



## **Minutes**

**Town of Cairo  
Special Board Meeting @ 10:00 AM  
Location: Town Hall Meeting Room**

**December 30, 2015**

The Town Board of the Town of Cairo met for a Special Town Board meeting on Wednesday, December 30, 2015 at the Town Hall, Main Street, Cairo, New York.

Deputy Supervisor Ostrander called the meeting to order at 10:10 AM and asked the attendees to Pledge Allegiance to the flag. Councilperson Joyce, Councilperson Cords, and Councilperson Ostrander were present. Councilperson Puorro and Supervisor Banta were absent.

Highway Superintendent Hempstead brought up about the reserve on the highway budget, the broad will be discussed at a later date.

Councilperson Cords discussed about going over the Zoning Board applications. It was decided to meet January 12, 2016 to review them and to interview on January 18, 2016 @ 6:30 PM on both nights.

**Resolution No. 254 -15** “Accepting Sewer penalties” offered by Councilperson Cords and seconded by Councilperson Joyce:

WEREAS, it is necessary for the Sewer Penalties to authorized by the Town Board and documented in the minutes; therefore, be

BE IT RESOLVED, that the Town Board accepts the Sewer Penalties as present from the Sewer Administrator in the amount of \$3,169.77 dated December 15, 2015.

All members in favor – motion carried.

**Resolution No.255 -15** “Agreed-Upon Procedures for the Records of the Town Clerk, Court, and Tax Collector” offered by Councilperson Joyce and seconded by Councilperson Cords:

BE IT RESOLVED, the Town Board of the Town of Cairo does hereby authorize the Deputy Town Supervisor to Sign the contract with Pattision, Koskey, Howe & Bucci, CPAs, PC to perform the agreed-upon procedures for the records maintained by the Town Clerk, Court, and Tax Collector for fiscal year 2015.

All members in favor – motion carried.

**Resolution No. 256-15** “Amend 2015 Budget to Reflect Town Park Playground Equipment Purchased with Donations Received” offered by Councilperson Cords and seconded by Councilperson Joyce:

WHEREAS, the town received donations designed for the Town Park playground areas; and

WHEREAS, it is necessary for accounting purposes to track the expenses and revenues associated with these donations: therefore be it

RESOLVED, that the Town Board does hereby authorize the Town Supervisor to amend expense line item A-7110.208 Park Playground Equipment increasing the General Fund Appropriations \$4,439.06 and increasing the revenue line item A-2705 Gift & Donations to reflect the increase in General Fund Revenue in the amount of \$4,439.06 in the 205 budget.

All members in favor – motion carried.

All members in favor-motion carried.

**Resolution No. 257-15**

“Budget Amendments and Payment of Bills on Abstract No. 326” offered by Councilperson Joyce and seconded by Councilperson Ostrander:

WHEREAS, town law requires that no fund or appropriation account may be overdrawn; and

WHEREAS, payment of bills should be properly authorized and documented in the minutes; therefore be it

RESOLVED, the Town Board does hereby authorize the following budget amendments:

From	A-1990.4	Contingent	-111.81
To	A-1010.4	Legislative-Contractual	+111.81
From	A-1110.105	Court-Persl Services	-750.77
To	A-1110.4	Court – Contractual	+750.77
From	A-1220.4	Supervisor – Contractual	-23.25
To	A-1220.107	Supervisor – Persl Ser-Secretary	+23.25
From	A-1355.115	Assessor-Data Collector	-240.83
From	A-1990.4	Contingent	-9.11
To	A-1355.113	Assessor-Clerk	+249.94
From	A-1990.4	Contingent	-146.53
To	A-1355.4	Assessor-Contractual	+146.53
From	A-1410.4	Town Clerk-Contractual	-2,212.75
From	A-1990.4	Contingent	-352.38
To	A-1410.118	Town Clerk-Persl Services	+2,565.13
From	A-1620.407	Buildings-Contractual Acra	-3,000.00
From	A-1620.408	Buildings-Contractual RR Ave	-1,000.00
From	A-1990.4	Contingent	-4,876.96
To	A-1620.15	Buildings-Persl Services	+7,785.83
To	A-1620.151	Library-Persl Services	+1,091.13
From	A-1990.4	Contingent	-3,774.83
To	A-1620.202	Bldgs. Improvements	+3,774.83
From	A-1990.4	Contingent	-1,703.72
To	A-1620.4	Buildings-Contractual	+1,703.72

From	A	Fund Balance	-44.88
From	A-1990.4	Contingent	-484.60
To	A-1620.411	Contractual-Library	+529.48
From	A-3120.125	Police-Persl Serv Chief	-6,000.00
From	A	Fund Balance	-18,772.02
To	A-3120.126	Police-Persl Serv Officers	+24,772.02
From	A-3510.4	Animal Control-Contractual	-846.80
To	A-3510.15	Animal Control-Persl Servies	+846.80
From	A	Fund Balance	-200.00
To	A-4010.4	Public Health-Contractual	+200.00
From	A-4540.15	Ambulance – Persl Services	-232.68
To	A-4540.111	Ambulance – Pesl Serv – Clerk	+232.68
From	A	Fund Balance	-480.92
From	A-5010.2	H’way Admin – Equip	-500.00
To	A-5010.4	H’way Admin-Contractual	+980.92
From	A	Fund Balance	-2,704.13
To	A-5132.4	H’way Garage-Contractual	+2,704.13
From	A-5182.2	Street Lighting-Equipment	-916.61
To	A-5182.4	Street Lighting-Contractual	+916.61
From	A-7110.2	Parks-Equipment	-4,531.39
To	A-7110.15	Parks-Persl Services	+4,531.39
From	A-8010.15	Zoning–Persl Services	-459.77
To	A-8010.4	Zoning-Contractual	+459.77
From	A-8189.4	Recycling-Contractual	-653.48
To	A-8189.15	Recycling-Persl Services	+653.48
From	A-8810.4	Cemeteries-Contractual	-178.16
To	A-8810.15	Cemeteries-Persl Services	+178.16

From	A-9050.8	Unemploy Ins-Employee Benefit	-2,839.83
To	A-9060.8	Medical Ins-Employee Benefits	+2,839.83
From	DA-5142.15	Snow Removal-Persl Services	-38,908.15
To	DA-5110.15	General Repairs-Persl Services	+38,908.15
From	DA-5130.2	Machinery-Equipment	-4,187.14
To	DA-5130.4	Machinery-Contractual	+4,187.14
From	DA-9060.8	Medical Ins-Employee Benefits	-61.00
To	DA-9089.802	Drug Testing-Employ Benefit	+61.00
From	SL	Fund Balance	-139.98
To	SL-5182.447	Street Lighting-Winter Clove	+139.98
From	SW-8310.103	Water Admin – Persl Serv	-911.45
To	SW-8310.102	Water Admin – Persl Serv	+259.38
To	SW-8310.14	Water Admin _ Persl Serv	+652.07
From	SW	Fund Balance	-1,249.54
To	SW-8320.4	Source of Supply-Contractual	+1,249.54

And be it further RESOLVED, the Town Board does hereby authorize that Abstract #326, consisting of 2015 Vouchers #2660 through #2750 in the amount of \$96,742.60 is approved for payment.

The total amount to be paid from the:

General Fund -	\$41,273.34	Hydrant -	
Highway Fund -	\$39,128.27	Sewer Fund -	\$14,908.52
Cap. Water Fund -		Water Fund -	\$1,151.22
Street Lighting -		Trust & Agency -	\$281.25

All members in favor-motion carried.



**Resolution No. 258-15**      “Board to Move into Executive Session” offered by  
Councilperson Joyce and seconded by Councilperson Cords:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby move into  
Executive Session

All members in favor – Carried.

**Resolution No.259-15**      “Board to exit Executive Session” offered by  
Councilperson Cords and seconded by Councilperson Joyce:

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby exit  
Executive Session at 11:20 AM.

All members in favor-Carried.

Respectfully submitted,

Kathy Rockefeller  
Deputy Clerk