



Minutes

Town of Cairo

Wednesday November 19th, 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 November 19th, 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 Flaherty, Council Member Murphy

Absent: Supervisor Watts, Council Member Cords.

Minutes:

September 8th, 2025 Corrected

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

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

September 17th, 2025 Corrected

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

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

October 6th, 2025

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

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

October 15th, 2025

VOTE TABLED – NO QUOROM

Public Hearing:

- Propose New Local Law for Alarms

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

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

- Opened @ 7:02PM

- The reason the Town is looking into this local law is because the Town has a lot of false alarms recently and it takes a lot of money for people to go out to a call and sometimes it can take away from when there are actually emergencies going on. They are looking into charging for false alarms. Refer to the link below for the law and charges:

- A woman stated that she worked as an assistant for a business and right off the bat if there was a false alarm, which happened a lot, it was 100 dollar charge right away.
- This was happening to a building in Town recently while people were staying within the building, the alarm in the kitchen kept going off about 3 or 4 times throughout the day and there was no fire. The alarm then continued to go off for the next week or two. The fire department called code enforcement to see what needs to be done.
- The first call would be no charge and the owner could look and see if anything needs to be done with the fire alarm, if it needs batteries or shorted out then the owner can get it looked at so it doesn't happen again.
- The law and information will be posted on the Town page and Facebook page so residents are aware that this is happening.
- Tickets will be given out when necessary and fees will be paid at the Town Clerks Office. The Town will also address if the fine is not paid in a timely manner.

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

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

- Closed @ 7:08PM

New Business:

- Open Bids for the Sidewalk Repairs
 - No Bids were received by the Town Clerks Office. Money was allotted for this project and grants can be applied for depending on the price of the project when the time comes.
 - The Highway and Parks Department are fixing part of the sidewalk in the meantime so that people are not tripping or hurting themselves.
- Grant Writer Updates
 - *Resolution No. 2025-230*
 - Technical Assistance to Grow Pro Housing Communities (TAG-PHC)
 - Eligible Activities
 - A technical assistance project must identify a scope of work that will be competitively awarded to an architect, engineering, urban planning, or other qualified firm that supports growth and development activity. Technical Assistance projects may include non-capital pre-development or planning expenses necessary to evaluate potential future housing or mixed-use development projects, implementation of technological and organizational improvements, and other project needs that are necessary and critical for efficiency and execution of housing growth within the applying municipality.
 - Examples of eligible activities may include but are not limited to:
 - Zoning Analysis Reports and Recommendations to Increase Housing Capacity
 - Streamlining and Accelerating Building Permitting Services
 - Evaluation or Publicly Owned Properties for Development
 - RFP Preparation for Development of Locally Owned Site(s)
 - Market Studies
 - Housing Needs Assessments
 - Traffic or Other Impact Studies of Proposed Housing Projects

Resolution No. 2025-221 "Accept Water/Sewer Adjustments"

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

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

BE IT RESOLVED, that the Town Board does hereby accept the Sewer Adjustment totaling \$66.82 dated October 28, 2025 for account number 5160 to move an overpayment from sewer to water. An adjustment of \$6.68 was also made to water to remove a penalty applied in error.

BE IT RESOLVED, that the Town Board does hereby accept the Water Adjustment totaling \$187.48 dated October 28, 2025 for account number 2520 to adjust an error in an estimated meter reading.

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

Resolution No. 2025-222 "Accept Water Penalties"

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

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

BE IT RESOLVED, that the Town Board does hereby accept the Water Penalties from the Water Administrator in the amount of \$1,324.91 dated November 10, 2025.

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

Resolution No. 2025-223 "Authorizing Use of the Route 32 Senior Center"

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

WHEREAS, the Toys for Tots program is looking for storage for their toys for Columbia and Greene Counties for the 2026 Christmas Season; and

WHEREAS, they would need this storage for the period of November 1, 2026 through January 5, 2027. They will need enough space for 10 tables to place their toys on; therefore,

BE IT RESOLVED, that the Cairo Town Board does hereby approve the request to use the Route 32 Senior Center on the above dates as long as the building is available and not under construction.

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

Resolution No. 2025-224 "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 revenue and expense lines of 2025 as follows:

EXPENDITURES:

From: _____ To:

HIGHWAY:

DA-5110-4 \$ 8,178.21

(General Repairs – Contractual)

DA-5112-204 \$ 8,178.21

(Permanent Improvements – Capit Outlay)

A0-1355-4 \$ 1,235.05

(Assessor – Contractual)

A0-1355-2 \$ 1,235.05

(Assessor – Equipment)

A0-1220-2	\$ 100.00
(Supervisor - Equipment)	
A0-1355-113	\$ 2,000.00
(Assessment – Per Ser - Clerk)	
A0-1355-115	\$ 7,382.32
(Assessment – Per Ser – Data Collector)	
A0-1410-2	\$ 910.96
(Town Clerk - Equipment)	
A0-1620-202	\$ 6,000.00
(Buildings Improvements)	
A0-1680-21	\$ 3,000.00
(Central Data Processing - Computers)	
A0-3120-126	\$ 15,000.00
(Police – Per Ser - Officers)	
A0-3510-4	\$ 1,642.83
(Control of Dogs Contractual)	
A0-5182-2	\$ 5,690.00
(Street Lighting - Equipment)	
A0-7310-4	\$ 447.38
(Youth Programs Contractual)	
A0-8510-4	\$ 91.00
(Beautification - Contractual)	
A0-9089-802	\$ 500.00
(Drug & Alcohol Testing)	
A0-1420-4	\$ 25,000.00
(Law Contractual)	
A0-1620-407	\$ 3,636.50
(Buildings Contractual - Acra)	
A0-1680-418	\$ 5,460.57
(Central Data Pocessing – Contractual – Comp)	
A0-3610-4	\$ 650.00
(Zoning Board of Appeals - Contractual)	
A0-6410-4	\$ 100.00
(Publicity - Contractual)	
A0-7110-400	\$ 7,000.00
(Parks - Contractual)	
A0-8510-4	\$ 1,331.15
(Beautification - Contractual)	
A0-9010-8	\$ 31,441.52
(State Retirement)	
A0-9015-8	\$ 19,550.00
(Fire & Police Retirement)	
A0-9710-7	\$ 281.81
(Serial Bonds – Interest on Indebtedness)	

REVENUES:

A0-1062	\$ 51,687.06
(Town Payment to Reduce Tax Levy)	

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

Resolution No. 2025-225 “Accept Sewer Use Billing”

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

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

BE IT RESOLVED, that the Town Board does hereby accept the Sewer Use Billing from the Sewer Administrator in the amount of \$29,916.30, dated November 14, 2025.

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

Resolution No. 2025-226 “Accept Tax Relevy – Delinquent WATER Use Charges Greene County Real Property Services Dated November 10th, 2025”

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

WHEREAS, it is necessary for the Delinquent WATER Use Charges (Relevy) to be authorized by the Town Board and documented in the minutes; therefore,

BE IT RESOLVED, that the Town Board of Cairo does hereby accept the Delinquent WATER Use Charge as presented from the Water Administrator in the amount of \$ 42,549.49 dated November 10, 2025.

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

Resolution No. 2025-227 “Accept Tax Relevy – Delinquent SEWER Use Charges Greene County Real Property Services Dated November 10, 2025”

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

WHEREAS, it is necessary for the Delinquent SEWER Use Charges (Relevy) to be authorized by the Town Board and documented in the minutes; therefore,

BE IT RESOLVED, that the Town Board of Cairo does hereby accept the Delinquent SEWER Use Charge as presented from the Water Administrator in the amount of \$ 35,282.47 dated November 10, 2025.

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

Resolution No. 2025-228 “Accept Tax Relevy – Delinquent EDU Use Charges Greene County Real Property Services Dated November 10, 2025”

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

WHEREAS, it is necessary for the Delinquent EDU Use Charges (Relevy) to be authorized by the Town Board and documented in the minutes; therefore,

BE IT RESOLVED, that the Town Board of Cairo does hereby accept the Delinquent EDU Use Charge as presented from the Water Administrator in the amount of \$ 12,750.00 dated November 10, 2024.

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

Resolution No. 2025-229 “Authorize Supervisor to Sign the 2026 Rental Agreement with the Department of Human Services for the Use of the Acra Community Center”

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

WHEREAS, the Greene County Department of Human Services proposed a 2026 Agreement between Greene County and the Town of Cairo for the rental of the Acra Community Center in the amount of \$1,000.00 per month; therefore,

BE IT RESOLVED, the Cairo Town Board does hereby authorize the Supervisor to sign the 2026 Rental Agreement per the attached document.

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

Resolution No. 2025-230 “Authorize Submission of the NYS TAG-PHC Grant Application”

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

WHEREAS, the Town of Cairo is committed to addressing housing needs, revitalizing underutilized properties, and advancing strategic planning efforts to support current and future residents; and

WHEREAS, the New York State Technical Assistance Grant for Pro-Housing Communities (TAG-PHC) provides funding for municipalities to conduct studies and planning activities that support increased housing capacity and informed decision-making; and

WHEREAS, the Town of Cairo seeks to obtain funding to complete Recommendations to Increase Housing Capacity and Zoning Analysis Reports, including an evaluation of publicly and privately owned properties within the Town’s boundaries to identify opportunities for housing development and revitalization; and

WHEREAS, these studies will inform the Town’s ongoing Comprehensive Plan Update, support Main Street revitalization strategies, and strengthen future applications for housing and community development grants; and

WHEREAS, the Town of Cairo wishes to formally authorize the preparation and submission of an application for the NYS TAG-PHC grant; therefore,

BE IT RESOLVED, that the Town Board of the Town of Cairo hereby authorizes the submission of an application to the New York State TAG-PHC Program for funding to support Recommendations to Increase Housing Capacity, Zoning Analysis Reports, and evaluation of publicly and privately owned properties within the Town of Cairo; and

BE IT FURTHER RESOLVED, that the Town Board hereby designates and grants permission to Nicole Ambrosio, Town Grant Writer, to prepare, complete, and submit said application, along with any supporting documentation, on behalf of the Town of Cairo; and

BE IT FURTHER RESOLVED, that the Supervisor and/or authorized Town officials are empowered to execute any necessary forms, certifications, or agreements required by the application and, if awarded, to administer the grant in accordance with State guidelines.

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

Resolution No. 2025-231 “Approve Part-Time to Full-Time – Multiple Boards/Department Clerk Positions”

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

BE IT RESOLVED, that the Town Board does hereby appoint Donna Vollmer as the Planning Board Clerk and the Zoning Board of Appeals Clerk at an hourly rate of \$18.75 not to exceed 30 hours per week retroactive to the effective date of November 10, 2025. The Town Planning Board and Zoning Board of Appeals Chairs shall be the Department Head to whom the employee is responsible during the execution of such work, respectively; and

BE IT FURTHER RESOLVED, that the Town Board does hereby appoint Donna Vollmer as the Water/Sewer Clerk at an hourly rate of \$18.75 not to exceed 10 hours per week retroactive to the effective date of November 10, 2025. The Town Supervisor shall be the Department Head to whom the employee is responsible during the execution of such work.

BE IT FURTHER RESOLVED, that due to Ms. Vollmer’s appointment to other clerk positions within the Town, she is eligible for full-time employee benefits offered by the Town.

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

Resolution No. 2025-232 “Approve Local Law #3 of 2025 to Regulate Alarm Devices and Systems”

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

WHEREAS, the Town of Cairo would like to enact regulations for Alarm Devices and Systems; therefore,

BE IT RESOLVED, that the Town of Cairo hereby adopts the attached Local Law regulating the registration, requirements, fees and penalties for alarm devices and systems.

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

Monthly Reports (Not Discussed):

- Police Department – October 2025
 - Total Mileage for car 574/575/576/577: 3,074
 - 11 Criminal Complaints / 93 Incident Reports
 - 11 Accident Reports / 11 Arrests / 29 Traffic Tickets

Adjourn Town Board Meeting @ 7:40PM

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

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

Respectfully Submitted

Kathleen Rockefeller
Deputy Town Clerk

Kayla L. McAlister
Cairo Town Clerk