



Minutes

Town of Cairo

Monday January 8th, 2024

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, January 8th, 2024, 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 Murphy.

Minutes:

December 4th, 2023:

Could not be voted on due to not having a quorum due to a former Council Member who is no longer on the board. Minutes are still valid for use.

December 20th, 2023:

Offered by Supervisor Watts and seconded by Council Member Flaherty.

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

January 3rd, 2024:

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 Murphy – Aye. Motion Carried.

New Business:

- Public Hearing – Amend Local Law #4 of 2018 – Cairo Zoning Law for Main Street Commercial District Opened @ 7:08

Offered by Supervisor Watts and seconded by Council Member Cords.

- To discuss a zoning law that was put into effect for 3 years and it has now expired and if the board would like to reinstate it or not. The law in discussion is that any current downstairs storefronts cannot be changed to residential. Too keep as many storefronts on Main Street actually storefront to encourage business while updating and revitalizing Main Street.
- Art agrees that's a good idea, otherwise Main Street becomes residential and dies. Supervisor Watts states that what about if someone can't get a business to rent. Art says that why couldn't they come to the planning/zooming board and discuss a possibility of changing it, basically a hardship, if necessary. Earl states there is a change of usage form for this reason as well.

- Diana Benoit states that businesses are wanting to come to Main Street. She says there aren't a lot of spaces to start with anyway, if the board allows the law to stay expired than it would discourage businesses from coming to Main Street. The CDF is trying to help encourage more business & foot traffic in the town & the park, try to keep the momentum, the longer the better. There is parking at the Town Hall and also behind the CDF building, the park.
- Cathy says that if the board allows the law to be extended that if someone did have a hardship that they could request a change in zoning with the form. Council Member Cords says yes only if they have a hardship.
- Main Street is from Toads and ends at the light in front of Slaters. Will just be discussed nothing will be voted on tonight.

Closed @ 7:14

Offered by Council Member Cords and seconded by Supervisor Watts

- ZBOA Fee Schedule
 - 'As you know, I'm the ZBA Chairman for the Town of Cairo. The current fee is \$75.00. The majority of our public hearing are for one applicant. Each member of the ZBA is paid \$64.64 per meeting and there are five members in the board. Our secretary is also paid hourly, hours varying depending on the requirements of the appeal and the amount of property owners need to be notified, etc. This is currently burdening the Town of Cairo and the taxpayers. I'd like to propose raising the fee for a ZBA application to \$500 effective 1/1/24. This will pass no the burden to the applicant, rather than the taxpayers.'
 - Supervisor Watts and the board agree the Town is not here to make money they are here to service the Town. If they start asking for \$500 for ZBA that people are just going to start doing what they want without permission, it may cause more chaos. They feel the fee should stay the same or go up a little, if necessary. Council Member Cords states that the ZBA can grant and appeal on the basis of hardship well if this fee goes up to \$500 that would cause probably more hardship the that person.
- Executive Session – Personnel

Opened @ 7:17

Offered by Council Member Flaherty and seconded by Council Member Cords

Closed @ 7:30

Offered by Council Member Murphy and seconded by Council Member Flaherty
- Snow Emergencies
 - Council Member Flaherty states that maybe a couple days before a snow emergency notify people on the sign outside the Town Hall and then day of put what side of the road they should be parking on for snow removal.
- Handicap Spots
 - Earl addresses the plowing of the snow banks in the handicap spots, states that it's actually fineable offense for whoever does it. Supervisor Watts says that they are supposed to be coming back tomorrow and moving it and it will be taken care of.

Correspondence

- Highway Part Time Resignations
 - 'As part of due diligence, some of highways employees have not been available to work and their last days of work as follows:
Andrew Pagan – 2.7.23
Timothy Spring – 7.25.23
Joseph O'Connor – 5.2.23

This letter confirms, effective Jan. 1st, 2024, the dismissal of: Andrew Pagan, Timothy Spring and Joseph O'Connor at the Town of Cairo Highway Department due to the availability of work hours. Art Evans'

- Ambulance Part Time Resignations
 - 'I am writing this to ask if a resolution could be written to remove Jordan D. from the roster. I talked to Jordan about two months ago asking for her availability to work shifts. Jordan informed me that she is so busy that she did not see herself having an availability for the Town of Cairo Ambulance in the near future and asked to be removed from the roster. After talking to Johanna who suggested to get a resignation letter I tried to reach out to Jordan numerous times and did not get a response back. Jordan has already sent her uniform jackets back through another employee. Today I talked to Debra Bogins about the situation and she asked me to send an email to everybody so that we could make a resolution for the Town to vote on. If there are any questions or other routes you would like me to take please let me know. Beau Dushane'

Resolution No. 2024-044 "Attendance at Training Sessions, Meetings and Conferences"

Offered by Supervisor Watts and seconded by Council Member Cords.

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 Murphy – Aye. Motion Carried.

Resolution No. 2024-045 "Accept Water Billing"

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

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 \$49,793.96 dated January 3, 2024.

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

Resolution No. 2024-046 "Appointment Zoning Board of Appeals Member"

Offered by Supervisor Watts and seconded by Council Member Cords.

WHEREAS, Elise Spring currently serves as a Zoning Board of Appeals member for the Town of Cairo, &

WHEREAS, Elise Spring's term expires December 31, 2023 and ZBA Chairman, Robert Hasenkopf has recommended her re-appointment; therefore

BE IT RESOLVED that the Town Board hereby re-appoints Elise Spring as member of the Zoning Board of Appeals, effective January 1, 2024 for a five year term expiring on December 31, 2028.

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

Resolution No. 2024-047 "Authorize Commercial Appraisal of Parcel ID #101.00-4-25"

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

WHEREAS, there is an upcoming litigation for CVS-Cairo Associates, LLC c/o CVS Pharmacies #05036-2 v. Town of Cairo, et al., Index No: EF2023-491; and

WHEREAS, a commercial appraisal is needed to determine the real property tax value of Parcel ID #101.00-4-25 for certiorari proceedings; Therefore,

BE IT RESOLVED, that the Town Board does hereby approve to spend funds to obtain a commercial appraisal for an appraisal exchange to finalize litigation

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

Resolution No. 2024-048 “Authorization for Bookkeeper to Register and Attend Training”

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

WHEREAS, it would be good for the bookkeeper to be well educated in the matters of government financing and receive the certificate from NYGFOA; and

WHEREAS, the NYGFOA offers a conference in Albany, April 17-19, 2024 that is mandated for NYGFOA Certificate with attendance cost of \$ 250.00; and

WHEREAS, there are training classes with a cost per credit hour between \$ 70.00-90.00 offered monthly; therefore,

BE IT RESOLVED, that the Town Board does hereby authorize Johanna Halvorsen, the bookkeeper, to register for NYGFOA conference and training classes to finish the NYGFOA certificate, not exceeding \$ 1,500.00 for the year.

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

Resolution No. 2024-049 “Appointment of Planning Board Member”

Offered by Council Member Cords and seconded by Supervisor Watts.

WHEREAS, Ed Forester currently serves as a Planning Board member for the Town of Cairo, and

WHEREAS, the term for him expires December 31, 2023 has recommended his re-appointment; therefore

BE IT RESOLVED that the Town Board hereby re-appoints Ed Forester as member of the Planning Board, effective January 1, 2024 for a five year term expiring on December 31, 2028.

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

Resolution No. 2024-050 “Receipt of Monthly Supervisor’s Report”

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

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 December 2023.

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

Resolution No. 2024-051 “Budget Amendments and Payment of Bills on Abstract #312 for December Payables & Prepaids”

Offered by Supervisor Watts 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 #312 Payables and Prepaids, consisting of V3 #01011-01169 in the amount of \$ 573,764.48 is approved for payment;

The total amount to be paid from the:

General Fund -	\$ 301,088.79	Hydrant –	\$ -0-
Highway Fund -	\$ 128,720.56	Capital Projects -	\$ -0-
Street Lighting -	\$ 1,092.28	Polly’s Rock -	\$ 75,536.28

Sewer Fund - \$ 24,940.62 Trust & Agency - \$ 2,814.00
Water Fund - \$ 39,571.95 Special Fire - \$ -0-

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

Resolution No. 2024-052 “Advertise for Bid to Repair or Replace the Town Hall Roof”

Offered by Supervisor Watts and seconded by Council Member Bogins.

WHEREAS, the roof of the Town Hall is in need of repair. Every time during heavy rains, there are leaks in the offices.

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve the advertisement for repairing or replacing the Town Hall Roof.

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

Resolution No. 2024-053 “Accept Sewer Penalties”

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

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

RESOLVED, the Town Board does hereby accept the Sewer Penalty from the Water/Sewer Administrator in the amount of \$1,994.69 dated December 28, 2023.

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

Public Discussion:

- Cathy asks about the NY Forward Grant. The Town did not get it but they can re-apply in September and it will not cost anything to re-apply.
- Council Member Cords asks if the Route 32 building was inspected or looked at after the snow and flooding. Supervisor Watts did not but he will ask Hunter from Parks, Buildings and Grounds about it.
- The Town will not be plowing part of the pathway on the backside of the park so that the kids can sleigh ride and not be injured if they hit the blacktop. He also mentions that the town does use pet friendly salt on the path.

Adjourn Town Board Meeting @ 7:46 PM

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 Murphy – Aye. Motion Carried.

Respectfully Submitted

Kayla L. McAlister
Cairo Town Clerk