



Minutes

Town of Cairo

Town Board Workshop Session

Wednesday June 17th, 2020 (Closed to the Public)

The Town Board of the Town of Cairo met for a workshop meeting on Wednesday June 17th, 2020 at the Town Hall, Main Street, Cairo, New York.

Supervisor Coyne called the meeting to order at 7:03 PM and then asked the attendees to Pledge Allegiance to the Flag.

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

Absent: Council Member Watts

Items to Discuss:

- Solomon Energy
 - o Recently they have looking over some sites; landfills, etc. and they will continue with their search for sites to continue their progress of this project due to the constant changing policies. If the project is approved the turnaround time will be about 2-3 weeks to get up and running.
- Next Amp Energy
 - o This company is looking at 2 spots here in town for this project.
 - o The goal of this project is for the town and residents are saving money and also to meet the energy goal for the state.
 - o While you will have to opt into this program you are not guaranteed at first and may be on a wait list.
 - o For every person who signs up there will be a \$75 dollar donation from the company to go to whomever the town choses
- Security Camera Presentation – HIPPOS

- The Town was given 2 proposals for cameras for the Public buildings like the town hall police station, library and the down in the park. These cameras will have enough storage for 24hrs a day for 30 days with 3 terabyte storage.
- EDU – Original Purpose and Ongoing Use
 - Marc van Schendel addressed his EDU issues for 552 Main Street and his 7 EDU’s. His letter stated, “The purpose of this letter is to request the following topic be placed on the agenda of the next Town Board Meeting @ 7:00PM. The Topic is an open discussion of the EDU, the original purpose of the EDU and its ongoing use.”
- Town Employee Absence Request
 - The Town Board discussed an Absence Request Form the employees to inform why they need the day off and to help the bookkeeper keep track of personal and/or vacation days.
- Andrew Zampariolo – Twin Bridge Solutions Telephone Proposal
 - The Town would like to update the phone program while also saving more money for the Town due to the constantly changing rates.
 - This current company is working with several towns; Hunter, Windham, Greenville, Saugerties.
 - Site visit for Wednesday June 24th, 2020 @ 10:00PM
- New to Review Employee Handbook
 - The Town Board would like to discuss parts of the employee handbook during each meeting to make sure that it is up to date and correct.
 - A few questions they had addresses were on Vacation Time, Personal Leave and the accumulation of those hours if not used.
- Key Capture Energy
 - The company is located in Albany and is looking to purchase a 27 acre lot to put a 20 Mega Watt Lithium Ion Battery Storage facility.
 - Would like to discuss the issues and problem that could occur and issues that may require the fire dept.
 - The facility would be monitored 24/7/365 and would have an auto shut off if danger had occurred and can also be remotely shut down.

Resolution No. 2020-091 “Approval of New Fee Schedule”

Offered by Supervisor Coyne and seconded by Council Member Kralovich.

WHEREAS, The Town Board of the Town of Cairo, has reviewed and updated the current town fee schedule listings as follows:

Planning Board

Fee Schedule

- a) Special Use/Site Plan Review
- b) Fees based on area disturbed

0-10,000 sq ft	\$200
10,001 – 20,000 sq ft	\$500
20,001 – 50,000 sq ft	\$1,000
50,001 sq ft and over	\$2,000
Parking spot fee	\$10 per spot

Sub Divisions

- a) 4 lots or less \$100 plus \$25 per lot
- b) more than 4 lots \$200 plus \$25 per lot

Change of Use Permit \$100

Public Hearing Fees start at \$30

Buildings and Code ~ Fee Schedule

Building permits

Residential (including all accessory structures, additions, decks sheds, garage, etc. \$.30 a sq ft/minimum of \$50

Commercial (including all accessory structures, decks, sheds, garage, etc. \$.50 a sq ft/minimum of \$150

Renewal Fees

Residential \$50

Commercial \$150

Residential Alterations and Repairs (as follows)

Alteration Level: This would include minor structural repairs, replacement of windows (more than 50%) and doors with no reconfiguration of space or extension of existing systems.
\$50

Alteration Level II and Level III: Reconfiguration of space, addition or elimination of any door or window, reconfiguration of any space, or installment of any additional equipment.
\$50 plus \$.30 per sq ft

Commercial Alterations and Repairs (as follows)

Alteration Level: Minor structural repairs, replacement of windows and doors with no reconfiguration of space of extension of existing systems.
\$150 (was \$100)

Alteration Level II and Level III: Reconfiguration of space, addition or elimination of any door or window, reconfiguration of any space, or the installation of any additional equipment.
\$150 (was \$100) plus \$.50 per sq ft.

General and Miscellaneous Fees

Pools

Residential Pools

\$75 for above ground pool

\$125 for in-ground pool and fencing

Commercial Pools

\$250

Septic

Residential (New Septic System) ~ \$100

(**Repair to** Existing) ~ \$50 (was \$30) Existing

Commercial

(New Septic System) ~\$250

(**Repair to** Existing Septic System) ~ \$150

Sign Permit \$50

Billboard Permit \$250 (Zoning Law doesn't allow new billboards. Is this for existing ones? Is it an annual fee?)

Fireworks \$100 (unless location on site changes)

Fire Inspection \$100 per Inspection
Maximum two structures per parcel
\$25 for each additional structure
Noncompliance may result in a \$250 fine

Minimum Fee for all permits unless otherwise noted

Residential \$50

Commercial \$150

Fee for Municipal Search \$125

Demo Permits

Residential \$50 (was \$50) fee waived if filed in conjunction with a building permit

Commercial \$150 (was \$100) fee waived if filed In conjunction with a building permit

Fingerprinting Volunteer Fingerprinting \$20

Solar Permits

Solar Panels (first 500 sq ft) \$.25/sq ft (\$100 minimum)

Solar Panels (after 500 sq ft) \$.20/sq ft

Windmill Permits

Residential \$50

~~**Commercial** \$150 (Zoning Prohibits Commercial)~~

Hydro Permits

Residential \$50

Commercial \$150

THEREFORE BE IT RESOLVED, the Town Board does hereby approve the new town fee schedule as presented.

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

Resolution No. 2020-100 “Authorization to Appropriate Sidewalk Project Funds”

Offered by Supervisor Coyne and seconded by Council Member Kralovich.

WHEREAS, a Project, TAP/CMAQ, Multi Use Pathway & Sidewalk project, Towns of Cairo and Greenville, Greene County P.I.N. 1760.85 (the “Project”) is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ration of 80% Federal Funds,

WHEREAS, the Town of Cairo desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of Design and Construction, C/I, Therefore, the Town Board duly convened does hereby,

RESOLVE, that the Town Board hereby approves the above-subject project; and it is hereby further,

RESOLVED, that the Town Board hereby authorizes the Town of Cairo to pay in the first instance 100% of the federal and non-federal share of the cost of Design and Construction, C/I, work for the Project or portions thereof; and it is further,

RESOLVED, that the sum of \$77,000.00 has hereby been appropriated from General Fund and made available to cover the cost of participation in the Design phase of the Project; and it is further

RESOLVED, that the sum of \$1,353,960.00 is hereby appropriated from Federal Tap Grant DOT PIN 1760.85 and made available to cover the cost of participation in the Design and Construction, C/I phases of the Project; and it is further,

RESOLVED, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the Cairo Town Board shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the New York State Department of Transportation thereof, and it is further,

RESOLVED, that the Town Board of the Town of Cairo be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the Town of Cairo with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project and it is further,

RESOLVED, this Resolution shall take effect immediately.

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

Resolution No. 2020-101 “Move Highway Employee from Part Time to Full Time”

Offered by Supervisor Coyne and seconded by Council Member Powers.

WHEREAS, Martin South passed his CDL, and there is an operational need for an additional full time employee as well as an opening, and,

WHEREAS, Martin South is currently employed by the Town of Cairo Highway Department as a part time employee at a rate of pay of 16.97. Therefore;

BE IT RESOLVED, that the Town Board of the Town of Cairo authorizes the change in employment status for Martin South from part time to full time at a rate of \$17.15 per hour effective June 18, 2020.

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

Resolution No. 2020-102 “Vendors at the 4th of July Celebration”

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

WHEREAS, The Town of Cairo is celebrating the 4th of July with Fireworks at the Cairo Town Park. There currently are no vendors scheduled to be at the park, however, there is a request to include vendors on site, therefore;

BE IT RESOLVED, that the Cairo Town Board does hereby approve the addition of 4 vendors at the Cairo 4th of July Fireworks Celebration. The understanding of this agreement is that the Chamber of Commerce is responsible for monitoring social distancing around the vendors.

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

Resolution No. 2020-103 “Town Highway Department to do Sidewalk Work”

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

WHEREAS, The Town of Cairo Highway Department has the manpower and the required skills to work on a portion of the Sidewalk Project for the Town of Cairo. Therefore;

BE IT RESOLVED, that the Cairo Town Board does hereby approve the Town of Cairo Highway Department to complete the portion of the sidewalk project from the beginning of Dinger at Rt. 32 to the end where it meets to paved road. The project consists of a 10’ stone path and a grass area on each side to allow for recreational activities. The cost for this project is not to exceed \$20,000.

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

Adjourn Town Board Meeting @ 9:47 PM

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 – Absent. Motion Carried.

Respectfully submitted,

Kayla L. Warner
Town Clerk