



Minutes

Town of Cairo

Town Board Work Session

Wednesday April 21st, 2021

The Town Board of the Town of Cairo met for a work session meeting on Wednesday April 21st, 2021 at the Town Hall, Main Street, Cairo, New York.

Supervisor Coyne called the meeting to order at 7:00 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:

March 1st, 2021; Police Reform PH:

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.

March 1st, 2021; Board Meeting:

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.

March 17th, 2021; Workshop:

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.

Old Business:

1. Memorial Day Parade

- a. The Town agrees and there will be a Memorial Day Parade on May 31st @ 11:00am. The congregation should by the American Legion and how many people they would like to be attending the ceremony along with all involved, due to social distancing.
- 2. Janet McKeon – Summer Rec
 - a. Reached out to Terry Ward for some information. Due to the fact that the rec. program took attendance that qualifies the program as a camp. Along with one non-passive activity along with another activity (arts & crafts, etc.) you also qualify as a camp. Trying to research and see what the program can do but also continue the program and start on time. Registration forms are allowed, we can try a drop in program while parents sign them in, instead of the program taking the attendance. The program can try less structure within the program with scheduling possible events. They will also need to start COVID logs that will be needed for all children, 6 feet apart, separate coloring packs and cleaning in between group activities. This will be in person but can't say how many people we will be allowed at a time and if it's going to be 5 days a week and the same hours. The town would like to start as a camp and continue with county guidelines so that we can continue the program as needed. We will also need to find a town health officer for the program as well.
- 3. Finalize Richard Vigilo Way sign verbiage
 - a. Spoke with Lillian at the funeral home and they all agreed that Richard's Way was appropriate. "This road is dedicated to Richard Viglio for his many years of service in the Cairo Community." Next step is to get a street sign prepared and a dedication, reach out to Round Top Knit and screening for 2 street signs.
- 4. Discuss logistics of trying to combine Parks and the Highway
 - a. The board believes this may be a challenge due to separate departments, the union and rates of pay.

New Business:

- 1. Hudson River Greenway
 - a. A funding grant opportunity for the Town to apply for the senior center and Children's Park. Also could apply for some updates to the path from Cumberland from William Dinger Road. Eligible to apply for both of the grants to see what we can get.
- 2. Zoning Board of Appeals Secretary
 - a. The Secretary of the Planning Board is willing to do both positions until further notice and a new Secretary is appointed and hired. They do have a few things pending so they can continue and move these projects forward.
- 3. Bross Street & Railroad Avenue Stop Signs
 - a. This use to be one way, it is currently two ways and the town would like to have a stop sign at each end since this was never done. We can either put a stop sign or turn the street back to a one way. The stop sign will need to go through the DOT and may require an engineer which require a longer time frame and possibly costs, Art can talk with DOT and see what is required. 2-way was supposed to be a temporary thing for the paving last year. Art recommend to make it a one way and the board agrees. Give 2 weeks' notice for the road going back to a one way and inform the police station to inform people as well. Art will speak with the school and let them know that the start date for the one way will be May 15th, 2021.
- 4. Unsafe Buildings

- a. County Route 31
 - i. 4 Barns on parcel
 - ii. Doors falling off and is open, structural damage to the roof and risk of partial collapse. Other appears not to have too much damage from the road. Another is already starting to collapse and if it falls, debris will be in the road.
- b. 49 Storks Nest Road
 - i. Overgrown with weeds, trees and brush/abandoned travel trailer/structure fire about 10 years ago, no repairs made since, some structures appear to be collapsing, windows open and exposed to animals and weather.
- c. 1081 New York State Route 145
 - i. Multiple structure unfit for human occupancy, dilapidated and partially collapsed, unattractive nuisance, risk of complete collapse.
 - ii. Abandoned for years, no repairs have been made to interior or exterior/no longer run as a resort/multiple unregistered vehicles, large areas of debris.
 - iii. Some of the structures have trees and brush overgrown and some appears to be structurally okay with few signs of deterioration. Some signs of neglect and one does seem to have an occupant inside who says the place is in fair condition and no signs of structural damage.
- d. 4382 & 4398 NYS Route 23
 - i. Property has been vacant for over 20 years, and is showing structural deterioration. Structures have some rotting and beginning to collapse.
- 5. July 5th Holiday and Town Board Meeting Schedule
 - a. Decided on having the regular Town Board for July on July 12th and there will be no workshop meeting in the month of July, unless needed.
- 6. Resignation of ZBOA Chair
 - a. George Kleinmeier of the ZBOA has decided to retire from the Zoning Board. "I am retiring and moving back to Texas. I have enjoyed being on the ZBA all these years and I was glad to help my fellow citizens in any way I could. I resign from my position on the ZBA as of today. I will be back from time to time to visit my parents and brother's grave in Round Top. I hope and pray you get this town straightened out."
 - b. Board will have to sit down with Stacey and Robert to discuss past permits that were never used or closed and better ways to proceed, date TBD.
- 7. Resignation of Ambulance Billing Clerk
 - a. "After many years of enjoying my work here with the Town of Cairo, I have decide it is time for me to retire. I am hereby submitting my resignation effective September 1, 2021. This extended notice is being given in order for you to find a replacement and allow time for me to train if that is how you wish to proceed. I do have contact information that I will be happy to share with you for someone that I would consider a good candidate with extensive medical billing background for this position. Thank you for the opportunity you have given me. Pat Asaro"
- 8. Appointment of Temporary ZBOA Chair
 - a. Speak with Robert Hasenkopf about the temp. position and what they plan to do next.
- 9. RFQ Review

- a. All proposals that will be sent in for funding for the repairs of the Polly’s Rock Bridge have been reviewed and it has been decided that Barton and Ligidice will be the engineering firm to process the application. Resolution to follow.
10. Finalize logistics for Clean Up Day – May 15th
- a. County is ready to go. Make sure to have someone check people residency, recommend having Scott Yates go up there and check it out while the Highway Dept. takes care of the trash and make sure everything that goes in is allowed and nothing is taken out.

Resolution No. 2021-002 “Set Holidays for 2021 REVISED”

Offered by Supervisor Coyne and seconded by Council Member Watts.

BE IT RESOLVED that the Town Board of the Town of Cairo does hereby set the dates of the 2021 holidays as follows:

| | |
|-----------------------------------|-----------------------------|
| New Year’s Day Observance – | Friday, January 1, 2021 |
| Martin Luther King Jr. Birthday - | Monday, January 18, 2021 |
| President’s Day - | Monday, February 15, 2021 |
| Memorial Day - | Monday, May 24, 2021 |
| Independence Day - | Monday, July 5, 2021 |
| Labor Day - | Monday, September 6, 2021 |
| Columbus Day - | Monday, October 11, 2021 |
| Election Day - | Tuesday, November 3, 2021 |
| Veteran’s Day Observance - | Thursday, November 11, 2021 |
| Thanksgiving Day - | Thursday, November 25, 2021 |
| Christmas Day - | Friday, December 24, 2021 |

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

Resolution No. 2021-110 “Appointment of Zoning Board of Appeals”

Offered by Supervisor Coyne and seconded by Council Member Watts.

WHEREAS, there is a vacancy and a need for a Zoning Board of Appeals Secretary. Therefore;

BE IT RESOLVED that Donna Vollmer has been hired effective April 21, 2021 at a rate of \$15.00 per hour.

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

Resolution No. 2021-111 “Resignation of ZBOA Chairman”

Offered by Supervisor Kralovich and seconded by Council Member Powers.

WHEREAS, a resignation has been received from George Kleinmeier with an effective date of April 20, 2021.

BE IT RESOLVED, that the resignation submitted by George Kleinmeier is hereby accepted by the Cairo Town Board.

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

Resolution No. 2021-112 “Resignation of Ambulance Billing Clerk”

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

WHEREAS, a retirement resignation has been received from Patricia Asaro with an effective date of September 1, 2021.

BE IT RESOLVED, that the retirement resignation submitted by Patricia Asaro is hereby accepted by the Cairo Town Board.

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

Resolution No. 2021-113 “Appointment of Temporary ZBOA Chair”

WHEREAS, George Kleinmeier resigned effective April 20, 2021.

WHEREAS, George’s position on the Zoning Board of Appeals Board included Chairman and the Town Board now needs to appoint another member to the Chairman position due to this resignation. Therefore;

BE IT RESOLVED, that the Cairo Town Board does hereby appoint _____ as a temporary Chairman to the Zoning Board of Appeals.

Remaining Members:

| | |
|------------------|----------|
| Robert Hasenkopf | 12/31/21 |
| Sean Tokle | 12/31/22 |
| Lisa Spring | 12/31/23 |
| Vacancy | 12/31/24 |
| Dominick Cuti | 12/31/25 |

TABLED

Resolution No. 2021-114 “RFQ Review Selection”

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

WHEREAS, on March 1, 2021, the Town Board authorized by resolution NO. 2021-080 to have the issuance of a Request for Qualifications for the Polly’s Rock Bridge.

WHEREAS, a committee of the Town Board met to review and grade these applications and selected the best candidate to complete a preliminary assessment and prepare a BRIDGENY funding application for the Polly’s Rock Bridge. Therefore;

BE IT RESOLVED, that the Cairo Town Board does hereby award the selection to Barton & Loguidice.

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

Resolution No. 2021-115 “Highway Bond Resolution”

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

Bond Resolution Dated April 21st, 2021.

A resolution authorizing the acquisition of Highway Maintenance Trucks at an estimated cost of \$397,568 and authorizing the issuance of serial bonds of the Town of Cairo, Greene County, New York in the aggregate principal amount not to exceed \$357,568 pursuant to the local finance law to finance a portion of such cost, providing that this resolution shall be subject to a permissive referendum, and delegating certain powers in connection therewith to the town Supervisor.

BE IT RESOLVED, by the Town Board of the Town of Cairo, Greene County, New York (the “Town) (by the favorable vote of not less than two-thirds of all the member of the Town Board) as follows:

SECTION 1: The specific purposes (hereinafter referred to as “purpose”) to be financed pursuant to this resolution is the acquisition of one 2022 International 6x4 Tandem Truck with dump body, two 2021 International Trucks with plow and sander, and one 2021 Ford F-150 4x4 for highway maintenance purposes. The aggregate estimated maximum cost of said purpose is \$397,568 and said amount is hereby appropriated therefor. It is hereby determined that said purpose is an object or purpose described in subdivision 90 of paragraph A of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of said purpose is ten years.

SECTION 2: It is hereby determined that the aforesaid purposes constitute a Type II action as defined under the State Environment Quality Review Regulation, 6 NYCRR Part 617, which has been determined under SEQRA not to have a significant impact on the environment.

SECTION 3: It is hereby determined that the proposed maturity of the obligations authorized by this resolution will be in excess of five years from the original date of issuance of such obligations.

SECTION 4: The Town Board plans to finance a portion of the total cost of said purpose by the issuance of serial bonds of the town in an amount not to exceed \$357,568, hereby authorized to be issued therefor pursuant to the Local Finance Law. The remainder of such cost is expected to be financed from other available funds.

SECTION 5: Current funds are not required to be provided prior to the issuance of the bonds authorized by this resolution or any notes issued in anticipation of said bonds.

SECTION 6: The proceeds of the bond herein authorized and any bond anticipation of said bonds may be applied to reimburse the Town for expenditures made after the effective date of this resolution for the purpose for which said bonds are authorized. This resolution shall constitute a statement of official intent for the purpose of Section 1.150-2 of the Treasury Regulations.

SECTION 7: Each of the bonds authorized by this resolution and any bond anticipation notes issued in anticipation of said bonds, shall contain the recital of validity prescribed by Section 52.00 of the Local Finance Law. The faith and credit of the Town are hereby irrevocably pledged for the payment of the principal of and interest on said bonds as the same respectively become due and payable. An annual appropriation shall be made each year sufficient to pay the principal of and interest on said bonds becoming due and payable in such year. There shall annually be levied on all the taxable real property of the Town a tax sufficient to pay the principal of and interest on said bonds as the same become due and payable.

SECTION 8:

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

Resolution No. 2021-116 “Authorization for Supervisor to sign an Electricity Supply contract for all Municipal Electric Accounts”

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

BE IT RESOLVED, On April 21, 2021 the Cairo Town Board authorized the Town Supervisor, John Coyne, to sign into an electricity supply contract for all municipal electric accounts.

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

Resolution No. 2021-117 “Bond Resolution for Highway Trucks”

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

WHEREAS, the Cairo Town Board received an estimate for two 2021 F-150s. The quote is from RC Lacy Ford.

BE IT RESOLVED, the Town Board does hereby the purchase of two 2021 F-150 Trucks. One truck will be for the Code Enforcement staff and the other will be for the Buildings, Grounds and Parks staff.

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

Enter Executive Session @ 8:18PM

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.

Exit Executive Session @8:45 PM

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 @8:46 PM

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.

Respectfully submitted,

Kayla L. McAlister
Town Clerk