



Minutes

Town of Cairo

Special Board Meeting @ 11:00AM

Tuesday, December 31, 2019

Location: Town Hall Court Room

DRAFT

The Town Board of the Town of Cairo met for a Town Board Meeting on Tuesday December 31, 2019, at the Town Hall, Main Street, Cairo, New York. Supervisor Benoit called the meeting to order at 11:37AM.

Attendance: Supervisor Benoit, Council Member Cords, Council Member Watts.

Absent: Council Member Joyce & Council Member Warner.

New Business:

1. Swearing in of Elected Officials – Wed. Jan. 1st, 2020 @ 10:00am in the Town Court Room.
 - a. Town Supervisor – John Coyne
 - b. Town Clerk – Kayla L. Warner
 - c. Town Council Members – Stephen Kralovich & Timothy Powers
 - d. Town Highway Superintendent – Arthur Evans
 - e. Town Tax Collector – Susan Hilgendorff
 - f. Town Justice – Tanja Sirago

Resolution No. 2019-156 “Support Kedemah Lodge and American Legion Sign Request”

Offered by Supervisor Benoit and seconded by Council Member Cords.

Whereas, The Brothers of the Kedemah Lodge #693 F & AM and the members of American Legion Post 983 (hereinafter, “the applicants’) have jointly requested planning board approval for a new, electronic, free-standing message board sign on property located at 523 Main Street Cairo because their 40 year old message board sign at that location has become unserviceable, and

Whereas, the planning board referred the applicants to the town board for its approval of the proposal, and

Whereas, there is no moratorium involving the review or approval of electronic message-board signs and, pursuant to the Town of Cairo Zoning Law, the planning board of jurisdiction to review and make decisions on all proposed signage within the Town of Cairo, including the ability to exempt applicants from restrictions imposed therein, now therefore

Be It Resolved, that the Town Board does hereby state its support for the applicants' proposal and does refer the applicants to the planning board for its review and determination of the applicants' proposal for an electronic message board sign to replace its existing, unserviceable sign.

Supervisor Benoit – Aye, Council Member Cords – Aye, Council Member Watts – Aye. Council Member Joyce – Absent, Council Member Warner – Absent. Motion Carried.

Resolution No. 2019-157 “Abolish the Position of Deputy Highway Superintendent”

Offered by Supervisor Benoit and seconded by Council Member Cords.

Whereas, the current Deputy Highway Superintendent has resigned her position and the Town Board believes that there is no operational need for a Deputy Highway Superintendent, new therefore

Be It Resolved, that the position of Deputy Highway Superintendent previously created by resolution of the Town Board is hereby abolished effective midnight, December 31st, 2019.

Supervisor Benoit – Aye, Council Member Cords – Aye, Council Member Watts – Aye. Council Member Joyce – Absent, Council Member Warner – Absent. Motion Carried.

Resolution No. 2019-158 “Appoint Provisional Full-Time Clerk to the Highway Superintendent”

Offered by Supervisor Benoit and seconded by Council Member Watts.

Be It Resolved, that effective midnight, December 31st, 2019 the Town Board does hereby appoint Debra Sommer to the full-time position of Clerk to the Highway Superintendent on a provisional basis, pending civil service certification.

Be It Resolved, that the position shall be paid at an hourly rate of \$16.75 not to exceed 40 hours per week. Employee health insurance benefits will remain non-contributory.

Supervisor Benoit – Aye, Council Member Cords – Aye, Council Member Watts – Aye. Council Member Joyce – Absent, Council Member Warner – Absent. Motion Carried.

Resolution No. 2019-159 “Budget Amendments and Payments of Bills on Abstract #313”

Offered by Supervisor Benoit and seconded by Council Member Cords.

Whereas, payment of bills should be properly authorized and documented in the minutes; therefore be it

Resolved, the Town Board does hereby authorize that Abstract #313, consisting of 2019 Vouchers #105233 through #105362 in the amount of \$252,003.60 is approved for payment; The total amount to be paid from the:

General Fund –	\$35,269.57	Hydrant –	
Highway Fund –	\$104,285.68	Capital Water –	\$96,148.25
Street Lighting –		Sidewalk –	
Sewer Fund –	\$14,410.29	Trust & Agency –	\$95.94
Water Fund –	\$1,793.87	Special Fire –	

Supervisor Benoit – Aye, Council Member Cords – Aye, Council Member Watts – Aye. Council Member Joyce – Absent, Council Member Warner – Absent. Motion Carried.

Resolution No. 2019-160 “Ambulance Timeline”

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

Whereas, the Cairo Town Board is in receipt to final design drawings for the construction of a new ambulance building that is subject to public, competitive bidding, now therefore,

Be It Resolved, that the Town Board does hereby establish the following bid schedule:

Bid Document Release: Jan. 3rd, 2020 @ 10:00AM

Pre-Bid Conference: Jan. 16th, 2020 @ 1:00PM @ the Project Site.
Bids Due: Jan. 31st, 2020 @ 12:00PM @ the Town Clerk's Office
Bids Opened: Jan. 31st, 2020 @ 12:01PM @ the Town Clerk's Office
Contract Start: Upon award of Contract

Supervisor Benoit – Aye, Council Member Cords – Aye, Council Member Watts – Aye. Council Member Joyce – Absent, Council Member Warner – Absent. Motion Carried.

Resolution No. 2019-161 “Approve Construction of Dog Park Shelters”

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

Whereas, certain individual have donated time and materials for the construction of two 4’x8’ shelters in the Town of Cairo Dog Park to shelter dog park users during inclement weather and Cairo Park Superintendent Joseph castle has volunteered to supervise the construction, now therefore,

Be It Resolved, that the Town Board does hereby approve the construction of two shelters in the Cairo Dog Park as set forth above.

Supervisor Benoit – Aye, Council Member Cords – Aye, Council Member Watts – Aye. Council Member Joyce – Absent, Council Member Warner – Absent. Motion Carried.

Resolution No. 2019-162 “Set 2020 Re-Organizational Meeting”

Offered by Supervisor Benoit and seconded by Council Member Cords.

Whereas, Cairo Town Board must hold a Re-Organizational meeting every year, now therefore,

Be It Resolved, that the Town Board does hereby designate that its 2020 Re-Organizational Meeting will be held on January 6th, 2020 @ 7:00pm at the Cairo Town Hall.

Supervisor Benoit – Aye, Council Member Cords – Aye, Council Member Watts – Aye. Council Member Joyce – Absent, Council Member Warner – Absent. Motion Carried.

**Debbie from the Library talks with the board to get workers comp. and insurance through the town and the library budget.

**Louie also addresses the concern of coverage for the town library.

**2 gentlemen address their dead end road about the plowing how it can be done more efficiently, they will speak with the newly elected Highway Superintendent and the newly elected Town Supervisor about the issue.

Adjourn Town Board Meeting @12:29

Offered by Council Member Cords and seconded by Supervisor Benoit.

Supervisor Benoit – Aye, Council Member Cords – Aye, Council Member Watts – Aye. Council Member Joyce – Absent, Council Member Warner – Absent. Motion Carried.

Respectfully Submitted

Kayla L. Warner
Town Clerk