



## Minutes

Town of Cairo

Monday December 9<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 December 9<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: Supervisor Watts, Council Member Bogins, Council Member Cords, Council Member Murphy

Absent: Council Member Flaherty

### Minutes:

#### **November 20<sup>th</sup>, 2024:**

Offered by Council Member Bogins and seconded by Supervisor Watts.

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

### New Business:

- 2025 MVP Health Care Renewal Contract
  - *Resolution No. 2024-240*
- Water/Sewer Software Support Contract
  - *Resolution No. 2024-249*

### Old Business:

- New Copier/Printer for Assessor's Office
  - This machine will fold papers making the large mass mailing quicker and less time consuming
  - *Resolution No. 2024-227*

### Other Discussion:

- The Board discussed Local Law #2 of 2022. Discussion of who actually should be responsible for cleaning off the sidewalks on Main Street. Some Towns take care of it themselves in the County, most Towns have the business owners responsible for cleaning up there storefronts.

### **Resolution No. 2024-225 "Approve Supervisor to Sign a Ground Lease with Greene County Agricultural Society"**

Offered by Supervisor Watts and seconded by Council Member Cords.

**WHEREAS**, the Town Board of the Town of Cairo recognizes that there is a need for a ground lease between the Town of Cairo and Greene County Agricultural Society for the approved cold storage building being constructed for the Greene County Youth Fair to utilize; therefore,

**BE IT RESOLVED**, that the Town Board of the Town of Cairo does hereby authorize the Supervisor to sign the ground lease between the Town of Cairo and Greene County Agricultural Society.

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

**Resolution No. 2024-227 “Approve to Purchase New Copier/Printer – Assessor’s Office**

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

**WHEREAS**, the Town Assessor’s copier contract is expiring in December 2024; and

**WHEREAS**, the copier is too old to replace parts; therefore,

**BE IT RESOLVED** that the Town Board of the Town of Cairo approves the purchase of a copier/printer in the amount of \$9141.14 which includes 10 year service/maintenance plan.

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

**Resolution No. 2024-238 “Receipt of Monthly Supervisor’s Report”**

Offered by Council Member Bogins 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 November 2024.

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

**Resolution No. 2024-239 “Budget Amendments and Payment of Bills on Abstract #311 for November Payables & Prepaids”**

Offered by Council Member Cords and seconded by Supervisor Watts.

**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 #311 Payables and Prepaids, consisting of V4 #00784-00873 in the amount of \$ 638,067.77 is approved for payment;

The total amount to be paid from the:

|                   |               |                    |             |
|-------------------|---------------|--------------------|-------------|
| General Fund -    | \$ 492,543.11 | Hydrant –          | \$ -0-      |
| Highway Fund -    | \$ 73,282.98  | Capital Projects - | \$ -0-      |
| Street Lighting - | \$ 6,043.74   | Polly’s Rock -     | \$ -0-      |
| Sewer Fund -      | \$ 50,939.59  | Trust & Agency -   | \$ 1,265.88 |
| Water Fund -      | \$ 13,992.47  | Special Fire -     | \$ -0-      |

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

**Resolution No. 2024-240 “Authorize Supervisor to Sign the 2025 Renewal Contract with MVP Health Care”**

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

**WHEREAS**, the MVP Employee Benefits Health Care Contract expires on December 31, 2024; and,

**WHEREAS**, a new contract was received from MVP Health Care for the 2025 rates; therefore,  
**BE IT RESOLVED**, that the Town Board does hereby authorize the Supervisor to sign the contract with MVP Health Care effective January 1, 2025 and expiring on December 31, 2025.

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

**Resolution No. 2024-241 “Accept EDU Billing – December”**

Offered by Supervisor Watts and seconded by Council Member Cords.

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

**BE IT RESOLVED**, that the Town Board does hereby accept the EDU Billing from the Sewer Administrator in the amount of \$14,112.50 dated December 1, 2024.

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

**Resolution No. 2024-242 “Accept EDU Billing – September”**

Offered by Supervisor Watts and seconded by Council Member Cords.

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

**BE IT RESOLVED**, that the Town Board does hereby accept the EDU Billing from the Sewer Administrator in the amount of \$14,450.00 dated September 3, 2024.

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

**Resolution No. 2024-243 “Amend 2024 Budget to Pay Yearly Retirement Bill”**

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

**WHEREAS**, in order to save money for the town of Cairo, the Town Board would like to pay the yearly retirement bill with the discount; and

**WHEREAS**, there is excess on general expenditure lines for the adjustment; therefore,

**BE IT RESOLVED**, the Town Board does hereby authorize the Town Supervisor to amend the expense lines for the general fund as follows:

| Transfer From:<br>(Debit)                      | Amount:             | Transfer To:<br>(Credit)               | Amount:             |
|--|---------------------|--|---------------------|
| <b>A0-9015-8</b><br>(Fire & Police Retirement) | <b>\$ 5,074.00</b>  | <b>A0-9010-8</b><br>(State Retirement) | <b>\$ 37,960.00</b> |
| <b>A0-7110-150</b><br>(Parks – Per Ser)        | <b>\$ 8,000.00</b>  |  |                     |
| <b>A0-1650-4</b><br>(Central Comm - Cont)      | <b>\$ 10,000.00</b> |  |                     |
| <b>A0-1990-4</b><br>(Contingency)              | <b>\$ 10,000.00</b> |  |                     |
| <b>A0-3120-206</b><br>(Contingency)            | <b>\$ 4,886.00</b>  |  |                     |

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

**Resolution No. 2024-244 “Amend 2024 Budget for Unallocated Insurance”**

Offered by Supervisor Watts and seconded by Council Member Cords.

**WHEREAS**, Town of Cairo Purchased a new ambulance, adding the vehicle to our insurance; and

**WHEREAS**, there is not enough money budgeted for Unallocated Insurance for new vehicles, 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:<br>(Debit)                    | Amount:           | Transfer To:<br>(Credit)                    | Amount:           |
|--|-------------------|---|-------------------|
| <b>A0-9050-8</b><br>(Unemployment Insurance) | <b>\$1,817.00</b> | <b>A0-1910-4</b><br>(Unallocated Insurance) | <b>\$1,817.00</b> |

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

**Resolution No. 2024-245 “Amend 2024 Budget for New Ambulance Purchase”**

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

**WHEREAS**, the town received a bond for the purchasing of a new ambulance and the radios to be installed in it in 2024; and

**WHEREAS**, it is necessary for accounting purposes to track the revenues and expenditures associated with the purchase; therefore,

**BE IT RESOLVED**, the Town Board does hereby authorize the increase of the bond amount in the revenue line and the purchase price of the ambulance and the radios in the expenditure line as follows:

| <u>Revenue</u>                   |                      | <u>Expenditure</u>                          |                      |
|----------------------------------|----------------------|---|----------------------|
| <b>A0-5710</b><br>(Serial Bonds) | <b>\$ 316,475.00</b> | <b>A0-4540-200</b><br>(Ambulance Equipment) | <b>\$ 314,775.00</b> |

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

**Resolution No. 2024-246 “Amend 2024 Budget – Highway Department Payroll”**

Offered by Supervisor Watts and seconded by Council Member Cords.

**WHEREAS**, the Highway Payroll is divided into 3 categories: General, Brush and Weeds, and Snow; and

**WHEREAS**, there is not enough money budgeted for General Payroll on 11/27/24, but there is excess in Brush and Weeds Payroll; 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:<br>(Debit)                       | Amount:           | Transfer To:<br>(Credit)                | Amount:           |
|---|-------------------|---|-------------------|
| <b>DA-5140-150</b><br>(Brush and Weeds Per Ser) | <b>\$7,935.18</b> | <b>DA-5110-150</b><br>(General Per Ser) | <b>\$7,935.18</b> |

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

**Resolution No. 2024-247 “Amend 2024 Budget to Correct Balance on Expenditure Accounts”**

Offered by Council member Cords 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: | Amount: | Transfer To: | Amount: |
|----------------|---------|--------------|---------|
|----------------|---------|--------------|---------|

|                         |                     |                                |                     |
|-------------------------|---------------------|--------------------------------|---------------------|
| (Debit)                 |                     | (Credit)                       |                     |
| <b>A0-1990-4</b>        | <b>\$ 50.00</b>     | <b>A0-3010-460</b>             | <b>\$ 50.00</b>     |
| (Contingency)           |                     | (Pub Safety Admin – 911 Signs) |                     |
| <b>A0-1990-4</b>        | <b>\$ 10,955.95</b> | <b>A0-1420-4</b>               | <b>\$ 10,955.95</b> |
| (Contingency)           |                     | (Law Contractual)              |                     |
| <b>A0-1990-4</b>        | <b>\$ 26.00</b>     | <b>A0-7510-4</b>               | <b>\$ 26.00</b>     |
| (Contingency)           |                     | (Historian - Contractual)      |                     |
| <b>A0-1990-4</b>        | <b>\$ 5,000.00</b>  | <b>A0-7110-4</b>               | <b>\$ 5,000.00</b>  |
| (Contingency)           |                     | (Parks Contractual)            |                     |
| <b>A0-8510-4</b>        | <b>\$ 2,000.00</b>  | <b>A0-6497-4</b>               | <b>\$ 2,000.00</b>  |
| (Beautification – Cont) |                     | (Economic Development - Cont)  |                     |

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

**Resolution No. 2024-248 “Set 2025 Re-Organizational Meeting”**

Offered by Supervisor Watts and seconded by Council Member Cords.

**WHEREAS**, the Cairo Town Board must hold a re-organizational meeting every year, now, therefore;

**BE IT RESOLVED**, that the Cairo Town Board does hereby designate that the 2025 re-organizational meeting will be held on January 2, 2024 @ 7:00 pm at the Cairo Town Hall.

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

**Resolution No. 2024-249 “Authorize Supervisor to Sign Annual Software Support Contract for Water/Sewer Software”**

Offered by Supervisor Watts and seconded by Council Member Bogins.

**WHEREAS**, the Williamson Law Book Company Contract expired on November 30, 2024; and,

**WHEREAS**, a new contract was received from Williamson Law Book Company for the 2025 rates; therefore,

**BE IT RESOLVED**, that the Town Board does hereby authorize the Supervisor to sign the contract with Williamson Law Book Company effective December 1, 2024 and expiring on November 30, 2025.

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

**Resolution No. 2024-250 “Approve Private Road Name”**

Offered by Council Member Bogins and seconded by Supervisor Watts.

**WHEREAS**, a road naming application has been submitted for a private road off of Roosevelt Avenue to access parcel ID #s: 82.02-3-14, 82.02-3-13, 82.02-2-2 and 82.02-2-1 only; and

**WHEREAS**, a road name is requested in order to obtain 911 signs for the development as required by state law. Therefore;

**BE IT RESOLVED** that the Town Board of the Town of Cairo does hereby approve the name Warner Drive for the private road located at parcel #s listed above so 911 signs may be obtained.

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

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

- Zoning – October
  - 59 inquiries / 3 subdivision applications / 3 site plan applications

- 3 complaints/violations / 3 fire inspections / 2 zoning board of appeals

**Adjourn Town Board Meeting @ 7:33PM**

Offered by Council Member Murphy and seconded by Supervisor Watts.

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

Respectfully Submitted

Kayla L. McAlister  
Cairo Town Clerk