



## Minutes

Town of Cairo

Monday February 6<sup>th</sup>, 2023

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 6<sup>th</sup>, 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 21<sup>st</sup>, 2022:***

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.*

#### ***December 29<sup>th</sup>, 2022:***

Offered by Council Member Cords and seconded by Supervisor Watts.

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

#### ***January 2<sup>nd</sup>, 2023:***

VOTE NOT REQUIRED - APPROVED

#### ***January 9<sup>th</sup>, 2023:***

Offered by Council Member Flaherty and seconded by Supervisor Watts.

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

#### ***January 18<sup>th</sup>, 2023:***

Offered by Council Member Cords 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.*

### **New Business:**

- Town Hall Land Line Company Comparisons
  - Switching to the new land line Twin Bridges Solutions would save the town about \$3,000 a year.
- Real Property Tax Exemptions for Volunteer Firefighters and Ambulance Workers
  - The County is having a public hearing on this topic tonight February 6<sup>th</sup>, 2023 to be voted on.
  - The Town of Cairo will be having a Public Hearing for the Volunteer Firefighter and Ambulance also at the next meeting on Feb. 15<sup>th</sup>, 2023.

### **Correspondences:**

- Application for Angelo Canna Park Improvement Grant Notification
  - 'I regret to inform you that your application for the Angelo Canna Park Improvements project submitted for the Environmental protection Fund Grant Program from Parks, Preservation and Heritage (EPF) has not been selected for funding.  
For this year's competition, we received 223 eligible applications through the Consolidated Funding Application (CFA) requesting over \$79 million. With only \$20 million available for distribution, not all eligible projects could be funded.  
This does not pertain to potential funding awards from other agencies or programs and does not preclude you from applying for future CFA funding rounds.  
New York State Parks, Recreation and Historic Preservation'
- Tax Levy Letter from Resident
  - 'To Whom it may Concern;  
The Town of Cairo has improperly levied a property tax increase of 7.5%, which exceeds the NYS tax cap of 2.5%. The Town levied said taxes without passing a Town Law to exceed the NYS Tax Cap. The increase has been blamed on a typographical error by the Town's Bookkeeper and was not recognized by Town Officials. My tax payment in full is therefore made under protest.  
J. McManus'

### **Public Comment:**

- Diane Benoit with the Cairo Development Foundation has mentioned to the Town Board that they are still interest in purchasing the Acra Senior Center for the use to house shelter animals. They are going to have it appraised by Mr. Pacifico. The CDF will be applying for a grant for the property.

### **Resolution No. 2023-038 "Approve Town Hall Entryway Repair"**

Offered by Supervisor Watts and seconded by Council Member Cords.

**WHEREAS**, the Town Hall is in need of repairing the ramp, walkway and stairs entering the Town Hall from the Library parking lot, and

**WHEREAS**, the Town of Cairo advertised for contractors to provide sealed bids for the entryway repairs and only one quote was submitted; therefore

**BE IT RESOLVED**, that the Town Board of the Town of Cairo does hereby approve Maggio & Sons for the repairs to the Town Hall entryway in the amount of \$61,600.00.

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

### **Resolution No. 2023-054 "Authorize to Purchase Hanging Flower Baskets to Display along Main Street"**

Offered by Supervisor Watts and Council Member Bogins.

**WHEREAS**, the Cairo Chamber of Commerce is unable to purchase the flower baskets for Main Street this year. Therefore;

**BE IT RESOLVED**, the Town Board does hereby authorize the purchase of the flower baskets from Story's Nursey to display along Main Street not to exceed \$800.00.

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

**Resolution No. 2023-055 “Approve Online Accounting Training”**

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

**WHEREAS**, the Office of the State Comptroller is providing online Accounting Training April 19<sup>th</sup>-20<sup>th</sup>, 2023.

**BE IT RESOLVED**, that the Town Board of the Town of Cairo does hereby grant permission to the Bookkeeper to attend online training in April at a total cost of \$85.00.

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

**Resolution No. 2023-056 “Approve Hiring Part Time Water/Sewer/Ambulance Clerk”**

Offered by Supervisor Watts and seconded by Council Member Bogins.

**WHEREAS**, the Town of Cairo has a vacancy and is in need of a Part Time Water/Sewer/Ambulance Clerk.

**WHEREAS**, the Town of Cairo has received clarification on Employment of a Minor (17 years old) and has confirmed that we meet the legal requirements to hire Brina Halvorsen. Therefore;

**BE IT RESOLVED**, that Cairo Town Board does hereby approve the hiring of Brina Halvorsen at \$15.00 per hour, not to exceed 20 hours per pay period, effective immediately.

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

**Resolution No. 2023-057 “Approve Reserve Funds for Excess Tax Levy and Budget Amendments”**

Offered by Supervisor Watts and seconded by Council Member Cords.

**WHEREAS**, the tax cap legislation states that if the actual tax levy of a local government or a school district exceeds the maximum allowable tax levy limit, the local government or school district must place the excess amount in reserve and use the excess and any interest earned to offset the tax levy for the following fiscal year,

**BE IT RESOLVED**, that the Town does hereby place the excess amount of \$321,568.00, which equals the amount over the agreed upon 0.5% increase in taxes. This amount will be placed in a separate interest bearing account or CD, to be used as revenue for the following year's budget. Furthermore;

**BE IT RESOLVED**, that the Town amends the budget by reducing A0- 1010-100 'Legislative Board Personal Service' from \$32,000.00 to \$28,952.00 and A0-1620-202 'Building Improvements' from \$425,000.00 to \$106,480.00, thus making the excess funds to be deposited into an interest bearing account.

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

**Resolution No. 2023-058 “Approve Pay/Salary Increase for Court Officers”**

Offered by Supervisor Watts and seconded by Council Member Cords.

**WHEREAS**, there is a need to increase the Court Security Officers pay schedule to retain qualified officers in the Justice Court in the Town of Cairo.

**BE IT RESOLVED**, that the Town Board does hereby propose that any officer currently or in the future appointed as a Court Security Officer shall be paid at the rate of \$30.00 per hour with a three-hour minimum and \$30.00 per hour for each hour thereafter and \$30.00 per hour for any and all mandatory training during the course of their Court Security Officer appointment effective February 6<sup>th</sup>, 2023 and to be paid retroactively beginning January 1<sup>st</sup>, 2023.

**BE IT FURTHER RESOLVED** that the following officers are hereby appointed as Court Security Officers as of January 1, 2023:

John DeRose  
Steven DeRose  
Tracy DeRose  
Thomas Plank

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

**Resolution No. 2023-059 “Town of Cairo COVID-19 Leave Policy”**

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

**WHEREAS**, there are no official COVID-19 Leave policies in place for the Town of Cairo.

**WHEREAS**, the Town of Cairo will provide COVID-19 leave in accordance with the provisions of New York State Law.

**WHEREAS**, the employee must provide a positive test result from an authorized entity (Clinic, hospital or doctor’s office) and fill out an “Affirmation of Isolation” form.

**BE IT RESOLVED**, that the Cairo Town Board does hereby adopt the policy as written in the attachments to this resolution.

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

**Resolution No. 2023-060 “Accept Water Billing Adjustments”**

Offered by Supervisor Watts and seconded by Council Member Bogins.

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

**BE IT RESOLVED**, that the Town Board does hereby accept the Water Adjustments to the water billing dated January 1<sup>st</sup>, 2023 to be credited to account number 3750 for \$39.51 and 2520 for \$597.78 and 2550 for \$1212.81, which was erroneously posted.

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

**Resolution No. 2023-061 “Budget Amendments and Payment of Bills on Abstract #301 for January Payables and Prepays”**

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

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

**RESOLVED**, the Town Board does hereby authorize that Abstract #301 Payables and Prepays, consisting of 2022 V2 #01254 through 2023 V3 #00054 in the amount of \$ 322,306.04 is approved for payment;

The total amount to be paid from the:

General Fund - \$ 240,623.10	Hydrant – \$ 8,500.00
Highway Fund - \$ 38,763.72	Capital Water- \$ -0-
Street Lighting - \$ 7,817.94	Sidewalk - \$ -0-
Sewer Fund - \$ 17,530.67	Trust & Agency - \$ 4,234.81
Water Fund - \$ 4,835.80	Special Fire - \$ -0-

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

**Resolution No. 2023-062 “Accept Sewer Use Billing”**

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

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

**BE IT RESOLVED** that the Town Board does hereby accept the Sewer Use Billing from the Sewer Administrator in the amount of \$30,059.04 dated February 1<sup>st</sup>, 2023.

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

**Resolution No. 2023-063 “Hiring Full Time Highway Laborer”**

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

**WHEREAS**, the Town of Cairo Highway Department has a vacancy and is in need of a Laborer.

**WHEREAS**, the Town of Cairo Highway Department has hired Mikaela Pellicca at an hourly rate of \$19.35 per hour effective February 6<sup>th</sup>, 2023. Therefore;

**BE IT RESOLVED**, that Cairo Town Board does hereby approve the hiring of Mikaela Pellicca effective immediately.

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

**Resolution No. 2023-064 “Authorize to Change Land Line Phone Service”**

Offered by Supervisor Watts and seconded by Council Member Cords.

**WHEREAS**, the Town of Cairo received a competitive bid to change the phone service from SpectroTel to a Verizon Wholesale platform called Lingo+Bullseye. Furthermore;

**WHEREAS**, the physical phone lines will remain on the Verizon copper line platform, they are now with SpectroTel. The service includes unlimited local calling, 1500 minutes/line per month of long distance calling, and calling features like Caller ID are included at no extra cost. Therefore;

**BE IT RESOLVED**, the Town Board does hereby authorize the change in phone service platforms which will result in at \$3,587.40 annual cost savings.

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

**Resolution No. 2023-065 “Receipt of Monthly Supervisor’s Report – January 2023”**

Offered by Council Member Bogins 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 January 2023.

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

**Resolution No. 2023-066 “Authorizing Public Hearing”**

Offered by Supervisor Watts and seconded by Council Member Bogins.

**WHEREAS**, the Town of Cairo is proposing a new Town Local Law providing Real Property Tax Exemptions for Volunteer Firefighters and Ambulance Workers Pursuant to Section 466-A if the Real Property Tax Law.

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

**BE IT RESOLVED**, that on February 15<sup>th</sup>, 2023 at 7:00pm at the Cairo Town Hall, the Cairo Town Board shall hold a public hearing to introduce a new law for the Town of Cairo providing Real Property Tax Exemptions for Volunteer Firefighters and Ambulance Workers pursuant to Section 466-A of the Real Property Tax Law.

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

**Resolution No. 2023-067 “Approve Hiring Part Time Recycling Center Employee”**

Offered by Supervisor Watts and seconded by Council Member Bogins.

**WHEREAS**, the Town of Cairo has a vacancy and is in need of a Part Time Recycling Center Employee.

**WHEREAS**, the Recycling Center hours of operations will be Tuesday, Wednesday, and Friday from 9am – 2pm and Saturday from 8am – 1pm. Therefore;

**BE IT RESOLVED**, that Cairo Town Board does hereby approve the hiring of Donald Parmelee at \$15.00 per hour, not to exceed 20 hours per week, effective immediately.

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

**Committee Reports:**

- Ambulance:
  - 89 Total Calls for December / 47 Total Transported Calls
- Animal Control:
  - 20 calls for January
- Police Dept.:
  - Total mileage for cars 574/575/576/577: 2,901
  - 5 Criminal Complaints / 75 incident Reports / 656 Aid citizens/requests/services
  - 20 accident reports / 4 arrests / 0 felonies / 2 misdemeanors / 4 violations / 28 traffic tickets
- Building and Code:
  - 5 Building Permits Issued / 15 Municipal Searches
  - 0 Certificates of Occupancy / 11 Certificates of Compliance
  - 2 New Violations & Complaints / 1 Unsafe Building Rectified
  - 1 Court Case for Trial / 1 Case in Court
  - 22 Total inspections were performed on current projects, complaints & violations
- Highway:
  - Two International CV’s were ordered May 2021 and have a build date of October 2022. Delivery expected spring of 2023.
  - Crews working on tree branches and brush
  - Sand shed is at 75% full / Salt shed replenished and full
  - Worn or non-reflective road signs being replaces
  - All stone moved to accommodate fencing of fossil forest
- Library:
  - 2,469 items circulated / 888 in attendance / 385 uses of the Wi-Fi
  - 129 used computers / 70 reference questions / 20 new library cards / rooms use 67 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:
  - 33 sales/transfers for the month of December: 22 valid
  - Resolution proposing new Town Law providing Real property Tax Exemptions for Volunteer Firefighters/Ambulance Workers pursuant to Section 466-A of the Real property Law  
**Resolution No. 2023-066**
- Tax Collector:
  - Collection Summary reflects all transactions through February 2<sup>nd</sup>, 2023. A indicated, 80% of the warrant has been collected representing an amount of \$6,747,893.69
  - The Town of Cairo portion of the warrant in the amount of \$4,934,670.38 has been paid in full as of February 2<sup>nd</sup>, 2023.
  - Checks will now be written to the Greene County Treasurer’s Office towards the remaining portion of the warrant on or before the 15<sup>th</sup> of each month as required by law.
  - Office hours for the month of February will continue to be Mon.-Fri. from 9am-3pm.
- Zoning:
  - 5 Inspections / 6 Preliminary Site Plans / 2 Site Plan Applications / 2 Subdivision Applications
  - 1 Preliminary Subdivision Application / 1 Cairo Landfill / 1 Court / 3 FOIL Requests
  - 3 Misc. / 2 Other

**Adjourn Town Board Meeting @ 8:05PM**

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