



Minutes

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

December 4, 2017

The Town Board of the Town of Cairo met for a monthly Board Meeting on Monday, December 4, 2017 at the Town Hall, Main Street, Cairo, New York.

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

PUBLIC HEARING ON REZONING OF 136 BROSS STREET

Supervisor Benoit opened the public hearing. Mr. Suwara presented his intentions to the public, submitted maps and seqra form. Residents concerned about traffic, property values and the scenic views. Supervisor Benoit read the seqra and explained to the audience the process of rezoning. The seqra will now go to the county planning with form 239 referral and we will wait on their response. The public hearing will remain open until the Town board reviews the county's response on January 8, 2017 meeting.

Delaware Engineering gave an update on the water. The contract for the water meters has been awarded, contract signed and parts are ordered. Water meter replacements will be scheduled in the next couple of weeks. The test well for water source by wells three and four

were insufficient. The wells cannot produce enough water. There is potential for 100 gallons per minute by the Catskill Creek.

Supervisor Benoit gave an update on sidewalks. The town received approval from USDOT to spend monies. Next step is to bond the money.

Supervisor Benoit stated that he never noticed the pig farm Town health meeting. The Town health meeting will be December 11, 2017 at 7:00pm.

Supervisor Benoit informed the Town Board that they will have a meeting on December 27, 2017 at 7:00pm to pay the end of year bills. The reorganizational meeting will January 1, 2018 at 7:00pm and a Town Board Regular Meeting on January 8, 2018 at 7:00pm.

Resolution No. 193-17 "Amended WATER Billing" offered by Councilperson Joyce and seconded by Councilperson Warner:

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

RESOLVED, that the Town Board does hereby accept the Amended Water Billing from the Water Administrator in the amount of \$44,922.75 dated October 4, 2017.

All members in favor – motion carried

Resolution No. 194-17 "Accepting Delinquent EDU Use Charges Greene County Real Property Services Dated November 10, 2017" offered by Councilperson Joyce and seconded by Councilperson Warner:

WHEREAS, it is necessary for the Delinquent EDU Use Charges (Relevy) to be authorized by the Town Board and documented in the minutes; therefore, be it

RESOLVED, that the Town Board of Cairo does hereby accept the Delinquent EDU Use Charge as presented from the Water Administrator in the amount of \$67,472.70 dated November 10,2017.

All members in favor – motion carried.

Resolution No. 195-17 "Accepting Delinquent Sewer Use Charges Greene County Real Property Services Dated November 10, 2017" offered by Councilperson Joyce and seconded by Councilperson Cords:

WHEREAS, it is necessary for the Delinquent Sewer Use Charges (Relevy) to be authorized by the Town Board and documented in the minutes; therefore, be it

RESOLVED, that the Town Board of Cairo does hereby accept the Delinquent Sewer Use Charge as presented from the Water Administrator in the amount of \$40,506.93 dated November 10,2017.

All members in favor – motion carried.

Resolution No. 196-17 "Accepting Delinquent Water Use Charges Greene County Real Property Services Dated November 10, 2017" offered by Councilperson Cords and seconded by Councilperson Warner:

WHEREAS, it is necessary for the Delinquent Water Use Charges (Relevy) to be authorized by the Town Board and documented in the minutes; therefore, be it

RESOLVED, that the Town Board of Cairo does hereby accept the Delinquent Water Use Charge as presented from the Water Administrator in the amount of \$40,743.64 dated November 10,2017.

All members in favor – motion carried.

Resolution No. 197-17 "Sewer Billing ADJUSTMENT" offered by Supervisor Benoit and seconded by Councilperson Cords:

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

RESOLVED, that the Town Board accepts the adjustment to the Sewer billing dated November 16, 2017. A credit of \$656.84, to be applied to account number 1400, to correct an error in water usage which created a high sewer bill.

All members in favor – motion carried.

Resolution No. 198-17 "Accept Sewer Use Billing" offered by Councilperson Joyce and seconded by Councilperson Cords:

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

RESOLVED, that the Town Board does hereby accept the Sewer Use Billing from the Sewer Administrator in the amount of \$33,451.97 dated November 16, 2017

All members in favor – motion carried.

Resolution No. 199-17 "Accept Water Penalties" offered by Councilperson Joyce and seconded by Councilperson Cords:

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 does hereby accept the Water Penalties from the Water Administrator in the amount of \$1,275.16 dated November 9, 2017

All members in favor – motion carried.

Resolution No. 200-17 "Approve Police Instructor Development Course" offered by Councilperson Joyce and seconded by Councilperson Cords:

WHEREAS, the Police Administrator of the Town of Cairo has requested approval of attending a Police Instructor Development Course from December 11th through December 22nd. f Course cost is \$400.00; therefore, be it

RESOLVED, that the Cairo Town Board does hereby approve the request from the Town of Cairo Police Administrator to attend a Police Instructor Development Course in the amount of \$400.

All members in favor – motion carried.

Resolution No. 201-17 "Approval of Town Sign Design and Cost" offered by Councilperson Joyce and seconded by Councilperson Cords:

WHEREAS, Catskill Mountain Signs has prepared 3 renderings of the proposed sign designs for the lighted sign at Town Hall for review; and

WHEREAS, the 2x4 high density urethane carved/23 ct. gold letters would be consistent and long lasting similar to the town park signs; therefore be it,

RESOLVED, that the Cairo Town Board does hereby approve the chosen design for the Town Hall sign in the amount of \$1,800, and be it further,

RESOLVED, that the Cairo Town Board does hereby choose sign # 1 as displayed on the attached print out.

All members in favor – motion carried.

Resolution No 202-17 “Assessor Continuing Education” offered by Councilperson Cords and seconded by Councilperson Joyce:

WHEREAS, the Town of Cairo Assessor attend one day seminar “Valuation of Golf Courses” December 8, 2017 @\$110. Ramada Inn, Albany, NY for required (6) credit hours of continuing education for NYS certification. (see attached brochure with Assessor Monthly Report)

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize the Assessor to attend one day seminar @\$110. December 8, 2017, as required for continuing education, plus tolls and mileage, NYS reimbursable within 30 days

All members in favor – motion carried.

Resolution No. 203-17 “Budget Amendments and Payment of Bills on Abstract #314” offered by Councilperson Warner and seconded by Councilperson Cords:

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-1110.400	Muni Court - Contractual	-92.00
To	A-1110.200	Muni Court – Equipment	+92.00
From	A-1990.400	Contingent	-426.80
To	-		
To	A-1355.400	Assessor – Contractual	+426.80
From	A-1410.117	Town Clerk – Pers Serv	-2,290.38
To	A-1410.118	Town Clerk – Pers Serv-Deputy	+2,290.38
From		Fund Balance	-5,357.50
To	A-1420.400	Law – Contractual	+5,357.50
From		Fund Balance	-8,252.29
To	A-1620.202	Building Improvements	+8,252.29
From	A-1990.400	Contingent	-276.28
To	A-1620.407	Buildings-Contract-Acra	+276.28
From	A-1620.409	Buildings-Contract-Amb	-73.79
To	A-1620.412	Buildings-Contractual-Amb	+73.79
From	A-1990.400	Contingent	-293.09
To	A-1910.400	Unallocated Insurance	+293.09
From	A-1990.400	Contingent	-54.16
To	A-3510.400	Animal Control - Contractual	+54.16
From	A-1990.4	Contingent	-167.59
To	A-3620.400	Safety Inspection-Contractual	+167.59
From	A-3310.4	Traffic Control – Contactual	-87.43
To	A-5010.4	Hway Super – Contractual	+87.43
From		Fund Balance	-1,596.37
To	A-7110.400	Parks – Contractual	+1,596.37
From	DA-5142.150	Snow – Persl Serv	-155.00
To	DA-5110.150	General Repairs-Persl Serv	+155.00
From		Fund Balance	-5,935.59

To	DA-5130.400	Machinery – Contractual	+5,935.59
From	DA-9060.800	Employee Benefits-Hosp.	-30.00
To	DA-9089.804	Other Benefits – Meal Allowance	+30.00
From		Fund Balance	-743.59
To	SS-8110.140	Sewer Admin-Pers Serv	+743.59
From		Fund Balance	-13.49
To	SS-8110.400	Sewer Admin-Contractual	+13.49

And be it further **RESOLVED**, the Town Board does hereby authorize that Abstract #314, consisting of 2017 Vouchers #101617 through #101711 in the amount of \$168,431.99 is approved for payment.

The total amount to be paid from the:

General Fund -	\$51,659.54	Hydrant -	
Highway Fund -	\$67,267.92	Sewer Fund -	\$3,431.91
Capital Water -	\$45,233.08	Water Fund -	\$839.54
Street Lighting -		Trust & Agency –	

Resolution No. 204-17 “Board to Move into Executive Session” offered by Councilperson Joyce and seconded Councilperson Cords:

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 205-17 “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 9:15 PM.

All members in favor – motion carried.

Supervisor Benoit stated that there wasn’t any action taken in executive session.

Highway Superintendent discussed with the Town Board plowing and snow removal procedures. The Town Board tabled discussion until next meeting on December 11, 2017.

Councilperson Cords made a motion to adjourn at 10:30pm and Supervisor Benoit seconded the motion.

Respectfully submitted,

Debra Sommer

First Deputy Town Clerk