



Minutes

Town of Cairo

Wednesday February 19th, 2025

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 Wednesday February 19th, 2025, at the Town Hall, Main Street, Cairo, New York. The meeting was called to order @ 7:03PM and asked the attendees to Pledge Allegiance to the Flag.

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

Absent: Supervisor Watts, Council Member Murphy.

Minutes:

January 15th, 2025:

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

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

February 3rd, 2025:

NO VOTING QUORUM. NEXT MEETING.

Public Comments:

- PJ Pugsley thanks the Town Board for allowing him to be a part of the Ambulance Administrator hiring process, he was happy to answer any and all questions that the Board had about the position.

New Business:

- Court
 - The court had extra money in their budget from last year to help cover K. Constanza's hours before her original resignation date of Feb. 2025, her resignation date has now been extended to April 2025 due to resignation of another clerk and those extra funds are still able to cover her hours until then.
- Library
 - Tentative opening date of Sat. Feb. 22; library staff had some concerns about the kitchen. They also had some concerns about the current cleaning crew and what they are cleaning compared to their contract. The Board will rediscuss cleaning concerns at the next meeting.
- Highway
 - Promoting a part time to a full time

Correspondence:

- QuES&T Mold Clearance Inspection
 - ‘The final clearance was conducted on 2/4/2025 by Mr. Z. Trimpano, NYS Mold Inspector, as the request of the Town of Cairo. The visual inspection determined that the project complied with the requirements of Part 32 and that the mold remediation portion of the project is complete.’
 - Will address any questions or concerns at the next meeting.

Resolution No. 2025-063 “Approve to Promote Full Time Justice Court Office Administrator Assistant to Justice Court Office Administrator.”

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

WHEREAS, the Town of Cairo, upon the resignation of Sydney P. Henderson, has a vacancy and is in need of a full-time Justice Court Office Administrator

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve the promotion of Breezanne Keenan to the position of Justice Court Office Administrator at the rate of \$23.18 per hour, not to exceed 40 hours per week, effective February 11, 2025. To include retro pay from February 11, 2025.

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

Resolution No. 2025-064 “Approve to Move Part Time EMT Employee into Full Time EMT Position”

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

WHEREAS, The Town of Cairo Ambulance Service is in need of a full time EMT, and

WHEREAS, Laney Bruck is a qualified EMT, currently working part time, and is willing to move into a full time position.

BE IT RESOLVED, that effective immediately, Laney Bruck be moved into a full time position as an EMT for the Town of Cairo Ambulance effective February 19, 2025. The rate of pay will be at \$21.42 per hour per the union contract.

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

Resolution No. 2025-065 “Appoint Ambulance Administrator”

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

BE IT RESOLVED, that the Town Board does hereby appoint Gerard Laird as the Ambulance Administrator effective February 20, 2025 with a yearly stipend of \$ 16,000.00 payable in equal installments in their regular, bi-weekly paycheck.

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

Resolution No. 2025-066 “Accept Justice Court Auditor’s Report”

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

WHEREAS, the Town Board of the Town of Cairo contracted to hire Lynette S.B. Lawyer, Certified Public Accountant, as an independent contractor to conduct a mandatory yearly audit of the Justice Court financial records for the year 2024, and

WHEREAS, Lynette S.B. Lawyer, Certified Public Accountant, has completed a review of the Justice Court Financial records for the year and hereby presents the audit report to the Town Board for its acceptance, no therefore,

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby accept the auditor’s report for the Justice Court financial records for the year 2024.

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

Resolution No. 2025-067 “New Resignation Date for Court Admin.”

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

WHEREAS, there is a need to change the resignation date for Kathleen A. Costanza. Her new resignation date will now be April 4th, 2025.

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby accept this new resignation date of April 4, 2025.

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

Resolution No. 2025-068 “Changing Part Time to Full Time”

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

WHEREAS, the Town of Cairo Highway Department has a vacancy and is in need of a full-time laborer.

WHEREAS, The Town of Cairo Highway Department has hired Andrew Pagan part time and wishes to switch Andrew Pagan to full time as a laborer at an hourly rate of \$23.00 per hour effective February 20, 2025.

BE IT RESOLVED, that the Cairo Town Board does hereby approve switching Andrew Pagan to full time, effective February 20, 2025.

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

Public Monthly Reports: (Not Discussed)

- Police Department – January
 - Total mileage for cars 574/575/576/577: 3,786
 - 11 Criminal Complaints / 94 Incident Reports / 616 Aid citizens/requests/services
 - 14 accident responses / 17 arrests /25 traffic tickets
 - 0 ordinance tickets / 8 arrest appearance

Adjourn Town Board Meeting @ 7:21 PM

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

Supervisor Watts – Absent, 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