



Minutes

Town of Cairo

Monday January 9th, 2023

Town Board Meeting @ 7:00 pm

Public Hearing following Board Meeting

Location: Town Hall Meeting Room

The Town Board of the Town of Cairo met for a Town Board Meeting on Monday, January 9th, 2023, at the Town Hall, Main Street, Cairo, New York. Supervisor Watts called the meeting to order @ 7:00pm and asked the attendees to Pledge Allegiance to the Flag.

Attendance: Supervisor Watts, Council Member Bogins, Council Member Cords Council Member Flaherty, Council Member Powers.

Approval of the Minutes:

December 5th, 2022:

Offered by Supervisor Watts and seconded by Council Member Flaherty.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

New Business:

- Toys for Tots – Commander’s Award
 - No one showed up, Council Member Cords said that this can take place at the next meeting.
- 2023 Re-Organization Resolutions
 - Resolution No. 2023-001 through Resolution No. 2023-046A are addressed
- Schedule a Public Hearing to Repeal Override of Tax Levy Limit
 - Open Public Hearing @ 7:52PM
 - Offered by Supervisor Watts and seconded by Council Member Cords.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

- Supervisor Watts apologized to the public for the mistake that was made on the budget. The mistake was discovered for the 2023 tax levy increase turned out to 7.5% instead of .51% that had been approved. The correct tax levy for 2022 should have been 4.5%.
- An emergency meeting tried to override the mistake. Unfortunately the override could not be done per Attorney Rappleyea. The taxes will have to remain the half percent. The extra money that is collected will have to go into other special account and not used till next year.

- Supervisor Watts introduced Nicole, an accountant who works with a local attorney in Greene County. Nicole has a background in forensic accounting. Nicole was asked to examine the books by Supervisor Watts. Nicole explained that the spreadsheets show that the numbers have been put on the spreadsheets a number of times. Nicole discovered that the budget sheets from the last two years did not have any matches.
 - The town residents agreed that the town needs someone to come in to do an audit. Council Member Powers said that if Nicole would be willing to do the audit, he would like to see her credentials and who referred her.
 - Council Member Powers abstained from voting on the earlier organizational meeting agenda, because he does not want to any more money spent until the budget is signed off by the NYS Comptroller’s Office.
 - Supervisor Watts said he has no intention of firing the bookkeeper since she was only here for just a few months and has not had all the required and up to date training.
- Closed Public Hearing @ 8:45PM
 - Offered by Council Member Flaherty and seconded by Council Member Bogins.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Correspondence

- Municipal Shelter Inspection Report
 - Dog shelter services were rated “satisfactory”
- Painting Donation to the Town of Cairo
 - Home Depot would like to donate materials to Cairo. The park is in need picnic tables for down the park. The Park Staff down the park will be able to build the tables this winter. If we could get volunteers to help out with the painting.
 - ‘I am writing to ask if you would be willing to accept a donation that I own of one of Cairo’s Veterans. The veteran was Mr. Robert Tarpinian and he was an active veteran in your community. He made a painting of the LST that he served abroad during WW2 and through a series of events I ended up in possession of it. I would like to donate this painting to the Town of Cairo for its historical preservation and story behind it. It is in no means an impressive piece of art but the meaning and story behind I felt truly deserves a better place for that story to be told. Is it okay with you, I would like to donate this painting to the Town of Cairo in his memory. If you have a better suggestion I would certainly be open to it. Joseph Duckworth from Newton, NC.
- Water Drainage on Main Street
 - There will be a partial road closer in back of Mohamed’s and a detour through the park.

Resolution No. 2023-001 “Set Town Board Meeting Dates”

Offered by Supervisor Watts and seconded by Council Member Flaherty.

BE IT RESOLVED, that the regular meetings of the Cairo Town Board for the 2023 calendar year will be held at 7:00 p.m. on the first Monday of every month in the Town Hall, 512 main Street, Cairo, New York, except as follows:

- 1.) The regular meeting for the month of September, shall be held on September 11, 2023 and;

BE IT FURTHER RESOLVED that the workshop meetings of the Cairo Town Board for the 2023 calendar year will be held at 7:00 p.m. on the third Wednesday of every month in the Town Hall, except as follows:
- 1.) The workshop meeting for the month of September, TBD
The Workshop meeting for the month of October, TBD

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-002 “Set Holidays for 2023”

Offered by Council Member Cords and Council Member Flaherty.

BE IT RESOLVED that the Town Board of the Town of Cairo does hereby set the dates of the 2023 holidays as follows:

Martin Luther King Jr. Birthday	Monday, January 16, 2023
President’s Day	Monday, February 20, 2023
Memorial Day	Monday, May 29, 2023
Independence Day	Tuesday, July 4, 2023
Labor Day	Monday, September 4, 2023
Columbus Day	Monday, October 9, 2023
Election Day	Tuesday, November 7, 2023
Veteran’s Day Observance	Friday, November 10, 2023
Thanksgiving Day	Thursday, November 23, 2023
Christmas Day Observance	Monday, December 25, 2023
New Year’s Day	Monday, January 1, 2024

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-003 “Submission Deadline for Proposed Town Board Meeting Agenda”

Offered by Supervisor Watts and seconded by Council Member Bogins.

BE IT RESOLVED, that any town department, employee, community organization or individual citizen who wishes to have the town board take action on, discuss or consider any resolution, proposed purchase, voucher for payment, or place any item on the agenda for the board’s consideration must submit the proposed resolution, proposed purchase, voucher or agenda item in writing, together with any supporting information or documents, to the Supervisor’s office no later than two business days preceding the meeting night of the Town Board.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-004 “Set Town Hall Hours of Operation”

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

BE IT RESOLVED, that the Cairo Town Hall shall be open for public business from 9:00 a.m. through 3:00 p.m. Monday through Friday, exclusive of holidays or other such times the Town Hall is closed by order of the Town Supervisor, and

BE IT FURTHER RESOLVED that the offices of the Town Clerk, Code Enforcement and Building Department, Supervisor’s Office and Tax Assessor will be staffed and accessible to the public at all times when the Town Hall is open for public business.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-005 “Set 2023 Salaries for Elected Officials”

Offered by Supervisor Watts and seconded by Council Member Cords.

BE IT RESOLVED, that the following salaries for elected officials be approved as set forth in the 2023 Budget starting on January 1, 2023:

Justice Joan VanDenburgh	\$16,000.00
Justice Tanja Sirago	\$16,000.00
Supervisor Jason Watts	\$15,617.00
Councilperson Mary-Jo Cords	\$ 7,238.00
Councilperson Debra Bogins	\$ 7,238.00
Councilperson Timothy Powers	\$ 7,238.00
Councilperson Michael Flaherty	\$ 7,238.00
Tax Collector Sue Hilgendorff	\$13,450.00
Town Clerk Kayla L. McAlister	\$32,000.00
Supt. of Highways Arthur Evans	\$54,000.00

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Abstain. Motion Carried.

Resolution No. 2023-006 “Appoint Public Records Officer and Public Records Appeals Officer”

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

WHEREAS, it is necessary to appoint and publicly identify an individual as the public records officer with the responsibility to serve as the point of contact for members of the public in requesting disclosure of public records and to oversee the Town of Cairo’s compliance with the Freedom of Information Law, and

WHEREAS, it is necessary to appoint and publicly identify an individual as the public records appeals officer with the responsibility to serve as the point of contact for members of the public who have been denied access to public records, therefore

BE IT RESOLVED, that the Town Board does hereby appoint Town Clerk, Kayla McAlister, as the Public Records Officer, and

BE IT FURTHER RESOLVED, that the Town Board does hereby appoint Town Supervisor, Jason Watts, as the Public Records Appeals Officer.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-007 “Appoint Attorney for the Town”

Offered by Supervisor Watts and seconded by Council Member Flaherty.

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Tal G. Rappleyea, Esq. as Attorney for the Town of Cairo at a monthly retainer of \$1,000.00 and at a rate of \$125.00 per hour for such further litigation, legislation and other representation that the Town Board shall deem to be outside the scope of the monthly retainer. The Attorney for the Town is not an employee but has the status of an independent contractor.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Abstain. Motion Carried.

Resolution No. 2023-008 “Designate the Town of Cairo Official Newspaper”

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

BE IT RESOLVED, that the Daily Mail is designated as the official newspaper for the Town of Cairo.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-009 “Authorize the Town Supervisor to Invest Town Funds”

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

BE IT RESOLVED, that Town Supervisor is hereby authorized to invest Town funds and purchase Certificates of Deposit when available or any other protected monetary instrument issued by the Bank of the Federal Government.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Abstain. Motion Carried.

Resolution No. 2023-010 “Establish Official Depository of Town Funds”

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

BE IT RESOLVED, that the Bank of Greene County, Cairo branch is the official depository for the funds of the Town of Cairo.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-011 “Payment of Bills and Payment of Utility Bills”

Offered by Council Member Flaherty and seconded by Council Member Bogins.

BE IT RESOLVED, that the Supervisor, and in the absence of the Supervisor, the Deputy Supervisor, be authorized to approve the expenditure of up to \$2,500.00 without prior approval of the Town Board; and,

BE IT FURTHER RESOLVED, that the Town Board of Cairo hereby authorizes the payment of utility bills such as fuel oil, electricity, gas and telephone and insurance bills without the need to wait for the regular Town Board meeting in order to avoid finance charges on such bills.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Abstain. Motion Carried.

Resolution No. 2023-012 “Set Hourly Rate for Part Time Highway Employees”

Offered by Council Member Flaherty and seconded by Supervisor Watts.

WHEREAS, the Highway Superintendent, recognizes that in order to recruit and retain part time employees, both new hires and existing employees, need to be distinguished by experience/credentials and paid a fair and equitable pay rate.

WHEREAS, the Highway Superintendent will differentiate pay rates from \$17.00 - \$22.00 according to employee skills (equipment operation, CDL, mechanic, welding, carpentry, etc.)

THEREFORE BE IT RESOLVED, the following pay rates are approved by the Town Board effective January 1, 2023 as follows:

Michael Maderic	\$21.51
Robert Agostoni	\$19.13
Dale Becker	\$18.62
Joseph Reynolds	\$18.62
James Bogins	\$18.11
Christopher Franchi	\$18.11
Joseph O’Connor	\$18.11
Raymond Krom	\$18.11
Andrew Miles	\$18.11
Dakota Stein	\$17.00

Supervisor Watts – Aye, Council Member Bogins – Abstain, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Abstain. Motion Carried.

Resolution No. 2023-013 “Attendance at Training Sessions, Meetings and Conferences”

Offered by Council Member Flaherty and seconded by Supervisor Watts.

BE IT RESOLVED, that any elected or appointed town official or employee who wishes to attend any training session, meeting or conference, whether offered by the NYS Association of Towns or other organization, may do so with the prior approval of the Town Board. Expenses will be paid according to the travel policy set forth in the employee handbook.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-014 “Authorization for Highway Superintendent to Certify Payrolls and Make Purchases”

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

BE IT RESOLVED, that the Superintendent of Highways is authorized to take the following actions without further approval of the Town Board:

1. To certify payrolls in his department;
2. To purchase equipment and supplies outside of NYS Contract and Greene County Bid of up to \$5,000.00;
3. To purchase items under New York State Contract, including but not limited to tires, batteries, filters, fuel oil, diesel fuel, salt and sand;
4. To purchase items under Greene County Bid, including but not limited to sand, calcium chloride, crushed stone, road oil, blacktop, culvert pipe, signs and sign posts, guide rails and ties.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-015 “Appoint Summer Camp Director and Set Hourly Wages for Summer Camp Staff”

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

BE IT RESOLVED, that the Town Board does hereby appoint Janet McKeon as the Summer Recreation Coordinator at a pay rate of \$19.30 per hour; and

BE IT FURTHER RESOLVED that Lynn Dittmar will receive \$15.30 per hour as the Assistant Camp Director and new Youth Counselors will receive a wage of \$15.00 per hour, returning youth counselors will receive a \$0.10 raise.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Abstain. Motion Carried.

Resolution No. 2023-016 “Town Court – Appointments and Salaries”

Offered by Supervisor Watts and seconded by Council Member Cords.

BE IT RESOLVED, that the following individuals employed as Clerks of the Justice Court shall have the following titles and be paid effective January 1, 2023 as follows:

Justice Clerk 1 Kathleen Costanzo (Full Time)	\$19.17/hr. Not to exceed 40 hours per week
Justice Clerk 2 Christine Julig (Full Time)	\$17.61/hr. Not to exceed 40 hours per week

BE IT FURTHER RESOLVED that the following individuals are appointed as court security officers and shall be paid effective January 1, 2023 as follows:

John DeRose	\$16.83 per hour
Steven DeRose	\$16.83 per hour
Tracy Mauriello	\$15.81 per hour

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Abstain. Motion Carried.

Resolution No. 2023-017 “Appoint Deputy Town Supervisor”

Offered by Council Member Flaherty and seconded by Council Member Bogins.

BE IT RESOLVED that the Town Board of the Town of Cairo does hereby appoint Mary-Jo Cords as Deputy Supervisor to serve in the absence of the Town Supervisor.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-018 “Authorization to Designate a Bookkeeper, Supervisor Clerk & Historian”

Offered by Supervisor Watts and seconded by Council Member Cords.

BE IT RESOLVED, that the Town Supervisor is hereby authorized to appoint Johanna Halvorsen to the full-time position of bookkeeper at a pay rate of \$26.44 per hour not to exceed 40 hours/week effective January 1, 2023.

BE IT FURTHER RESOLVED, that the Town Supervisor is hereby authorized to designate Robert Uzzilia as Town Historian at an annual salary of \$1,750.00 to be paid in 12 equal, monthly installments during the 2023 fiscal year.

BE IT FURTHER RESOLVED, that the Town Supervisor is hereby authorized to designate Kimberly Weiss at an hourly rate of \$16.26 per hour not to exceed 20 hours per week to perform Supervisor Clerk duties and an hourly rate of \$26.44 if performing Bookkeeper duties effective January 1, 2023.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Abstain. Motion Carried.

Resolution No. 2023-019 “Appoint Deputy Tax Collector”

Offered by Council Member Cords and seconded by Supervisor Watts.

BE IT RESOLVED that the Town Board of the Town of Cairo does hereby appoint Linda Kuever as the Deputy Tax Collector at a rate of \$15.55 per hour effective January 1, 2023 whose maximum yearly pay shall not exceed the amount allocated in the 2023 budget.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Abstain. Motion Carried.

Resolution No. 2023-020 “Appoint and set Salaries of Water and Sewer Personnel”

Offered by Supervisor Watts and seconded by Council Member Flaherty.

BE IT RESOLVED that the Town Board does hereby appoint and set salaries for the Water & Sewer Departments effective January 1, 2023:

Johanna Halvorsen at an annual stipend of \$10,080.00.

Kimberly Weiss with an annual stipend of \$1,020.00.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-021 “Appoint Officer in Charge and Set Salaries for Police Department”

Offered by Supervisor Watts and seconded by Council Member Cords.

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby appoint Sergeant Richard Busch as Officer-in-Charge of the Town of Cairo Police Department an annual stipend \$18,000 to be paid in addition to Sgt. Busch’s hourly rate of pay. The stipend is intended as a compensation for administering the department. The stipend shall be paid in equal bi-weekly installments included in Sgt. Busch’s bi-weekly pay check, and;

BE IT FURTHER RESOLVED that the following individuals shall continue in their appointed positions with the rate of pay as designated by the current bargaining agreement:

Full-time Police Sergeant

Richard Busch

Full-time Police Officer

Nicholas Orso

Part-time Police Officer

Dennis Brandow

Sean Clevestine

Michael DeRose

Raymond Feml

Joshua Leis

Corey Clark

Thomas Plank

Dustin Rogers

Eyal Saad

Part-time Special Police Officer

Scott Yates

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-022 “Authorization to Sign Undertaking with NYS Dept. of Transportation”

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

IT RESOLVED, that the Town Board of the Town of Cairo does hereby authorize Superintendent of Highways, Arthur Evans, to sign an undertaking for the benefit of the New York State Department of Transportation in connection with work within the boundaries of state highways.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-023 “Town Board Committees”

Offered by Council Member Flaherty and seconded by Council Member Bogins.

BE IT RESOLVED, that the Cairo Town Board acknowledges the Committee Appointments for 2023 as follows:

TOWN BOARD	ECONOMIC DEVELOPMENT	LABOR NEGOTIATIONS	EMERGENCY PLANNING	
JASON WATTS	CODE/BUILDING/ ZONING	PLANNING BOARD	PARKS, BUILDING & GROUNDS	
DEBRA BOGINS	HIGHWAY	WATER/SEWER		
MARY-JO CORDS	ASSESSOR	INSURANCE/ HEALTH INSURANCE	LIBRARY	COMMUNITY CENTER
TIM POWERS	AMBULANCE	ANIMAL CONTROL	GREENE COUNTY EMS	
MICHAEL FLAHERTY	COURTS	POLICE	FESTIVALS/PARADES /YOUTH FAIR	

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-024 “Accept Sewer Penalties”

Offered by Council Member Flaherty and seconded by Supervisor Watts.

WHEREAS, it is necessary for the Sewer Penalties be authorized by the Town Board and documented in the minutes; therefore,

BE IT RESOLVED that the Town Board does hereby accept the Sewer Penalties from the Sewer Administrator in the amount of \$2,590.98 dated December 30, 2022.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-025 “Accept Water Billing”

Offered by Supervisor Watts and seconded by Council Member Cords.

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

BE IT RESOLVED that the Town Board does hereby accept the Water Billing from the Water Administrator in the amount of \$45,542.31 dated January 5, 2023.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-026 “Authorizing Public Hearing”

Offered by Council Member Cords and seconded by Supervisor Watts.

WHEREAS, the Town of Cairo is proposing a new Town Local Law to repeal the override of the tax levy limit established in General Municipal Law §3-c set forth in Local Law #5 of 2022

WHEREAS, a Public Hearing is necessary prior to the adoption of any Law. Therefore;

BE IT RESOLVED, that on January 18, 2023 at 7:00 pm, at the Cairo Town Hall, the Cairo Town Board shall hold a Public Hearing to introduce a new Law to Repeal the Override of the Tax Levy Limit.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-027 “Receipt of monthly Supervisor’s Report – December 2022”

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

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 1-31 December 2022.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-028 “Town Assessor’s Office – Appointments and Salary”

Offered by Supervisor Watts and seconded by Council Member Flaherty.

BE IT RESOLVED, that Janice Hull shall continue in her position as Sole Assessor at an hourly rate of \$27.47 not to exceed 40 hours per week effective January 1, 2023; and

BE IT FURTHER RESOLVED, that Carol McBride is appointed as Clerk-Part Time on an as needed basis at an hourly rate of \$16.57 per hour effective January 1, 2023 whose maximum yearly pay shall not exceed the amount allocated in the 2023 budget.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Abstain. Motion Carried.

Resolution No. 2023-029 “Appointment of Deputy Town Clerks”

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

BE IT RESOLVED, that the Town Board acknowledges the Town Clerk’s appointment of Kathy Rockefeller as First Deputy Town Clerk at \$16.26 per hour not to exceed 18 hours per week effective January 1, 2023, and

BE IT FURTHER RESOLVED, that the Town Board acknowledges the Town Clerk’s appointment of Michelle Hobart as Deputy Clerk at \$14.42 per hour not to exceed 12 hours per week effective January 1, 2023.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Abstain. Motion Carried.

Resolution No. 2023-030 “Set Salaries for Board of Assessment Review”

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

BE IT RESOLVED that the Cairo Town Board does hereby set the yearly stipend effective January 1, 2023 of the Board of Assessment Review to be as follows:

Chairperson: \$375.00

Member: \$225.00

Secretary: \$50.00 for the board’s initial 4 hour meeting & \$12.50/hr. thereafter as needed.

Included in this stipend are Grievance Day and two additional deliberation days. Any additional meetings beyond the first three meetings will be paid at a rate of \$35.00 per meeting.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-031 “Appoint and Set Salary of the Animal Control Officer”

Offered by Supervisor Watts and seconded by Council Member Bogins.

BE IT RESOLVED, that the Town Board of The Town of Cairo does hereby appoint Brian Feml as Animal Control Officer at an hourly rate of \$15.24 with a two (2) hour minimum per call effective January 1, 2023.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Abstain. Motion Carried.

Resolution No. 2023-032 “Appointment of Code Enforcement Officer”

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

BE IT RESOLVED that the Town Board does hereby appoint and set salary of the Code Enforcement Officer effective January 1, 2023 as follows:

Stacy Sprague continues in her appointment as Code Enforcement Officer - Full Time, at an hourly rate of \$25.91 not to exceed 40 hours per week;

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Abstain. Motion Carried.

Resolution No. 2023-033 “Appoint and Set Salary of Parks, Buildings, and Grounds”

Offered by Supervisor Watts and seconded by Council Member Cords.

BE IT RESOLVED that the Town Board of the Town of Cairo does hereby appoint Parks, Buildings and Grounds Personnel and set salaries effective January 1, 2023 as follows:

Hunter Sprague continues in his appointment as Full Time Supervisor to the Parks, Buildings and Grounds Department at a rate of \$20.96 per hour.

Paul MacNiven continues in his appointment as Laborer - Full Time assigned to the Parks, Buildings, and Grounds Department at a rate of \$18.91 per hour, not to exceed 40 hours per week.

Steven Baird continues in his appointment as Laborer - Part Time, assigned to the Parks, Buildings and Grounds Department at a rate of \$16.57 per hour not to exceed 35 hours per week.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Abstain. Motion Carried.

Resolution No. 2023-034 “Appoint Ambulance Administrator”

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

BE IT RESOLVED that the Town Board does hereby continue Reay Mahler in his appointed position as the Ambulance Administrator at a yearly stipend of \$15,000 payable in equal installments in his regular, bi-weekly paycheck.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-035 “Appoint the Registrar of Vital Statistics”

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

BE IT RESOLVED, that Kayla McAlister is appointed to the position of Registrar of Vital Statistics with an annual salary of \$500.00 effective January 1, 2023.

BE IT RESOLVED, that Kathy Rockefeller is appointed to the position of Registrar of Vital Statistics as a back-up with an annual salary of \$500.00 effective January 1, 2023.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-036 “Appoint Deputy Town Superintendent of Highways”

Offered by Supervisor Watts and seconded by Council Member Flaherty.

WHEREAS, the Town Board has established the Office of Deputy Town Superintendent of Highways at an annual stipend of \$4,500.00 effective January 1, 2023, and

WHEREAS, the Deputy Superintendent of Highways is appointed and serves at the pleasure of the Town Superintendent of Highways, therefore

BE IT RESOLVED, the Town Board does acknowledge the Superintendent of Highway’s appointment of Michael Borsuk as the Deputy Town Superintendent of Highways.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-037 “Appointment and Salary of Clerk Typist to Superintendent of Highways”

Offered by Supervisor Watts and seconded by Council Member Cords.

BE IT RESOLVED that Kacie Munster shall continue as the Provisional Clerk Typist to the Superintendent of Highways at a pay rate of \$16.26 per hour not to exceed 40 hours per week effective January 1, 2023.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Abstain. Motion Carried.

Resolution No. 2023-038 “Approve Contractor for Town Hall Entryway Repair”

TABLED

Resolution No. 2023-039 “Authorize Part Time Ambulance EMT Employee”

Offered by Council Member Cords and seconded by Supervisor Watts.

WHEREAS, The Town of Cairo Ambulance Service is in need of employees to properly staff an emergency ambulance, and

WHEREAS, Shelby Dunn has applied for a position as an Emergency Medical Technician

BE IT RESOLVED that the Town Board of the Town of Cairo approves to hire Shelby Dunn to serve as a part time employee to work for the Town of Cairo Ambulance Service at an hourly rate of \$17.80.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-040 “Appoint Deputy Code Enforcement Officer”

Offered by Supervisor Watts and seconded by Council Member Bogins.

BE IT RESOLVED that the Town Board does hereby appoint and set salaries of the Deputy Code Enforcement Officer:

Robert Fritze is appointed as Deputy Code Enforcement Officer - Part time, at an hourly rate of \$23.85 not to exceed 20 hours per week;

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Abstain. Motion Carried.

Resolution No. 2023-041 “Appoint the Building Inspector/Fire Marshall”

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

BE IT RESOLVED that the Town Board does hereby appoint and set the salary of the Building Inspector/Fire Marshall:

Richard Hilgendorff continues in his appointment as Building Inspector/Fire Marshall, at an hourly rate of \$24.37 not to exceed 15 hours per week effective January 1, 2023.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Abstain. Motion Carried.

Resolution No. 2023-042 “Zoning Board Appointments and Salaries”

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

BE IT RESOLVED, that the Town Board does hereby set the salaries of the Zoning Board of Appeals to be as follows:

Chairperson: \$85.00 per meeting
Members: \$70.00 per meeting
Clerk: \$15.00 per hour

BE IT FURTHER RESOLVED, that Robert Hasenkopf is hereby appointed Chairperson of the Zoning Board of Appeals for a one year term effective January 1, 2023 and to expire December 31, 2023; and that Donna Vollmer is appointed as Secretary for a one year term effective January 1, 2023 and to expire on December 31, 2023 at a rate of \$15.00 per hour.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-043 “Set Planning Board Salaries”

Offered by Council Member Cords and seconded by Supervisor Watts.

BE IT RESOLVED, that the Town Board does hereby set the salaries of the Planning Board to be as follows:

Chairperson: \$85.00 per meeting
Members: \$70.00 per meeting
Clerk: \$15.00/hr.

BE IT FURTHER RESOLVED, that Donna Vollmer is appointed as Secretary for a one year term effective January 1, 2023 and to expire on December 31, 2023 at a rate of \$15.00 per hour.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-044 “Authorize Part Time Ambulance Driver”

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

WHEREAS, The Town of Cairo Ambulance Service is in need of employees to properly staff an emergency ambulance, and

WHEREAS, Cruz Couse has applied for a position as an ambulance driver; therefore,

BE IT RESOLVED that the Town Board of the Town of Cairo approves to hire Cruz Couse to serve as a part time employee to work for the Town of Cairo Ambulance Service at an hourly rate of \$16.58.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-045 “Approve Contractor for Town Hall Roof Repair”

TABLED

Resolution No. 2023-046 “Approve Contractor for Town Park Electrical Upgrades”

Offered by Supervisor Watts and seconded by Council Member Cords.

WHEREAS, the Angelo Cana Town Park is in need of electrical upgrades, and

WHEREAS, the Town of Cairo advertised for contractors to provide sealed bids for the electrical upgrades; therefore

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve CDE Electric for the electrical upgrades for the Town Park in the amount of \$ 980,450 .

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Resolution No. 2023-046a “Approve Contractor for Town Park Electrical Upgrades”

Offered by Council Member Flaherty and seconded by Council Member Bogins.

WHEREAS, the Angelo Cana Town Park is in need of electrical upgrades, and

WHEREAS, the Town of Cairo advertised for contractors to provide sealed bids for the electrical upgrades; therefore

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve CDE Electric for the electrical upgrades for the Town Park in the amount of \$ 980,450 ; furthermore

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve to use ARPA funding that was received from Greene County Office of County Administrator in December 2022.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Committee Reports:

- Ambulance:
 - 87 Total Calls for November / 53 Total Transported Calls
- Animal Control:
 - 17 calls for December
- Police Dept.:
 - Total mileage for cars 574/575/576/577: 2,530
 - 9 Criminal Complaints / 90 incident Reports / 578 Aid citizens/requests/services
 - 21 accident reports / 7 arrests / 0 felonies / 7 misdemeanors / 18 violations / 30 traffic tickets
- Building and Code:
 - 12 Building Permits Issued / 27 Municipal Searches
 - 0 Certificates of Occupancy / 10 Certificates of Compliance
 - 3 New Violations & Complaints / 1 Unsafe Building Rectified (576 Main Street – Fountain House)

- 1 Court Case for Trail / 1 Case in Court
- 39 Total inspections were performed on current projects, complaints & violations
- Highway:
 - Two International CV's were ordered May 2012 and have a build date of October 2022. Delivery expected spring of 2023.
 - Crews working on culvert cleanouts and erosion from storm
 - Salt and sand shed are 75% full
 - Culvert replacement on Ross Ruland Road due to rot/failure
 - Worn or non-reflective road signs being replaced
 - Front end loader is repaired
- Library:
 - 2,086 items circulated / 797 in attendance / 385 uses of the Wi-Fi
 - 112 used computers / 68 reference questions / 7 new library cards / rooms use 39 times
 - Virtual Yoga available @ 9am on Tuesdays & in person/virtual Yoga available 10am on Thursdays
 - Storytime on Tuesdays @ 10:30am; recommend ages 2-4
 - Book club for YA homeschoolers; Wednesdays @ 1pm; snacks provided.
 - Book Club for adults; virtual and in person; last Wednesday of the month.
- Assessor:
 - 30 sales/transfers for the month of November: 16 valid
 - AG (11), non-profits (42), forest (14), senior citizen low income (78), disability low income (18), va disability (17), exemption renewal applications mailed out
 - Governor Hochul signed law second notice bill A.1980/5.8570 requiring municipalities to notify senior citizens of tax exemptions that may be eligible to receive county "chargeback" Town of Cairo for 2023 approx. \$1303.
- Tax Collector:
 - Greene County issued the tax warrant for the Town of Cairo on December 21, 2022. The total amount levied on the tax roll is \$8,451,530.87. The amount to be paid to the Town of Cairo is \$4,934,670.38.
 - The Town and County tax bills for 2023 were mailed by ABS on December 22, 2022. Legally, taxpayers can pay as soon as the warrant is issues. Therefore, the office has received a number of payments in December. As of December 31, 2022, the amount collected is \$79,958.58.

Adjourn Town Board Meeting @ 8:48PM

Offered by Council Member Flaherty and seconded by Council Member Bogins.

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Powers – Aye. Motion Carried.

Respectfully Submitted

Kathy Rockefeller
Deputy Town Clerk