



Minutes

Town of Cairo

Town Board Meeting @ 7:00 pm

Location: Town Hall Meeting Room

The Town Board of the Town of Cairo met for a Town Board Meeting on Wednesday September 19, 2018, at the Town Hall, Main Street, Cairo, New York.

Supervisor Benoit called the meeting to order at 7:06 and asked the attendees to Pledge Allegiance to the Flag.

Attendance: Supervisor Benoit, Council Member Cords, Council Member Joyce and Council Member Warner were present. Council Member Watts was absent.

Public Hearing:

Local Law #4 of 2018: Amendment 2018-03 to Cairo Zoning Law of 2017: Main Street Commercial/Residential and Solar Modifications. (Resolution No. 2018-132)

Close the Public Hearing:

Offered by Council Member Warner and seconded by Council Member Cords.

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye, Council Member Warner – Aye. Council Member Watts was absent. Motion carried.

Existing Business:

Water Meter Installation:

Issues with the larger meters; require different sizes (1 ½ in, 2 in, 2 in compound, 3 in). Total need 16 larger meter; Ten @ 1 ½ inches, Three @ 2 inches, Two @ 2 inches (compound) & One @ 3 inches. Totaling \$37,420.00 **(Resolution No. 2018-146)**. 300 meters all together, less than 40 to do and 4 refusals.

Sidewalk Project – Creighton Manning:

Nothing to report, still in the designing phase. Issues with the project and if the county reviewed it, they did in fact. Emails from VanValkenburgh to confirm. Also that some of the public has issues on where the sidewalk is going, if there are any issues to report to the Town Board.

Ambulance Building – Kaaterskill:

Plans due beginning of October. Pretty much complete, with just a few minor adjustments. Addressed the size of the office for the Ambulance Clerk/Billing Dept.

Senior Area in Park:

New community to replace the Acra Community Center. Possible new building in the park, received an estimate and costs from Kaaterskill 60 x 40, 2400 sq. ft.; 480,000-570,000 dollars for the original plans. There will be no moving the court down into the park. Discussion of parking and hours for the court again. Discussion about more parking areas and other spots to put the community center, if not in the park. If they do not use the \$4,000 grant that was supposed to assist with the building of the outdoor community center, if it is not used to return the grant.

Correspondences:

1. Letter from Community Action on Weatherization Program
2. American Red Cross Blood Drive 9/24/18, 12/17/18, 5/13/19 and 12/9/19

Lighting for the Football Field at the Park:

Mike Murphy spoke about the plans that he submitted to the board about getting a better Lighting system for the Town Park. Senator Amedore, Assemblyman Chris Tague and William Lawrence support the project. Will get power and one box from Central Hudson, the system will also save 8% on electric. Senator Amedore would be willing to give 50,000 to the project. Possible funding from both Cairo-Durham and Catskill School Districts. The company guarantees 25 years and supplies the equipment and installs it.

New Business:

Community Center Upgrade or Relocation:

Approach the county and possibly split the bill for renovations, reduced rental. Help with the meals on wheels program.

Request from Cairo Chamber of Commerce:

Requesting money and/or moral support. After the Harvest Festival and the Christmas Walk, if they don't see any support from the town or the businesses then that will be it.

Repayment of Classes provided by Town of Cairo – Handbook Update:

(Resolution No. 2018-133)

Upcoming Budget Meeting for Departments:

Last meeting on September 24th, 2018 for the Library @ 6:00PM.

Possible Part-Time Grant Writer:

Multiple projects that require Grants for all. Put out an ad looking for resumes by Friday September 28, 2018. If no one responds, extend the deadline to the next board meeting.

Clean Up and Siding Installation for St. Edmunds:

Needs doors, close up of holes to stop animals from coming in. Hire someone to remove lead paint and then a new coat of paint or cover with siding. Next year project.

Energy Efficiency Proposal Review:

Proposal from Central Hudson, based on their audit, to replace the lighting and save energy costs. Total costs to the town would be 15,073.98 for installation, if paid in a lump sum the price would be 10,222.00. Two different proposals for the Highway Building and the Town Hall. 10-11% return on first year. Estimated ten years for a full return of the investment if the price stays the same and they don't increase the costs or updated technology. Save 1,158.00 per year.

Review and Approval of Minutes:

August 6th Minutes: Offered by Supervisor Benoit and seconded by Council Member Joyce.

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye, Council Member Warner – Aye. Council Member Watts was absent. Motion carried.

Resolution No. 2018-132 “Adopt Local Law #4 – Amendment 2018-3 to Cairo Zoning Law of 2017: Main Street Commercial and Solar Modifications”

Offered by Council Member Warner and seconded by Council Member Joyce.

Be it Resolved, that after due consideration, including input from the Town of Cairo Planning Board, The Greene County Planning Board, and the general public, the Cairo Town Board hereby adopts Local Law Number 4 of 2018, Amendment 2018-03 to Cairo Zoning Law of 2017: Main Street Commercial and Solar Modifications, a copy of which is attached to this resolution.

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye, Council Member Warner – Aye. Council Member Watts was absent. Motion carried.

Resolution No. 2018-133 “Amend Handbook to Allow for training Cost Repayment.”

Offered by Council Member Cords and seconded by Council Member Joyce.

Whereas, The Town of Cairo does regularly pay the cost of specialized training for employees to obtain various certifications and/or licenses, and

Whereas, the newly trained employee will often leave town employment shortly after receiving the training, now therefore;

Be It Resolved, that after due consideration, the town board does hereby authorize the Town Supervisor, in conjunction with the town’s labor relations attorney, to consider various options that would require employees to work for the town a minimum number of months or years after receiving the specialized training, or to pay back the town the cost of the training if the employee does not remain for the minimum time period.

Be It Resolved Further, that the Town Supervisor shall report back to the town board the results of his consultation with the town’s labor relations attorney prior to any further action being taken.

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye, Council Member Warner – Aye. Council Member Watts was absent. Motion carried.

Resolution No. 2018-134 “Confirm Bid Resolution Passes 9/12/18 and further Authorize use of \$100,000 Highway Fund Balance to Purchase Large Trucks for Highway Snowplow Use.”

Offered by Council Member Warner and seconded by Council Member Joyce.

Whereas, The Highway Department needs to replace its aging snow plowing trucks and equipment, and

Whereas, by resolution dated September 12, 2018 at a budget meeting of the town board, the board authorized the taking of bids by the Highway Superintendent for one Ford 550 truck with dump body and one Ford 350 truck, and

Whereas, it appears that the 2018 highway budget has sufficient funds allocated to allow for the purchase of the Ford 550 with dump body and one Ford 350 truck, and

Whereas, the Highway budget has a sufficient fund balance to allow \$100,000.00 of it to be used to purchase additional, larger trucks for snowplowing and other highway work, now therefore;

Be It Resolved, that after due consideration, the town board does hereby confirm the action taken at the September 12, 2018 budget meeting as recited above, and

Be It Further Resolved, that the town board does authorize the Highway Superintendent to use up to \$100.00.00 of the existing highway budget fund balance for the purpose of purchasing trucks larger than Ford 550 or comparable, to replace its again snow plow trucks and associated salt, sanding and plow equipment.

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye, Council Member Warner – Aye. Council Member Watts was absent. Motion carried.

Resolution No. 2018-135 “Accept Water Penalties”

Offered by Council Member Joyce and seconded by Council Member 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 \$1,113.20 dated August 29, 2018.

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye, Council Member Warner – Aye. Council Member Watts was absent. Motion carried.

Resolution No. 2018-136 “Accept Sewer Penalties”

Offered by Council Member Cords and seconded by Council Member 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 \$2,521.47 dated September 6, 2018.

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye, Council Member Warner – Aye. Council Member Watts was absent. Motion carried.

Resolution No. 2018-137 “Accept EDU Billing”

Offered by Council Member Warner and seconded by Council Member Cords.

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 \$68,597.50 dated September 4, 2018.

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye, Council Member Warner – Aye. Council Member Watts was absent. Motion carried.

Resolution No. 2018-138 “Cairo Multi-Use Pathway and Sidewalk Project – SEQRA Determination of Non-Significance”

Offered by Council Member Joyce and seconded by Council Member Cords.

Whereas, the Town Board authorized and approved the Cairo Multi-Use Pathway and Sidewalk Project (P.I.N. 1760.85); and

Whereas, the Town's consulting engineer, Creighton Manning Engineering, has advised the Town Board that the proposed Project is an Unlisted Action in accordance with the rules and regulations of the State Environmental Quality Review Act (SEQRA); and

Whereas, the Town Board indicated its wish to be Lead Agency for SEQRA review of the proposed Project and the Town Supervisor sent a copy of the Short Environmental Assessment Form Part I, to any and all agencies to which it must give written notice in accordance with New York State Town Law, including the New York State Department of Environmental Conservation,

New York State Department of Transportation and New York State Office of Parks, Recreation and Historic Preservation, and Greene County and

Whereas, notice was provided to those agencies and over 30 days have passed and the Town has received zero responses regarding the Town’s intent to become the Lead Agency for the action, and

Whereas, the Town Board is duly designated to act as SEQRA Lead Agency and, in that capacity, has reviewed the SEQRA Short EAF for this Project; now, therefore, be it

Resolved, that the Cairo Town Board designated itself as Lead Agency for SEQRA review of the proposed Cairo Multi-Use Pathway and Sidewalk Project (P.I.N. 1760.85); and be it further

Resolved, that the Cairo Town Board determines that no significant adverse environmental impacts are likely to result from the proposed Cairo Multi-Use Pathway and Sidewalk Project (P.I.N. 1760.85) and such determination is reached after careful consideration and analysis of the proposed action and the EAF for the proposed action; and be it further

Resolved, that the Town Board hereby authorizes and directs the Town Supervisor to complete the Environmental Assessment Form by checking the box indicating that the proposed action will not result in any significant adverse impacts; and Be it further

Resolved, that the Town Board approves a SEQRA Negative Declaration - Determination of Non-Significance and authorizes and directs the Town Clerk's Office to file any necessary documents in accordance with the provisions of the general regulations of the Department of Environmental Conservation; and be it further

Resolved, that this Resolution shall take effect immediately.

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye, Council Member Warner – Aye. Council Member Watts was absent. Motion carried.

Resolution No. 2018-139 “Authorization for Parks, Building and Ground to Surplus Equipment”

Offered by Council Member Cords and seconded by Supervisor Benoit.

Be It Resolved, the Town Board does hereby authorize Parks, Buildings and Grounds to surplus out:

1998 Jeep	1J4FJ68S7WL268660
2005 Chevy Tahoe	1GNEK13V05J144914
2008 Dodge Durango	1D8HB38N58F115024
2001 Ford Dump Truck	1FDAF57F91ED20735

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye, Council Member Warner – Aye. Council Member Watts was absent. Motion carried.

Resolution No. 2018-140 “Authorization for Highway Superintendent to Surplus Equipment”

Offered by Supervisor Benoit and seconded by Council Member Cords.

Resolved, the Town Board does hereby authorize Highway Superintendent to surplus out:

2005 Chevy	1GCEC14V55Z250961
1988 Oshkosh	6473R88
1985 Oshkosh	10T2C3B20F1023499
1985 Oshkosh	10T2C3BP2F1025606
1985 Oshkosh	10T2C3BP7F1025603
1994 Ford	1FDYK90L6RVA04092
1996 Ford	1FDYK90L1TVA08140

1955 Blaw-Knox Paver

0639-004

1991 Elgin Sweeper

1HTSCNDN2M4324547

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye, Council Member Warner – Aye. Council Member Watts was absent. Motion carried.

Resolution No. 2018-141 “Reappointment Board Of Assessment Review”

Offered by Council Member Warner and seconded by Council Member Joyce.

Whereas, current term of Robert Fritze of BAR Board Member expires 9-30-2018, therefore be it

Resolved, the Town Board does hereby reappoint Robert Fritze to the BOARD OF ASSESSMENT REVIEW for a five (5) year term from 10-1-2018 thru 9-30-2023

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye, Council Member Warner – Aye. Council Member Watts was absent. Motion carried.

Resolution No. 2018-142 “Appointment of Part Time Clerk”

Offered by Supervisor Benoit and seconded by Council Member Cords.

Whereas, there is a need for a clerk for both the Assessor’s office and the Code office, therefore

Be It Resolved, that the Assessor’s office and Code office will share a clerk, and

Be It Further Resolved that Diane Newkirk will be appointed as a Clerk-Part Time at an hourly rate of \$11.00 and is authorized to work a maximum of 20 hours a week between the Assessor and Code offices.

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye, Council Member Warner – Aye. Council Member Watts was absent. Motion carried.

Resolution No. 2018-143 “Hire Part Time Parks Buildings and Grounds Laborer”

Offered by Supervisor Benoit and seconded by Council Member Warner.

Be It Resolved, the Town Board of the Town of Cairo does hereby hire Steve Baird for part-time Parks, Buildings and Grounds laborer beginning September 17, 2018.

Be It Further Resolved, rate of pay will be \$11/hr. and not to exceed 35 hours a week.

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye, Council Member Warner – Aye. Council Member Watts was absent. Motion carried.

Resolution No. 2018-144 “Receipt of Monthly Supervisor’s Report”

Offered by Council Member Warner and seconded by Council Member 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 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 July and August 2018.

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye, Council Member Warner – Aye. Council Member Watts was absent. Motion carried.

Resolution No. 2018-145 “Budget Amendments and Payments of Bills on Abstract #309”

Offered by Supervisor Benoit and seconded by Council Member Warner.

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	A1990.4	Contingent	-6,985.96
To	A1320.4	Auditor – Contractual	+1,750.00
To	A1440.4	Engineer – Contractual	+2,086.10
To	A1620.202	Building Improvements	+2,312.62
To	A1620.410	Bldgs-Police – Contractual	+171.24
To	A1680.418	Central Data – Contractual	+419.60
To	A1910.4	Unallocated Insurance	+246.40
From	A3120.2	Police – Equipment	-2,904.19
To	A3120.4	Police – Contractual	+2,904.19
From	A3620.113	Safety Insp Clerk 2-Persl Serv	-162.63
To	A3620.111	Safety Insp Clerk 1-Persl Serv	+162.63
From	A7310.150	Youth Prgm – Personal Serv	-78.80
To	A7310.4	Youth Prgm – Contractual	+78.80
From	DA5142.150	Snow Removal-Persl Serv	-27,332.70
To	DA5110.150	General Repairs-Persl Serv	+27,332.70
From		Fund Balance	-1,598.40
To	DA5130.4	Machinery – Contractual	+1,598.40
From	DA9060.8	Emp Benefits – Health Ins	-1.97
To	DA9050.8	Emp Benefits – Unemploy Ins	+1.97
From	SW8310.2	Water Admin – Equipment	-177.87
To	SW8310.4	Water Admin – Contractual	+177.87

And be it **RESOLVED**, the Town Board does hereby authorize that Abstract #309, consisting of 2018 Vouchers #103126 through #103249 in the amount of \$230,494.30 is approved for payment.

The total amount to be paid from the:

General Fund -	\$59,203.24	Hydrant –	
Highway Fund -	\$58,339.23	Sewer Fund -	\$15,049.57
Soccer Field Proj. -		Water Fund -	\$2,168.01
Street Lighting -		Capital Water -	\$93,072.31
Trust & Agency -	\$2,661.94	Sidewalk –	

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye, Council Member Warner – Aye. Council Member Watts was absent. Motion carried.

Resolution No. 2018-146 “Oram Contracting, LLC Change Order #1”

Offered by Supervisor Benoit and seconded by Council Member Warner.

Whereas, there was a contract in the amount of \$298,980.00 between the Town of Cairo and contractor Oram Contracting, LLC for the installation of water meters; and

Whereas, there are additional larger water meters that need to be purchased that were not accounted for in the bid by the town; therefore

Be It Resolved, that contract change order #1 for Oram Contracting, LLC be approved in the amount of \$37,420.00 for a revised total contract price of \$336,400.00.

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye, Council Member Warner – Aye. Council Member Watts was absent. Motion carried.

Resolution No. 2018-147 “Moving the CIA Security System from the Town Park to the Annex.”

Offered by Supervisor Benoit and seconded by Council Member Warner.

Whereas, Sergeant Rick Busch has requested that the CIA Security System in the Angelo Canna Town Park to be moved to the Floyd E. Hempstead Annex Building for police and town purposes.

Whereas, the costs of removing and reinstalling the CIA Security System from these two buildings will be \$945.00.

Be It Resolved, that the Town Board does hereby approve the costs and moving of the CIA Security System.

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye, Council Member Warner – Aye. Council Member Watts was absent. Motion carried.

Meeting Adjourned @ 9:43

Offered by Council Member Warner, seconded by Council Member Cords.

Supervisor Benoit – Aye, Council Member Joyce – Aye, Council Member Cords – Aye, Council Member Warner – Aye. Council Member Watts was absent. Motion carried.

Respectfully Submitted

Kayla L. Warner
Town Clerk