



Minutes

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

December 27, 2017

The Town Board of the Town of Cairo met for a Town Board Meeting on Wednesday, December 27, 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 and Councilperson Joyce. Councilperson Ostrander and Councilperson Warner were absent.

Supervisor Benoit opened bids for the soccer field improvements at the Town Park. Results are as follows and to be awarded at the January 8, 2018 Board Meeting:

BP Excavation	\$89,900.00
Justin Hilgendorff	\$184,500.00
Holbrook Services	\$153,000.00
Casey Hubbell	\$117,500.00
Maggio and Sons	\$198,740.00
Fastrac	\$228,500.00
LCS Landscapes	\$127,900.00
Sport Tech	\$164,500.00
Keller & Sons	\$121,500.00

Resolution No. 209-17 “Approve Quote for Replacing Library Alarm 2018” offered by Councilperson Cords and seconded by Councilperson Joyce:

WHEREAS, the Town of Cairo has consistently had issues with the Cairo Public Library security alarm system over the past year;

WHEREAS, the Town of Cairo received two quotes for replacing the fire alarm system; quotes were received from Alarm and Suppression in the amount of \$6,700.00 and CIA Security in the amount of \$5,665.90, therefore,

BE IT RESOLVED, that the Town Board of the Town of Cairo hereby accept the quote from CIA Security to replace the fire alarm system in the Cairo Public Library in the amount of \$5665.90

All members in favor – motion carried.

Resolution No.210 -17 "Accept Sewer Penalties" offered by Councilperson Cords and seconded by Councilperson Joyce :

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

RESOLVED, that the Town Board does hereby accept the Sewer Penalties from the Sewer Administrator in the amount of \$2402.12 dated December 21, 2017.

All members in favor – motion carried

Resolution No. 211-17 "Change Order #2 on Annex Siding" offered by Councilperson Cords and seconded by Supervisor Benoit:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve the change order and the cost of installing siding to the back of the Annex Building by Hasenkopf Quality Construction to complete the project. The additional cost will be \$8,600.

All members in favor – motion carried

Resolution No. 212-17 "Inter-fund Transfer from Sewer Fund to General Fund" offered by Councilperson Cords and seconded by Councilperson Joyce:

WHEREAS, there is an inter-fund loan from the general fund to the sewer fund in the amount of \$298,346.71; and

WHEREAS, the 2017 Budget allocated \$3,500.00 to be paid to the General Fund; therefore be it

RESOLVED, that the Town Board of the Town of Cairo does hereby authorize an inter-fund transfer of \$3,500.00 from the Sewer Fund to the General Fund to be applied towards the inter-fund loan balance.

All members in favor – motion carried.

Resolution No.213 -17 “Write-off Rent from Inter-fund Loan” offered by Councilperson Joyce and seconded by Supervisor Benoit:

WHEREAS, the animal control shelter is utilizing 560 sq. ft. of the WWTP garage; and

WHEREAS, the Cairo Town Board deemed that a fee of \$4.00 per sq. ft. which includes a stipend for electric, heat and water would be sufficient for rent; and

WHEREAS, the Sewer District has an inter-fund loan from the General Fund, therefore be it

RESOLVED, that in lieu of cash rent to the Sewer District from the General Fund, the monthly sum of \$186.67 will be written off the inter-fund loan balance of \$298,346.71 due to the General Fund for an annual amount of \$2,240.04 for fiscal year 2017.

All members in favor – motion carried.

Resolution No. 214-17 “Accept EDU Billing” offered by Councilperson Cords and seconded by Councilperson Joyce:

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

RESOLVED, that the Town Board does hereby accept the EDU Billing from the Sewer Administrator in the amount of \$66,700.00 dated December 5, 2017.

All members in favor – motion carried.

Resolution No.215 -17 “Amend 2017 Budget to Reflect Receipt of 911 Sign monies and Expense of Signs Purchased” offered by Supervisor Benoit and seconded by Councilperson Joyce:

WHEREAS, the town received 911 sign monies from residents for the purchase of 911 signs; and

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

RESOLVED, the Town Board does hereby authorize the Town Supervisor to amend the expense line item A-3010.46 Public Safety-911 Signs to reflect the increase in General Fund Appropriations \$218.15 and; increase the revenue line item A-3389 Other Public Safety for \$71.00 and A-1589 Other Public Safety Dept. Income for \$147.15 to reflect the increase in General Fund Revenue in the amount of \$218.15 in the 2017 budget.

All members in favor – motion carried

Resolution No. 216 -17 “Amend 2017 Budget to Reflect Receipts of D.A.R.E. monies and Expense of Supplies and Payroll” offered by Councilperson Cords and seconded by Councilperson Joyce:

WHEREAS, the town received D.A.R.E. donations for expenses of the town sponsored D.A.R.E. Program; and

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

RESOLVED, the Town Board does hereby authorize the Town Supervisor to amend the expense line item A-3120.452 Police – DARE Contractual - \$686.30 and to amend the expense line item A-3120.127 Police – DARE Payroll - \$3,197.42 and; increase the revenue line item A-2070 Contributions-private agency-youth to reflect the increase in General Fund Revenue in the amount of \$3,883.72 in the 2017 budget.

All members in favor – motion carried

Resolution No. 217 -17 “Budget Amendments and Payment of Bills on Abstract #315” offered by Councilperson Joyce 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	Court – Contractual	-92.00
To	A-1110.200	Court – Equipment	+92.00

From		Fund Balance	-838.18
To	A-1220.107	Supervisor – Persl Serv	+838.18
From	A-1990.400	Contingent	-372.33
To	A-1220.400	Supervisor - Contractual	+372.33
From		Fund Balance	-1,170.84
To	A-1355.400	Assessor – Contractual	+1,170.84
From	A-1410.117	Town Clerk – Pers Serv	-1,767.83
To	A-1410.118	Town Clerk – Pers Serv-Deputy	+1,767.83
From		Fund Balance	-3,300.00
To	A-1420.400	Law – Contractual	+3,300.00
From		Fund Balance	-12,365.91
To	A-1620.202	Building Improvements	+12,365.91
From		Fund Balance	-1,155.65
To	A-1620.407	Buildings-Contract-Acra	+1,155.65
From	A-1990.400	Contingent	-215.70
To	A-1910.400	Unallocated Insurance	+215.70
From	A-1990.400	Contingent	-87.67
To	A-3510.400	Animal Control - Contractual	+87.67
From		Fund Balance	-3,048.46
To	A-3620.400	Safety Inspection-Contractual	+3,048.46
From	A-3310.400	Traffic Control – Contactual	-228.60
To	A-5010.400	Hway Super – Contractual	+228.60
From		Fund Balance	-1,718.46
To	A-7110.400	Parks – Contractual	+1,718.46
From	A-1990.400	Contingent	-10.53
To	A-8160.400	Refuse&Garbage – Contractual	+10.53
From		Fund Balance	-32,221.12
To	DA5110.150	General Repairs – Persl Serv	+32,221.12

From		Fund Balance	-67,011.00
To	DA-5112.205	Perm Improvements-CHIPS	+67,011.00
From		Fund Balance	-16,730.22
To	DA-5130.4	Machinery – Contractual	+16,730.22
From		Fund Balance	-13,660.08
To	DA-5142.150	Snow Removal – Persl Serv	+12,151.58
To	DA-5142.400	Snow Removal - Contractual	+1,508.50
From		Fund Balance	-1,748.54
To	DA-9030.800	Social Security/Medicare	+1,748.54
From	DA-9060.800	Employee Benefits-Hosp.	-420.00
To	DA-9089.804	Other Benefits – Meal Allowance	+420.00
From		Fund Balance	-342.18
To	SL-5182.443	Street Lighting – F Hitchcock	+207.43
To	SL-5182.447	Street Lighting – Winter Clove	+134.75
From	SS-8110.103	Sewer Admin–Pers Serv	-648.07
To	SS-8110.102	Sewer Admin-Pers Serv	+142.99
To	SS-8110.140	Sewer Admin-Pers Serv	+505.08
From		Fund Balance	-850.06
To	SS-8110.400	Sewer Admin-Contractual	+804.42
To	SS-9030.800	Social Security	+45.64
From	SW-8310.103	Water Admin – Pers Serv	-114.93
To	SW-8310.102	Water Admin – Pers Serv	+114.93

And be it further **RESOLVED**, the Town Board does hereby authorize that Abstract #315, consisting of 2017 Vouchers #101782 through #101908 in the amount of \$292,601.61 is approved for payment.

The total amount to be paid from the:

General Fund -	\$53,410.32	Hydrant -	
Highway Fund -	\$230,676.19	Sewer Fund -	\$7,205.68
Capital Water -		Water Fund -	\$1,251.60
Street Lighting -		Trust & Agency -	\$57.82

All members in favor – motion carried.

Supervisor Benoit made a motion to adjourn at 8:50pm and Councilperson Joyce seconded the motion.

Respectfully submitted,

Debra Sommer
First Deputy Town Clerk