



Minutes

Town of Cairo

Monday September 9th, 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 September 9th, 2024, at the Town Hall, Main Street, Cairo, New York. Council Member Cords called the meeting to order @ 7:01PM and asked the attendees to Pledge Allegiance to the Flag.

Attendance: Supervisor Watts, Council Member Cords, Council Member Flaherty, Council Member Murphy

Absent: Council Member Bogins

Minutes:

August 5th, 2024:

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

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

New Business:

- Public Hearing – Polly’s Rock Road over Kiskatom Brook Bridge Replacement
 - Offered by Supervisor Watts and seconded by Council Member Flaherty
 - Opened @ 7:02PM

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

- Byron Raych and Joseph Fremante from Barton and Loguidice spoke on the Polly’s Rock Road Bridge Replacement Project.
- Location of this is the Polly’s Rock Road over the Kiskatom Brook, east of the intersection after Winter Clove Road. This is a replacement and hydraulic improvement project. There will also be right-of-way takings around the bridge, with a temporary onsite detour use for traffic during this time. The total length of the project is approx. 300 feet along Polly’s Rock Road.
- This project is required to be approved by both the NYSDOT and FHWA; 95% of the funds are Federal and State while the other 5% are local funds.
- The current condition of the bridge is mostly the deterioration, which is causing section loss around the steel girders, which then causes a lower load holding of the bridge,

which is currently at 10 tons. Due to this deterioration caution cones are required to be put down which then makes the bridge narrower and harder for traffic to pass.

- The overall goals of this project is replacing the structure of the bridge which should have a 75 year life span. Also improving the capacity of under the bridge for standard 50 and 100 year floods. There are other cost effective replacement alternatives due to the long term maintenance costs. *(All alternatives can be found on the Town website)*
- Schedule to date;
 - Design Approval: November 2024
 - Right-Of-Way: January 2025
 - Final Design Complete: February 2025
 - Bidding: March 2025
 - Construction Begins: June 2025
 - Construction Complete: November 2025
- *All other information can be found on the Town of Cairo website (townofcairo.com)*
- M. Gorelick addresses a few things;
 - What is a feet taking? *A permanent easement or when the Town purchases the land that is required/needed for the space/area of the bridge. The grant money will cover the purchase of this property required for the project.*
 - Spalling concrete is a bad pour that you can accommodate by using precast concrete. *The concrete that is there is going to be removed, spalling can happen to concrete overtime, any type of concrete. They plan to have a better more up to date concrete so it won't deteriorate as quickly. There are some pours that are much more regulated than they used to be.*
 - Surface of the road, driving area, width of the road, capacity? *Asphalt will be on top of the concrete. The road will be wider than it used to be, much easier to have two cars pass at the same time. Capacity will be to today's standards, not what it was when it was originally built; it will be more than what it is currently posted as. Future amount of 36-40 tons.*
- A gentleman asks about the curvature; since the bridge is being raised 3 feet, will the road be a flat surface or will it be more curved? *The bridge will be a linear slope from one crest to the next crest. The picture that is being shown is much more zoomed in so you can recognize the curve versus if you were further away it would not be as pronounced. It will be sloped in two different directions.*
- A woman asked about the dotted line on the map. *That is the existing/current place where the bridge sits. The reason the bridge floods is because it is at the bottom of the curve, it's at the low point.*

She then asks about the purchasing of the property from the 4 surrounding properties, also addressing that one of them does not live up here permanently. *The contractor of the project is in charge of contacting these people about their properties; these people have already been reached out to both in person and through the mail about what is going on and needed with these right of ways.*
- A different gentleman asks about the temporary bridge and if that will be open the day the current bridge is to be closed, so there is no lapse of traffic? *There should be no days that there can't be traffic going across. There will be no days, which will be a requirement.*
- Supervisor Watts addresses that this is the only bridge that the Town of Cairo owns. Once the Bridge is complete it will be handed over to the County so they will be fully responsible for it.

- Highway Superintendent mentions that it is the only and last Town owned Bridge in Greene County.
 - A third gentleman asks what the cost of this project is. *The projected costs are about 1.2-1.3 million dollars or at least that is what the grant is for. Should have a more specific figure once they get into the actual design process for the bridge, they can have a more projected idea of costs.*
 - Even with all the construction vehicles it is required that all roadways and driveways are accessible for residents and their properties.
- Offered by Council Member Cords and seconded by Council Member Flaherty.
 - Closed @ 7:29PM
- Zoning Law Modification of Section VI – Accessory Buildings and Uses
 - The Board is looking into changing the Town of Cairo Zoning Law ‘Section VI. GENERAL REGULATIONS FOR ALL DISTRICTS, A. General Review Standards, 5(a). Accessory Buildings and Uses’.
 - This is a change in order to allow people who own vacant land who would like to put some other structure other than a house on their property. In the current zoning law you must have a house on the property in order to put up another structure, such as a barn or garage. The board is looking to change this where you do not have to have a house on your land before putting up other structure.
Supervisor Watts plans to have more information on this at the next board and then set up a public hearing to implement this change.
- Police Department Requesting Use of the Route 32 Building
 - The Cairo Police Department is requesting use of the Route 32 Building (Ambulance/Senior Center) for Active Shooter Training on Saturday September 28th, 2024 starting at 1PM.

Old Business:

- IT Contract
 - *Resolution No. 2024-165*

Correspondence:

- Resignation of Parks, Buildings and Grounds Supervisor
 - ‘Please accept this letter as my formal resignation from my position as Parks, Buildings and Grounds Supervisor at the Town of Cairo. My last day of work will be on Sept. 24th, 2024, in accordance with the notice period in our employment contract.
I have been offered a new opportunity that I have decided to pursue. While I have thoroughly enjoyed my time at the Town of Cairo and appreciate the opportunities that have been given to me, I just believe that this new role aligns best for my career path and future.
I would like to express my gratitude to the Town Board and employees I have worked with for almost 7 years. I have learned so much and developed skills I will carry throughout my career.
H. Sprague’

Resolution No. 2024-138 “Approve Hiring Part Time Assessor Clerk”

Offered by Supervisor Watts and seconded by Council Member Cords.

WHEREAS, the Town of Cairo has a vacancy and is in need of a Part Time Assessor Clerk; and

WHEREAS, the Town of Cairo has received two employment applications for the position. Therefore;

BE IT RESOLVED, that Cairo Town Board does hereby approve the hiring of Alexandra Butler at \$ 16.00 per hour, not to exceed 40 hours per pay period, effective September 10th, 2024.

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

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

Offered by Supervisor Watts and seconded by Council Member Cords.

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,

WHEREAS, the Town Board put the August 5, 2024 and the August 21, 2024 resolutions on hold to conduct a comprehensive comparison of the submissions; therefore,

BE IT RESOLVED, that Cairo Town Board does hereby approve to sign a contract with **Intelligent Technology Solutions Inc.** in the amount of \$ **28,239.99** according to the proposal the Town of Cairo received.

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

Resolution No. 2024-172 “Amend 2024 Budget to Correct Balances on Expenditure Accounts”

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

WHEREAS, it is necessary for all expenditures to be out of the correct expenditure account; and

WHEREAS, the expenditure accounts for youth program personnel needs 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:	Amount:	Transfer To:	Amount:
(Credit)		(Debit)	
A0-7110-150	\$ 2,628.31	A0-7310-150	\$ 2,628.31
(Parks Personnel)		(Youth Program Personnel)	

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

Resolution No. 2024-173 “Budget Amendment and Payment of Bills on Abstract #308 for July Payables & Prepaids”

Offered by Supervisor Watts 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 #307 Payables and Prepaids, consisting of V4 #00558-00636 in the amount of \$ 469,243.31 is approved for payment;

The total amount to be paid from the:

General Fund -	\$ 365,687.87	Hydrant –	\$ -0-
Highway Fund -	\$ 81,871.72	Capital Projects -	\$ -0-
Street Lighting -	\$ 5,343.26	Polly’s Rock -	\$ -0-
Sewer Fund -	\$ 2,677.11	Trust & Agency -	\$ 1,258.73
Water Fund -	\$ 12,404.62	Special Fire -	\$ -0-

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

Resolution No. 2024-174 “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 August 2024.

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

Resolution No. 2024-175 “Approve Leave of Absence”

Offered by Supervisor Watts and seconded by Council Member Murphy.

WHEREAS, the Town of Cairo Ambulance AEMT Miranda Vedder has requested to take a 1 year unpaid leave of absence and would return to work August 15, 2025.

WHEREAS, the Town of Cairo Ambulance department has approved AEMT Vedder to take a unpaid leave of absence returning to work August 15, 2025. Therefore;

BE IT RESOLVED, that Cairo Town Board does hereby approve a 1 year unpaid leave of absence returning to work August 15, 2025 to AEMT Vedder.

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

Resolution No. 2024-176 “Approve Moving Full-Time AEMT to Part-Time AEMT”

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

WHEREAS, the Town of Cairo Ambulance AEMT Miranda Vedder has requested to resign from her Full-time position and be moved to part-time employee status.

WHEREAS, the Town of Cairo Ambulance department has approved AEMT Vedder to be moved from full time status to part time status, therefore;

BE IT RESOLVED, that Cairo Town Board does hereby approve the resignation of AEMT Vedder as a full time AEMT and will move employee to part time AEMT status.

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

Resolution No. 2024-177 “Elected Officials Record of Activity & Days Worked for NYSLRS Reporting”

Offered by Supervisor Watts and seconded by Council Members Cords.

WHEREAS, Elected Officials have to submit a three month Record of Activity Report which is valid for 8 years to the Town Board for review. Therefore;

BE IT RESOLVED, the Town Board does hereby accept the Record of Activities submitted as official duties of the Town of Cairo; and furthermore,

BE IT RESOLVED, the Town Board approved the Town Clerk to certify the Standard Work Day and Reporting Resolution for Elected and Appointed Officials results listed for Tanja Sirago on the RS 2417-A.

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

Public Monthly Reports: (Not Discussed)

- Highway Department – July
 - Work on non-reflective road signs being replaced is on-going
 - Mowing shoulders in progress

- Brush trimming is ongoing
- Highway currently has 7 full time employees, 5 with CDL's
- Adding battery cutoff switches to vehicles is ongoing
- Road patching is ongoing

Adjourn Town Board Meeting @ 7:52PM

Offered by Council Member Flaherty and seconded by Council Member Cords

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

Respectfully Submitted

Kayla L. McAlister
Cairo Town Clerk