



## Minutes

Town of Cairo

Monday February 3<sup>rd</sup>, 2020

Town Board Meeting @ 7:00 pm

Location: Town Hall Meeting Room

### **DRAFT**

The Town Board of the Town of Cairo met for a Town Board Meeting on Monday February 3<sup>rd</sup>, 2020, at the Town Hall, Main Street, Cairo, New York.

Supervisor Coyne called the meeting to order @ 7:02 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.

#### **Discussion with Greene County Department of Human Services:**

Dorothy True and Terry McGee Ward

- Addressed the Acra Community Center; would like to develop a group of people as the committee for the Acra Community Center. Interested in looking for a new community center for the elderly.
- The board was invited to the Valentine's Day Meal at the Community Center.
- Talked about a welcome packet for people 60 and over.

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

**December 16<sup>th</sup>, 2019:** 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 – Aye. Motion Carried.*

**December 31<sup>st</sup>, 2019:** Offered by Council Member Kralovich 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.*

**January 6<sup>th</sup>, 2020:** Offered by Council Member Watts and seconded by Supervisor Coyne  
*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; Greene County EMS; Water/Sewer

Stephen Kralovich

Court; Highway Department; Police Department

Mary Jo Cords

Assessor; Insurance/Health Insurance; Library

Timothy Powers

Ambulance; Animal Control; Festivals/Parades/Youth Fair

Jason Watts

Code/Building/Zoning; Planning Board

## **Existing Business:**

1. Police – Richard Busch
  - Will start to have presentations to update the public
  - Stop DUI Patrols; Highway Traffic Safety Grant; Crosswalk Patrols; Sex Offenders
  - Trainings on Bail Reform Changes
  - Cameras are now installed; donated from Hannaford
2. Sidewalk Project
  - Hannaford to the School to Bross Street
  - Bidding soon – would like a summer start
3. Ambulance Building Project
  - Construction and Demo put out into stages “Resolution No. 2020-
4. Delaware Engineering – Update on Water Project, Update on Software; Water PFA discussion
  - Well Contractor – F.P. Kane with inspector will find the issues with the meter readings. Will have real time water use with the new service with the town water.
  - Many residents of Cairo came to address their concerns with the chemicals that were recently found in the town water system; which was also described in an article in the Daily Mail. These chemicals are called PFOS or PFOA; they can come from fire fighter foam and/or Teflon along with many other products that contain these chemical and soak into the ground. Cairo was sampled in both 2016 and 2017 and the results have just come back. They plan to do a mass sampling of the town to see what else may be in the water.

## **New Business:**

1. Augie Freeman – To discuss property subdivision
  - Owns a couple of parcels that are mixed residential and commercial; would like them to become all commercial.
2. Zerbini Family Circus – Requesting to bring the circus to town on June 24<sup>th</sup>
  - Talk of having compensation from the circus when using the park along with other entities using the park. (**Resolution No. 2020-155**)

## **Correspondence:**

1. Crystal Brook advising their intent to purchase a Liquor License (**Resolution No. 2020-156**)

## **Public Comments:**

- The public heard from Lou O’Connor and Bill Scheriff

**Resolution No. 2020-141 “Acra Community Center Rental Agreement”**

**WHEREAS**, the Greene County Dept. of Human Services wishes to rent the Acra Community Center for the preparation and serving of meals and to provide a congregate and home delivered meal program in the Town at a monthly rental fee of \$1,000.00 for the term of January 1, 2020 to December 31, 2020, therefore

**BE IT RESOLVED**, that the Town Board does hereby authorize the Town Supervisor to sign the Acra Community Center Rental Agreement with the Greene County Dept. of Human Services.

Offered by Council Member Cords and seconded by Council Member Powers

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

**Resolution No. 2020-142 “Remove Probationary Period”**

**WHEREAS**, resolution 2020-029 established a probationary period of 90 days for Code Enforcement Officer Stacy Sprague and Building Inspector Richard Hilgendorff; and

**WHEREAS**, the Code Enforcement Officer and Building Inspector have previously completed their probationary period; therefore, be it

**RESOLVED**, the Town Board does hereby rescind the 90 day probationary period from the Code Enforcement and Building Inspector positions.

Offered by Council Member Watts 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.*

**Resolution No. 2020-143 “Authorize Purchase of Skid-Steer Loader”**

**BE IT RESOLVED**, the Town Board does hereby authorize the Superintendent of Highways to purchase under New York State Contract PC67141 award PG22792 One (1) S630 T4 Bobcat Skid-Steer Loader with a purchase price not to exceed \$43,000.00.

Offered by Council Member Kralovich 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.*

**Resolution No. 2020-144 “Authorization to Designate a Supervisor Clerk”**

**BE IT RESOLVED**, that the Town Supervisor is hereby authorized to appoint Marianne Baldwin to the part-time position of Supervisor Clerk at a pay rate of \$15.00/hour not to exceed 20 hours/week.

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

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

**Resolution No. 2020-145 “Advertise for Bid for Annual Maintenance of Town Owned Cemeteries”**

**BE IT RESOLVED**, that the Town Board of the Town of Cairo does hereby approve the advertisement for cleanup, mowing and trimming of cemeteries owned by the Town of Cairo. Duties to be performed to keep cemeteries maintained as necessary.

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

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

**Resolution No. 2020-146 “Authorize to Bid Ford F150”**

**WHEREAS**, the highway department is in need of a new pick-up truck; and

**WHEREAS**, the Superintendent of Highways would like to prepare a Mini-Bid with NYS OGS to get bids on a 2020 4x4 Ford F150 pick-up truck; therefore

**BE IT RESOLVED**, the Town Board does hereby authorize the Superintendent of Highways to prepare a Mini-Bid with NYS OGS.

Offered by Council Member Kralovich 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.*

**Resolution No. 2020-147 “Authorization to Purchase a Wheel Loader”**

**BE IT RESOLVED**, the Town Board does hereby authorize the Superintendent of Highways to purchase under New York State Contract PC66988 award PGB-22792 One (1) Cat 938M Wheel Loader with a purchase price not to exceed \$176,000.00.

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

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

**Resolution No. 2020-148 “Accept Water Billing Correction”**

**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 a correction of the Water Billing from the Water Administrator in the amount of \$451.10 from \$43,474.78 to \$43,023.68 due to rate correction on account # 5235 and account# 5270 on January 6, 2020.

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

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

**Resolution No. 2020-149 “Agreement for the Expenditure of Highway Money; Section 284”**

**AGREEMENT** between the Town Superintendent of Highways of the Town of Cairo, of Greene County, State of New York and the undersigned members of the Town Board for the year 2020.

Pursuant to the provisions of Section 284 of the Highway Law, we agree that moneys levied and collected in the Town for the repair and improvement of highways, and received from the State for State Aid for the repair and improvement of highways, shall be expended as follows:

1. **GENERAL REPAIRS.** The sum of \$ 364,340.00 shall be set aside to be expended for primary work and general repairs upon 86.40 miles of town highways, including sluices, culverts, trees and bridges having a span of less than five feet and boardwalks or the renewals thereof.
2. **PERMANENT IMPROVEMENTS.** The following sums shall be set aside to be expended for the permanent improvement of Town highways:
  - a) On the road commencing at Winter Clove Road and leading to Bald Hills Road South, highway known as **Floyd Hawver Road** for a distance of 1.08 miles, there shall be expended not over the sum of \$15,100.00.  
Type Oil & Stone Width of traveled surface 20’ wide
  - b) On the road commencing at County Route 31 and leading to dead end, highway known as **Bailey Road.**, a distance of 0.89 miles, there shall be expended not over the sum of \$9,500.00.  
Type Oil & Stone Width of traveled surface 18’ wide

- c) On the road commencing at Floyd Hawver Road and leading to dead end, highway known as **Stork's Nest Road** for a distance of .64 miles, there shall be expended not over the sum of \$9,000.00.  
Type Oil & Stone Width of traveled surface 20' wide
- d) On the road commencing at Bald Hill Road North and leading to dead end, highway known as **Crow's Nest Road** for a distance of .59 miles, there shall be expended not over the sum of \$8,500.00.  
Type Oil & Stone Width of traveled surface 20' wide
- e) On the road commencing at Winter Clove Road and leading to dead end, highway known as **Ravine Drive** for a distance of 0.73 miles, there shall be expended not over the sum of \$2,500.00.  
Type Oil & Stone Width of traveled surface 20' wide
- f) On the road commencing at County Route 31 and leading to cul-de-sac, highway known as **HM Chadderdon Road** for a distance of 0.25 miles, there shall be expended not over the sum of \$3,000.00.  
Type Oil & Stone Width of traveled surface 20' wide
- g) On the road commencing at Polly's Rock Road and leading to Catskill Town Line, highway known as **Polly's Rock Road** for a distance of 1.09 miles, there shall be expended not over the sum of \$9,500.00.  
Type Oil & Stone Width of traveled surface 18' wide
- h) On the road commencing at County Route 31 and leading to dead end, highway known as **Winter Clove Road** for a distance of 0.50 miles, there shall be expended not over the sum of \$6,500.00.  
Type Oil & Stone Width of traveled surface 18' wide
- i) On the road commencing at Deyo Road and leading to Rudolph Weir Jr. Road, highway known as **Harold Myer Road** for a distance of 1.47 miles, there shall be expended not over the sum of \$25,000.00.  
Type Oil & Stone Width of traveled surface 20' wide
- j) On the road commencing at Ira Vail Road and leading to Schoharie Turnpike, highway known as **Deyo Road** for a distance of 0.76 miles, there shall be expended not over the sum of \$11,000.00.  
Type Oil & Stone Width of traveled surface 20' wide
- k) On the road commencing at County Route 23B and leading to State Route 23, highway known as **Bross Street**, a distance of 0.28 miles, there shall be expended not over the sum of \$35,000.00  
Type Paving Width of traveled surface 20' wide  
Thickness 2" – 3"
- l) On the road commencing at County Route 23B and leading to Grove Street, highway known as **Railroad Avenue**, a distance of 0.30 miles, there shall be expended not over the sum of \$31,600.00.  
Type Paving Width of traveled surface 22' wide  
Thickness 2" – 3"
- m) On the road commencing at Railroad Avenue and leading to dead end, highway known as **Grove Street**, a distance of 0.34 miles, there shall be expended not over the sum of \$31,000.00.  
Type Paving Width of traveled surface 20' wide  
Thickness 2" – 3"
- n) On the road commencing at Grove Street and leading to dead end, highway know as **Ross Road**, a distance of 0.07 miles, there shall be expended not over the sum of \$8,300.00.  
Type Paving Width of traveled surface 16' wide  
Thickness 2"-3"
- o) On the road commencing at County Route 23B and leading to dead end, highway known as **Jones Street**, a distance of 0.14 miles, there shall be expended not over the sum of \$22,000.00.  
Type Paving Width of traveled surface 18' wide  
Thickness 2" – 3"

- p) On the road commencing at County Route 23B and leading to County Route 85, highway known as **Snyder Lane**, a distance of 0.09 miles, there shall be expended not over the sum of \$6,000.00.  
Type Paving \_\_\_\_\_ Width of traveled surface 14' wide  
Thickness 2" – 3"
- q) On the road commencing at Caniff Road and leading to County Route 67, highway known as **Plattekill Road**, a distance of 1.90 miles, there shall be expended not over the sum of \$130,000.00.  
Type Paving \_\_\_\_\_ Width of traveled surface 20' wide  
Thickness 2" – 3"
- r) On the road commencing at Caniff Road and leading to County Route 67, highway known as **Doman Road**, a distance of 2.04 miles, there shall be expended not over the sum of \$135,000.00  
Type Paving \_\_\_\_\_ Width of traveled surface 20' wide  
Thickness 2" – 3"
- s) On the road commencing at Bald Hills Road North and leading to dead end, highway known as **Jones Road** for a distance of .64 miles, there shall be expended not over the sum of \$9,000.00.  
Type Oil & Stone \_\_\_\_\_ Width of traveled surface 20' wide

Offered by Council Member Kralovich 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.*

**Resolution No. 2020-150 “Amend 2020 Budget to Reflect Receipt of Justice Court Assistance Program (JCAP) Grant Monies and Expenses”**

**WHEREAS**, the town received a JCAP Grant for the purchase of equipment for the Justice Court; and  
**WHEREAS**, it is necessary for accounting purposes to track the expenses and revenues associated with this grant; therefore be it

**RESOLVED**, the Town Board does hereby authorize the Town Supervisor to amend the expense line item A-1110.406 Contractual Grant to reflect the increase in General Fund Appropriations \$1,105.50 and to increase the revenue line item A-3021 Court Facilities to reflect the increase in General Fund Revenue in the amount of \$1,105.50 in the 2020 budget.

Offered by Supervisor Coyne and seconded by Council Member Powers.

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

**Resolution No. 2020-151 “Authorization for Purchase and Labor of E-One Pump”**

**WHEREAS**, The Town received quotes from:

|                                   |            |
|-----------------------------------|------------|
| A-Team Pump & Control Service LLC | \$6,577.92 |
| Siewert Equipment                 | \$7,817.86 |
| G.L.L.P. Inc.                     | \$7,462.00 |

To replace pump station at 579 Main St.

**BE IT RESOLVED**, the Town Board does hereby award hiring the lowest bidder, A-Team Pump & Control Service, LLC for the installation of the Pump System which will be located at 579 Main St, Cairo.

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.*

**Resolution No. 2020-152 “Authorize Supervisor to Advertise to Bid Ambulance Building Project in 3 Stages”**

**WHEREAS**, the Ambulance Project was previously bid as one project and the town did not receive any interested bidders; therefore

**BE IT RESOLVED**, the Town Board does hereby authorize the Town Supervisor to advertise the Ambulance Building Project in three phases:

Phase One – Asbestos Removal at 25 Railroad Avenue

Phase Two – Demolition of 25 Railroad Avenue Building

Phase Three – Construction of Ambulance Building

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

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

**Resolution No. 2020-153 “Amend Budget for Deputy Town Superintendent of Highways and Highway Superintendent Clerk Positions”**

**WHEREAS**, the 2020 Budget established line item A5010.136 Full-time Highway Deputy in the amount of \$34,840.00 and

**WHEREAS**, the reorganization meeting established the position of Highway Deputy with a stipend of \$4,500.00 and

**WHEREAS**, the reorganization meeting established the full-time position of Highway Superintendent Clerk at \$15.00 per hour for a maximum of 2080 hours annually; therefore be it

**RESOLVED**, the Town Board does hereby authorize the Town Supervisor to amend the 2020 budget as follows:

Line Item A5010.136 Highway Deputy \$4,500.00

New Line Item A5010.137 Highway Clerk \$31,200.00

Offered by Council Member Kralovich 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.*

**Resolution No. 2020-154 “Budget Amendments and Payments of Bills on Abstract #302”**

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

**RESOLVED**, the Town Board does hereby authorize that Abstract #302, consisting of 2019 Vouchers #105419 through #105463 in the amount of \$58,031.45 is approved for payment;

The total amount to be paid from the:

|                   |             |                  |          |
|-------------------|-------------|------------------|----------|
| General Fund -    | \$33,118.78 | Hydrant -        |          |
| Highway Fund -    | \$20,889.05 | Capital Water-   |          |
| Street Lighting - |             | Sidewalk -       |          |
| Sewer Fund -      | \$3,550.00  | Trust & Agency - | \$223.62 |
| Water Fund -      | \$250.00    |                  |          |

and be it **FURTHER RESOLVED**, the Town Board does hereby authorize that Abstract #302, consisting of 2020 Vouchers #105464 through #105569 in the amount of \$924,070.08 is approved for payment.

The total amount to be paid from the:

|                   |              |                  |             |
|-------------------|--------------|------------------|-------------|
| General Fund -    | \$730,778.95 | Hydrant –        | \$7,500.00  |
| Highway Fund -    | \$55,820.26  | Capital Water-   |             |
| Street Lighting - |              | Sidewalk -       |             |
| Sewer Fund -      | \$12,801.25  | Special Fire -   | \$93,846.87 |
| Water Fund -      | \$23,322.75  | Trust & Agency - |             |

Offered by Supervisor Coyne 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.*

**Resolution No. 2020-155 “Request Payment from Zerbini Family Circus for use of the Town Park”**

**WHEREAS**, The Zerbini Family Circus has requested to use the Town Park to bring their circus to Town. This event would cost the Town for water usage, police patrols, and additional work for the Buildings and Grounds employees; therefore, be it

**RESOLVED**, the Town Board does hereby request a payment in the amount of \$1,000 for use of the Town facilities located at the Angelo Canna Town Park.

Offered by Council Member Kralovich 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.*

**Resolution No. 2020-056 “Agreeing to waive 30-Day waiting period for State Liquor Authority License for Crystal Brook Resort”**

**WHEREAS**, in accordance with the New York State Liquor Authority application process an applicant is required to submit a notice to the municipality in which it will be located at least 30 days prior to the issuance of such License, and

**WHEREAS**, Crystal Brook Resort located at 430 Winter Clove Rd, Round Top has requested that such 30-day waiting period be waived; now therefore,

**BE IT RESOLVED**, that the Town Clerk is hereby authorized to attach a certified copy of this resolution to the SLA “Standardized Notice Form for Providing 30-Day Advanced Notice to a Local Municipality or Community Board” and forward same to the applicant and/or NY State Liquor Authority.

Offered by Council Member Watts 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 @ 9:34PM**

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