



Minutes

Town of Cairo Town Board Meeting Reorganizational Meeting

January 4, 2012

The Town Board of the Town of Cairo met for a re-organizational meeting on Wednesday, January 4, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 7:04 PM, then asked the attendees to Pledge Allegiance to the Flag. Board members present: Councilperson Ostrander, Councilperson Suttmeier, Councilperson Puorro and Councilperson Joyce.

Resolutions No. 1 – 9 of 2012 were offered by Councilperson Ostrander and were seconded by Councilperson Joyce.

Resolution No. 1-12 “Meeting of the Town Board” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that there will be a Town Board Workshop/Work Session Meeting the second Wednesday of the month at 4 pm; and be it further

RESOLVED, that the regular meeting of the Town Board of the Town of Cairo will be held on the fourth Wednesday of the month at 7 pm.

All members in favor – Carried.

Resolution No. 2-12 “Setting 2012 Salaries for Elected Officials” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the following salaries for elected officials be approved as set

forth in the 2012 Budget:

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|---|-------------|
| Supervisor Ted Banta | \$14,617.00 |
| Justice Leland Miller | 13,500.00 |
| Justice Tanja Sirago | 13,500.00 |
| Town Clerk Tara Rumph | 28,200.00 |
| Councilperson Douglas Ostrander | 6,738.00 |
| Councilperson Raymond Suttmeier | 6,738.00 |
| Councilperson Daniel Joyce | 6,738.00 |
| Councilperson Anthony Puorro | 6,738.00 |
| Tax Collector Emily Feeney | 10,550.00 |
| Superintendent of Highways Robert Hempstead | 48,000.00 |

All members in favor – Carried.

Resolution No. 3-12 “Designate a Bookkeeper and Historian” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that Ted Banta, Supervisor of the Town of Cairo is hereby authorized to designate Louann Arp to the full-time position of bookkeeper for 90 days, salary for the 90 days will be based on the annual salary of \$32,136.00; and be it further

RESOLVED, that Ted Banta, Supervisor of the Town of Cairo is hereby authorized to designate Robert Uzzilla as Town Historian at an annual salary of \$930.00.

All members in favor – Carried.

Resolution No. 4-12 “Setting 2012 Salary for Sole Assessor” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

Be it resolved, that the annual salary for the position of Sole Assessor, Janice Hull, for the Town of Cairo, for the year 2012 be set at \$41,200.00.

All members in favor – Carried.

Resolution No. 5-12 “Other Town Appointments” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

Be it resolved, that the following individuals be appointed to the following positions and paid the respective amount shown:

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|-------------------------------|--------------|------------|
| Registrar of Vital Statistics | Tara Rumph | \$1,000.00 |
| First Deputy Town Clerk | Debra Sommer | 11.60 PH |

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|-------------------|-----------------|----------|
| Deputy Town Clerk | | 11.60 PH |
| Justice Clerk 1 | April Fabiano | 11.60 PH |
| Justice Clerk 2 | Joan Vandenburg | 11.10 PH |
| Court Officer | Thomas Murphy | 10.75 PH |
| Security Guard | John DeRose | 10.75 PH |

All members in favor – Carried.

Resolution No. 6-12 “Designating the Town of Cairo Official Newspapers” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

Be it resolved, that “The Daily Mail” and the “The Greenville Mountain View Pioneer” be designated as the official newspapers for the Town of Cairo.

All members in favor – Carried.

Resolution No. 7-12 “Authorization to Certify Payrolls and Make Purchases” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that Robert Hempstead, Superintendent of Highways, is hereby authorized to certify payrolls in his department and to make purchases up to \$2,000.00 without the prior approval of the Cairo Town Board; and be it further

RESOLVED, that the Superintendent of Highways is hereby 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, guard rails, ties and any other items under Greene County bid.

All members in favor – Carried.

Resolution No. 8-12 “Authorizing the Supervisor to Invest Town Funds” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

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

RESOLVED, that the Bank of Greene County, Cairo branch and the National Bank of Cocksackie, Cairo branch be the official depositories for the funds of the Town of Cairo.

All members in favor – Carried.

Resolution No. 9-12 “Appointing Clerk and Deputy to the Superintendent of Highways” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that Debra Sommer be appointed as Clerk to the Superintendent of Highways, Robert Hempstead, on a per diem basis at a rate of \$11.60 per hour; and be it further

RESOLVED, that Debra Sommer be appointed as Deputy to the Superintendent of Highways to serve as the Superintendent of Highways in his absence at a rate of one dollar an hour over her regular rate of pay.

All members in favor – Carried.

Resolutions No. 10 – 18 of 2012 were offered by Councilperson Ostrander and were seconded by Councilperson Suttmeier.

Resolution No. 10-12 “Animal Control” offered by Councilperson Ostrander and seconded by Councilperson Suttmeier:

BE IT RESOLVED, that the following Animal Control appointments be made: Flora and Fauna Friends of the Earth – Animal Control Shelter at a rate of \$500.00 per month and Christopher Sprague is appointed as Animal Control Officer at an annual salary of \$1,030.00.

All members in favor – Carried.

Resolution No. 11-12 “Association of Town Meetings and Conferences” offered by Councilperson Ostrander and seconded by Councilperson Suttmeier:

BE IT RESOLVED, that elected and appointed officials be permitted to attend one association of Town Meeting or one conference meeting during the year and necessary expenses be paid as established by the Town of Cairo Travel Policy with prior approval of the Town Board.

All members in favor – Carried.

Resolution No. 12-12 “Appointment of Code Enforcement Officer, Building Inspector and Clerk” offered by Councilperson Ostrander and seconded by Councilperson Suttmeier:

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 \$24,800.00; and be it further

RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Richard Hilgendorff as Building Inspector/Fire Marshall at an annual salary of \$14,512.00; and be it further

RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Ashley Statham as the Clerk to the Building Department at a pay rate of \$10.75 per hour.

NOTE: After Executive Session, the salary for the Code Enforcement Officer was amended to \$27,300.00.

All members in favor – Carried.

Resolution No. 13-12 “Appointing Ambulance Administrator” offered by Councilperson Ostrander and seconded by Councilperson Suttmeier:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Reay Mahler as the 2012 Ambulance Administrator for 12 hours per week at a rate of \$17.50 per hour.

All members in favor - Carried.

Resolution No. 14-12 “Appointing Ambulance Clerk” offered by Councilperson Ostrander and seconded by Councilperson Suttmeier:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Patricia Asaro as Ambulance Clerk at a rate of \$11.60 per hour not to exceed 20 hours per week.

All members in favor – Carried.

Resolution No. 15-12 “Set Ambulance Personnel and Clerk Salaries” offered by Councilperson Ostrander and seconded by Councilperson Suttmeier:

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

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

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

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

Clerk \$11.60 per hour not to exceed 20 hours per week

All members in favor – Carried.

Resolution No. 16-12 “Appointing Attorney for the Town” offered by Councilperson Ostrander and seconded by Councilperson Suttmeier:

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 for a time period of 90 days at a monthly retainer of \$1,000.00 and at the rate of \$125.00 per hour for such further litigation, legislation and other representation that the Town Board shall deem to be outside the scope of the monthly retainer. The Attorney for the Town is not an employee but has the status of an independent contractor.

All members in favor – Carried.

Resolution No. 17-12 “Appointing Auditing Firm for the Town of Cairo” offered by Councilperson Ostrander and seconded by Councilperson Suttmeier:

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 for a time period of 90 days according to the terms provided in the Letter of Understanding dated December 14, 2011.

All members in favor – Carried.

Resolution No. 18-12 “Water and Sewer Administrator” offered by Councilperson Ostrander and seconded by Councilperson Suttmeier:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Kathy Jurgens as Water and Sewer Administrator at the following salary:

Water \$12,360.00

Sewer \$5,000.00

All members in favor – Carried.

Resolutions No. 19 - 27 of 2012 were offered by Councilperson Suttmeier and were seconded by Councilperson Puorro.

Resolution No. 19-12 “Set Salaries for Board of Review” offered by Councilperson Suttmeier and seconded by Councilperson Puorro:

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

Chairperson \$75.00 per meeting

Members 65.00 per meeting

Clerk 10.75 per hour

Time records will be approved for payment after receipt and approval of meeting minutes by Town Board. Meetings will be held the second Monday of each month as called for by the Chairperson.

All members in favor – Carried.

Resolution No. 20-12 “Appoint Summer Recreation Coordinator” offered by Councilperson Suttmeier and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Janet McKeon as the Summer Recreation Coordinator at a pay rate of \$15.00 per hour.

All members in favor – Carried.

Resolution No. 21-12 “Town Properties Cleaning Person” offered by Councilperson Suttmeier and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Sharon Desco as the cleaning person for the town properties at a rate of \$10.55 per hour.

All members in favor – Carried.

Resolution No. 22-12 “Parks, Buildings and Grounds Personnel” offered by Councilperson Suttmeier and seconded by Councilperson Puorro:

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 \$12.90 per hour; and be it further

RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Brandon Gabrielle as a part-time Recycling, Parks, Buildings and Ground Maintenance person at a rate of \$11.00 per hour.

All members in favor – Carried.

Resolution No. 23-12 “Appoint Town Health Officer for 2012” offered by Councilperson Suttmeier and seconded by Councilperson Puorro:

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, 2012 at an annual salary of \$660.00.

All members in favor – Carried.

Resolution No. 24-12 “Set Holidays for 2012” offered by Councilperson Suttmeier and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby set the dates of the 2012 holidays as follows:

New Year’s Day Monday, January 2, 2012

Martin Luther King Jr. Birthday Monday, January 16, 2012

President’s Day Monday, February 20, 2012

Memorial Day Monday, May 28, 2012

Independence Day July 4th Wednesday, July 4, 2012

Labor Day Monday, September 3, 2012

Columbus Day Monday, October 8, 2012

Election Day Tuesday, November 6, 2012

Veteran’s Day Monday, November 11, 2012

Thanksgiving Day Thursday, November 22, 2012

Christmas Day Tuesday, December 25, 2012

All members in favor – Carried.

Resolution No. 25-12 “Appoint Deputy Supervisor” offered by Councilperson Suttmeier and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Douglas Ostrander as Town of Cairo Deputy Supervisor to serve in the absence of the Town Supervisor.

All members in favor – Carried.

Resolution No. 26-12 “Appoint Deputy Tax Collector” offered by Councilperson Suttmeier and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Susan Hilgendorff as the Deputy Tax Collector at a rate of \$11.10 per hour.

All members in favor – Carried.

Resolution No. 27-12 “Appoint Assessor’s Clerk” offered by Councilperson Suttmeier and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Elaine Martin as the Assessor’s Clerk at a rate of \$10.75 per hour.

All members in favor – Carried.

The Town Board accepted the resignation of Tony Puorro from the Cairo Planning Board.

Resolutions No. 28 - 32 of 2012 were offered by Councilperson Puorro and were seconded by Councilperson Ostrander.

Resolution No. 28-12 “Appoint 7 Year Member of the Planning Board” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Daniel Benoit as a Member of the Planning Board for a term of 7 years expiring on December 31, 2018.

All members in favor – Carried.

Resolution No. 29-12 “Appoint Chairman of the Planning Board” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Daniel Benoit as Chairman of the Planning Board for a term of 1 year.

All members in favor – Carried.

Resolution No. 30-12 “Appoint Planning Board Clerk” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

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

All members in favor – Carried.

Resolution No. 31-12 “Set Salaries for Board of Assessment Review” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

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

Chairperson \$350.00 per year

Members 200.00 per year

These rates reflect base pay for Grievance day and two additional deliberation days. Additional meetings beyond the three meetings are at a rate of \$25.00 per meeting when convened.

Clerk 9.00 per hour

All members in favor – Carried.

Resolution No. 32-12 “Set Salaries for Planning Board” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

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

Chairperson \$85.00 per meeting

Members 70.00 per meeting

Clerk 11.60 per hour

All members in favor – Carried.

A motion made by Councilperson Suttmeier and seconded by Councilperson Joyce to postpone the resolution “Adopt Town of Cairo Fee Schedule”.

A motion made by Supervisor Banta and seconded by Councilperson Puorro to postpone the resolution “Appointing Liaison to Greene County EMS”.

Resolution No. 33-12 - “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 7:40 pm to discuss medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion,

discipline, suspension, dismissal or removal of a particular person or corporation within the Town of Cairo.

All members in favor – Carried.

Resolution No. 34-12 - “Board to exit Executive Session” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

Be it resolved that the Town Board of the Town of Cairo does hereby exit Executive Session at 8:15 pm.

All members in favor – Carried.

Resolution No. 35-12 “Appoint Member of the Planning Board” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Peter Kavakos as a Member of the Planning Board to fill the unexpired term of Anthony Puorro for a term of 1 year expiring on December 31, 2012.

All members in favor – Carried.

Resolution No. 36-12 “Appointing Police Chief and Setting Salaries for the Police Department” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

BE IT RESOLVED that the Town Board of the Town of Cairo does hereby appoint Christopher Sprague as Police Chief for the Town of Cairo at an annual salary of \$15,450.00; and be it further

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

| | | |
|---|---|--|
| Full-time Police Officer - \$14.91 per hour | - | Michael Gabrielle |
| Part-time Police Officer - \$16.13 per hour | - | Richard Busch |
| Part-time Police Officer - \$15.50 per hour | - | Daniel Braden Sean Clevestine Henry Frick |
| Part-time Police Officer - \$14.91 per hour | - | Scott Schelling |
| Part-time Police Officer - \$14.34 per hour | - | John Amoroso Kristopher Danko Steven Espel Joseph Kralovich Thomas Plank |

Part-time Special Officers - \$11.00 per hour - Harry Sacco
Scott Yates

All members in favor – carried.

Resolution No. 37-12 “Appointing Chairman to Board of Review” offered by
Councilperson Suttmeier and seconded by Councilperson Joyce:

BE IT RESOLVED that the Town Board of the Town of Cairo does hereby appoint Ed
Forrester as the Chairman of the Board of Review.

All members in favor – carried.

Supervisor Banta moved that if there were no objections the meeting will be adjourned. No
objections made-meeting adjourned at 8:30pm.

Respectfully submitted,

Tara A. Rumph, RMC, CMC
Cairo Town Clerk



Minutes

Town of Cairo Town Board Meeting Work Session Meeting

January 11, 2012

The Town Board of the Town of Cairo met for a work session meeting on Wednesday, January 11, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, Called the meeting to order at 4:03PM, then asked the attendees to Pledge Allegiance to the Flag. Board members present: Councilperson Suttmeier, Councilperson Puorro, and Councilperson Joyce. Councilperson Ostrander was absent.

Motion was made by Councilperson Suttmeier to approve minutes from January 4, 2012 Reorganizational meeting, Councilperson Puorro seconded the motion. Motion carried – all members in favor.

Resolutions No. 38 – 42 were offered by Councilperson Puorro and were seconded by Councilperson Joyce.

Resolution No. 38-12 “Accepting Sewer Use Penalties Dated December 30, 2011” offered by Councilperson Puorro and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board accepts the Sewer Use Penalties as presented from the Sewer Administrator in the amount of \$3,512.29, dated December 30, 2011.

All members in favor – Motion carried.

Resolution No. 39-12 “Accepting Water Billings Dated January 4, 2012” offered by Councilperson Puorro and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board accepts the Water Billings as presented from the Water Administrator in the amount of \$45,222.46, dated January 4, 2012.

All members in favor – Motion carried.

Resolution No. 40-12 “Authorization for Highway Department to Scrap Metal” offered by Councilperson Puorro and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Highway Superintendent to clean and scrap all metal in and around the highway garage.

BE IT FURTHER RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Highway Superintendent to scrap out of service sanders.

All members in favor – Motion carried.

Resolution No. 41-12 “Authorization to Designate a Secretary/Clerk” offered by Councilperson Puorro and seconded by Councilperson Joyce:

BE IT RESOLVED, that Ted Banta, Supervisor of the Town of Cairo is hereby authorized to designate Linda Kuever to the part time position of Secretary/Clerk for the Supervisor of the Town of Cairo at a rate of \$10.75 per starting January 10, 2012.

All members in favor – Motion carried.

Resolution No. 42-12 “Authorization for Water District & Highway Department to Scrap Water Meters” offered by Councilperson Puorro and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Water District & Highway Superintendent to scrap antiquated water meters at the Highway Department.

Let the record show that Councilperson Suttmeier dismissed himself from the remainder of the work session meeting.

Resolution No. 43-12 “Board to Move into Executive Session” offered by Councilperson Joyce and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 5:57PM 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. 44-12 “Board to exit Executive Session” offered by Councilperson Joyce and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 6:42PM.

All members in favor – Motion carried

Supervisor Banta moved that if there were no objections the meeting will be adjourned. No objection made-meeting adjourned at 7:47PM.

Respectfully submitted,

Debra Sommer

Deputy Town Clerk



Minutes

Town of Cairo Special Town Board Meeting

January 17, 2012

The Town Board of the Town of Cairo met for a special meeting on Wednesday, January 17, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, Called the meeting to order at 8:04AM, then asked the attendees to Pledge Allegiance to the Flag. Board members present: Councilperson Puorro, Councilperson Joyce, and Councilperson Ostrander. Councilperson Suttmeier was absent.

Resolution No. 45-12 “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 8:07AM to discuss matters relating to collective negotiations under the Taylor Law.

All members in favor – Motion carried.

Resolution No. 46-12 “Board to exit Executive Session” offered by Councilperson Ostrander and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 9:41AM.

All members in favor – Motion carried

Resolutions No. 47 – 49 were offered by Councilperson Puorro and were seconded by Councilperson Joyce.

Resolution No. 47-12 “Parks, Buildings, and Grounds Director”

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Robert Hempstead as the Director of Parks, Buildings, and Grounds.

Resolution No. 48-12 “Part-time/Seasonal Highway Department Employment”

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Brandon Gabrielle as a part-time Highway Department Employee.

Resolution No. 49-12 “Parks, Buildings, and Grounds Personnel”

BE IT 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/laborer.

All members in favor – Motion carried

Supervisor Banta moved that if there were no objections the meeting will be adjourned. No objection made-meeting adjourned at 9:49AM.

Respectfully submitted,

Tara Rumph, RMC, CMC
Town Clerk



Minutes

Town of Cairo Town Board Meeting

January 25, 2012

The Town Board of the Town of Cairo met for a regular/general meeting on Wednesday, January 25, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 7:05 PM and then asked the attendees to Pledge Allegiance to the Flag. Board members present: Councilperson Ostrander, Councilperson Suttmeier, and Councilperson Joyce. Councilperson Puorro was absent.

The minutes for the January 11, 2012 Workshop was accepted by Councilperson Joyce and seconded by Supervisor Banta.

The minutes for the January 17, 2012 Special Meeting was accepted by Councilperson Joyce and seconded by Councilperson Ostrander.

The Fee Schedule will be discussed and worked on at the Workshop in February.

The Employee Handbook update will be discussed and worked on at the Workshop.

The Board discussed and approved of the new logo for the Town.

The Board discussed the status of the Ethics Board. It needs to be politically broken down. Get information to Supervisor Banta about Ethics Board.

The Town Board discussed the Town of Cairo Website www.townofcairo.com. There will be training on February 8th for employees, and the website will be up and running on February 10th.

Planning Board member Frank Pambianchi submitted his resignation due to conflicts with work. The Town Board accepted his resignation and will advertise for the vacancies on the Planning Board.

Superintendent of Highways Robert Hempstead is bringing in part-time / seasonal employees during the day to get orientated with the department.

Supervisor Banta handed out the financials for the Town. The Town Board will review them and go over them at the workshop.

Fire Chief Gerry Buckley asked the Town Board for assistance from the Town to clean roads in case of accident and to assist in bad weather.

Resolution No. 45-12 “Setting Pay for Director of Parks, Buildings & Grounds” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby accept that Robert Hempstead will perform the duties as Director of Parks, Buildings & Grounds for no additional pay.

All members in favor – Carried.

Resolution No. 46-12 “Setting Pay for Part-time/Seasonal Highway Employee” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby set the pay rate for Brandon Gabrielle at \$11.00 per hour.

All members in favor – Carried.

Resolution No. 47-12 “Setting Pay Rate & Benefits for Maintenance Person/Laborer” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby set for pay rate for Steven Rumph at \$11.50 per hour; and be it further

RESOLVED, that the Town Board of the Town of Cairo does hereby accept the following benefits for the Maintenance Person/Laborer as per the Employee Handbook:

3 Personal days per year, not to be carried over to the following year

Eight hours sick time per month

Vacation time according to the Employee Handbook

Position requires 20% payment towards health insurance

Roll Call:

| | | |
|-------------------------|-----|--------|
| Councilperson Joyce | Aye | |
| Councilperson Ostrander | Aye | |
| Councilperson Puorro | | Absent |
| Councilperson Suttmeier | Nay | |
| Supervisor Banta | Aye | |

Motion Carried.

Resolution No. 48-12 “Authorization for Assessor to Attend Continuing Education Classes” offered by Councilperson Suttmeier and seconded by Councilperson Ostrander:

Be it resolved, that the Town Board of the Town of Cairo does hereby permit Janice Hull, Assessor, to attend the following continuing education classes as required for yearly certification of 24 credit by September 30, 2012, of which the Town will be reimbursed by New York State:

February 3, 2012 - Subdivision Analysis, Fishkill – 6 credits

February 10, 2012 – Wetlands & Conservation Easements, Albany – 6 credits

March 2, 2012 – Communications & Public Relations, Hudson – 6 credits.

All members in favor – Carried.

Resolution No. 49-12 “Authorizing Official Logo, Letterhead, and Business Card” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

Be it resolved, that the Town Board of the Town of Cairo does hereby accept the submitted logo, letter, and business card by Devise Construct on January 25, 2012 as the official logo, letterhead, and business card templates for the Town of Cairo.

All members in favor – Carried.

Public Comment

John Jarvis does not feel the Town should have hired Steven Rumph for the Parks Dept.

Art Zeh asked if Main Street would be repaved. The drainage is not working correctly.

The Town Board is looking into town owned land for a cell tower.

Melinda Metzger asked if Superintendent of Highways Hempstead would have the highway phone in his home. Hempstead said he would not have the highway phone in his home. In case of emergency, the control center would contact him.

Rudy Reinwald asked if new Superintendent of Highways would help him with problems on his road. (Bogardus Road)

Resolution No. 50-12 “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 8:45 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. 51-12 “Board to exit Executive Session” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 9:50 PM.

All members in favor – Motion carried.

Resolution No. 52-12 “Budget Amendments 2011 and Payment of Bills on Abstract #325” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

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

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

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

| | | | |
|------|------------|--------------------------------|-----------|
| From | A- | Fund Balance | -1,298.70 |
| To | A-1110.103 | Court-Persl Ser-Clerk II | +1,298.70 |
| From | A-1110.105 | Court-Persl Ser-Security | -172.84 |
| To | A-1110.4 | Court-Contractual | +172.84 |
| From | A-1220.107 | Supervisor-Persl Ser-Secretary | -612.40 |
| To | A-1220.4 | Supervisor-Contractual | +612.40 |
| From | A-1355.113 | Assessor-Persl Ser-Clerk | -1,431.90 |
| To | A-1355.4 | Assessor-Contractual | +1,431.90 |
| From | A-1410.4 | Town Clerk-Contractual | -1,000.00 |
| To | A-1410.2 | Town Clerk-Equipment | +1,000.00 |

| | | | |
|------|-------------|--------------------------------|-----------|
| From | A-1620.2 | Buildings-Equipment | -3,172.76 |
| To | A-1620.15 | Buildings-Persl Ser | +3,172.76 |
| From | A-1680.418 | Central Data Process-Computer | -331.03 |
| To | A-1680.416 | Central Data Process-Copier | +331.03 |
| From | A-3010.15 | Public Safety-Persl Ser | -55.23 |
| To | A-3010.46 | Public Safety-Contractual | +55.23 |
| From | A-3320.4 | Traffic Control-Parking | -7.92 |
| To | A-3310.4 | Traffic Control-Signs | +7.92 |
| From | A-3620.4 | Safety Inspect-Contractual | -422.00 |
| To | A-3620.134 | Safety Inspect-Bldg. Inspector | +422.00 |
| From | A-5132.4 | H'way Garage-Contractual | -186.50 |
| To | A-5010.136 | H'way Admin-Hwy Clerk | +186.50 |
| From | A-5182.2 | Street Lighting-Equipment | -1,996.68 |
| To | A-5182.4 | Street Lighting-Contractual | +1,996.68 |
| From | A- | Fund Balance | -203.00 |
| To | A-8760.136 | FEMA-Hwy Clerk | +203.00 |
| From | A-9060.8 | Employee Benefits-Medical | -1,600.00 |
| To | A-9089.803 | Employee Benefits-Uniforms | +1,600.00 |
| From | DA-5130.2 | Machinery-Equipment | -1,862.12 |
| To | DA-5130.4 | Machinery-Contractual | +1,862.12 |
| From | DA-5142.15 | Snow-Persl Ser | -1,938.44 |
| To | DA-5142.425 | Snow-Contractual Gas | +1,464.44 |
| To | DA-5142.438 | Snow-Contractual Calcium | +474.00 |
| From | SS-8110.45 | Sewer Admin-Contractual | -567.09 |
| To | SS-8110.451 | Sewer Admin-Contractual | +567.09 |
| From | SS-8120.4 | Sanitary Sewers-Contractual | -2,814.30 |
| To | SS-8760.4 | Emerg Work – FEMA | +2,814.30 |

And be it further RESOLVED, the Town Board does hereby authorize that Abstract #325, consisting of 2011 Vouchers #2708 through #2806 in the amount of \$269,093.89 is approved for payment.

The total amount to be paid from the:

General Fund - \$35,446.33
 Highway Fund - \$40,494.51
 Cap. Library Fund - \$26,357.50
 Cap. Sewer Fund - \$151,705.11
 Hydrant Fund - \$7,250.00

Street Lighting - \$3,914.01
 Sewer Fund - \$3,352.55
 Water Fund - \$554.70
 Trust & Agency - \$19.18

Resolution No. 53-12

“Payment of Bills on Abstract #301” offered by

Councilperson Ostrander and seconded by Councilperson Joyce:

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

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

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

| | | | |
|------|------------|--------------------------------|-----------|
| From | A-1990.4 | Contingent | -5,000.00 |
| To | A-3620.130 | Safety Inspection-Code Officer | +5,000.00 |

And be it further RESOLVED, the Town Board does hereby authorize that Abstract #301,
 consisting of 2012 Vouchers #1001 through #1069 in the amount of \$210,401.03 is approved for
 payment.

The total amount to be paid from the:

General Fund - \$174,732.11
 Highway Fund - \$30,810.94
 Cap. Library Fund -
 Cap. Sewer Fund -

Street Lighting -
 Sewer Fund - \$4,401.98
 Water Fund - \$456.00
 Trust & Agency -

A motion to pay bills was made by Councilperson Joyce and seconded by Councilperson
 Ostrander.

A motion was made by Councilperson Ostrander and seconded by Councilperson Joyce to
 adjourn the meeting at 10:15 pm.

Respectfully submitted,

Tara A. Rumph, RMC, CMC
 Cairo Town Clerk



Minutes

Town of Cairo Town Board Meeting Work Session Meeting

February 8, 2012

The Town Board of the Town of Cairo met for a work session meeting on Wednesday, February 8, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, Called the meeting to order at 4:05PM, then asked the attendees to Pledge Allegiance to the Flag. Board members present: Councilperson Suttmeier, Councilperson Puorro, Councilperson Joyce and Councilperson Ostrander.

Supervisor Ted Banta stated that the board will have to table the approval of minutes until the next meeting.

Resolution No. 54 -12 “Appointing Special Counsel to the Library Project” offered by Councilperson Suttmeier and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Jim Keefe as Special Counsel to the Library Project *pro bono publico*.

All members in favor – Motion carried.

Resolution No. 55 -12 “Authorizing Supervisor to Sign Inter-Municipal Agreement with The County of Greene” offered by Councilperson Joyce and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Town Supervisor for the Town of Cairo, Ted Banta to sign the Inter-Municipal Assistance Agreement with the County of Greene intended to cover recent flood damages and future catastrophic events.

All members in favor – Motion carried.

Resolution No. 56 -12 “Authorizing Supervisor to Sign the Municipal Agreement with the Greene County Youth Fair” offered by Councilperson Ostrander and seconded by Councilperson Suttmeier:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Town Supervisor for the Town of Cairo, Ted Banta to sign the Municipal Agreement with The Greene County Youth Fair for 2013-2014

All members in favor – Motion carried.

A resolution regarding the Library’s Capital Fund Project was brought before the board. Councilperson Joyce made a motion to postpone the resolution till the next board meeting, Councilperson Puorro seconded the motion.

All members in favor – Motion carried.

Resolution No. 57 -12 “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 5:45PM 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. 58 -12 “Terminate Town Employee” offered by Councilperson Puorro and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby terminate Elaine Martin, clerk to the assessor.

All members in favor – Motion carried.

Resolution No. 59 -12 “Hire full time police officer” offered by Councilperson Suttmeier and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Richard Bush to the full time position of police officer.

All members in favor – Motion carried.

Resolution No. 60 -12 “Board to exit Executive Session” offered by Councilperson Puorro and seconded by Councilperson Suttmeier:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 6:20PM.

All members in favor – Motion carried.

Let the record show that Councilperson Suttmeier excused himself from the meeting at 6:40PM.

Supervisor Banta moved that if there were no objections the meeting will be adjourned. No objection made-meeting adjourned at 7:20PM.

Respectfully submitted,

Debra Sommer

Deputy Town Clerk



Minutes

Town of Cairo Town Board Meeting

February 22, 2012

The Town Board of the Town of Cairo met for a regular/general meeting on Wednesday, February 22, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 7:00 PM and then asked the attendees to Pledge Allegiance to the Flag. Board members present: Councilperson Ostrander, Councilperson Suttmeier, Councilperson Joyce and Councilperson Puorro.

Supervisor Banta informed Board and Public that the Cairo Website is up and running. He is in process of inputting all information along with meeting agendas and minutes.

Elizabeth Brinkeroff gave presentation on Town Park and some plans for the near future.

Superintendent Robert Hempstead gave presentation on the Buildings and Grounds and Highway Dept. in the Town of Cairo. After a question regarding a Clean-up day, Hempstead feels the Highway Dept. should not handle the Clean-up day at the highway garage each year. He suggested a scheduled event approved by the Town Board for the residents to bring their items to Solid Waste in Catskill.

The Board will discuss the cleanup-day further at the workshop session in March.

The minutes for the January 25, 2012 Board Meeting were accepted by Supervisor Banta and seconded by Councilperson Ostrander.

The minutes for the February 8th Workshop were accepted by Supervisor Banta and seconded by Councilperson Ostrander.

Ambulance Ambulance Administrator Reay Mahler reported they are soliciting bids from 3 vendors for a new ambulance. Bids will be opened on March 28, 2012.

Dog Control Police Chief Chris Sprague reported the Dog Shelter is in need of old blankets for the dogs. There are 3 dogs up for adoption. Supervisor Banta asked Sprague to get pictures of them, so the dogs up for adoption could be put on the website.

Supervisor Banta reported the Workshop scheduled for March 14 will be cancelled due to no quorum. He asked Board Members to meet one hour before Workshops each month. He also reported the IT issues in the Town need to be addressed immediately.

Ethics Board Supervisor Banta reported there was an Ethics Board appointed last year and that they are still in need of one additional member to complete Board. The Town Board will look into whether the Ethics Policy has been updated.

Flood Buyout Program Supervisor Banta reported on the 2012 Flood Buyout Program in Greene County for Eligible Property Owners in a floodplain and who were substantially damaged by 50% or more in the Hurricane/Tropical Storm Irene in 2011. A letter of intent must be submitted by Friday, February 24, 2012. Contact the Code Enforcement Officer for more information.

Quarry Fossil Tree Site Linda VanAller Hernick, Paleobotany Collections Manager, of the New York State Museum, contacted Supervisor Ted Banta about the Quarry Fossil Tree Site at the Highway Garage. She asked if the Quarry Fossil Tree Site could be cordoned off in an effort to keep the ATV riders off the surface. They would like to preserve it for future researchers.

Resolution No. 61-12 “Accepting Sewer Use Billings – Dated February 1, 2012”
Offered by Councilperson Ostrander and seconded by Councilperson Suttmeier:

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

RESOLVED, that the Town Board accepts the Sewer Use Billings as presented from the Sewer Administrator in the amount of \$38,327.36, dated February 1, 2012.

All members in favor – motion carried.

Resolution No. 62-12 “Accepting Water Penalties – dated February 16, 2012”
offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

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

RESOLVED, that the Town Board accepts the Water Penalties as presented from the Water Administrator in the amount of \$1,437.56, dated February 16, 2012.

All members in favor – motion carried.

Resolution No. 63-12 “Authorization for Deputy Supervisor to Attend Website Training Class” offered by Councilperson Puorro and seconded by Councilperson Joyce:

Be it resolved, that the Town Board of the Town of Cairo does hereby permit Douglas Ostrander, Deputy Supervisor, to attend one website training class with Virtual Town Hall at a fee of up to \$99 for the course and for mileage- of which the Town will reimburse for the fee and mileage:

Available courses listed at:

http://www.towns.vt-s.net/Pages/VTSTowns_UserGoups/index

All members in favor – motion carried.

Resolution No. 64-12 “Compensatory Time for Ambulance Employees” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

Be it resolved, that the Town Board of the Town of Cairo does hereby increase the compensatory time allotted to the ambulance employees from 36 hours to 48 hours in a calendar year.

All members in favor – motion carried.

Resolution No. 65-12 “Authoring Amendments to the Library’s Capital Fund Project Form E” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

Be it resolved, that the Town Board of the Town of Cairo does hereby authorize the following amendments to the Library’s Capital Fund Project Form E:

1. Increase Line.a. to incorporate the \$11,715.42 (\$10,000 design fee plus reimbursements) BRMA invoiced to the Library to create the preliminary SD Submission to the USDA for project approval.
2. Increase Line 1.e. by \$2,598.38 to include additional design Services from the Site Engineer to design the water line connection work that was originally to be provided by the Town.
3. Increase Line 1.e by \$3,000.00 to accommodate remaining special testing and reporting.
4. Add new line item 1.h. for Technology Consulting in the amount of \$9,600.00.
5. Under C. Construction

Increase Line 2.b by \$22,000.00 for the purchase of IT/Data package.

6. These increases total \$48,913.80, and will reduce the Contingency to \$509,622.20

All members in favor – motion carried.

Resolution No. 66-12 “Authorization for the Ambulance Department to Solicit Bids/Procure Estimates for a New Ambulance” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

Be it resolved, that the Town Board of the Town of Cairo does hereby permit the Ambulance Department to solicit bids and/or procure estimates for a new ambulance as budgeted.

All members in favor – motion carried.

Resolution No. 67-12 “Re-Appointing/Re-Confirming Board of Ethics Review” offered by Councilperson Suttmeier and seconded by Councilperson Ostrander:

Be it resolved, that the Town Board of the Town of Cairo does hereby re-appoint/re-confirm the following persons with their terms of service to the Board of Ethics Review formed on 7/21/10:

Donald Gibson, Sr.: appointed 7/21/10 to serve the remainder of a 3 year term

Denise Daly: appointed 7/21/10; to serve the remainder of a 3 year term

Joseph Kames: appointed 7/21/10; to serve the remainder of a 3 year term

Kathleen Passaro; appointed 11/3/11; to serve the remainder of a 3 year term

All members in favor – motion carried.

Resolution No. 68-12 “Authorization to Hire a Part-time Police Officer” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

Be it resolved, that the Town Board of the Town of Cairo does hereby authorize Chief of Police Chris Sprague to hire Ray Feml as a Part-time Officer at a pay rate of \$13.53 per hour.

All members in favor – motion carried.

Resolution No. 69-12 “Authorization for the Highway Department to Rent an Excavator” offered by Councilperson Puorro and seconded by Councilperson Joyce:

Be it resolved, that the Town Board of the Town of Cairo does hereby permit the Highway Department to rent an excavator 36,000 lbs or larger for one month.

All members in favor – motion carried.

Resolution No. 70-12 “Authorization to Purchase Tires for the E19 Loader” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

Be it resolved, that the Town Board of the Town of Cairo does hereby permit the Highway Department to purchase four tires for the E19 loader.

All members in favor – Carried.

Resolution No. 71-12 “Authorization for the Highway Department to Rent an Excavator” offered by Councilperson Puorro and seconded by Councilperson Joyce:

Be it resolved, that the Town Board of the Town of Cairo does hereby permit the Highway Department to rent an excavator 36,000 lbs or larger for one month.

All members in favor – motion carried.

Resolution No. 72-12 “Authorize Supervisor to Sign Inter-Municipal Agreement with Cairo Fire Department” offered by Councilperson Suttmeier and seconded by Councilperson Ostrander:

Be it resolved, that the Town Board of the Town of Cairo does hereby authorize Supervisor Ted Banta to sign the Inter-Municipal Agreement between the Town of Cairo and the Cairo Fire Department.

All members in favor – motion carried.

Supervisor Banta explained that due to problems with computers in Town Hall, the billable hours associated with fixing them are mounting with no contract in place.

Resolution No. 73-12 “Authorize Supervisor to Execute Computer Service Agreement” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

Be it resolved, that the Town Board of the Town of Cairo does hereby authorize Supervisor Ted Banta to execute contract for Computer Services not to exceed \$7,200 for purchasing of computer equipment and service contract, provided that all equipment that can be purchased off state bid be done so if such state bid level is lower than the quoted price.

All members in favor – motion carried.

Supervisor Banta reported he received correspondence from Greene County Tax Service requesting Towns to remit property taxes to county as soon as possible. The Tax Warrant for Cairo has been submitted.

Public Comment

Mike Adrian wants to bring his 4-H kids around to paint fire hydrants. The children need to complete community service. It was suggested that Workers Comp might be needed.

Resolution No. 74-12 “Payment of Bills on Abstract #303” offered by
Councilperson Ostrander and seconded by Councilperson Joyce:

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 #303, consisting of 2012
Vouchers #1112 through #1211 in the amount of \$615,783.63 is approved for payment.

The total amount to be paid from the:

| | | | |
|---------------------|--------------|-------------------|-------------|
| General Fund - | \$440,105.70 | Street Lighting - | |
| Highway Fund - | \$38,004.03 | Sewer Fund - | \$3,636.58 |
| Cap. Library Fund - | | Water Fund - | \$20,909.09 |
| Cap. Sewer Fund - | \$19,944.50 | Trust & Agency - | \$91.73 |
| Special Fire Fund - | \$93,092.00 | | |

A motion to pay bills was made by Councilperson Joyce and seconded by Councilperson
Ostrander.

A motion was made by Councilperson Ostrander and seconded by Councilperson Joyce to
adjourn the meeting at 9:00 pm.

Respectfully submitted,

Tara A. Rumph, RMC, CMC
Cairo Town Clerk



Minutes

Town of Cairo Town Board Meeting

March 28, 2012

The Town Board of the Town of Cairo met on Wednesday, March 28, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 7:05 PM and then asked the attendees to Pledge Allegiance to the Flag. Board members present: Councilperson Ostrander, Councilperson Suttmeier, and Councilperson Joyce. Councilperson Puorro was absent.

The first order of business for the meeting was to present Debra Kamecke, the Distinguished Librarianship Award, for her achievements with the Cairo Public Library. Debra Kamecke received the L. Marion Moshier/Asa Wynkoop Award for Distinguished Librarianship. The award honors a library director who has given outstanding service to a community of 7,500 in population or less.

Warren Hart, Director of the Department of Economic Development, Planning & Tourism gave a presentation about programs available for small business training classes and funding. He reported that Greene County also has economic development loan funds available for job-creating projects through its Quantum Fund.

Mr. Hart also informed of some of the new events coming to Greene County this year.

Supervisor Banta introduced Robert Bradley as the new owner of the Family Dollar on Main Street in Cairo.

The minutes for the February 22, 2012 Board Meeting was accepted by Councilperson Joyce and seconded by Councilperson Ostrander.

Ethics Board Supervisor Banta reported on the Ethics Board which was established on 7/21/10. The members still willing to service and who were reappointed/reconfirmed on February 22, 2012 were Donald Gibson, Sr., Denise Daly, Joseph Kames and Kathleen Passaro. Supervisor Banta was able to speak with the 5th member, Barbara Annis, who was previously appointed. Barbara stated that she was interviewed and sent a letter of acceptance. She also stated that a meeting was scheduled and then cancelled, and nothing more was done.

Farmers Market Chuck Solberg, owner of Medusa Meadows Farm and the Catskill Country Store addressed the Board about having a Farmers Market in the Cairo Town Park starting June 16 through October 13. Mr. Solberg wants to get the local community groups involved to foster a sense of community pride. He also explained that the Farmers Market would not interfere or be a conflict with events already scheduled for the park.

Town Property Forest Management Supervisor Banta will contact Forest Manager to see what opportunities are available to the Town, such as logging. Councilperson Joyce suggested looking into the possibility of generating revenue for the Town by logging/thinning the trees on the Town properties.

Parking Lines on Main Street Councilperson Suttmeier suggested having the lines on Main Street done before Memorial Day Weekend. Supervisor Banta informed Board that Highway Superintendent Hempstead purchased machine to do lines in-house to save money for Town.

Resolution No. 75 -12 “Authorization to Hire a Full-time Police Officer” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize Chief of Police Chris Sprague to hire Richard Bush as a Full-time Police Officer at a pay rate of \$16.60 per hour.

All members in favor – motion carried.

Resolution No. 76 -12 “Acceptance of the Tentative Agreement with the Highway Unit-Teamsters Local 294” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

WHEREAS, the Town of Cairo (the “Town”) and the Teamsters Local 294 (Highway Unit) are parties to a Collective Bargaining Agreement (the “Agreement”) for the term January 1, 2008 to December 31, 2010; and

WHEREAS, the Town and the Teamsters Local 294 have entered into a tentative agreement to modify and extend the Agreement through 2011; and

WHEREAS, a copy of the tentative agreement is attached hereto and made a part hereof; and

WHEREAS, the Town Board desires to adopt and accept the terms of the tentative agreement;

NOW THEREFORE, BE IT RESOLVED that the Town Board of the Town of Cairo adopts and accepts the terms of the tentative agreement.

All members in favor – motion carried.

Resolution No. 77 -12 “Accepting Sewer EDU Billing Dated March 1, 2012” offered by Councilperson Ostrander and seconded by Councilperson Joyce.

WHEREAS, it is necessary for the 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 Billings as presented from the Sewer Administrator in the amount of \$59,425.00, dated March 1, 2012.

All members in favor – motion carried.

Resolution No. 78 -12 “Accepting Sewer Use Penalties Dated March 16, 2012” Offered by Councilperson Ostrander and seconded by Councilperson Suttmeier:

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

RESOLVED, that the Town Board accepts the Sewer Use Penalties as presented from the Sewer Administrator in the amount of \$2,877.99, dated March 16, 2012.

All members in favor – motion carried.

Resolution No. 79 -12 “Authorizing the Use of Town Property for an Annual Street Festival” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

WHEREAS, the Cairo Historical Society has requested the use of the front lawn of Town Hall and the closure and use of Railroad Avenue from Main Street to the Cairo Firehouse for their 2nd Annual Temperance and Tommy Guns Prohibition Street Festival,

WHEREAS, the Cairo Historical Society has requested the use of picnic tables and garbage pails; therefore, be it

RESOLVED, that the Town Board of the Town of Cairo authorizes the use of the Front Lawn of the Town Hall of Cairo and the Closure and Use of Railroad Avenue from Main Street to the Cairo Firehouse for the Cairo Historical Society's 2nd Annual Temperance and Tommy Guns Prohibition Street Festival on June 16, 2012 from 9 am to 10 pm.

All members in favor – motion carried.

Resolution No. 80 -12 “Authorization for the Town Clerk to Attend Conference” offered by Councilperson Joyce and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby permit Tara Rumph, the Town Clerk, to attend the 30th Annual New York State Town Clerk's Association conference from April 22nd to the 25th at a cost of \$465.72.

All members in favor – motion carried.

Resolution No. 81 -12 “Remit \$144.64 to the NYS Retirement System” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

WHEREAS, Jack Pagliaroni was an employee of the highway department in 2005 from October 17th to December 21st and 3% NYS Retirement Contributions of \$144.64 were withheld from his pay that were not reported nor disbursed to the NYSA Retirement System; and

WHEREAS, upon review it is necessary to report his time worked and submit the contributions withheld to the NYS Retirement System; therefore be it

RESOLVED that the sum of \$144.64 be expended from budget line item DA-9010.8 ERS Retirement and remitted to the NYS Retirement System.

All members in favor – motion carried.

Resolution No. 82 -12 “Appointing Attorney for the Town” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Tal G. Rappleyea, Esq. as Attorney for the Town of Cairo for a time period of 90 days from April 1, 2012 to June 30, 2012 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. 83 -12 “Authorization to Designate a Bookkeeper” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that Ted Banta, Supervisor of the Town of Cairo is hereby authorized to designate Louann Arp to the full-time position of bookkeeper for 90 days from April 1, 2012 to June 30, 2012; salary for the 90 days will be based on the annual salary of \$32,136.00.

All members in favor – motion carried.

Resolution No. 84 -12 “Appointing Auditing Firm for the Town of Cairo” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Patterson, Koskey, Howe & Bucci, CPA, P.C. as the Auditing Firm for the Town of Cairo for a time period of 90 days from April 1, 2012 to June 30, 2012 according to the terms provided in the Letter of Understanding dated December 14, 2011.

All members in favor – motion carried.

Resolution No. 85 -12 “Appoint Member to the Board of Ethics Review” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Barbara Annis as the fifth member to the Board of Ethics Review formed on 7/21/10 for a three year term to conclude on December 31, 2014 at a rate of no pay as it is a volunteer position.

All members in favor – motion carried.

Resolution No. 86 -12 “Authorize Use of Angelo Canna Park Pavilion by Medusa Meadows for a Farmers Market and Authorize Supervisor to Execute Contract” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize Medusa Meadows, LLC, to operate “The Farmers’ & Artisans’ Market of Cairo, NY (“The Market”) at the pavilion in Angelo Canna Town Park on Saturdays from June 16, 2012 through October 13, 2012, 8 am through 3 pm, and

BE IT FURTHER RESOLVED, that Supervisor Ted Banta is hereby authorized to execute an appropriate contract with Medusa Meadows, LLC for the operation of such Market.

All members in favor – motion carried.

Resolution No. 87 -12 “The J S McHugh Change Order #1” offered by Councilperson Joyce and seconded by Councilperson Suttmeier:

WHEREAS, there was an approved contract in the amount of \$24,000.00 between the Cairo Town Board, Cairo Public Library and contractor J S McHugh for the Custom Casework of the new library; and

WHEREAS, additional work requested by SK provided by BRM Architects for the Circulation desk and the Printing station,

WHEREAS, the Cairo Public Library requested a change to the work to be completed with an additional amount due of \$15,446.55; therefore be it

RESOLVED, that contract change order no. 1 for J S McHugh be approved in the amount of \$15,446.55 for a total contract price of \$39,446.55.

All members in favor – motion carried.

Resolution No. 88 -12 “The Palombo Group Change Order #2” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

WHEREAS, there was an approved contract in the amount of \$1,015,179.23 between the Cairo Town Board, Cairo Public Library and contractor The Palombo Group for the General Construction of the new library; and

WHEREAS, additional work requested by the Structural Engineer based on field conditions and/or coordination issues discovered during the shop drawings phase,

WHEREAS, the Cairo Public Library requested a change to the work to be completed with an additional amount due of \$8,267.41; therefore be it

RESOLVED, that contract change order No. 2 for The Palombo Group be approved in the amount of \$8,267.41 for a total contract price of \$1,023,446.64.

All members in favor – motion carried.

Resolution No. 89 -12 “Payment of Bills on Abstract #306” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

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

RESOLVED, the Town Board does hereby authorize that Abstract #306, consisting of 2012 Vouchers #1256 through #1348 in the amount of \$135,806.63 is approved for payment.

The total amount to be paid from the:

| | |
|-------------------------------|-----------------------|
| General Fund - \$78,330.31 | Street Lighting- |
| Highway Fund \$26,491.06 | Sewer Fund \$7,531.79 |
| Cap. Library Fund \$21,067.50 | Water Fund \$2,385.97 |
| Cap. Sewer Fund - | Trust & Agency - |
| Special Fire Fund - | |

All members in favor – motion carried.

Resolution No. 90 -12 “Authorization for Highway Employee to attend Traffic Control Seminar” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize Michael Adrian to attend Traffic Control Seminar on May 23, 2012 in Rensselaer County with a cost of \$40.00 for the session.

All members in favor – motion carried.

2nd Annual Temperance and Tommy Guns Prohibition Street Festival Historian

Robert Uzzillia updated Board about the Tommy Gun Festival which is a fund raiser for the Cairo Historical Society. Permission to close Main Street during the Festival should be obtained from the County.

Rod and Gun Club Leslie Armstrong spoke to Board that the Rod and Gun Club has the chance to do something. He is seeking disaster funds for Town Park.

4th of July Supervisor Banta suggested having a charity softball game on the 4th of July along with other events to make it a family day. The day would finish with fireworks in the park. The Town received a quote of \$4,000 for fireworks from Misbehaven. Supervisor Banta would like to make this a nice half day event for Cairo.

Resolution No. 91-12 “Amendment to Resolution 66-12 – Authorization for the Ambulance Department to Solicit Bids/Procure Estimates for a New Ambulance” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby amend Resolution 66-12 to reference having the bids returned to the Cairo Town Hall by April 25, 2012 by 3:00 pm.

All members in favor – motion carried.

Public Comment

Richard Grupe asked that the burned building on Main Street be addressed by the Code Enforcement. He said it is dangerous and should be demolished and added to the tax bill.

Resolution No. 92-12 “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 9:00 PM to discuss medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation within the Town of Cairo.

All members in favor – motion carried.

Resolution No. 93-12 “Board to exit Executive Session” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 9:45 PM.

All members in favor – motion carried.

Resolution No. 94 -12 “Planning Board Member Appointment” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Richard Lorenz as a member of the Planning Board seat D to fill the vacancy of Frank Pambianchi with a term to end December 31, 2014.

All members in favor – motion carried.

Resolution No. 95-12 “Alternate Planning Board Member Appointment” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Jessica Dillion as an Alternate Planning Board Member, Seat H, with a term to expire December 31, 2012.

All members in favor – motion carried.

A motion was made by Councilperson Suttmeier and seconded by Councilperson Ostrander to adjourn the meeting at 9:50 pm.

Respectfully submitted,

Tara A. Rumph, RMC, CMC
Cairo Town Clerk



Minutes

Town of Cairo Town Board Work Session

April 11, 2012

The Town Board of the Town of Cairo met for a work session meeting on Wednesday, April 11, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta called the meeting to order at 3:00 PM and then asked the attendees to Pledge Allegiance to the Flag. Board members present: Councilperson Ostrander, Councilperson Suttmeier, and Councilperson Joyce. Councilperson Puorro was absent.

Judge Miller requested ten more hours per week for clerk two due to the state mandates and additional paperwork involved. After giving his presentation, the board agreed to raise clerk two's hours.

The board then started reviewing the proposed zoning law. Supervisor Banta asked that the board set separate meetings just for zoning. All members were in favor. Supervisor Banta will arrange the meetings.

Building department stated they did a follow up visit to a Main Street residence. Discussion followed regarding the unsafe building law. Rich Hilgendorff asked the board that while they are working on the fee schedule, to consider charging a fee for cell towers.

Robert Hempstead, Highway Superintendent gave a power point presentation which included purchasing policies, renovations, scrapping and culvert maintenance program. Then Superintendent Hempstead went into parks, buildings, and grounds power point showing all the renovations in the park.

Let the record show Councilperson Puorro entered the meeting at 4:40pm.

Councilperson Joyce made a motion to approve the minutes dated March 28, 2012, Councilperson Ostrander seconded the motion.

All members in favor – motion carried.

Gerry Buckley from Cairo Hose Company reported that there were 60 calls this year and the company is looking to purchase a rescue truck. Drill day was discussed and the erection of the tower for the drill teams. The fire company is looking for the town to pay the \$200.00 that Litchko construction is charging for the setting of the posts.

Supervisor Banta reported that Linda Kuever phoned the appointed members of the ethics board. Don Gibson offered to chair the board. Supervisor Banta will send formal letters, and ask the chair to set the meetings.

The board discussed the Fourth of July celebration. Councilperson Joyce will look into music for the day. The Chamber of Commerce requested \$250.00 for music during the antique car show in the park.

Reay Mahler, ambulance administrator reported that there has been inquiries for ambulance bid packets.

Elizabeth Brinckerhoff of the Cairo Town Park Committee requested \$8,700.00 for three pieces of playground equipment.

Resolution No. 96 -12 “Elizabeth Brinckerhoff to purchase playground equipment” offered by Councilperson Puorro and seconded by Councilperson Ostrander.

BE IT RESOLVED, that the Town Board does hereby permit Elizabeth Brinckerhoff to purchase playground equipment, not to exceed \$8,700.00

All members in favor – motion carried.

Resolution No. 97 -12 “Authorizing Supervisor to Sign the Contract for Firework Display on July 4, 2012” Offered by Councilperson Suttmeier and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board does hereby authorize the Town Supervisor for the Town of Cairo, Ted Banta to sign the Contract for firework display with Misbehaven Fireworks Corp for the Town Park of Cairo for July 4, 2012 in the amount of \$4,000.00

All members in favor – motion carried.

Resolution No. 98 -12 “Authorizing Supervisor to Sign the Inter-Municipal Agreement with the Town of Catskill” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Town Supervisor for the Town of Cairo, Ted Banta to sign the Inter-Municipal Agreement with the Town of Catskill for Emergency Aid and Assistance as outlined in the agreement.

All members in favor – motion carried.

Resolution No. 99 -12 “Revoke Duplicate Resolution 71-12” offered by Councilperson Joyce and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby revoke the duplicate resolution 71-12 in the Town Board of Cairo minutes dated February 22, 2012. Resolution 69-12 effectively.

Revoked: Resolution 71-12 “Authorization for the Highway Department to Rent an Excavator” offered by Councilperson Puorro and seconded by Councilperson Joyce:

Be it resolved, that the Town Board of the Town of Cairo does hereby permit the Highway Department to rent an excavator 36,000 lbs or larger for one month.

Effective Remains: Resolution 69-12 Authorization for the Highway Department to Rent an Excavator” offered by Councilperson Puorro and seconded by Councilperson Joyce:

Be it resolved, that the Town Board of the Town of Cairo does hereby permit the Highway Department to rent an excavator 36,000 lbs or larger for one month.

All members in favor – motion carried.

Resolution No. 100 -12 “Authorization for the Highway Superintendent to Purchase a Plasma Cutter” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Highway Superintendent to purchase a plasma cutter not to exceed \$3,000.00.

All members in favor – motion carried.

Resolution No. 101 -12 “Amend Court Clerk 2 from 20 Hours Per Week to 30 Hours Per Week” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby amend Court Clerk 2 from 20 hours per week to 30 hours per week.

All members in favor – motion carried.

Resolution No. 102 -12 “Authorization for Highway Department to Surplus Out of Service Park Dump Truck, Crown Victoria, and Ford Taurus” offered by Councilperson Ostrander and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Highway Superintendent to surplus out the Out of Service Park Dump Truck, Crown Victoria, and Ford Taurus which is at the Highway Department.

All members in favor – motion carried.

Resolution No. 103 -12 “Authorization for the Highway Superintendent to Make Purchases up to \$5,000.00 Without Town Board Approval” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Highway Superintendent to make purchases up to \$5,000.00 without Town Board Approval till December 31, 2012.

All members in favor – motion carried.

Discussion followed regarding procurement policy. Councilperson Puorro will research and report back to the board.

Resolution No. 104 -12 “Board to Move into Executive Session” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 6:12 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. 105 -12 “Board to exit Executive Session” offered by Councilperson Ostrander and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 6:35 PM.

All members in favor – motion carried.

Let the record show Councilperson Suttmeier excused himself from the meeting at 6:35PM.

A motion was made by Councilperson Ostrander and seconded by Councilperson Joyce to adjourn the meeting at 7:00PM.

Respectfully submitted,

Debra Sommer
Deputy Cairo Town Clerk



Minutes

**Town of Cairo
Town Board Meeting @7pm
Location: Town Hall Meeting Room**

April 25, 2012

The Town Board of the Town of Cairo met for a Town Board meeting on Wednesday, April 25, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 7:00 PM and then asked the attendees to Pledge Allegiance to the Flag. Board members present: Councilperson Puorro, Councilperson Suttmeier, and Councilperson Joyce. Councilperson Ostrander was absent.

Phil Jackson of Project Hope, a crisis counseling program offered by the Mental Health Association of Columbia-Greene Counties in collaboration with the New York State Office of Mental Health, addressed the Town Board about establishing a support group in Cairo for victims of Tropical Storm Irene. Mr. Jackson wants to set up support group in Cairo where it would be an opportunity to tell flood stories with their neighbors. Information is available at the Town Clerk's Office.

Gail Walker of Round Top was recognized for her efforts for Earth Day clean up last Saturday. Supervisor Banta thanked her for her service to the community. She had over 70 volunteers.

NY Rural Water Association sent a letter to the Town of Cairo recognizing Kathy Jurgen's 20 years of membership in the Association. Kathy thanked Dave Jennings for his service to the Cairo Water Department.

Highway Superintendent of Highways Robert Hempstead gave an update on the Highway Dept. He is working on keeping all striping work within the town. He is in process of identifying the culverts by GPS, saving time and money. Hempstead met with Mr. Frisbee from

Cornell Cooperative Extension at various town owned sites, regarding the possibility of the harvesting of mature trees.

Hempstead also did update on parks, buildings and grounds projects. There will be a Main street sweeping on May 1, 2012. He reported that David Schermerhorn has been deployed overseas. He also reported he will be borrowing a sweeper from Greene County.

The minutes from the April 11, 2012 Workshop was accepted by Councilperson Joyce and seconded by Councilperson Puorro.

Zoning Law Supervisor Banta reported the Town Board is scheduled to review the draft zoning law on Monday, April 30th at 5:00 pm.

Tax Collector Supervisor Banta also reported that tax bills can be accessed via the Town's website, with a link on the Tax Collector's page.

Ethics Board The Board discussed appointing Don Gibson, Sr. as Ethics Board Chairman at no pay as it is a volunteer position.

4th of July Celebration Supervisor Banta reported on the 4th of July celebrations. There will be rides and entertainment offered by Osborn with a contribution of up to \$1,000. There will also be a charity soft ball game between the Fire Dept. and Police Dept. at approximately 4:00 pm. Fireworks will be set off at dark.

Employee meetings have been held each month, February 3rd, March 9th, and April 13th.

Memorial Day Parade The Memorial Day Parade will be held on Monday, May 28, 2012 at 11:00 am. The Town Board members will either march or ride in the parade.

Kathy Brown informed Town Board that the Cairo Little League will have food at the Town Park for the 4th of July celebrations.

Leisha Jackson asked if the rides by Osborn could be put on the old fields instead of the football fields.

Resolution No. 106 -12 "Accepting Water Billings – Dated April 2, 2012" offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

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

RESOLVED, that the Town Board accepts the Water Billings as presented from the Water Administrator in the amount of \$43,867.61, dated April 2, 2012.

All members in favor – motion carried.

Resolution No. 107 -12 “Authorization for Binghamton University to Drill 6 Cores at the Fossil Site at the Highway Department” offered by Councilperson Joyce and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo authorizes Binghamton University to drill 6 cores, up to 2 meters deep and 2.5 to 4 inches in diameter at the Fossil Site at the Highway Department – Town Property.

All members in favor – motion carried.

Resolution No. 108 -12 “Authorization for Highway Superintendent Robert F. Hempstead to Enter the Bowery Creek to Remove Debris” offered by Councilperson Puorro and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorizes the Highway Superintendent Robert F. Hempstead to leave his right of way and to enter the Bowery Creek over properties owned by Albert Barbato and Cornell Cooperative Extension. Wood will be left for Al Barbato.

All members in favor – motion carried.

Resolution No. 109 -12 “Adopt GASB Statement Number 54” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

WHEREAS, the Governmental Accounting Standards Board (GASB) issued GASB Statement Number 54, Fund Balance Reporting and Governmental Fund Type Definitions; and

WHEREAS, Statement 54 abandons the reserved and unreserved classifications of fund balance and replaces them with five new classifications: non-spendable, restricted, committed, assigned and unassigned; and

WHEREAS, Statement 54 updates the definitions of governmental fund types, with significant changes related to special revenue funds; and

WHEREAS, these changes will bring greater clarity and consistency to fund balance reporting, resulting in an improvement in the usefulness of fund balance information; therefore be it

RESOLVED, the Town Board of the Town of Cairo hereby adopts, at the recommendation of the NYS Office of the State Comptroller, GASB 54 and will follow the requirements effective

with the filing of the financial statements for fiscal year end December 31, 2011 with the Office of the State Comptroller.

All members in favor – motion carried.

Resolution No. 110 -12 “Mazone Plumbing & Heating Inc. Change Order #1” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

WHEREAS, there was an approved contract in the amount of \$229,679.00 between the Cairo Town Board, Cairo Public Library and contractor Mazone Plumbing and Heating, Inc. for the Contract for Mechanical Work of the new library; and

WHEREAS, the contractor will provide and install an additional 67 gallons of glycol liquid in the geothermal system piping to increase the proportion for 18% to 30% glycol in the system; and

WHEREAS, the Cairo Public Library requested this change to the work to be completed with an additional amount due of \$1,389.00; therefore be it

RESOLVED, that contract change order No. 1 for Mazone Plumbing & Heating Inc. be approved in the amount of \$1,389.00 for a total contract price of \$231,068.00.

All members in favor – motion carried.

There was a motion made by Councilperson Joyce and seconded by Councilperson Puorro to postpone the Resolution “CDE Electric Inc. Change Order #2”, pending clarification with Library to explain the Change Order.

All members in favor – motion carried.

Resolution No. 111 -12 “Advertise for Bids for Seasonal Maintenance of Town Owned Cemeteries” offered by Councilperson Joyce and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve the advertisement for cleanup, mowing, and trimming of cemeteries owned by the Town of Cairo. Duties to be performed a minimum of five times during the season, May thru September 2012 to keep cemeteries maintained as necessary. Such bids should be returned to the Town Clerk’s Office by 3:00 pm on May 9, 2012.

All members in favor – motion carried.

Resolution No. 112 -12 “Adopt Revised Town of Cairo Fee Schedule 2012” offered by Councilperson Puorro and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby adopt the Revised Fee Schedule dated April 25, 2012 which will be effectively applied and implemented on April 26, 2012.

All members in favor – motion carried.

Resolution No. 113 -12 “Appoint Board of Ethics Review Chairperson” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Donald Gibson Sr. as Chairperson to the Board of Ethics Review at a rate of no pay as it is a volunteer position.

All members in favor – motion carried.

Resolution No. 114 -12 - Presentation of Supervisor’s Monthly Report to the Town Board Members” offered by Councilperson Joyce and seconded by Councilperson Suttmeier:

WHEREAS, it is necessary to be documented in the minutes that the Town Supervisor has presented to the Town Board Members a monthly Supervisor’s Report consisting of cash receipts, cash disbursements, and a budget versus actual report for expenses and revenues; therefore be it,

RESOLVED, that the Town Board acknowledge that they have received the monthly Supervisor’s Report for:

January 2012 on February 22, 2012
February 2012 on March 28, 2012
March 2012 on April 25, 2012

All members in favor – motion carried.

Resolution No. 115 -12 “Budget Amendments” offered by Councilperson Joyce and seconded by Councilperson Puorro:

WHEREAS, town law requires that no fund or appropriation account may be overdrawn; and WHEREAS, payment of bills should be properly authorized and documented in the minutes; therefore be it

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

| | | | |
|------|----------|--------------------------|---------|
| From | A-1220.4 | Supervisor - Contractual | -504.50 |
| To | A-1220.2 | Supervisor - Equipment | +504.50 |
| From | A-1355.4 | Assessor - Contractual | -796.07 |
| To | A-1355.2 | Assessor - Equipment | +796.07 |
| From | A-1620.4 | Buildings - Contractual | -853.17 |
| To | A-1620.2 | Buildings - Equipment | +853.17 |
| From | A-1990.4 | Contingent | -367.50 |
| To | A-6410.4 | Publicity – Contractual | +367.50 |

| | | | |
|------|------------|--------------------------------|---------|
| From | A-5010.136 | Persl Services – Highway | -365.40 |
| To | A-8760.136 | Emerg. Disaster–Persl Serv Hwy | +365.40 |
| From | SS-8120.4 | Sewers – Contractual | -71.96 |
| To | SS-8110.4 | Sewers – Admin | +71.96 |

And be it further RESOLVED, the Town Board does hereby authorize that Abstract #308, consisting of 2012 Vouchers #1385 through #1500 in the amount of \$139,445.11 is approved for payment.

The total amount to be paid from the:

| | | | |
|---------------------|-------------|-------------------|------------|
| General Fund - | \$56,498.81 | Street Lighting - | |
| Highway Fund - | \$27,310.01 | Sewer Fund - | \$4,993.62 |
| Cap. Library Fund - | \$30,710.52 | Water Fund - | \$877.27 |
| Cap. Sewer Fund - | \$11,703.03 | Trust & Agency - | \$101.85 |
| Hydrant Fund - | \$7,250.00 | | |

All members in favor – motion carried.

Ambulance Bid There was one bid for the new ambulance. Ambulance

Administrator Reay Mahler will look it over and advise Board.

Town Park Fields Dave Robinson of Cairo Little League asked if the baseball fields could be locked up so kids cannot ruin the fields. He would like to have some control over the fields.

Supervisor Banta asked Attorney for the Town Tal Rappleyea about setting up use policy for the fields. There should be surveillance cameras in place. This will be discussed further at workshop.

Water Contract with J. Myers Water Services, Inc. will be discussed at the work session on May 9, 2012.

Elections Board of Elections sent correspondence to the Town asking to use the new Library as a polling place. The Town Board will set up meeting with Library to discuss.

Cairo Market Days Carol Spohler asked for help with Cairo Market Days this summer. She will contact Supt. of Highways Robert Hempstead.

Sprouts Program Greene County Council of the Arts asked for a donation of \$350.00 to help run their Sprouts program this summer for the children. An allocation was made in the 2012 budget for the program contribution.

Resolution No. 116 -12 “Approve \$350 to GC Council of the Arts” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve the donation of \$350 to the Greene County Council of the Arts to help run their Sprouts program this summer.

All members in favor – motion carried.

Resolution No. 117 -12 “Board to Move into Executive Session” offered by Councilperson Puorro and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 8:40 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. 118 -12 “Board to exit Executive Session” offered by Councilperson Puorro and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 9:40 PM.

All members in favor – motion carried.

Attorney for the Town Tal Rappleyea donated \$250 to the Chamber of Commerce to help with the music for the Antique Car Show.

Resolution No. 119 -12 - “Flood Buyout Program” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby agree to opt into the Flood Buyout Program.

Roll Call:

| | |
|-------------------------|---------|
| Councilperson Suttmeier | Aye |
| Councilperson Puorro | Abstain |
| Councilperson Joyce | Aye |
| Supervisor Banta | Aye |
| Motion Carried. | |

A motion was made by Councilperson Suttmeier and seconded by Councilperson Joyce to adjourn the meeting at 9:45PM.

Respectfully submitted,

Tara A. Rumph, RMC, CMC
Cairo Town Clerk



Minutes

Town of Cairo Town Board Work Session @4pm Location: Town Hall Meeting Room

May 9, 2012

The Town Board of the Town of Cairo met for a work session meeting on Wednesday, May 9, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 4:08 PM and then asked the attendees to Pledge Allegiance to the Flag. All board members present.

Alan Tavanner gave an update on the sewer system. The estimated date for completion is some time in June.

Reay Mahler, ambulance administrator, informed the board that there were four requests on the ambulance bid, but only one bid came in from Northeastern Rescue Vehicles in the sum of \$94,759.00. Discussion followed regarding the vehicle and the quote. Board agreed to accept the bid.

Councilperson Joyce made a motion to approve the minutes dated April 25, 2012, Councilperson Suttmeier seconded the motion and Councilperson Ostrander abstained due to the fact that he was not present at the April 25th meeting.

Rich Hilgendorff from the building department gave the board an update on a few sites and spoke about the building codes.

Robert Hempstead, Highway Superintendent gave an update on work completed by the highway department.

Councilperson Joyce reported on the planning department. Questions arose regarding the cell tower fees. Tal Rappleyea will look into the issue regarding a new cell tower versus an antenna being installed.

Gerry Buckley from Cairo Hose Company spoke about the tower for drill day and cars for the Prom Promise Night at the school. Gerry informed the board the Fire Company will take care of these issues themselves.

The official ribbon cutting for the new library will be June 30, 2012 at 10:00am. There will be an invitational reception on June 28, 2012 at 7:00pm for the donors of the library.

Resolution No. 120 -12 “Accepting Ambulance Bid” Offered by Councilperson Suttmeier and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board does hereby accept the bid of \$94,759.00 received by Northeastern Rescue Vehicles for the purchase of a new 2012 ambulance, and,

BE IT FURTHER RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Town Supervisor Ted Banta III to sign the proposal for the new ambulance. All members in favor – motion carried.

Supervisor Banta opened cemetery bids. The town received three bids (Holbrooks Services for \$2,500.00, Mountain View Lawn Care and Snowplowing for \$2,775.00 and D&C Lawn Care for \$2,200.00).

Resolution No. 121 -12 “Accept Cemetery Bid” offered by Councilperson Puorro and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby accept the cemetery bid from D&C Lawn Care, upon submission of all paperwork in the amount of \$2,200.00 for the 2012 season.

All members in favor – motion carried.

Resolution No. 122 -12 “Amend Resolution No. 115-12 Budget Amendments and Payment of Bills on Abstract #308”

Councilperson Ostrander offered the following resolution and seconded by Councilperson Joyce:

WHEREAS, the Association of Towns voucher #1390 in the amount of \$100.00 was made void thereby decreasing the total for Abstract #308 and decreasing the amount expended from the General fund; therefore be it

RESOLVED, that the total amount expended for Abstract #308 is \$139,345.11 and the total amount expended from the General fund is \$56,398.81.

All member in favor – motion carried.

Resolution No. 123 -12 “CDE Electric Inc Change Order #2”

Councilperson Suttmeier offered the following resolution and seconded by Councilperson Joyce:

WHEREAS, there was an approved contract in the amount of \$198,740.39 between the Cairo Town Board , Cairo Public Library and contractor CDE Electric, Inc for the Contract for Electrical Work of the new library; and

WHEREAS, the contractor will provide and install specialized display cabinet lighting for four built-in custom display cabinets; provide and install additional power and data outlets; provide CAT6 wiring throughout the building; and

WHEREAS, the Cairo Public Library requested this change to the work to be completed with an additional amount due of \$33,352.13; therefore be it

RESOLVED, that contract change order no.2 for CDE Electric, Inc be approved in the amount of \$33,352.13 for a total contract price of \$232,092.52.

All members in favor – motion carried.

Resolution No. 124 -12 “Change Order to Extend Substantial Completion Date”

Councilperson Puorro offered the following resolution and seconded by Councilperson Ostrander:

WHEREAS, there was a substantial completion date to complete the Cairo Public Library building no later than April 24, 2012 and it is necessary to extend the substantial completion date 64 days for the following contracts; therefore:

BE IT RESOLVED, that contract change order no. 1-002, 2-002, 4-001, 5-001, 6-002, 7-003, 8-002, be approved as a no cost change order to extend the substantial completion date to June 27, 2012.

| | |
|------------|--|
| Contract 1 | William J Keller & Sons Construction Corp. |
| Contract 2 | Wragg Well Drilling & Pump Service, LLC |
| Contract 4 | Mazone Plumbing & Heating, Inc |
| Contract 5 | SRI Fire Sprinkler, LLC |
| Contract 6 | Mazone Plumbing & Heating Inc |
| Contract 7 | CDE Electric, Inc |
| Contract 8 | J S McHugh |

All members in favor – motion carried.

Resolution No. 125 -12 “Cairo Shared Highway Services”

RESOLUTION AUTHORIZING THE TOWN OF CAIRO TO EXECUTE AN INTERMUNICIPAL AGREEMENT WITH GREENE COUNTY AND OTHER GREENE COUNTY MUNICIPALITIES FOR SHARED HIGHWAY SERVICES

The following resolution was offered by Councilmember Puorro and was seconded by Councilmember Ostrander:

WHEREAS, the Town of Cairo, the County of Greene, and other County municipalities have the power and authority to contract for the purpose of renting, leasing, exchanging, borrowing or

maintaining of machinery and equipment, with or without operators, and general labor with other municipalities; and

WHEREAS, the Town of Cairo, the County of Greene, and other County municipalities have the power and authority to borrow or lend materials and supplies and labor to other municipalities; and

WHEREAS, the Town of Cairo, the County of Greene, and other County municipalities have machinery and equipment which is not used during certain periods; and

WHEREAS, the Town of Cairo, the County of Greene, and other municipalities often have materials and supplies on hand which are not immediately needed; and

WHEREAS, this Town Board has determined that it will be in the best interest of the Town to enter into an agreement with the County of Greene and other County municipalities for shared highway services for leasing, lending, exchanging or maintenance of highway equipment and materials and labor, and

NOW THEREFORE, be it

RESOLVED, that this Town Board does hereby authorize the Highway Superintendent to act in behalf of the Town for the leasing, lending, exchanging, borrowing, or maintaining highway equipment and materials and labor with the County of Greene and other County municipalities which have enacted this or a similar resolution, and be it hereby

FURTHER RESOLVED, that this Town Board does hereby authorize the Supervisor to enter into an inter-municipal agreement for shared highway services with the County of Greene and other County municipalities, pursuant to the terms and conditions of said agreement.

All members in favor – motion carried.

The Town Board spoke about Parks, Buildings, and Grounds personnel and believe there should be a job description established before hiring seasonal employees.

Resolution 126 -12 “Acceptance of Education for Planning Board Training Requirement Planning Board members”

BE IT RESOLVED, that the Town Board of the Town of for Daniel Benoit” Offered by Supervisor Banta and seconded by Councilperson Puorro:

Whereas, it is necessary for Planning Board members to complete 4 hours of training each year under NY State Law, and Whereas, it is the discretion of the Town Board to accept training and education from the Cairo does hereby accept Daniel Benoit’s Law School Education as fulfillment of his Planning Board training requirement for the Town of Cairo Planning Board.

All members in favor – motion carried.

Resolution No.127 -12 “Board to Move into Executive Session” offered by Councilperson Suttmeier and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 5:40 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. 128 -12 “Board to exit Executive Session” offered by Councilperson Ostrander and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 6:15 PM.

All members in favor – motion carried.

Resolution No.129 -12 “Supervisor to Sign Contract with Flora And Fauna” offered by Councilperson Puorro and seconded by Councilperson Suttmeier:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Supervisor Ted Banta to sign contract with Flora and Fauna.

All members in favor – motion carried.

Resolution No. 130 -12 “Supervisor to Sign Contract with J. Myers Water Services, Inc.” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Supervisor Ted Banta to sign contract with J. Myers Water Services, Inc.

All members in favor – motion carried.

A motion was made by Councilperson Suttmeier and seconded by Councilperson Joyce to adjourn the meeting at 6:40PM.

Respectfully submitted,

Debra Sommer
Deputy Cairo Town Clerk



Minutes

**Town of Cairo
Town Board Special Meeting @ 12:00 pm
Location: Town Hall Meeting Room**

May 14, 2012

The Town Board of the Town of Cairo met for a Town Board Special Meeting on Monday, May 14, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 12:03 PM and then asked the attendees to Pledge Allegiance to the Flag. Board members present: Councilperson Ostrander, Councilperson Suttmeier, and Councilperson Joyce. Councilperson Puorro was absent.

Resolution No. 131 -12 "Town Hall Parking Lot Change Order" offered by Councilperson Joyce and seconded by Councilperson Ostrander:

WHEREAS, there was an approved original scope of work for the Town Hall Parking Lot which was to apply a Topping or a Top Course immediately behind Town Hall-the Town Hall Parking Lot,

WHEREAS, the USDA Construction Control Inspector-Martin Clarke from USDA Rural Development strongly recommends that the Town Hall Parking Lot comply with current standards and codes-alerting the Project to the Parking Lot's inadequacies,

WHEREAS, Keller-the parking lot contractor, provided a Change Order for a total amount of \$42,102, therefore be it,

RESOLVED, that the Town Board of the Town of Cairo does hereby approve the Town Hall Parking Lot Change Order~ under the Library Capital Fund Project subject to Library Board approval.

All members in favor – Carried.

Motion to close meeting at 12:25 pm made by Councilman Ostrander and seconded by Councilman Joyce.

Respectfully,

Tara A. Rumph, RMC, CMC
Cairo Town Clerk



Minutes

Town of Cairo Town Board Meeting @7pm Location: Town Hall Meeting Room

May 23, 2012

The Town Board of the Town of Cairo met for a Town Board meeting on Wednesday, May 23, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 7:00 PM and then asked the attendees to Pledge Allegiance to the Flag. All Board members were present.

Supervisor Banta acknowledged Ostrander Physical Therapy(who were present) for their \$500 donation to the Park towards a playground swingset. Supervisor Banta also acknowledged Stewart's(who were not present) for their \$500 donation to the Park towards a playground swingset.

Supervisor Banta reported on the donations for the children's playground. The following has been pledged so far:

Donations to Park:

- The Bank of Greene County's Charitable Foundation of \$3,400 towards Basketball backboards & poles

Tables donated:

- | | |
|--------------------------------------|-------|
| - Catskill Mountain Red Hatters | \$100 |
| - Grace Assembly of God | \$100 |
| - Bill Lawrence | \$100 |
| - 2 anonymous donations of | \$100 |
| - Mel (built tables & donated table) | \$100 |

Benches donated:

- | | |
|-----------------|------|
| - Ray Suttmeier | \$75 |
| - Bill Lawrence | \$75 |

Pledges for Playground Swingset:

- | | |
|------------|-------|
| - Stewarts | \$500 |
|------------|-------|

| | |
|------------------------------|-------------------------------------|
| - Ostrander Physical Therapy | \$500 |
| - TBA | \$500 |
| - Carmela Altamura | \$100 |
| - Cairo Democratic Club | \$100 |
| - John and Linda Kuever | \$100 |
| - Terry McSorley | \$100 |
| - Ladies Auxiliary | \$100 |
| - Mary & Joe Kames | \$100 |
| - Richard Booth | \$100 |
| - Debra Kamecke | \$50 |
| | <hr/> |
| | \$2,250 donated so far for swingset |

Councilperson Puorro stated he would also donate \$500 towards the children's swing set.

Councilperson Ostrander explained how Elizabeth Brinderoff spearheaded this move toward getting the park fixed up. The ribbon cutting is scheduled for July 4, 2012 at 11:30 am. A well known artist is donating a large sign which will be placed at the entrance of the children's area.

The minutes from the May 9, 2012 Workshop was accepted by Councilperson Puorro and seconded by Councilperson Ostrander.

The minutes from the May 14, 2012 Special Meeting for a Change Order was accepted by Councilperson Ostrander and seconded by Councilperson Joyce.

Library Trustee Dotty True reported that the Library has received \$115, 000 this year from the NYS Public Library Construction Grant. Last year, the library received \$167,000 from same line item, which is \$282,000 total received for library from New York State. The Library also received \$900 from Greene County Council of the Arts for programming, and the Greene County Legislature donated money towards the operation of the Library. The Ribbon Cutting Ceremony will be held on June 30, 2012 at 10:00 am.

Supervisor Banta praised the Library for all their efforts in this project.

Memorial Fountain Highway Superintendent Robert Hempstead thanked Sandy Esslie and Denise Daly for all their work on the fountain area as well as the front of the Town Hall. Hempstead received a quote for work by Steven Roy for fixing the fountain. It is tilted and needs to be sandblasted.

Supervisor's Report Supervisor Banta went over the Supervisor's Report. (See Supervisor's Report)

Bond Council The Library had to take out another BAN or Bond Anticipation Note for \$1.1 million for Library construction project. The Library first took out \$350,000 which was then rolled in a \$1.5 million BAN. The total now is \$2.6 million. Bid requests were sent out and one bid was received from the National Bank of Cossackie.

Supervisor Banta contacted a local real estate broker to see if she would contact other real estate agents to have a round table about economic development in the area due to the residential and commercial tax incentives.

Councilperson Puorro suggested looking into having payment options for taxes. It was stated that this needs to be done at the County level.

Resolution No. 132 -12 “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 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 April, 2012.

All members in favor – motion carried.

Resolution No. 133 -12 “Mazone Plumbing & Heating, Inc Change Order 6-001R” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

WHEREAS, there was an approved contract in the amount of \$229,679 between the Cairo Town Board , Cairo Public Library and contractor Mazone Plumbing & Heating, Inc for the Contract No. 6 – Mechanical Work; and

WHEREAS, the contractor will provide and install an additional 67 gallons of glycol liquid in the geothermal system piping to increase the proportion from 18% to 30% glycol in the system; and

WHEREAS, Butler Rowland Mays Architects requests that the Town of Cairo & the Cairo Library approve an additional \$326 increasing the original change order #6-001 from \$1,389 to \$1,715; therefore be it

RESOLVED, that contract change order No. 6-001R for Mazone Plumbing & Heating, Inc be approved in the amount of \$1,715 for a total contract price of \$231,394.

All members in favor – motion carried.

Resolution No. 134 -12 “Approval of a One-day Seminar on the Basics of a Good Road for the Highway Deputy Superintendent” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve Debra Sommer’s, Highway Deputy Superintendent’s, one day seminar on the Basics of a Good Road at the fee of \$40.00.

All members in favor – motion carried.

Resolution No. 135 -12 “Authorization for Contract Extension for Butler Rowland Mays Architects(BRMA)” offered by Councilperson Ostrander and seconded by Councilperson Puorro:

WHEREAS, the original contract of services for Butler Rowland Mays(BRMA)-Architect for the Cairo Library Project Construction was for the timeframe from June 13, 2010 to June 13, 2012; and

WHEREAS, there have been contractor delays that will delay the completion date and close out of architectural services by June 13, 2012; and,

WHEREAS, BRMA will continue to provide additional site visits and field services at no cost for a period of one month until July 13, 2012 and whereas, BRMA will continue to provide paperwork, telephone conferences, and project hours in the hours at no cost for a period of two months until August 13, 2012; and,

WHEREAS, for any work by BRMA and their consultants beyond the specific time extensions above such services will be provided at the standard office hourly rates for additional services, as defined in Article 11.3 of the agreement; therefore,

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Supervisor, Ted Banta to sign the Contract Extension for Additional Services for BRMA.

All members in favor – motion carried.

Resolution No. 136 -12 “Accepting Water Penalties Dated May 15, 2012” offered by Councilperson Suttmeier and seconded by Councilperson Ostrander:

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

BE IT RESOLVED, that the Town Board of the Town of Cairo accepts the Water Penalties as presented from the Water Administrator in the amount of \$1,527.89, dated May 15, 2012.

All members in favor – motion carried.

Resolution No. 137 -12 “Accepting Sewer Use Billings dated May 1, 2012” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

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

BE IT RESOLVED, that the Town Board of the Town of Cairo accepts the Sewer Use Billings as presented from the Sewer Administrator in the amount of \$36,188.80, dated May 1, 2012.

All members in favor – motion carried.

Town Park The Board discussed the need for scheduling of the Little League fields. Dave Robinson will be contacted to ask for his recommendations.

It was also discussed there should be a list of people that are using the pavilion each weekend. People should have a permit issued by the Town showing they have the authority to use pavilion. This will be discussed further at the workshop.

Nature Park Neil Schoenfeld spoke about opening up the nature park again. It is a beautiful park and would be great to enhance education.

The Board discussed the possibility of opening the park and the problems associated with it. An officer should patrol the park periodically.

It was discussed there should be a fence around the reservoir for water safety reasons.

Supt. Of Highways Robert Hempstead has been there and has not seen any problems with the Nature Park.

Councilperson Ostrander feels there is no problem opening the park. If a problem arises, then the issues will be addressed.

Councilperson Joyce proposed a resolution to open the park. After a little discussion, it was decided the issue of opening the nature park would be discussed further at the workshop.

Tax Incentive Attorney for the Town Tal Rappleyea gave overview of the commercial and resident tax incentive available to local municipalities. The Town Board members consented to move forward. Tal Rappleyea was authorized to do a draft.

Resolution No. 138 -12 “Board to Move into Executive Session” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 8:30 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. 139 -12 “Board to exit Executive Session” offered by Councilperson Puorro and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 9:35 PM.

All members in favor – motion carried.

Resolution No. 140-12 “Naming Private Road” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

WHEREAS, Susan Hilgendorff requested that a private road be named Summit Trail; and,

WHEREAS, Greene County Emergency Services requires 3 or more residences on the private road before being named; and,

WHEREAS, Greene County Emergency Services researched the name Summit Trail and found it to be an acceptable name; and,

WHEREAS, the road was approved in December 2007 that goes into the Winter Clove 4 lot subdivision off of Floyd Hawver Road; therefore,

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby grant permission for the private road off of Floyd Hawver Road to be named Summit Trail.

All members in favor – motion carried.

Resolution No. 141 -12 “Parks, Buildings, and Grounds Part-time Summer Personnel” offered by Councilperson Ostrander and seconded by Councilperson Suttmeier:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby hire Frank Dorpfeld as a part-time laborer for Parks, Buildings, and Grounds Maintenance at a rate of \$11.00 per hour; and be it further

RESOLVED, that the Town Board of the Town of Cairo does hereby hire Edward Lorenz as a part-time laborer for Parks, Buildings and Grounds Maintenance at a rate of \$11.00 per hour.

The hiring of these men will be contingent upon the hiring process.

Roll Call:

| | |
|-------------------------|---------|
| Councilperson Suttmeier | Aye |
| Councilperson Joyce | Aye |
| Councilperson Ostrander | Aye |
| Supervisor Banta | Aye |
| Councilperson Puorro | Abstain |
| Motion Carried. | |

Resolution No. 118 -12 “Authorization for Contract Extension for Rapport Meyers LLP” offered by Councilperson Puorro and seconded by Councilperson Joyce:

WHEREAS, the original contract and engagement letter stipulated one BAN-Bond Anticipation Note and one permanent loan; and

WHEREAS, an increase is due to the additional BAN(s) as well as the MOU; therefore,

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Supervisor, Ted Banta to sign the Contract Extension for Additional Services for Rapport Meyers LLP.

All members in favor – motion carried.

Resolution No. 115 -12 “Budget Amendments and Payment of Bills on Abstract #310” offered by Councilperson Joyce and seconded by Councilperson Puorro:

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

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

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

| | | | |
|------|-----------|----------------------------|-----------|
| From | A-1990.4 | Contingent | -33.90 |
| To | A-1010.4 | Legislative - Equipment | +33.90 |
| From | A-5132.4 | H'way Garage - Contractual | -3,253.97 |
| To | A-5132.2 | H'way Garage - Equipment | +3,253.97 |
| From | DA-5110.4 | Maint of Roads-Contractual | -813.50 |
| To | DA-8760.4 | Emergency Disaster Work | +813.50 |

And be it further RESOLVED, the Town Board does hereby authorize that Abstract #310, consisting of 2012 Vouchers #1534 through #1633 in the amount of \$113,343.47 is approved for payment.

The total amount to be paid from the:

| | | | |
|---------------------|-------------|-------------------|------------|
| General Fund - | \$37,085.14 | Street Lighting - | |
| Highway Fund - | \$40,450.74 | Sewer Fund - | \$7,557.26 |
| Cap. Library Fund - | \$19,946.25 | Water Fund - | \$2,376.37 |
| Cap. Sewer Fund - | \$5,820.43 | Trust & Agency - | \$107.28 |
| Hydrant Fund - | | | |

All members in favor – motion carried.

A motion was made by Councilperson Suttmeier and seconded by Councilperson Ostrander to adjourn the meeting at 9:40 PM.

Respectfully submitted,

Tara A. Rumph, RMC, CMC
Cairo Town Clerk



Minutes

Town of Cairo Town Board Work Session

June 13, 2012

The Town Board of the Town of Cairo met for a work session meeting on Wednesday, June 13, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 4:08 PM and then asked the attendees to Pledge Allegiance to the Flag with all Board members present.

Motion was made by Councilperson Ostrander and seconded by Councilperson Joyce to accept the minutes dated May 23, 2012.

All members in favor – motion carried.

Supervisor Banta mentioned that there was an omission in the fee schedule with regards to the sign permit fee. Stacy Sprague, Code Enforcement Officer was asked to submit her recommendations for this fee to the Supervisor's Office. Her recommendation is \$1.00 per square foot with a \$50.00 minimum fee. Members of the board discussed the fee.

Resolution No. 116 -12 "Setting Sign Permit Fee" offered by Councilperson Puorro and seconded by Councilperson Ostrander.

BE IT RESOLVED, that the Town Board does hereby set the fee for sign permits as \$1.00 per square foot with a \$50.00 minimum fee.

All members in favor – motion carried.

Rich Hilgendorff, building inspector submitted a report regarding the Main Street property. Discussion following on the enforcement of building code violations, and who should serve appearance tickets. The board decided that the Code Enforcement Officer will serve the Order of

Remedy violation notices and if resident does not comply, the Code Enforcement Officer will contact the Cairo Police Department to issue appearance tickets.

Discussion followed regarding the Town acquiring a property on Main Street for possible additional parking. Supervisor Banta has ordered a title on the property. Town Attorney Tal Rappleyea stated that we should be receiving the report any day now.

The topic of junk yard renewals was next on the agenda. The board agreed that they wish to be “business friendly” with the current junk yard owners. It was decided that Code Enforcement Officer will send certified letters to all junk yard owners requesting their attendance on July 2, 2012 at 4:30pm to discuss how all owners can become in compliance with the Junk Yard Law.

The Town Board had a discussion regarding the resolution “Authorization for a credit card for the highway superintendent” and felt it should have an expiration of December 31, 2012 and this resolution in future will be moved during the reorganizational meetings in January of each year.

Resolution 117 - 12 “Amend (Authorization for a Credit Card for the Highway Superintendent) to expire on December 31, 2012” Councilperson Puorro offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby amend the resolution “Authorization for a Credit Card for the Highway Superintendent” with an expiration date of December 31, 2012.

All members in favor – motion carried.

Resolution No. 118 -12 “Authorization for a Credit Card for the Highway Superintendent”

Supervisor Banta offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize a credit card with a credit limit of \$2,000 for the Superintendent of Highways-Robert Hempstead to expire on December 31, 2012. Seconded by Councilperson Puorro.

All members in favor – motion carried.

Resolution No. 119 -12 “Authorization to Apply an EDU Reduction” Councilperson Ostrander offered the following resolution and moved its adoption:

WHEREAS, Steven & Tara Rumph, Account #4560, Tax Map #101.09-3-1, have requested an EDU reduction from 1 EDU to .50 EDU because the vacant lot parcel meets the vacant lot criteria in Section 1202 of the Sewer District Manual; and,

WHEREAS, an appeal to build on the vacant lot parcel was denied on May 9, 2007; and

WHEREAS, the Attorney for the Town agrees that the parcel meets the criteria for a reduction in his email correspondence with the Supervisor dated June 11, 2012; therefore, be it

RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Water & Sewer Administrator to apply a reduction to the above stated account from 1 EDU to .5 EDU.

Seconded by Councilperson Puorro.

All members in favor – motion carried.

Resolution No. 120 -12 “Extension of a Temporary Six Month Moratorium on Junk Yard Approvals” Councilperson Suttmeier offered the following resolution and moved its adoption:

WHEREAS, the local law for the temporary six month moratorium on Junk Yard approvals is set to expire on June 14, 2012; and

WHEREAS, the Town Board is undergoing a review of its Final Zoning Draft and does not have a Zoning plan in place for the Town; and,

WHEREAS, the Town Board held a public hearing at 4pm on June 13, 2012 for the extension of the six month moratorium on Junk Yard approvals; therefore be it

RESOLVED, that the Town Board of the Town of Cairo does hereby approve a local law extending a temporary six month moratorium on Junk Yard approvals effective through December 14, 2012.

Seconded by Councilperson Puorro.

All members in favor – motion carried.

Resolution No. 121 -12 “Board to Move into Executive Session” offered by Councilperson Ostrander and seconded by Councilperson Suttmeier:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 5:55 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. 122 -12 “Board to exit Executive Session” offered by Councilperson Ostrander and seconded by Councilperson Suttmeier:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 6:24 PM.

All members in favor – motion carried.

Resolution No. 123 -12 “Board Approval on proposed” Local Law Imposing a Temporary Six Month Moratorium on Approvals Involving Resorts.” Offered by Councilperson Suttmeier and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve the proposed local law imposing a temporary six month moratorium on approvals involving resorts as written.

BE IT FURTHER RESOLVED, that the Town Board will hold a Public hearing on June 27, 2012 at 8:30PM in the Cairo Town Hall to hear questions or concerns regarding the proposed Local Law Imposing a Temporary six month Moratorium on Approvals Involving Resorts.

Councilperson Suttmeier asked for a roll call vote:

Councilperson Suttmeier: Aye

Councilperson Puorro: Aye

Councilperson Ostrander: Aye

Councilperson Joyce: Aye

Supervisor Banta Aye

All members in favor – motion carried.

Motion was made by Councilperson Suttmeier and seconded by Councilperson Puorro to adjourn the meeting at 6:27PM.

Respectfully submitted,

Debra Sommer
Deputy Cairo Town Clerk



Minutes

**Town of Cairo
Town Board Meeting @7pm
Location: Town Hall Meeting Room**

June 27, 2012

The Town Board of the Town of Cairo met for a Town Board meeting on Wednesday, June 27, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 7:00 PM and then asked the attendees to Pledge Allegiance to the Flag. The following Board Members were present: Councilpersons Ostrander, Joyce and Puorro. Councilperson Suttmeier was absent.

There was a presentation on the Youth Fair by Carl Kohrs and Richard Bear. This year the event will run July 19 – 22. The Horse Show will be held in the ball field for safety issues. There will be a Brooks BBQ on Friday 4 – 7, and a lawn mower pull on Sunday.

Kohrs and Bear spoke to Town Board of concerns over the last few years. The event bring in 4000 – 5000 people and they would like the ambulance in the park for the fair. The Sheriff is there 24/7 for police service.

The minutes from the June 13, 2012 Workshop was accepted by Councilperson Ostrander and seconded by Councilperson Joyce.

Ambulance Ambulance Administrator Reay Mahler reported they had an issue finding a home. The 911 sign was not visible from road. The Town needs to inform people of 911 Local Law.

Supervisor's Report Supervisor Banta went over the Supervisor's Report. (See Supervisor's Report)

Supervisor Banta thanked Sandy Esslie and Denise Daly for their efforts in cleaning up the front of the Town Hall and around the Fountain on Main Street.

Unk Slater was also congratulated for the sale of Great American and the construction of his new plaza.

Councilperson Joyce wants to address unsafe buildings at the next meeting. The police are not for code enforcement. The CEO usually gives two weeks to remedy the problems.

Resolution No. 152 -12 “Receipt of Monthly Supervisor’s Report” offered by Councilperson Joyce and seconded by Councilperson Puorro:

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

RESOLVED, that the Town Board Members accept the monthly Supervisor’s Report for May, 2012.

All members in favor – motion carried.

Resolution No. 153 -12 “SRI Fire Sprinkler, LLC #2” offered by Councilperson Ostrander and seconded by Councilperson Puorro:

WHEREAS, there was an approved contract in the amount of \$64,300.00 between the Cairo Town Board , Cairo Public Library and contractor SRI Fire Sprinkler, LLC for Fire Protection Work at the new library; and

WHEREAS, a request was made for the contractor to delete the attic sprinkler system from the contract plans and specifications; and

WHEREAS, the Cairo Public Library requested this change to the work to be completed with a deduction of \$11,349.00; therefore be it

RESOLVED, that contract change order no.2 for SRI Fire Sprinkler, LLC be approved in the amount of \$11,349.00 for a total contract price of \$52,951.00.

All members in favor – motion carried.

Resolution No. 154 -12 “Amend the Authorization for Contract Extension for Freemann Project Management Services (FPMS)” offered by Supervisor Banta and seconded by Councilperson Puorro:

Be it Resolved, that the Town Board of the Town of Cairo does hereby amend the Authorization for Contract Extension for Freemann Project Management Services (FPMS) by eliminating the third paragraph which states that this “extension is contingent on payment of the balance of the full original contract amount being paid in full with the June invoice”.

All members in favor – motion carried.

Resolution No. 155 -12 “Authorization for Contract Extension for Freemann Project Management Services (FPMS)” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

WHEREAS, the original contract duration for Freemann Project Management Services (FPMS) was 44 weeks commencing on July 12, 2011 and ending on May 15, 2012; and

WHEREAS, there have been contractor delays that will delay the completion date to July 29, 2012; and

WHEREAS, FPMS will continue to provide site visits and field services between 7 am and 5 pm Monday through Friday at no additional cost until July 29, 2012 and any hours worked beyond 5 pm weekdays or on weekends or Holidays will be billed at \$90.00 per hour for each hour worked beginning on the original contract end date of May 15, 2012 (billing in half hour increments); therefore be it

RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Supervisor, Ted Banta, to sign the Contract Extension for Additional Services for FPMS.

All members in favor – motion carried.

Resolution No. 156 -12 “Wm. J. Keller & Sons Construction Corp. #3” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

WHEREAS, there was an approved contract in the amount of \$300,092.00 between the Cairo Town Board , Cairo Public Library and contractor Wm. J Keller & Sons for Site Work at the new library; and

WHEREAS, the contractor will provide improvements to the Town Hall parking lot which include removal of existing asphalt paving, raising two existing catch basins, replacing one additional catch basin, provide additional sub-base and compaction as needed, and install new 2” binder course; and

WHEREAS, the Cairo Public Library requested this change to the work to be completed with an additional amount due of \$42,102.00; therefore be it

RESOLVED, that contract change order no.3 for Wm. J Keller & Sons Construction Corp. be approved in the amount of \$42,102.00 for a total contract price of \$342,194.00.

All members in favor – motion carried.

Resolution No. 157 -12 “J S McHugh Change Order #3” offered by Councilperson Ostrander and seconded by Councilperson Puorro:

WHEREAS, there was an approved contract in the amount of \$39,446.55 between the Cairo Town Board , Cairo Public Library and contractor JS McHugh for the Custom Casework of the new library; and

WHEREAS, the contractor will provide and install column wraps and running trims as shown on Sketches 8-002a, 8-002b, and 8-002c and paint grade trims at Room 113 and Room 115 doorways to match trim details throughout the building; and

WHEREAS, the Cairo Public Library requested this change to the work to be completed with an additional amount due of \$1,629.55; therefore be it

RESOLVED, that contract change order no.3 for JS McHugh be approved in the amount of \$1,629.55 for a total contract price of \$41,076.10.

All members in favor – motion carried.

Resolution No. 158 -12 “Wm. J. Keller & Sons Construction Corp. #4” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

WHEREAS, there was an approved contract in the amount of \$342,194.00 between the Cairo Town Board , Cairo Public Library and contractor Wm. J Keller & Sons for Site Work at the new library; and

WHEREAS, the contractor will provide (3) concrete pads for site furnishing; provide and install additional landscaping in planting beds and along property line; and provide credit for using hand held pressure spray tanks in place of tack truck to spray tack coat over existing binder course of paving; and

WHEREAS, the Cairo Public Library requested this change to the work to be completed with an additional amount due of \$6,668.00; therefore be it

RESOLVED, that contract change order no.4 for Wm. J Keller & Sons Construction Corp. be approved in the amount of \$6,668.00 for a total contract price of \$348,862.00.

All members in favor – motion carried.

Resolution No. 159 -12 “CDE Electric Inc Change Order #4” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

WHEREAS, there was an approved contract in the amount of \$232,092.52 between the Cairo Town Board , Cairo Public Library and contractor CDE Electric, Inc for the Contract for Electrical Work of the new library; and

WHEREAS, the contractor will provide and install: two metal halide fixtures at the base of the campus site sign; coaxial cable to five flat screen tv locations; power and control switch for projection screen in meeting room; and wiring for sprinkler alarm bell; and

WHEREAS, the Cairo Public Library requested this change to the work to be completed with an additional amount due of \$4,756.15; therefore be it

RESOLVED, that contract change order no.4 for CDE Electric, Inc be approved in the amount of \$4,756.15 for a total contract price of \$236,848.67.

All members in favor – motion carried.

Public Hearing - **The Town Board paused the Town Board meeting at 8:30 PM to have a Public Hearing on a Moratorium Local Law regarding Conversion of Resorts or Motels to other uses.**

The Public Hearing ended at 9:00 PM and the Town Board Meeting resumed. (See Minutes for Public Hearing)

Resolution No. 160 -12 “Enacting a Moratorium Local Law Prohibiting the Conversion of Resorts, Etc. to Other Uses” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

WHEREAS, The Town Board of the Town of Cairo hereby determines that a moratorium which temporarily halts the conversion of resorts and similar businesses/uses to other uses is necessary in order to allow the town the opportunity to implement the Town’s Comprehensive Plan and protect an important asset of the Town, and

WHEREAS, the Town Board acknowledges that the within matter is a Type II action under SEQRA and thus SEQRA is not applicable hereto, and

WHEREAS, the Town Board acknowledges that it need not refer the within local law to the County Planning Board under GML 239-1 and 239-m, and

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

BE IT RESOLVED, that the Town Board of the Town of Cairo here enacts a local law establishing a moratorium on the conversion of resorts and similar uses to other uses, in accordance with attached local law.

All members in favor – motion carried.

Resolution No. 161 -12 “The Palombo Group Change Order #3” offered by Councilperson Puorro and seconded by Councilperson Joyce:

WHEREAS, there was an approved contract in the amount of \$1,023,446.64 between the Cairo Town Board , Cairo Public Library and contractor The Palombo Group for General Construction of the new library; and

WHEREAS, the contractor will fur out the rest room plumbing chase wall to accommodate fixture carriers; provide and install black painted plywood at attic window and metal stud framing and sheetrock to create soffit as detailed on Sketch 3-009R; provide level 5 finish for all wall surfaces in the cupola; and

WHEREAS, the Cairo Public Library requested this change to the work to be completed with an additional amount due of \$7,829.00; therefore be it

RESOLVED, that contract change order no.3 for The Palombo Group be approved in the amount of \$7,829.00 for a total contract price of \$1,031,275.64.

All members in favor – motion carried.

Resolution No. 162 -12 “Authorizing Supervisor to Sign the Agreement with the Greene County Department for the Aging” offered by Councilperson Puorro and seconded by Councilperson Joyce:

WHEREAS, the Greene County Department for the Aging(DFA) has rented the Acra Community Center, located at Old Route 23B, Acra, NY for Senior Service Activities; and

WHEREAS, the DFA wants to use the Acra Community Center for the purpose of conducting Senior Service Activities including and serving meals and other individual and group services and activities for senior citizens, Monday through Friday each week between the hours of 7:30am to 4:00pm each day; and

WHEREAS, the Town is willing for the DFA to use the above facilities for a monthly consideration of \$1,000; and

WHEREAS, Greene County has sent a request on June 20, 2012 to execute a rental agreement; therefore,

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Town Supervisor for the Town of Cairo, Ted Banta to sign the Rental Agreement with the Greene County Department for the Aging for the term of March 1, 2012 through December 31, 2012.

All members in favor – motion carried.

Resolution No. 163 -12 “Accepting Sewer Use Penalties Dated June 19, 2012”
offered by Councilperson Ostrander and seconded by Councilperson Joyce:

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

BE IT RESOLVED, that the Town Board of the Town of Cairo accepts the Sewer Use Penalties as presented from the Sewer Administrator in the amount of \$2,521.55, dated June 19, 2012.

All members in favor – motion carried.

Resolution No. 164 -12 “Accepting Sewer EDU Billings dated June 1, 2012”
offered by Councilperson Ostrander and seconded by Councilperson Joyce:

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

BE IT RESOLVED, that the Town Board of the Town of Cairo accepts the Sewer EDU Billings as presented from the Sewer Administrator in the amount of \$59,350.00, dated June 1, 2012.

All members in favor – motion carried.

Resolution No. 165 -12 “Appointing Attorney for the Town” offered by
Councilperson Puorro and seconded by Councilperson Ostrander:

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 from June 30, 2012 to December 31, 2012 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. 166 -12 “Authorization to Designate a Bookkeeper” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

Bee it Resolved, that the Town Supervisor of the Town of Cairo is hereby authorized to designate Louann Arp to the full-time position of bookkeeper from June 30, 2012 to December 31, 2012; salary for the 180 days will be based on the annual salary of \$32,136.00.

All members in favor – motion carried.

Resolution No. 167 -12 “Appoint Auditing Firm for the Town of Cairo” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Patterson, Koskey, Howe & Bucci, CPA, P.C, as the Auditing Firm for the Town of Cairo from June 30, 2012 to December 31, 2012 according to the terms provided in the Letter of Understanding dated December 14, 2011.

All members in favor – motion carried.

Resolution No. 168 -12 “Amend 2012 Budget to Reflect Town Park Playground Equipment Purchased with Donations Received” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

WHEREAS, the town anticipates receiving donations designated for the Town Park playground areas consisting of \$3400.00 for Basketball Hoop and Backboard Equipment and \$2800.00 for a Red Swing Set; and

WHEREAS, it is necessary for accounting purposes to track the expenses and revenues associated with these donations; therefore be it

RESOLVED, the Town Board does hereby authorize the Town Supervisor to create an expense line item A-7110.208 Park Playground Equipment increasing the General Fund Appropriations \$6,200.00 and; increasing the revenue line item A-2705 Gift & Donations to reflect the increase in General Fund Revenue in the amount of \$6,200.00 in the 2012 budget.

All members in favor – motion carried.

Historian Robert Uzzillia thanked everyone for attending or helping at the Speakeasy.

Resolution No. 169 -12 “Authorize Supervisor to sign Contract” offered by Councilperson Puorro and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize Supervisor Ted Banta to sign the contract with Osborn Rides for the 4th of July Celebration in the Park. Osborn Rides will supply the Town with a Certificate of Insurance.

All members in favor – motion carried.

Public Comment

Unk Slater asked the Town Board about the Sewer Project and if it would be completed this summer. Supervisor Banta informed him that Joe Meyers report stated the sewer project is moving along well, forced main is in, new pump station for Cumberland Farm has been received. The Sewer System has in compliance for a number of months and now the Town Board needs to make their appeal.

Mike Esslie asked if the Town started paying the EFC loan back yet. Supervisor Banta informed him the construction work needs to be completed first before they start paying on the loan.

Chief of Police Chris Sprague informed Board that without a resolution prohibiting smoking in the park, he has no power to enforce the no smoking in park policy.

Resolution No. 170 -12 “Board to Move into Executive Session” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 9:30 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. 171 -12 “Board to exit Executive Session” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 10:30 PM.

All members in favor – motion carried.

Resolution No. 172 -12

“Budget Amendments and Payment of Bills on Abstract #312” offered by Councilperson Joyce and seconded by Councilperson Puorro:

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

| | | | |
|------|-----------|-----------------------------|-----------|
| From | A-1990.4 | Contingent | -19.46 |
| To | A-1010.4 | Legislative - Contractual | +19.46 |
| From | A-1990.4 | Contingent | -177.60 |
| To | A-9040.8 | Employee Bene-Worker’s Comp | +177.60 |
| From | DA-5110.4 | Maint of Roads-Contractual | -1,007.02 |
| To | DA-8760.4 | Emergency Disaster Work | +1,007.02 |

And be it further RESOLVED, the Town Board does hereby authorize that Abstract #312, consisting of 2012 Vouchers #1680 through #1791 in the amount of \$147,183.28 is approved for payment.

The total amount to be paid from the:

| | | | |
|---------------------|-------------|-------------------|------------|
| General Fund - | \$66,537.65 | Street Lighting - | |
| Highway Fund - | \$45,886.95 | Sewer Fund - | \$9,369.14 |
| Cap. Library Fund - | \$15,069.00 | Water Fund - | \$1,411.97 |
| Cap. Sewer Fund - | \$8,745.50 | Trust & Agency - | \$163.07 |
| Hydrant Fund - | | | |

All members in favor – motion carried.

A motion was made by Councilperson Puorro and seconded by Councilperson Ostrander to adjourn the meeting at 10:50 PM.

Respectfully submitted,

Tara A. Rumph, RMC, CMC
Cairo Town Clerk



Minutes

Town of Cairo Town Board Public Hearing on A Moratorium Local Law Regarding Conversion of Resorts or Motels to Other Uses

June 27, 2012

The Town Board of the Town of Cairo held a Public Hearing on Wednesday, June 27, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 8:30 PM with the following Board Members present: Councilpersons Ostrander, Joyce and Puorro. Councilperson Suttmeier was absent.

The purpose of the Public Hearing is to receive public comment on a proposed local law establishing a moratorium on approval of conversion of resorts, motels, etc. to other uses within the Town of Cairo.

Attorney for the Town, Tal Rappleyea explained that this local law applies to any new use that might be applied to an existing resort, motel, Bed and Breakfast or an inn. Anyone who wants to come before the Planning Board, Town Board or Building Dept. to convert one of these current uses, even if the property has been vacant, it cannot be changed to any other use except for a 1 or 2 unit family dwelling or for an agricultural use. This moratorium is only for 6 months. During that time, the Town Board is hoping to have a zoning law or have land use provisions in place. The Town Board is trying to implement the Comprehensive Plan. The Comprehensive Plan states that one of the town's biggest and strongest hopes of revitalizing the area is to keep the resorts as bed and breakfasts for tourist reasons. The law will freeze anything that is currently before the Planning Board at this time.

Tal further explained that if someone comes before the Town Board and proves they will have undue hardship because of the moratorium, then they can get relief from the Board and proceed with their project.

Supervisor Banta explained that the Town Board acted upon the recommendation from Planning Board based upon all the other properties vulnerable to being lost to other uses. Series of events occurred that have led up to the decision to do this. He explained there are many properties up for sale now or are up for tax auction.

Mike Esslie made a statement that he feels his project before the Planning Board is being targeted with this Moratorium.

Rosemary Webb stated the project that Mike Esslie has before the Planning Board started the process and then stopped the process over the last couple of years due to problems with paperwork. They are trying to start the process again.

Planning Board Member Ed Forrester said there is a number of old resorts that the Town needs to get control of what's going to become of them.

Unk Slater asked if the moratorium is for closed resorts or resorts in existence. He asked for clarification of local law. He said the Town Board needs to come up with something these people can do with these properties, or they are going to sit and be dilapidated buildings. That would not be in best interest for economic development in Cairo.

Robert Uzzillia asked if there has been any dialogue between the County Planning Board and the Town Planning Board. He said the resorts are closed and in bad condition because of economic hardship. We need to try and keep these places going.

Supervisor Banta explained that he and Councilperson Doug Ostrander met with the IDA and the director of the Economic Development Dept. who suggested that Zoning is needed in Cairo. Once Zoning is in Cairo, they would be willing to assist us in anything we are looking to do to develop economically.

Anthony Zanack stated he feels Zoning is a priority for Cairo. Zoning is the tool to bring Cairo back and fill the empty storefronts on Main St.

Assessor Janice Hull asked about farmhouses. It was explained that farmhouses was not included in this Local Law. Farmhouses can come in and do conversion.

It was stated that it is not in the best interest of the town to stop construction in town. Supervisor Banta stated as a Town we need to make sure we have good standards to work with.

Motion was made by Councilperson Ostrander and seconded by Councilperson Puorro to close the Public Hearing at 9:00 PM.

Respectfully submitted,

Tara A. Rumph, CMC, RMC
Cairo Town Clerk



Town of Cairo

Town of Cairo

Special Board Meeting @ 4PM

Location: Town Hall Meeting Room

July 2, 2012

The Town Board of the Town of Cairo met for a special Town Board Meeting on Monday, July 2, 2012 at the Town Hall, Main Street, Cairo, New York. The purpose of the meeting was meet the owners of local salvage yards to discuss the local ordinance concerning salvage yards and the permit process and discuss the payment to August Freeman , owner of the Project Management Services, Cairo, NY.

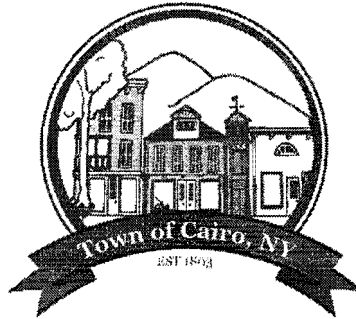
Supervisor Banta called the meeting to order at 4PM and then asked the attendees to pledge allegiance to the Flag.

Supervisor Freeman opened the meeting discussing the issue of expenses not paid to August Freeman, Freeman Project Management Services for services rendered during the construction of the new public library. Augie Freeman stated that the Town withheld funds at the beginning of the library project because there was a question about the validity of his worker's compensation coverage. Since there were no claims received during that period and the extenuating circumstances Augie's personal family life, the Board felt it only fair that the Town reward the Freeman Project Management Services the funds that were withheld. Because there was a small discrepancy between the amount reported by the Town Bookkeeper and the Augie Freeman, Supervisor Banta requested that Augie Freeman consult with Louann Arp, the Town Bookkeeper and address the discrepancy. Augie Freeman returned to the Board and stated that the agreed amount to be paid to Freeman Project Management Services is \$21, 212.50. A resolution was passed by the Board authorizing said payment.

At the same meeting Supervisor Banta and the above Board members also met with the owners of the local salvage yards. Present at the meeting were, William Wolfe, owner of Wolfies; Bill Sirago, Bill's Sales & Service; Chris Kotu, prospective owner of Schneider's Junk/Salvage Yard; several Waldron family members representing Waldron's Auto Parts. J Fortini, owner of Tire Kingdom was not present at the meeting. The Board discussed the current salvage yard law and its requirements. A discussion ensued whereby the salvage yard owners were seeking clarification of the requirements for obtaining their salvage yard permits. The Board discussed their feelings and summarized their concerns that they are not seeking to drive the present yards out of business. They simply want the yards to be aesthetically eye appealing. Many of the yard owners agreed to assist them in making their properties appealing. The Board stated they would visit each of the yards and discuss possible means they could take to improve their properties and be granted a permit to operate.

Based on the time expended at this meeting, there was not enough time to review the new zoning law.

Councilperson Puorro made a motion to terminate the meeting and the motion was seconded by Councilperson Ostrander. The meeting ended at 6:15PM.



Town of Cairo

July 2, 2012

Supervisor Banta offered the following resolution and moved its adoption:

WHEREAS, The Town withheld funds in the amount of \$21,212.50 from the August Freeman, Freeman Project Management Services for services rendered during the construction of the Cairo Public Library; and

WHEREAS, the funds were withheld for the lack of worker's compensation insurance coverage at the time of the project commencement; and

WHEREAS, the Board after discussing the circumstances at the time of the Project decided to remit the necessary funds in the amount of \$21,212.50 to Freeman Project Management Services;

RESOLVED, that the Town Board of the Town of Cairo does hereby remit the amount due to Freeman Project Management Services this date July 2, 2012.

SECONDED BY COUNCILPERSON _____

| | | |
|-------------------------|-----|-----|
| COUNCILPERSON JOYCE | AYE | NAY |
| COUNCILPERSON PURORO | AYE | NAY |
| COUNCILPERSON OSTRANDER | AYE | NAY |
| COUNCILPERSON SUTTMEIER | AYE | NAY |
| SUPERVISOR BANTA | AYE | NAY |

AYE____ NAY____ ABSENT____ CARRIED____ DEFEATED____



Minutes

**Town of Cairo
Town Board Work Session @4pm
Location: Town Hall Meeting Room**

July 11, 2012

The Town Board of the Town of Cairo met for a work session meeting on Wednesday, July 11, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta called the meeting to order at 4:00 PM and then asked the attendees to Pledge Allegiance to the Flag with all Board members present.

A motion was made by Councilperson Puorro and seconded by Councilperson Joyce to accept the Town Board monthly meeting minutes dated June 27, 2012.

All members in favor – motion carried.

A motion was made by Councilperson Ostrander and seconded by Councilperson Puorro to accept the “A Moratorium Local Law Regarding Conversion of Resorts or Motels to Other Uses” public hearing minutes dated June 27, 2012.

All members in favor – motion carried.

Alan Tavenner from Delaware Engineering updated the Town Board on the current Sewer District contracts. In addition to the contracts, 250 septic tanks need to be pumped out & upgraded with two clean outs per tank. Discussion followed as to whether this work can be done in house. Joe Myers and Alan Tavenner will meet to discuss the particulars and report back to the Town Board.

Resolution No. 173 – 12 “Authorization for Deputy Highway Superintendent to Attend the State Comptroller’s Accounting School”

Councilperson Ostrander offered the following resolution and moved its adoption:

WHEREAS, it has been recommended by the NYS Comptroller’s Office in their visit this

June & July 2012 that we provide for accounting education to enhance and improve our fiscal measures and procedures; therefore, be it,

RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Deputy Highway Superintendent to attend the State Comptroller's Basic Accounting School and the Advanced Accounting School in 2012;

BE IT FURTHER RESOLVED, that all expenses will be reimbursed according to the Town of Cairo Travel Policy.

Councilperson Joyce seconded the motion.

All members in favor – motion carried.

Brief discussion followed regarding the adoption of the updated Employee Handbook. The Town Board agreed that this should be revisited each year for updates.

Resolution 174 -12 “Adoption of Revised/Updated Employee Handbook”

Supervisor Banta offered the following resolution and moved its adoption:

WHEREAS, the Town of Cairo Employee Handbook was originally adopted on February 14, 2001; and,

WHEREAS, the Town Board of the Town of Cairo commenced a review and revision of the Town of Cairo Employee Handbook in 2011; and

WHEREAS, the Town's Labor Attorneys-the Law Firm of Roemer, Wallens, Gold, & Mineaux, LLP has provided a final draft of the revised Employee Handbook submitted June 13, 2012 after a series of meetings, discussions, and revisions; therefore be it,

RESOLVED, that the Town Board of the Town of Cairo does hereby accept and adopt the final version of the Town of Cairo Employee Handbook this date of July 11, 2012.

Councilperson Ostrander seconded the motion.

All members in favor – motion carried

Supervisor Banta spoke about the reservoir. It was decided that Supervisor Banta and Parks, Buildings and Grounds Director Robert Hempstead will visit and evaluate the site.

Supervisor Banta stated that he updated Code Enforcement Officer Stacy Sprague on the July 2, 2012 junk/salvage meeting. The Main Street property has **not** been declared unsafe. Stacey Sprague submitted a timeline for code violation enforcement. The board will review the timeline.

The Greene County Youth Fair Committee requested the Town to supply garbage removal as we have done in the past and they also were inquiring as to who will be liable in compensating the police and ambulance personnel during the fair.

The next zoning draft review meeting will be August 6, 2012 at 4:00pm.

The Town Board will meet on July 23, 2012 at 3:30pm to visit the junk/salvage yards established in the Town of Cairo.

A letter was submitted from the Greene County Volunteer Fireman's Association requesting permission to put a clothing bin at the recycling center. Supervisor Banta and Parks Director Robert Hempstead will have further discussion and make a decision.

Resolution No. 175 -12 "Board to Move into Executive Session" offered by Councilperson Suttmeier and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 4:45 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. 176 -12 "Board to exit Executive Session" offered by Councilperson Suttmeier and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 5:00 PM.

All members in favor – motion carried.

Motion was made by Councilperson Ostrander and seconded by Councilperson Puorro to adjourn the meeting at 5:05PM.

Respectfully submitted,

Debra Sommer
Deputy Cairo Town Clerk



Minutes

Town of Cairo Town Board Meeting @7pm Location: Town Hall Meeting Room

July 25, 2012

The Town Board of the Town of Cairo met for a Town Board meeting on Wednesday, July 25, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 7:00 PM and then asked the attendees to Pledge Allegiance to the Flag. All Board Members were present.

The minutes from the July 2, 2012 Special Meeting was accepted by Councilperson Puorro and seconded by Councilperson Joyce.

The minutes from the July 11, 2012 Workshop was accepted by Councilperson Ostrander and seconded by Councilperson Joyce.

Assessor Janice Hull gave report on assessment and equalization rate. The Town of Cairo is at 70 percent of market value. She reported if all towns were at 100 percent, we would not need equalization rate.

Ambulance Administrator Reay Mahler asked Board if something could be done about the septic tank collapsing at Ambulance Building.

Councilperson Joyce remarked about foreclosed property on corner of 23B and Route 23.

Supervisor's Report Supervisor Banta went over the Supervisor's Report. (See Supervisor's Report)

Resolution No. 177 -12 "Receipt of Monthly Supervisor's Report" offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

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

RESOLVED, that the Town Board Members accept the monthly Supervisor's Report for June, 2012.

All members in favor – motion carried.

Resolution No. 178 -12 "Authorization for Highway Superintendent Robert F. Hempstead To Request Bids For Engineering Services in connection with Harold Myers and Sandy Plains Culvert Replacement" offered by Councilperson Puorro and seconded by Councilperson Suttmeier:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Highway Superintendent Robert F. Hempstead to Request Bids For Engineering Services in connection with Harold Myers and Sandy Plains Culvert Replacement.

All members in favor – motion carried.

Resolution No. 179 -12 "Authorization for Highway Superintendent Robert F. Hempstead To Request Bids For Two F550XL Regular Cab and Chassis Trucks with a Diesel Motor and One F350XL Pick-Up Truck With A Diesel Motor" offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Highway Superintendent Robert F. Hempstead to Request Bids For Two F550XL Regular Cab and Chassis Trucks with a Diesel Motor and One F350XL Pick-Up Truck With A Diesel Motor.

All members in favor – motion carried.

Resolution No. 180 -12 "Code Enforcement Policy & Procedure" offered by Councilperson Joyce and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby adopt the following Code Enforcement Policy & Procedure :

TOWN OF CAIRO

TIMELINE FOR CODE ENFORCEMENT BENCHMARKS AND ACTIONS

July 25, 2012

- Day 1: visit property/witness violation/discuss remedy with owner
Day 15: Send Notice of Apparent Violation and Request to Remedy
Day 45: Send Notice of Violation and Order to Remedy
Day 60: Refer matter to Town Board for review/authorization to proceed, with notice to landowner of opportunity to attend/be heard at next TB regular or workshop mtg.

Serve Appearance ticket, Summons, etc. immediately following Town Board authorization

All members in favor – motion carried.

Resolution No. 181 -12 “Authorization for Bookkeeper to Attend NYS

Government Finance Officers’ Association Seminar” offered by Supervisor Banta and seconded by Councilperson Puorro:

Whereas, it has been recommended by the NYS Comptroller’s Office that we provide for education to enhance and improve our fiscal measures and procedures; there be it

Resolved, that the Town Board of the Town of Cairo does hereby authorize the Bookkeeper to attend the NYS Government Finance Officers’ Association Seminar Measuring the Cost of Public Services and Keeping Up to Date with the IRS on August 8, 2012;

Be it further resolved, that all expenses will be reimbursed according to the Town of Cairo Travel Policy.

All members in favor – motion carried.

Resolution No. 182 -12 “Budget Amendments and Payments of Bills on

Abstract #314” offered by Supervisor Banta and seconded by Councilperson Ostrander:

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

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

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

| | | | |
|------|-----------|---------------------------|---------|
| From | A-1990.4 | Contingent | -21.89 |
| To | A-1010.4 | Legislative - Contractual | +21.89 |
| From | A-1990.4 | Contingent | -38.00 |
| To | A-3010.46 | Contractual – 911 Signs | + 38.00 |
| From | A-5010.4 | H’way Admin-Contractual | -668.47 |

| | | | |
|------|-----------|-------------------------------|-----------|
| To | A-5010.2 | H'way Admin- Equipment | +668.47 |
| From | A-7110.4 | Parks – Contractual | -1,646.73 |
| To | A-8760.4 | Emergency Disaster Work | +1,646.73 |
| From | DA-5110.4 | General Repairs – contractual | -7,300.08 |
| To | DA-8760.4 | Emergency Disaster Work | +7,300.08 |

And be it further RESOLVED, the Town Board does hereby authorize that Abstract #314, consisting of 2012 Vouchers #1820 through #1918 in the amount of \$177,430.85 is approved for payment.

The total amount to be paid from the:

| | | | |
|---------------------|-------------|-------------------|------------|
| General Fund - | \$38,524.29 | Street Lighting - | |
| Highway Fund - | \$45,472.28 | Sewer Fund - | \$9,369.14 |
| Cap. Library Fund - | \$62,238.45 | Water Fund - | \$1,411.97 |
| Cap. Sewer Fund - | \$18,381.80 | Trust & Agency - | \$163.07 |
| Hydrant Fund – | \$7,250.00 | | |

All members in favor – motion carried.

Resolution No. 183 -12 “Accepting Water Billings Dated July 2, 2012” offered by Councilperson Puorro and seconded by Councilperson Joyce:

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 of the Town of Cairo accepts the Water Billings as presented from the Water Administrator in the amount of \$46,200.98, dated July 2, 2012.

All members in favor – motion carried.

Resolution No. 184 -12 “Fix Septic Tank at Ambulance Building” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

Be it resolved, that the Town Board of the Town of Cairo does hereby agrees to fix the septic tank at the Ambulance Building.

All members in favor – motion carried.

Resolution No. 185 -12 “Open Cairo Nature Park” offered by Councilperson Joyce and seconded by Councilperson Ostrander:

Be it resolved that the Town Board of the Town of Cairo does here agree to open the Cairo Nature Park located on Route 23. Said Nature Park will close on Columbus Day Weekend. The Town Board also agrees to take preventative measures by removing stairs to the water tower, secure gateway, and provide current signage.

Roll Call:

| | |
|-------------------------|-----|
| Councilperson Suttmeier | Nay |
| Councilperson Joyce | Aye |
| Councilperson Ostrander | Aye |
| Councilperson Puorro | Aye |
| Supervisor Banta | Aye |

Motion Carried.

There was discussion among Board Members about a letter Delaware Engineering sent the Town concerning pumping tanks in the Sewer District. The Town is not pumping enough tanks to keep up. It was discussed to bundle the pumping of tanks together to get a better price. It would have to go out to bid.

Resolution No. 186 -12 “Authorize Supervisor to submit a force account proposal for this work on up to 12 tanks” offered by Councilperson Ostrander and seconded by Councilperson Puorro:

Whereas, Alan Tavenner of Delaware Engineering recommends that Septic Tank Improvements should include a total of two clean-outs on existing Septic Tanks in the Sewer District of Cairo, and if EFC will allow these improvements as part of the Sewer Project; therefore,

Be it resolved that the Town Board of the Town of Cairo does hereby authorize the Supervisor to submit a force account proposal to EFC for this work on up to 12 tanks.

All members in favor – motion carried.

Supervisor Banta reported the Town Board visited the Junk Yards in town. Supervisor Banta also reported that Post Brothers has applied for a Junk Yard license in the Town of Cairo. Town Board needs to evaluate the increased fee for Junk Yard licenses.

Resolution No. 187 -12 “Town Board in Support of Tour of the Catskills Race” offered by Councilperson Ostrander and seconded by Councilperson Suttmeier:

Be it resolved that the Town Board of the Town of Cairo does hereby support the 5th Annual Tour of the Catskills Cycling Race which will travel on roads in the Town of Cairo between 10 AM and 3 PM on August 3rd – 5th.

All members in favor – motion carried.

Mike Esslie asked for a Public Hearing due to hardship on the moratorium that was past limiting use of abandoned resorts. This will be discussed further at workshop.

The Town Board will start the budget process a little earlier this year. Supervisor Banta will give department heads their budget packets the beginning of August.

Resolution No. 188 -12 “Board to Move into Executive Session” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 9:20 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. 189 -12 “Board to exit Executive Session” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 10:30 PM.

All members in favor – motion carried.

A motion was made by Councilperson Suttmeier and seconded by Councilperson Ostrander to adjourn the meeting at 10:30 PM.

Respectfully submitted,

Tara A. Rumph, RMC, CMC
Cairo Town Clerk



Minutes

**Town of Cairo
Special Town Board Meeting @9:00 am
Location: Town Hall Meeting Room**

July 31, 2012

The Town Board of the Town of Cairo met for a Special Town Board meeting on Tuesday, July 31, 2012 at the Town Hall, Main Street, Cairo, New York.

Deputy Supervisor Doug Ostrander, called the meeting to order at 9:00 AM and then asked the attendees to Pledge Allegiance to the Flag. The following members were present: Councilperson Joyce, Councilperson Puorro and Councilperson Suttmeier.

Resolution No. 190 -12 “Appoint Court Clerk” offered by Councilperson Ostrander and seconded by Councilperson Suttmeier:

WHEREAS, the Cairo Town Board recognizes the need to hire sufficient staff to continue the important work of the Town Court, and

WHEREAS, the Cairo Town Board approves the hiring of a Town Court clerk to fill the current vacant position; and

WHEREAS, the Cairo Town Board acknowledges that it has reviewed the applications of the potential candidates and reviewed the recommendations of the Town Court staff; and

NOW, THEREFORE, IT IS HEREBY RESOLVED, the Town of Cairo appoints Julie Hepperle as a part-time court clerk to be hired at the rate of \$10.75 per hour and said appointment to

be effective immediately.

AND IT IS FURTHER RESOLVED THAT, the cost will be appropriated from the Town Budget account in the approved 2012 budget.

All members in favor – motion carried.

A motion was made by Councilperson Suttmeier and seconded by Councilperson Ostrander to adjourn the meeting at 9:30 AM.

Respectfully submitted,

Tara A. Rumph, RMC, CMC
Cairo Town Clerk



Minutes

Town of Cairo Town Board Work Session @4pm Location: Town Hall Meeting Room

August 8, 2012

The Town Board of the Town of Cairo met for a work session meeting on Wednesday, August 8, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta called the meeting to order at 4:00 PM and then asked the attendees to Pledge Allegiance to the Flag with all Board members present.

Supervisor Banta opened the four bids for the purchase of two F550's and one F350. All bids attached a non-collusion form signed and dated. The following bids are as follows:

Carmody Ford, Greenwich, NY Truck #1 \$64,013.00, Truck #2 \$64,013.00, Truck #3 \$55,050.00
For a total of \$183,076.00.

Interstate Ford, Hartford, Ct Truck #1 and #2 \$58,167.00 per truck and truck #3 \$52,383.00. For a total of \$168,717.00.

VanBortel, E. Rochester, NY Truck #1 and #2 \$58,033.00 per truck and truck #3 \$52,298.00.
For a total of \$168,364.00

Crossroads Ford, Ravena, NY Truck #1 43,413.84, Truck #2 \$46,502.84 and Truck #3 \$35,222.84.
For a total of \$125,139.52

Robert Hempstead, Highway Superintendent stated to the Town Board, that he would like to review the bids and report back to the board about the purchase of the trucks.

Kathy Jurgens, Water Administrator presented to the Town Board a proposed Tapping Fee Schedule for the Cairo Water District. Brief discussion followed.

Resolution No. 191-12 "Adoption of Tapping Fee for Water District" offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby adopt the following Tapping Fee for the Water District:

| | |
|------------|----------------------|
| 3/4" tap | Presently - \$350.00 |
| 1" tap | \$400.00 |
| 1 1/4" tap | \$450.00 |
| 1 1/2" tap | \$500.00 |
| 2" tap | \$750.00 |
| 3" tap | \$900.00 |
| 4" tap | \$1,050.00 |
| 6" tap | \$1,550.00 |

BE IT FURTHER RESOLVED, that this tapping fee will be added to the current Town of Cairo fee schedule.

Councilperson Suttmeier asked for a roll call vote.

| | |
|-------------------------|---------|
| Councilperson Suttmeier | Aye |
| Councilperson Ostrander | Aye |
| Councilperson Joyce | Aye |
| Councilperson Puorro | Abstain |
| Supervisor Banta | Aye |

4 Ayes, 1 Abstain – motion carried.

Alan Tavenner from Delaware Engineering updated the Town Board on the current Sewer District. Brief discussion followed. Alan Tavenner and Joe Myers will work together to prepare a bid package for the pumping of 125 septic tanks. Highway Superintendent will work with sewer department to have tanks opened and closed in conjunction with the pumping of tanks.

Resolution No. 192 – 12 “Pumping of Septic Tanks Out To Bid”

Councilperson Puorro offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of The Town of Cairo authorizes Alan Tavenner and Joe Myers to create spec sheets and to put out to bid the pumping of 125 septic tanks.

BE IT FURTHER RESOLVED, that Alan Tavenner will notify DEC with our proposal.

Councilperson Ostrander seconded the motion.

All members in favor – motion carried.

The necessity of monitoring and controlling Clothing Bins within the Town of Cairo arose. The Town Board feels it is a collection area for littering and needs to be cleaned up. Town

Attorney, Tal Rappleyea will draft a local law regarding the placement of clothing bins within the Town of Cairo.

Alan Tavenner mentioned that he spoke to DOT regarding the installation of guide rail around the pump house. Highway Superintendent, Robert Hempstead stated that he spoke to DOT as well and that the Town of Cairo will install the guide rail according to DOT specs.

Supervisor Banta stated that the town received a letter from Attorney Michael Esslie requesting a public hearing for a variance on Local Law #2 of 2012 “Imposing a Temporary Six Month Moratorium on Approvals Involving Resorts”. After brief discussion, it was decided that the public hearing will be held on August 22, 2012 at 8:30pm. The Town Clerk will submit the legal in the paper.

Supervisor Banta stated that each department’s budget requests are due back by August 17, 2012 and that the board needed to start scheduling budget work sessions. It was decided that the first budget session will be August 27, 2012 at 4:30pm at the Town Hall.

The discussion of the enforcing of the 911 sign law arose. It was decided that the police department will do an inventory during their patrolling of the town and will report back to the board.

Town Attorney, Tal Rappleyea stated that he spoke with DEC regarding the order on consent involving the bulk storage tanks.

Resolution No. 193 -12 “Supervisor to Sign Order on Consent and Send Check to DEC” offered by Councilperson Ostrander and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize Supervisor Banta to Sign and Send Check to DEC regarding the bulk storage tanks.

All members in favor – motion carried.

Resolution No.194 -12 “Accept Insurance quote through Trident Insurance” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby accept the insurance quote from Trident Insurance Company.

All members in favor – motion carried.

Resolution No. 195 -12 “Board to Move into Executive Session” offered by Councilperson Ostrander and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 5:35 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. 196-12 “Board to exit Executive Session” offered by Councilperson Suttmeier and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 6:35 PM.

All members in favor – motion carried.

Let the record show that Councilperson Suttmeier left the meeting at 6:45. Bill Wolf asked the board about his junk/salvage licenses. Brief discussion followed. Supervisor Banta asked the Town Clerk to phone Tal Rapplelea in the morning for his recommendations on issuance of conditional licenses.

Motion was made by Councilperson Ostrander and seconded by Councilperson Puorro to adjourn the meeting at 6:55 PM.

Respectfully submitted,

Debra Sommer
Deputy Cairo Town Clerk



Minutes

**Town of Cairo
Town Board Meeting @7pm
Location: Town Hall Meeting Room**

August 22, 2012

The Town Board of the Town of Cairo met for a Town Board meeting on Wednesday, August 22, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 7:00 PM and then asked the attendees to Pledge Allegiance to the Flag. Councilperson Puorro was absent.

The minutes from the July 25, 2012 Board Meeting was accepted by Councilperson Suttmeier and seconded by Councilperson Joyce.

The minutes from the July 31, 2012 Special Meeting was accepted by Councilperson Ostrander and seconded by Councilperson Joyce.

The minutes from the August 8, 2012 Workshop was accepted by Councilperson Joyce and seconded by Councilperson Suttmeier.

Fran Wolf, Trustee of the Library, gave an update as to the activity in the Library.

Supervisor Banta went over the Supervisor's Report. (See Supervisor's Report) He scheduled a budget meeting for Monday, August 27, 2012 at 4:30 pm.

Resolution No. 197 -12 "Receipt of Monthly Supervisor's Report" offered by Councilperson Suttmeier 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 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 August, 2012.

All members in favor – motion carried.

Resolution No. 198 -12 “Accepting Sewer Use Billings Dated August 1, 2012” offered by Councilperson Joyce and seconded by Councilperson Ostrander:

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

BE IT RESOLVED, that the Town Board of the Town of Cairo accepts the Sewer Use Billings as presented from the Sewer Administrator in the amount of \$37,895.36, dated August 1, 2012.

All members in favor – motion carried.

Resolution No. 199 -12 “Accepting Water Penalties Dates August 13, 2012” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

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

BE IT RESOLVED, that the Town Board of the Town of Cairo accepts the Water Penalties as presented from the Water Administrator in the amount of \$1,458.38, dated August 13, 2012.

All members in favor – motion carried.

Resolution No. 200 -12 “Hiring Temporary Supervisor's Clerk” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

WHEREAS, Linda Kuever is absent from her position as Supervisor's clerk for medical

reasons; therefore, be it,

RESOLVED, that the Town Board of the Town of Cairo does hereby approve utilizing and/or hiring Debra Sommer, a current employee, on a temporary basis to fill the Supervisor's Clerk position at the same current pay rate of \$10.75 per hour.

All members in favor – motion carried.

Resolution No. 201-12 “Approve Court Clerk Attendance at the Annual NYS Association of Magistrates Conference” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve Joan VanDenburgh's attendance at the 2012 NYS Association of Magistrates Court Clerk Conference between the dates of September 30, 2012 and October 3, 2012 in Albany, NY.

The Town Board approves the following fees and costs with corresponding receipts:

- Pre-registration fee of \$40.00 (pre-registration is prior to September 26, 2012)
- Commuter two-day meal package in the amount of \$85.00, which includes Monday & Tuesday breakfast and lunch.
- Mileage for daily commute

All members in favor – motion carried.

Resolution No. 202-12 “Water Tapping Fee Update to Fee Schedule” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

WHEREAS, the Town of Cairo adopted a revised Fee Schedule on April 25, 2012,

AND, WHEREAS, the Town of Cairo adopted a Water Tapping Fee Schedule on August 8, 2012 for Water Tapping Fees for ¾” to 6” Taps.

AND, WHEREAS, the Water Administrator requests a Tapping Fee for an 8” tap and a Fire Hydrant.

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve the following additional tapping fees:

- 8” Tapping Fee of \$2,250
- Fire Hydrant Tapping Fee of \$100

All members in favor – motion carried.

Resolution No. 203 -12

“Fee Schedule Amendment” offered by

Councilperson Joyce and seconded by Councilperson Ostrander:

WHEREAS, the Town of Cairo adopted a revised Fee Schedule on April 25, 2012, and

WHEREAS, the Town of Cairo included a fee for Junk Yard/Salvage Yard licenses in the amount of \$300 as a result of an increase in the fee last year that was charged to the license/permit recipients, and

WHEREAS, the Local Law for Salvage & Junk Yards LL6-1985 effective June 1, 1985 adopted in February of 1985 states that the annual license fee of \$25.00 in Section XI License Fees has not been revised or updated accordingly-following the process to update said Local Law, therefore,

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby amend the fee in the Fee Schedule for Junk Yard/Salvage Licenses from \$300 to \$25.

All members in favor – motion carried.

Resolution No. 204 -12

“Refund to Waldron’s Junk/Salvage Yard” offered

by Councilperson Suttmeier and seconded by Councilperson Joyce:

Be it resolved, that the Town Board of the Town of Cairo does hereby authorize a refund of \$275.00 to Waldron’s Junk/Salvage Yard.

All members in favor – motion carried.

Resolution No. 205 -12

“Budget Amendments and Payments of Bills on

Abstract #316” offered by Supervisor Banta and seconded by Councilperson Joyce:

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

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

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

| | | | |
|------|------------|-----------------------------|-----------|
| From | A-1990.4 | Contingent | -1,182.07 |
| To | A-1330.4 | Tax Collector - Contractual | +1,182.07 |
| From | A-1620.408 | RR Ave - Contractual | -3,770.00 |
| To | A-1620.2 | Buildings - Equipment | +3,770.00 |

| | | | |
|------|-------------|--------------------------------|---------|
| From | A-7310.15 | Youth Programs-Persnl Serv | -260.41 |
| To | A-7310.4 | Youth Programs-Contractual | +260.41 |
| From | DA-5142.425 | Snow Removal - Gas | -758.27 |
| To | DA-5110.425 | Maint of Roads - Gas | +758.27 |
| From | DA-5110.4 | Maint of Roads – Contractual | -93.60 |
| To | DA-8760.4 | Emergency Disaster-Contractual | +93.60 |

And be it further RESOLVED, the Town Board does hereby authorize that Abstract #316, consisting of 2012 Vouchers #1972 through #2104 in the amount of \$557,950.78 is approved for payment.

The total amount to be paid from the:

| | | | |
|---------------------|--------------|-------------------|------------|
| General Fund - | \$142,724.23 | Street Lighting - | |
| Highway Fund - | \$67,086.15 | Sewer Fund - | \$5,366.58 |
| Cap. Library Fund - | \$152,882.03 | Water Fund - | \$3,947.38 |
| Cap. Sewer Fund - | \$185,865.46 | Trust & Agency - | \$78.95 |
| Hydrant Fund – | | | |

All members in favor – motion carried.

Resolution No. 206 -12 “Approve Supt. Of Highways to spend money”

offered by Councilperson Joyce and seconded by Councilperson Ostrander:

Be it resolved that the Town Board of the Town of Cairo does hereby give permission to Robert Hempstead, Superintendent of Highways, to expend money through the Agreement for the expenditure of Highways Moneys, Section 284 of the Highway Law.

All members in favor – motion carried.

Bid Specs for Septic

Supervisor Banta stated he will follow up tomorrow with Joe Meyers or Dave Jennings for the Bid Specs for the waste water pump-outs.

Junkyard/Salvage Yard Licenses

The Town Board visited all the junk yards in town and will be issuing conditional licenses.

Proposed Local Law on Regulating Storage Bins

Supervisor Banta presented the draft of the Local Law on Storage Bins. The Board will read it over and discuss at Workshop.

Fran Wolfe, Trustee of the Cairo Library, asked if the furniture invoices would be paid. Supervisor Banta stated there was just one invoice that still did not have the correct documentation.

John Morgese asked if the outflow of the Waste Water Treatment Plant was ever tested. What is causing algae where it dumps. Joe Meyers will be contacted about this.

Dave Robinson, Board of Directors of Cairo Little League, questioned the Board about other organizations using the baseball fields since they are the one putting all the money into them. He was informed that it is Town property and anyone using the field will return it to its original condition.

Councilperson Ostrander stated that all events will be listed on the Town's website.

Mike Esslie asked the Town Board that if the property he represents at Meadow Fields Apts., goes in a different direction and keeps it as a motel, can they just go ahead and start their project. Tal Rappleyea, Attorney for the Town, suggested this request is too vague and the Board should not make a decision on this.

Resolution No. 207 -12 "Board to Move into Executive Session" offered by Councilperson Puorro and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 8:10 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. 208 -12 “Board to exit Executive Session” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 8:30 PM.

All members in favor – motion carried.

Public Hearing - **The Town Board paused the Town Board meeting at 8:30 PM to have a Public Hearing for Michael Esslie, Attorney at Law, representing Meadowfields Apts, LLC (Vasileios Paganos), who requested a variance for Meadowfield Apartments, pursuant to Section 8 of the Town of Cairo Local Law #2 of 2012 – Imposing a Six Month Moratorium on Approvals involving Resorts adopted 6/27/12 and filed 7/6/12.**

The Public Hearing ended at 8:55 PM and the Town Board Meeting resumed. (See Minutes for Public Hearing)

Resolution No. 209 -12 “Board to Move into Executive Session” offered by Councilperson Suttmeier and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 8:55 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. 210 -12 “Board to exit Executive Session” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 9:10 PM.

All members in favor – motion carried.

Resolution No. 211 -12

“Court Clerk Raise” offered by Councilperson

Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does raise Court Clerk Joan Vandenberg from \$11.10 per hour to \$11.35 per hour retroactive to 6/19/12.

All members in favor – motion carried.

Resolution No. 212 -12

“Amend Resolution No. 200 - Hiring Temporary Supervisor’s Clerk” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

Be it resolved, that the Town Board of the Town of Cairo does here amend Resolution No. 200 to increase the rate of pay for Debra Sommer to \$11.60.

All members in favor – motion carried.

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

Respectfully submitted,

Tara A. Rumph, RMC, CMC
Cairo Town Clerk

830.

Ted gave

Mike esslie rep meadowfields apt. site plan 10 units converted to senior housing. Private money. Former resort vacant convert to use to seniors in area. Confusion

Within pb review project for 18 months. Pb ecided ompleted a scope ph did ot reveive comments ro objections. Thired week of may submitted a draft eif pb voted on june 12 that the project was in conformity.

Comments

Rosemarie issues were not resolved. What is the vote. Town has 30 days to render a decision to

Tal if bd grants variance proved and unced. Moratorian would go vack to pb and proceed where they left off.

Rosemarie – neighbors is opposed never been spoken to by owners the owny time pb unanimous that as a multi neg impact on surrounding

If it were a senior housing project, they would not be against it. Multi famly dwelling would a step back. Person does not live in our community.

What is hardship. No kind of approval. Property values would plummet.

What is the agreement between pb an this client.

What guarantee it will be senior citizen. John morgese no facility

Ed forrester. Project in front of pb 18 months. His object – not criteria in place for senior housing

Rudy reinhard – hay fiel

Mike esslie – conversation agree on numbe of principals to work out language certification by landlord he complied.

Ed town board must set r and r not the pb

Rosemarie – standards never showed. They would welcome sc. This project is step back.

Applicatnt would put into deed senior housing. Debi sommer.

Town board will process information given, tb has 30 days

Close 8:55.

Executirve ray doug 8:55

Executirve doug dan 9:10

Resol raise court clerk



Minutes

**Town of Cairo
Special Town Board Meeting @ 3:30pm
Location: Town Hall Meeting Room**

September 5, 2012

The Town Board of the Town of Cairo met for a Special Town Board meeting on Wednesday, September 5, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Banta called the meeting to order at 3:45pm and then asked the attendees to Pledge Allegiance to the Flag. The following members were present: Councilperson Joyce, and Councilperson Suttmeier. Councilperson Ostrander and Councilperson Puorro were absent.

Resolution No. 213 -12 "Purchase of Oshkosh Plow Truck"

Councilperson Suttmeier offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Highway Superintendent, Robert F. Hempstead to purchase a 1969 Oshkosh Plow Truck, VIN # 10982 from auctionsinternational.com. for a purchase price of \$5,005.00

Seconded by Councilperson Joyce.

All members in favor – motion carried.

Resolution No. 214 -12 "Authorizing Highway Superintendent to purchase a truck through Auctions International on September 6, 2012"

Councilperson Joyce offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Highway Superintendent, Robert F. Hempstead to bid on a 1999 International 2674 All Season Dump Truck, VIN# 1HTGKADR4XH241341 from www.auctionsinternational.com on September 6, 2012;

BE IT FURTHER RESOLVED, that the purchase price will not exceed \$45,000.00.

Seconded by Councilperson Suttmeier.

All members in favor – motion carried.

This meeting was called to discuss highway budgetary issues.

Resolution No. 215-12 “Enter into Executive Session” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 4:00 PM to discuss medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation within the Town of Cairo.

All members in favor – motion carried.

Resolution No. 216-12 “Board to exit Executive Session” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 5:00 PM.

All members in favor – motion carried.

A motion was made by Councilperson Suttmeier and seconded by Councilperson Joyce to adjourn the meeting at 5:05PM.

Respectfully submitted,

Debra Sommer

Deputy Town Clerk



Minutes

Town of Cairo Work Session

Location: Town Hall Meeting Room

September 12, 2012

The Town Board of the Town of Cairo met for a work session meeting on Wednesday, September 12, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Banta called the meeting to order at 4:00 PM and then asked the attendees to Pledge Allegiance to the Flag with all Board members present.

Supervisor Banta introduced and welcomed the new reporter, Kyle Adams from the Daily Mail.

The board discussed the Meadowfield's Variance application and felt that the applicant did not substantiate a hardship case.

Resolution No. 217-12 "Denial of Meadowfield's Apartment Variance" offered by Councilperson Puorro and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby deny the Meadowfield's Apartment Variance application.

BE IT FURTHER RESOLVED, that the Town Attorney Tal Rappleyea will draft the denial letter.

All members in favor – motion carried.

Resolution No. 218-12 "Authorizing Highway Superintendent And Supervisor To Sign Agreements with Engineer"

Councilperson Puorro offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Supervisor and the Highway Superintendent to sign two agreements with Praetorius and Conrad, P.C. for professional engineering services.

BE IT FURTHER RESOLVED, The first agreement will be the Harold Myers Road Culvert with an estimate of \$22,000.00 and the second agreement will be the Sandy Plains Road Box Culvert with an estimate of \$25, 400.00.

Seconded by Councilperson Joyce.

All members in favor – motion carried.

Resolution No. 219 -12 “Sponsor Candidates for Police Academy”

Supervisor Banta offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo agrees to sponsor Joseph Feml and Kevin Haverly for the 2012-2013 Zone 14 Police Academy.

Seconded by Councilperson Ostrander.

All members in favor – motion carried.

Resolution No. 220-12 “Accept Septic Tank Clean Out Bids” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby accept the bid from Hunter Environmental with a Unit Price of \$199.98 per tank.

All members in favor – motion carried.

Discussion following regarding the time frame to open and close 125 tanks before the winter. Alan Tavenner, Kathy Jurgens, and Robert Hempstead will be meeting next week to sort out the particulars.

Resolution No. 221-12 “Accept Draft of Local Law Regulating Storage Bins” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of The Town of Cairo does hereby accept the draft of local law “Regulating Storage Bins” and,

BE IT FURTHER RESOLVED, that the public hearing will be held on Wednesday, September 26, 2012 at 8:00pm.

All members in favor – motion carried.

The Town Board scheduled the next budget session meeting for Wednesday, September 19, 2012 at 4:00pm.

A request was received from the Cairo Chamber of Commerce regarding insurance. The Town Board will review the situation.

Let the record show that Supervisor Banta excused himself from the meeting at 4:30pm.

Public comment followed with one resident informing the board of three break-ins on one Main Street store. The resident would like to know procedures of Cairo Police Department, Sheriff's Office and State Police regarding the communications between agencies. Deputy Supervisor Ostrander informed the resident that the board will look into this matter.

Motion was made by Councilperson Suttmeier and seconded by Councilperson Puorro to adjourn the meeting at 4:40PM.

Respectfully submitted,

Debra Sommer
Deputy Cairo Town Clerk



Minutes

**Town of Cairo
Town Board Meeting @7pm
Location: Town Hall Meeting Room**

September 26, 2012

The Town Board of the Town of Cairo met for a Town Board meeting on Wednesday, September 26, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 7:00 PM and then asked the attendees to Pledge Allegiance to the Flag. Councilperson Suttmeier was absent.

MA Tarpinian gave presentation about the 19th Annual Apple Harvest Festival and the events planned for that day. There is going to be 50 plus vendors, local food vendors, Bobby Val Country Music Band with Square dancing, Apple pie baking contest, and a Little Miss or Mr. Cairo. Portion of proceeds of the Apple Festival are going to Toys for Tots. Dot Rosenthal is going to be our town crier.

Janet McKeon gave presentation about the summer recreation program that runs for 6 weeks every summer. She went over the importance of giving the children something to do during the summer.

The minutes from the September 12, 2012 Workshop Meeting was accepted by Councilperson Ostrander and seconded by Councilperson Joyce.

Code Enforcement Officer Stacey Sprague asked Board about household garbage. Councilperson Joyce asked about numerous properties that have been in violation in town.

Superintendent of Highways Robert Hempstead recognized Jimmy Kusisto as the new foreman for the Highway Dept. as of October 1st.

Councilperson Ostrander reported there was excess water in parking lot when it rained. Hempstead will get in touch with company to fix the problem.

Supervisor Banta went over the Supervisor's Report. (See Supervisor's Report) He asked Councilperson Ostrander to assist him in redoing the emergency plan because the plan is outdated.

Resolution No. 222 -12 "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 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 August, 2012.

All members in favor – motion carried.

Resolution No. 223 -12 "Grant Permission to the Justice Court to Apply for the 2012 JCAP Grant" offered by Councilperson Ostrander and seconded by Councilperson Puorro:

WHEREAS, the Town of Cairo Justice Court is in need of (4) filing cabinets, (1) desk and chair, (1) new desktop computer, funds to scan records, and updates to the court security system; and

WHEREAS, there is a 2012 Justice Court Assistance Program Grant (JCAP) available; therefore be it

RESOLVED, that the Town Board of the Town of Cairo does hereby grant permission to the Justice Court to apply for the 2012 JCAP Grant.

All members in favor – motion carried.

Resolution No. 224 -12 “Authorizing a Two Night Accommodation for the Deputy Highway Superintendent’s Conference Attendance” offered by Supervisor Banta and seconded by Councilperson Joyce:

WHEREAS, the Town Board approved the Deputy Highway Superintendent’s attendance to the State Comptroller’s Accounting School, Resolution 173-12, on July 11, 2012;

AND WHEREAS, the Highway Superintendent approved a two night stay accommodation for the conference held in Oneonta because of the long commute and because the overnight accommodations would be less than the daily commute expense; therefore,

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the two night accommodation for the Deputy Highway Superintendent for the attendance at the State Comptroller’s Office Conference, as it is more cost effective than daily mileage and travel time.

All members in favor – motion carried.

Resolution No. 225 -12 “Approve Ambulance Financing” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

WHEREAS, the Town Board approved the purchase of a new ambulance on May 9, 2012, Resolution 120-12;

AND WHEREAS, the Town has received financing options from 3 vendors:

The Bank of Greene County: 3 yr at 2.09% & 5 yr at 2.29%

Integrated Vehicles & Equipment Leasing: 5 yr at 4.96% & 6 yr at 4.99%

Advantage Funding: 3 yr at 3.97% & 4 yr at 3.99%

The lowest financing option submitted by the Bank of Greene County; therefore,

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve the 5 year financing option provided by the Bank of Greene County at 2.29%.

All members in favor – motion carried.

Resolution No. 226 -12 “Fee Schedule Amendment” offered by Councilperson Ostrander and seconded by Councilperson Puorro:

WHEREAS, the Town of Cairo adopted a revised Fee Schedule on April 25, 2012;

AND WHEREAS, the Town of Cairo has updated the fee schedule on 6/13, 8/8, & 8/22;

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby amend the Fee Schedule to add a \$20 FOIL Deposit for Maps and to delete the escrow comment in parentheses in the line item for Curb Cut/Driveway Upgrade-deleting “Escrow established by the Highway Dept”.

All members in favor – motion carried.

Resolution No. 227 -12 “Accepting Sewer EDU Billings Dated September 4, 2012” offered by Supervisor Banta and seconded by Councilperson Joyce:

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

RESOLVED, that the Town Board of the Town of Cairo accepts the Sewer EDU Billings as presented from the Sewer Administrator in the amount of \$59,500.00, dated September 4, 2012.

All members in favor – motion carried.

Resolution No. 228 -12 “Accepting Sewer Use Penalties Dated September 17, 2012” offered by Supervisor Banta and seconded by Councilperson Ostrander:

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

RESOLVED, that the Town Board of the Town of Cairo accepts the Sewer Use Penalties as presented from the Sewer Administrator in the amount of \$2,721.93, dated September 17, 2012.

All members in favor – motion carried.

Resolution No. 229 -12 “Budget Amendments and Payments of Bills on Abstract #318” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

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

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

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

| | | | |
|------|----------|---------------------------|---------|
| From | A-1990.4 | Contingent | -35.05 |
| To | A-1010.4 | Legislative - Contractual | +35.05 |
| From | A-1990.4 | Contingent | -175.70 |

| | | | |
|------|-------------|------------------------------|------------|
| To | A-1330.4 | Tax Collector - Contractual | +175.70 |
| From | A-1990.4 | Contingent | -3,936.85 |
| To | A-1420.4 | Law – Contractual | +3,936.85 |
| From | A-1620.202 | Buildings – Improvements | -5,826.27 |
| From | A-1620.407 | Buildings – Contractual ACC | -1,489.65 |
| To | A-1620.2 | Buildings – Capital Outlay | +7,315.92 |
| From | | Fund Balance | -10,413.59 |
| To | DA-5110.4 | Maint. Of Road – Contractual | +10,413.59 |
| From | DA-5142.425 | Snow Removal - Gas | -198.44 |
| To | DA-5110.425 | Maint of Roads - Gas | +198.44 |
| From | | Fund Balance | -2,887.94 |
| To | DA-5130.4 | Machinery-Contractual | +2,887.94 |

And be it further RESOLVED, the Town Board does hereby authorize that Abstract #318, consisting of 2012

Vouchers #2138 through #2265 in the amount of \$212,336.74 is approved for payment. The total amount to be paid from the:

| | | |
|---------------------------------|-------------------|------------|
| General Fund - \$61,683.43 | Street Lighting - | |
| Highway Fund - \$108,823.42 | Sewer Fund - | \$7,495.35 |
| Cap. Library Fund - \$33,332.94 | Water Fund - | \$984.45 |
| Cap. Sewer Fund - | Trust & Agency - | \$17.15 |

Gail and John Kargoe gave update on the Tommy Guns dinner. Hartmanns

Bakery donated the cakes for the event and Moki Pambianchi did the decorations.

Public Hearing - **The Town Board paused the Town Board meeting at 8:00 PM to have a Public Hearing for Regulating Storage Bins.**

The Public Hearing ended at 8:05 PM and the Town Board Meeting resumed. (See Minutes for Public Hearing)

Resolution No. 230 -12 “Accept Local Law No. 3 - Regulating Storage Bins” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

Be it resolved that the Town Board of the Town of Cairo does hereby accept the Local Law 3 - Regulating Storage Bins in the Town of Cairo.

All members in favor – motion carried.

Resolution No. 231 -12 “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 8:20 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. 232 -12 “Board to exit Executive Session” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 9:00 PM.

All members in favor – motion carried.

Resolution No. 233 -12 “Deny Variance for Meadowfields Apt.” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

**TOWN BOARD OF THE TOWN OF CAIRO RESOLUTION VARIANCE
APPLICATION FOR RELIEF FROM TOWN RESORT CONVERSION
MORATORIUM MEADOW FIELDS APARTMENTS, LLC/PAGANOS**

WHEREAS, the Town of Cairo’s Comprehensive Plan includes as one of the several goals of the Town, the preservation and encouragement of the tourism and resort industry within the Town; and

WHEREAS, Meadow Fields Apartments, LLC and Vasileios Paganos (hereinafter referred to “Applicants”) are the owners of certain real property located at 940 County

Route 24, Round Top, Cairo, NY, and

WHEREAS, the Town Board of the Town of Cairo, based upon the existence of several potential conversions of resort properties into other uses within the Town, enacted a moratorium local law to allow the Town to review and possibly regulate the potential negative and positive impacts of such conversions to the Comprehensive Plan and the Town. Said moratorium is entitled Town of Cairo Local Law #2 of 2012, entitled “A Local Law Imposing a Temporary Six Month Moratorium on Approvals Involving Resorts”; and

WHEREAS, the Applicants initially filed a site plan review application with the Town of Cairo Planning Board seeking to convert a building located on such property from the former use as a resort to that of a senior housing facility in early 2008 and pursued the application through the normal process each month for several months, but did not attend August, September, and October 2008 meetings, with the application being ultimately withdrawn in November of 2008. The matter then lay dormant until re-filed in 2011 with the review and normal process before the Planning Board occurring each month until halted as the result of the above-mentioned moratorium following the June 2012 Planning Board meeting; and

WHEREAS, thereafter, the Applicants filed an application for a variance from the moratorium, pursuant to Section 8 thereof, wherein it states that

“Should any owner of property affected by this Local Law suffer an unnecessary hardship in the way of carrying out the strict letter of this Local Law, then the owner of said property may apply to the Town Board of the Town Cairo in writing for a variance from the strict compliance with this Local Law upon the submission of proof of such unnecessary hardship. For the purpose of this Local Law, unnecessary hardship shall not be mere delay in being permitted to make application or waiting for a decision on the application for a subdivision, variance, special use permit, site plan, site plan review, building permits, other municipal approvals or permits during the period the moratorium imposed by this Local Law.”

WHEREAS, the Town Board scheduled and duly noticed a public for such application, which occurred on August 22, 2012; and

WHEREAS, the Applicant appeared only by its counsel Michael Esslie, Esq., and who offered statements relating solely to the procedural history of the application and the Applicant's opinion regarding the compatibility of the proposed use with the Town's Comprehensive Plan;

WHEREAS, several members of the public attended the public hearing, speaking both in favor of and against the granting of the variance application; and

WHEREAS, at the close of the public hearing, the Applicant's counsel submitted a written 4 (four) page narrative containing a recapitulation of Applicant's counsel's statements during the public hearing and one sub-paragraph relating to an alleged unnecessary "pecuniary" loss of "having to pay monthly mortgage payments, taxes, insurance and loss of rent income." The narrative also included four pages of copies of recent Town of Cairo Planning Board minutes, which purportedly support the argument that the underlying application is consistent with the Comprehensive Plan.

NOW THEREFORE

Upon a review and consideration of all testimony, statements and written documentation submitted, the Town Board of the Town of Cairo hereby

FINDS, DETERMINES AND RESOLVES THAT the standard of review and proof for the granting of a variance pursuant to the aforementioned Local Law #2 of 2012 requires the applicant to submit proof of an unnecessary hardship and that "...unnecessary hardship shall not be mere delay in being permitted to make application or waiting for a decision on the application for a subdivision, variance, special use permit, site plan, site plan review, building permits, other municipal approvals or permits during the period the moratorium imposed..." by that local law; and further

FINDS, DETERMINES AND RESOLVES THAT the Applicant failed to carry such burden of proof, specifically

1. The oral statements provided by Applicant's counsel during the public hearing related entirely to the Applicant's opinion that the underlying project is consistent with the Town's Comprehensive Plan and no offer of proof relating to an

unnecessary hardship.

2. The written narrative contains 6 (six) subparagraphs labeled “Hardship”.

However a review of the narrative reveals that

a) The first Hardship is an argument that the project is consistent with the Comprehensive Plan and thus should not be discarded.

Even if this argument is accepted at face value, without any supporting documentation, it fails to carry the Applicant’s burden in that it does not allege an unnecessary hardship and merely opines that the variance should be granted because of the alleged consistency with the Comprehensive Plan.

b) The second Hardship is the same argument, restated in different terms. This argument fails for same reasons set forth above in a).

c) The third Hardship is an argument that the moratorium places an additional level of review on the project that no other Applicant has had to face.

Moratoria have long been recognized as legitimate tools for municipalities to utilize to protect significant local interests against potential threats and have been repeatedly accepted by the Courts of the State of New York as an appropriate manner in which to protect those interests. Indeed, the Town Board could have implemented a moratorium that did not include a variance process and the fact that such a process is permitted provides the Applicant greater safeguard than the typical moratorium. There can be no unnecessary hardship by the mere fact of the enactment of the moratorium herein.

d) The fourth Hardship is the argument that the Applicant will allegedly lose mortgage payments, taxes, insurance and suffer a loss of rent income.

Again, without any factual basis as an offer of proof it is impossible for the Town Board to assess the alleged hardship as it

relates to the payment of the Applicant’s mortgage, real property taxes, etc. Further, it is submitted that the payments set forth in this argument would need to be paid regardless of the existence of the moratorium and are payments that virtually every owner of real property in the Town of Cairo must make.

e) The fifth and sixth Hardships are the same argument as set forth in a) and b) above, but again merely stated in different terms.

As set forth above in the analysis of the first Hardship, even if this argument is accepted at face value, without any supporting documentation, it fails to carry the Applicant’s burden in that it does not allege an unnecessary hardship and merely opines that the variance should be granted because of the alleged consistency with the Comprehensive Plan.

3. The written narrative is a factually unsubstantiated statement by Applicant’s counsel without any form of evidentiary, testimonial, sworn or any other proof to support the uncorroborated claims; and the Board further

FINDS, DETERMINES AND RESOLVES THAT any argument that Applicant may make relating to an unnecessary hardship due to delay cannot be deemed to have weight in the Town’s Board’s consideration herein, since the application for this project has been before the Planning Board, on and off, for the past several years, with most of that time period attributable to either the Applicant’s failure to appear at scheduled meetings or as the result of the application being withdrawn by the applicant.

Based upon the above, on a motion by Councilman Puorro and seconded by Councilman Ostrander and unanimously carried, the application for the variance was denied.

| VOTING TO DENY THE APPLICATION: | AYE | NAY | OTHER |
|---------------------------------|-----|-----|--------|
| Supervisor Banta | X | | |
| Councilman Puorro | X | | |
| Councilman Ostrander | X | | |
| Councilman Joyce | X | | |
| Councilman Suttmeier | | | Absent |

Resolution Enacted: September 12, 2012
Filed: September 26, 2012
Tara A. Rumph, Town Clerk, RMC, CMC

All members in favor – motion carried.

Resolution No. 234 -12 “Authorize Supervisor to sign Retainer” offered by
Councilperson Puorro and seconded by Councilperson Ostrander:

Be it resolved that the Town Board of the Town of Cairo does hereby authorize the
Supervisor to sign the updated retainer agreement for the attorneys.

All members in favor – motion carried.

Resolution No. 235 -12 “Authorize Ambulance Administrator to Auction
Vehicle” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

Be it resolved that the Town Board of the Town of Cairo does hereby give permission to
Ambulance Administrator to auction the oldest ambulance.

All members in favor – motion carried.

A motion was made by Councilperson Ostrander and seconded by Councilperson Joyce
to adjourn the meeting at 9:10 PM.

Respectfully submitted,

Tara A. Rumph, RMC, CMC
Cairo Town Clerk



Minutes

Town of Cairo Town Board Public Hearing on “Regulating Storage Bins”

September 26, 2012

The Town Board of the Town of Cairo held a Public Hearing on Wednesday, September 26, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 8:00 PM with the following Board Members present: Councilpersons Ostrander, Joyce and Puorro. Councilperson Suttmeier was absent.

The purpose of the Public Hearing is to receive public comment on a Local Law Proposed to Regulate Storage Bins.

Supervisor Banta read excerpts from the Proposed Local Law.

The Town Board of the Town of Cairo finds and declares that the intrusion of non-regulated storage bins is causing annoyance to citizens in the Town of Cairo and may lead to negative visual impacts and potential health hazards. The provisions contained in this local law are intended to prohibit the placement of storage bins in the Town of Cairo except in accordance with the terms of this local law so as not to negatively impact the health and safety of the residents of the Town.

Storage Bins Prohibited Without Permit. Conduct

a. No person, corporation, entity, organization or group shall place a storage bin in any location within the Town of Cairo, except in the following locations and with the owners consent thereof, unless such person shall first obtain a permit from the Town:

- i. Property owned by the Town of Cairo;
- ii. Property owned by a duly organized fire company or district;

iii. Property owned by a church or other place of worship.

Motion was made by Councilperson Ostrander and seconded by Councilperson Joyce to close the Public Hearing at 8:05 PM.

Respectfully submitted,

Tara A. Rumph, CMC, RMC
Cairo Town Clerk



Minutes

Town of Cairo

Budget Work Session

October 4, 2012

The Town Board of the Town of Cairo met for a budget work session meeting on Thursday October 4, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta called the meeting to order at 4:00 PM and then asked the attendees to Pledge Allegiance to the Flag with all Board members present.

The Highway department met with the Board Members to discuss their budget.

Resolution 236-12 "Highway to purchase 20 ton trailer"

Councilperson Joyce offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Highway Superintendent to purchase a Towmaster 20 ton trailer, VIN# 4KNFT20216L161017 for the purchase price of \$7,500.00.

Councilperson Ostrander seconded the motion.

All members in favor – motion carried.

A motion was made by Councilperson Joyce and seconded by Councilperson Ostrander to adjourn the meeting at 5:00pm.

Respectfully submitted,

Debra Sommer

Deputy Town Clerk



Minutes

Town of Cairo

Town Board Work Session

October 10, 2012

The Town Board of the Town of Cairo met for a work session meeting on Wednesday, October 10, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Banta called the meeting to order at 4:05 PM and then asked the attendees to Pledge Allegiance to the flag. Councilperson Ostrander, Councilperson Joyce, Councilperson Suttmeier were present. Councilperson Puorro was absent.

Resolution No 237-12 - "Recognize October 2012 as Bullying Awareness Month"

Councilperson Ostrander offered the following resolution and moved its adoption:

WHEREAS, We must safeguard schools and communities for our children, and, through our recognition of the serious issues that face them each day, offer our children an environment that holds promise and security; and

WHEREAS, Many organizations, school districts, educators and parents have publicly expressed concern about the bullying of children; and

WHEREAS, Each day an estimated 160,000 children refuse to go to school because they dread the physical and verbal aggression of their peers, and the loneliness that comes from

being excluded and made the target of rumors and cyber-bullying; many more students attend school in a chronic state_of anxiety; and

WHEREAS, It is important that we acknowledge and heighten awareness about the serious issues and the negative effects of bullying, including the long-term damage it can cause in our youth as well as the risks of teenage suicide; and

WHEREAS, Providing a safe physical and emotional environment is a significant goal and a personal responsibility of each individual; and

WHEREAS, It is time to “Recognize & Extol the Virtues & Attributes of Positive Moral Character & disparage, reject, and stop Bullying!”; now, therefore,

BE IT RESOLVED, the Town of Cairo does hereby designate the month of October 2012 as Bullying Awareness Month as a symbol of our commitment to the year-round struggle against bullying.

Councilperson Joyce seconded the motion.

All members in favor – motion carried.

Resolution No. 238 – 12 - “Building & Code Enforcement Conference Travel”

Supervisor Banta offered the following resolution and moved its adoption:

WHEREAS, the Building & Code Enforcement Officers have to participate in annual training to maintain applicable certifications; therefore,

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Building & Code Enforcement Officers attendance at the Capital District Educational Conference in Albany on October 16th & 17th. Daily commute and travel expenses according to the Town’s Travel Policy will apply.

Councilperson Ostrander seconded the motion.

All members in favor – motion carried.

Resolution No. 239 – 12 - “Fee Schedule Amendment”

Councilperson Suttmeier offered the following resolution and moved its adoption:

WHEREAS, the Town of Cairo adopted a revised Fee Schedule on April 25, 2012;

AND WHEREAS, the Town of Cairo has updated the fee schedule on 6/13, 8/8, 8/22, & 9/26;

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby amend the Fee Schedule to adjust the Commercial Alterations & Repairs Level II section from \$.15 to \$.30 per sq. ft. of reconfigured space.

Councilperson Joyce seconded the motion.

All members in favor – motion carried.

Resolution No. 240-12 – “Bond Resolution For Acquisition Of A 2012 Ambulance”

BOND RESOLUTION DATED OCTOBER 10, 2012

A RESOLUTION AUTHORIZING THE ACQUISITION OF A 2012 AMBULANCE AND ISSUANCE OF SERIAL BONDS OF THE TOWN OF CAIRO, GREENE COUNTY, NEW YORK IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$95,000 PURSUANT TO THE LOCAL FINANCE LAW TO FINANCE THE COST THEREOF, AND DELEGATING CERTAIN POWERS IN CONNECTION THEREWITH TO THE TOWN SUPERVISOR.

BE IT RESOLVED, by the Town Board of the Town of Cairo, Greene County, New York (the "Town") (by the favorable vote of not less than two-thirds of all of the members of the Town Board) as follows:

SECTION 1. The specific purpose (hereinafter referred to as "purpose") to be financed pursuant to this resolution is the acquisition of a 2012 Demers Sprinter 3500 Type II ambulance. The aggregate estimated maximum cost of said purpose is \$95,000 and said amount is hereby

appropriated therefor. It is hereby determined that said purpose is an object or purpose described in subdivision 27-a of paragraph a of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of said purpose is ten years.

SECTION 2. It is hereby determined that the aforesaid purpose constitutes a Type II action as defined under the State Environmental Quality Review Regulation, 6 NYCRR Part 617, which has been determined under SEQRA not to have a significant impact on the environment.

SECTION 3. It is hereby determined that the proposed maturity of the obligations authorized by this resolution will not be in excess of five years from the original date of issuance of such obligations.

SECTION 4. The Town Board plans to finance the total cost of said purpose by the issuance of serial bonds of the Town in an amount not to exceed \$95,000, hereby authorized to be issued therefore pursuant to the Local Finance Law.

SECTION 5. Current funds are not required to be provided prior to the issuance of the bonds authorized by this resolution or any notes issued in anticipation of said bonds.

SECTION 6. The proceeds of the bonds herein authorized and any bond anticipation notes issued in anticipation of said bonds may be applied to reimburse the Town for expenditures made after the effective date of this resolution for the purpose for which said bonds are authorized. This resolution shall constitute a statement of official intent for purposes of Section 1.150-2 of the Treasury Regulations.

SECTION 7. Each of the bonds authorized by this resolution and any bond anticipation notes issued in anticipation of said bonds, shall contain the recital of validity prescribed by Section 52.00 of the Local Finance Law. The faith and credit of the Town are hereby irrevocably pledged for the payment of the principal of and interest on said bonds as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on said bonds becoming due and payable in such year. There shall annually be levied on all the taxable real property of the Town a tax sufficient to pay the principal of and interest on said bonds as the same become due and payable.

SECTION 8. Subject to the terms and contents of this resolution and the Local Finance Law, and pursuant to the provisions of Sections 30.00, 50.00 and 56.00 to 63.00, inclusive, of said Law, the power to authorize bond anticipation notes in anticipation of the issuance of the serial bonds authorized by this resolution and the renewals of said notes and the power to prescribe the terms, form and contents of said serial bonds and said bond anticipation notes (including without limitation the date, denominations, maturities, interest payment dates, consolidation with other issues, and redemption rights), the power to determine to issue said bonds providing for substantially level or declining debt service, and the power to sell and deliver said serial bonds (including as statutory installment bonds), and any bond anticipation notes issued in anticipation of the issuance of such bonds, is hereby delegated to the Town Supervisor, the Chief Fiscal Officer of the Town. The Town Supervisor is hereby authorized to sign any serial bonds issued pursuant to this resolution and any bond anticipation notes issued in anticipation of the issuance of said serial bonds, and the Town Clerk is hereby authorized to affix the corporate seal of the Town to any of said serial bonds or any bond anticipation notes and to attest such seal.

SECTION 9. The Town Supervisor is further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the bonds authorized by this resolution, and any notes issued in anticipation thereof, as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code") and to designate the bonds authorized by this resolution and any notes issued in anticipation thereof as "qualified tax-exempt bonds" for purposes of Section 265(b)(3)(B)(i) of the Code.

SECTION 10. The validity of said serial bonds or of any bond anticipation notes issued in anticipation of the sale of said serial bonds may be contested only if:

- (1) Such obligations are authorized for an object or purpose for which the Town is not authorized to expend money; or
- (2) The provisions of law which should be complied with at the date of the publication of this resolution are not substantially complied with;

and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication; or

(3) Such obligations are authorized in violation of the provisions of the Constitution of New York.

SECTION 11. The Town Clerk is hereby authorized and directed to publish this resolution, or a summary thereof, together with a notice in substantially the form provided by Section 81.00 of the Local Finance Law, in the Catskill Daily Mail, being a newspaper having a general circulation in the Town and hereby designated as the official newspaper of the Town for such publication.

SECTION 12. This resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to vote on a roll call, which resulted as follows:

| | |
|-------------------|----------------------|
| Ted Banta III | VOTING <u>Aye</u> |
| Doug Ostrander | VOTING <u>Aye</u> |
| Raymond Suttmeier | VOTING <u>Aye</u> |
| Dan Joyce | VOTING <u>Aye</u> |
| Tony Puorro | VOTING <u>Absent</u> |

The foregoing resolution was thereupon declared duly adopted.

Supervisor Banta stated that letters will have to be sent to the owners of the clothing bins in the Town of Cairo informing them of our newly enacted law. They will have 30 days to remove the bins. Supervisor's clerk will follow up with a courtesy phone call.

Town Board gave permission to Gerard Buckley to install water lines to his laundromat.

After discussion of upcoming meetings that needed to be scheduled, the board decided that they will have a budget meeting on Friday October 19, 2012 at 9:00am, a zoning meeting

on Monday, November 5, 2012 at 4:00pm and a labor meeting on October 31, 2012 or November 1, 2012. Supervisor will contact the attorney and will inform the board what date the meeting will be held.

Stacy Sprague, Code Enforcement Officer spoke with the board regarding outstanding violations and how would the board like her to proceed. Town Attorney, Tal Rappleyea stated the Town Board has the authority to enforce the local laws with a hearing of property owner and the Town Board. The Town Board can also have the code enforcement officer issue appearance tickets and go through court proceedings. After discussion, the board decided to start court proceedings with all violations brought before the board. Stacy Sprague queried about the property owner that is currently in court and the board decided to hold a hearing with the property owner on Wednesday, November 14, 2012 at 4:30pm. Supervisor Banta asked that the cost of demolition be identified as a town or county bill.

Supervisor Banta informed the board that he received a phone call from an independent film scout looking to use the police station and to film around the Town of Cairo. Supervisor Banta will look further into this matter and report back to the board.

Supervisor Banta spoke about the letter they received from the Town of Catskill regarding a wastewater collection system in South Cairo. Supervisor Banta will contact Supervisor Leggio to arrange a meeting and will inform the board the date and time.

Resolution No. 241 -12 “Board to Move into Executive Session” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 4:55pm 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. 242 -12

“Board to exit Executive Session” offered by
Councilperson Suttmeier and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 5:35 PM.

All members in favor – motion carried.

Motion was made by Councilperson Suttmeier and seconded by Councilperson Joyce to adjourn the meeting at 4:55PM.

Respectfully submitted,

Debra Sommer

Deputy Cairo Town Clerk



Minutes

Town of Cairo

Town Board Meeting

October 24, 2012

Town Board of the Town of Cairo met for a regular meeting on Wednesday, October 24, 2012 at 7pm at the Cairo Town Hall located on Main Street, Cairo, New York. The following members of the Board were present: Supervisor Banta and Councilperson Dan Joyce. As there was no quorum, the October 24, 2012 Town Board meeting could not take place. Supervisor Banta stated that a Special Meeting would be scheduled for Wednesday, October 31, 2012 at 2pm to conduct essential business that it was not able to conduct on October 24, 2012.

Respectfully submitted,

Tara A. Rumph
Town Clerk



Minutes

Town of Cairo

Town Board Special Meeting

October 31, 2012

The Town Board of the Town of Cairo met for a special meeting on Wednesday, October 31, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Banta called the meeting to order at 2:00 PM and then asked the attendees to Pledge Allegiance to the flag with all members present

Resolution No 246-12 "Receipt of Monthly Supervisor's Report"

Councilperson Puorro offered the following resolution and moved its adoption:

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

RESOLVED, that the Town Board Members accept the monthly Supervisor's Report for September, 2012.

Seconded by Councilperson Ostrander.

All members in favor – motion carried.

Resolution No 247-12 "Accepting Water Billings Dated October 3, 2012"

Councilperson Suttmeier offered the following resolution and moved its adoption:

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

BE IT RESOLVED, that the Town Board accepts the Water Billings as presented from the Water Administrator in the amount of \$47,702.47, dated October 3, 2012.

Councilperson Joyce seconded the motion.

All members in favor – motion carried.

Resolution No. 248-12 “Purchase of 1999 GMC C7500 Flusher Truck for Highway”

Councilperson Ostrander offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve the purchase of one 1999 GMC C7500 Flusher Truck VIN#1GBM7H1B9XJ100487 from the Town of Cheektowaga in the amount of \$8,000.00.

Councilperson Joyce seconded the motion.

All members in favor – motion carried.

Resolution No. 249-12 “Authorize Town Bookkeeper to Attend NYS Assoc. of Towns Seminar”

Supervisor Banta offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Town Bookkeeper to attend the Fall Personnel & Ethics School seminar sponsored by the NYS Assoc. of Towns in Newburgh, NY on November 8, 2012; and

BE IT FURTHER RESOLVED, that expenses will be reimbursed according to the Town of Cairo Travel Policy.

Seconded by Councilperson Puorro.

All members in favor – motion carried.

Resolution No. 250-12 “Mazone Plumbing & Heating Inc Change Order #3”

Councilperson Suttmeier offered the following resolution and moved its adoption:

WHEREAS, there was an approved amended contract in the amount of \$231,068.00 between the Cairo Town Board , Cairo Public Library and contractor Mazone Plumbing & Heating, Inc for the Contract for Mechanical Work of the new library; and

WHEREAS, the contractor will provide and install insulation at the geothermal manifold;
and

WHEREAS, the Cairo Public Library requested this change to the work to be completed with an additional amount due of \$410.00; therefore

BE IT RESOLVED, that contract change order no.3 for Mazone Plumbing & Heating Inc be approved in the amount of \$410.00 for a total contract price of \$231,478.00.

All members in favor – motion carried.

Resolution No. 251-12 “J S McHugh Change Order #4”

Councilperson Ostrander offered the following resolution and moved its adoption:

WHEREAS, there was an approved amended contract in the amount of \$41,076.10 between the Cairo Town Board , Cairo Public Library and contractor J S McHugh for the Contract for Custom Casework of the new library; and

WHEREAS, the contractor will provide and install:

Additional picture rail trim

Finished blocking at rest room grab bars

Locks on storage benches

Trims at interior book drop wall

Additional support framing in AV Cabinet

Trim at projection screen mounting

Additional trim at knee wall in computer area

And: Refinish three bench tops in children’s and teen room; and

WHEREAS, the Cairo Public Library requested this change to the work to be completed with an additional amount due of \$9,518.55; therefore it

BE IT RESOLVED, that contract change order no.4 for J S McHugh be approved in the amount of \$9,518.55 for a total contract price of \$50,594.65.

Seconded by Councilperson Joyce.

All members in favor – motion carried.

Resolution No.252-12 “CDE Electric Inc Change Order #5”

Councilperson Puorro offered the following resolution and moved its adoption:

WHEREAS, there was an approved amended contract in the amount of \$236,848.67 between the Cairo Town Board , Cairo Public Library and contractor CDE Electric, Inc for the Contract for Electrical Work of the new library; and

WHEREAS, the contractor will provide and install one additional display cabinet light, and two automatic door openers for Doors 01 and 21, and credit for review of revised light fixture package; and

WHEREAS, the Cairo Public Library requested this change to the work to be completed with an additional amount due of \$7,371.80; therefore

BE IT RESOLVED, that contract change order no.5 for CDE Electric, Inc be approved in the amount of \$7,371.80 for a total contract price of \$244,220.47.

Seconded by Councilperson Ostrander.

All members in favor – motion carried.

Resolution No. 253-12 “Approve Round Top Fire Company 2013 Contract”

Supervisor Banta offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve the 2013 Agreement with the Round Top Fire Company for a one year term from January 1, 2013 to December 31, 2013 for the services stated in the agreement for the Round Top Fire Protection District; and,

BE IT FURTHER RESOLVED, that the Town Board of the Town of Cairo authorizes the Town Supervisor to sign said agreement.

Seconded by Councilperson Ostrander.

All members in favor – motion carried.

Resolution No. 254-12 “Budget Amendments and Payment of Bills on Abstract Number 320.

Supervisor Banta 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-1990.4 | Contingent | -12.70 |
| To | A-1010.4 | Legislative - Contractual | +12.70 |
| From | A-1990.4 | Contingent | -38.85 |
| To | A-1330.4 | Tax Collector - Contractual | +38.85 |
| From | A-1990.4 | Contingent | -6,975.00 |
| To | A-1420.4 | Law – Contractual | +6,975.00 |
| From | A-1620.202 | Buildings – Improvements | -2,435.34 |
| To | A-1620.2 | Buildings – Capital Outlay | +2,435.34 |
| From | A-1990.4 | Contingent | -5,422.00 |
| To | A-3620.13 | Pers Serv-Code Enforcement | +5,000.00 |
| To | A-3620.134 | Pers Serv-Building Inspector | +422.00 |
| From | | Fund Balance | -34,516.87 |
| To | DA-5110.4 | Maint. Of Road – Contractual | +34,516.87 |
| From | | Fund Balance | -4,557.80 |
| To | DA-5130.4 | Machinery-Contractual | +4,557.80 |
| From | DA-9089.803 | Employee Benefits-Uniforms | -24.00 |
| To | DA-9089.802 | Employee Benefits-Drug&Alcohol | +24.00 |

AND BE IT FURTHER RESOLVED, the Town Board does hereby authorize that Abstract #320, consisting of 2012 Vouchers #2300 through #2388 in the amount of \$144,946.94 is approved for payment.

The total amount to be paid from the:

General Fund - \$47,909.16 Hydrant - \$7,500.00

Highway Fund - \$61,740.88 Sewer Fund - \$17,033.21

Cap. Library Fund - \$10,297.68 Water Fund - \$450.07

Cap. Sewer Fund - Trust & Agency - \$15.94

Seconded by Councilperson Ostrander.

All members in favor – motion carried.

Resolution No. 255-12 “Approve Letter of Engagement for Library Attorney”

Councilperson Ostrander offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo approves the Engagement Letter to retain the services of Girvin & Ferlazzo, P.C. to act as counsel for the Cairo Public Library; and

BE IT FURTHER RESOLVED, that the Town Board authorizes the Town Supervisor to sign said Engagement Letter.

Seconded by Councilperson Joyce.

All members in favor – motion carried.

Resolution No. 256-12 “Authorize Building & Code Enforcement Attendance at Tri-County 6 Conference”

Supervisor Banta offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Building & Code Enforcement Officer to attend the Tri-County Educational Conference in Middletown/Goshen on December 5th and 6th to obtain the rest of their mandated continuing education & certification hours; and

BE IT FURTHER RESOLVED, that expenses will be reimbursed according to the Town of Cairo Travel Policy.

Seconded by Councilperson Puorro.

All members in favor – motion carried.

Resolution No. 257-12 “Authorization for Highway Superintendent Robert F.

Hempstead to Purchase Under New York State Contract One F350 4X4 Crew Cab Pick Up Truck”

Councilperson Joyce offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Highway Superintendent Robert F. Hempstead to purchase under New York State contract one F350 4X4 crew cab pick up truck with snow plow.

Seconded by Councilperson Puorro.

All members in favor – motion carried.

Resolution No. 258-12 “Authorization for Highway Superintendent Robert F. Hempstead to Purchase Under New York State Contract One F350 4X4 Regular Cab Pick Up Truck”

Councilperson Ostrander offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Highway Superintendent Robert F. Hempstead to purchase under New York State contract one F350 4X4 regular cab pick up truck with snow plow.

Seconded by Councilperson Joyce.

All members in favor – motion carried.

Resolution No. 259-12 “Authorization for Highway Superintendent Robert F. Hempstead to Re-bid with new specifications For Two F550’s Regular Cab and Chassis Trucks with a Diesel Motors”

Councilperson Puorro offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Highway Superintendent Robert F. Hempstead to re-bid with new specifications For Two F550’s Regular Cab and Chassis Trucks with a Diesel Motors fitted with snow removal equipment.

Seconded by Councilperson Joyce.

All members in favor – motion carried.

Resolution No. 260-12 “Authorization for Highway Superintendent Robert F. Hempstead To Purchase One 1990 Ford Bucket Truck through Auctions International”

Councilperson Puorro offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Highway Superintendent Robert F. Hempstead to purchase on one 1990 Ford Bucket Truck through Auctions International for a purchase price of \$12,600.00 plus auctions international buyer’s fee of 10%

Seconded by Councilperson Ostrander.

All members in favor – motion carried.

Resolution No. 261-12 “Authorize Assessor to Attend One Day Ethics Seminar”

Councilperson Puorro offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Assessor to attend the One Day Seminar-Ethics & the Assessor at Columbia-Greene Community College on November 16, 2012. The cost of the seminar is \$95 and will be reimbursed by the State of NY if proof of payment and attendance is submitted within 30 days from the date of the class; and

BE IT FURTHER RESOLVED, that expenses will be reimbursed according to the Town of Cairo Travel Policy.

Seconded by Councilperson Ostrander.

All members in favor – motion carried.

Councilperson Joyce questioned the building department regarding the property violation on County Route 84. Rich Hilgendorff stated that he will address the situation with the property owner and will report back to the board at the November 14th workshop. Councilperson Joyce stated he would like to schedule a hearing with the property owner for December if the said violation is not remedied

Resolution No. 262-12 “Property Owner Hearing”

Councilperson Joyce offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby provisionally set a hearing for property owner on County Route 84 for December 12th workshop at 4:00pm.

Seconded by Councilperson Suttmeier.

All members in favor – motion carried.

Resolution No. 263 -12 “Board to Move into Executive Session” offered by

Councilperson Suttmeier and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 3:15pm 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.264 -12 “Board to exit Executive Session” offered by

Councilperson Ostrander and seconded by Councilperson Suttmeier:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 4:10 PM.

All members in favor – motion carried.

Resolution No. 265-12 “Appoint Deputy Clerk”

Councilperson Ostrander offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Debbie Litchko as Deputy Clerk at an hourly rate of \$10.75.

Councilperson Joyce seconded the motion.

All members in favor – motion carried.

Resolution No. 266-12 “Hire Attorney for Herron Tax Grievance”

Councilperson Puorro offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint and instruct Tal Rappleya to resolve and settle the Herron tax grievance.

Councilperson Ostrander seconded the motion.

All members in favor – motion carried.

Resolution No 267-12 “Amendment to the Employee Handbook”

Supervisor Banta offered the following resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby amend the employee handbook under medical benefits to read:

Effective January 1, 2013 all new employees, change of status employees, and non-union employees will contribute 25% of the cost of their health benefit (medical, dental, optical) premium through payroll deduction. The full-time elected Superintendent of Highways will contribute to health benefits as provided for in the collective bargaining unit for the highway department.

BE IT FURTHER RESOLVED, that Stacy Sprague and Debra Sommer are exempt from this contribution.

Supervisor Banta set the preliminary budget hearing for November 7, 2012 at 7:00pm in the Cairo Town Hall.

A motion was made by Councilperson Suttmeier and seconded by Councilperson Puorro to adjourn the meeting at 4:20PM.

Respectfully submitted

Debra Sommer

Deputy Town Clerk



Minutes

Town of Cairo

Town Board Budget Public Hearing

November 7, 2012

The Town Board of the Town of Cairo held a Public Hearing on Wednesday, November 7, 2012 at the Cairo Town Hall located on Main Street, Cairo, New York. Supervisor Banta, after the Pledge to the Flag, called the meeting to order at 7:00 PM with Councilperson Ostrander, Councilperson Joyce, and Councilperson Suttmeier present. Councilperson Puorro was absent.

The purpose of the Public Hearing was to discuss the final numbers of the 2013 budget.

A motion was made by Councilperson Suttmeier to close the public hearing at 8:10PM, Councilperson Ostrander seconded the motion.

All members in favor – motion carried.

Resolution No.268 -12 “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 8:20pm 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. 269 -12 “Board to exit Executive Session” offered by Councilperson Suttmeier and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 8:45PM.

All members in favor – motion carried.

A motion made by Councilperson Suttmeier and seconded by Councilperson Ostrander to adjourn the meeting at 8:50 pm.

Respectfully submitted,

Debra Sommer

Deputy Cairo Town Clerk



Minutes

Town of Cairo

Town Board Work Session

November 14, 2012

The Town Board of the Town of Cairo met for a work session meeting on Wednesday, November 14, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Banta called the meeting to order at 4:10 PM and then asked the attendees to Pledge Allegiance to the flag with all board members present.

Supervisor Banta thanked all departments for their cooperation during Hurricane Sandy.

A motion was made by Councilperson Ostrander to accept the minutes dated October 24, 2012, Councilperson Joyce seconded the motion. All members in favor.

A motion was made by Councilperson Puorro to accept the minutes dated October 31, 2012, Councilperson Ostrander seconded the motion. All members in favor.

A motion was made by Councilperson Ostrander to accept the minutes dated November 7, 2012, Councilperson Joyce seconded the motion. All members in favor.

Resolution No. 270-12

"Blue Shield of Northeastern New York"

Councilperson Joyce offered the following resolution and moved its adoption:

WHEREAS, the current Blue Shield of Northeastern New York Medicare Advantage Plan for Medicare age eligible retirees continues to have the best renewal rates and/or monthly premiums; therefore be it

RESOLVED, the Town Board of the Town of Cairo does hereby renew with Blue Shield of Northeastern New York for Medicare age retirees effective January 2013.

Seconded by Councilperson Suttmeier.

All members in favor – motion carried.

Resolution No. 271-12

“Health Insurance Broker of Record”

Councilperson Suttmeier offered the following resolution and moved its adoption:

BE IT RESOLVED, the Town Board of the Town of Cairo does hereby appoint Erin Nevins of EP Nevins Insurance Agency, Inc., located at 1717 Central Avenue, Suite 202, Albany, NY as our health insurance representative effective January 1, 2013 and authorize Town Supervisor Ted Banta to sign the Broker of Record Replacement Letters for:

Blue Shield of Northeastern New York

Delta Dental of New York

Eastern Vision Service Plan

Seconded by Councilperson Puorro.

All members in favor – motion carried.

Resolution No. 272-12

“CDPHP Health Insurance”

Councilperson Joyce offered the following resolution and moved its adoption:

WHEREAS, the current MVP health insurance plan for full-time employees is being phased out through the product retirement process; and

WHEREAS, CDPHP health insurance has a plan that is similar or better than MVP with lower monthly premiums; therefore be it

RESOLVED, the Town Board of the Town of Cairo does hereby offer CDPHP health insurance as presented by EP Nevins Insurance Agency, Inc. to full-time employees effective January 2013.

Seconded by Councilperson Ostrander.

All members in favor – motion carried.

Resolution No. 273-12 “CDPHP High Deductible Card”

Councilperson Joyce offered the following resolution and moved its adoption:

WHEREAS, the Choice Card for funding the high deductibles in the current insurance plan have monthly administrative fees of \$8.50 per employee and an annual renewal fee of \$155.00; and

WHEREAS, CDPHP health insurance has a high deductible card for funding the high deductibles with monthly administrative fees of \$3.25 per employee and an annual renewal fee of \$250.00; therefore be it

RESOLVED, the Town Board of the Town of Cairo does hereby switch to the CDPHP high deductible card as presented by EP Nevins Insurance Agency, Inc. for full-time employees effective January 2013.

Seconded by Councilperson Suttmeier.

All members in favor – motion carried.

Resolution No. 274-12 “Delta Dental of New York”

Councilperson Puorro offered the following resolution and moved its adoption:

WHEREAS, the current Delta Dental Plan of New York for full-time employees continues to have the best renewal rates and/or monthly premiums; therefore be it

RESOLVED, the Town Board of the Town of Cairo does hereby renew with Delta Dental of New York for full-time employees effective January 2013.

Seconded by Councilperson Ostrander.

All members in favor – motion carried.

James Fabrizio of Rock Solid appealed to the Board regarding the placement of his clothing bins around town. The Town Board will review the new clothing bin storage law and will give Mr. Fabrizio an answer at the Board Meeting.

Councilperson Joyce requested an update from code enforcement regarding the County Route 85 property and the Main Street property. Rich Hilgendorff, building inspector, stated that the Route 85 property is now in compliance and the Main Street property has been sold. The new owner has applied for a renovation permit. Councilperson Joyce requested that code enforcement to inspect property on Woodstock Drive.

Discussion about the 2013 budget public hearing. The Town Board decided to allocate \$1000.00 to the department of aging by reducing the refuse and garbage line item by \$1000.00.

Resolution No. 275-12 “Accept the 2013 Budget” offered by Councilperson Puorro and moved by adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby accept the 2013 Budget as amended.

Councilperson Ostrander seconded the motion.

All members in favor – motion carried.

A brief discussion followed regarding building usage and the board decided that Town buildings except the Acra Community Center would not be used for profit use to any person or organization.

Supervisor Banta informed the board of his meeting with Catskill regarding sewer installation in South Cairo. The board decided that it was not feasible at this time.

The topic of the sewer generator arose. Tal Rappleyea, Town Attorney was asked to research the possibility of the town purchasing the generator.

Tal Rappleyea informed the board that the Junk Yard Moratorium and the Resort Moratorium were about to expire. A public hearing was scheduled for December 12, 2012 at 4:00PM and 4:05PM to extend both moratoriums.

Let the record show that Councilperson Suttmeier excused himself from the meeting at 5:30PM

Resolution No. 276 -12 “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 5:40pm 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. 277 -12 “Board to exit Executive Session” offered by Councilperson Joyce and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 6:15PM.

All members in favor – motion carried.

Resolution No. 278-12 “Hire part time police personnel”

Councilperson Puorro offered the resolution and moved its adoption:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby hire Joseph Leggio, Jr., Kristi Borwegen, Travis Richards as part time police officers for the Town of Cairo.

BE IT FURTHER RESOLVED, the newly hired police officers will be compensated at \$16.00 per hour.

Seconded by Councilperson Joyce.

All members in favor – motion carried.

A motion was made by Councilperson Ostrander and seconded by Councilperson Joyce to adjourn the meeting at 6:30PM.

Respectfully submitted,

Debra Sommer

Deputy Cairo Town Clerk



Minutes

**Town of Cairo
Town Board Meeting @7pm
Location: Town Hall Meeting Room**

November 28, 2012

The Town Board of the Town of Cairo met for a Town Board meeting on Wednesday, November 28, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 7:00 PM and then asked the attendees to Pledge Allegiance to the Flag. All Board Members were in attendance.

Kathleen Harm of Greenville gave presentation to the Board on bringing affordable, high-quality broadband solutions to 100% of Greene County communities.

Sylvia Hasenkopf of the Cairo Historical Society gave presentation to the Town Board on developing a new program honoring our hometown heroes who hve served in our military from Revolutionary days to the present. They are proposing to hang Hometown Heroes Banners along Main St. Mountain Avenue and Purling, wherever there are existing lampposts. The picture of the serviceman or woman would be portrayed on each banner along with some key details of their service. They are asking the Town Board to purchase 45 mounting brackets in the amount of \$2115, plus shipping.

Claudia Zucker, Vice President acting as President of the Cairo Chamber, asked the Town Board for a small space at the Town Hall for the Chamber of Commerce. She reported the Chamber is still alive and they are looking for volunteers.

The minutes from the November 14, 2012 Workshop Meeting was accepted by Councilperson Ostrander and seconded by Councilperson Puorro.

The Town Board will visit the Ambulance Building at 3:00 PM on December 12, 2012.

Supervisor Banta went over the Supervisor's Report. (See Supervisor's Report)

There was discussion with the Town Board about Storage Bins in the park near recycling center. Not for profit should have preference and should not be charged a fee. Town Board needs to determine how many boxes could be put in recycling.

Resolution No. 279 -12 "Receipt of Monthly Supervisor's Report" offered by Councilperson Suttmeier 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 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 October, 2012.

All members in favor – motion carried.

Resolution No. 280 -12 "Amend Sewer Project Engineer Contract Document" offered by Councilperson Puorro and seconded by Councilperson Ostrander:

WHEREAS, the engineering study and design phases of the sewer project have been completed and were below budget estimates; and

WHEREAS, sewer project construction has extended longer than anticipated due to problems with equipment delivery; therefore be it

RESOLVED, the Town Board of the Town of Cairo does hereby amend Delaware Engineering, PC contract documents to reallocate \$83,000.00 from study and design phase to construction phase with no net change in the engineering contract.

All members in favor – motion carried.

Resolution No. 281 -12 “Accepting Sewer Use Billings Dated November 14, 2012” offered by Supervisor Banta and seconded by Councilperson Joyce:

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

RESOLVED, that the Town Board of the Town of Cairo accepts the Sewer Use Billings as presented from the Sewer Administrator in the amount of \$37,397.44, dated November 14, 2012.

All members in favor – motion carried.

Resolution No. 282 -12 “Accepting Water Penalties Dated November 7, 2012” offered by Supervisor Banta and seconded by Councilperson Puorro:

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

RESOLVED, that the Town Board of the Town of Cairo accepts the Water Penalties as presented from the Water Administrator in the amount of \$1,427.81, dated November 7, 2012.

All members in favor – motion carried.

Resolution No. 283 -12 “Accepting Delinquent Sewer EDU Charges Greene County Real Property Tax Services Dated November 9, 2012” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

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

RESOLVED, that the Town Board of the Town of Cairo accepts the Delinquent Sewer EDU Charges as presented from the Sewer Administrator in the amount of \$60,650.00, dated November 9, 2012.

All members in favor – motion carried.

Resolution No. 284 -12 “Accepting Delinquent Sewer Use Charges Greene County Real Property Tax Services Dated November 9, 2012” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

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

RESOLVED, that the Town Board of the Town of Cairo accepts the Delinquent Sewer EDU Charges as presented from the Sewer Administrator in the amount of \$51,949.02, dated November 9, 2012.

All members in favor – motion carried.

Resolution No. 285 -12 “Accepting Delinquent Water Charges Greene County Real Property Tax Services Dated November 9, 2012” offered by Councilperson Ostrander and seconded by Councilperson Puorro:

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

RESOLVED, that the Town Board of the Town of Cairo accepts the Delinquent Water Charges as presented from the Water Administrator in the amount of \$43,999.13, dated November 9, 2012.

All members in favor – motion carried.

Resolution No. 286 -12 “Choice Care Card Run Out Period” offered by Supervisor Banta and seconded by Councilperson Joyce:

WHEREAS, it is the intent of the Town Board of the Town of Cairo to terminate the use of the Choice Care Card for administration of the high deductibles for MVP Insurance at midnight on December 31, 2012; and

WHEREAS, the Town Board will allow a time frame for employees to be reimbursed for medical claims incurred prior to December 31, 2012 through the Choice Care Card; therefore be it

RESOLVED, the Town Board of the Town of Cairo does hereby establish a sixty day run out period for employees to submit claims to Choice Care Card.

All members in favor – motion carried.

Resolution No. 287 -12 “Budget Amendments and Payments of Bills on Abstract #322” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

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

| | | | |
|------|-------------|-------------------------------|------------|
| From | A-1990.4 | Contingent | -18.91 |
| To | A-1010.4 | Legislative - Contractual | +18.91 |
| From | A-1990.4 | Contingent | -34.12 |
| To | A-1330.4 | Tax Collector - Contractual | +34.12 |
| From | A-1990.4 | Contingent | -10,480.25 |
| To | A-1420.4 | Law – Contractual | +10,480.25 |
| From | A-1990.4 | Contingent | -311.59 |
| To | A-1620.408 | RR Ave - Contractual | +311.59 |
| From | A-1990.4 | Contingent | -60.00 |
| To | A-3010.46 | 911 Signs – Contractual | +60.00 |
| From | A-3120.2 | Police – Equipment | -1,044.21 |
| To | A-3120.4 | Police – Contractual | +1,044.21 |
| From | A-1990.4 | Contingent | -1,494.08 |
| To | A-3510.4 | Animal Control – Contractual | +1,494.08 |
| From | A-1990.4 | Contingent | -7,593.61 |
| To | A-9060.8 | Employee Benefits-Health Ins. | +7,593.61 |
| From | DA-5112.204 | Perm. Improvemnts-Contract | -43,012.36 |
| To | DA-5110.4 | Maint. Of Road – Contractual | +43,012.36 |
| From | | Fund Balance | -4,446.59 |
| To | DA-5130.4 | Machinery-Contractual | +4,446.59 |
| From | DA-5110.426 | Gen. Repairs – Diesel | -3,727.75 |
| To | DA-5142.426 | Snow Removal – Diesel | +3,727.75 |

To increase the appropriation of unanticipated revenues to create additional appropriations:

| | | |
|-----------|--------------------------|------------|
| DA-8760.4 | Emergency Disaster Work | +26,472.96 |
| DA-4960 | FEMA Diaster Aid Revenue | +26,472.96 |

And be it further RESOLVED, the Town Board does hereby authorize that Abstract #322, consisting of 2012 Vouchers #2429 through #2562 in the amount of \$364,378.73 is approved for payment.

The total amount to be paid from the:

| | | | |
|---------------------|--------------|------------------|-------------|
| General Fund - | \$66,222.20 | Hydrant - | |
| Highway Fund - | \$142,050.74 | Sewer Fund - | \$12,636.85 |
| Cap. Library Fund - | \$4,394.00 | Water Fund - | \$1,095.99 |
| Cap. Sewer Fund - | \$137,861.40 | Trust & Agency - | \$117.55 |

Resolution No. 288 -12 “Authorizing the Supervisor to Execute Agreement of Adjustment with DOT for State Road Land Acquisition” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

Whereas, the NYSDOT has engaged in a highway improvement project in the Town of Cairo and such project required the acquisition of certain town-owned lands for the completion of the project and the DOT has offered fair market value of the acquisition of the land to the Town, therefore

Be it resolved that the Supervisor of the Town of Cairo is hereby authorized to execute the Agreement of Adjustment and other necessary documents to complete the conveyance of 0.028 (Twenty Eight One Hundredth of an acre) of land to the State of New York to accomplish the highway improvement project on SR 145 adjacent to the Town highway garage driveway for the sum of \$500, which the Town accepts as fair market value of such land.

All members in favor – motion carried.

The Town Board accepted the resignation of Michael Gabriele from the Cairo Police Dept.

Public Comment

Sylvia Hasenkopf asked for an update to the start of construction of Hannaford’s. It was reported that Hannaford should be starting soon.

Supervisor Banta reported on a prospective tenant at the old Yonkers Inn. Tenant wants to possibly open an old time ice cream / bakers with a coffee shop.

Tom Plank addressed the Town Board about funding for the Dare Program.

Attorney for the Town Tal Rappleyea presented information about the sewer generator. There needs to be a public hearing to inform the public. Also there needs to be a recommended value assigned to the generator. Sewer generator needs to be replaced because of Hurricane Sandy.

The Town Board set a public hearing for the sewer generator on December 12, 2012 at 4:00 pm.

Judge Lee Miller addressed the Board about revisiting the Town Law on Junk Yards. He wanted to know when does the Town take back over to demo or fix. There was discussion with Town Board as to junk yard violations. This will be further discussed at Workshop.

Resolution No. 289 -12 “Board to Move into Executive Session” offered by Councilperson Suttmeier and seconded by Councilperson Joyce:

Be advised at the start of the Executive Session that Councilperson Suttmeier left the meeting.

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 9:00 PM to discuss medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation within the Town of Cairo.

All members in favor – motion carried.

Resolution No. 290 -12 “Board to exit Executive Session” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 9:25 PM.

All members in favor – motion carried.

Resolution No. 291 -12 “Minimum Hours for Court Officers” offered by Councilperson Joyce and seconded by Councilperson Puorro:

Be it resolved that the Town Board of the Town of Cairo does hereby agree to pay a minimum of three hours for their time on court night.

All members in favor – motion carried.

Resolution No. 292 -12

“Advertise Position with Board of Appeals”

offered by Supervisor Banta and seconded by Councilperson Puorro:

Be it resolved that the Town Board of the Town of Cairo does hereby agree to advertise for the position with the Board of Appeals. Letters of interest and/or resumes are to be received by December 14, 2012.

All members in favor – motion carried.

A motion was made by Councilperson Ostrander and seconded by Councilperson Joyce to adjourn the meeting at 9:35 PM.

Respectfully submitted,

Tara A. Rumph, RMC, CMC
Cairo Town Clerk



Minutes

Town of Cairo

Town Board Work Session

Location: Town Hall Meeting Room @ 4:10 PM

December 12, 2012

The Town Board of the Town of Cairo met for a work session meeting on Wednesday, December 12, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Banta called the meeting to order at 4:10 PM and then asked the attendees to Pledge Allegiance to the flag with all board members present.

Supervisor Banta postponed the approval of minutes.

Supervisor Banta had a brief discussion with the Town Board Regarding the Library. He stated that there is a meeting scheduled for December 20, 2012 at 2:00pm. Councilperson Ostrander and Councilperson Puorro stated that they would like to be present. Supervisor Banta stated that there would be three members present and asked that the meeting be publicized. It was also stated that there is two positions open for the board of trustees and that the Town will advertise for candidates.

Resolution No. 295 -12 "Void Girvin & Ferlazzo Voucher #2539" offered by Supervisor Banta and seconded by Councilperson Ostrander:

WHEREAS, Voucher #2539 was approved for payment on Abstract #322 for Girvin & Ferlazzo, PC, in the amount of \$770.00 to be paid from the Capital Library Fund; and

WHEREAS, it has been determined to include charges in the amount of \$210.00 that were not related to the Capital Library Project; therefore be it

RESOLVED, the Town Board does hereby void voucher #2539 in the amount of \$770.00 and Abstract #322 is approved for payment in the amount of \$363,608.73:

The total amount to be paid from the:

General Fund - \$66,222.20

Hydrant -

Highway Fund - \$142,050.74

Sewer Fund - \$12,636.85

Cap. Library Fund - \$3,624.00

Water Fund - \$1,095.99

Cap. Sewer Fund - \$137,861.40

Trust & Agency - \$117.55

All members in favor – motion carried.

Resolution No. 296 -12

“Authorization for Deputy Highway

Superintendent & General Foreman to Attend Cornell’s Highway Safety Manual Lite Seminar” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Deputy Highway Superintendent & the General Foreman to attend Cornell’s Highway Safety Manual Lite Seminar on December 13, 2012.

BE IT FURTHER RESOLVED, that all expenses will be reimbursed according to the Town of Cairo Travel Policy.

All members in favor – motion carried.

Resolution No. 297 -12

“Town of Cairo Hometown Heroes Banners

Program” offered by Supervisor Banta and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby agree to support the Cairo Historical Society’s(CHS) Hometown Heroes Banners Program from mid-May to mid-July in 2013; and,

BE IT FURTHER RESOLVED, that the Town Board will allow banners to hang on the lampposts for the term indicated; and,

BE IT FURTHER RESOLVED, that the Town will offer personnel to hang and remove the banners and to install mounting kits on the lampposts.

All members in favor – motion carried.

Resolution No. 298 -12

“Approve Library Attorney to Codify Library

Policy” offered by Supervisor Banta and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby hire the services of Girvin & Ferlazzo, P.C.-previously hired to act as counsel for the Cairo Public Library-to assist the Town Board and Library Board in establishing and codifying Library Policy & Operations.

All members in favor – motion carried.

Alan Tavenner from Delaware Engineering gave an update on the sewer project.

Resolution No. 299 -12 “Alan Tavenner to send application to EFC” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize Alan Tavenner of Delaware Engineering to submit an application to EFC for financing.

BE IT FURTHER RESOLVED, that the Town Board of the Town of Cairo does hereby authorize Supervisor Ted Banta to sign said application.

All members in favor – motion carried.

Supervisor Banta spoke about the DARE program briefly and it was decided that the Town will handle all expenses.

Supervisor Banta stated that he put out requests for proposals for the plans to renovate the old Library and received three quotes, prices are as follows:

| | |
|---------------------------|------------|
| Butler, Rowland, and Mays | \$5,500.00 |
| Scott A Lane, PE | \$2,500.00 |
| Kaaterskill Associates | \$4,000.00 |

Resolution No. 300 -12 “Accept Library Renovation Request For Proposals” offered by Councilperson Ostrander and seconded by Councilperson Suttmeier:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby accept the proposal from Scott A. Lane, PE in the sum of \$2,500.00 for the design plans for the old library renovation.

BE IT FURTHER RESOLVED, that the Town Board of the Town of Cairo does hereby authorize Supervisor Ted Banta to execute the contract.

All members in favor – motion carried.

Truck bids were received for two F550's and below are the following quotes:

| | |
|----------------|-----------------------|
| Carmody Ford | \$64,590.00 per truck |
| RC Lacy | \$60,900.00 per truck |
| West Herr Ford | \$58,842.00 per truck |

Superintendent of Highways will review and compare the bids and will report back to the Town Board.

Supervisor Banta stated the Holiday Party will be held on December 20, 2012 at the Red Roosters Roadhouse from 12:00pm to 1:30pm.

Resolution No. 301 -12 “Board to Move into Executive Session” offered by Councilperson Suttmeier and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 5:25pm 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. 302 -12 “Board to exit Executive Session” offered by Supervisor Banta and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 6:00PM.

All members in favor – motion carried.

Resolution No. 303 -12

“Authorizing The Supervisor To Execute The Collective Bargaining Agreement Between The Town of Cairo And The Police Union“ offered by Councilperson Ostrander and seconded by Suttmeier:

WHEREAS, the Town Board of the Town of Cairo and the union representing members of the Town Police Department have engaged in and completed negotiations with respect to the contents of the Collective Bargaining Agreement (CBA) between the parties, and

WHEREAS, both Union and the employees have ratified the final draft of the said CBA and the Town Board has determined that the terms of the final ratified Agreement are fair and equitable and in the best interest of the Town to accept, therefore

BE IT RESOLVED, that the terms of the final CBA are hereby ratified by the Town Board. The Supervisor of the Town of Cairo and/or any other Town Official necessary, are hereby authorized to execute the said collective Bargaining Agreement.

All members in favor – motion carried.

A motion was made by Councilperson Suttmeier and seconded by Councilperson Joyce to adjourn the meeting at 6:05 PM.

Respectfully submitted,

Debra Sommer
Deputy Town Clerk



Minutes

**Town of Cairo
Public Hearing to Renew
Junk Yard Moratorium – Local Law #5 2012
Location: Town Hall Meeting Room @ 4 PM**

December 12, 2012

The Town Board of the Town of Cairo held a Public Hearing on Wednesday December 12, 2012 at the Cairo Town Hall located on Main Street, Cairo, New York. Supervisor Banta, after a Pledge to the Flag, called the meeting to order at 4:00 pm with all Board members in attendance.

Supervisor Banta explained this Public Hearing was called for the purpose of renewing the Junk Yard Moratorium on junk yard approvals.

Resolution No. 293 -12 - “Open Public Hearing” offered by Councilperson Ostrander and seconded by Councilperson Puorro.

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby open the public hearing.

All members in favor – carried.

Supervisor Banta explained that the purpose of the public hearing was to take comments regarding the renewal of the junk yard moratorium. There were no comments or concerns from the audience.

Town Attorney, Tal Rappleyea advised the Town Board to keep the public hearing open until the Monthly Town Board Meeting pending the approval of the Greene County Planning Board.

All members were in favor of keeping the public hearing open.

Respectfully submitted,

Debra Sommer
Deputy Town Clerk



Minutes

**Town of Cairo
Public Hearing To Extend The
Moratorium Regarding Conversion of Resorts or Motels to Other Uses
Location: Town Hall Meeting Room @ 4 PM**

December 12, 2012

The Town Board of the Town of Cairo held a Public Hearing on Wednesday, December 12, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 4:00 PM with all Board Members present.

The purpose of the Public Hearing is to extend the Resort Moratorium-Local Law #4 2012.

Resolution No. 294 -12 - "Open Public Hearing" offered by Councilperson Suttmeier and second by Councilperson Joyce.

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby open the public hearing.

All members in favor-carried

Supervisor Banta explained that the purpose of the public hearing was to extend the Resort Moratorium-Local Law #4 2012

Town Attorney, Tal Rappleyea advised the Town Board to keep the public hearing open until the Monthly Town Board Meeting pending the approval of the Greene County Planning Board.

All members were in favor of keeping the public hearing open.

Respectfully submitted,

Debbie Litchko
Deputy Town Clerk



Minutes

**Town of Cairo
Special Town Board Meeting @4pm
Location: Town Hall Meeting Room**

December 20, 2012

The Town Board of the Town of Cairo met for a Special Town Board meeting on Thursday, December 20, 2012 at the Town Hall, Main Street, Cairo, New York.

Supervisor Ted Banta, called the meeting to order at 4:00 PM and then asked the attendees to Pledge Allegiance to the Flag. All Board Members were in attendance.

The minutes from the November 28, 2012 Board Meeting was accepted by Councilperson Suttmeier and seconded by Councilperson Ostrander.

The minutes from the December 12, 2012 Workshop Meeting was accepted by Councilperson Puorro and seconded by Councilperson Ostrander.

The minutes from the December 12, 2012 Junk Yard Moratorium Public Hearing was accepted by Councilperson Joyce and seconded by Councilperson Ostrander.

The minutes from the December 12, 2012 Public Hearing to Extend the Moratorium Regarding Conversion of Resorts or Motels to Other Uses was accepted by Councilperson Ostrander and seconded by Councilperson Puorro.

Attorney for the Town Tal Rappleyea informed the Town Board that the County Planning Board determined that both Local Law 4 - Extend the Moratorium Regarding Conversion of

Resorts or Motels to Other Uses and Local Law 5 – Junk Yard Moratorium was a local issue and was put back on the town.

Resolution No. 304 -12 “Close Public Hearing on Junk Yard Moratorium”

offered by Councilperson Puorro and seconded by Councilperson Suttmeier:

Be it resolved that the Town Board of the Town of Cairo does hereby close the Public Hearing on the Junk Yard Moratorium.

All members in favor – motion carried.

Resolution No. 305 -12 “Close Public Hearing to Extend the Moratorium

Regarding Conversion of Resorts or Motels to Other Uses” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

Be it resolved that the Town Board of the Town of Cairo does hereby close the Public Hearing on Extending the Moratorium Regarding Conversion of Resorts or Motels to Other Uses.

All members in favor – motion carried.

Supervisor Banta reported to the Board the Police Department will be reporting what poles have lights out on Main Street and Purling.

There will be a zoning meeting on January 7th, 14th and 28th at 4:00 PM

Resolution No. 306 -12 “Receipt of Monthly Supervisor’s Report” offered by

Councilperson Puorro and seconded by Councilperson Joyce:

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

RESOLVED, that the Town Board Members accept the monthly Supervisor’s Report for November, 2012.

All members in favor – motion carried.

Resolution No. 307 -12 “Authorizing the Supervisor to Execute the Collective Bargaining Agreement between the Town of Cairo and the Teamsters Union (Highway Employees)” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

WHEREAS, the Town Board of the Town of Cairo and the Teamsters Union Local 294, representing members of the Town Highway Department have engaged in and completed negotiations with respect to the contents of the Collective Bargaining Agreement (CBA) between the parties, and

WHEREAS, both Union and the employees have ratified the final draft of the said CBA and the Town Board has determined that the terms of the final ratified Agreement are fair and equitable and in the best interest of the Town to accept, therefore

Be it resolved, that the terms of the final CBA are hereby ratified by the Town Board Supervisor of the Town of Cairo and/or any other Town Official necessary, are hereby authorized to execute the Memorandum of Agreement in connection with said Collective Bargaining Agreement or other necessary document(s) to complete ratification thereof.

All members in favor – motion carried.

Resolution No. 308 -12 “Accepting Sewer EDU Billings Dated December 3, 2012” offered by Councilperson Suttmeier and seconded by Councilperson Puorro:

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

RESOLVED, that the Town Board of the Town of Cairo accepts the Sewer EDU Billings as presented from the Sewer Administrator in the amount of \$57,950.00, dated December 3, 2012.

All members in favor – motion carried.

Resolution No. 309 -12 “Budget Amendments and Payments of Bills on Abstract #324” offered by Councilperson Ostrander and seconded by Councilperson Suttmeier:

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

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

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

| | | | |
|------|------------|-------------------------------|-----------|
| From | A-1990.4 | Contingent | -39.57 |
| To | A-1010.4 | Legislative - Contractual | +39.57 |
| From | A | Fund Balance | -5,635.38 |
| To | A-1110.103 | Pers. Serv. – Clerk II | +5,635.38 |
| From | A-1110.2 | Court-Equipment | -57.17 |
| To | A-1110.4 | Court-Contractual | +57.17 |
| From | A-1990.4 | Contingent | -34.59 |
| To | A-1330.4 | Tax Collector - Contractual | +34.59 |
| From | A-1355.113 | Pers. Serv. – Assessor Clerk | -342.74 |
| To | A-1355.4 | Assessment – Contractual | +342.74 |
| From | A | Fund Balance | -5,312.50 |
| To | A-1420.4 | Law – Contractual | +5,312.50 |
| From | A-1990.4 | Contingent | -153.82 |
| To | A-1620.408 | RR Ave - Contractual | +153.82 |
| From | A-3120.2 | Police – Equipment | -1,702.46 |
| To | A-3120.4 | Police – Contractual | +1,702.46 |
| From | A | Fund Balance | -245.53 |
| From | A-3510.2 | Animal Control – Equipment | -300.00 |
| To | A-3510.4 | Animal Control – Contractual | +545.53 |
| From | A-3620.2 | Safety Inspection-Equipment | -202.04 |
| To | A-3620.4 | Safety Inspection-Contractual | +202.04 |
| From | A | Fund Balance | -4,916.50 |
| To | A-5010.4 | H’way Admin- Deputy | +4,916.50 |

| | | | |
|------|-------------|--------------------------------|------------|
| From | A-6497.4 | Economic Develop – Contractual | -375.00 |
| To | A-7550.4 | Celebrations – Contractual | +375.00 |
| From | A-1990.4 | Contingent | -289.16 |
| To | A-9060.804 | Employee Benefits-Health Ins. | +289.16 |
| From | DA-5120.15 | Maint of Bridges-Pers Serv. | -13,860.00 |
| From | DA-5140.15 | Misc Brush/Weeds-Pers Serv. | -2,646.67 |
| To | DA-5110.15 | General Repairs-Pers Serv. | +16,506.67 |
| From | DA-5112.204 | Perm. Improvemnts-Contract | -957.79 |
| To | DA-5110.4 | Maint. Of Road – Contractual | +957.79 |
| From | DA | Fund Balance | -26,736.64 |
| To | DA-5130.2 | Machinery-Equipment | +18,715.08 |
| To | DA-5130.4 | Machinery-Contractual | +8,021.56 |
| From | DA | Fund Balance | -9,653.55 |
| To | DA-5142.425 | Snow Removal- Gasoline | +4,660.08 |
| To | DA-5142.426 | Snow Removal- Diesel | +4,993.47 |

And be it further RESOLVED, the Town Board does hereby authorize that Abstract #324, consisting of 2012 Vouchers #2590 through #2684 in the amount of \$107,955.10 is approved for payment.

The total amount to be paid from the:

| | | | |
|---------------------|-------------|------------------|------------|
| General Fund - | \$37,617.21 | Hydrant - | |
| Highway Fund - | \$51,635.75 | Sewer Fund - | \$5,965.62 |
| Cap. Library Fund - | \$11,625.74 | Water Fund - | \$1,010.36 |
| Cap. Sewer Fund - | | Trust & Agency - | \$100.42 |

Resolution No. 310 -12 “Enacting a Moratorium Local Law Prohibiting the Conversion of Resorts, ETC. to other uses” offered by Councilperson Ostrander and seconded by Councilperson Suttmeier:

Whereas, the Town Board of the Town of Cairo hereby determines that a moratorium which temporarily halts the conversion of resorts and similar businesses/uses to other uses is necessary in order to allow the town the opportunity to implement the Town’s Comprehensive Plan and protect an important asset of the Town, and

Whereas, the Town Board acknowledges that the within matter is a Type II action under SEQRA and thus SEQRA is not applicable hereto, and

Whereas, the Town Board has heretofore referred the within local law to the County Planning Board under GML 239-1 and 239-m, which determined that the matter is “local issue” and referred the law back to the Town for final action, and

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

Be it Resolved, that the Town Board of the Town of Cairo hereby enacts a local law establishing a moratorium on the conversion of resorts and similar uses to other uses, in accordance with attached Local Law #4 of 2012.

All members in favor – motion carried.

Resolution No. 311 -12 “Enacting a Moratorium Local Law Prohibiting the Approval of New Junkyards” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

Whereas, the Town Board of the Town of Cairo hereby determines that a moratorium which temporarily halts the approval of new junkyards is necessary in order to allow the town the opportunity to implement the Town’s Comprehensive Plan and protect an important asset of the Town, and

Whereas, the Town Board acknowledges that the within matter is a Type II action under SEQRA and thus SEQRA is not applicable hereto, and

Whereas, the Town Board has heretofore referred the within local law to the County Planning Board under GML 239-1 and 239-m, which determined that the matter is “local issue” and referred the law back to the Town for final action, and

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

Be it Resolved, that the Town Board of the Town of Cairo hereby enacts a local law establishing a moratorium on the approval of new junkyards, in accordance with attached Local Law # 5 of 2012.

All members in favor – motion carried.

Public Comment

The Town Board reported the American Legion is in support of the Hometown Heroes Banners Program and is willing to give the \$2100 needed for the brackets.

The Town Board wants to start the project in the old library as soon as possible.

John Jerome, owner of abandoned bus, was in attendance at the Board Meeting. There have been multiple complaints about his abandoned bus in different areas of the town. Bus was towed to Gallaghers Garage.

A motion was made by Councilperson Suttmeier and seconded by Councilperson Puorro to adjourn the meeting at 4:45 PM.

Respectfully submitted,

Tara A. Rumph, RMC, CMC
Cairo Town Clerk