



Minutes

Town of Cairo

Monday Aug. 5th, 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 Aug. 5th, 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:

July 1st, 2024:

Vote on next month, no voting quorum.

July 17th, 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 – Aye, Council Member Murphy – Aye. Motion Carried.

New Business:

- New York Municipal Insurance Reciprocal Renewal – Email/Phone Vote
 - *Resolution No. 2024-154 “Authorize Supervisor to Sign NYMIR Insurance Renewal Proposal”*
- Request for Proposal – IT Services – Sealed Bid Opened – **TABLED FOR NEXT MEETING**
 - Businesses that are as follows;
 - Intelligent Technology Solutions Inc.
 - Yama Industrials, Inc.
 - Ford Office Technologies
 - All Covered – Konica Minolta
 - National Business Technologies
 - Cloud First Microsoft/Cloud First Technology Solutions

Correspondence:

- Agriculture Fairgrounds Pre-Operations Inspection – July 24, 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, Jason Watts

512 Main Street, Cairo, NY 12413

Email: supervisor@townofcairo.com

Pre-Op Inspection:

Date: July 24, 2024 1:00 PM

Inspector: Andrew Vitolo (andrew.vitolo@health.ny.gov)

Responsible Person: Alex Johnk

Summary:

Number of Public Health Hazards Found: 0

Number of Public Health Hazards NOT Corrected: 0

Number of Other Violations Found: 1

- Agricultural Fairgrounds Inspection – July 26, 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, Jason Watts

- 512 Main Street Cairo, NY 12413

- Email: supervisor@townofcairo.com

- Inspection:**

- Date: July 26, 2024 10:45 AM

- Inspector: Jordin Mayo (jordin.mayo@health.ny.gov)

- Responsible Person: Craig Seaburg

- Summary:**

- Number of Public Health Hazards Found: 0

- Number of Public Health Hazards NOT Corrected: 0

- Number of Other Violations Found: 4

- Greene County Youth Bureau Report – Summer Recreation Program

- ‘NYS Office of Children Youth and Families (OCFS) requires that Youth Bureau monitor their funded programs. The Town of Cairo Summer Recreation & Sports has been approved for a \$5,927.82 grant award for the year.

- The Department monitored the program on July 19, 2024. The program is operating in compliance with the application submitted to the Greene County Youth Bureau.’

Resolution No. 2024-154 “Authorize Supervisor to Sign NYMIR Insurance Renewal Proposal”

Offered by Supervisor Watts (via email) and seconded by Council Member Murphy.

WHEREAS, the current New York Municipal Insurance Reciprocal (NYMIR) Policy expires August 4, 2024; and,

WHEREAS, NYMIR is requesting that the proposal be signed by the Supervisor by 3:30pm on August 2 to avoid a lapse in coverage; Therefore,

BE IT RESOLVED, that the Cairo Town Board does hereby authorize the Supervisor to accept and sign the Municipal Insurance Proposal with NYMIR not to exceed the amount of \$124,285.76 for the policy term of August 4, 2024 to August 4, 2025 via an email/in person/office vote on August 1 - August 2, 2024.

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

Resolution No. 2024-155 "Authorize the Supervisor to Sign the Teamsters Union Contract for the Highway Department"

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

WHEREAS, The Cairo Town Board has negotiated with the Town of Cairo Highway Department and Teamsters Union to settle on their 2025 to 2027 contract; Therefore,

BE IT RESOLVED, that the Town Board hereby votes to ratify the Teamsters Union Contract for the Highway Department from 1/1/2025 through 12/31/2027 and for the Supervisor to sign the final contract.

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

Resolution No. 2024-156 "Budget Amendments and Payment of Bills on Abstract #307 for July Payables & Prepaid"

Offered by Council Member Flaherty 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 #307 Payables and Prepaids, consisting of V4 #00476-00557 in the amount of \$ 194,016.19 is approved for payment;

The total amount to be paid from the:

General Fund -	\$ 98,277.93	Hydrant –	\$ 8,500.00
Highway Fund -	\$ 50,141.88	Capital Projects -	\$ -0-
Street Lighting -	\$ 5,106.49	Polly's Rock -	\$ -0-
Sewer Fund -	\$ 13,218.74	Trust & Agency -	\$ 1,421.62
Water Fund -	\$ 17,349.53	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. 2024-157 "Amend 2024 Budget for LE Tech Police Grant"

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

WHEREAS, the town received grant money for the police department for technological improvements in 2024; and

WHEREAS, it is necessary for accounting purposes to track the expenses and appropriations associated with these funds; therefore,

BE IT RESOLVED, the Town Board does hereby authorize the Town Supervisor to credit the expense line item A-3120.401 (Police Contractual - Grant) to reflect the increase in General Fund Appropriations \$58,838.00 and; debit the appropriated fund balance A-599 (Appropriated Fund Balance) to reflect the appropriation in General Fund in the amount of \$58,838.00 in the 2024 budget.

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

Resolution No. 2024-158 "Authorize Implementation and Funding of Bridge NY Culvert Project on Polly Rock Road over Kiskatom Brook"

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

WHEREAS, a project for the BRIDGENY/CULVERT NY, BIN 2200580 Polly Rock Road over Kiskatom Brook, Bridge Replacement, Town of Cairo, PIN 1762.02/D040704 (the "Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 95% Federal funds and 5% non-federal funds; and

WHEREAS, the Town of Cairo desires to advance the Project by making a commitment of 100% of the costs of Construction work for the Project or portions thereof; therefore,

BE IT RESOLVED, that the Town Council hereby approves the Project; and furthermore,

BE IT RESOLVED, that the Town Council hereby authorizes the Town of Cairo to pay 100% of the cost of Design and Construction work for the Project or portions thereof, with the understanding that qualified costs may be eligible for federal-aid, state-aid or reimbursement from Bridge NY funds; and furthermore,

BE IT RESOLVED, that the sum of \$15,000.00 (fifteen thousand) is hereby appropriated from the Town of Cairo **Highway Funds** and made available to cover the cost of participation in the above phase(s) of the Project; and furthermore,

BE IT RESOLVED, that the Town Council hereby agrees that the Town of Cairo shall be responsible for all costs of the Project which exceed the amount of the NY Bridge Funding awarded to the Town of Cairo; and furthermore,

BE IT RESOLVED, that in the event the costs of the Project exceed the amount of Bridge NY funding appropriated, the Town Council shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the New York State of Transportation thereof; and furthermore,

BE IT RESOLVED, that the Town Council hereby agrees that Town of Cairo hereby commits that construction of the Project shall begin no later than twenty-four (24) months after award and the construction phase of the Project shall be completed within thirty (30) months; and furthermore,

BE IT RESOLVED, that the Supervisor of the Town Council of the Town of Cairo be and is hereby authorized to execute all necessary agreements, certifications or reimbursement requests with NYSDOT for State Aid and/or Bridge NY funding on behalf of the Town of Cairo and in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's funding of the Project costs; and furthermore,

BE IT RESOLVED, that the Town of Cairo will be responsible for all maintenance of the Project; and furthermore,

BE IT RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project; and furthermore,

BE IT RESOLVED, this Resolution shall take effect immediately

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

Resolution No. 2024-159 “Accept Sewer Use Billing”

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

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 \$ 29,482.95, dated August 1, 2024.

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

Resolution No. 2024-160 “Authorizing Public Hearing”

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

WHEREAS, the Town of Cairo is proposing to obtain comments on the proposed replacement of Polly's Rock Road over Kiskatom Brook from individual groups, officials, and local agencies; and,

WHEREAS, the Town of Cairo is specifically soliciting comments on the development of alternatives for the project and comments of the project's social, economic, and environmental effects; and,

WHEREAS, this public informational meeting is part of the continuing efforts by the Town, the New York State DOT, and the Federal Highway Administration to encourage public input into the development of transportation projects; and

WHEREAS, a Public Hearing is necessary for the federal aid process and needs to be held before DOT will grant design approval; Therefore,

BE IT RESOLVED, that on September 9, 2024 at 7:00 pm, at the Cairo Town Hall, the Cairo Town Board shall hold a Public Hearing.

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

Resolution No. 2024-161 “Approve Hiring 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 William Spring at an hourly rate of \$18.00 per hour effective August 5, 2024.

BE IT RESOLVED, that Cairo Town Board does hereby approve the hiring of William Spring effective immediately

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

Resolution No. 2024-162 “Agreeing to Waive 30-Day waiting period for State Liquor Authority License for Mountain Brauhaus, Hasenkopf, LLC”

Offered by Council Member Bogins and seconded by Council Member Murphy

WHEREAS, in accordance with the New York State Liquor Authority application process an applicant is required to submit a notice to the municipality in which it will be located at least 30 days prior to the issuance of such license, and

WHEREAS, the Mountain Brauhaus, Hasenkopf, LLC located at 403 Winter Clove Road, Round Top has requested that such 30-day waiting period be waived; now therefore,

BE IT RESOLVED, that the Town Clerk is hereby authorized to attach a certified copy of this resolution to the SLA (Standardized Notice Form for providing 30-Day Advanced Notice to a Local Municipality or Community Board) and forward same to the applicant and/or NY State Liquor Authority.

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

Resolution No. 2024-163 “Approve Police Department to Spend Grant Funds”

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

WHEREAS, the town received a grant from the New York State Division of Criminal Justice Services Law Enforcement Technology (LETECH) program, that is to be used for the Cairo Police Department to purchase law enforcement technology and equipment; and

WHEREAS, it is necessary for Sergeant Richard Busch to place orders utilizing the grant; and

WHEREAS, there was a power surge on July 25, 2024 that created extensive damages to the police department servers; therefore,

BE IT RESOLVED, that an emergency vote was conducted and Michael Flaherty (email vote), Debra Bogins (email vote) and Jason Watts (phone vote) approved Yama Industrial to install the police department computer server not to exceed \$24,500 out of the \$58,838.00 of the LETECH grand funds; furthermore,

BE IT RESOLVED, the Town Board does hereby authorize Sergeant Richard Busch to place orders to spend the remaining grant funds left over for law enforcement technology and equipment identified in the Grant Award Notice attached.

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

Resolution No. 2024-164 “Receipt of Monthly Supervisor’s Report”

Offered by Council Member Murphy and seconded by Council Member Bogins

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 July 2024. *Supervisor Watts – Absent, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Murphy – Aye. Motion Carried.*

Resolution No. 2024-165 “Approve to Sign a Contract with IT Company for Town of Cairo”

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

Public Monthly Reports: (Not Discussed)

- Assessors – July
 - 22 sales/transfers for the month of May 2024
 - 9 valid arm’s length transfers
 - Final Roll filed July 1, 2024

Adjourn Town Board Meeting @ 7:45PM

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.

Respectfully Submitted

Kathleen Rockefeller
Cairo Deputy Clerk