



## Minutes

Town of Cairo

Monday June 3<sup>rd</sup>, 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 June 3<sup>rd</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: Council Member Bogins, Council Member Cords, Council Member Flaherty, Council Member Murphy.

Absent: Supervisor Watts

#### Minutes:

##### **May 6<sup>th</sup>, 2024:**

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

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

##### **May 15<sup>th</sup>, 2024:**

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

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

#### New Business:

- Public Hearing – CDBG Application – Jerome Avenue
  - Offered by Council Member Bogins and seconded by Council Member Murphy.
    - Opened @ 7:01PM

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

- ✚ Mark Blauer gives a presentation about the CDBG Application for the Town.
- ✚ The reason the Town is reapplying for this grant is because the money ran out before they could replace the water main on Jerome Avenue. The application is due by July 31<sup>st</sup>, 2024, the grant amount is for approx. 1.5 million dollars. All the necessary advertisement was put in the paper, Town Hall and various places in Town which is a requirement of the application.
- ✚ This program is through the US Dept. of HUD, the money is given to the State of New York from the US Congress, and it is then distributed to smaller towns that don't get direct HUD money.

- ✚ This money is given to projects that fall under certain guidelines; water/sewer project, people with a different variety of incomes, engineering process needs to be complete, and they need the environmental process started, project needs to start within 6 months of the contract and must be done within 2 years. These deadlines are very strict.
- ✚ Town should have to use the census to show the types of resident incomes within the Water District, if not the census, the Town will have to do an income survey which can take a while. This survey can be used for more than just water/sewer and also more than just Jerome Ave.
- ✚ Blauer states that if you cannot use the current census then do not apply for the grant yet, an income survey would take too long to apply before the deadline. Will need to reapply at another time; next year, once the survey is complete, the Town does not want to waste money. Blauer should know if the income survey will be accepted in the next week; they should accept it if it is within at least a 5 year span.
- ✚ If 51% of the water district say they are below a certain amount the town is in the right direction, this is only the residents within the water district. If the water district doesn't match the census district; could the water district be changed to match the census?
- ✚ Mary Finneran addresses that this project is to replace the pipes on Jerome Ave.; *Yes*. She then asks if they are aware of the PFOS contamination levels within the water; *they are not too familiar with them*. Could filtration be included within this grant? *Yes, but there may be better ways and better grants for this types of contamination*. Will SEQR be included in this project; *yes, it is required in the application for the environmental process*.
- ✚ The cost of doing the application through Mark would be \$3,750 half when started and the other half when complete.
- ✚ If the census is not allowed, they recommend applying next year and getting an updated income survey. Someone will come down to explain and show what would need to be done. Surveys would be sent out by mail first and then notification would go out to the public. They would need as many people as possible to take the survey within the water district.
- ✚ There are about 782 residents that belong in the water district; approx. 400-500 households. About 30-40 households on Jerome Avenue to be affected.
- ✚ Required in the application; the meeting minutes, proof of advertisement of a public hearing and that it was also held with a quorum of the Town Board. No action needs to be taken tonight pertaining to resolutions.
- ✚ Ed Forrester asks if the Town is any closer to actually getting the water line done then 3 years ago, this has been ongoing for that long. *Blauer is not completely sure, he states that this is the first time he has been here for 40 years or so. The other gentlemen that is here from Delaware Engineering states they are trying to get funds*.
- ✚ Council Member Cords asks how much in funds will this project cost and how much are they trying to get? *The project should be about 1 million dollars; trying to find other places to get funds and not have the Town pay for it*. The Town would not be able to spend that amount of money from the water/sewer district, it wouldn't be right for the paying customers.
- ✚ Mary Finneran asks if this would include repairing Jerome Avenue itself since the road was just repaired. *Yes, this would be included in the price*.
- ✚ They will let the board know as soon as they get the answer if the current survey/census can/can't be used for the application.
  - Offered by Council Member Bogins and seconded by Council Member Murphy.
    - Closed @ 7:32PM

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

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- Clean up Pond Access from Pocket Park – Les Armstrong
  - The pond is behind the pocket park, it connects Main Street to the Park. The CDF is interested in helping/donating, there are also grants for this type of work. The local fish and game club that Les is a part of is also interested in assisting with cleanup and donations. Les has spoken with the Lucy Baeckmann, the Rotary, the Chamber of Commerce, and the Bank of Greene County, he will be speaking with Mr. Don Gibson as well about having a hand in this project and possibly getting donations from each party. Questar students may also be interested coming in and doing some work as long as the fuel is paid for, through the heavy equipment program. Will have to get an estimated amount of how much fuel is worth a week at the Questar Program and estimate how long the project will take to figure out a number for donations. Les would need to put in an application and propose to have the work done for the project, this is also to make sure they have the time to do it. While Les currently figures out how much money it would cost he has to go about setting up an account since this is simply volunteer, Les is not part of a group that already has an account, and he could not put money and take money out of there fish and game group. Ideas of having the Highway assistance, a possible wood chip path, etc. Discussion to be continued about possible Bank Account.

**Old Business:**

- 460 Main Street
  - Jerry Buckley speaks on behalf of 460 Main Street and hands pictures to the board. The outside has been cleaned up; grass moved, trash was picked up, plywood off of the 1<sup>st</sup> floor doors, cement flower pots are outside and windows have been ordered. Can't do much more structural work without discussing with building and code and allowing him to go into the building. He will put the windows in when they come in and will either change or patch up the burnt parts on top until property is actually in his name. Closing is still set for summertime; July. Tal has spoken to Stacey about this so that this project can move forward. Council Member Flaherty states the project is still out to bid and will be put back out since there were no interests last time. This is due to the fact that if the interested gentleman that wants to purchase the building cannot then the Town would like to demo the building.

**Resolution No. 2024-115 “Advertise for Bid – Dog Park Shade Structure”**

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

**WHEREAS**, there is a need to build a structure to create shade for both the small dog and large dog park areas; and,

**WHEREAS**, there have been multiple requests from patrons who use the enclosed dog parks to build a structure that will provide shade.

**BE IT RESOLVED**, that the Town Board of the Town of Cairo does hereby approve the advertisement for building a shade structure that will partially cover both dog parks at the Angelo Canna Town Park.

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

**Resolution No. 2024-120 “Budget Amendments and Payment of Bills on Abstract #305 for May Payables and Prepaids”**

Offer by Council Member Flaherty 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 #305 Payables and Prepaids, consisting of V4 #00321-00397 in the amount of \$ 171,419.84 is approved for payment;

The total amount to be paid from the:

General Fund -	\$ 68,751.05	Hydrant –	\$ -0-
Highway Fund -	\$ 41,788.83	Capital Projects -	\$ -0-
Street Lighting -	\$ 5,468.68	Polly’s Rock -	\$ -0-
Sewer Fund -	\$ 22,203.01	Trust & Agency -	\$ 1,421.62
Water Fund -	\$ 31,786.65	Special Fire -	\$ -0-

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

**Resolution No. 2024-121 “Approve Sewer District Extension”**

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

**WHEREAS**, the Town Board of the Town of Cairo has heretofore determined that the establishment of a sewer district, which district was and is known as the Cairo Sewer District; and

**WHEREAS**, the Town Board held public hearings on the 6th day of May 2024 and on the 15th day of May, 2024 in accordance with §209-d of the NYS Town Law for the purpose of extending such district, and

**WHEREAS**, the Town Board of the Town of Cairo adopted an Order in accordance with the said Section 209-d of the NYS Town Law on the 15th day of May, 2024, and

**WHEREAS**, the Town Board passed a resolution subject to a permissive referendum on the 15th day of May, 2024 extending the said sewer district, and

**WHEREAS**, the Town Board has found in the affirmative that all requirements of Section 209-e (1) of the NYS Town Law have been satisfied.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board hereby approves the extension of the sewer district with the boundaries being determined as set forth in the notice for the public hearing, the Order and attached hereto as Schedule “A”; and it is further

**RESOLVED**, that this Resolution is subject to a permissive referendum and shall be binding on July 3, 2024 unless a petition is filed with the Town Clerk prior thereto in accordance with NYS Law, and it is further

**RESOLVED**, that the permission of the NYS Comptroller is not required for the within action since all matters herein are consistent with the requirements of Section 209-f of the NYS Town Law.

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

**Resolution No. 2024-122 “Approve Water District Extension”**

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

**WHEREAS**, the Town Board of the Town of Cairo has heretofore determined that the establishment of a water district, which district was and is known as the Cairo Water District; and

**WHEREAS**, the Town Board held public hearings on the 6th day of May 2024 and on the 15th day of May, 2024 in accordance with §209-d of the NYS Town Law for the purpose of extending such district, and

**WHEREAS**, the Town Board of the Town of Cairo adopted an Order in accordance with the said Section 209-d of the NYS Town Law on the 15th day of May, 2024, and

**WHEREAS**, the Town Board passed a resolution subject to a permissive referendum on the 15th day of May, 2024 extending the said water district, and

**WHEREAS**, the Town Board has found in the affirmative that all requirements of Section 209-e (1) of the NYS Town Law have been satisfied.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board hereby approves the extension of the water district with the boundaries being determined as set forth in the notice for the public hearing, the Order and attached hereto as Schedule “A”; and it is further

**RESOLVED**, that this Resolution is subject to a permissive referendum and shall be binding on July 3, 2024 unless a petition is filed with the Town Clerk prior thereto in accordance with NYS Law, and it is further

**RESOLVED**, that the permission of the NYS Comptroller is not required for the within action since all matters herein are consistent with the requirements of Section 209-f of the NYS Town Law.

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

**Resolution No. 2024-123 “Approve to Hire Consultant for NY State Office of Community Renewal (OCR) Community Development Block Grant (CDBG) Small Cities Program”**

**WHEREAS**, the Town of Cairo wishes to hire a consultant to apply for Fiscal Year 2024 grant funds to the New York State Office of Community Renewal (OCR) Community Development Block Grant Small Cities Program, and

**WHEREAS**, the Town of Cairo does not currently have employment capacity to assemble a grant application for NYS OCR CDBG funding; and

**WHEREAS**, d/b/a Blauer Associates has been identified as a viable consultant to author the Town’s grant application and has submitted a formal quote outlining the process; and

**WHEREAS**, the Town of Cairo agrees to pay the consultant fee for work performed based on the terms of the agreement from May 1, 2024 – December 31, 2024; therefore,

**BE IT RESOLVED** that the Town of Cairo hereby authorizes the expenditure of \$3,750.00 for work outlined in the quote provided by Blauer Associates to submit the application to OCR through the 2024 Consolidated Funding Application process.

**TABLED**

**Resolution No. 2024-124 “Approve to Advertise for a Tax Assessor Clerk”**

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

**WHEREAS**, there is a need to hire a part-time position for a Tax Assessor Clerk to perform administrative tasks and Tax Assessment tasks.

**BE IT RESOLVED** that the Town Board does hereby approve to advertise for a part-time Tax Assessor Clerk being paid hourly at a rate determined by experience level (\$15.50 - \$25.00 per hour).

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

**Resolution No. 2024-125 “Approve to Extend FMLA Leave”**

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

**WHEREAS**, the town of Cairo is required by Family Medical Leave Act (FMLA) to give 12 weeks of leave to employees that fulfill the requirements laid out in FMLA; and

**WHEREAS**, Miranda Vedder has fulfilled all the requirements for FMLA giving her the required 12 weeks off; and

**WHEREAS**, Miranda Vedder is looking for board approval for extending her leave as per her doctor’s instructions for not being able to return to work due to medical reasons; therefore,

**BE IT RESOLVED**, that the town board approves her leave extension for another 12 weeks, making her date to return to work 8/14/24.

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

**Resolution No. 2024-126 “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 May 2024.  
*Supervisor Watts – Absent, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Murphy – Aye. Motion Carried.*

**Resolution No. 2024-127 “Approve Board Member to Sign Agreement – Expenditure of Highway Monies Section 284 of Highway Law”**

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

**WHEREAS**, Pursuant to the provisions of Section 284 of the Highway Law, we agree that moneys levied and collected in the Town for the repair and improvement of highways, and received from the State for State Aid for the repair and improvement of highways, shall be expended for General Repairs/Permanent Improvements; therefore,

**BE IT RESOLVED**, that the Town Board Members accept that \$575,000 to be set aside (Funding lines approved in 2024 Town Budget) to be expended for primary work, general repairs and permanent improvements; furthermore,

**BE IT RESOLVED**, the Town Board Members approve the Supervisor, Board Members and the Town Superintendent of Highways to Sign the attached Agreement.

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

**Public Comment:**

- The CDF will be starting Friday June 7 cleaning the rocks out of the Memorial Fountain in Town with the assistance of the Highway Department.  
Warner Masonry is starting on Monday to repair around the fountain. The CDF is also trying to reach out the County to see if they would assist in repairing the curbs where the plows hit each year. The fountain will be sealed and the electric will be fixed.
- Sherry True asks on behalf of her mother, if any of the board have talked to the seniors about the ‘senior’ exercise equipment that has been agreed on to be purchased and put on the park walking path. Wondering if the seniors are okay with it since there money may be used along with the ARPA funds that were also approved for this purchase; this money is to be donated and used on the seniors from the American Legion. If the equipment being purchased is not designated for the seniors the money from the American Legion cannot be used, ARPA funds only.  
Also trying to determine where these equipment stations will be and how spread out they would be from each other.

**Adjourn Town Board Meeting @ 8:08PM**

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

*Supervisor Watts – Absent, 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