



Minutes

**Town of Cairo
Town Board Meeting @ 6pm
Location: Town Hall Meeting Room**

March 3, 2014

The Town Board of the Town of Cairo met for a Town Board meeting on Monday, March 3, 2014 at the Town Hall, Main Street, Cairo, New York.

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

Superintendent of Highways and Parks Supervisor Robert Hempstead gave slide presentation and update on all the work he has been doing with the Highway, Parks, Buildings and Grounds.

The Minutes needed to be amended for January 6, 2014 to include a resolution to hire a part-time ambulance employee. The minutes from the January 6, 2014 Organizational Meeting Board Meeting was accepted by Councilperson Cords and seconded by Councilperson Joyce with corrections.

The minutes from the February 3, 2014 Board Meeting was accepted by Councilperson Joyce and seconded by Councilperson Cords.

Supervisor Banta went over department reports.

Elizabeth Brinkerhoff went over Park Task Force projects. They are having the second annual Cairo Town Park Picnic on May 3rd. Hannaford will donate toward the event. County Legislators Harry Lennon and Bill Lawrence presented the Task Force with a \$1500 check from the Greene County Youth Fair Grant for a Fitness Center for the Town Park. Councilperson Ostrander and Highway Superintendent Hempstead will get to Greenville Norton Hill (GNH) to get the plans for a gazebo in the park. Vending Machines will be put in the park on a trial basis for one year by Coca Cola at no cost to the town.

Brian Feml reported on dog control. He has only brought one dog to the shelter. Councilperson Joyce proposed that the monthly stipend be stopped and that Flora and Fauna be paid \$20 per day instead while a dog is in shelter.

Dog Control - Brian Feml reported that he had a meeting with Ag and Markets and went over the law. Liz Holmes of Ag and Markets told Brian he has the right to issue summonses for unlicensed dogs. They also decided that a dog enumeration should definitely be conducted. The Town Board talked about putting the dog shelter at the sewer plant. Supervisor Banta will put it on the website to remind people to have their dog licensed.

Planning board - Ray Pacifico reported that they need a secretary for the planning board. Fabrizio's project is being handled by attorneys. Appliance repair shop will be going into the old Bank of Greene County. The Planning Board approved Cairo Historical Society's project. The Planning Board gave their recommendation to approve Zoning. Lange's Motel only has permission to use 3 units.

Library - Galen Joseph Hunter gave report. Library is trying to improve communication with the public.

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

Resolution No. 55 -14 "Receipt of Monthly Supervisor's Report" offered by Councilperson Puorro and seconded by Councilperson Cords:

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 January, 2014.

Supervisor Banta reported that March 7th is the last day for the feedback forms on Zoning. The Board wants to bring this to closure.

Sidewalk - Supervisor Banta did not get proposals. Board spoke about a grant writer to move this project forward. The town has a \$10,000 grant from State that needs to be used by next year.

Resolution No. 56 -14 "Amend Rapport Meyers LLP Bond Counsel Contract" offered by Councilperson Joyce and seconded by Councilperson Puorro:

WHEREAS, there was an approved contract in the amount of \$17,500.00 between the Cairo Town Board and Rapport Meyers LLP for Bond Counsel Services for the Sewer Project; and

WHEREAS, the terms, structure, size and schedule of financing of the sewer project have increased; therefore be it

RESOLVED, that the contract and fee between the Cairo Town Board and Rapport Meyers LLP is hereby increased to not exceed \$20,500.00, an increase of \$3,000.00 and Town Supervisor, Ted Banta, is hereby authorized to sign the contract.

All members in favor – motion carried.

Resolution No. 57 -14 "Authorization for Animal Control Officer to Attend The 5th Annual ACO/DCO 2014 Conference" offered by Councilperson Cords and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize Brian Feml to attend the 5th Annual ACO/DCO 2014 Conference presented by the NYS Department of Agriculture & Markets in Guilderland, NY on May 6th and 7th, 2014. Registration fee is \$50.00 per person.

All members in favor – motion carried.

Resolution No. 58 -14

“Amend 2014 Highway Equipment Budget to Pay

for (1) 2014 Ford F350 and (1) 2014 Ford F550 with 2013 Fund Balance” ” offered by Councilperson Puorro and seconded by Councilperson Joyce:

WHEREAS, the Town Board authorized Robert Hempstead to purchase by Resolutions 250-13 and 251-13, dated November 13, 2013, (1) 2014 Ford F350 and (1) Ford F550 for the highway department; and

WHEREAS, Robert Hempstead requested that the purchase be paid from 2013 Highway Fund Balance and not the current 2014 budget appropriations; therefore be it

RESOLVED, the Town Board does hereby authorize the Town Supervisor to amend the 2014 budget appropriation line item DA-5130.2 Highway Equipment to reflect the increase in Highway Fund Appropriations \$70,425.00 and decrease the Highway Fund Unreserved Fund Balance in the amount of \$70,425.00.

All members in favor – motion carried.

Resolution No. 59 -14

“Amend 2014 Park Equipment Budget to Pay for

John Deere ZTrak Mower with 2013 Fund Balance ” offered by Councilperson Joyce and seconded by Councilperson Cords:

WHEREAS, the Town Board authorized Robert Hempstead to purchase by Resolution 273-13, dated December 11, 2013, (1) John Deere ZTrak Mower for the Parks Dept.; and

WHEREAS, Robert Hempstead requested that the purchase be paid from 2013 Fund Balance; and

WHEREAS, there was a balance of unexpended appropriations in Park equipment at the end of 2013; therefore be it

RESOLVED, the Town Board does hereby authorize the Town Supervisor to amend the 2014 budget appropriation line item A-7110.2 Park Equipment to reflect the increase in General Fund Appropriations \$10,656.07 and decrease the General Fund Unreserved Fund Balance in the amount of \$10,656.07.

All members in favor – motion carried.

Resolution No. 60 -14

“Payment of Bills on Abstract #304” offered by

Councilperson Puorro and seconded by Councilperson Cords:

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

RESOLVED, the Town Board does hereby authorize that Abstract #304, consisting of 2014 Vouchers #1162 through #1285 in the amount of \$178,826.14 is approved for payment.

The total amount to be paid from the:

| | |
|------------------------------|---------------------------|
| General Fund - \$47,793.63 | Street Lighting - |
| Highway Fund - \$117,098.45 | Sewer Fund - \$6,402.56 |
| Cap. Library Fund - | Water Fund - \$885.78 |
| Cap. Sewer Fund - \$6,137.50 | Trust & Agency - \$508.22 |
| Special Fire Fund - | |

All members in favor – motion carried.

Resolution No. 61-14 “Accepting Sewer billing” offered by Supervisor Banta 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 Sewer billing as presented by the Water Clerk in the amount of \$33,372.57 dated February 7, 2014.

All members in favor – motion carried.

Resolution No. 62 -14 “Accepting Water Penalties Dated February 7, 2014” offered by Councilperson Cords and seconded by Councilperson Puorro:

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 Clerk in the amount of \$1,447.00 dated February 7, 2014

All members in favor – motion carried.

Resolution No. 63 -14 “Temporary Planning Board Clerk” offered by Supervisor Banta and seconded by Councilperson Cords:

WHEREAS, the Planning Board Clerk/Secretary-Stephanie Morgan resigned from her position; therefore,

BE IT RESOLVED, that the Town Board of the Town of Cairo appointed Debra Sommer as a Temporary Planning Board Clerk for the month of February and March at a per diem rate of \$11.85 per hour.

All members in favor – motion carried.

Resolution No. 64 -14

“Assessor Clerk” offered by Supervisor Banta and

seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby hire William Hull as a Part-Time Temporary Assessor Clerk for the time period of January 27, 2014 to April 30, 2014 at the current starting rate of \$10.75 per hour not to exceed 30 hours weekly.

All members in favor – motion carried.

Resolution No. 65 -14

“Authorization for Assessor to Attend One Day

Class” offered by Councilperson Puorro and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize Janice Hull to attend a one day class for “Residential Style-Construction Grade & Condition” at Columbia Greene Community College for continuing education credits on March 7, 2014. The registration fee is \$100 and NY State offers 100% reimbursement if the State receives the paid documentation within 30 days from the class.

All members in favor – motion carried.

Resolution No. 66 -14

“Purchase Commercial Paper Shredder” offered by

Supervisor Banta and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Supervisor Ted Banta to purchase one Commercial Shredder from WB Mason at the quoted price of \$1,599.99.

All members in favor – motion carried.

Resolution No. 67 -14

“Authorization for Highway Superintendent Robert

F. Hempstead To Purchase One Boss 10’ V-DXT Snow Plow” 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 Robert F. Hempstead to purchase one Boss 10’ V-DXT Snow Plow.

BE IT FURTHER RESOLVED, that the purchase price will not exceed \$6,740.00.

All members in favor – motion carried.

Resolution No. 68 -14 “Authorization for Highway Superintendent Robert F. Hempstead To Purchase One Boss 9.2’ V-DXT Snow Plow” offered by Supervisor Banta and seconded by Councilperson Cords:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Highway Superintendent Robert F. Hempstead to purchase one Boss 9.2’ V-DXT Snow Plow.

BE IT FURTHER RESOLVED, that the purchase price will not exceed \$5,760.00.

All members in favor – motion carried.

Resolution No. 69 -14 “Set Public Hearings” offered by Councilperson Puorro and seconded by Councilperson Joyce:

Be it resolved, that the Town Board of the Town of Cairo does hereby set a public hearing for April 7, 2014 at 6:00 PM for Establishing a Further Temporary Six-Month Moratorium on Junk Yard approvals and Imposing a Third Temporary Six-Month Moratorium on Approvals Involving Resorts.

All members in favor – motion carried.

Terry Ward of Greene County Youth Dept. asked if they could do a parade for the Greene County Youth Fair down Main Street in Cairo from the school.

Cairo Chamber of Commerce asked if they could do a Fourth of July parade.

Resolution No. 70 -14 “Accept Employee Handbook as Revised” offered by Supervisor Banta and seconded by Councilperson Puorro:

Be it resolved, that the Town Board of the Town of Cairo does hereby accept the Employee Handbook as revised.

All members in favor – motion carried.

The employee handbooks will be reissued to employees, and they will have to sign for them again.

Resolution No. 71 -14 “Authorize Attorney to Negotiate for a multi-year contract for Greene County Youth Fair” offered by Councilperson Puorro and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does authorize Attorney Tal Rappleyea to negotiate for a multi-year contract for Greene County Youth Fair.

All members in favor – motion carried.

Resolution No. 72 -14 “Approve Youth Fair Contract for 2015 - 2016” offered by Councilperson Puorro and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does approve the Youth Fair contract for 2015 – 2016.

All members in favor – motion carried.

Resolution No. 73 -14 “Move Dog Shelter to Sewer Plant” offered by Councilperson Puorro and seconded by Councilperson Joyce:

Be it resolved, that the Town Board of the Town of Cairo does hereby agree that the Dog Shelter will relocate to the Sewer Plant. Town Board agrees to do what is needed to get the dog shelter operating.

All members in favor – motion carried.

Resolution No. 74 -14 “Revise Dog Shelter Agreement with Flora and Fauna” offered by Councilperson Joyce and seconded by Councilperson Puorro:

Be it resolved, that the Town Board of the Town of Cairo does hereby agree that as of May 1, 2014, instead of \$500 per month, the Town of Cairo will only pay Flora and Fauna when the DCO brings a dog to them the amount of \$20 per day for 7 day maximum for a dog, after which such dog will be moved to Columbia Greene Humane Society.

All members in favor – motion carried.

Public Comment

Ray Pacifico said the Town Board meetings should be at 7:00 PM and not 6:00 PM because more people could attend them.

Town Board discussed Cairo resident Heather Ray coming home from Afghanistan. The Town Board would like to honor our military in the parades.

Susan True asked about a nonprofit organization starting up in Cairo. Supervisor Banta said it would be the “Friends of Cairo” if it was going to start up. She also asked if the monthly financial reports were online for the Town of Cairo. Supervisor Banta said he would get her a copy if she needed one. She also asked what Supervisor Banta has done to bring business into

the town. Supervisor Banta went over the long list of improvements he has made and named each of the many businesses that has come to town since he has been here.

Trailers – not wanting zoning review workshop – online, copy limitation on trailers

Resolution No. 75 -14 “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 7:50 PM to discuss medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation within the Town of Cairo.

All members in favor – motion carried.

Resolution No. 76 -14 “Board to exit Executive Session” offered by Councilperson Cords and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 8:50 PM.

All members in favor – motion carried.

Resolution No. 77 -14 “Board to Terminate Brian Lewis’ Employment” offered by Councilperson Puorro and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby agree to terminate Brian Lewis’ employment.

All members in favor – motion carried.

Resolution No. 78 -14 “Hire Water Operator” offered by Councilperson Puorro and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does agree to hire Dave Jennings effective March 8th as a Water Operator at a rate of \$25.00 per hour with a 1 hour minimum call charge with a monthly fee of \$250 for water management.

All members in favor – motion carried.

Resolution No. 79 -14 “Appoint Water and Sewer Administrator” 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 appoint Debbie Litchko as Water and Sewer Administrator at a rate of \$13.00 per hour not to exceed 30 hours per week.

All members in favor – motion carried.

A motion was made by Councilperson Puorro and seconded by Councilperson Cords to adjourn the meeting at 9:15 PM.

Respectfully submitted,

Tara A. Rumph, RMC, CMC
Cairo Town Clerk