



Minutes

Town of Cairo

Wednesday September 17th, 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 September 17th, 2025, at the Town Hall, Main Street, Cairo, New York. The meeting was called to order @ 7:00PM and asked the attendees to Pledge Allegiance to the Flag.

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

Absent: Supervisor Watts

Correspondence:

- Resignation of Court Clerk
 - 'Please accept this letter as my formal resignation from my position as a court clerk for the Cairo Town Court effective immediately. I want to apologize for the inconvenience and troubles this may cause and thank you for giving me the opportunity to be a part of your team. B. Keenan'

Old Business:

- Comprehensive Plan Committee Update – Nicole

Public Comment:

- Workshop 4 new people that have joined the workshop: discussed with the Board about getting a TV for the Court Room to use for Zoom; would be posted to the Town Website.

Resolution No. 2025-184 "Accept Sewer Penalties"

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

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

RESOLVED, the Town Board does hereby accept the Sewer Penalty from the Water/Sewer Administrator in the amount of \$2,026.01 dated September 9, 2025.

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

Resolution No. 2025-185 "Approve to Promote Justice Court Office Administrator Assistant to Justice Court Office Administrator"

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

WHEREAS, the Town of Cairo, upon the resignation of Breezanne Keenan, 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 Angela Nemier to the position of Justice Court Office Administrator at the rate of \$23.18 per hour, not to exceed 40 hours per week, effective September 11, 2025.

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

Resolution No. 2025-186 “Approve to Advertise for a Full Time Justice Court Office Administrator Assistant”

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

WHEREAS, the Town of Cairo, upon the resignation of Breezeanne Keenan, has a vacant and is in need of a full-time Justice Court Office Administrator Assistant

BE IT RESOLVED, that the Town Board of the Town of Cairo does hereby approve to advertise for a full-time Justice Court Administrator Assistant being paid hourly at a rate of \$21.12 per hour.

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

Resolution No. 2025-187 “Authorization to Register & Attend Training – Building/Code/Zoning”

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

WHEREAS, Stacy Sprague Code Enforcement Officer, Christine Heath Building Safety Inspector and Earlin Rosa Building Inspector are requesting to attend the Capital District NYSBOC Conference in Albany, NY from October 14-16th. The cost of the conference will be \$410.00 for Christine and Stacy as members of NYSBOC and \$450.00 for Earlin as a non-member.

WHEREAS, the agenda topics will benefit the Building Department in their daily jobs as well as help fulfil required training hours; therefore,

BE IT RESOLVED, that the Town Board does hereby authorize Stacy Sprague, Christine Heath and Earlin Rosa to attend the 3 day conference.

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

Resolution No. 2025-188 “Amend 2025 Budget for De-Obligated FEMA Funds”

WHEREAS, there was a FEMA payment obligated to the Town of Cairo from DHSES in 2016 for \$265,907.52 out of which FEMA de-obligated \$121,789.37; and

WHEREAS, DHSES is requesting for the de-obligated funds to be paid back; therefore

BE IT RESOLVED, the Town Board does hereby authorize the Town Supervisor to amend the 2025 budget as follows:

Expenditure:

DA-8760-4 (Emergency Disaster Work Contractual) \$121,789.37

Revenue (Using Highway Fund Balance):

DA-1062 (Town Payment to Reduce Tax Levy) \$121,789.37

TABLED

Monthly Reports: (Not Discussed):

- Police Department – July 2025
 - Total Mileage for cars 574/575/576/577: 3,657
 - 8 Criminal Complaints / 96 Incident Reports
 - 9 Accident Reports / 11 Arrests / 23 Traffic Tickets

- Police Department – August 2025
 - Total Mileage for cars 574/575/576/577: 4,443
 - 9 Criminal Complaints / 121 Incident Reports
 - 9 Accident Reports / 15 Arrests / 38 Traffic Tickets

Adjourn Town Board Meeting @ 8:45PM

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 – Aye, Council Member Murphy – Aye. Motion Carried.

Respectfully Submitted

Kathleen Rockefeller
Deputy Town Clerk

Kayla L. McAlister
Cairo Town Clerk