



Minutes

Town of Cairo

Town Board Work Session

Wednesday February 17th, 2021

The Town Board of the Town of Cairo met for a work session meeting on Wednesday February 17th, 2021 at the Town Hall, Main Street, Cairo, New York.

Supervisor Coyne called the meeting to order at 7:02 PM and then asked the attendees to Pledge Allegiance to the Flag.

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

Approval of the Minutes:

January 4th, 2021: Offered by Supervisor Coyne and seconded by Council Member Cords.

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

January 20th, 2021: 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.

February 3rd, 2021: Offered by Council Member Kralovich and seconded by Council Member Powers

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

February 9th, 2021: Offered by Supervisor Coyne and seconded by Council Member Kralovich.

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

Correspondence:

1. Winter Festival – Alcohol?

- a. Then board is willing to allow it, insurance will have to be contacted for alcohol and day of insurance
 - b. Have a designated area for serving and consuming alcohol
2. Bill Lawrence – Renaming of road for Richard Vigilo
- a. Mr. Lawrence emailed the Town Board about re-naming part of Bross Street after Richard Viglio in honor of him. While they were on board about the idea, they discussed there concerns with the name change of the road. Where the name change of the road may make some things difficult with address changes of any residents along with any highway problems that may arise. The board had come to a decision, which Mr. Lawrence was happy about, that the board agreed to dedicate the road to Mr. Viglio. Having a sign put on the street about who he was to this town and as a person. Many were happy about the outcome.

New Business:

- 1. Employee Name Tags
 - a. The Board has discussed and agreed about how all employees will require name tags when out in public if on the job. It is better and safer for our employees to have names tags so we can be identified at any job or property we may be at.
- 2. Unsafe Buildings (7)
 - a. County Route 20A
 - i. Uninhabitable residential and or commercial occupancy because of neglect and detrition to the Old Motel and Main building
 - ii. Doors are open on Old Motel
 - iii. Holes in roof on Main Building
 - iv. Trees and Weeds have grown up all around structures
 - v. In ground Pool is not maintained and there is no fencing around the pool
 - vi. Both structures are not occupied and have been vacant for several years
 - b. 41 Caniff Road
 - i. Unsecured building
 - ii. Two story wood frame building
 - iii. Needs to be boarded up, windows and doors
 - c. 163 Caniff Road
 - i. Front entrance is collapsing
 - ii. Two story wood frame building
 - iii. Front entrance needs to be removed – collapsing
 - iv. Rest of building needs to be boarded up
 - d. 886 Old Route 23
 - i. Fire that destroyed the dwelling in 2020/owner perished in fire
 - ii. Debris has not been cleaned up by current property owners
 - iii. Car/Travel trailer remain at property
 - iv. Car has fire damage and trailer have door ajar
 - v. Recommend demolishing the rest of the current structure and remove all debris on site
 - e. 201 Joseph Chadderdon Road

- i. Unfit for residential occupancy
 - ii. Structures is dilapidated and partially collapsed
 - iii. Structure is dangerous and Unsafe because of risk of complete collapse
 - iv. Trees and Weeds have grown up all around structures
 - v. Unsightly and unattractive nuisance
 - vi. Dwelling is unoccupied
 - f. 115 Pine Tree Lane
 - i. Purchased in 2013/owner slowly altered and dismantled the home
 - ii. The home has poor egress, light and ventilation
 - iii. Structure is covered in tarps and deck is removed, the owner must use an unsafe way to access the building
 - iv. There are many safety concerns for the resident and has also not come in for a building permit for any work done
 - v. Recommend an engineer come and do a structural and safety inspection of the home
 - g. 2585 Route 23B LLC
 - i. Main House with an attached office and property managers dwelling
 - ii. Detached garage
 - iii. Motel units for transients
 - iv. Three cabins-non transient
 - v. Motel non transients used as apartments
 - vi. In ground Pool un kept
- 3. Ambulance
 - a. The ambulance department was in need of snow removal equipment, Council Member Powers donated a snow blower to the department.
- 4. Rockefeller Road
 - a. Stacey from building and code expressed some concerns with the new homes being built on Rockefeller Lake. If there are a certain number of homes occupying a road, that road must then become a town road and not a private drive. She wants to make sure the contractor in charge of the project make sure that the road becomes a town road if 'x' amount of home are put on the roadway.
- 5. Town Emails
 - a. Supervisor Coyne addressed the access of Town work emails and access to them on our phones and if anyone needs access that they can contact our IT department for quick access. He also addressed about who may be accessing Town emails due to the possibly privacy of said email. That each employee should be accessing and viewing their own emails and no one more.
- 6. Animal Control
 - a. Council Member Powers is trying to find a solution for a new Animal Control Vehicle for Mr. Feml. Currently they are using the car that is issued for zoning and/or building and code. The Sheriff had mentioned of vehicles that they have also the OGS website for vehicles. Some advice was to avoid any government agency vehicles.
- 7. Senior Center

- a. Due to COVID the committee has not met and will plan to start up and continue the project. The Town currently still has plans for the senior center and would like to continue the project.

Old Business:

1. Barton & Loguidice – Presentation on Park Updates
 - a. Presentation at next meeting, March 1st, 2021 @ 7PM
2. Local Law on Travel Trailers and Mobile Homes
 - a. Robert Fritze from the zoning department will be looking into the local laws to see what specs are needed to match the state and how these changes will/may affect the town's residents.

Resolution No. 2021-064 “Receipt of Monthly Supervisor’s Report”

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

WHEREAS, Town Law, Section 125 commands a detailed statement from the Supervisor’s office to be rendered to the Town Board of all money received and disbursed and a copy filed in the office of the Town Clerk; therefore, be it

RESOLVED, that the Town Board Members accept the monthly Supervisor’s Report for January.

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

Resolution No. 2021-065 “Advertise for Bid for Annual Maintenance of Town Owned Cemeteries”

Offered by Supervisor Coyne and seconded by Council Member Watts.

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.

The cemeteries included are:

Frank Hitchcock Road
White Farm Loop Road
Route 145
Lakes Mills Road
Garcia Lane
Ira Vail Road (Near Veverka Residence)
Ira Vail Road (Near Spahmer Road)
Union Church Cemetery (Rudolph Weir Rd)

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

Resolution No. 2021-066 “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 \$48,137.81 dated January 5, 2021.

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

Resolution No. 2021-067 “Planning Board Appointment”

Offered by Council Member Watts and seconded by Supervisor Coyne.

WHEREAS, the Planning Board term for Alan Veverka ended on December 31, 2020.

Therefore;

BE IT RESOLVED, that the Town Board does hereby reappoint Alan Veverka to a five year term on the Planning Board to conclude on December 31, 2025 with a salary of \$70.00 per meeting.

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

Resolution No. 2021-068 “Zoning Board of Appeals Appointment and Salary”

Offered by Council Member Watts and seconded by Supervisor Coyne.

BE IT RESOLVED that the Cairo Town Board does hereby appoint Dominick Cuti to a five-year term to the Zoning Board of Appeals to expire December 31, 2025.

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

Resolution No. 2021-069 “Hire Briana Griffin – Part-Time Cleaner”

Offered by Supervisor Coyne and seconded by Council Member Watts.

BE IT RESOLVED: that the Cairo Town Board, does hereby hire and appoint Briana Griffin as a part-time cleaner at a pay rate of \$20.00 per hour and shall be assigned to work as needed for a maximum of 20 hrs. per week.

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

Resolution No. 2021-070 “Appointing Auditing Firm for the Town of Cairo”

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

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Lynette S. B. Lawyer as the Accounting Firm for the Town of Cairo. The accounting firm is an independent contractor and not a town employee.

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

Resolution No. 2021-071 “Town of Cairo Jerome Ave. Water Improvement Project”

Offered by Supervisor Coyne and seconded by Council Member Kralovich.

WHEREAS New York State Housing and Community Renewal, Office of Community Renewal has announced the availability of New York State Community Development Block Grant funding under the Consolidated Funding Application (CFA); and

WHEREAS under the CDBG Program, approximately \$49 million is available to eligible communities within New York State; and

WHEREAS the New York State Community Development Block Grant Program is a federally funded program authorized by Title I of the Housing and Community Development Act of 1974 that is administered by Office of Community Renewal (OCR); and

WHEREAS the Office of Community Renewal CDBG Program provides funding to eligible communities under the Public Infrastructure and Planning categories; and

WHEREAS the Town of Cairo, Greene County, New York (hereinafter the “Town”) has established the public benefit to the Town residents of the Jerome Avenue Water Improvement Project (hereinafter the “Project”); and

WHEREAS the Town has solicited for public comments to determine the amount of public support or opposition to the proposed construction as well as conducted a public hearing on February 9, 2021 at 7:00 pm where a preliminary plan was presented; and

WHEREAS the application requires that the governing body of the Applicant adopt or pass, as an official act, a resolution, motion or similar action authorizing the person identified as the official representative of the Applicant to submit the subject application and all understandings and assurances contained therein, and directs and authorizes the person identified as the official representative of the Applicant to act in connection with the submission of the application and to provide such additional information as may be required; now

NOW, THEREFORE, BE IT RESOLVED THAT,

The Cairo Town Board Authorizes the Supervisor to submit an application to the Office of Community Renewal CDBG Public Infrastructure program for a maximum of \$1,250,000 and shall leave a copy of the application materials at Town Hall for inspection by Town residents.

The Supervisor shall act as the official representative of the Town to act in connection with the submission of the application and to provide such additional information as may be required; and

The application requires that the governing body of the Applicant provide for and encourage citizen participation through a minimum of two public hearings, one at the time of application and one during the grant administration process, for the purpose of obtaining citizens’ views and responding to proposes and questions; and

Environmental review procedures contained in 24 CFR Part 58 applies to this program; and that the Town Board will assume all of the responsibilities for environmental review, decision making, and action pursuant to the National Environmental Policy Act of 1969 and the State Environmental Quality Review Act (SEQRA); and

This resolution will take effect immediately.

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

Resolution No. 2021-072 “Planning Board Alternate Appointment”

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

WHEREAS, the Planning Board term for Alternate Planning Board member Stacey Poulsen ended on December 31, 2020. Therefore;

BE IT RESOLVED, that the Town Board does hereby appoint Christopher Keff to a one year term as an Alternate on the Planning Board to conclude on December 31, 2021 with a salary of \$70.00 per meeting.

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

Enter Executive Session @ 8:35PM

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.

Exit Executive Session @ 9:30PM

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 @ 9:31PM

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.

Respectfully submitted,

Kayla L. McAlister
Town Clerk