



## Minutes

Town of Cairo

Monday September 8<sup>th</sup>, 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 Monday September 8<sup>th</sup>, 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

### **Minutes:**

***August 4<sup>th</sup>, 2025***

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

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

### **New Business:**

- Potential Sale of Town Land
  - Talking about talking to Stewarts willing to purchasing a small portion of land.
- Construction on Roosevelt Ave/Old Route 23 – Frank Scavetta
  - **TABLED**
- Tentative Budget Presented – Town Clerk
  - BUDGET WAS GIVEN TO CLERK FOR PUBLIC
- Historical Society – Historic Marker – Sylvia Hasenkopf
  - Permission to put the sign up for the Fossell Forrest in the back.
- Employee Handbook – Policy Change – Uniforms
  - 'Please see the attached amendment I would like to make to our current employee handbook regarding ambulance uniforms. It is very vague, and I have witnesses unprofessional items being worn and I am being told it is not in the policy, and they are right. Can this be brought to the next Board meeting on the 8<sup>th</sup>? I am unable to attend as I have fire school. This was planned before I was asked about the position. I will have a document printed and sent to you both by me for the night of the meeting for applicants. I have two I want to hire and two to put on hold. J. McGee'

### **Correspondence:**

- Donation of the Chamber of Commerce Gazebo to the Town Park
  - 'Stewart's has advised the Chamber that the tourist info Gazebo has to be moved in order to accommodate a pending project. The Chamber would like to donate the Gazebo to the Town of Cairo for use in connection with the dog run/pet area in the Town Park. In the past we have has other organizations request the Gazebo but the Cha,ber would like it to be utilized in connection with the dog run/pet area at the Town Park. M. Esslie'
- Resignation Letter – Ambulance Department
  - 'I am writing this letter to resign on good terms with Town of Cairo Ambulance. I am unfortunately too busy with working GCEMS and Town of Windham Ambulance as a paramedic. I unfortunately have not been able to do any shifts, so this is the best choice. I will miss being an employee and thank you for allowing me the opportunity. D. Lendin'

### **Resolution No. 2025-157 "Approve to Hiring Part Time Ambulance Driver"**

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

**WHEREAS**, the Town of Cairo Ambulance has a vacancy and is in need of a part time EMTs and drivers, and

**WHEREAS**, Michael Anderson and Nicholas Teslenko are qualified drivers for ambulance, willing to move into a part-time position.

**BE IT RESOLVED**, that effective immediately, the Cairo Town Board approves to hire Michael Anderson and Nicholas Teslenko be moved into a part time position as a driver for the Town of Cairo Ambulance. The rate of pay will be at \$20.17 per hour per the union contract.

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

### **Resolution No. 2025-166 "Approve Stipend for Ambulance Administrator Duties"**

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

**BE IT RESOLVED**, that the Town Board does hereby appoint **Jennifer McGee** to perform Ambulance Administrator duties back paid to the effective date of August 5, 2025 with a yearly stipend of **\$16,000.00** payable from the Ambulance Administrator Expenditure line in the General fund in equal installments in their regular, bi-weekly paycheck; furthermore,

**BE IT RESOLVED**, that the Town Board terminates the Ambulance Administrator stipend for Gerard Laird effective through August 6, 2025.

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

### **Resolution No. 2025-177 "Payment of Bills on Abstract #308 for August Payables & Prepaids"**

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

**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 #308 Payables and Prepaids, consisting of V5 #00534-00536, 00538, 00543-00612 in the amount of \$ 199,070.01 is approved for payment;

The total amount to be paid from the:

|                   |               |                    |             |
|-------------------|---------------|--------------------|-------------|
| General Fund -    | \$ 136,900.38 | Hydrant –          | \$ -0-      |
| Highway Fund -    | \$ 43,557.51  | Capital Projects - | \$ -0-      |
| Street Lighting - | \$ 11,489.80  | Polly's Rock -     | \$ -0-      |
| Sewer Fund -      | \$ 2,387.06   | Trust & Agency -   | \$ 2,148.89 |
| Water Fund -      | \$ 2,586.37   | Special Fire -     | \$ -0-      |

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

**Resolution No. 2025-178 “Receipt of Monthly Supervisor’s Report”**

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

**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 August 2025.

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

**Resolution No. 2025-179 “Approve Stipend for Human Resources”**

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

**BE IT RESOLVED**, that the Town Board does hereby appoint **Johanna Halvorsen** to perform Human Resources duties and Supervisor directed duties back paid to the effective date of August 20, 2025 with a yearly stipend of **\$16,000.00** payable from the General Fund in equal installments in their regular, bi-weekly paycheck;

*Supervisor Watts – Absent, Council Member Bogins – Nay, Council Member Cords – Nay, Council Member Flaherty – Nay, Council Member Murphy – Nay. MOTION DENIED.*

**Resolution No. 2025-180 “2025 Budget Amendments on Expenditure Accounts”**

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

**WHEREAS**, the town law requires that no fund or appropriation account may be overdrawn; therefore

**BE IT RESOLVED**, the Town Board does hereby authorize the Town Supervisor to amend the expense lines of 2025 as follows:

|                        | From:              | To:                |
|------------------------|--------------------|--------------------|
| A0-1990-4              | <b>\$ 3,093.02</b> |                    |
| Contingency)           |                    |                    |
| A0-7310-150            |                    | <b>\$ 3,093.02</b> |
| (Youth Programs - Per) |                    |                    |

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

**Resolution No. 2025-181 “Accept EDU Billing”**

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

**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 \$13,937.50 dated September 1, 2025.

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

**Resolution No. 2025-182 “Approve to Hire Part Time Highway Laborer”**

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

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

**WHEREAS**, the Town of Cairo Highway Department has hired Dale Becker at an hourly rate of \$20.00 per hour effective September 2, 2022. Dale Becker has worked for the Highway Department before and is a good fit.

**BE IT RESOLVED**, that Cairo Town Board does hereby approve the hiring of Dale Becker.

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

**Resolution No. 2025-183 “Approve to Cancel Town Board Meeting for September 17<sup>th</sup>, 2025”**

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

**BE IT RESOLVED**, that the Cairo Town Board Meeting scheduled to be held on September 17, 2025 shall be cancelled.

**BE IT FURTHER RESOLVED**, that the Town Board hereby approves the cancellation of the September 17, 2025 Board meeting.

*Supervisor Watts – Absent, Council Member Bogins – Nay, Council Member Cords – Nay, Council Member Flaherty – Nay, Council Member Murphy – Nay. MOTION DENIED.*

**Adjourn Town Board Meeting @ 7:45PM**

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

*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