



## Minutes

Town of Cairo

Monday February 5<sup>th</sup>, 2024

Town Board Meeting @ 7:00PM

Location: Town Hall Meeting Room

The Town Board of the Town of Cairo met for a Town Board Meeting on Monday February 5<sup>th</sup>, 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 Cords, Council Member Flaherty, Council Member Murphy.

Absent but attended by Phone (Cannot Vote): Council Member Bogins

### Minutes:

#### **January 8<sup>th</sup>, 2024:**

Offered by Council Member Flaherty and seconded by Supervisor Watts.

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

#### **January 17<sup>th</sup>, 2024:**

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

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

### New Business:

#### ○ Executive Session

- Offered by Council Member Cords and seconded by Supervisor Watts
  - Opened @ 7:01PM

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

- Offered by Council Member Cords and seconded by Supervisor Watts
  - Closed @ 7:18PM

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

#### ○ Greene County Youth Fair

- ‘As you know, Angelo Canna Park is the home of the annual Greene County Youth Fair which is wholeheartedly and enthusiastically supported by the County. To further the success of that annual event, the County is proposing the construction of a cold storage “butler-style” building to be dedicated for the exclusive use of the Fair. Please review the attached map for preferred

siting. The County would request a permanent land lease accompanied by the Town of Cairo's support.

Conceptually, at this time, the specific size of the building is undetermined but would allow for the storage of materials and event structures for the Fair and would have power but no water or sewage. Greene County would assume all engineering, construction, and capital costs, however, future maintenance and utility costs would either be the responsibility of the Greene County Youth Fair Board or the Town of Cairo.

The County would work with the Town of Cairo and its Planning/Zoning Boards in order to obtain full Town approval. I would request an opportunity to come to speak at a Town or Planning Board meeting in the future but would request such attendance only after full design and engineering is complete. Shaun Groden'

### **Old Business:**

- 460 Main Street – Unsafe Building
  - The Town Board would like to move forward in tearing down this building within 60 days since it has been deemed unsafe by both an engineer and code enforcement, unless a plan is put in place by the owner of this building.
  - The current owner, Margaret Williams took on the building after her mother, Margaret Doctor, passed away in July 2023. She states that she did not learn about the fire until July of 2023, though the fire happen in Dec. of 2022.
  - She has an attorney and has spoken to Tal, as of right now there is a probate and a possible buyer. The sale cannot go through until probate is complete, possible 2-3 weeks, which is being taken care of in Greene County Court. The 2022 taxes were paid and there currently is a contract written up with the future owner as of January. The future owner was planning to fix it up but is aware that it does need to be torn down.
  - The board will give her 30 days to get more information and re-evaluate the situation and see how she is making out with the sale and probate. She will come back with an update on Monday March 4<sup>th</sup>, 2024 during the Town Board Meeting.
  - The Board states that once the new owner takes over that they would be responsible for getting the building down with the Town's 60 day notice and any costs would be on the new owner, whether its money upfront or back billed from the Town.

### **Public Comment:**

- Art Evans, Highway Superintendent, addresses that Town Board approved Juneteenth as a holiday, his employees were wondering if that applies to the Highway Dept. as well. The Board will be talking to Elaine tomorrow, though it is not in there contract now it is possible to put it in and it will be addressed.
- Earl asks if the Church on Main St., Horizon Christian Fellowship, falls under the local law the board just extend about being commercial store fronts. Supervisor Watts says they've been working on that for a long time and the law really only affected a handful of buildings.
- Rich Lorenz asks about the Route 32 Building, what the plan is? Supervisor Watts says there is some funding left over from the HUD Grant, but the current focus is the Ambulance part of the building at the moment. Some contracts to be approved sometime this week as well. After that is in the works they then want to focus on the community center, water and sewer need to be brought down to that building as well. Will be getting help with water/sewer and the kitchen from Greene County.

- Supervisor Watts states that the Town is in need of the ethics board, though it may not be used as much it is still required. It is usually made up of 5 people with different voter registrations. An ad will be put in the paper to fill the positions. Dan Benoit did state thought that is the Town can't obtain an ethics board that it would fall on the County.

**Resolution No. 2024-058 “Authorizing Use of Park for Rabies Clinics”**

Offered by Supervisor Watts and seconded by Council Member Cords.

**WHEREAS**, Public Health Law requires all cats, dogs and ferrets to be vaccinated for rabies starting at 12 weeks old. Greene County would like to hold 4 free drive through Rabies clinics at the Town Park this spring/summer in the evening. Therefore;

**BE IT RESOLVED**, that the Cairo Town Board does hereby grant permission for the Greene County Rabies Clinic to be held again at the Cairo Town Park in the spring/summer 2024, tentative schedule: May 15<sup>th</sup>, June 19<sup>th</sup>, August 14<sup>th</sup>, and September 18<sup>th</sup> from 5pm – 7pm.

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

**Resolution No. 2024-059 “Approve Contractor for Ambulance Building Renovation”**

Offered by Supervisor Watts and seconded by Council Member Cords.

**WHEREAS**, the ambulance building is in need of renovations; and

**WHEREAS**, the Town of Cairo advertised for contractors to provide sealed bids for the ambulance building renovations which were received no later than January 16, 2024; and

**WHEREAS**, the Town Board only received one bid from Maeda Construction Inc.; therefore,

**BE IT RESOLVED**, that the Town Board of the Town of Cairo does hereby approve Maeda Construction Inc. for renovating the Ambulance Building per the drawings by Kaaterskill Associates in the amount of \$120,060.00.

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

**Resolution No. 2024-060 “Budget Amendments and Payment of Bills on Abstract #301 for January Payables and Prepays”**

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

**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 V4 #00001-00064 in the amount of \$ 145,788.11 is approved for payment; The total amount to be paid from the:

General Fund -	\$ 57,659.02	Hydrant –	\$ 8,500.00
Highway Fund -	\$ 21,617.85	Capital Projects -	\$ -0-
Street Lighting -	\$ 9,680.28	Polly’s Rock -	\$ -0-
Sewer Fund -	\$ 30,519.10	Trust & Agency -	\$ 3,189.76
Water Fund -	\$ 14,622.10	Special Fire -	\$ -0-

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

**Resolution No. 2024-061 “Appointing Highway Clerk”**

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

**WHEREAS**, the Highway Clerk, Kacie Munster, was hired on a provisional basis and has now completed all civil service requirements to be appointed;

**BE IT RESOLVED**, that the Town Board does hereby appoint Kacie Munster as a full time highway clerk in the Town of Cairo effective immediately.

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

**Resolution No. 2024-062 “Accept Water/Sewer Adjustments”**

Offered by Supervisor Watts and seconded by Council Member Flaherty.

**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 \$2,189.60 dated January 25, 2024 to be credited to account number 2520 for \$704.58 and 2550 for \$1,485.02, which was erroneously posted.

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

**Resolution No. 2024-063 “Authorize CDE Electric Inc. to Install Telephone Pole”**

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

**WHEREAS**, there is in need to install/relocate Telephone pole for the Cairo Ambulance Renovation project; Therefore,

**BE IT RESOLVED**, the Town Board does hereby authorize the expenditures listed in the quote from CDE Electric Inc. in the amount of \$5,950.00; Furthermore,

**BE IT RESOLVED**, that Supervisor Watts is approved to Sign the Quote and accept the service by CDE Electric Inc.

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

**Resolution No. 2024-064 “Accept Sewer Use Billing”**

Offered by Supervisor Watts and seconded by Council Member Cords.

**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 \$ 29,457.66, dated February 1, 2024.

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

**Resolution No. 2024-065 “Elected Officials Record of Activity & Days Worked for NYSLRS Reporting”**

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

**WHEREAS**, Elected Officials have to submit a three month Record of Activity Report which is valid for 8 years to the Town Board for review. Therefore;

**BE IT RESOLVED**, the Town Board does hereby accept the Record of Activities submitted as official duties of the Town of Cairo; and furthermore,

**BE IT RESOLVED**, the Town Board approved the Town Clerk to certify the Standard Work Day and Reporting Resolution for Elected and Appointed Officials results listed for the three elected officials on the RS 2417-A.

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

**Resolution No. 2024-066 “Receipt of Monthly Supervisor’s Report”**

Offered by Council Member Flaherty 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 January 2024.

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

**Resolution No. 2024-067 “Advertise for Bid Replace Water Supply Pumps”**

Offered by Supervisor Watts and seconded by Council Member Cords.

**WHEREAS**, there is a need to furnish and install water supply pumps and piping to replace the existing pumps at the Town’s well #1 located in the Angelo Canna Town Park. **BE IT RESOLVED**, that the Town Board of the Town of Cairo does hereby approve the advertisement for replacing the well pumps and piping at the Angelo Canna Town Park.

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

**Adjourn Town Board Meeting @ 7:58PM**

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

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

Respectfully Submitted

Kayla L. McAlister  
Cairo Town Clerk