

Town Supervisor ext. 113
Town Clerk ext. 250
Bookkeeper ext. 115
Tax Collector ext. 110
Building Dept. ext. 253
Water & Sewer ext. 254



Tax Assessor ext. 252
Court Clerk ext. 251
Cairo Police ext. 117
Ambulance Billing ext. 116
Highway Department ext. 401

512 Main St., PO Box 728
Cairo, NY 12413
(518) 622-3120
www.townofcairo.com

TOWN BOARD REORGANIZATION MEETING AGENDA January 2, 2018

Call to Order
Pledge of Allegiance
Attendance

Swearing in of Town Clerk ~ Kayla Warner

Resolutions

1. 2019-001: Setting Town Board Meeting Dates
2. 2019-002: Set Holidays for 2019
3. 2019-003: Submission Deadline for Town Board Meeting Agenda Items
4. 2019-004: Setting Town Hall Hours of Operation
5. 2019-005: Setting 2019 Salaries for Elected Officials
6. 2019-006: Appointing Auditing Firm for the Town of Cairo
7. 2019-007: Appointing Attorney for the Town
8. 2019-008: Designating the Town of Cairo Official Newspaper
9. 2019-009: Authorizing the Supervisor to Invest Town Funds
10. 2019-010: Establishing Official Depository
11. 2019-011: Payment of Bills and Payment of Utility Bills"
12. 2019-012: Set Hourly Rate for Seasonal Part Time Highway Employees
13. 2019-013: Attendance at Training Sessions, Meetings and Conferences
14. 2019-014: Setting Deputy Superintendent of Highways Salary
15. 2019-015: Authorization for Highway Superintendent to Certify Payrolls and Make Purchases
16. 2019-016: Appoint Summer Recreation Coordinator and set Hourly Wages for Summer Recreation Staff
17. 2019-017: Town Court - Appointments and Salaries
18. 2019-018: Appoint Deputy Town Supervisor
19. 2019-019: Authorization to Designate Bookkeeper, Historian & Supervisor Clerk
20. 2019-020: Appoint Deputy Tax Collector

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21. 2019-021: Appoint and Set Salaries of Water and Sewer Personnel
22. 2019-022: Town Assessor's Office – Appointments and Salary
23. 2019-023: Deputy Town Clerk Appointment
24. 2019-024: Set Salaries for Board of Assessment Review
25. 2019-025: Appointing Officer in Charge and Setting Salaries for Police Department
26. 2019-026: Appoint and Set Salary of the Animal Control Officer
27. 2019-027: Planning Board Appointments and Salaries
28. 2019-028: Zoning Board of Appeals Appointments and Salaries
29. 2019-029: Appointment of Personnel in the Code Enforcement and Building Departments
30. 2019-030: Adopt Sexual Harassment Prevention Policy
31. 2019-031: Appoint Ambulance Administrator and Clerk
32. 2019-032: Appoint and Set Salary of Parks, Buildings, and Grounds
33. 2019-033: Setting Rate for Seasonal, Parks, Buildings and Grounds Employees
34. 2019-034: Appointing and Setting Salary for Registrar of Vital Statistics