



Minutes

Town of Cairo

Wednesday January 15th, 2025

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 Wednesday January 15th, 2025, at the Town Hall, Main Street, Cairo, New York. The meeting was called to order @ 7:02PM and asked the attendees to Pledge Allegiance to the Flag.

Attendance: Supervisor Watts, Council Member Bogins, Council Member Cords, Council Member Flaherty.

Absent: Council Member Murphy.

Minutes:

January 2nd, 2025:

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

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

New Business:

- Advertise for Bid – Municipal Accountant
 - Will be putting out an ad to collect bids an accountant to overlook the books and other information. State has excepted all paperwork that has been submitted so far from the Town.
Resolution 2025-046
- Library Update – Heating/AC/Ventilation Issue
 - The Board had SERVPRO come in and assess the library and what they thought about the mold issue, they stated they could not do anything until a mold assessment was done. After the mold assessment was done, they were still waiting for someone to come look at the HVAC system.
 - Trane, the company that is supposed to maintain the HVAC system, came and looked it over today, they stated that it has to do with the A/C system not the heating system. Tried testing it but would need more humidity and they wanted to retest it in the spring. They also believe some of the issues were caused by a lack of maintenance on one of the units on the roof.
 - Since then, this has been reported in the newspaper and Supervisor Watts has received other calls from companies who were interested. He had one other company come look at the library so far. States that since this is an emergency, legal ads for bids and extra meetings were not required, which would take up more time anyway.
 - The mold assessment company told Supervisor Watts today that the mold was okay to be around, that it's not really, really bad. A tape test was done indicating the length of time it has been here and they stated it was not black mold. Paperwork was requested by the board to

indicate that the public could be let back in. The board does not want to let anyone back in until they at least have the piece of paper first. There will be a deep clean of the building as well.

- Library staff addressed that books cannot be thrown out by the company; the library staff would have to go through the books and see which ones will need to be taken out of Mid-Hudson Library System before any are discarded. The Mid-Hudson Library System will also donate what they have for replacing of any books and see what can be found throughout local libraries. 'Friends of the Library' are also continuing fundraising for the library.
- The board states that insurance is not covering this, it is not covered in their plan.
- "No mold is good" – Supervisor Watts.
- Two bids have been received:
 - SERVPRO
 - \$53,827.18 – stipulations to be discussed.
 - Carr & Daughters LLC
 - \$48,600.00 – after tax, which will have to be deducted. More itemized list can be done when given more time for an inspection of the building.
- Work to be done as soon as possible. The board would like to have a special meeting to get a more itemized estimate from Carr & Daughters. Also wait and see if any other companies are interested in submitting a bid.
- Discussion of climate-controlled storage. Possibility of using another Town owned building for temp. storage for a few things from the library; ambulance building most likely.
- Discussion of temp. bathrooms if they could not be opened with the library at the same time.
- The Board would like to wait until Tuesday, January 21, for another meeting to possibly get more bids and some other info from the current bids.
- Library staff asked the board if they could advertise that the library is still closed or any other communications about the library to get the public; on top of what the library staff are already doing. (Facebook pages and the actual website for the town and library).
- Some of the current classes are being held at the Art Hub on Main Street. Library pickups are also being held in the Town Hall on certain days of the week.
- Executive Session – Personnel
 - Offered by Council Member Cords and Seconded by Council Member Bogins.
 - Opened @ 7:50PM

Supervisor Watts – Aye, Council Member Bogins – Aye, Council Member Cords – Aye, Council Member Flaherty – Aye, Council Member Murphy – Absent. Motion Carried.
 - Offered by Council Member Cords and Seconded by Council Member Bogins.
 - Closed @ 8:10PM

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

Old Business:

- 460 Main Street
 - Jerry Buckley came in and spoke on behalf of the gentleman trying to purchase the building, Mr. Rodriguez. Gave paperwork to the Board for an update and informed them that the current owner Maragaret has went ahead an hired an engineer for the building, Kaaterskill Associates.

Correspondence:

- Ambulance Department AEMT Resignation Letter

- This correspondence is to inform you that I am resigning from my position as an AEMT from the Town of Cairo Ambulance, effective immediately, as I am not on the current schedule. I appreciate the opportunity to work for this Town for the better part of a decade; however, changes in my personal life have awarded me the opportunity to devote my time to raising my Son, beyond the timeline of my original leave of absence. Thank You for your understanding.
M. Vedder'
- Acra Community Center Inspection Summary
 - **Operation: GCNP – CAIRO** (ID: 789991)
Facility Name: GREENE COUNTY N. P. – CAIRO SITE
Facility Code: 19-AG02
Facility Email: aging@discovergreene.com
Facility Address: 7230 Old Route 23A, Acra, NY 12405
 - **To the Attention of:**
Stephanie Schleuderer
GREENE COUNTY DEPT. OF HUMAN SERVICES
411 Main Street, Catskill, NY 12414
Email: sschleuderer@greencountyny.gov
 - **Inspection**
October 29, 2024 @ 11:25AM
Andrew Vitolo (andrew.vitolo@health.ny.gov)
Responsible Person: Ashley Reynolds
 - **Summary**

Number of Public Health Hazards Found:	0
Number of Public Health Hazards NOT Corrected:	0
Number of Other Violations Found:	3
- Greene County Animal Alliance Letter of Support
 - A letter of support was signed by the Town Board and sent to M. Gorelick. The letter stated, 'The member of the Town of Cairo Town Board support the efforts of the Greene County Animal Alliance to open and operate a companion animal shelter in Greene County. We believe it will be beneficial for the citizens in our Town to have a safe and welcoming facility where they can get companion animal assistance.'

Public Comment:

- M. Finneran has a few questions;
 - Asks about the community solar program that was put in a few years ago for residents to get better prices on energy.
 - The Board states that is no longer in effect
 - Property across from McDonalds? Update?
 - The Board does not have an update and has not heard anything from the County.
 - Was looking for the 2022-2023 water report and could not locate it.
 - The Board will contact the water/sewer dept. and have them take care of that.
- M. Gorelick would like the Board to look over the library by-law and approve some changes.

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

BE IT RESOLVED, that the Town Supervisor is hereby authorized to appoint Johanna Halvorsen to the full-time position of bookkeeper at a pay rate of \$30.32 per hour not to exceed 40 hours/week effective January 1, 2025.

BE IT FURTHER RESOLVED, that the Town Supervisor is hereby authorized to designate Robert Uzzilia as Town Historian at an annual salary of \$1,750.00 to be paid in 12 equal, monthly installments during the 2025 fiscal year.

BE IT FURTHER RESOLVED, that the Town Supervisor is hereby authorized to designate Kimberly Weiss at an hourly rate of \$17.59 per hour not to exceed 20 hours per week to perform Supervisor Clerk duties and a special rate of \$12.73 per hour when performing Bookkeeper duties for payroll and bill payments effective January 1, 2025.

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

Resolution No. 2025-043 “Accept Water Billing”

Offered by Supervisor Watts and seconded by Council Member Bogins.

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 \$49,232.80 dated January 1, 2025.

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

Resolution No. 2025-044 “Accept Water Adjustments”

Offered by Supervisor Watts and seconded by Council Member Bogins.

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

BE IT RESOLVED, that the Town Board does hereby accept the Water Adjustment totaling \$7.00 dated January 8, 2025 for account number 1390 for a late payment penalty which was erroneously posted.

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

Resolution No. 2025-045 “Approve to Hire CPA to Conduct Annual Court Audit”

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

WHEREAS, there is in need to hire a Certified Public Accountant to conduct a yearly court audit for the period of January 1, 2024 – December 31, 2024; and,

WHEREAS, Lynette S.B. Lawyer has provide a fee schedule for the services provided in the agreement to include the monthly attestation engagement letter as follows: Lynette Lawyer - \$185 per hour and Staff - \$85 per hour; therefore,

BE IT RESOLVED, the Town Board does hereby authorize the Town of Cairo to hire Lynette S.B. Lawyer to perform Court Audits for the Cairo Justice department as per the schedule and agreement provided.

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

Resolution No. 2025-046 “Advertise for Bid – RFQ (Request for Quote) for a Municipal Accountant”

WHEREAS, there is a need to hire a municipal accountant for the Town of Cairo to audit the accounting system and to assist in completing the Annual Financial Review (AFR) that is sent to the NY State Comptroller's office.

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve the advertisement for a Request for Quotes for a municipal accountant.

TABLED

Resolution No. 2025-047 "Amend 2025 Budget for Court Personal"

Offered by Supervisor Watts and seconded by Council Member Flaherty.

WHEREAS, the Town of Cairo Town Board was informed that the Justice Court Office Administrator is resigning; and

WHEREAS the Courts Departments 2025 budget did not reflect salary for three personnel during the turnover training for hiring a new Justice Court Office Administrator Assistant and training the new Justice Court Office Administrator due to the resignation; therefore

BE IT RESOLVED, the Town Board does hereby authorize the Town Supervisor to amend the expense line-item A-1110.102 (Muni Court Office Administrator) to reflect the salaries for Courts Personnel until Feb 28, 2025 in General Fund Appropriations \$7,973.92 and; increase the revenue line item A-1062 to reflect the increase in General Fund Revenue in the amount of \$ 7,973.92 in the 2025 budget.

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

Resolution No. 2025-048 "Accept Water Adjustments"

Offered by Supervisor Watts and seconded by Council Member Bogins.

WHEREAS, Resolution 2024-251 erroneously stated it was a Sewer Adjustment instead of Water Adjustment and this Resolution will be correcting that error,

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

BE IT RESOLVED, that the Town Board does hereby accept the Water Adjustment totaling \$7.00 dated December 11, 2024 for account number 2730 for a late payment penalty which was erroneously posted.

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

Resolution No. 2025-049 "Emergency Approval to Hire Contractor – Cairo Public Library Mold Remediation"

WHEREAS, the Town of Cairo is in an emergency need to hire a local contractor for mold remediation in the Cairo Public Library; and

WHEREAS, the Town of Cairo received an estimate from SERVPRO which does not include any repair work; therefore,

BE IT RESOLVED, that Cairo Town Board does hereby approve SERVPRO for the emergency mold remediation in the Cairo Public library as per the services estimate provided in the amount of \$53,827.18.

TABLED

Public Monthly Reports: (Not Discussed)

- Zoning – December
 - 17 inquiries / 2 subdivision applications / 2 site plan applications
 - 4 complaints/violations / 2 fire inspections / 0 zoning board of appeals

- Building and Code – December
 - 12 building permits / 16 municipal searches / 32 total inspections
 - 3 certificates of occupancy / 4 certificates of compliance / 1 structure fire
 - 3 new violations & complaints / 0 court case for trial / 1 case in court
 - \$4,899.88 collected

Adjourn Town Board Meeting @ 8:26 PM

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

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

Respectfully Submitted

Kayla L. McAlister
Cairo Town Clerk