



## CAIRO TOWN BOARD July 1, 2024

### PLEDGE OF ALLEGIANCE

**MINUTES:** June 3, 2024 Board Meeting Minutes

### New Business:

1. Purchase Police Car
2. Short Term Disability Options
3. Purchase or Bond a New Ambulance
4. Petition from Residents of Cairo – Mace Burr

### Old Business:

1. Jerome Avenue Water Improvement Grant

### Correspondence:

1. Resignation of Assessor Clerk
2. Termination of Justice Clerk
3. Concession Stand Inspection Summary Report
4. Children's Camp Inspection Summary Report

### Resolutions:

- 2024-128 Accept EDU Adjustments
- 2024-129 Accept EDU Billing
- 2024-130 Accept Sewer Penalties
- 2024-131 Authorize Supervisor to Sign Letter of Intent to Purchase – Police Car
- 2024-132 Supervisor's Report – June
- 2024-133 Approve Budget Amendments and Payment of Bills – June
- 2024-134 Approve to Increase Short Term Disability Rate through Shelter Point
- 2024-135 Approve to Advertise to Bid – Ambulance Building Heat/AC Units
- 2024-136 Approve Contractor for Demolition of Real Property
- 2024-137 Advertise a Request for Proposal for IT Management Services
- 2024-138 Approve to Hire – Assessor Clerk
- 2024-139 Approve Highway Department to Purchase Equipment

**Resolutions continued:**

- 2024-140 Approve to Purchase Ambulance Equipment
- 2024-141 Approve to Hire Full-time Justice Court Office Administrative Assistant
- 2024-142 Approve Request for Use of the Town Park
- 2024-143 Approve Intent to Purchase an Ambulance

**Monthly Reports –**

1. Ambulance Report – May
2. Assessor Report – April
3. Building and Code Report - May
4. Highway Report – May
5. Library Report - May
6. Police Report – May
7. Tax Collector Report – May/June
8. Zoning Report – May

**Report of Committees –**

- Jason Watts - Festivals/Parades/Youth Fair  
Insurance/Health Insurance  
Parks, Buildings & Grounds
  
- Mary-Jo Cords - Assessor  
Library  
Community Center
  
- Debra Bogins - Highway  
Water/Sewer  
Ambulance  
Greene County EMS
  
- Timothy Murphy - Code/Building/Zoning  
Planning Board  
Animal Control
  
- Michael Flaherty – Courts  
Police

# Town of Cairo Ambulance Service

Po Box 728  
512 Main Street  
Cairo, NY 12413  
518-622-3120

## Monthly Report June 7, 2024

Total calls for May..... 84

Total transported calls.....58

1. The construction of the new bunk Quarters is almost completed. The contractors are doing the final touch ups with the paint and then they will schedule a walk through with myself and EMS Liaison.
2. Overtime was up this Month due to 3 full time employees being out with medical issues. The schedule has been adjusted with part timers and we shouldn't have the same issues in June.
3. Northeastern Rescue sales is going to be bringing two Ambulances down which are Demos to look for possible replacement of 74-2.

<b>TOWN OF CAIRO BOARD MEETING</b>
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<b>ASSESSOR'S MONTHLY REPORT</b>
<b>June 18, 2024</b>

**21 sales/transfers for the month of April 2024**

**4 valid arm's length transfers**

**Grievance May 28, 2024 Cairo Town Hall:**

**7 tax grievances walk-in**

**13 petitions to the BAR**

**1 stipulation to the BAR**

**May 2, 2024 resignation submitted from Carol McBride, clerk/data collector to the assessor**

**Vacancy position available: Assessor's Clerk/Data Collector**

**Janice Hull**

**Sole Assessor**



**TOWN OF CAIRO**  
**BUILDING & CODE ENFORCEMENT**  
**MONTHLY REPORT**  
**May 2024**

**(18)** Building Permits Issued

**(03)** Certificates of Occupancy Issued

**(20)** Certificates of Compliance Issued

**(09)** Municipal Searches

**(02)** New Violations & Complaints

**(01)** Cases in court

**(37)** Total Inspections were performed on current projects, complaints and violations.

**Monthly Fees for May \$7,103.26**

**Year Total for 2024 \$27,551.19**



**Art Evans**  
**Town of Cairo Highway Superintendent**

755 Route 145  
Cairo, NY 12413  
518-622-9515  
518-622-3185 Fax  
518-965-1266 Cell

[highwaysuper@townofcairo.com](mailto:highwaysuper@townofcairo.com)

**Highway Report**



**May 2024**

- Work on non-reflective road signs being replaced is ongoing.
- Mowing shoulders in progress
- Brush trimming is ongoing.
- Highway currently has 7 full time employees 5 with CDL's.
- Preparations for Town Clean-up Day.
- Assisted with Banners and Fountain.
- Adding battery cut off switches to vehicles is ongoing.

### Upcoming projects

Paving of Joseph Chadderdon, John Holzman, Holzman Ext, Bowery Creek,  
John Peter, Marvin, Old South Durham and Sleepy Dutchman  
Will be looking for bids on two pick-up trucks.  
Highway Auction planned for July  
Paving to begin in July  
Yellow Line painting slated for September  
Contract negotiations to begin

### Trucks currently down as of 05/31/2024

- 01 – Ford F350 Exhaust leak on manifold. Too costly to repair. Driven as is. (\$4,400)
- 02 – Ford F350 Exhaust leak on manifold. Too costly to repair. Wheel bearing
- 32 – Ford Pick –up. Wheel bearing, front end wear issues. Retired.
- 08 – Bucket Truck – Water pump, carb vacuum leak

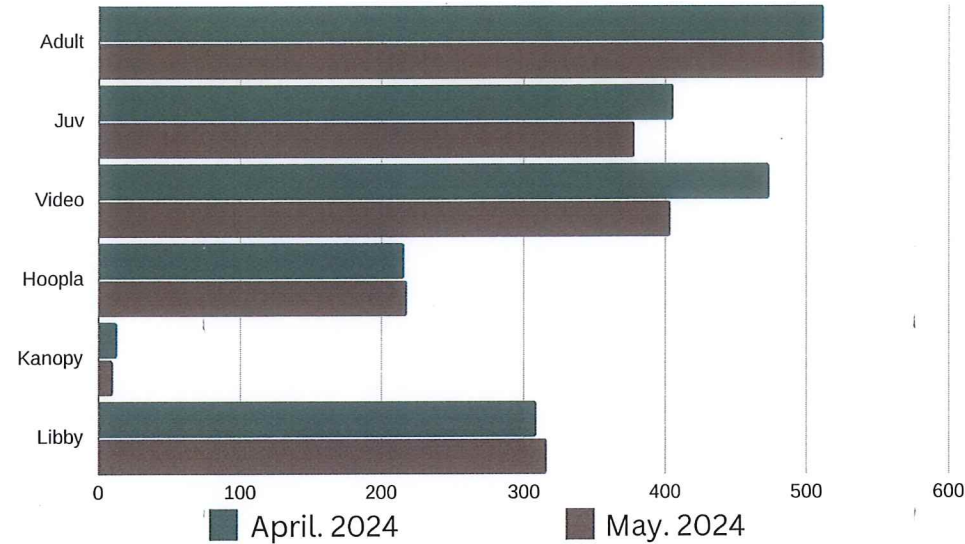
### Plow Trucks

- 09 – Ford – Accelerator pedal needs spring / Rear end shifted. Retired.
- 05 – International – Hydraulic leak.
- 13 – Mack – DPF filter
- 14 – Mack – U-Joints
- 15 – Mack – ABS
- 16 – International – Transfer case. Waiting for parts at Hilltown.
- 18 – Oshkosh. Brake drums and 2 broken wheel studs. – Retired.
- 21 – Ford – Starter - 4x4 not working.- Retired
- 23 - Sterling - Hydraulic Leak
- 26 – Sterling – Misfire

# Library Report

## May 2024

Monthly Circulation



**Visitors:**  
1,202

**New Cards:**  
13

**Programs:**  
23

**Total Circulation for this month: 1,843**

**Amount have saved our Library Patrons this month: \$48,000.55**

### Director's Notes:

**Programming:** We have 4 classes coming to visit the Library in June.

Prom Dress Boutique is over and we outfit 10 high school aged ladies and 2 senior citizens All who are going to junior, senior or "senior" PROM! Thank You All!

**Summer Reading:** Summer reading is upon us and the programming is 4 jam packed weeks.

All ages can sign up and win various prizes through the summer.

Our big events include an OPENING CARNIVAL with Dunk a Librarian and Mini Golf through the Library.

**What I've Been Up To:** I have been working on some decorating for Summer Reading and doing all the behind the scenes work with Sebastian and Crystal.

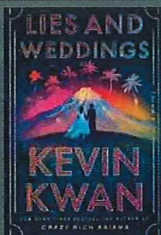
We were excited to have the Kindergarteners come for a field trip which went super well.

Barbara, Mary and I have started to go through the Durham reading room books to add the titles to our collection.

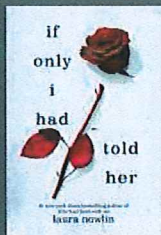
Plus catching up after being away on vacation the Library World moves so fast.

### New Items:

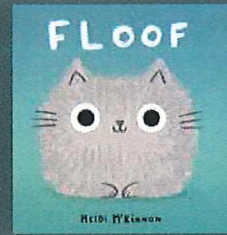
Lies and Weddings  
by  
Kevin Kwan



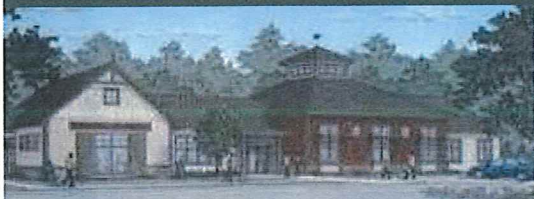
If Only I Had Told Her  
by  
Laura Nowlin



Floof  
by  
Heidi McKinnon



Plus  
More  
Online  
And  
In-Person



# CAIRO PUBLIC LIBRARY



# May 2024 COMPLETED MONTHLY ACTIVITY REPORT

Cairo Police Department  
Town Hall  
P.O. Box 728  
Cairo N.Y. 12413

Phone (518)622-3120 ext. 117 or 118  
Fax (518)622-8418

e-mail [Cairopolice@townofcairo.com](mailto:Cairopolice@townofcairo.com)  
Cell (518)-965-5553

From: Sergeant Busch #110  
Town of Cairo Police Department

To: Jason Watts  
Town Board Members

Re: Report of activities-Month from **May 1st, 2024 thru May 31st, 2024**

(A) Patrol mileage:

Ford 2016 Explorer	574- 302	Total mi = 79,591
Ford 2018 Explorer	575- 605	Total mi = 107,707
Ford 2021 Explorer	576- 442	Total mi = 24,997
Ford 2015 Explorer	577- 0	Total mi = 0

**Total Miles All= 1,349**

(B) Criminal Complaints= 2

TOTAL MANDATED POLICE SJS Incident Reports= **62**

Aid citizens/requests/services= 444

**Total= 506**

(C) Total Accident Responses = **8**

(D) Total Number of Arrests = **4**

(E) Total Uniform Traffic Tickets Issued= **5**



From the desk of  
Town of Cairo Tax Collector

June 12, 2024

To: Supervisor Watts & the Cairo Town Board  
Re: Tax Collector's Report thru June 11, 2024

- I have attached a Collection Summary which indicates all transactions through June 11, 2024. As indicated, 88% of the warrant has been collected totaling an amount of \$7,410,284.72. As of this date there are 259 parcels in Roll 1 that remain unpaid.
- A check in the amount of \$4315.16 was written to the Town of Cairo on June 11, 2024 for May interest (\$5.91) May penalties (\$4211.25) and May 2<sup>nd</sup> notice fees (\$98.00) Checks will continue to be remitted by the 15<sup>th</sup> of each month for interest and penalties as mandated by law.
- A check was submitted to the Greene County Treasurer's office on June 11, 2024 in the amount of \$90,000.00 to go toward the County portion of the warrant. Checks will continue to be remitted to the County by the 15<sup>th</sup> of each month as mandated by law. I have attached a summary of payments to the County for your information.
- The office hours for June are Tuesday and Wednesday from 10am to 2pm or by appointment.
- Please let me know if you have any questions or concerns.

Respectfully submitted,

Susan Hilgendorff  
Tax Collector



Town of Cairo Zoning Enforcement Office  
Monthly Report for May 2024

Inquiries: \_\_\_\_\_ 31 \_\_\_\_\_

Subdivision Applications: \_\_\_\_\_ 3 \_\_\_\_\_

Site Plan Applications: \_\_\_\_\_ 6 \_\_\_\_\_

Complaints/Violations: \_\_\_\_\_ 1 \_\_\_\_\_

Fire Inspections: \_\_\_\_\_ 2 \_\_\_\_\_

Zoning Board of Appeals: \_\_\_\_\_ 2 \_\_\_\_\_

Respectfully Submitted,

*Christine M. Heath*

Christine M. Heath  
Zoning Enforcement Officer  
Town of Cairo Zoning Enforcement Department  
Cairo Town Hall @ 512 Main Street  
PO Box 728, Cairo, NY 12413  
Ph. (518) 622-3120 ext.121