



## Minutes

Town of Cairo

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

Town Board Meeting @ 7:00 pm

Location: Town Hall Meeting Room

The Town Board of the Town of Cairo met for a Town Board Meeting on Monday, March 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:**

#### ***February 6<sup>th</sup>, 2023:***

Offered by Council Member Cords 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:**

- Highway Department Purchasing New Truck
  - The new Truck has been budgeted for and was ordered last year, it should be here in September for the Winter.
- Set Up Interest Bearing Account at Bank of Greene County
  - Supervisor Watts met with Don Gibson at the Bank of Greene County in Cairo on an account that the Town has had about 1 million dollars in. The account has about \$600,000 left that can be used for emergency without losing interest.
- Senior Center/Ambulance Building
  - The Town is looking for funding for the project of the Senior Center and Ambulance Building. A Representative from Barton & Loguidice is recommending that the building should be taken down and a new one be built, that would cost about 5 ½ million dollars. The board agrees that the town will not be able to afford the 5 ½ million dollars. The town is looking to discuss other options.

### **Correspondences:**

- Resignation Letter from Nicholas Orso

- 'First and foremost I would like to thank all members of the Town Board, Sargent Busch and community for employment as a fulltime Police Officer in the Town of Cairo. At this time I am taking the position as a Deputy Sheriff at the Greene County Sheriff's Office. As of 2/26/2023 I will no longer be able to work fulltime hours. I am requesting to remain as a part time Police Officer. Nicholas Orso.'

**Resolution No. 2023-077 "Accept Employment Status Change of Cairo Police Office"**

Offered by Supervisor Watts and seconded by Council Member Cords.

**WHEREAS**, a resignation of a full time police officer status has been received from Nicholas Orso with an effective date of close of business February 26<sup>th</sup>, 2023. Any accrued time will be paid out after the effective date of full time employment.

**WHEREAS**, a request from Nicholas Orso was received to change his civil service status from full time Cairo Police Officer to part time Cairo Police Officer with intentions of assisting the Department whenever possible effective February 27<sup>th</sup>, 2023.

**BE IT RESOLVED** that the above resignation and status change from full time to part time submitted by Nicholas Orso is hereby accepted by the Cairo 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. 2023-078 "Approve Highway Department New Truck Purchase"**

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

**WHEREAS**, the Town of Cairo Highway Department is in need of a plow/road work truck.

**WHEREAS**, the Town of Cairo Highway Department has requested to buy a 2023 International CV 4x4 cab & chassis with body and equipment for \$136,000.00. Therefore;

**BE IT RESOLVED**, that Cairo Town Board does hereby approve the purchase of 2023 International CV 4x4 cab & chassis with body and equipment for \$136,000.00.

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

**Resolution No. 2023-079 "Approve Board of Assessment Review Member"**

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

**WHEREAS** the resignation of Elizabeth Hansen left a vacant position on the Board of Assessment Review. Elizabeth's term expires on September 30<sup>th</sup>, 2027.

**BE IT RESOLVED**, that the Town Board does hereby appoint Michele Hobart or **Brian Halvorsen (line through the name not selected)** to the remaining term of Elizabeth Hansen on the Board of Assessment Review which expires on September 30<sup>th</sup>, 2027 effective immediately at a pay rate of \$225.00 annually to attend the scheduled mandated three meetings. Additional meetings after the third meeting 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. 2023-080 "Accept Justice Court Auditor's Report"**

Offered by Council Member Cords and seconded by Council Member Flaherty

**WHEREAS**, the Town of Cairo had hired the accounting Firm of Lynette S.B. Lawyer, Certified Public Accountant as an independent contractor to audit the Justice Court’s books for the 2022 fiscal year, and  
**WHEREAS**, the auditors have completed their review and have presented their audit report to the town board for its acceptance, now therefore;

**BE IT RESOLVED**, that the Cairo Town Board does hereby accept the auditor’s report for the Cairo Justice Court

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

**Resolution No. 2023-081 “Accept Water/Sewer Adjustments”**

Offered by Supervisor Watts and seconded by Council Member Cords.

**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/Sewer Adjustments totaling \$178.24 dated March 1<sup>st</sup>, 2023 to be credited to account numbers which were erroneously posted:

0120 for \$ 154.00

5140 for \$ 0.80

0490 for \$ 7.00

0500 for \$ 16.44

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

**Resolution No. 2023-082 “Accept EDU Billing”**

Offered by Supervisor Watts and seconded by Council Member Bogins.

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

**BE IT RESOLVED** that the Town Board does hereby accept the EDU Billing from the Sewer Administrator in the amount of \$13,968.75 dated March 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. 2023-083 “Budget Amendments and Payment of Bills on Abstract #302 for February Payables & Prepaids”**

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

**RESOLVED**, the Town Board does hereby authorize that Abstract #302 Payables and Prepaids, consisting of 2022 V2 #01255-01256 through 2023 V3 #00055-00146 in the amount of \$ 1,127,831.29 is approved for payment;

The total amount to be paid from the:

General Fund - \$ 927,103.12

Hydrant – \$ -0-

Highway Fund - \$ 65,208.37

Capital Water - \$ -0-

Street Lighting - \$ 6,421.35

Sidewalk - \$ -0-

Sewer Fund - V2 - \$3,144.00 V3 - \$ 819.44

Water Fund - V2 - \$ 305.27 V3 - \$ 23,665.59

Trust & Agency - \$ 1,164.15

Special Fire - \$ 100,000.00

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

**Resolution No. 2023-084 “Authorize Supervisor to Sign the 2023 Contract with EZ Cleaning Crew for Town Building Cleaning”**

Offered by Supervisor Watts and seconded by Council Member Flaherty.

**WHEREAS**, EZ Cleaning Crew has been cleaning the Town Buildings since April, 2021 and the current contract expired on December 31<sup>st</sup>, 2022.

**WHEREAS**, a new contract with NO cost increase was received from EZ Cleaning Crew, LLC for cleaning of the Town Hall, Annex and the Cairo Library which includes most cleaning products at a weekly amount of \$485. Therefore;

**BE IT RESOLVED**, that the Town Board does hereby authorize the Supervisor to sign the contract with EZ Cleaning Crew LLC.

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

**Resolution No. 2023-085 “Amend 2023 Budget for Police Grant”**

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

**WHEREAS**, the town received grant money for the police department for purchase of new body cameras; and

**WHEREAS**, it is necessary for accounting purposes to track the expenses and revenues associated with these funds; therefore,

**BE IT RESOLVED**, the Town Board does hereby authorize the Town Supervisor to amend the expense line item A-3120.200 (Police Equipment) to reflect the increase in General Fund Appropriations \$22,000.00 and; increase the revenue line item A-1589 (Other Departmental Income) to reflect the increase in General Fund Revenue in the amount of \$22,000.00 in the 2023 budget.

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

**Resolution No. 2023-086 “Receipt of Monthly Supervisor’s Report – February 2023”**

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

**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 1-28 February 2023.

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

**Resolution No. 2023-087 “Budget Account Transfer from Contingency Funds to Fire and Police Retirement and State Retirement”**

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

**WHEREAS**, the Fire and Police Retirement and the State Retirement Lines of Accounting have insufficient funds and is in need of a budget amendments to cover the negative balances for the NYS Local Retirement Annual Bill for 2023; and

**WHEREAS**, there is sufficient Contingency funds to pay \$24,749.00 to the the negative budget lines from above. Therefore;

**BE IT RESOLVED**, that the Town Board of the Town of Cairo does hereby authorize a transfer of \$24,553.00 from the Contingency fund to Fire and Police Retirement fund. Furthermore,

**BE IT RESOLVED**, that the Town Board of the Town of Cairo does hereby authorize a transfer of \$196.00 from the Contingency fund to State Retirement fund.

A0-1990-4 A0-9015-8 \$24,553.00

A0-1990-4 A0-9010-8 \$ 196.00

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

**Resolution No. 2023-088 “Approve Set-Up of an Interest Bearing Account at the Bank of Greene County for Online Billing Deposit Account”**

Offered by Supervisor Watts and seconded by Council Member Bogins.

**WHEREAS**, the Town of Cairo currently has a deposit account at the Bank of Greene County where external online deposits are made for Ambulance Billings with a balance of \$618,302.30; and,

**WHEREAS**, the Town of Cairo would like to set up an interest bearing account to move funds into when the account balance is over \$120,000.00. Therefore;

**BE IT RESOLVED**, that Cairo Town Board does hereby approve setting up an interest bearing account with the Bank of Greene County; Furthermore,

**BE IT RESOLVED**, that the Cairo Town Board does hereby approve to transfer \$600,000.00 into the new interest bearing account; Furthermore,

**BE IT RESOLVED**, that the Cairo Town Board does hereby approve the bookkeeper to transfer \$100,000.00 into this interest bearing account whenever the deposit account exceeds \$120,000.00.

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

**Resolution No. 2023-089 “Approve Employment Status Change from Part Time to Full Time Highway Laborer”**

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

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

**WHEREAS**, the Town of Cairo Highway Department wants to update Raymond Krom to full time status at an hourly rate of \$19.35 per hour effective March 8<sup>th</sup>, 2023. Therefore;

**BE IT RESOLVED**, that Cairo Town Board does hereby approve updating Raymond Krom’s employment status from part time to full time effective March 8<sup>th</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. 2023-090 “Authorize Supervisor to Accept/Sign Agreement with Kaaterskill Associates to Renovate the Senior Center/Ambulance Building” **Tabled****

***Emergency Email Voted: Dated March 8<sup>th</sup>, 2023;***

**Resolution No. 2023-91 “Emergency Purchase of Plow Blade”**

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

**WHEREAS**, the Town of Cairo Highway Department has an inoperable snowplow and is in need of a plow blade due to upcoming snow storm.

**WHEREAS**, the Town of Cairo Highway Department is requesting approval on the emergency purchase of a Fisher 9.5 xv2 Plow Blade for \$8,000.

**BE IT RESOLVED** that Cairo Town Board does hereby approve of the emergency purchase of plow blades from Toad’s LLC in Cairo NY for \$8,000.

*Supervisor Watts – Verbal Aye (Witness; Kim Weiss), Council Member Bogins – Emailed Aye, Council Member Cords – Emailed Aye, Council Member Flaherty – Emailed Aye, Council Member Powers – Emailed Aye. Motion Carried.*

**Committee Reports:**

- Ambulance:
  - 95 Total Calls for January / 56 Total Transported Calls
- Animal Control:
  - 20 calls for February
- Police Dept.:
  - Total mileage for cars 574/575/576/577: 1,670
  - 2 Criminal Complaints / 44 incident Reports / 478 Aid citizens/requests/services
  - 1 accident reports / 5 arrests / 0 felonies / 2 misdemeanors /22 violations / 19 traffic tickets
  - \$22,000 received for body cams
  - Full timer transferred to full time status to GCSO
  - Confidentiality and Security Audits completed and Compliance granted
- Building and Code:
  - 5 Building Permits Issued / 13 Municipal Searches
  - 0 Certificates of Occupancy / 8 Certificates of Compliance
  - 1 New Violations & Complaints / 0 Unsafe Building Rectified
  - 1 Court Case for Trial / 1 Case in Court
  - 18 Total inspections were performed on current projects, complaints & violations
- Highway:
  - Two International CV's were ordered May 2021. Highway took delivery of one.
  - Crews working on chipping tree branches and brush
  - Sand shed is at 70% full / Salt shed replenished and full
  - Worn or non-reflective road signs being replaces
  - Highway currently has 8 full time employees with CDL's
  - First female road crew highway worker has been hired
- Library:
  - 2,451 items circulated / 872 in attendance / 404 uses of the Wi-Fi
  - 168 used computers / 49 reference questions / 13 new library cards / rooms use 119 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.
  - Jazz Concert: March 26<sup>th</sup> at 2:00pm. Free admission
  - Provided books to the Greene County Jail and a bookcase to the local Vets organization which may begin meeting in the library
- Assessor:
  - 20 sales/transfers for the month of December
  - March 1<sup>st</sup> deadline for submitting renewal/new applications for exemptions
- Tax Collector:
  - Collection Summary reflects all transactions through February 28<sup>th</sup>, 2023. A indicated, 83% of the warrant has been collected representing an amount of \$7,017,115.67

- A check in the amount of \$1,900,000.00 to be applied to the tax warrant was written to the Greene County treasurer on 2/10/23. Checks will continue to be issued to the county by the 15<sup>th</sup> of each month as required by law.
  - A check in the amount of \$98.93 was issued to the Town of Cairo in payment of January interest.
  - Office hours for the month of March will continue to be Tues.-Thurs. from 9am-3pm or appt.
- Zoning:
- 1 Inspection / 1 Preliminary Site Plan App. / 4 Site Plan Applications / 1 Subdivision Application
  - 1 Preliminary Subdivision Application / 1 Court / 2 FOIL Requests / 1 Denial and Appeal
  - 3 Misc. / 1 Other / 1 T/O Cairo Landfill

**Adjourn Town Board Meeting @ 8:00PM**

Offered by Council Member Cords 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.*

*\*\*After the meeting was adjourn Julie Freeman asked that there be moment of silence for Raymond Suttmeier. Raymond Suttmeier served the town of Cairo for many years.\*\**

Respectfully Submitted

Kathy Rockefeller  
Deputy Town Clerk