with Bob Carey on August 22nd @ 1pm
- Meeting with Mike Lamanec on August 22nd @ 2:30pm
- Meeting with resident on August 22nd @ 3pm
- Attended Eagle Scout Ceremony on August 23rd @ 11am
- Meeting with Director-Robert H. & ITS on August 27th @ 2pm
- Attended Eagle Scout Board of Review on August 27th @ 7pm
- Meeting with Police Labor Representatives on August 28th @ 6pm
- Attended the County Business Advisory Committee Meeting on September 4th @ 9am
- Phone conference with Jean O'Connell-Grant Writer on September 4th @ 1pm

Water & Sewer Department:

- Operational Status:
 - o Dave Jennings: Senior Water Operator will be retiring October 1, 2014
 - o Water & Sewer Administrator: Mike Lamanec
 - o Water Operators: John Orso & Albert Gasparini
 - o Sewer Contractor/Consultant: Joe Myers & Co.
 - Joe can assist with licensing, operations, and training when Dave retires for a recommended 3 months
- 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 & Maeve-Clerk are receiving assistance & training for the software program from the Coxsackie Clerk, Nikki Berezna

Climate Smart Communities Program:

- Next meeting: tbd

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.

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 9am(changed from 10am to 9am) and 1pm to discuss the budget submissions with the respective departments/component units.
- Will provide a schedule for the day & priorities for discussion

Summer Internship Program:

- The Town worked with the Columbia Greene Community College supervising 2 interns in addition to their summer recreation program employment.
- The program was designed for low-income students in the Greene & Columbia Areas. We gave them the opportunity to work additional hours in the afternoon by offering supervision & work.
- They were compensated and insured by the College Program. We provided the work & supervision.
- Program ended on 8/8 & 8/15 respectively for the interns.
- Special acknowledgement to those who assisted & supervised: Robert Hempstead & Tara Rumph

Upcoming Events:

- September 11th Memorial @ 11am at the Greene County Operations & Training Center
- Apple Harvest Festival in October 11th & 12th
- Boy Scouts Highway Clean-up October 18th 8:30am – 12:30pm

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

FEMA Property:

- Closed on August 7th @ 3:30pm at Town Hall
- Tax consideration
- County to perform demolition work

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
- Will populate those pages as time permits

Grant Writing:

- Contacted J. O'Connell & Associates, Inc.
- Phone conference on September 4th @ 1pm
 - o Grant Writing objectives discussed:
 - Sidewalks
 - Well Water Supply
 - Ambulance Building
 - Community Center
 - Geological Site

- Solar Farm
- Park Improvements, Enhancements
 - New Soccer Fields, Enhance Baseball & Football Fields
 - Senior Recreation Area
 - Event infrastructure
- Their services:
 - Yearly contracts, but recommend 2 year contracts(because grants are not calendar specific)
 - All inclusive service: they do everything
 - Develop a needs assessment
 - Assign a Grant Writer
 - Researchers on staff
 - Use 501(c)(3) organizations
 - Grant Administrators on staff(for larger projects)

County Business Advisory Committee:

- Attended meeting on September 4th @ 9am
- Invited as Past-President of the Columbia Greene Board of REALTORS to represent REALTORS for the area.
- Will be able to serve in a dual capacity as a Town Supervisor to advance the need for business revitalization for the Town of Cairo
- The Committee is focused on revitalizing Main Streets in the County creating business opportunities and generating leads to add businesses to Main Streets
- Themes: BUYINGREENE & INVESTINGREENE

NY Dept of Pubic Service:

- See attached correspondence with request

Greene County EMS Correspondence:

- See attached correspondence with request to respond

Accounting Services:

- See attached engagement letter

Rachel Lang Fundraiser:

- B & B Lounge September 13th @ 1pm
- Spoke to us at the last Town Board meeting on 8/4/14 that she will be representing the United States at the World Junior Billiard Finals in Shanghai, China
- Rachel is the only representative from NY
- Link placed on Town website

Police Department-Special Acknowledgement:

- Special Thank You to Rick Busch & Nick Orso for their work during the Power Outage on 8/18/14

TOWN OF CAIRO

September 8, 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 July, 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
September 8, 2014

RESOLUTION NO. _____

**SETTING A PUBLIC HEARING FOR THE ENACTMENT OF A NEW
RESORT CONVERSION MORATORIUM LOCAL LAW AND NEW JUNK
YARD APPROVAL MORATORIUM LOCAL LAW**

Councilperson _____ offered the following resolution and moved its adoption:

WHEREAS, the Two Board of the Town of Cairo has hereto established a resort conversion moratorium and a new junk yard approval moratorium local laws, and

WHEREAS, , the Town Board of the Town of Cairo hereby determines that it may be necessary to enact a new resort conversion moratorium and a new junk yard approval moratorium local laws since those existing moratoria are about to expire.

NOW THEREFORE IT IS HEREBY RESOLVED that the Town Board of the Town of Cairo hereby schedules a public hearing for October 6, 2014 at 6:00 pm, for the purpose of receiving comment on new proposed new resort conversion moratorium local law and a new junk yard approval moratorium local law.

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

September 8, 2014

RESOLUTION NO. _____

“Fire Alarm System Agreement”

Councilperson _____ offered the following resolution and moved its adoption:

WHEREAS, a preventative maintenance agreement for the fire alarm system in the library was established with Mircom Systems Corp. on November 1, 2013 for an initial term of (1) year; and

WHEREAS, the contract with Mircom Systems Corp. will end on October 31, 2014; therefore be it

RESOLVED, that the Cairo Town Board does hereby authorize the Town Supervisor to be extend the contract for the time period of November 1, 2014 to October 31, 2015 in the amount of \$300.00.

Seconded by Councilperson _____

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

AYE _____ NAY _____ ABSENT _____ CARRIED _____ DEFEATED _____

TOWN OF CAIRO

September 8, 2014

RESOLUTION NO _____

**“Accept Sewer Penalties”
Dated September 1, 2014**

Councilperson _____ offered the following resolution and moved its adoption:

WHEREAS, it is necessary for the Sewer Penalties 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 from the Water & Sewer Administrator in the amount of \$3,707.49, dated September 1, 2014.

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

September 8, 2014

RESOLUTION NO _____

**Accepting EDU Billings
Dated September 1, 2014**

Councilperson _____ offered the following resolution and moved its adoption:

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

RESOLVED, that the Town Board accepts the EDU Billings as presented from the Water & Sewer Administrator in the amount of \$58,525.00 dated September 1, 2014.

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

September 8, 2014

RESOLUTION NO _____

“Sponsor Candidates for Police Academy”

Councilperson _____ offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo agrees to sponsor Michael DeRose and Eyal Saad for the 2014-2015 Zone 14 Police Academy.

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

September 8, 2014

RESOLUTION NO. _____

“Budget Amendments and Payment of Bills on Abstract #316”

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-1110.4	Judicial-Contractual	-563.57
To	A-1110.2	Judicial-Equipment	+563.57
From	A-1990.4	Contingent	-1,565.15
To	A-1910.4	Insurance-Contractual	+1,565.15
From	A-1990.4	Contingent	-524.86
To	A-5132.4	H'way Bldgs.-Contractual	+524.86
From	A-9060.8	Medical Insurance	-48.00
To	A-9089.803	Uniforms	+48.00
From	DA-5110.4	General Repairs-Contractual	-1,343.50
To	DA-5130.4	Machinery-Contractual	+1,343.50
From	SS-8120.4	Sanitary Sewers-Contractual	-1,089.03
To	SS-8110.451	Sewer Admin-Contractual	+1,089.03

And be it further RESOLVED, the Town Board does hereby authorize that Abstract #316, consisting of 2014 Vouchers #2074 through #2198 in the amount of \$269,022.31 is approved for payment.

The total amount to be paid from the:

General Fund -	\$146,390.24	Street Lighting -	\$4,152.20
Highway Fund -	\$103,546.51	Sewer Fund -	\$12,066.43
Cap. Water Fund -		Water Fund -	\$2,479.21
Cap. Sewer Fund -	\$370.00	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 _____

PROPOSED
LOCAL LAW NO.4 OF 2014
Town of Cairo
STATE OF NEW YORK

A local law authorizing the use of a Best Value Award methodology, in the competitive bidding process, for purchase contracts (including contracts for service work, but excluding any purchase contracts necessary for the completion of a public works contract pursuant to article eight of the labor law) may be awarded on the basis of low bid or best value, as authorized in section 103 of the General Municipal Law and as defined in section one hundred sixty-three of the state finance law.

Be it enacted by the legislature of the Town of Cairo, New York, as follows:

Section 1. Name of local law

This law shall be known as “Town of Cairo Best Value Competitive Bidding law.”

Section 2. Findings and Intent

The State Legislature and Governor amended General Municipal Law, §103 (A08692/S6117) on January 27, 2012 to provide local governments greater flexibility in awarding contracts by authorizing the award of purchase contracts, including contracts for service work on the basis of best value. The state legislation requires Political Subdivisions with a population of less than one million to pass a local law authorizing the use of the best value award process.

(From Assembly Bill Memo A08692) - Enactment of this legislation provides additional procurement options to localities in ways that may expedite the procurement process and result in cost savings. The "best value" standard for selecting goods and services vendors, including janitorial and security contracts, is critical to efforts to use strategic sourcing principles to modernize the supply chain and ensure that taxpayers obtain the highest quality goods and services at the lowest potential cost, while also ensuring fairness to all competitors.

The federal government, approximately half of the states and many localities have added best value selection processes to their procurement options, in recognition of these advantages. With the increased complexity of the goods and services that municipalities must obtain in order to serve taxpayers, it is critical to consider selection and evaluation criteria that measure factors other than cost in the strictest sense.

Taxpayers are not well served when a public procurement results in low unit costs at the outset, but ultimately engenders cost escalations due to factors such as inferior quality, poor reliability and difficulty of maintenance. Best value procurement links the procurement process directly to the municipality's performance requirements, incorporating selection factors such

as useful lifespan, quality and options and incentives for more timely performance and/or additional services.

Even if the initial expenditure is higher, considering the total value over the life of the procurement may result in a better value and long-term investment of public funds. Best value procurement also encourages competition and, in turn, often results in better pricing, quality and customer service. Fostering healthy competition ensures that bidders will continue to strive for excellence in identifying and meeting municipalities' needs, including such important goals as the participation of small, minority and women-owned businesses, and the development of environmentally-preferable goods and service delivery methods. Best value procurement will provide much-needed flexibility in obtaining important goods and services at favorable prices, and will reduce the time to procure such goods and services.

Section 3. Definitions

"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 offerers 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. Requirements

- A. Where the basis for award is the best value offer, the [Chief Procurement Official] shall document, in the procurement record and in advance of the initial receipt of offers, the determination of the evaluation criteria, which whenever possible, shall be quantifiable, and the process to be used in the determination of best value and the manner in which the evaluation process and selection shall be conducted.
- B. The [Chief Procurement Official] shall select a formal sealed competitive bidding procurement process in accordance with General Municipal Law and the Town of Cairo Procurement Policy and document its determination in the procurement record. The process shall include, but is not limited to, a clear statement of need; a description of the required specifications governing performance and related factors; a reasonable process for ensuring a competitive field; a fair and equal opportunity for offerers to submit responsive offers; and a balanced and fair method of award. Where the basis for the award is best value, documentation in the procurement record shall, where practicable, include a quantification of the application of the criteria to the rating of proposals and the evaluation results, or, where not practicable, such other justification which demonstrates that best value will be achieved.

- C. The solicitation shall prescribe the minimum specifications or requirements that must be met in order to be considered responsive and shall describe and disclose the general manner in which the evaluation and selection shall be conducted. Where appropriate, the solicitation shall identify the relative importance and/or weight of cost and the overall technical criterion to be considered by the Town of Cairo in its determination of best value.
- D. The [Chief Procurement Official] shall develop procedures that will govern the award of contracts on the basis of best value. These procedures shall be included in the Town of Cairo Procurement Policy and reviewed annually by the Town Board in conjunction with its annual review and approval of the Town of Cairo Procurement Policy.

Section 5. Severability

If any clause, sentence, paragraph, subdivision, section or part of this law or the application thereof to any person, individual, corporation, firm, partnership, entity or circumstance shall be adjudged by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair, effect or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section or part of this law or in its application to the person, individual, corporation, firm, partnership, entity or circumstance directly involved in the controversy in which such order or judgment shall be rendered.

Section 6. Effective Date

This local law shall take effect immediately upon filing with the New York State Secretary of State.



Geology

Hydrology

Remediation

Water Supply

August 6, 2014

Mr. Alan Tavenner, P.E.
Delaware Engineering, P.C.
28 Madison Avenue Extension
Albany, New York 12203

Re: Exploratory Drilling Results
County Site, Cairo, New York

Dear Alan:

This correspondence was prepared by Alpha Geoscience (Alpha) to briefly describe the results of exploratory test drilling at the County Site for the Town of Cairo. Exploratory test drilling was performed to evaluate the water supply potential of the unconsolidated deposits at the site, which is located at the end of Volunteer Road, Town of Cairo, New York. The test drilling was performed by Aquifer Drilling Testing, Inc. (ADT) who was selected by the Town following a competitive bidding process. Alpha personnel provided field supervision and documentation during the exploratory drilling program. The test drilling was performed between August 4, 2014 and August 6, 2014 using a drive and wash drilling method.

Two test borings, CS-1 and CS-2 were installed at the site and penetrated the entire thickness of the unconsolidated deposits and into the bedrock surface at these locations. The GPS coordinates for CS-1 are UTM 18T 582135 4682870 and the coordinates for CS-2 are UTM 18T 582085 4682524. Test boring CS-1 was completed at a total depth of 54.3 feet and test boring CS-2 was completed at a total depth of 25 feet. Promising water-bearing deposits were not encountered at CS-1 and CS-2; consequently, these test borings were abandoned. Test boring abandonment included bentonite clay seal installation inside the bedrock portion of the test boring and in the unconsolidated deposits.

No further evaluation of the water-bearing potential of the County Site is recommended by Alpha. Please contact me if you have any questions regarding the evaluation of the County Site.

Sincerely,
Alpha Geoscience

Michael D. Palleschi, CPG
Senior Hydrogeologist

cc: T. Banta, Cairo

Z:\projects\2013\13121 - 13140\13121 - Cairo Park Well\County Site\Exploratory Drilling Results.doc



Peckham Road Corporation
1557 State Route 9, Suite 3
Lake George, New York 12845
Phone: 518-792-3157
Fax: 518-792-3138

Budget Proposal

Customer Information:

Attention: Sam Anderson
Company: Green County
Address:
City, State:
Phone: 518-792-3157

Project Information:

Number:
Location: Green County
County: Green County
Date: 06/05/14
Fax:

Item	Quantity	Unit	Description	Unit Price	Total Price
			Gravel (10% - 20%)		\$-00
	1.00	8 hrs/day	Gravel (10% - 20%) operator roller with	\$5,139.00	\$5,139.00
			operator 2 screener and laborer		\$-00
					\$-00
	1.25	tons	1 1/2" Top Material	\$7,808.00	\$9,860.00
					\$-00
	2.00	hours	Gravel	\$1,080.00	\$2,160.00
					\$-00
	1.00	Each	Mobile/semi equipment	\$1,530.00	\$1,530.00
					\$-00
Total:					\$18,689.00

Conditions:

Customer to provide water for rollers

Terms:

Quoted prices remain in effect for 30 days

Payment-30 days from date of invoice

Quotation does not include sales tax

Quotation submitted by: Sam Anderson (sandr@peckham.com)

Acceptance of Proposal:

(Print Name)

(Signature)

Sam Anderson

Sam Anderson

Hannan's Paving & Sealing, Inc.

P.O. Box 202
East Berne, NY 12059
872-0712

Proposal

Date
6/10/2014

Name / Address
Robert Hempsted

DESCRIPTION	TOTAL
Trim all edges Level up all low areas with blacktop (shimming) Roll with a heavy-duty vibratory roller for proper compaction String line entire job for straight and uniform edges Pave entire driveway with 1 1/2" of Type #7 asphalt Roll with a heavy-duty vibratory roller for proper compaction	0.00 0.00 18,200.00
THIS QUOTE GOOD FOR 30 DAYS FROM ABOVE DATE.	
HALF OF THE PAYMENT IS DUE ON STARTING DATE, THE REST IS DUE UPON COMPLETION OF JOB.	Subtotal \$18,200.00
	Sales Tax () \$0.00
	Total \$18,200.00

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

P.O. Box 5345
Clifton Park, NY 12065
Office: 518-371-2382
518-622-9029
Fax: 518-622-8036
richardspaving2012@gmail.com

RICHARD'S

PAVING & SEALCOATING

Customer Number

6/20/14

Date _____

Larry Napier
Estimator

NAME: Town of Cairo

ADDRESS:

PHONE: 578-621-9515

Cairo N.Y. 12413

NOT TO EXCEED

SQUARE FEET

Lot #	7 - Basketball Court
①	Repave all 13,200 sq. Ft. (20x110)
②	Clean all grass back away from edges
③	Pre-level area w/ asphalt Binder
④	Apply 2 inches #7 Asphalt compacted
⑤	Compacted w/ 8-5 ton rollers
Total \$ 18,500.00	
Lot #	7 - Second price - Basketball Court
①	Repave (120x70) 8400 sq. Ft.
②	Clean grass away from edges
③	Mill 70 ft. wide tie in
④	Pre-level area w/ asphalt binder
⑤	Apply 2 inches #7 compacted
⑥	Compact w/ 8-5 ton rollers
Total \$ 13,500.00	

CUSTOMER

WHITE COPY - OFFICE

ESTIMATOR

YELLOW COPY - CUSTOMER

RICHARD'S
PAVING & SEALCOATING

6/20/14

Date _____

Larry Napier

NAME: Town of Cairo ADDRESS: _____

PHONE: 516-622-9515 Cairo NY, 12413
Civ. Rts. Div.

NOT TO EXCEED _____ SQUARE FEET

Lot #2 - Tennis Court									
① Trim all grass away from edges									
② power clean surface									
③ Apply Hot tar in cracks w/ silica sand									
④ Top coat finish by brush									
Total \$ 1,050.00					Restripe \$ 450.00				

ESTIMATOR

YELLOW COPY - CUSTOMER



Greene County Emergency Medical Systems, Inc
Serving Greene County Since 2000

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

August 28th, 2014

Letter of Solicitation for Proposed EMS Service

Dear Mr Banta,

Greene County Emergency Medical Systems, Inc is desirous of establishing transport emergency medical services for the County of Greene.

The existing service, Greene County Emergency Medical Systems, Inc, shall if approved have the opportunity to provide advanced and basic life support transport by way of ambulances. This service shall be operational twenty four hours a day seven days a week in conjunction with our first response vehicles.

In order to move forward with the application process, it is our duty to provide you with the definition of Public Need. Public Need is defined as follows:

The demonstrated absence, reduced availability or an inadequate level of care in ambulance or emergency medical service available to a geographical area which is not readily correctable through the reallocation or improvement of existing resources.

We request that you please indicate your response that you have received the definition of Public Need by returning a letter to the address listed below by October 1st, 2015.

Additionally, please have all letters signed by the appropriate Agency official, the CEO or the authorized designee. A letter of support is welcome and encouraged for those who support our application in hopes to enhance our services to the communities we serve by having the ability to transport with ambulances.

Please send responses to:

Aidan O'Connor, President
Greene County Emergency Medical Systems, Inc
P.O.Box 655
Cairo, NY 12413

In addition, copies of all letters of solicitation will be forwarded directly to REMO.

Thank you for your assistance in this matter and for your time and consideration.

STATE OF NEW YORK DEPARTMENT OF PUBLIC SERVICE
THREE EMPIRE STATE PLAZA, ALBANY, NY 12223-1350
www.dps.ny.gov

PUBLIC SERVICE COMMISSION

AUDREY ZIBELMAN

Chair

PATRICIA L. ACAMPORA

GARRY A. BROWN

GREGG C. SAYRE

DIANE X. BURMAN

Commissioners



KIMBERLY A. HARRIMAN

General Counsel

KATHLEEN H. BURGESS

Secretary

August 29, 2014

Dear Consumer Leader:

I am writing to ask your help in raising awareness of the Lifeline Discount Telephone Service Program and encouraging eligible consumers to enroll. Lifeline Discount Telephone Service is a program designed to make basic telephone service more affordable for income-eligible consumers.

Consumers qualify for Lifeline by participating in one of a number of federal assistance programs OR by having income at or below 135% of the federal poverty guidelines. Last year, the Federal Communications Commission updated its rules governing program eligibility and non-duplication of support to improve program efficiency and ensure those that need support can receive it.

September 8-14, 2014 has been designated as National Lifeline Awareness Week. The New York State Department of Public Service (DPS) is joining other state agencies, local human service organizations, and local telephone companies to promote Lifeline Awareness Week and focus attention on this important program.

We ask you to join us in raising awareness of this important program by posting a link on your organization's website to the Lifeline page on our www.AskPSC.com consumer website. We can provide posters to assist you in educating your constituents about the program. If you would like posters or have any questions about the Lifeline Program or **Lifeline Awareness Week**, please contact:

Lorna Gillings at (518) 474-1788 or at lorna.gillings@dps.ny.gov

Yvonne Super at (518) 408-1061 or at yvonne.super@dps.ny.gov

Thank you for your assistance.

Sincerely,

for Erin O'Dell-Keller
Manager

Outreach and Education

CHRIS GIBSON

19th District, New York

1708 Longworth Building
Washington, DC 20515
(202) 225-6614

<http://gibson.house.gov>



Congress of the United States
House of Representatives
Washington, DC 20515

August 5, 2014

HOUSE AGRICULTURE COMMITTEE

Subcommittee on General Farm
Commodities and Risk Management

Subcommittee on Livestock,
Rural Development, and Credit

HOUSE ARMED SERVICES COMMITTEE

Subcommittee on Tactical Air and
Land Forces

Subcommittee on Intelligence,
Emerging Threats, and Capabilities

Subcommittee on Military Personnel

Theodore Banta, III
[REDACTED]
[REDACTED]

Dear Theodore,

As your representative in Washington, I wanted to let you know about a visit I made to your area last weekend. I was delighted to meet with veterans and constituents at the Cairo American Legion's Wounded Warrior barbecue. It was an outstanding event, and I am grateful to the many volunteers who made it possible. I sincerely appreciate your community's strong support for our servicemen and women. Veterans like Heather Ray of Cairo are extraordinary role models for the people of Greene County.

Cairo is a place where people share generously of their time and talents to help their neighbors, and I am honored to serve you in Congress. Visits like this to your town help me hear firsthand about the type of federal representation you are looking for. Through similar visits around the region, I have developed a core set of legislative priorities that include: advancing policies to grow the economy, restoring fiscal responsibility, and protecting our freedoms. I also stand strong on the Constitution and our cherished Bill of Rights.

In addition, regional issues continue to be our focus – things like working to better address Lyme disease, expanding access to rural broadband, helping our small businesses create jobs, and advocating on behalf of our family farms. If you have ideas on things where the federal government may play a helpful role, send me a note – you can do so at our website <http://gibson.house.gov> or give us a call. You can also learn more about some of the things we are working on, my views on different issues, and our progress on these goals on my website.

My offices in New York also assist your friends and neighbors with casework – if you or someone you know needs help with the federal government, please reach out to us. We can assist with veterans benefits, Social Security and Medicare, passports, IRS questions or issues, and many other things. My closest office to you is in Kinderhook at 2 Hudson Street. You can reach my staff there at 610-8133. We are here to serve you, so please let us know how we can help.

Sincerely,

Chris Gibson
Member of Congress



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

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

www.townofcairo.com
supervisor@townofcairo.com

August 6, 2014

To: Governor Cuomo
From: Ted Banta
Re: Letter of Support for Legislation: A.9191/S.6910
Town of Cairo's Home Rule Request

Dear Governor Cuomo:

On behalf of the Town Board of the Town of Cairo and its community, please accept this letter as evidence of our complete support of the Town of Cairo's home rule request. We have been advised that the above referenced bills have passed both houses and were recently sent to your desk for consideration soon.

As a small rural town, this legislation offers us the ability to bring to fruition financing for our capital sewer project whereby we will finalize the resources that has enabled us to improve our sewer system-that was deficient and in dire need of repair and improvement. It is the culmination of a multi-year project and many years of planning, research, and preparation to improve our sewer infrastructure. It is indeed essential to the growth, well-being, and development of our small town which has suffered over the years with limited resources and poor economic development. The financing provided by the EFC-Environmental Facilities Corporation is such a valuable opportunity for towns/entities such as us.

Thank you very much for your time and consideration regarding this matter.

Best regards,

TSBIII

Ted Banta
Town Supervisor

Linda Kuever

From: Jessica [REDACTED]
Sent: Thursday, August 21, 2014 4:39 PM
To: supervisorclerk@townofcairo.com
Subject: General Comments / Questions to the Town
Attachments: Attach0.html

Request From: Jessica [REDACTED]
Email: [REDACTED]
Source IP: 108.44.7.218

Address:
City: Purling
State: NY
Zip:
Phone:

Good afternoon. I would like to thank the Town Board Members and donors for making such wonderful improvements to the town park. The play and recreational areas are really nice, and much safer for the little children then in the past.

Keep up the good work!

**RICHARDS FUNERAL HOME
OF THE MID-HUDSON VALLEY, INC.**

29 BROSS STREET
PO Box 383
CAIRO, NEW YORK 12413

(518) 622-9503
FAX: (518) 622-2121

7-31-2014

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

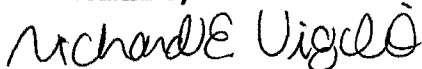
RE: Drainage Ditch (Cairo))

Dear Ted,

I would like to thank you, The Cairo Highway Department, Robert Hempstead, Cairo Town Board and Kathy Rockefeller of The Cairo Town Clerk's Office, for their paramount and speedy interest in repairing the drainage ditch shared by Cairo Hose Company and The Railroad property.

I appreciate your prompt attention in this paramount matter.

I Remain,



Richard E. Vigilo
Richards Funeral Home of the Mid - Hudson Valley, INC.

COPY: FILE
LCL.

"People Helping People"