



Minutes

Town of Cairo

Monday November 6th, 2023

Town Board Meeting @ 7:00PM

Location: Town Hall Meeting Room

DRAFT

The Town Board of the Town of Cairo met for a Town Board Meeting on Monday, November 6th, 2023, at the Town Hall, Main Street, Cairo, New York. Council Member Cords 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.

Minutes:

September 11th, 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.

October 2nd, 2023:

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.

October 18th, 2023:

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:

- Public Hearing – 2024 Preliminary Budget 44:00-1:20:00

Open Public Hearing @ 7:07

Offered by Supervisor Watts and seconded by Council Member Cords

- ✚ Warrant for the tax payers is 300,000 dollar less than last year.
- ✚ Employees a 5% raise, unless they are in the union, due to the continuing cost of living and to keep employees within the Town.
- ✚ Certain people got raises throughout the year in 2023 will not be getting them in 2024.
- ✚ Electric bill has gone up 16-18%, fuel costs have gone up, other supplies and toiletries, cleaning bill about doubled.

- ✚ Roof for the Town Hall is in the 2024 budget, money has been set aside for the Ambulance/Senior Center building which would aid with any grants the Town receives.
- ✚ Council Member Cords addresses that this year's budget has gone down 5.6%, the budget cuts were difficult due to inflation being at 9%.
- ✚ Council Member Power would like the budget resolution voted on with a roll call in place after the public hearing is closed.
- ✚ PJ Pugsley asks about the ambulance/senior center line items in the budget if they are on the same line or not. *They are combined on the same line. Ambulance building needs to be addressed ASAP, before the senior center due to certain needs and requirements.*
- ✚ The Town would like more bids on the Ambulance building, notifications have gone out about accepting bids (newspaper, website, social media) but there is still not enough notification, will hopefully reevaluate and figure out more ways to advertise bids for the Town.
- ✚ JR VanDenburgh asks about the people who did the budget and if they are the same people, *they are*. He then asks if the budget is going to have surprises in it like last year. *The Board states that there should be no surprises, they have run the numbers multiple times and also with the county.*
- ✚ *In past years the budget has gone up, while going over the tax gap had been voted on, Supervisor Watts was confident with last year's budget, which is why the tax gap was not voted on last year along with this year. Never intended to increase the budget, nor are they planning on doing that this year. Audits are being done by the State Comptroller for the Town for Cairo currently.*
- ✚ The Town called in an accountant to assist on the budget to figure out issues.
- ✚ Monica Kenny-Keff states the Workman's comp is much lower for next year than it has been for this past year. *Workman's comp bill comes once a year and this year the bill went significantly down, due to few claims. The rate is based on amount of claims and salary.*
- ✚ *The court clerk did not get the 10,000 dollar raise that was addressed, then received a 5 dollar an hour raise after. A new court clerk was hired, parks and grounds positions are yet too be filled.*
- ✚ Earl asks about the savings of the budget, why the real property taxes line go down 900,000 dollars for the 2024 budget. *This is because 687,000 of funds that were not used and other money is a rollover from this year to next. For 2024's budget certain items that are budgeted for this year only and plan to be used or grants will cover them in 2024 and will not be needed in 2025 budget, so the budget would even out and the 900,000 decrease would not happen for 2025.*
- ✚ Leon asks about certain departments that can't get enough employees and just sub it out and get the lowest price (plowing, grounds keeping, etc.) *Supervisor Watts states that it would cost the taxpayers more money, many things were cheaper in house. Art Evans states that it has been addressed in the past for snow plowing and it did not work.*
- ✚ The Town has accepted community service hours, more in the park help. Council Member Flaherty has been looking into it through the Court. Art Evans has also spoken to corrections for a crew at the old reservoir and ever since COVID there is just not enough volunteers and staff to oversee them.
- ✚ A woman had asks if the Board had put out the school for the kids to conduct their community service hours, like shoveling, leaf blowing, mowing and other small jobs. *Supervisor Watts states that he believes you have to be 18 to run anything with a motor and 16 to use electric. There is some stuff that can done, training and other things they may be too much liability.*
- ✚ Richard Lorenz address the veteran line item, he states that he appreciates the 1,500. *Board states that it will be increasing 500 dollars for 2024.*



Close Public Hearing @ 8:20

Offered by Supervisor Watts and seconded by Council Member Cords

Old Business:

- Open Public Hearing – Zoning Law Amendments

- To be addressed on Wed. Nov. 15th, 2023 during workshop meeting

Correspondence:

- Resignation of Paul Koenigsamen
 - 'I am leaving employment for the Town of Cairo Parks Department as of Sept. 12th, 2023. Thanks for the opportunity to work for/with great people.'

Public Comments:

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Resolution No. 2023-208 "Accept Water Adjustments"

Offered by Council Member Cords and seconded by Supervisor Watts.

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 Adjustment totaling \$7.00 dated October 27th, 2023 to be credited to account number 0460 for \$7.00, 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. 2023-209 "Accept Water Billing"

Offered by Supervisor Watts and seconded by Council Member Bogins.

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 **\$49,237.79** dated October 1st, 2023.

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

Resolution No. 2023-210 "Authorize to Amend Sidewalk Project Funds"

Offered by Supervisor Watts and seconded by Council Member Flaherty.

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

WHEREAS, the Town of Cairo desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of Design and Construction, C/I, therefore;

BE IT RESOLVED, that the Town Board hereby approves the above-subject project; furthermore,

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

BE IT RESOLVED, that the sum of \$1,430,960.00 has hereby been appropriated from Federal Tap Grant DOT PIN 1760.85 and made available to cover the cost of participation in the Design, Construction, and C/I phases of the Project; furthermore,

BE IT RESOLVED, that the sum of an additional \$63,435.00 of 100% state funds is hereby appropriated from Town of Cairo Capital Project Funds and made available to cover the cost of participation in the Construction and C/I phases of the Project; furthermore,

BE IT RESOLVED, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the Cairo Town Board shall convene as soon as possible to appropriate said

excess amount immediately upon the notification by the New York State Department of Transportation thereof; furthermore,

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

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

BE IT RESOLVED, this Resolution shall take effect immediately.

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

Resolution No. 2023-211 “Budget Amendments and Payment of Bills on Abstract #310 for October Payables & Prepaids”

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

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 #310 Payables and Prepaids, consisting of V3 #00857-00930 in the amount of \$ 216,986.07 is approved for payment;

The total amount to be paid from the:

General Fund -	\$ 71,961.10	Hydrant –	\$ 8,500.00
Highway Fund -	\$ 110,987.88	Capital Projects -	\$ -0-
Street Lighting -	\$ 5,250.79	Sidewalk -	\$ -0-
Sewer Fund -	\$ 6,695.34	Trust & Agency -	\$ 2,266.18
Water Fund -	\$ 11,324.78	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. 2023-212 “Approve the Town Hall to be closed November 24th, 2023”

Offered by Supervisor Watts and seconded by Council Member Bogins.

WHEREAS, in the past, there has not been a lot of visitors to the Town Hall the day after Thanksgiving.

BE IT RESOLVED that the Cairo Town Board approves to Closure of the Town Hall on November 24th, 2023

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

Resolution No. 2023-213 “Receipt of Monthly Supervisor’s Report”

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 October 2023.

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

Resolution No. 2023-214 “Accept Expenditure Account Adjustments for 2023 Budget”

Offered by Supervisor Watts and seconded by Council Member Cords.

WHEREAS, in order to cover future payroll obligations on expenditure accounts for 2023, adjustments increases are required to the budget accounts to avoid negative balances; and

WHEREAS, there is excess on the Contingency expenditure account for the adjustment; therefore,

BE IT RESOLVED, the Town Board does hereby authorize the Town Supervisor to amend the expense lines of 2023 as follows:

Transfer From:	Amount:	Transfer To:	Amount:
A0-1990-4	\$ 7,735.92	A0-1220-108	\$ 3,533.54
(Contingency)		A0-1355-112	\$ 1,919.76
		A0-3620-131	\$ 2,282.62
		(Personnel)	

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

Resolution No. 2023-215 “Approve 2023 Budget Amendment to Adjust Water Expenditure Account”

Offered by Supervisor Watts and seconded by Council Member Cords.

WHEREAS, in order to cover future obligations on expenditure accounts for 2023, adjustments increases are required to the budget accounts to avoid negative balances; and

WHEREAS, there is excess on water fund balance for the adjustment; therefore,

BE IT RESOLVED, the Town Board does hereby authorize the Town Supervisor to amend the expense line for water as follows:

Transfer From:	Amount:	Transfer To:	Amount:
SW-912-000	\$ 50,000.00	SW-8320-4	\$ 50,000.00

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

Resolution No. 2023-216 “Approve to Purchase “Target Solutions” Training Program”

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

WHEREAS, the Town of Cairo Ambulance Department is in need of a new training technique that keeps track of class hours and offers every course needed for a provider to recertify credentials to continue to practice as a EMT or AEMT. This program also gives updated protocol changes that employees have to electronically sign allowing NYS to know what providers have completed mandatory training and protocol updates; and,

WHEREAS, the Town of Cairo Ambulance Department would like to purchase a subscription to “Target Solutions” training program at \$100 per employee annually who uses the Town of Cairo Ambulance as their primary EMS agency; therefore,

BE IT RESOLVED, that Cairo Town Board does hereby approve the Cairo Ambulance Department to purchase “Target Solutions” training program at an annual subscription of \$100 per enrolled employees effective November 6th, 2023.

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

Resolution No. 2023-217 “Authorizing Use of the Route 32 Senior Center”

Offered by Supervisor Watts and seconded by Council Member Cords.

WHEREAS, the Toys for Tots program is looking for storage for their toys for Columbia and Greene Counties for the 2023 Christmas Season.

WHEREAS, they would need this storage for the period of October 17th, 2023 through December 30th, 2023. They will need enough space for 10 tables to place their toys on. Therefore;

BE IT RESOLVED, that the Cairo Town Board does hereby approve the request to use the Route 32 Senior Center on the above dates.

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

Resolution No. 2023-218 “Adoption of Town of Cairo 2024 Budget”

WHEREAS, the Town Board does hereby adopt the Final Town Budget for 2024 as presented to the Town Board.

TABLED

Public Monthly Reports: (Not Discussed)

- Ambulance
 - Total calls – 94 / transported calls – 86 (September)
 - Total calls – 82 / transported calls – 76 (October)
- Assessor
 - 32 sales/transfers for the month of August
 - 21 sales/transfers for the month of September
- Highway Department
 - Crews working on patching and shoulders
 - Middlefield Road are chip sealed
 - Culver replacement is ongoing
 - Work on non-reflective road signs being replaced is ongoing
 - Highway currently has 9 full time employees 7 with CDL’s
 - Received Tandem Axle dump truck from County
 - Salt and sand sheds are full and prepped for winter
- Library
 - September
 - Wifi use of 404+ / 2,451 items circulated / 1,520 in attendance / room use of 119
 - 198 of computer use / 95 reference questions / 26 new library cards
 - October
 - Wifi use of 404+ / 2,451 items circulated / 1,472 in attendance / room use of 101
 - 211 of computer use / 165 reference questions / 22 new library cards
- Building and Code
 - September
 - 23 building permits / 6 municipal searches / 33 total inspections
 - 5 certificates of occupancy / 9 certificates of compliance
 - 2 new violations & complaints / 1 court case for trial / 1 case in court
 - October
 - 28 building permits / 9 municipal searches / 41 total inspections
 - 1 certificate of occupancy / 3 certificates of compliance
 - 4 new violations & complaints / 1 court case for trial / 1 case in court

Adjourn Town Board Meeting @ 8:43PM

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.

Respectfully Submitted

Kayla L. McAlister
Cairo Town Clerk