



## **Minutes**

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

**July 14, 2014**

The Town Board of the Town of Cairo met for a Town Board meeting on Monday July 14, 2014, at the Town Hall, Main Street, Cairo, New York.

Supervisor Banta called the meeting to order at 6:05 PM and then asked the attendees to Pledge Allegiance to the Flag. All board members were in attendance.

The minutes from the June 2, 2014 Board Meeting were accepted by Councilperson Ostrander and seconded by Councilperson Joyce.

The minutes from the June 16, 2014 Special Board Meeting were accepted by Councilperson Joyce and seconded by Councilperson Ostrander.

The minutes from the June 17, 2014 Zoning Review and Any and All Business Meetings were accepted by Councilperson Joyce and seconded by Councilperson Cords. Councilperson Ostrander abstained from voting.

Town of Cairo Historian, Robert Uzzilia spoke about the excavation and the site preparation for construction on the Railroad Project.

Superintendent of Highways, Robert Hempstead, updated the board on the animal shelter, Town Hall renovations and the installation of the community bulletin board in the Town Park. Hempstead informed the board of HVAC issues with the library and also spoke about the renewals of Mircom and Trane.

Superintendent of Highways spoke about the 2014 paving season. He explained to the board that many roads are unraveling. Discussion arose about multiple paving options. The Highway Superintendent requested that the Town Board join him in a road inspection tour in the near future.

Richard Beare from the Greene County Youth Fair spoke about the upcoming 2014 Greene County Youth Fair and supplied the town with flyers, entertainment schedules and invitations.

Supervisor Banta gave the supervisor's report. Supervisor Banta updated the board on the sidewalk initiative process and the next meeting with Tracy Magee, a representative from Assembly Lopez's office, to be determined. Supervisor Banta spoke about the special legislation with regards to long term EFC financing for the Town of Cairo's sewer loan.

Discussion arose about the event on August 2, 2014, Supporting Our Troops, at the Pot O' Gold. The Town Board would like to do a proclamation for Heather Ray.

The issue of Town Hall security arose. Councilperson Ostrander stated that they received two bids and that he is reviewing them.

It was stated that M. A. Tarpinian will be taking over for Carol Spohler in the organization of Cairo Market Days. Supervisor Banta would like to acknowledge Carol Spohler for all her years of service.

Cairo Durham Little League won the Little League NY District 15 Triple A Championship Allstar Tournament. This is the first win ever for Cairo-Durham. Discussion arose about bringing the players into a meeting to be acknowledged.

Supervisor Banta spoke about the program with Columbia Greene Community College where the Town of Cairo will have two interns. The Town will provide the work and supervision, and they will be compensated and insured by the college.

**Resolution No. 137-14** "Receipt of Monthly Supervisor's Report" offered by Councilperson Puorro and seconded by Councilperson Ostrander:

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

RESOLVED, that the Town Board Members accept the monthly Supervisor's Report for May, 2014.

All members in favor – motion carried.

**Resolution No. 138-14** "Harold R. Clune, Inc. Change Order 1" offered by Councilperson Puorro and seconded by Councilperson Joyce:

WHEREAS, there was an approved contract in the amount of \$152,900.00 between the Cairo Town Board and contractor Harold R. Clune, Inc., for the electrical contract at the sewer treatment plant; and

WHEREAS, there were electrical changes requested by the Delaware Engineering P.C.to:

provide interconnection conduits between MCC and remote control panel; provide 20 amp circuit to remote control panel; provide disconnect switches; provide conduit, wire, and terminations for purge valves; provide repairs for control valves #1&#2; and provide a new feed to existing MCC; therefore, be it

RESOLVED, that contract change order number 1 for Harold R. Clune, Inc. be approved in the amount of \$15,760.00 for a total contract price of \$168,660.00.

All members in favor – motion carried.

**Resolution No. 139-14** “Harold R. Clune, Inc. Change Order 2” offered by Supervisor Banta and seconded by Councilperson Ostrander:

WHEREAS, there was an amended contract in the amount of \$168,660.00 between the Cairo Town Board and contractor Harold R. Clune, Inc. for the electrical contract at the sewer treatment plant; and

WHEREAS, there was an additional scope of work requested by Delaware Engineering P.C.to: provide terminations, testing, and trouble-shooting of new main control panels and devices; and to assist Xylem in all portions of start-up of new basins; therefore, be it

RESOLVED, that contract change order number 2 for Harold R. Clune, Inc. be approved in the amount of \$2,975.00 for a total contract price of \$171,635.00.

All members in favor – motion carried.

**Resolution No. 140-14** “Harold R. Clune, Inc. Change Order 3” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

WHEREAS, there was an amended contract in the amount of \$171,635.00 between the Cairo Town Board and contractor Harold R. Clune, Inc. for the electrical contract at the sewer treatment plant; and

WHEREAS, there was an additional scope of work requested by Delaware Engineering P.C.to: work on existing metering equipment, surge pumps, and EQ Tank #1; therefore, be it

RESOLVED, that contract change order no.3 for Harold R. Clune, Inc., be approved in the amount of \$3,150.00 for a total contract price of \$174,785.00.

All members in favor – motion carried.

**Resolution No. 141-14** “Accept Quarterly Sewer EDU Billing Dated June 1, 2014” offered by Councilperson Joyce and seconded by Councilperson Ostrander:

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

RESOLVED, that the Town board accepts the Sewer EDU Billing as presented in the amount of \$58,525.00 dated June 1, 2014.

All members in favor – motion carried.

**Resolution No. 142-14** “Authorization to Attend NYS Association of Magistrates Court Clerks Annual Fall Conference” offered by Councilperson Ostrander and seconded by Councilperson Cords:

WHEREAS, the New York State Association of Magistrates Court Clerks Annual Fall Conference being held Sunday, September 28, 2014 – Wednesday, October 1, 2014; and

WHEREAS, the cost to attend is \$40.00 per person pre-registration fee as a member; and,

WHEREAS, this does not include the annual meal package for the two-day conference that will be submitted at a later date; therefore, be it

RESOLVED, that Joan VanDenburgh and Victoria Smith are hereby authorized to attend The NYS Association of Magistrates Court Clerks Annual Fall Conference in Albany, NY.

All members in favor – motion carried.

**Resolution No. 143-14** “Accept Water Billing Dated July 7, 2014” offered by Councilperson Puorro and seconded by Councilperson Cords:

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

RESOLVED, that the Town board accepts the Water Billings as presented in the amount of \$48,489.64, dated July 7, 2014.

All members in favor – motion carried.

**Resolution No. 144-14** “Authorization to Attend NYS GFOA Conference” offered by Councilperson Puorro and seconded by Councilperson Joyce:

WHEREAS, the New York State Government Finance Officers’ Assoc., Inc., is sponsoring a seminar on the topics of Municipal Bonds and Prevailing Wage in Saratoga, NY, on August 8, 2014; and

WHEREAS, the cost to attend is \$120.00 per person as a nonmember; therefore, be it

RESOLVED, that Louann Arp is hereby authorized to attend the NYS GFOA conference in Saratoga, NY.

All members in favor – motion carried.

**Resolution No. 145-14** "Authorization to Attend Association of Towns Conference" offered by Councilperson Puorro and seconded by Councilperson Ostrander:

WHEREAS, the Association of Towns is sponsoring a conference for Planning and Zoning Members on July 29, 2014, in Kingston, NY, and on July 31, 2014 in Colonie, NY; and

WHEREAS, the cost to attend is \$80.00 per person for 5 training hours credit; therefore, be it RESOLVED, that Jessica Dillon and Angela Bedani are authorized to attend the Association of Towns 2014 Planning and Zoning Summer School in Kingston, NY; and be it

FURTHER RESOLVED, that Thomas Baldwin, Edward Forrester and Richard Lorenz are authorized to attend the Association of Towns 2014 Planning and Zoning Summer School in Colonie, NY.

All members in favor – motion carried.

**Resolution No. 146-14** "Authorization to Sign Contract with Rodenhausen Chale LLP" offered by Councilperson Ostrander and seconded by Councilperson Joyce:

WHEREAS, the Town Board authorized Supervisor Banta by resolution number 56-14 March 3, 2014 to sign a contract amendment dated January 8, 2014 with Christine M. Chale of Rapport Meyers LLP Bond Counsel to increase the contract \$3,000.00 for a not to exceed amount of \$20,500.00 for the Capital Sewer Project; and

WHEREAS, effective May 1, 2014 Christine M. Chale has reorganized to the firm of Rodenhausen Chale LLP Bond Counsel; therefore, be it

RESOLVED, the Town Board of the Town of Cairo does hereby authorize the Town Supervisor to sign a contract dated June 19, 2014, with Rodenhausen Chale LLP Bond Counsel with the not to exceed amount of \$20,500.00, of which \$12,250.00 has been previously billed by Rapport Meyers LLP.

All members in favor – motion carried.

**Resolution No. 147-14** "Payment of Bills on Abstract #312" offered by Councilperson Ostrander and seconded by Councilperson Cords:

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

RESOLVED, the Town Board does hereby authorize that Abstract #312, consisting of 2014 Vouchers #1799 through #1973 in the amount of \$311,349.20 is approved for payment.

The total amount to be paid from the:

General Fund -	\$80,720.55	Street Lighting -	\$3,822.08
Highway Fund -	\$191,464.23	Sewer Fund -	\$17,146.27

Cap. Water Fund -	\$8,462.47	Water Fund -	\$2,177.35
Cap. Sewer Fund -		Trust & Agency –	\$56.25
Hydrant Fund –	\$7,500.00	Special Fire -	

All members in favor – motion carried.

**Resolution No. 148-14** “Accept Sewer Penalties Dated June 1, 2014” offered by Supervisor Banta and seconded by Councilperson Joyce:

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

RESOLVED, that the Town Board accepts the Sewer Penalties as presented in the amount of \$4,259.53 dated June 1, 2014.

All members in favor – motion carried.

**Resolution No. 149-14** “Authorization to Attend SEI User Group Training/Problems and Pitfalls with DNA Collection/Automation Alterations” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

WHEREAS, Joan M VanDenburgh and Victoria Smith, attended the SEI Group Training/Problems and Pitfalls with DNA Collection/Automation Alterations on June 6, 2014; and

WHEREAS, the cost of the training is free, Joan M VanDenburgh, Cairo Town Court Clerk, is seeking mileage and toll reimbursement; therefore, be it

RESOLVED, that the Town Board does hereby acknowledge that Joan VanDenburgh and Victoria Smith attended the Free Training for SEI User Group Training/Problems and Pitfalls with DNA Collection/Automation Alterations, in Castleton, NY, and hereby approve travel reimbursement.

All members in favor – motion carried.

Alan Tavenner, PE from Delaware Engineering, reported to the board about the well drilling bids and recommended that the town accept the ADT proposal. Discussion arose with regards to the Town of Cairo’s Procurement Policy. The board decided that they will call Tal Rapplelea, Town Attorney, to verify this was an adequate bid process.

Sylvia Hasenkopf, Cairo Historical Society Headquarters Committee Chair, requested approval from the Town Board to have the Cairo Prehistoric Forest placed on the State and National Registers of Historic Places. Dr. Titus will be visiting the site and giving a presentation.

**Resolution No. 150-14** “Declaration of Support in the Nomination Process of the Cairo Prehistoric Forest” offered by Councilperson Puorro and seconded by Councilperson Cords:

WHEREAS, Sylvia Hasenkopf of the Cairo Historical Society would like to have the Cairo Prehistoric Forest placed on the State and National Registers of Historic Places.

WHEREAS, the Cairo Historical Society is requesting the Town of Cairo's approval to proceed with the nomination process. Therefore, be it,

RESOLVED, that the Town Board of the Town of Cairo does hereby offer a declaration of support to the Cairo Historical Society to proceed with the nomination process of the Cairo Prehistoric Forest.

All members in favor – motion carried.

John Valachovic, Kaaterskill Associates, spoke on behalf of the Cairo Historical Society with regards to the right of way they are seeking from the town, as adjoining property owners to their headquarters.

Supervisor Banta stated that the permissive referendum to execute a quit claim deed for 0.02 acres of real property has expired and no letters were received.

**Resolution No. 151-14** “Supervisor to Sign Well Drilling Contract” offered by Councilperson Puorro and seconded by Councilperson Ostrander:

BE IT RESOLVED, that the Town Board of the Town of Cairo does authorize Supervisor Banta to sign well drilling contract contingent upon Town Attorney, Tal Rappleyea's approval.

BE IT FURTHER RESOLVED, well drilling contract will not exceed \$25,000.00.

All members in favor – motion carried.

**Resolution No. 152-14** “Accept Revised Regulating the Licensing and Control of Dogs Law” offered by Councilperson Cords and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby accept the revised Regulating the Licensing and Control of Dogs law.

BE IT FURTHER RESOLVED, that there will be a public hearing on August 4, 2014, at 6:00 pm in the Cairo Town Hall Meeting Room.

All members in favor – motion carried.

Discussion arose about the issues with the HVAC in the library. The Town Board will call in the architect, plumber and project manager. The Town Board also discussed about possible litigation to rectify the situation.

**Resolution No. 153-14** “Supervisor to Sign Trane Agreement” offered by Councilperson Puorro and seconded by Councilperson Cords:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize Supervisor Banta to sign Trane Agreement.

All members in favor – motion carried.

The Board Members discussed the issue of the new animal shelter paying rent for the use of the sewer building. Supervisor Banta will work with Water and Sewer Administrator, Mike Lamanec.

Resident Susan True inquired on the budget process, scheduling and meetings. She also inquired on the special legislation that Supervisor Banta spoke about regarding the sewer loan.

Resident Robert Uzzilia questioned the state of the county roads (Main Street). Highway Superintendent, Robert Hempstead informed him that the County will be paving Main Street this summer.

**Resolution No. 154-14** “Board to Move into Executive Session” offered by Councilperson Ostrander and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into Executive Session at 8:50 pm to discuss medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation within the Town of Cairo.

All members in favor – motion carried.

**Resolution No. 155-14** “Board to Exit Executive Session” offered by Councilperson Cords and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit Executive Session at 10:08 pm.

All members in favor – motion carried.

**Resolution No. 156-14** “Hire Part-time Police Personnel” offered by Councilperson Cords and seconded by Councilperson Puorro:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby hire Richard Selner at the rate of \$16.32 per hour.

All members in favor – motion carried.

A motion was made by Councilperson Cords and seconded by Councilperson Puorro to adjourn the meeting at 10:11pm.

All members in favor – motion carried.

Respectfully submitted



Debra Sommer  
First Deputy Town Clerk