



## Minutes

Town of Cairo

Monday October 7<sup>th</sup>, 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 October 7<sup>th</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 Murphy

Absent: Supervisor Watts, Council Member Flaherty

### Minutes:

**August 21<sup>st</sup>, 2024:**

TABLED; NO VOTING QUORUM

**September 9<sup>th</sup>, 2024:**

TABLED; NO VOTING QUORUM

### New Business:

- Public Hearing – Amend Zoning Laws Sect. VI –A-5
  - The Public Hearing was **cancelled** until the next meeting. This will be to amend Zoning Laws On Section VI. –A.-5. Looking to change the law on putting a shed on property that has nothing on it at this time. At this time there must be a house or garage on the property.
- Public Hearing – Override Tax Levy Limit
  - **TABLED** next meeting.
- Park Benches
  - To start looking for what park benches. Also concrete approximately for a 26" x 20" slab for two ping pong tables to be place on concrete.

### Correspondence:

- Resignation Letter – Planning Board Member
  - 'This is to inform you that for family medical reasons I must resign my position as alternate on the Planning Board, effective 12.31.24. I have enjoyed serving the people of Cairo on the Planning Board and in many other capacities. Thank you for the Opportunity. R. Lorenz'
- Letter from the Office of the County Administration
  - 'As you are aware, Greene County will be acting as lead agent for the reconstruction of the future Cairo Community Center which will be located on Route 32 in Cairo and be a replacement for the existing Acra Community Center. As lead agent, Greene County will handle all matters of design, bidding, and construction management of the new site.

The estimated project construction cost is approx... 2.7 million dollars. This includes the extension of water and sewer from, approx., the intersection of Route 32 and 23B up to the new facility. The County will also seek funding on the amount of \$500,000 via the office of Senator Hinchey though the CREST Program. Imperative to this project will be the Town of Cairo’s commitment to either sell the existing Acra site and contribute the proceeds to the project or an equivalent for market value and to use that appraised value as the Town’s contribution to the project. If, however, the property sells for an amount greater than the appraisal, the additional funding will also be remitted to the project. For budgetary purposes, we are estimating the value to be \$400,000 to be contributed to a capital project. Further, a new Lease Agreement will need to be a made between Greene County and the Town of Cairo for the new Center, for which, the Town will not seek rent of utility payments from the County due to the extensive financial contribution of the project. Therefore, please remit to the County, at your earliest convenience, a Memorandum of Understanding as per the details highlight above. Lastly, after joint resolution as adopted by the respective boards, an intermunicipal agreement will also need to be approved detailing the project costs, lead agency by the County, and the Town’s willingness to accept the terms and conditions thereof. Should you have any questions, please do not hesitate to contact my office. S. Groden’

**Resolution No. 2024-189 “Agreeing to Waive 30-Day waiting period for State Liquor Authority License for Glens Falls House” (Approved over email responses on September 26, 2024)**

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

**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 Glen Falls House located at 230 Winter Clove Road, Round Top has requested that such 30-day waiting period be waived; 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 – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – No Response, Council Member Murphy – No Response. Motion Carried.*

**Resolution No. 2024-190 “Budget Amendments and payment of Bills on Abstract #309 for September Payables & Prepaids”**

Offered by Council Member Cords 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 #309 Payables and Prepaids, consisting of V4 #00637-00718 in the amount of \$ 314,743.21 is approved for payment;

The total amount to be paid from the:

|                   |               |                    |             |
|-------------------|---------------|--------------------|-------------|
| General Fund -    | \$ 218,856.17 | Hydrant –          | \$ -0-      |
| Highway Fund -    | \$ 46,331.40  | Capital Projects - | \$ -0-      |
| Street Lighting - | \$ 5,951.67   | Polly’s Rock -     | \$ -0-      |
| Sewer Fund -      | \$ 24,741.44  | Trust & Agency -   | \$ 1,261.12 |
| Water Fund -      | \$ 17,601.41  | Special Fire       | - \$ -0-    |

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

**Resolution No. 2024-191 “Approve to Hiring Full Time Justice Court Office Administrative Assistant”**

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

**WHEREAS**, the Town of Cairo Court has a vacancy and need of a full time Justice Court Office Administrative Assistant; and

**WHEREAS**, the Town of Cairo Court has hired Sydney Henderson at an hourly rate of \$20.50 per hour effective October 1, 2024; therefore,

**BE IT RESOLVED**, that Cairo Town Board does hereby approve the hiring of Sydney Henderson, at the rate of \$20.50 per hour retroactive to the approved effective date, not to exceed 40 hours/per week, effective October 1, 2024.

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

**Resolution No. 2024-192 “Approve to Hire Full-Time Parks, Buildings & Grounds Employee”**

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

**WHEREAS**, is currently a full-time employment vacancy in the Town of Cairo in the Parks, Buildings and Grounds Department at a rate of pay of \$17.00 per hour; Therefore,

**BE IT RESOLVED**, that the Town Board of the Town of Cairo approves to hire Harley Conner for full-time employment in the Parks, Buildings and Grounds Department at a pay rate of \$17.00 per hour effective October 9, 2024.

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

**Resolution No. 2024-193 “Receipt of Monthly Supervisor’s Report”**

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

**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 September 2024.

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

**Resolution No. 2024-194 “Approve to Adopt the Pro-Housing Communities Pledge”**

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

**WHEREAS**, the Town of Cairo believes that the lack of housing for New York residents of all ages and income levels negatively impacts the future of New York State’s economic growth and community well-being; and,

**WHEREAS**, the housing crisis has negative effects at regional and local levels, we believe that every community must do their part to contribute to housing growth and benefit from the positive impacts a healthy housing market brings to communities; and

**WHEREAS**, the Town of Cairo believes that supporting housing production of all kinds in our community will bring multiple benefits, including increasing housing access and choices for current and future residents, providing integrated accessible housing options that meet the needs of people with sensory and mobility disabilities, bringing economic opportunities and vitality to our communities, and allowing workers at all levels to improve their quality of life through living closer to their employment opportunities; and

**WHEREAS**, the Town of Cairo believes that evidence showing that infill development that reduces sprawl and supports walkable communities has significant environmental and public health benefits; and

**WHEREAS**, the Town of Cairo believes that affirmatively furthering fair housing and reducing segregation is not only required by law, but is essential for keeping our community strong and vibrant; therefore,

**BE IT RESOLVED**, that the Town of Cairo, in order to take positive steps to alleviate the housing crisis, adopts the Pro- Housing Communities pledge, which will have us endeavor to take the following important steps:

1. Streamlining permitting for multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.
2. Adopting policies that affirmatively further fair housing.
3. Incorporating regional housing needs into planning decisions.
4. Increasing development capacity for residential uses.
5. Enacting policies that encourage a broad range of housing development, including multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.

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

**Resolution No. 2024-195 “Approve Grant Writer for NYS (New York Forward) Grant Program”**

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

**WHEREAS**, the New York State legislature in the state budget created the “New York Forward Round 3” grant program (“NYF”); and

**WHEREAS**, such program was designed to invigorate and enliven downtowns in New York’s smaller and rural communities – the type of downtowns found in villages, hamlets and other small, neighborhood-scale municipal centers; and

**WHEREAS**, the Town of Cairo supports the revitalization of its downtown area and recognizes the need for enhanced activity and revitalizing measures; Therefore,

**BE IT RESOLVED** that the Town of Cairo hereby authorizes Nicole Ambrosio, Ambrosio Ink, to author the Towns’ NYF grant application.

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

**Resolution No. 2024-196 “Accept Water Billing”**

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

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

**BE IT RESOLVED**, that the Town Board does hereby accept the Water Billing from the Water Administrator in the amount of **\$48,204.35** dated October 1, 2024.

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

**Resolution No. 2024-197 “Grant Permission for the Board Members, Bookkeeper and Town Clerk to Attend the 2025 Annual Meeting & Training School”**

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

**WHEREAS**, The Town of Cairo Board Members, Bookkeeper and Town Clerk have been authorized to attend the New York State Association of Towns 2025 Annual Meeting & Training School being held on February 16-19, 2025 in New York, NY, and

**WHEREAS**, the early bird (available through October 31, 2024) Registration fee for member municipality, conference is \$120/non-member municipality, conference is \$145. Therefore;

**BE IT RESOLVED**, that the Town Board of the Town of Cairo does hereby grant permission for reimbursement of Registration Fees, hotel (early bird rate = \$295/night if reserved by Oct 30, 2024), mileage and toll expenses to attendees, per the Town of Cairo Travel Policy.

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

**Resolution No. 2024-198 “Advertise for Bid – Concrete Slab at the Angelo Canna Town Park”**

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

**WHEREAS**, there is a need for approximately 26’ X 20’ concrete slab for two concrete ping pong tables (9’ L x 5’ W) to be placed on; therefore,

**BE IT RESOLVED**, that the Town Board of the Town of Cairo does hereby approve the advertisement to have a concrete slab constructed within the Angelo Canna Town Park

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

**Resolution No. 2024-199 “Authorizing Public Hearing”**

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

**WHEREAS**, the Town of Cairo is required to hold a Public Hearing introducing the 2025 Preliminary Budget to the Town of Cairo Residents. Therefore;

**BE IT RESOLVED**, that on November 16, 2024 at 7:00PM, at the Cairo Town Hall, the Cairo Town Board shall hold a Public Hearing to present the 2025 Preliminary Budget to the residents of the Town of Cairo.

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

**Resolution No. 2024-200 “Approve Stipend for Code Enforcement Officer for Performing Building Inspector Duties”**

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

**WHEREAS**, the Town of Cairo’s Code Enforcement Officer has taken all duties of the Building Inspector in addition to her own responsibilities since the August 10<sup>th</sup>, 2024; and

**WHEREAS**, the Town of Cairo’s Code Enforcement Officer is training a new Building Inspector that won’t be able to perform their duties until after the completion and passing of four courses (projected completion date January 2025); therefore,

**BE IT RESOLVED**, that Cairo Town Board does hereby approve a stipend of \$500 per pay period for the Code Enforcement Officer prorated retroactively to August 10<sup>th</sup>, 2024 and to continue until the newly appointed building inspector is certified to perform inspections.

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

**Resolution No. 2024-201 “Approve Highway Department to Purchase Two Trucks”**

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

**WHEREAS**, the Highway Department is in need of two 2024 Ford F350 4 wheel drive pickup trucks; and,

**WHEREAS**, the Highway Department has \$100,000.00 in the 2024 Equipment-New Trucks budget that has not been obligated; therefore,

**BE IT RESOLVED**, that the Town Board of the Town of Cairo approves of the purchase of two 2024 Ford F350 4 wheel drive pickup trucks in the amount not to exceed \$100,000.00.

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

**Public Monthly Reports: (Not Discussed)**

- Library – August
  - 1,670 Visitors / 34 new cards / 33 programs / 2,307 items circulated

**Adjourn Town Board Meeting @ 7:45PM**

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

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

Respectfully Submitted

Kathleen Rockefeller  
Cairo Town Clerk