



Minutes

Town of Cairo

Monday April 1st, 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 April 1st, 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:

February 21st, 2024:

Offered by Council Member Flaherty and seconded by Supervisor Watts.

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

March 4th, 2024:

Offered by Council Member Flaherty and seconded by Supervisor Watts.

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

New Business:

- Public Hearing – Use of ARPA Funds:
The Town Board approved the use of the ARPA funds of \$100,000 to use towards the renovations of the Ambulance building up by the town building on Rte. 145.
- Public Hearing – Amending Local Law #3 of 202 Parking, Stopping and Standing Law
The vote was called off due the advertisement being late.

Old Business:

- 2023 Mandatory Training Correction
 - The Insurance Company made a mistake on a couple of the test. They will be adjusted the next time. The Insurance Agent checked into the training from the NYMIR and we did not need the blood or chemicals ones.

Correspondence:

- Resignation Letter from Highway Department
 - ‘Please accept this letter of resignation from my position as Laborer from the Town of Cairo Highway Department. My last day of work will be Friday February 9th, 2024. R. Sheridan’
- Resignation Letter from Police Department
 - ‘I am resigning from my employment position as Police Officer with the Town of Cairo Police Department. I thank you for the opportunity over the past years. Due to my full time employment I no longer have the time to dedicate to the Town of Cairo Police Department. C. Clark.’

Public Comment:

- Several residents of Round Top attended the meeting in the Town Hall. The residents voiced their concerns with the new Blackhead project. The current residents are concerned about the large amount of water that will possibly be needed for the new project this included the amount of sewage usage the amount of the extra traffic possibly in the area.
- The Town Board explained that the Planning Board are the ones that are in charge of this project and will give better explanation. The Town Board is not in charge or the point of contact for said project.
 - a. Joe Hasenkopf was present at one of the earlier town board meetings and went over the project and explained about the plan earlier this year.

Resolution No. 2024-086 “Budget Amendments and Payment of Bills on Abstract #303 for March 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 #303 Payables and Prepaids, consisting of V4 #00149-00231 in the amount of \$ 254,690.29 is approved for payment;

The total amount to be paid from the:

General Fund -	\$ 149,045.40	Hydrant –	\$ -0-
Highway Fund -	\$ 71,711.93	Capital Projects -	\$ -0-
Street Lighting -	\$ 5,547.99	Polly’s Rock -	\$ -0-
Sewer Fund -	\$ 14,090.61	Trust & Agency -	\$ 1,261.00
Water Fund -	\$ 13,033.36	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. 2024-087 “Amend 2024 Budget for JCAP Court Grant”

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

WHEREAS, the town received grant money for the justice department; 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 A1110.401 (Muni Court – Contractual - Grant) to reflect the increase in General Fund Appropriations \$2,891.78 and; increase the revenue line item A-3021 (Court Facilities Grant) to reflect the increase in General Fund Revenue in the amount of \$2,891.78 in the 2024 budget.

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

Resolution No. 2024-088 “Accept Sewer Penalties”

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

WHEREAS, it is necessary for the Water 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 \$1,674.54 dated March 12, 2024.

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

Resolution No. 2024-089 “Approve the Adoption of Local Law #2 of 2024 Establishing No Parking Zones within the Town of Cairo”

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Resolution No. 2024-090 “Approve 2024 Mandatory Training Courses for all Town Employees”

Offered by Councilperson Flaherty and seconded by Supervisor Watts.

WHEREAS, the New York State mandatory training law requires four hours of training annually; and

WHEREAS, local governing boards can choose to modify the training requirements by increasing or decrease the number of hours required; therefore,

BE IT RESOLVED, the Town Board does hereby approve the following 2024 mandatory training course for all Town of Cairo employees: 1. Cyber Security – Data Privacy & Safe Computing (approx. 30 minutes) 2. NYS Discrimination and Harassment (approx. 45 minutes) 3. Prevention of Workplace Violence (approx. 60 Minutes)

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

Resolution No. 2024-091 “Approve the Use of ARPA Funds”

Offered by Council Member Cords and seconded by Supervisor Watts.

WHEREAS, the Town Board of the Town of Cairo is proposing to use American Rescue Plan Act (ARPA) funds for to pay for the Ambulance Building renovations and the Town Park Water Well repairs; and

WHEREAS, that on April 1, 2024 at 7:00 pm, at the Cairo Town Hall, the Town Board held a Public Hearing which is necessary prior to the expenditure of ARPA funds; Therefore,

BE IT RESOLVED, the Town Board of the Town of Cairo approves to use ARPA funds for the Ambulance Building renovations in the amount of \$100,000.00; Furthermore,

BE IT RESOLVED, the Town Board of the Town of Cairo approves to use ARPA funds for the necessary repairs to the Town Park Water Well in the amount of \$27,650.00.

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

Resolution No. 2024-092 “Authorize Town Clerk to Attend Association of Town Clerk’s Conference, April 21st-24th”

Offered by Supervisor Watts and seconded by Council Member Flaherty.

WHEREAS, the annual New York State Town Clerk’s Association (NYSTCA) will be holding their annual meeting in Albany, New York from April 21st through April 24th, 2024; and

WHEREAS, this conference is specifically designed for the continuing education and professional growth of Town Clerks, and

WHEREAS, the Town Clerk would benefit from the shared knowledge, networking and latest information available as will be shared by State Agencies at the Conference; therefore

BE IT RESOLVED, that the Town Board does authorize the Cairo Town Clerk, Kayla McAlister, to attend the 42nd Annual NYSTCA Conference in Albany, New York. With the total cost for the registration and 2-night stay with meal plan totaling \$613.00.

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

Resolution No. 2024-093 “Receipt of Monthly Supervisor’s Report – March 2024”

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 March 2024.

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

Resolution No. 2024-094 “Approve to Hire Part-Time EMT”

Offered by Supervisor Watts and seconded by Council Member Cords.

WHEREAS, the Town of Cairo Ambulance has a vacancy and is in need of an EMT.

WHEREAS, the Town of Cairo Ambulance request to hire EMT Courtney Deangelis at an hourly rate of \$20.80 per hour effective April 1, 2024. Therefore;

BE IT RESOLVED, that Cairo Town Board does hereby approve the hiring of EMT Courtney Deangelis part-time effective immediately.

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

Adjourn Town Board Meeting @ 8:50PM

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

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

Respectfully Submitted

Kathleen Rockefeller
Cairo Deputy Clerk