



CAIRO TOWN WORKSHOP

August 16, 2023

PLEDGE OF ALLEGIANCE

MINUTES: **June 21, 2023 Workshop Meeting Minutes draft**
 July 3, 2023 Board Meeting Minutes draft
 July 19, 2023 Workshop Meeting Minutes draft

New Business:

1. Trash Cans on Main Street
2. Park Use for "Trunk or Treat" event

Old Business:

1. 42 Renewables – Solar Company (lease land fill land)
2. Sol Source Power, LLC – Solar Company (Lease land fill land)
3. Continue Public Hearing for Zoning Law Amendments

Correspondence:

1. Children's Camp Inspection Report

Resolutions:

- 2023-169 Authorize a Public Hearing – Override Tax Levy Limit
2023-170 Accept Budget Amendments and Payment of Bills – July 2023
2023-171 Accept Water Adjustments – August 1, 2023
2023-172 Receipt of Monthly Supervisor's Report – July 2023
2023-173 Accept Sewer Use Billing – August 1, 2023
2023-174 Accept Water Billing – July 1, 2023
2023-175 Approve Full-Time to Part-time Highway Laborer - Pelton
2023-176 Approve to Purchase "When to Work" Scheduling Program for Ambulance Department
2023-177 Accept Water Penalties
2023-178 Amend 2023 Budget for Summer Recreation Grant
2023-179 Approve Solar Company to Lease Land

Monthly Reports:

1. Ambulance Report – June 2023
2. Animal Control Report – July 2023
3. Assessor's Report – June 2023
4. Building and Code Report – July 2023
5. Highway Report – June 2023
6. Highway Report – July 2023
7. Library Report – July 2023
8. Police Report – June 2023
9. Police Report – July 2023
10. Tax Collector Report – July 2023
11. Zoning Report – July 2023

Report of Committees –

Jason Watts -	Code/Building/Zoning Planning Board Parks, Buildings & Grounds
Mary-Jo Cords -	Assessor Insurance/Health Insurance Library Community Center
Debra Bogins -	Highway Water/Sewer
Tim Powers -	Ambulance Animal Control Greene County EMS
Michael Flaherty –	Courts Police Festivals/Parades/Youth Fair

Town of Cairo
Ambulance Service

PO Box 728
512 Main Street
Cairo, NY 12413
518-622-3120

Monthly Report

August 4, 2023

Total calls for June.....92

Total transported calls.....69

1. Both ambulances were both serviced at Keeler for the factory recalls. The 2020 ambulance (74-1) also had a driver side mirror replaced as well as a new battery added.
2. The 2 new EMTs have also finished their training and are currently working scheduled shifts that are helping with the schedule to keep cost down.

Town of Cairo Animal Control

Date	Start Mileage	End Mileage	Fuel	Total Incidents	Total Violations Written	Dogs In Kennel
7/4/2023	—	—	—	29	0	—

Name	Type of Concern	Location	Disposition
7/1 TOWN PARK	LOOSE DOGS	TOWN PARK	2 DOGS IN PARK ALL OK
7/4 TOWN PARK	LOOSE DOGS	TOWN PARK	NO DOGS IN PARK
7/6 SHAWN	LOOSE DOG	CORNELL AVE	WENT TO OWNER HOUSE NO ONE HOME - WILL DO FOLLOWUP
7/7 NO NAME	CHECK WELFARE OF HORSES	SUNSIDE ROAD	COMPLAINT ABOUT NO WATER SPoke to worker - WILL SUE WATER
7/8 Ricki	CHECK WELFARE OF HORSE'S	SUNSIDE ROAD	2 CALLS ABOUT WATER DOING FOLLOWUP MONDAY WITH HUMANE SOCIETY
7/9 SHAWN	LOOSE DOG	CORNELL AVE	DOING FOLLOWUP - NO ONE HOME - 150 DOGS AROUND
7/9 TOWN PARK	LOOSE DOGS	TOWN PARK	3 DOGS IN PARK 1 ON LEASH 2 W/DOG RAN
7/10 CEE	PHONE CALLS	CAIRO	PHONE CALLS 4/11TH HUMANE SOCIETY ABOUT HORSES ON SUNSIDE ROAD
7/10 TOWN PARK	LOOSE DOGS	TOWN PARK	5 DOGS IN PARK 3 ON LEASH 2 IN DOG RUN

Town of Cairo Animal Control

7/24/24 Date	Start Mileage	End Mileage	Fuel	Total Incidents	Total Violations Written	Dogs In Kennel
2023	—	—	—	29	0	—

Name	Type of Concern	Location	Disposition
7/25 TOWN PARK	LOOSE DOGS	TOWN PARK	2 DOGS ON LEASH
7/27 TOWN PARK	LOOSE DOGS	TOWN PARK	5 DOGS IN PARKS ALL OK
7/28 JILL	LOOSE DOG	RT 32 SOUTH	CHECKED ON DOG - NO ONE ANSWERED DOOR - HAD TO DO A FOLLOWUP
7/28 DEBBIE	LOOSE DOG	CORNELL DRIVE	SPOKE TO DOG OWNER WILL KEEP DOG ON PROPERTY
7/29 SPCA	HORSES	SWIMMING POOL ROAD	CHSR WELFARE OF HORSES
7/29 SUE	RACCOON	66 S MAIN ST	HAD 12 RACCOONS ON PROPERTY - TOOK CARE OF
7/27 CHRIS	FOUND DOG	TEEL AUSTIN RD	TURNED OVER TO CHATSWILL - THERE DISTRICT
7/28 TOWN PARK	LOOSE DOGS	TOWN PARK	NO DOGS IN PARK
7/29 DAVID	LOOSE DOGS	264 CADWELL ROAD	LOOSE DOG COMPLAINTS SPOKE TO DOG OWNER - DOG BROKE COLLAR

Town of Cairo Animal Control

Date	Start Mileage	End Mileage	Fuel	Total Incidents	Total Violations Written	Dogs In Kennel
7/14/24	—	—	—	22	0	—
2024.3	—	—	—			

Name	Type of Concern	Location	Disposition
7/20 Town of Cairo	CHECK WHEELS OF HORSES	SUNSIDE ROAD	ALL OK - HORSES HAVE WATER
7/21 Town of Cairo	LOOSE DOGS	TOWN PARK	3 DOGS IN DOG RUN
7/22 Town of Cairo	HORSES	SUNSIDE ROAD	HORSES HAVE WATER 4-HAY ALL OK
7/24 Town of Cairo	LOOSE DOGS	TOWN PARK	1 DOG ON LEASH IN PARK
7/24 Joy	LOOSE DOGS	BIRD HILL ROAD NORTH	LOOSE DOGS COMPLAINT SPOKE TO DOG-OWNER - ALL OK
7/25 Town of Cairo	LOOSE DOGS	TOWN PARK	NO DOGS IN PARK
7/26 Town of Cairo	LOOSE DOGS	TOWN PARK	1 DOG ON LEASH
7/27 Town	CHECK HORSES	SUNSIDE RD.	ALL OK HAVE WATER
7/29 Eve	WOODCHUCK	WORMWALK CIRCLE RD	TURNED OVER TO ENCON

Date	Start Mileage	End Mileage	Fuel	Total Incidents	Total Violations Written	Dogs In Kennel
2/24/23	—	—	—	29	0	—

[illegible]

ASSESSOR'S MONTHLY REPORT

TOWN OF CAIRO BOARD MEETING

August 19, 2023

32 sales/transfers for the month of June --10 valid arms length sales

Janice Hull

Sole Assessor



TOWN OF CAIRO
BUILDING & CODE ENFORCEMENT
MONTHLY REPORT
July 2023

- (20)** Building Permits Issued
- (02)** Certificates of Occupancy Issued
- (09)** Certificates of Compliance Issued
- (10)** Municipal Searches
- (05)** New Violations & Complaints
- (01)** Court Cases for trial
- (01)** Cases in court
- (33)** Total Inspections were performed on current projects, complaints and violations.

Monthly Fees for June \$5,598.65

Year To Date Total \$43,058.72

The Town of Cairo Permit Monthly Report

From : July 01, 2023 To : July 31, 2023

Pursuant to Section 27, Subd. 1, of Town Law, I hereby make the following statement of all fees and monies received by me during the month indicated, in connection with my office, excepting only such fees and monies the application and payment of which are

<u>Document #</u>	<u>Issue Date</u>	<u>Owner</u>	<u>Document Type</u>	<u>Property Location</u> <u>SBL</u>	<u>Valuation</u>	<u>Amount</u>
July						
	7/5/2023	Jon Kosich, Esq	Misc. Transaction		\$0.00	\$125.00
	7/10/2023	KCS Land Research Corpo	Misc. Transaction		\$0.00	\$125.00
	7/12/2023	SMPR Title Agency, Inc.	Misc. Transaction		\$0.00	\$125.00
	7/12/2023	Windham Abstract Corpora	Misc. Transaction		\$0.00	\$125.00
	7/14/2023	Windham Abstract Corpora	Misc. Transaction		\$0.00	\$125.00
	7/14/2023	KCS Land Reserch Corpor	Misc. Transaction		\$0.00	\$125.00
	7/17/2023	KCS Land Research Corpo	Misc. Transaction		\$0.00	\$125.00
	7/24/2023	USB Agency, Inc.	Misc. Transaction		\$0.00	\$125.00
	7/24/2023	Tax Search Technologies L	Misc. Transaction		\$0.00	\$125.00
	7/24/2023	River City Abstract of Hud	Misc. Transaction		\$0.00	\$125.00
005616	8/3/2023	CDI Head Start Serving Gr	Fire	2395 Cr 23B 119.00-5-2	\$0.00	\$100.00
005621	8/26/2023	Joseph Hauck	Addition & Alterations	123 Canniff Rd 84.00-1-44	\$0.00	\$50.00
006467	8/31/2023	Steven Schildhorn	Garage	642 Bald Hills Rd N 116.00-2-11.2	\$0.00	\$50.00
006636	6/30/2023	Ryan Vandenburgh	SFD	240 Maple Lawn Rd. 117.00-5-66.1	\$0.00	\$50.00
006771	2/2/2023	Paul Koenigsamen	SFD	23 Ravine Dr. 135.00-2-37.1	\$0.00	\$50.00
006868	7/27/2023	Denis & Karen Russell	Shed	202 Elizabeth Ter 83.00-5-35.2	\$0.00	\$50.00

<u>Document #</u>	<u>Issue Date</u>	<u>Owner</u>	<u>Document Type</u>	<u>Property Location</u>	<u>Valuation</u>	<u>Amount</u>
				<u>SBL</u>		
007040	6/27/2023	Felicia & James McManus	Septic	1161 Route 31	\$0.00	\$100.00
007042	6/28/2023	Lindsey Weidhorn	Pool	99.00-1-55.2		
007043	7/5/2023	Christine Palmer-Lasher	HVAC	7953 Nys 32N	\$0.00	\$125.00
007044	7/6/2023	Jennifer Isby	Solar	83.04-2-27		
007045	7/7/2023	AMEDICI Holdings Inc	Addition & Alteration Com	111 M Simons Rd	\$0.00	\$50.00
007046	7/12/2023	Vernon Scism Jr.	Carport	101.04-1-2		
007047	7/12/2023	Adrienne Pierce Laura Goc	Deck	189 Beers Rd	\$0.00	\$227.84
007048	7/14/2023	Erica Jobe	Pool	102.00-3-20	\$0.00	\$249.00
007049	7/14/2023	Marco Sterling	Pool	644 Cr 31		
007051	7/21/2023	David Dicerbo Jessica Tact	SFD	100.00-5-45	\$0.00	\$252.00
007052	7/21/2023	David Dicerbo Jessica Tact	Septic	316 Warren Stein Rd	\$0.00	\$329.22
007053	7/24/2023	Paul & Mary Jo Cords	Carport	102.00-2-52		
007054	7/24/2023	Kenneth McMahon	Shed	214 Red Rock Rd	\$0.00	\$50.00
007055	7/27/2023	Kevin C & Christine B Hic	Pool	101.00-2-22		
007060	8/3/2023	Heather Brown Olsen	SFD	549 Cr 24	\$0.00	\$75.00
007061	8/3/2023	Heather Brown Olsen	Septic	100.20-2-6		
				343 CR 24	\$0.00	\$75.00
				101.17-1-21.11		
				152 North Alpine Dr	\$0.00	\$1,208.37
				135.02-1-53		
				152 North Alpine Dr	\$0.00	\$100.00
				135.02-1-53		
				309 Bailey Rd	\$0.00	\$336.00
				99.00-1-37.1		
				135 Thomas Rd	\$0.00	\$86.40
				84.00-3-28		
				849 Warren Stein Rd	\$0.00	\$75.00
				84.00-1-49		
				324 Rudolph Weir Rd	\$0.00	\$634.82
				102.00-3-13		
				324 Rudolph Weir Rd	\$0.00	\$100.00
				102.00-3-13		
				<u>July</u>	<u>Total :</u>	<u>\$5,598.65</u>
				<u>Reporting Period Total:</u>		<u>\$5,598.65</u>
				<u>Year-to-Date :</u>		<u>\$43,058.72</u>



Art Evans
Town of Cairo Highway Superintendent

755 Route 145

Cairo, NY 12413

518-622-9515

518-622-3185 Fax

518-965-1266 Cell

highwaysuper@townofcairo.com

Highway Report



June 2023

- Crew working on patching and shoulders.
- Middlefield Rd resurfaced. Awaiting chip sealing.
- Culver replacement is ongoing.
- Work on non-reflective road signs being replaced is ongoing.
- Highway currently has 8 full time employees with CDL's.
- Numerous Street name signs have been stolen.

Upcoming projects

Resurfacing of Winterclove and Chapel road.

Trucks currently down as of 06/30/2023

- 01 – Ford F350 Exhaust leak on manifold. Too costly to repair. Driven as is. (\$4,400)
- 02 – Ford F350 Exhaust leak on manifold. Too costly to repair. Driven as is.
- 06 – International – Fuel Leak
- 32 – Wheel bearing, front end wear issues. Retired.
- 35 – Missing on one cylinder- Hilltop truck repair
- 12 – Sterling – Brakes need replacing.

Plow Trucks

- 09 – Ford - Exhaust leaking into cab.
- 05 – International – Oil Leak – Allegiance trucks for repair
- 16 – International – Rear differential. At Hilltop
- 17 – Sterling – Front differential. At Hilltop
- 18 – Oshkosh. Brake drums and 2 broken wheel studs.
- 21 – Ford – 4x4 not working.
- 23 – Ford - Transmission cooling tank. Awaiting part.
- 26 – Sterling – Rear Brakes being replaced. Side dump hinge rotted.
- 03 – International – Transfer case grinding. At Allegiance
- 04 – International – Brakes – Recall Notice



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Town of Cairo Highway Superintendent

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Cairo, NY 12413
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Highway Report



July 2023

- Workers assisted at Greene County Youth Fair.
- Crews working on patching and shoulders.
- Middlefield Rd resurfaced. Awaiting chip sealing.
- Culver replacement is ongoing.
- Work on non-reflective road signs being replaced is ongoing.
- Highway currently has 7 full time employees with CDL's.
- Numerous Street name signs have been stolen.
- New Mechanic hired. Starts in August.

Upcoming projects

Resurfacing of Winterclove and Chapel road.

Trucks currently down as of 07/31/2023

- 01 – Ford F350 Exhaust leak on manifold. Too costly to repair. Driven as is. (\$4,400)
- 02 – Ford F350 Exhaust leak on manifold. Too costly to repair. Driven as is.
- 32 – Wheel bearing, front end wear issues. Retired.
- 35 – Missing on one cylinder- Hilltop truck repair
- 12 – Sterling – Brakes need replacing.
- 00 – Mack – Tanker – Needs new head. At Hill Top for repair.

Plow Trucks

- 05 – International – Oil Leak – Allegiance trucks for repair
- 06 – International – Fuel Leak – At Allegiance trucks for repair
- 09 – Ford - Exhaust leaking into cab.
- 16 – International – Rear differential. At Hilltop
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- 21 – Ford – 4x4 not working.
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- 26 – Sterling – Rear Brakes being replaced. Side dump hinge rotted.
- 03 – International – Transfer case grinding. At Allegiance
- 04 – International – Brakes – Recall Notice

Library Report- July 2023

Wifi use: 500 +

Circulation: 2,168

Attendance: 1,575

Room's use: 164

Computer use: 153

Reference questions: 171

New library cards: 25

—

Peicemakers had a meeting on July 1st

Art Exchange group hosted a meeting on July 18th

Historical society hosted a meeting on July 15th. 140 people were in attendance

Friends of the Cairo Public Library host a book sale every Wednesday from 10am-2pm.

Vet 2 Vet meets every monday for coffee hour with an average of 10-12 vets in attendance

Programs:

Storytime every Tuesday at 10:30am. Fun summer themes with Crystal.

Summer Reading Programs which all follow the theme All Together Now. Total number of attendees for all events (4 events total) was 28 children from 5-15.

New Take and Make kits are available every week for children to take home and complete. Coloring crafts have also been made available in the children's room.

Writing program with Ester Cohen hosted every Thursday in the Soho room. Writers gather to workshop ideas of current projects, or to discuss projects that they are working on.

Guitar Concert with Pete Wagula on July 9th in the Community Room.

Battle of the books meeting on July 21. Our team this year is full, with five participants. Two other children come to meetings as support/ participate.

Graphic Novel Book Club is held every Thursday, for tween/teens.

Book club for adults; virtual and in person. Last Wednesday of the month

June Monthly report for July 2023 meeting

Cairo Police Department
Town Hall
P.O. Box 728
Cairo N.Y. 12413

Phone (518)622-3120 ext. 117 or 118
Fax (518)622-8418

e-mail Cairopolice@townofcairo.com
Cell (518)-965-5553

From: Sergeant Busch #110
Town of Cairo Police Department

To: Jason Watts
Town Board Members

Re: Report of activities-Month from **June 1st, 2023 thru June 30th, 2023**

(A) Patrol mileage:

Ford 2016 Explorer	574- 725	Total mi = 75,542
Ford 2018 Explorer	575- 58	Total mi = 102,127
Ford 2021 Explorer	576- 712	Total mi = 18,459
Ford 2015 Explorer	577- 5	Total mi = 141,298

Total Miles All= 1,500

(B) Criminal Complaints= 12

TOTAL MANDATED POLICE SJS Incident Reports= **75**

Aid citizens/requests/services= 727

Total= 802

(C) Total Accident Responses = **9**

(D) Total Number of Arrests = **5**

Felony Charged = **0**

Misdemeanor charged = **2**

Violation charged= **4**

(E) Total Uniform Traffic Tickets Issued= **2**

July Monthly report for August 2023 meeting

Cairo Police Department
Town Hall
P.O. Box 728
Cairo N.Y. 12413

Phone (518)622-3120 ext. 117 or 118
Fax (518)622-8418

e-mail Cairopolice@townofcairo.com
Cell (518)-965-5553

From: Sergeant Busch #110
Town of Cairo Police Department

To: Jason Watts
Town Board Members

Re: Report of activities-Month from **July 1st, 2023 thru July 31st, 2023**

(A) Patrol mileage:

Ford 2016 Explorer	574- 449	Total mi = 75,991
Ford 2018 Explorer	575- 584	Total mi = 102,653
Ford 2021 Explorer	576- 355	Total mi = 18,814
Ford 2015 Explorer	577- 0	Total mi = 141,298

Total Miles All= 1,388

(B) Criminal Complaints= 8

TOTAL MANDATED POLICE SJS Incident Reports= **104**

Aid citizens/requests/services= 537

Total= 641

(C) Total Accident Responses = **6**

(D) Total Number of Arrests = **5**

Felony Charged = **0**

Misdemeanor charged = **5**

Violation charged= **3**

(E) Total Uniform Traffic Tickets Issued= **3**



From the desk of
Town of Cairo Tax Collector

August 4, 2023

To: Supervisor Watts & the Cairo Town Board

Re: Tax Collector's Monthly Report for July 2023

- The collection period for the Town of Cairo property tax bills ended on July 31, 2023. I have attached a Collection Summary which reflects all transactions for the entire period from January through July. As indicated, 90% of the warrant has been collected representing an amount of \$7,583,345.74. There are 225 parcels that remain unpaid. The penalty amount collected for July was \$2655.43 with a cumulative amount of \$20,127.24. The second notice fee amount for July was \$42.00 with a cumulative amount of \$196.00. The uncollected amount is \$868,185.13 including rolls 3, 5 & 6 which are paid directly to the County.
- On July 12, 2023 a check in the amount of \$35,000 was submitted to the Greene County Treasurer to be posted to the town warrant.
- On August 4, 2023 I submitted all unpaid bills along with all my records and warrant book to the Greene County Treasurer. I'm pleased to report that my books matched to the penny with the County. At this time, I wrote a final check to the Greene County Treasurer in the amount of \$48,225.36. I have attached a copy of the reconciliation with the County.
- On July 12, 2023 a check in the amount of \$2747.56 was issued to the Town of Cairo in payment of June interest (\$3.66), June penalties (\$2697.90) and June 2nd notice fees (\$46.00).
- On August 4, 2023 a check in the amount of \$3277.05 was issued to the Town of Cairo in payment of July interest (\$00.32), July penalties (\$2655.43), July 2nd notice fees (\$42.00), overpayments not refunded (\$00.31), overage from 2022 (\$128.99) and 2nd notice fees on unpaids submitted to the County (\$450.00)
- The office will be closed until late in December when the 2024 property tax bills will be issued. I will continue to check my messages and mail.
- Please let me know if you have any questions or concerns.

Respectfully submitted,

Susan Hilgendorff
Tax Collector

Town of Cairo Town & County 2023

Collection Summary

All Inclusive

District:	Taxes Collected:	Penalty:	Surcharge:	Notice Fee:	Remaining Uncollected:
Town & County 2023	7583345.74	20127.24	0.00	196.00	868185.13
Totals:	7583345.74	20127.24	0.00	196.00	868185.13

Collection Statistics:

Number of Postings:	4056	Cash:	212678.91
Percentage Collected:	90%	Check:	6712711.94
Number of Adjustments:	0	Other:	678278.44
Number of Voids:	41	Total:	7603669.29
Number of Returned Payments:	8	Minus Duplicate/Over Payments:	0.31
Number Refunded Duplicate Pmnts:	16		7603668.98
Total Refunded:	15991.57	Taxes:	7583345.74
Notice Handling Fees Collected:	196.00	Penalty:	20127.24
		Surcharge:	0.00
		Ret. Check Fees:	0.00
		Notice Fees:	196.00
		Total:	7603668.98
		Minus Direct / Under Payments:	
		0 Direct:	0.00
		0 Under:	0.00
			7603668.98

Other Payment Type Breakout:

Credit Card:	2	2743.11
Money Order:	6	9951.94
Online Payment:	323	665583.39

CAIRO

2022 Collected in 2023
As of August 1, 2023

Sue Higendorff
PO Box 319
Cairo, NY 12413

518-622-9218

taxcollector@townofcairo.com

			<u>Debit</u>	<u>Credit</u>
Total Warrant			\$8,451,530.87	
Paid Supervisor	\$4,934,670.38			\$4,934,670.38
Erroneous Assessments:				
				\$0.00
Corp Taxes Paid to Treasurer				\$189,149.01
State Lands Paid to Treasurer				\$0.00
State Lands Adjustment				\$101,187.96
				\$0.00
Received from Collector				\$2,600,000.00
Sub Total				\$7,825,007.35
Unpaid List				
	Village		\$0.00	
	Outside	192400	\$577,848.16	
	Total Unpaid			\$577,848.16
	Total			
Per Parcel Notice Charge				
	Village	\$0.00	0	
	Outside		225	
	\$ Amount Per	\$2.00	225	\$450.00

Balance Due From Tax Collector

\$48,225.36

ch # 1942

Collector's Signature

Sue B. Higendorff

Date 8/4/2023

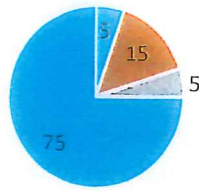
Greene Co Treasurer

Deborah K. Kish

ZONING DEPARTMENT
Report for the Month of JULY 2023

Item	Tax Map ID#	Description
Subdivision Application	65.00-5-31.2 and .12	Land swap/Lot line adjustment due to neighbor erroneously putting part of driveway on his neighbor's lot
Subdivision Application	100.00-3-52.2	31 acre lot into a 10 acre and a 21 acre lot
Subdivision Application	118.00-1-62	120 High Ridge Villa, proposing a lot line adjustment in order to give access to a larger back lot in hopes of turning it into a campground
Site Plan Application (In Preliminary discussions)	118.00-2-20.111	43 acre parcel at 204 Joel M Austin Rd discussing as a possible site for a recreational park with tiny homes on wheels
Site Plan Application (In Preliminary discussions)	83.00-5-36	Proposing a 5 MW community-scale ground-mounted solar site on Frank Hitchcock Road between Old Route-23 and Route-145 behind the B&B Land Company LLC
Site Plan Application (In Preliminary discussions)	117.04-2-3	Owner is proposing to build a materials facility for customers to come and to buy landscaping, etc. materials
Violation	2993 Route 23 B	Americans Homes put up sign w/o approvals
Zoning Denial w/ Appeal	85.00-2-11	1142 Rudolph Weir Junior Road, denied building permit for a carport because the front setback could not be met
Court Case (Pending)	101.00-5-48	Justin Slater, Constructed a large dome without approvals
Court Case	July 11	Fallon case, 3 properties that are in Violation of the NYS Property Maintenance Code (Court keeps giving him more time to remedy the violations)

APPROX. PERCENT OF TIME SPENT IN EACH AREA



-INSPECTIONS: Approx. 5%

-APPLICATIONS PROCESSED: Approx. 15%

-COMPLAINTS & VIOLATIONS: Approx. 5%

-**OTHER Approx. 75%:** Zoning Officer duties, Deputy CEO duties, Zoning Clerk duties. Site Plan Review, Subdivision Review, Reading Plans, Legal Research, FOIL Requests, Meetings, Fielding complaints, Emails, Phone Calls, Record keeping, and Paperwork. Correspondences with: Town Attorney, Greene County Real Property Tax Services, NYS Department of State, CEO's and ZEO's of other Towns for information, Surveyors, Engineers, Solar farm companies, ETC.