



Minutes

Town of Cairo

Wednesday Aug. 21st, 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 Wednesday Aug. 21st, 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 Flaherty, Council Member Murphy

Absent: Council Member Cords

Old Business:

- IT Bids
 - This will not be voted on tonight. Someone with 'ITS' explains the multiple parts of the proposals that is required for the Town and why there are so many parts and prices.
 - 2 components of the RFP which are the actual service agreement (which ITS currently provides) and another which includes unlimited phone and remote support, additional cyber security, also taking in consideration the Towns budget and a full service. They currently take care of all of the backups, updates, patches, management of work stations, monitoring 24/7, etc. which currently is about \$920 a month.
 - The new service contract that they are proposing is expanding all of the currently services. Unlimited phone and remote support Mon.-Fri. 8am-6pm, includes a certain amount of prepaid hours, other hours can be purchased, annual budget, quarterly meetings, etc.; this comes out to about \$2,100 a month which also includes everything that they were already servicing and more. ITS services about 7 or so other municipalities in multiple counties, this also includes a few police departments and the Sheriff's Dept. and Jail.
- NY Forward Grant
 - The Town was not awarded the Grant, will be trying again next year with someone new as the grant writer. Changes were needed and required within the application for the grant and this was part of the reason it was not awarded.

Correspondence:

- Children's Camp Inspection – August 7th, 2024
 - Operation: ANGELO CANNA TOWN PARK
 - Facility Name: ANGELO CANNA TOWN PARK

Facility Code: 19-AL88

Facility Email: supervisor@townofcairo.com

Facility Address: Joseph Spencer Lane, Cairo NY 12413

To the Attention of:

TOWN OF CAIRO, Janet McKeon

512 Main Street, Cairo, NY 12413

Email: cairosummerrec@gmail.com

Inspection:

Date: August 7, 2024 10:25AM

Inspector: Jordin Mayo (janet.mckeon@health.ny.gov)

Responsible Person: Janet McKeon

Summary:

Number of Public Health Hazards Found: 0

Number of Public Health Hazards NOT Corrected: 0

Number of Other Violations Found: 1

- Work Zone Safety Grant Approved
 - Johanna won the grant for the Highway Department
 - 'Thank you so much for your interest and your application for our work zone safety grant and congratulations on winning. The kit will be delivered to an address specified by you so please let me know where you would like it delivered.'

The Grant Includes:

- 2 Pea-less whistles (for all weather use) with lanyards
- 2 air horns
- 2 flagger handbook pocket guides
- 2 work zone safety pocket guides

Additional Safety Equipment:

- 6 ANSI Class II Vests (lime green, XL)
- 6 Hard Hats
- 2 18 inch stop/slow paddles
- 40 28 inch cones with stripes
- 6 36 inch roll up signs
 - Road work ahead (2)
 - Once lane road ahead (2)
 - Flagger symbol (2)

New Business:

- Ambulance Building
 - The building is coming along nicely; AC/Heat were addressed and units were installed, floors are being done, next will be furniture and beds/bedframes. There is currently a donation account for the ambulance building.
Next will be the senior center, working with the County and State. This will hopefully be moving along sometime next year.
- Water/Sewer
 - The water and sewer expansion was successful across State Route 23 near McDonalds. There are a few companies that may be interested in expanding business, possible car recycling company; names not listed.

- South Cairo Water
 - Council Member Flaherty and Bogins went to a meeting with DOH, EPA and others; after hearing that the South Cairo contamination problem wasn't going to be addressed for 3-5 years, Bogins contacted and had an emergency meeting with Flaherty, Legislatures, EPA, DOT, DEC, owner of Country Estates, etc. As of right now, testing will go beyond the Country Estates, both Council Members contacted residents with letters from DOH informing residents what is going on and to get there water tested ASAP so this process can move forward.

Resolution No. 2024-165 “Approve to Hire/Sign Contract for an IT Company”

WHEREAS, the Town of Cairo is in need of IT Management Services; and,

WHEREAS, the Town of Cairo received six sealed bids for the Request for Proposals advertised on July 1, 2024 from **Intelligent Technology Solutions Inc., Yama Industrials, Inc., Ford Office Technologies, All Covered - Konica Minolta, National Business Technologies and Cloud First Microsoft Cloud First Technology Solutions**; therefore,

BE IT RESOLVED, that Cairo Town Board does hereby approve to sign a contract with _____ in the amount of \$ _____ according to the proposal the Town of Cairo received.

TABLED

Resolution No. 2024-166 “Approve to Hire Part-Time Highway Laborer”

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

WHEREAS, the Town of Cairo Highway Department has a vacancy and is in need of a Laborer

WHEREAS, the Town of Cairo Highway Department has hired Andrew Pagan at an hourly rate of \$18.00 per hour effective August 19, 2024.

BE IT RESOLVED, that Cairo Town Board does hereby approve the hiring of Andrew Pagan effective August 19, 2024.

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

Resolution No. 2024-167 “Amend 2024 Budget to Correct Balances on Expenditure Accounts”

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

WHEREAS, some of the expenditure accounts from 2024 have a negative balance; and

WHEREAS, it is necessary for all expenditure accounts to have a positive balance; therefore

BE IT RESOLVED, the Town Board does hereby authorize the Town Supervisor to amend the expense lines of 2024 as follows:

Transfer From: (Credit)	Amount:	Transfer To: (Debit)	Amount:
A0-1990-4 (Contingency)	\$100.00	A0-3010-460 (Pub Safety Admin – 911 Signs)	\$100.00
A0-1990-4 (Contingency)	\$10,000.00	A0-8020-107 (Planning – Per Ser - Secretary)	\$10,000.00
A0-1990-4 (Contingency)	\$2,000.00	A0-8020-4 (Planning - Contractual)	\$2,000.00
A0-1990-4 (Contingency)	\$800.00	A0-3610-4 (Zoning BofA – Contractual)	\$800.00

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

Resolution No. 2024-168 “Amend 2024 Budget for Unallocated Insurance”

Offered by Supervisor Watts and seconded by Council Member Murphy.

WHEREAS, Town of Cairo received our yearly bill from Marshall and Sterling for Town’s insurance; and

WHEREAS, there is not enough money budgeted for Unallocated Insurance, but there is excess in Contingency; therefore,

BE IT RESOLVED, the Town Board does hereby authorize the Town Supervisor to amend the expense lines in the general fund as follow:

Transfer From: (Debit)	Amount:	Transfer To: (Credit)	Amount:
A0-1990-4	3,855.76	A0-1910-4	3,855.76

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

Resolution No. 2024-169 “Approve to Terminate Appointment of the Animal Control Officer”

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

WHEREAS, the Animal Control Officer is a non-competitive appointed position which has a probationary period up to 52 weeks; and

WHEREAS, Sherry Vieta was appointed on October 23, 2023; therefore,

BE IT RESOLVED, that Sherry Vieta was contact on August 9, 2024 by her Committee Board Member that her appointment was terminated; furthermore,

BE IT RESOLVED, that the Town Board of The Town of Cairo does hereby terminate the appointment as the Town of Cairo Animal Control Officer for Sherry Vieta effective August 9, 2024.

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

Resolution No. 2024-170 “Appoint and Set Salary of the Animal Control Officer”

Offered by Council Member Murphy and seconded by Supervisor Watts.

BE IT RESOLVED, that the Town Board of The Town of Cairo does hereby appoint Donald White as the Animal Control Officer at a set yearly salary of \$7,500.00 paid in equal monthly installments effective August 12, 2024.

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

Resolution No. 2024-171 “Accept Water Penalties”

Offered by Supervisor Watts and seconded by Council Members Flaherty.

WHEREAS, it is necessary for the Water Penalties be authorized by the Town Board and documented in the minutes; therefore,

BE IT RESOLVED, that the Town Board does hereby accept the Water Penalties from the Water Administrator in the amount of \$1,097.26 dated August 13, 2024.

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

Public Monthly Reports: (Not Discussed)

- Ambulance – July
 - Total calls – 90 / transported calls – 66
- Assessor – June/July
 - 22 sales/transfers for the month June
 - 11 valid arm’s length transfers
 - 14 sales/transfers for the month of July

- 5 valid arm's length transfers
- Building and Code – July
 - 19 building permits / 8 municipal searches / 34 total inspections
 - 3 certificates of occupancy / 11 certificates of compliance
 - 2 new violations & complaints / 0 court case for trial / 1 case in court
- Tax Collector
 - As indicated, 89% of the warrant has been collected totaling an amount of \$7,488,126.35. There were a total of 227 bills that remained unpaid at the close of the collection period.
- Police Department – July
 - Total mileage for cars 574/575/576/577: 2,418
 - 0 Criminal Complaints / 128 Incident Reports / 400 Aid citizens/requests/services
 - 3 accident responses / 5 arrests / 20 traffic tickets
- Zoning Department – June
 - 36 inquiries / 4 subdivision applications / 5 site plan applications
 - 4 complaints/violations / 0 fire inspections / 0 zoning board of appeals

Adjourn Town Board Meeting @ 7:32PM

Offered by Council Member Flaherty and seconded by Supervisor Watts.

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

Respectfully Submitted

Kayla L. McAlister
Cairo Town Clerk