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**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 Monday October 1, 2018, at the Town Hall, Main Street, Cairo, New York.

Supervisor Benoit called the meeting to order at 7:03 and asked the attendees to Pledge Allegiance to the Flag.

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

***Review and Approval of Minutes:***

***September 19th, 2018:*** Offered by Council Member Warner & seconded by Council Member Joyce.

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

***Existing Business:***

*Water Meter Installations/Water Project:*

 Nothing has been changed or updated since the last Town Board Meeting on September 19th, 2018.

*Sidewalk Project – Creighton Manning:*

Moving forward, Supervisor Benoit received paperwork for the project. Still on schedule for construction. Will go out to be bid on in the Winter and to start in the Spring.

*Ambulance Building:*

Kaaterskill plans are due beginning of October and put out to bid in November or December. Spoke with them about requirements, bonds and insurance.

*Senior Area in Park:*

The Rotary donated three trees to the Senior Area in the Park. Two have been planted and the last will be planted at the end of the week.

*Monthly Correspondence:*

-Honor a Vet Ceremony – Saturday November 3rd, 2018 @ 10:00AM – @ Catskill Point

 Honoring Alfred VanShack Jr. Seaman First Class in the Navy from January 4th, 1944-December 13th, 1945. To attend, reserve a spot with the Greene County Veterans Service Agency.

 -James West Complaint – Free Range Chickens – Orchard Drive, South Cairo.

 Zoning and Code Enforcement does not have anything that prohibits having free range chickens or livestock in rural residential areas.

 -“Film in Greene” letter from Greene County Film Commission

 Located in the visitors’ center in Leeds, they want to attract motion picture crews to shoot in Greene County.

***New Business:***

*Highway Inventory:*

Received Highway inventory lists from the Highway Department by September 30th.

*St. Edmonds Inventory Review:*

All Department Head are to report to St. Edmonds Church in Acra on Thursday October 4th, 2018 @ 9:30AM to discuss and take their inventory.

*Cypress Creek – PILOT Meeting:*

Meeting set for Wednesday October 10th, 2018 @ 6:30PM.

*Police Contract Meeting:*

Meeting set for Tuesday October 2nd, @ 10:00AM

*Set Budget Public Hearing for 11/5:*

Town Budget Public Hearing set for November 5th, 2018 @ 7:00 during the Town board Meeting. Town Clerk will put a Legal in the Paper.

***Resolution No. 2018-148 “Authorization for Highway Superintendent to Surplus Equipment”***

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

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

 1985 Oshkosh 10T2C3BP9F1025604

 1988 Dresser Roller R500001U061977

 1991 Chevrolet Dump 1GBM7H1J1MJ112085

 Cub Cadet Vacuum

 Speedaire Compressor

 1 Tarco Spreader

 2 Swenson Spreaders

 10 Viking four way plows

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

***Resolution No. 2018-149 “Building and Code Training and Travel”***

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

 **Whereas**, the Code Enforcement Officer and the Building Inspector wish to attend The 2018 Capital district Building Officials Conference October 15-17th, to obtain 19 hours of the 24 mandated continuing education credits needed,

 **Therefore Be It Resolved**, The Town of Cairo Town Board does approve the Code Enforcement Officer and Building Inspector to attend the 2018 Capital District Building Officials Conference for their continuing education credits. Travel and compensation will comply with the handbook policy and will be disbursed accordingly.

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

***Resolution No. 2018-150 “Budget Amendments and Payment of Bills on Abstract #310”***

*Offered by Council Member Watts and seconded by Council Member Joyce.*

**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 A3120.2 Police – Equipment -652.93

To A3120.4 Police – Contractual +652.93

From A3620.113 Safety Insp Clerk 2-Persl Serv -744.00

To A3620.111 Safety Insp Clerk 1-Persl Serv +744.00

From DA5142.150 Snow Removal-Persl Serv -15,546.59

To DA5110.150 General Repairs-Persl Serv +15,546.59

From Fund Balance -4,235.36

To DA5130.4 Machinery – Contractual +4,235.36

From SW8310.2 Water Admin – Equipment -28.16

To SW8310.4 Water Admin - Contractual +28.16

**And Be It Further** **Resolved**, the Town Board does hereby authorize that Abstract #310, consisting of 2018 Vouchers #103265 through #103325 in the amount of $46,387.69 is approved for payment.

The total amount to be paid from the:

 General Fund - $21,146.33 Hydrant -

 Highway Fund - $22,419.46 Sewer Fund - $2,000.00

 Soccer Field Proj. - Water Fund - $821.90

 Street Lighting - Capital Water-

Trust & Agency - Sidewalk –

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

***Resolution No. 2018-151 “Authorization for Highway Department to Accept Truck Bid”***

*Offered by Supervisor Benoit and seconded by Council Member Warner.*

**Whereas**, Deb Sommer presented to the Town Board a Truck bid from Crossroads Ford, located in Ravena, New York, totaling $54,709.00.

 **Resolved**, the Town Board does hereby authorize the Highway Department to accept the bid from Crossroads Ford for $54,709.00.

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

***Board Enters Executive Session @7:54:***

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 – Aye. Motion carried.*

***Board Exits Executive Session and Town Board Meeting@ 9:12:***

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

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

Respectfully Submitted

Kayla L. Warner

Town Clerk