



Minutes

Town of Cairo

Monday July 6th, 2020

Town Board Meeting @ 7:00 pm

Location: Cairo Town Hall (Open to the Public)

The Town Board of the Town of Cairo met for a Town Board Meeting on Monday July 6th, 2020.

Supervisor Coyne called the meeting to order @ 7:05 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.

Review and Approval of Minutes:

June 1st, 2020: Offered by Council Member Powers and seconded by Council Member Kralovich.

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

June 17th, 2020: 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 – Abstain. Motion Carried.

Report of Committees:

John Coyne-

Emergency Planning;

- Nothing to Report

Greene County EMS;

- Will check with Dan Joyce for any updates

Water/Sewer;

- Everything is going very well and nothing out of the ordinary

Stephen Kralovich-

Court;

- Open Tuesday, Wednesday and Thursday's. Catching up on missed work.

Highway Department;

- Oil and stone is complete/Polly's Rock Bridge repair are complete.

Police Department;

- 38 criminal cases/1,036 public complaints/228 SJS

Mary Jo Cords-

Assessor;

- 14 property transfers/tax roll was final on July 1/Assessor needs training approved.

Insurance/Health Insurance;

- Updating machine and equipment for the insurance along with all drivers licenses.

Library;

- Nothing to report; still closed

Timothy Powers-

Ambulance;

- 65 calls/46 transports/42,600 billed/ new ambulance on the road/new a/c installed/planning to auction off the old ambulance/new batteries for equipment.

Animal Control;

- 23 calls/0 violations/0 dog holds/5 warnings/vehicle passed inspection

Festivals/Parades/Youth Fair;

- No Greene County Youth Fair this year

Jason Watts (Absent)-

Code/Building/Zoning;

- 21 permits/5 violations/8 court violations/64 inspections/17 municipal searches

Planning Board; Nothing to Report.

Existing Business:

1. Next Amp Energy
 - a. Deciding to move forward or not with an informational meeting on the solar project. Would need some resolutions to pass for the project. Also including a 75 dollar donation for every person who signs up for community solar.
 - b. Sewer plant came back as a good place for a solar farm. After talking to Soloman Energy about 3 spots; this project would cost the town 0 dollars.
2. Work Order Review
 - a. They have been created and can be printed & filled out by employees for buildings & grounds.
3. Employee Handbook Review
 - a. Continue to look over and discuss each meeting
4. Ambulance Building
 - a. Need to start a new contract for phase 3, will discuss July workshop. Not aware or informed that another contract may cost 1,000.
5. Superior Waste
 - a. Tony Puorro would like to provide 8 garbage receptacles to be placed in the town.
6. Jerome Ave.
 - a. Ed Forrester has a leak at his house on Jerome and needs someone to address the problem. Joe Myers will be address the leak.

New Business:

1. Town of Cairo – Local Law #2 of 2020
 - a. Move forward with a public hearing @ July workshop

2. New York State Archives
 - a. **Resolution No. 2020-119 “Adoption of the LGS-1 Retention Schedule”**
3. Library
 - a. Need someone to test the air quality. Equipment may need to be repaired for better air circulation, may need a new belt.
4. Moratorium
 - a. Looked more in this project and the Town is not happy about the location. Would like to hold a public hearing for a moratorium. **Resolution No. 2020-115 “Battery Project Moratorium”**
5. Street Lighting
 - a. Would like to move forward to replace the street light globes. Would like to write a letter to the Cairo Development Foundation to work together to purchase and update the lighting district.
6. Park Staff
 - a. Joe Castle is currently out of work and we are looking for someone to look over the crew temporarily/possibly the foreman from the Highway Dept.

Correspondence:

1. Stop the Bleed Program
 - a. Stop the Bleed Kits provide important supplies and special bleeding control tools for those critical initial minutes when a person is injured.
2. Christy Pedeny – Town Clean Up and Road Work
 - a. Letter submitted for a town cleanup day. Other options first are doing a metal cleanup day. They also have to get prices on the price of the cleanup if stuff is brought to the highway dept.

Resolution No. 2020-104 “Water Billing Adjustment”

Offered by Supervisor Coyne and seconded by Council Member Cords.

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

RESOLVED, that the Town Board accepts the adjustments to the Water billing, a credit of \$135.98 be applied to account # 0480.

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

Resolution No. 2020-105 “Water Penalty Billing Adjustment”

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

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

RESOLVED, that the Town Board accepts the adjustments to the Water penalties, A credit of \$31.03 to be applied to account # 5240, \$31.72 to account # 0510 and \$6.18 to account # 0090.

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

Resolution No. 2020-106 “EDU Billing Adjustment”

Offered by Supervisor Coyne 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 EDU billing dated June 3, 2020 A credit of \$115.00 to be applied to account number 5530, this account should have been billed one EDU Unit it was billed two.

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

Resolution No. 2020-107 “Water Penalty Billing Adjustment”

Offered by Supervisor Coyne and seconded by Council Member Watts.

WHEREAS, it is necessary for the Water penalty 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 Water penalties, A credit of \$34.89 to be applied to account # 4010, which 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. 2020-108 “Award for Sidewalk Project”

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

WHEREAS, The Town Board agreed to seek bids for the Cairo and Greenville Pedestrian Improvements Project. Bids were received by:

<u>Callanan Industries, Inc</u>	with a bid of \$ <u>1,164,959.87</u>
<u>Linda Holding Corp. DBA: Maggio & Sons</u>	with a bid of \$ <u>1,229,000.00</u>
<u>New Castle Paving, LLC</u>	with a bid of \$ <u>1,758,358.00</u>

WHEREAS, Creighton Manning Engineering, LLP Reviewed the bids and all computations and determined that the lowest bid of Callanan Industries, Inc. was found to be complete and accurate regarding bid documentation and contractor experience with similar projects. Therefore;

BE IT RESOLVED, the Town Board does hereby accept the bid from Callanan Industries, Inc. in the amount of \$1,164,959.87.

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

Resolution No. 2020-109 “Authorization to put Ambulance out to Bid”

Offered by Council Member Watts and seconded by Supervisor Coyne.

WHEREAS, The Town Board agreed by Resolution #2020-096 to purchase a 2019 DEMERS Sprinter Ambulance from North Eastern Rescue Vehicles.

WHEREAS, The new DEMERS Ambulance has been received and is in service. Therefore:

BE IT RESOLVED, the Town Board does grant authorization to place the 2012 Mercedes Ambulance out to bid.

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

Resolution No. 2020-110 “Accept Water Billing”

Offered by Supervisor Coyne and seconded by Council Member Kralovich.

WHEREAS, it is necessary for the Water Billing to be authorized by the Town Board and documented in the minutes; therefore, be it

RESOLVED, the Town Board does hereby accept the Water Billing from the Water Administrator in the amount of \$43,185.43 dated July 2, 2020.

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

Resolution No. 2020-111 “Assessor Continuing Education - Solar”

Offered by Supervisor Coyne and seconded by Council Member Cords.

WHEREAS, The Town of Cairo Assessor is required to complete 12 hours of continuing education hours annually. And;

WHEREAS, The online class, Solar Valuation which will award six (6) re-certification credits for taking the class is available on Wednesday, July 15 from 9:00 am – 4:00 pm at a cost of \$110.00. Therefore;

BE IT RESOLVED, that the Cairo Town Board does hereby approve the Solar Valuation class for Janice Hall, the Town of Cairo Assessor.

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

Resolution No. 2020-112 “Assessor Continuing Education – Appraising in a Difficult Market”

Offered by Supervisor Coyne and seconded by Council Member Powers.

WHEREAS, The Town of Cairo Assessor is required to complete 12 hours of continuing education hours annually. And;

WHEREAS, The online class, Appraising in a Difficult Market which will award six (6) re-certification credits for taking the class is available on Thursday, July 16 and Friday, July 17 from 9:00 am – 12:00 pm at a cost of \$110.00. Therefore;

BE IT RESOLVED, that the Cairo Town Board does hereby approve the Appraising in a Difficult Market class for Janice Hall, the Town of Cairo Assessor.

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

Resolution No. 2020-113 “Hippos Camera System Proposal”

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

WHEREAS, The Town Board requested estimates to place cameras near the Town Hall and Town Park locations. A HIPPO’S Representative did a presentation at the Town Board Workshop on June 17, 2020. The following was presented:

Camera System-Option 1 – Includes 6 Cameras, One IC Realtime NVR-MX08POE-1U4K1-3TB, a Sony HD TV, IC Realtime NEMA-4-4AVR NEMA Environmental Box with Dual Fan, Temperature Control Module (Custom Built Product), and a Packedge WR-1* Wireless Router with BakPak Lite Option 1 has a cost of 15,647.62.

Camera System-Option 2 - Includes 6 Cameras, One IC Realtime NVR-MX08POE-1U4K1-3TB, a Sony HD TV, IC Realtime NEMA-4-4AVR NEMA Environmental Box with Dual Fan, Temperature Control Module (Custom Built Product), and a Cradlepoint COR-IBR-600LE-VZ* Wireless router with 4G cellular capability for remote viewing. Plans with Verizon Wireless will vary based on data usage. Option 2 is at a cost of \$16,576.40.

THEREFORE, BE IT RESOLVED, the Town Board does hereby accept:

Camera System-Option 1 at a cost of \$15,647.62 X

Camera System-Option 2 at a cost of \$16,576.40 _____

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

Resolution No. 2020-114 “Abstract for Payment of Bills”

Offered by Supervisor Coyne and seconded by Council Member Powers.

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 that Abstract #307, consisting of 2020 Vouchers #105968 through #106066 in the amount of \$961,617.41 is approved for payment;

The total amount to be paid from the:

General Fund -	\$72,246.33	Hydrant -	\$7,500.00
Highway Fund -	\$75,994.38	Capital Water-	\$557,758.50
Street Lighting -		Sidewalk -	
Sewer Fund -	\$230,832.31	Trust & Agency -	\$41.41
Water Fund -	\$17,244.58	Special Fire -	

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

Resolution No. 2020-115 “Battery Project Moratorium”

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

WHEREAS, Key Capture Energy is looking at property within the Town of Cairo to put in a storage facility for 20 Mega Watt Lithium Ion Batteries. The Town Board needs to review the laws and become more educated in this type of battery storage. Therefore,

BE IT RESOLVED, that the Town Board does hereby place a moratorium on battery storage projects until further information can be gathered and a public hearing can be held at the July 15th Workshop.

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

Resolution No. 2020-116 “Appointing a Temporary Parks, Buildings & Grounds Supervisor” (Still Debating)

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

WHEREAS, the current Administrator of the Parks, Buildings and Grounds is out on a leave. Due to the nature of this leave, the return time of the employee is currently unknown. Therefore;

BE IT RESOLVED, By the Cairo Town Board, that Michael Todaro is hereby appointed as a Temporary Parks, Buildings and Grounds Supervisor at a prorated rate of \$4,000 annually.

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

Resolution No. 2020-117 “Cairo Metal Cleanup Day”

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

WHEREAS, The Town of Cairo will be holding a Town Metal Cleanup Day where the residents of the town can bring their metal to the Town Highway Department for recycling.

WHEREAS, a service will be required to haul away the metal and provide the appropriate funds to the Town, therefore;

BE IT RESOLVED, the Cairo Town Board does hereby approve the advertisement for metal recycling at the Town of Cairo Highway Dept.

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

Resolution No. 2020-118 “Purchasing Solar Power”

Offered by Supervisor Coyne and seconded by Council Member Kralovich.

WHEREAS, Next Amp is a company that works with solar companies to provide a cost savings to Central Hudson customers by purchasing solar power provided by nearby Solar Farms.

WHEREAS, this service provides a guaranteed 10% savings in your electrical bill. Therefore;

BE IT RESOLVED, the Cairo Town Board does hereby approve the adoption of Next Amp Solar Power to be added to the Central Hudson account.

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

Resolution No. 2020-119 “Adoption of the LGS-1 Retention Schedule”

Offered by Supervisor Coyne and seconded by Council Member Powers.

RESOLVED, By the Town Board of Cairo, New York that *Records Retention and Disposition Schedule MU-1*, issued pursuant to Article 57-A of the Arts & Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

- (a) Only those records will be disposed of that are described in *Records Retention and Disposition Schedule MU-1* after they have met the minimum retention periods described therein;
- (b) Only those records will be disposed of that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond established legal minimum periods.

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 @ 8:31PM

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.

Respectfully Submitted

Kayla L. Warner
Town Clerk