



Minutes

**Town of Cairo
Town Board Meeting
Organizational Meeting
Location: Town Hall Meeting Room**

January 2, 2017

The Town Board of the Town of Cairo met for an Organizational Meeting on Monday, January 2, 2017 at the Town Hall, Main Street, Cairo, New York.

Supervisor Dan Benoit called the meeting to order at 7:10 PM and then asked the attendees to Pledge Allegiance to the Flag. The following Town Board Members were present: Councilperson Cords, Councilperson Ostrander, Councilperson Joyce and Councilman Warner.

The minutes from December 5, 2016 were approved by Councilperson Joyce and seconded by Councilperson Warner.

The minutes from December 14, 2016 Special Meeting were approved by Councilperson Ostrander and seconded by Councilperson Warner.

The minutes from December 28, 2016 were approved by Councilperson Dan Joyce and seconded by Supervisor Benoit.

The Public Hearing for changes in the rules and regulations of the Cairo Water District was opened.

A motion to close the Public Hearing at 7:20 PM for Change in the rules and regulations of the Cairo Water District was made by Councilperson Cords and seconded by Councilperson Joyce.

The second public hearing was to enact a local law raising the EDU rates in the Sewer District. Water and Sewer Administrator Mike Lamanac gave a handout explaining the Sewer District and EDUs. It was Mike Lamanac's recommendation to raise the EDU to \$115.00 per quarter up from the \$100.00 per quarter currently charged.

CAIRO SEWER DISTRICT & EDU EXPLAINED

There have been many questions and confusion regarding the EDU charges, what they pertain to and when they might end. This is a brief explanation of our sewer system and the EDU assessment, history, present and future.

In 1999, the Town of Cairo Sewer District was established in order to protect our environment, our water sources and to comply with state and federal regulations. The decided plan was to build a Waste Water Treatment Plant (WWTP) and collection system. Essentially, household and commercial sanitary sewers (toilets, kitchens, showers etc.) would leave the building and into a septic tank on the owners property. As the septic tank digests the waste, the “graywater” flows out of the tank and into our collection system (instead of going to a leach field). Traveling through over 12 miles of pipe, the gray water flows by gravity to pump stations, which then pump the gray water into pressurized force mains which leads to our WWTP on county route 41. At the WWTP, the graywater is treated by activated sludge process, filtering and ultra-violet disinfection before it is released back into the environment. The filtered solids (sludge) is hauled to Albany for further treatment.

Loans - In order to pay for the design and construction of the system, in 2000 the district borrowed approximately \$3.54 million interest free for 20 years (current annual payment of \$200,000 *GPL increasing about \$5,000 per year). As actual construction costs went over the initial projected amount the district borrowed an additional \$351,600 at about 4.5% stretched over 35 years (current approximate annual payment of \$18,138). In order to payback these loans, the plan was to assign an “Equivalent Dwelling Unit” (**EDU**) charge to property owners within the sewer district.

As it became evident that the WWTP was taking on more than it could treat, and that the collection system needed to be enlarged. In 2013 the district borrowed another \$783,415 interest free over 25 years (current approximate annual payment of \$26,637).

Accounts were assigned an EDU first as per possible occupancy and second as per water usage. That is, a single family home would pay one EDU unless their water average usage exceeds 150 gallons per day. A multiple unit occupancy is assigned one EDU per unit, i.e. a building with four apartments is charged four EDU’s (even if vacant). If those 4 combined apartments exceed the usage (4 x 150gpd) the EDU assignment will increase.

Dissimilarly, **Sewer Use** charges are applied to pay for the operating costs (approximately \$150,000 per year) of the system. **Sewer Use** charges are generally based upon water meter usage

and are applied to pay the operating costs of the system. Sewer use is currently charged at rate of \$8.00 per thousand gallons, with an 8,000 gallon (\$64.00) minimum charge.

With reductions in our number of EDU’s combined with the increased loan payments it is necessary to raise the EDU rate through 2020. As the number of EDU’s can fluctuate, in January 2017 the town board has passed a resolution raising it to \$115.00 per EDU.

LOAN	INITIAL LOAN	PAYMENTS END	2017 PAYMENT	2020 PAYMENT	2021 PAYMENT
2000 – 20YR	\$ 3,540,000	2020	\$200,000	\$210,000	0
2003 - 35YR	\$ 351,600	2037	\$ 18,138	\$ 18,119	\$ 18,114
2013 – 25YR	\$ 783,415	2038	\$ 26,637	\$ 28,203	\$ 28,726
TOTAL	\$ 4,675,015		\$244,775	\$256,322	\$46,840
Based 4Q of * 582 EDU’s		EDU	\$105.14	\$110.10	\$20.12

* 582 is our current number of EDU’s. The total number of EDU’s will fluctuate based on water use and adjustments from construction and/or property use alterations.

2016	EDU’s Billed	EDU BILLING
March 2016	609.25	\$60,925.00
June 2016	586.75	\$58,675.00
September 2016	578.42	\$57,842.00
December 2016	582.92	\$58,292.00
Total 2016	2,357.34	\$235,734.00

A motion to close the Public Hearing at 7:55 for enacting a local law raising the EDU rates in the Sewer District was made by Councilperson Warner and seconded by Councilperson Cords.

Resolution No. 1 -17 “Appoint Ambulance Administrator and Clerk” offered by Councilperson Cords and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Reay Mahler as the Ambulance Administrator for 12 hours per week at a rate of \$18.00 per hour.

BE IT FURTHER RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Patricia Asaro as Ambulance Clerk at a rate of \$12.60 per hour not to exceed 30 hours per pay period unless approved of by the Ambulance Administrator and the Town Supervisor.

All members in favor – motion carried.

Resolution No. 2 -17 “Animal Control” offered by Councilperson Warner and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Brian Feml as Animal control Officer at an hourly rate of \$12.09 with a two (2) hour minimum per call. Administrative paperwork will be paid at \$12.09 per hour as needed.

All members in favor - motion carried.

Resolution No. 3-17 “Appoint Auditing Firm for the Town of Cairo” offered by Councilperson Warner and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Patterson, Koskey, Howe & Bucci, CPA, P.C. as the Auditing Firm for the Town of Cairo Rates same as fiscal year 2016.

All members in favor – motion carried.

Resolution No. 4 -17 “Appointment of Code Enforcement Officer, Building Inspector” offered by Councilperson Cords and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Stacy Sprague as Code Enforcement Officer with an annual salary of \$35,954.00, with a minimum of 40 hours per week; and be it further;

BE IT FURTHER RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Richard Hilgendorff as Building Inspector/Fire Marshall at an annual salary of \$16,176.00, with a minimum of 15 hours per week.

All members in favor – motion carried.

Resolution No. 5 - 17 “Setting Deputy to the Superintendent of Highways Salary” offered by Councilperson Cords and seconded by Councilperson Joyce:

BE IT RESOLVED, the full time position of Deputy Superintendent of Highways shall be set at \$28,224.42.

All members in favor – motion carried.

Resolution No. 6 -17 “Appoint Deputy Supervisor” offered by Supervisor Benoit and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Councilperson Mary Jo Cords as Town of Cairo Deputy Supervisor to serve in the absence of the Town Supervisor.

All members in favor – motion carried.

Resolution No. 7 -17 “Parks, Buildings and Grounds Personnel” offered by Councilperson Warner and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Paul MacNiven as a full-time Parks, Buildings, and Grounds Maintenance person at a rate of \$14.23 per hour; and,

BE IT FURTHER RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Steven Rumph as a full-time Parks, Buildings and Grounds Maintenance person at a rate of \$14.23.

All members in favor – motion carried.

Resolution No. 8 -17 “Planning Board Appointments” offered by Councilperson Joyce and seconded by Councilperson Cords:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Raymond Pacifico to a 7 year term ending December 31, 2023; and

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Rayment Pacifico as Chairman of the Planning Board for 2017, and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Kevin Hicks as an Alternate Planning Board Member with a term that expires December 31, 2017.

All members in favor - motion carried.

Resolution No. 9 -17 “Appointing Officer in Charge and Setting Salaries for Police Department” offered by Councilperson Warner and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Richard Busch as Officer in Charge for the Town of Cairo at an Annual salary of \$16,000 per year and be it further;

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

Full-time Police Officer - \$21.36 per hour

Richard Busch

Part-time Police Officer - \$17.32 per hour

John Amoroso

Dennis Brandow

Corey Clark

Sean Clevenstine

Michael DeRose

Joseph Feml

Raymond Feml

Henry Frick

Nicholas Orso

Thomas Plank

Eyal Saad

Richard Selner

Christine Geoghegan

Part-time Special Officers - \$11.00 per hour

Scott Yates

Part-time Training Recruits - \$14.53 per hour training rate

Dustin Rogers

All members in favor – motion carried.

Resolution No. 10 -17 “Appoint Summer Recreation Coordinator” offered by Councilperson Warner and seconded by Councilperson Cords:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Janet McKeon as the Summer Recreation Coordinator at a pay rate of \$16.32 per hour; and

BE IT FURTHER RESOLVED, Youth Counselors will receive \$9.70 per hour and existing Youth Counselors exceeding minimum wage will remain at their current rate.

All members in favor – motion carried.

Resolution No. 11 - 17 “Appoint Water and Sewer Administration” offered by Councilperson Cords and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint the following individuals for the Water and Sewer Departments:

Michael Lamanec	Administrator	\$14.03 per hour
Valerie Payton	Clerk	\$11.22 per hour
John Orso	Laborer	\$12.24 per hour

All members in favor – motion carried.

Resolution No. 12 - 17 “Town Court Appointments” offered by Councilperson Ostrander and seconded by Councilperson Warner:

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

Justice Clerk 1/FT	Joan Vandenburg	\$27,065.70 annual salary & 40 hours weekly
Justice Clerk 2/PT	Kathleen Costanzo	\$10.97 per hour – Maximum of 35 hours weekly
Security Officer	John DeRose	\$12.50 per hour
Security Officer	Michael DeRose	\$12.50 per hour
Security Officer	Steven DeRose	\$12.50 per hour

All members in favor – motion carried.

Resolution No. 13 - 17 “Appoint William A. Carr, Jr. as Peace Officer” offered by Councilperson Joyce and seconded by Councilperson Cords:

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

BE IT RESOLVED, that the Town of Cairo hereby appoints William A. Carr, Jr., as a Peace Officer.

All members in favor – motion carried.

Resolution No. 14 - 17 “Appoint Deputy Tax Collector” offered by Councilperson Warner and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Linda Kuever as the Deputy Tax Collector at a rate of \$12.04 per hour.

All members in favor – motion carried.

Resolution No. 15 - 17 “Authorization to Designate a Bookkeeper, Historian & Secretary to the Supervisor” offered by Councilperson Ostrander and seconded by Councilperson Cords:

BE IT RESOLVED, that Dan Benoit, Supervisor of the Town of Cairo, is hereby authorized to designate Louann Arp to the full-time position of bookkeeper at an annual salary of \$38,338.72; and \$20.00 per hour for Capital Water and Sewer Project when hours exceed 40 hours in a week; and;

BE IT FURTHER RESOLVED, that Dan Benoit, Supervisor of the Town of Cairo, is hereby authorized to designate Robert Uzzilia as Town Historian at an annual salary of \$1224.00; and;

BE IT FURTHER RESOLVED, that Dan Benoit, Supervisor of the Town of Cairo, is hereby authorized to designate Sherry True as the Supervisor’s Clerk at a rate of \$11.22 per hour.

All members in favor – motion carried.

Resolution No. 16 - 17 “Appoint Town Health Officer for 2017” offered by Councilperson Ostrander and seconded by Councilperson Warner:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Dr. Robert Schneider as Town of Cairo Health Officer with a term that expires December 31, 2017 at an annual salary of \$660.00.

All members in favor – motion carried.

Resolution No. 17 - 17 “Appointing Attorney for the Town” offered by Councilperson Cords and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Tal G. Rappleyea, Esq. as Attorney for the Town of Cairo at a monthly retainer of \$1,000.00 and at the rate of \$125.00 per hour for such further litigation, legislation and other representation that the

Town Board shall deem to be outside the scope of the monthly retainer. The Attorney for the Town is not an employee but has the status of an independent contractor.

All members in favor - motion carried.

Resolution No. 18 - 17 “Other Town Appointments” offered by Councilperson

Warner and seconded by Councilperson Ostrander:

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

Registrar of Vital Statistics	Tara Rumph	\$1,000.00 annual salary
First Deputy Clerk	Debra Sommer	\$12.70 per hour
Deputy Clerk	Kathy Rockefeller	\$11.53 per hour @ 30 hrs max per pay period
Deputy Clerk	Maeve Bolger	\$11.22 per hour @ 30 hrs max per pay period
Clerk	Donna Chewin	\$11.53 per hour @ 30 hrs max per pay period
Clerk	Evelyn Gabrielsen	\$11.22 per hour @ 58 hrs max per pay period
Planning Board Clerk	Sherry B. True	\$10.97 per hour
Zoning Board of Appeals Clerk	Arlene Maben	\$10.97 per hour
Zoning Enforcement Officer	Robert Fritze	\$20,400.00 annual salary / 20 Hours a week minimum

All members in favor – motion carried.

Resolution No. 19 - 17 “Meeting of the Board” offered by Councilperson Ostrander

and seconded by Councilperson Cords:

BE IT RESOLVED, that the regular/general meeting of the Town Board of the Town of Cairo will be held on the first Monday of every month at 7:00 P.M. in the Town Hall, Main Street, Cairo, New York, except for the month of September when the meeting will be held on September 11th because of the Labor Day Holiday on September 4th.

All members in favor – motion carried.

Resolution No. 20 - 17 “Authorization for Highway Superintendent to Certify Payrolls and Make Purchases” offered by Councilperson Cords and seconded by Councilperson Joyce:

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

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

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

All members in favor – Carried.

Resolution No. 21 - 17 “Authorizing the Supervisor to Invest Town Funds” offered by Councilperson Ostrander and seconded by Councilperson Cords:

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

BE IT FURTHER RESOLVED, that the Bank of Greene County Cairo branch is the official depository for the funds of the Town of Cairo.

All members in favor – motion carried.

Resolution No. 22 - 17 “Payment of Bills and Payment of Utility Bills” offered by Councilperson Warner and seconded by Councilperson Ostrander:

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

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

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

All members in favor – motion carried.

Resolution No. 23 - 17 “Setting 2017 Salaries for Elected Officials” offered by Councilperson Joyce and seconded by Councilperson Cords:

BE IT RESOLVED, that the following salaries for elected officials be approved as set forth in the 2017 Budget:

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

All members in favor – motion carried.

Resolution No. 24 -17 “Setting 2017 Salary for Sole Assessor” offered by Councilperson Cords and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the annual salary for the position of Sole Assessor, Janice Hull, for the Town of Cairo, for the year of 2017 be set at \$46,828.20.

All members in favor – motion carried.

Resolution No. 25 -16 “Set Salaries for Planning Board” offered by Councilperson Cords and seconded by Councilperson Benoit:

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

Chairperson	\$85.00 per meeting
Members	\$70.00 per meeting

All members in favor – motion carried.

Resolution No. 26 -17 “Setting Salaries for Zoning Board of Appeals” offered by Councilperson Warner and seconded by Councilperson Ostrander:

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

Chairperson \$85.00 per meeting

Members \$70.00 per meeting

All members in favor – motion carried.

Resolution No. 27 -17 “Setting Rate for Seasonal Parks, Buildings, and Grounds Employees” offered by Councilperson Warner and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby set the rate of Seasonal Parks, Buildings and Grounds employees to be \$11.00 per hour; and,

BE IT FURTHER RESOLVED, that the Town Board of the Town of Cairo does hereby set the hourly rate for John Orso to be \$11.22 per hour.

All members in favor – motion carried.

Resolution No. 28 -17 “Set Salaries for Board of Assessment Review” offered by Councilperson Ostrander and seconded by Councilperson Cords:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby set the salaries of the Board of Assessment Review to be as follows: \$375.00 per year for the Chairperson, and \$225.00 per year for the members, \$50.00 stipend for the initial 4 hour B.O.A.R meeting for secretary and \$11.00 per hour for the secretary as needed thereafter. These rates reflect base pay for Grievance day and two additional deliberation days. Additional meetings beyond the three meetings are at a rate of \$35.00 per meeting when convened.

All members in favor – motion carried.

Resolution No. 29 -17 “Set Ambulance Personnel Rates” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

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

AEMT \$15.68 per hour with an On-Call Rate of \$50.00

EMT \$13.43 per hour with an On-Call Rate of \$50.00

Driver \$12.40 per hour with an On-Call Rate of \$50.00

All members in favor – motion carried.

Resolution No. 30 -17 “Set Holidays for 2017” offered by Councilperson Cords
seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby set the dates of the 2017 holidays as follows:

New Year’s Day Observance	Monday, January 2, 2017
Martin Luther King Jr. Birthday	Monday, January 16, 2017
President’s Day	Monday, February 20, 2017
Memorial Day	Monday, May 29, 2017
Independence Day July 4 th	Tuesday, July 4, 2017
Labor Day	Monday, September 4, 2017
Columbus Day	Monday, October 9, 2017
Election Day	Tuesday, November 7, 2017
Veteran’s Day Observance	Friday, November 9, 2017
Thanksgiving Day	Thursday, November 23, 2017
Christmas Day	Monday, December 25, 2017

All members in favor – motion carried.

Resolution No. 31 -17 “Designating the Town of Cairo Official Newspaper”
offered by Supervisor Benoit and seconded by Councilperson Warner:

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

All members in favor – motion carried.

Resolution No. 32 -17 “Association of Town Meetings and Conferences” offered
by Councilperson Warner and seconded by Councilperson Cords:

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

All members in favor – motion carried.

Resolution No. 33 -17 “Set Public Hearing amending Zoning to Provide for the Regulation of Solar Arrays ” offered by Councilperson Warner and seconded by Councilperson Ostrander:

Be it resolved, the Town Board of the Town of Cairo does hereby set a Public Hearing for Monday, February 6, 2017 at 7:00 PM amending Zoning to Provide for the Regulation of Solar Arrays.

All members in favor – motion carried.

Resolution No. 34 -17 “Approve Rules and Regulation of Internal Policy” offered by Councilperson Cords and seconded by Councilperson Joyce:

Be it resolved, the Town Board of the Town of Cairo does hereby approve the Rules and Regulation of internal policy for the Town.

All members in favor – motion carried.

Resolution No. 35 -17 “Approve Raising EDU Rate” offered by Councilperson Warner and seconded by Councilperson Ostrander:

Be it resolved, the Town Board of the Town of Cairo does hereby approve raising the EDU Rate for the Sewer District to \$115.00 per quarter. This will become effective with the 3/1/2017 billing.

All members in favor – motion carried.

These fees can be revisited after meters are installed.

Resolution No. 36 -17 - “Board to Move into Executive Session” offered by Councilperson Warner and seconded by Councilperson Cords:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 8:32 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. The Town Board also discussed a complaint concerning an employee.

All members in favor – motion carried.

Resolution No. 37 -17 - “Board to exit Executive Session” offered by Councilperson Warner and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 9:15 pm.

All members in favor – motion carried.

The Town Board stated that at this time the position of Superintendent of Parks, Buildings, and Grounds will remain vacant.

A motion was made by Councilperson Joyce and seconded by Councilperson Ostrander to adjourn the meeting at 9:17 pm.

Respectfully submitted,

Tara A. Rumph, RMC
Cairo Town Clerk