



## Minutes

**Town of Cairo  
Special Meeting 7:00 pm  
Location: Town Hall Meeting Room**

**October 23, 2017**

The Town Board of the Town of Cairo met for a Budget Meeting on Monday, October 23, 2017 at the Town Hall, Main Street, Cairo, New York.

Supervisor Dan Benoit called the meeting to order at 7:00 PM and asked the attendees to Pledge Allegiance to the Flag with all the Board Members present.

**Resolution No.171-17** “Approval of Hiring Contractor for Annex Steel Door Installation” offered by Councilperson Warner and seconded by Councilperson Joyce:

WHEREAS, request for quotes were made to install three commercial steel doors at the Annex, and;

WHEREAS, (1) quote was received from Ron Hasenkopf of Hasenkopf Construction, Inc. to install the doors in the amount of \$1,995.00,

WHEREAS, this amount meets the procurement policy guidelines;

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby award the door installation to Ron Hasenkopf of Hasenkopf Construction, Inc.

All members in favor – motion carried.

**Resolution No. 172-17** “Approval of Hiring Contractor for Annex Siding Installation” offered by Supervisor Benoit and seconded by Councilperson Cords:

WHEREAS, request for quotes were made to complete the Annex vinyl siding installation, and;

WHEREAS, two quotes were received, (1) from Ron Hasenkopf of Hasenkopf Construction, Inc. in the amount of \$10,000.00 and (1) from Adam Brown of A. Brown Construction for \$10,800.00 to complete the vinyl siding installation, and;

WHEREAS, this amount meets the procurement policy guidelines of two written quotes;

BE IT RESOLVED, that the Town Board of the Town of Cairo hereby award the vinyl siding installation to Ron Hasenkopf of Hasenkopf Construction, Inc.

All members in favor – motion carried.

**Resolution No. 173-17** “Authorize Purchase of 2017 Pick-up Truck” offered by Councilperson Warner and seconded by Councilperson Ostrander:

WHEREAS, the Parks, Buildings and Grounds Dept. (PBG) submitted a Mini-Bid for a Pick-up Truck on the NYS OGS website and received (4) bids

RC Lacy Inc.	\$26,760.86
Metro Ford Sales	\$27,295.48
Genesee Valley Ford	\$32,038.40
Beyer Ford	\$32,610.79

And

WHEREAS, the lowest truck bid from RC Lacy Inc does not meet the specifications; therefore be it

RESOLVED, that the Town Board does hereby authorize Joe Castle, PBG Administrator to purchase the 2017 Pick-up Truck from Metro Ford Sales the next lowest responsible bidder.

All members in favor – motion carried.

**Resolution No. 174-17** “Authorize Town Supervisor to Approve the Cairo Multi-Use Pathway Project Master Agreement” offered by Councilperson Warner and seconded by Councilperson Cords:

WHEREAS, the consultant group Creighton-Manning Engineering, LLP has been designated by the Town of Cairo to progress the Locally Administered Federal-Aid project for the Cairo Multi-Use Pathway Project; and

WHEREAS, Creighton-Manning has prepared the attached Consultant Agreement, Scope of Services and Fees for the Cairo Multi-Use Pathway Project. The Consultant Agreement covers the completion of Preliminary & Final Design (Phases I-VI) for the Cairo Multi-Use Pathway Project, therefore;

BE IT RESOLVED, that the Town Board does hereby authorize the Town Supervisor to approve and sign the contractual agreement between the Town of Cairo and Creighton-Manning in order to proceed with the Cairo Multi-Us Pathway Project.

All members in favor – motion carried.

The Town Board will meet on October 30, 2017 at 7:00pm in the Cairo Town Hall for the purpose of authorizing NYS DOT Master Funding Agreement.

The Town Board discussed budgetary issues.

**Resolution No. 175-17** “Appoint First Deputy Town Clerk” offered by Councilperson Joyce and seconded by Councilperson Cords:

BE IT RESOLVED, that the Town Board does hereby appoint Debra Sommer to the position of First Deputy Town Clerk for a term to expire December 31, 2018.

BE IT FURTHER RESOLVED, pay rate will be \$15.50 per hour with a maximum of 30 hours per week.

All members in favor – motion carried.

Councilperson Ostrander made a motion to adjourn the meeting at 9:20PM and Supervisor Benoit seconded the motion.

Respectfully submitted,  
Debra Sommer  
First Deputy Town Clerk