



## Minutes

Town of Cairo

Monday April 6<sup>th</sup>, 2020

Town Board Meeting @ 7:00 pm

Location: Video Chat in Multiple Locations

The Town Board of the Town of Cairo met for a Town Board Meeting on Monday April 6<sup>th</sup>, 2020, through video and phone conferences.

Supervisor Coyne called the meeting to order @ 7:04 and asked the attendees to Pledge Allegiance to the Flag.

Attendance: Supervisor Coyne, Council Member Cords, Council Member Kralovich, Council Member Powers, Council Member Watts.

Supervisor Clerk Marianne Baldwin and Attorney Tal Rappleyea were also in attendance.

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

**March 2<sup>nd</sup>, 2020:** Offered by Council Member Powers and seconded by Council Member Watts.

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers – Aye, Council Member Watts – Aye. Motion Carried.*

### **Report of Committees:**

#### ***John Coyne-***

Emergency Planning; Coronavirus prep/county is continuing to hand out sanitizer/testing areas in Kingston, Albany and Valatie.

Greene County EMS; taking precautions/still taking the usual day to day calls.

Water/Sewer; Monthly testing/talk about the fire dept. tagging the hydrant system/had some calls about turbulence and dirty water. **(See Other Committee Business)**

#### ***Stephen Kralovich-***

Court; Nothing to Report/Still Closed.

Highway Department; 3 Men rotations/working single person jobs/working on roads, mechanics/surplus items and vehicles.

Police Department; 234 incidents/1,091 citizen interactions/16 Accident investigations/7 tickets/4 violations/6 misdemeanors/3 charges/6 arrests for the month of March.

#### ***Mary Jo Cords-***

Assessor; Nothing to Report.

Insurance/Health Insurance; Ray Femi is interested in using the 25 railroad avenue for training exercises before it is demolished. Will contact insurance to see if the fire dept. can use the site.

Library; Nothing to Report/Still Closed.

**Timothy Powers-**

Ambulance; Miranda Buel is now a full-time employee as of March 11<sup>th</sup>/ 79 calls/47 transports/\$43,100 dollars billed/will be getting new ambulance 2 month earlier than expected.

Animal Control; Received a schedule of what calls and problems were taken care of. Loose dog complaints/found dog/feral cat complaints/coyote report/shelter inspection/fox report/monthly report/raccoon report/abandon dog/injured cat

Festivals/Parades/Youth Fair; had meeting with chamber of commerce about July 4<sup>th</sup>/continuing to fundraising and is still active.

**Jason Watts-**

Code/Building/Zoning; 10 building permit/2 certificates of occupancy/5 certificates of compliance/11 municipal searches/5 new violations and complaints/1 violation pending court/1 court case for trial/31 total inspections were performed on current projects, complaint and violations for the month of March. **(See Other**

**Committee Business**

Planning Board; Nothing to Report.

**Whole Board-**

Parks & Buildings; turn on water in building in park/paint tables & cans/change locks library bathrooms/spring clean-up at the Park/tune up mowers/garbage pick-up Town Hall & Library/snow removal-1 storm/lights were installed in back of Town Hall/started painting light poles on main street/closed the Town Park/started wood line clean up south side of Park/cleaned up shop and recycle.

Economic Development; Nothing to Report.

Labor Negotiations; Nothing to Report.

Sidewalk Project; Nothing to Report.

Ambulance Project; **(Existing Business)**

**New Business:**

1. Letter of Interest for Northern Borders Regional Commission State Economic & infrastructure Development Investment Program
2. DOYLE Security for Life – Quotes for Camera for Town Hall & Streets
  - a. Received 2 bids for cameras/very high prices/will look into more prices and companies

**Existing Business:**

1. Opening of Cemetery Bids ***(Resolution No. 2020-078 “Award for Cemetery Maintenance Bid”)***
  - a. To perform general clean up, mowing, and trimming of cemeteries owned by the Town of Cairo with duties to be performed a minimum of (5) times during the season, Mat thru Sept. 2020.
    - i. Cemeteries listed: Frank Hitchcock Rd/White Farm Loop Rd/Route 145/Lake Mills Rd/Garcia Lane/Ira Vail Rd (2)/Union Church (Rudolph Weir)
2. Ambulance Building
  - a. Waiting for Brandon from Kaaterskill so we can move forward on the project./would like to approve this as soon as possible.

**Other Committee Business:**

- Water & Sewer April Report:
  - Daily Testing/annual water withdrawal report/fixed leak service line on 67 Birch St./installed meter & turned on water to 88 Jerome/sent out instructions in bills to customers so they can access badger to monitor usage/foundation work is progressing on Pump House/had to run well #3 first few weeks of month/last 2 weeks water levels have been good
  - Finished installation of E1 pump at 579 Main Street/ replaced E1 pump at 89 Birch Street/weekly pump station readings/pumped septic's at Dalton donuts, Acra building supply, 36 & 40 grove street, 90 Jerome Avenue and 89 Birch street
- Code/Building/Zoning:
  - The building behind the Acra Post Office has become an issue and a danger (unsafe building)/cannot get in contact with owner/need to develop another way to take care of the building while trying to contact the owner so it can be taken care of.
- Continuing to pay all part and full time town employees.
- Almost finished with the LED lights on Main Street along with painting the light poles/looking into purchasing the rest of the LED lights that are needed to complete all lights on Main Street.
- The possibility of putting up signs that indicate where the dog park is located within the park.

**Resolution No. 2020-073 “Sewer Billing Adjustment”**

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

**WHEREAS**, it is necessary for the Sewer billing adjustment to be authorized by the Town Board and documented in the minutes; therefore, be it

**RESOLVED**, that the Town Board accepts the adjustment to the Sewer billing dated February 6, 2020. A credit of \$64.00 to be applied to account number 5535 as it was billed in error.

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers – Aye, Council Member Watts – Aye. Motion Carried.*

**Resolution No. 2020-074 “Correct Hourly Rate Increase for Full Time Highway Employees”**

Offered by Supervisor Coyne and seconded by Council Member Watts.

**WHEREAS**, resolution #2020-066 increased full time highway employees hourly rates and;

**WHEREAS**, (2) of the employees listed current rates were incorrect and caused the calculation of the new rate to be incorrect; therefore, be it

**RESOLVED**, the following corrected rates are as follows:

	Current rate	Increased rate
Douglas Duncan	\$18.12	\$19.12
Michael Todaro (Foreman)	\$21.73	\$22.73

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers – Aye, Council Member Watts – Aye. Motion Carried.*

**Resolution No. 2020-075 “Accept Sewer Penalties”**

Offered by Supervisor Coyne and seconded by Council Member Cords.

**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 \$2,659.69 dated March 12, 2020.

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers – Aye, Council Member Watts – Aye. Motion Carried.*

**Resolution No. 2020-076 “Budge Amendments and Payments of Bills on Abstract #304”**

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

**WHEREAS**, payment of bills should be properly authorized & documented in the minutes; therefore be it

**RESOLVED**, the Town Board does hereby authorize that Abstract #304, consisting of 2020 Vouchers #105698 through #105809 in the amount of \$227,393.68 is approved for payment;

The total amount to be paid from the:

General Fund -	\$101,394.02	Hydrant -	
Highway Fund -	\$84,673.68	Capital Water-	\$1,355.00
Street Lighting -		Sidewalk -	\$650.33
Sewer Fund -	\$24,067.35	Trust & Agency -	\$72.56
Water Fund -	\$7,088.74	Special Fire -	\$8,092.00

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers – Aye, Council Member Watts – Aye. Motion Carried.*

**Resolution No. 2020-077 “Authorize Supervisor to Sign NYSDOT Equitable Business Opportunities (EBO) System User Agreement”**

Offered by Council Member Kralovich and seconded by Council Member Powers.

**WHEREAS**, NYSDOT has implemented a web-based civil rights reporting system called “EBO” to streamline and reduce the efforts required by the construction and engineering industries to satisfy contractual civil rights reporting requirements, and

**WHEREAS**, the “EBO” system user agreement is an integral part of each application to the NYSDOT for projects, and

**WHEREAS**, Creighton Manning, the engineering firm for the Sidewalk Project has requested that the application be completed and signed; therefore

**BE IT RESOLVED**, the Town Board does hereby authorize the Town Supervisor to sign the EBO System User Agreement.

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers – Aye, Council Member Watts – Aye. Motion Carried.*

**Resolution No. 2020-078 “Award for Cemetery Maintenance Bid”**

Offered by Council Member Kralovich and seconded by Council Member Powers.

WHEREAS, The Town Board agreed by Resolution #2020-045 to seek bids for cemetery maintenance of the 8 Town cemeteries. Bids were received by:

**Bill's Lawn Care with a bid of \$ 3,500**

**Murray's Property Management with a bid of \$ 3,915**

**\*Cherokee Hill Landscaping with a bid of \$ 3,500**

**\*Considered not a valid bid due to no non-collusion bidding certification included**

**THEREFORE, BE IT RESOLVED**, the Town Board does hereby accept the bid from Bill's Lawn Care in the amount of \$ 3,500 to maintain the cemeteries for 2020.

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers – Aye, Council Member Watts – Aye. Motion Carried.*

**Enter Executive Session @ 8:05PM**

Offered by Supervisor Coyne and seconded by Council Member Kralovich.

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers – Aye, Council Member Watts – Aye. Motion Carried.*

**Exit Executive Session @ 8:31PM**

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

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers – Aye, Council Member Watts – Aye. Motion Carried.*

**Adjourn Town Board Meeting @ 8:32PM**

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

*Supervisor Coyne – Aye, Council Member Cords – Aye, Council Member Kralovich – Aye, Council Member Powers – Aye, Council Member Watts – Aye. Motion Carried.*

Respectfully Submitted

Kayla L. Warner  
Town Clerk