



Monday, December 1, 2025
Monroe Town Board Meeting Agenda

Town of Monroe, New York
Town Hall
1465 Orange Turnpike
Monroe, New York

1. Call to Order

1.1. Pledge to the Flag

2. Motion to Open Town Board Meeting

2.1. Motion to Open Town Board Meeting of December 1, 2025

3. Community Announcements

3.1. 2025 Toys for Military Tots

3.2. Conservation Commission to Host Repair Café

3.3. American Legion Post 488 Food Drive

4. Public Hearing

4.1. Motion to Open the Continuation of the Public Hearing RE: Local Law A-v1/2025 to Amend Article VI, Ch. 53 Concerning Material Used for Water Pipes in the Town of Monroe and adding Ch. 54 (Communal Water Systems)

4.2. Motion to Keep Open the Continuation of the Public Hearing RE: Local Law A-v1/2025 to Amend Article VI, Ch. 53 Concerning Material Used for Water Pipes in the Town of Monroe and adding Ch. 54 (communal Water Systems)

4.3. Motion to Open the Public Hearing RE: Road Improvement Petition, Seven Springs Road Realignment

4.4. Possible Motion to Keep Open the Public Hearing RE: Road Improvement Petition, Seven Springs Road Realignment

5. Acceptance of Minutes

5.1. Acceptance of November 17, 2025 Minutes

6. Audit of Claims

6.1. General Fund Abstract

6.2. Escrow Fund Abstract

7. Cash Transfers

7.1. Cash Transfer Abstract

7.2. Cash Transfer Abstract

8. Budget Transfers

8.1. Budget Transfer Abstract

9. New Business

9.1. Resignation, David Nestor, Clerk

9.2. Employee Vacation Carryover Requests

9.3. 9/11 Memorial

9.4. Town Owned Property Tax Exemption

9.5. Meeting Room Use Request, Dingman's Dairy

9.6. Land Preservation

9.7. Water District 12 BAN Refinance

10. Old Business

10.1. Revised Return Escrow, Schaeffer

11. Public Comment

11.1. Rules for Public Comment

11.2. Public Comment

12. Possible motion to adjourn to Executive and or/ Attorney Client Session

12.1. Enter into Executive Session

13. Return to Regular Meeting

13.1. Return to Regular Meeting

14. Adjournment

14.1. Adjournment of Meeting

1. Call to Order

Subject

1.1. Pledge to the Flag

Meeting

December 1, 2025 - Monroe Town Board Meeting Agenda

Type

Procedural

I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands, one Nation, under God, indivisible, with liberty and justice for all.

1. Motion to Open Town Board Meeting

Subject **2.1. Motion to Open Town Board Meeting of December 1, 2025**

Meeting December 1, 2025 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Motion to Open Town Board Meeting of December 1, 2025

2025-#504

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Town Board Meeting of December 1, 2025, at ____PM.

1. Community Announcements

Subject 3.1. 2025 Toys for Military Tots

Meeting December 1, 2025 - Monroe Town Board Meeting Agenda

Type Information

Recipients: Pete & Laura Rollins representing the Children of O.C. Disabled American Vets + SMSgt Theresa Castellane of the 105th for Children of the NY Air National Guard, deployed or stationed at Stewart Air Force Base. All donations are local for our Orange County Military & Veterans.

Remember the Reason: WTBQ's 10th Annual Toys for Military Tots Drive has begun and YOU can help Santa deliver the new, unwrapped toys for children baby to 12 yrs old ~ WTBQ Radio has once again teamed up with Orange County Executive, Steve Neuhaus (Steve sparked this drive), John (Cheech) Richichi, Pres. of the Nam Knights, Amanda Dana, Dir, of OC Tourism & Film, Orange County Bank & Trust, & many more...For more Information E-mail: Taylor@WTBQ.com Please donate New, Unwrapped Toys for ages baby to 12 yrs old – wrapping paper & ribbon would be appreciated. God Bless you all for sharing with those who sacrifice so much so we may enjoy the holidays with our families. Final drop-off Dec. 12thth @ WTBQ – Final Photo Op Dec. 15th @ 9:30am @ WTBQ Drop Off Sites:

Warwick: WTBQ Radio ~ Warwick Town Hall- Supervisor Jesse Dwyer-Forge 28 Studios

Warwick: Leo Kaytes Ford ~The Computer Guy — Warwick Ctr for the Performing Arts

Middletown: Orange Bank & Trust – all Branches

Goshen: John S. Burke Catholic — Orange Bank & Trust~ DMV—Kelly Eskew

Goshen: Sheriff Paul Arteta's Office—Amanda Dana—Dir. Of OC Tourism & Film—The Computer Guy

Chester: Orange Bank & Trust

Monroe: Monroe Town Hall at Supervisor Tony Cardone-Monroe-Woodbury Schools

New Windsor: Minuta Architecture – Town Hall—Patricia Clarino—Steve Bedetti & the Police Station

Montgomery: McKesson Corp-Susan Dean

Waywayanda: Denise Quinn at Town Hall

Washingtonville: Childtime Childcare

Florida: Assemblyman Karl Brabenec

1. Toys for Military Tots Nov Poster 2025



Toys for Military Tots 2025



Recipients: Pete & Laura Rollins representing the *Children of O.C. Disabled American Vets* + SMSgt Theresa Castellane of the 105th for *Children of the NY Air National Guard, deployed or stationed at Stewart Air Force Base*
All donations are local for our Orange County Military & Veterans

Remember the Reason

WTBQ's 10th Annual Toys for Military Tots Drive has begun and **YOU** can help Santa deliver the new, unwrapped toys for children *baby to 12 yrs old* ~ **WTBQ Radio** has once again teamed up with Orange County Executive, **Steve Neuhaus** (*Steve sparked this drive*), John (Cheech) Richichi, Pres. of the Nam Knights, Amanda Dana, Dir, of OC Tourism & Film, Orange County Bank & Trust, & many more...

For more Information E-mail: Taylor@WTBQ.com

Please donate **New, Unwrapped Toys** for ages *baby to 12 yrs old* – wrapping paper & ribbon would be appreciated. God Bless you all for sharing with those who sacrifice so much so we may enjoy the holidays with our families.

Final drop-off Dec. 12thth @ WTBQ– Final Photo op Dec. 15th @ 9:30am @ WTBQ

Drop Off Sites

Warwick: **WTBQ Radio** ~ Warwick Town Hall- Supervisor Jesse Dwyer-Forge 28 Studios
Warwick: Leo Kaytes Ford ~The Computer Guy -Warwick Ctr for the Performing Arts
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Chester: Orange Bank & Trust
Monroe: Monroe Town Hall at Supervisor Tony Cardone-Monroe-Woodbury Schools
New Windsor: Minuta Architecture – Town Hall-Patricia Clarino-Steve Bedetti & the Police Station
Montgomery: McKesson Corp-Susan Dean
Waywayanda: Denise Quinn at Town Hall
Washingtonville: Childtime Childcare
Florida: Assemblyman Karl Brabenec

2. Community Announcements

Subject 3.2. Conservation Commission to Host Repair Café

Meeting December 1, 2025 - Monroe Town Board Meeting Agenda

Type Information

The Monroe Repair Café, sponsored by the Monroe Conservation Commission and Town of Monroe, will take place on Saturday, December 6th, from 10 a.m. - 2 p.m. at Monroe Town Hall. Sponsored by the Town of Monroe and the Town of Monroe Conservation Commission. MONROE REPAIR CAFÉ Have Something Broken? We have assembled an excellent volunteer team of local fixers ready to repair your broken and beloved heirlooms and other items. FREE OF CHARGE - Mechanical & Electrical, including lamps—Jewelry cleaning & repairs-Stitching & sewing (clothing, home textiles, soft toys)- Knife & tool sharpening - Laptops & Tablets (Tech Support/Simple Repairs)- Bicycle tune-up & basic repairs Note: You must be checked in by 1:30PM. Repairs contingent upon repair team availability Limit 2 Items per person Special Thanks to Beck's Hardware and Cyrus Jewelers Questions Text 862-377-4493More Information @MonroeNYRepairCafe

1. Monroe Repair Café Flyer Dec 6_page-0001 (1)

Sponsored By



MONROE REPAIR CAFÉ



Have Something Broken?

We will have an excellent volunteer team of fixers ready to repair your broken heirlooms and other valued items.

FREE OF CHARGE

Repairs Including:

- Mechanical & Electrical, including lamps
- Jewelry cleaning & repairs
- Stitching & sewing (Clothing, home textiles, soft toys)
- Knife & tool sharpening
- Laptops & Tablets (Tech Support/Simple Repairs)
- Bicycle tune-up & basic repairs

Note: You must be checked in by 1:30PM.
Repairs contingent upon repair team availability

Limit 2 Items per person

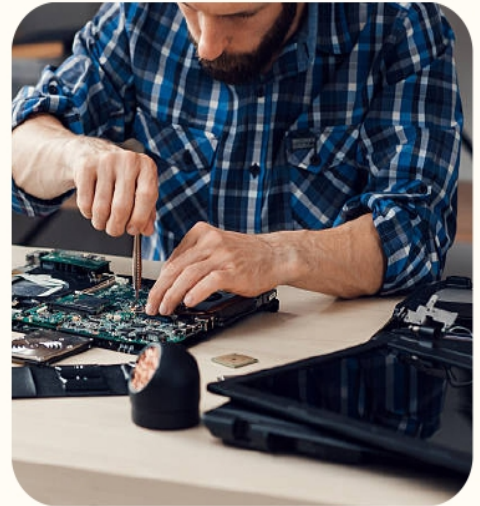
Special Thanks to:



New Volunteer fixers and other local residents prepared to help at this event are needed and will be welcome - please text 862-377-4493 if you can help or have questions.



More Information
[@MonroeNYRepairCafe](https://www.monroenynyrepaircafe.com)



10 AM - 2 PM

**6
DEC**

**MONROE
TOWN HALL**

1465 ORANGE TURNPIKE
MONROE, NY 10950

3. Community Announcements

Subject	3.3. American Legion Post 488 Food Drive
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Meeting	December 1, 2025 - Monroe Town Board Meeting Agenda
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Type	Information
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American Legion Post 488 Food Drive

Accepting donations now until 12/31/2025

Help us stock our local food pantries.

We are collecting non-perishable foods: canned vegetables, beans, sauces, boxed pasta, cereal, dry foods. *No fresh items.

Drop off location: American Legion Post 488 532 Lakes Rd., Monroe, NY

For more info, call the American Legion Post 488 at 845-783-3965

1. American Legion Post 488 Food Drive

AMERICAN LEGION POST 488
SONS OF THE AMERICAN
LEGION 488
AMERICAN LEGION AUXILIARY
UNIT 488

FOOD DRIVE



WE'RE COLLECTING

NON PERISHABLE FOODS
CANNED VEGETABLES,
BEANS, SAUCES, BOXED
PASTA, CEREAL, DRY FOODS
NO FRESH ITEMS

HELP US STOCK
OUR LOCAL FOOD
PANTRIES

ACCEPTING DONATIONS

NOW UNTIL 12/31/2025

Help donate food supplies
to our community

Drop off location

AMERICAN LEGION POST 488

532 LAKES ROAD, MORNOE, NY 10950

FOR MORE INFO CALL PLEASE CONTACT THE AMERICAN
LEGION POST 488 607-723-1105

1. Public Hearing

Subject **4.1. Motion to Open the Continuation of the Public Hearing RE: Local Law A-v1/2025 to Amend Article VI, Ch. 53 Concerning Material Used for Water Pipes in the Town of Monroe and adding Ch. 54 (Communal Water Systems)**

Meeting December 1, 2025 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Motion to Open the Continuation of the Public Hearing RE: Local Law A-v1/2025 to Amend Article VI, Ch. 53 Concerning Material Used for Water Pipes in the Town of Monroe and adding Ch. 54 (Communal Water Systems)

2025-#

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Continuation of the Public Hearing RE: Local Law A-v1/2025 to Amend Article VI, Ch. 53 Concerning Material Used for Water Pipes in the Town of Monroe and adding Ch. 54 (Communal Water Systems)

1. Notice of Public Hearing RE Water Pipes
2. Notice of Public Hearing RE Ch. 53, 54 Water Pipes
3. Affidavit RE Ch. 53, 54 Water Pipes_Redacted
4. 20251125 Ch 53-54 Water Revised Local Law

**TOWN OF MONROE
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Town Board of the Town of Monroe, Orange County, New York, on **June 16, 2025 at 7:00 p.m.**, or as soon thereafter as can be heard, at the Town Hall, 1465 Orange Turnpike, Monroe, New York 10950 to consider the adoption of a Local Law to amend Article VI, Chapter 53 concerning materials used for water pipes.

For any person unable to participate at the time of the Public Hearing, email comments may be submitted in advance to the Town Clerk, Valerie Bitzer at valerie@monroeny.org.

Said Local Law will be made available for review in the Town Clerk's office, 1465 Orange Turnpike, Monroe, New York 10950 and may be examined by any interested party from 8:00 a.m. to 5:00 p.m., Monday through Thursday in advance of the meeting on or before June 16, 2025.

By Order of the Town Board dated June 2, 2025

Valerie Bitzer – Town Clerk

TOWN OF MONROE
NOTICE OF CONTINUED PUBLIC HEARING

NOTICE IS HEREBY GIVEN that Town Board of the Town of Monroe, Orange County, New York, will continue a Public Hearing on **November 6, 2025 at 7:00 p.m.**, or as soon thereafter as can be heard, at the Town Hall, 1465 Orange Turnpike, Monroe, New York 10950 to consider the adoption of a Local Law Amending Article VI, Ch. 53 (Water Rules and Regulations) and Chapter 54 (Communal Water Systems) concerning Material Used for Water Pipes in the Town of Monroe.

For any person unable to participate at the time of the Public Hearing, email comments may be submitted in advance to the Town Clerk, Valerie Bitzer at valerie@townofmonroeny.gov.

Said Local Law has been available for review in the Town Clerk's office, 1465 Orange Turnpike, Monroe, New York 10950 and may be examined by any interested party from 8:00 a.m. to 4:00 p.m., Monday through Friday.

By Order of the Town Board dated November 2, 2025

Valerie Bitzer – Town Clerk

LOCALiQ

Observer-Dispatch | Daily Messenger
Times Telegram | New Jersey Herald
Times Herald-Record

PO Box 631202 Cincinnati, OH 45263-1202

AFFIDAVIT OF PUBLICATION

Valerie Bitzer
Town of Monroe
1465 Orange TPKE
Monroe NY 10950-3718

STATE OF NEW YORK, COUNTY OF ORANGE

The Times Herald-Record, a daily newspaper distributed in the Orange, Ulster, Pike, PA and Sullivan Counties, published in the English language in the City of Middletown, County of Orange, State of New York printed and published and personal knowledge of the facts herein state and that the notice hereto annexed was Published in said newspapers in the issues dated on:

11/02/2025

and that the fees charged are legal.
Sworn to and subscribed before on 11/02/2025

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$43.04

Tax Amount: \$0.00

Payment Cost: \$43.04

Order No:

Customer No:

PO #: 25-02414-05

of Copies:

1

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

MARIAH VERHAGEN
Notary Public
State of Wisconsin

TOWN OF MONROE NOTICE OF CONTINUED PUBLIC HEARING

NOTICE IS HEREBY GIVEN that Town Board of the Town of Monroe, Orange County, New York, will continue a Public Hearing on **November 6, 2025 at 7:00 p.m.**, or as soon thereafter as can be heard, at the Town Hall, 1465 Orange Turnpike, Monroe, New York 10950 to consider the adoption of a Local Law Amending Article VI, Ch. 53 (Water Rules and Regulations) and Chapter 54 (Communal Water Systems) concerning Material Used for Water Pipes in the Town of Monroe.

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By Order of the Town Board dated November 2, 2025

Valerie Bitzer – Town Clerk

**TOWN OF MONROE
LOCAL LAW ___ OF 2025**

**A LOCAL LAW TO AMEND CHAPTER 53 (WATER RULES AND REGULATIONS) and
CHAPTER 54 (COMMUNAL WATER SYSTEMS)**

BE IT ENACTED by the Town Board of the Town of Monroe, Orange County, New York (“Town Board”) as follows:

Section 1. Authority.

This local law is adopted pursuant to the provisions of Municipal Home Rule Law §10.

Section 2. Title and Purpose.

The purpose of this local law is amend the Town Code concerning Water Rules and Regulations and Communal Water Systems.

Section 3. Amendment. Chapter 53 (Water Rules And Regulations) is repealed and replaced as follows:

Article I Water Connections

§ 53-1. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

ADMINISTRATIVE HEAD

The Town Engineer as duly appointed or retained by the Board.

PERSON

Any person, firm, corporation, developer, contractor, etc., or legal representative, acting individually or jointly, including a transportation corporation.

TAP

Any connection of any kind with the Town water system or proposed system for the purpose of obtaining water therefrom for any purpose.

TOWN

The Town of Monroe.

TOWN BOARD

The Supervisor and Town Councilmen.

TOWN WATER SYSTEM

The Town of Monroe owned water system(s), including all water districts, fire districts and their production system(s) (wells, ponds, lakes), storage systems(s) and distribution system(s), wherever located.

WATER DEPARTMENT

The Town of Monroe Water Department including all its personnel and equipment.

WATER ADMINSTRATOR

The person duly appointed by the Town Board and responsible for the day-to-day operations of the Town water system.

§ 53-1.1. Applications.

All applications for the introduction of water into any premises or for the extension of any pipes for the conveyance of such water must be made by the owner or authorized agent of the owner of the premises in writing, utilizing the application furnished by the Water Department, whereby he agrees to abide by the rules and regulations of said Department.

§ 53-1.2. Water to be metered; rates.

All water, effective immediately, shall be metered, except water used for Town purposes. Any meters in use on said date shall remain in use, and the rates for metering shall be in accordance with the rates to be set by the Town Board.

§ 53-2. Taps; service lines; installations to be supervised.

- A. All taps and all service lines from main to curb box shall be installed by the owner under the supervision of the Town Engineer or Water Superintendent, and said lines may not be covered until the tapping permit has been endorsed "Approved" or the equivalent by the Town Engineer or Water Administrator
- B. Service pipe from main to meter shall be K-copper and be privately owned and maintained and installed by the owner. The Town Engineer and Water Administrator, at their option, may require the curb stop to be of an inverted-key type. All curb boxes shall be kept accessible and located within one foot of the owner's front property line.
- C. Installation from main to curb box and proper tests before filling in the ditch shall be made under the supervision and to the satisfaction of the Town Engineer or Water Administrator

§ 53-3. Separate connections required.

Each building or residence shall have its separate service connection direct to the main.

§ 53-4. Branches.

No branch will be allowed to be inserted in any service pipe without written approval and permitting by the Town Water Administrator. Where branches already exist not provided with stop cocks, in case of default in the payment of water rent by anyone, the main service may be cut off until the back charges are paid, and neither the Department nor the Town shall be liable for damages from any other consumer who may thus be deprived of water.

§ 53-5. Laying of pipes.

Service pipes and mains must be laid at least four feet six inches (4'-6") below the surface of the ground unless specifically approved otherwise by the Water Superintendent and shall be placed in course washed sand. If, at any time, it shall become necessary for the Water Department to change

the grade of its mains, the property owner or water user shall lower the grade of the service pipe and fixtures to conform to such change at his expense.

§ 53-6. Inspection; installation of meters; shutoffs.

- A. Employees of the Water Department may enter and must be permitted to enter (within 48 hours notification to the property owner by the Water Department) upon any premises where water is being supplied or upon any premises for which application is made for a service for the purpose of inspecting and installing water meters and readouts. Failure to provide access to provide meter access as described will result in a fine of not less than \$50/day. Meters shall be installed inside the residence. Readouts shall be installed on the driveway or sidewalk side of a house only, all in connection with such service.
- B. Water may be shut off by the Water Department from any service or main for the purpose of constructing new work or for making repairs to the water system. Whenever it is possible, due notice shall be given. However, in case of emergency, the water may be shut off without notice, and the Water Department shall not be responsible for any damage resulting therefrom. Consumers' failure to comply will result in discontinuance of water service.

§ 53-7. Right to connect with mains outside corporate limits of Town.

The Town Board may, in its discretion, sell to a corporation, individual or water district outside the Town, subject to such governmental approvals as may be necessary.

§ 53-8. Permit required.

No taps shall be made within or without the Town of Monroe boundaries unless a permit to do so is first obtained from the Town Clerk and a fee in accordance with the following schedule is paid at the time said permit is issued.

§ 53-9. Tapping fees.

- A. Tapping fees will be in accordance with the current rate established in the fee schedule adopted by the Town Board. The cost of the water meter shall be in addition to the tapping fee. The meter will be furnished by the Town and shall be installed by the Town Water Department. The meter shall remain the property of the Town.
- B. All taps outside the Town will be made at the discretion of and with the approval of the Town Board. The cost of the water meter shall be in addition to the tapping fee. The meter will be furnished by the Town and installed by the owner. The meter shall remain the property of the Town.
- C. See fee scheduled as schedule as adopted by the Town Board for fees on the above.

ARTICLE II Maintenance of Mains, Service Lines and Curb Boxes

§ 53-10. Responsibilities of owner.

- 1. The owner of property into which water is introduced by a service pipe will be required to maintain in perfect order, at his own cost and expense, said service pipe from the corporation cock and fixtures provided and appended thereto for delivering or supplying

water for any purpose. The curb box must be kept in view. In case service fixtures are not kept in repair, the Water Department may make the necessary repairs and charge the cost to the owner of the property. The owner of the property being serviced by Town of Monroe water shall be responsible for those water service lines which freeze and any costs of the repair of the same from the corporation cock to the residence. The property owner is responsible for the entire length of the service line from the main onto their property.

2. Filling of swimming pools by use of water service pipe, hose bib, etc. is not permitted and must be performed by a private water company. Violations of this section will be subject to a fine of not less than \$500 per occurrence.

ARTICLE III Rates and Fees; Interruption of Service for Noncompliance

§ 53-11. Water rates and billing.

- A. Water rates for customers within and outside the Town will be in accordance with the current water rate schedule established by the Town Board in the latest fee schedule
- B. Bills shall be rendered four times a year and are due and payable within 30 days from such billing date.
- C. Billing to new water customers shall commence with the date of issuance of a tapping permit and/or certificate of occupancy.
- D. All fees to be paid according to the latest fee schedule as adopted by the Town Board.

§ 53-12. Overdue bills.

All water bills not paid within such dates shall be assessed a late payment charge. See § 26B-2A(13)(c) of Chapter 26B, Fees, for late payment fees.

§ 53-13. Charges against property; notification of change of ownership.

Water furnished to any property for any purpose stands charged against such property regardless of change of ownership, and the Town Board reserves the right to discontinue the service from a premises for any unpaid bill or bills accumulated by a former owner or owners and to refuse to turn the same on again until all arrears and penalties are paid. In case of transfer of a property, the Water Department should be immediately notified so that proper adjustment may be made of any charges or repair bills against such property. In case the water is turned off by an agent of the Water Department for proper cause, no person shall turn it on again without permission from the Water Department. Any unpaid water bill will be added to the property tax bill.

§ 53-14. Notice for discontinuance.

Persons wishing to discontinue the use of water must give written notice thereof to the Town Clerk prior to the billing for the current period; otherwise they will be liable for water bill for the ensuing three months.

§ 53-15. Cause for discontinuance.

Unless otherwise prohibited by law or state regulation, the Town Board may discontinue water

service and shut off the supply from any premises, the owner or occupant of which has failed to comply with the provisions of this chapter, or any ordinance or local law relating to the character and construction and maintenance of pipes and connections and the use of the water. Such service will not be resumed until the cause for such discontinuance is removed and the expense of shutting off and turning on the water is paid.

§ 53-16. Permission to turn on water by Town Board.

When the water supply to any premises is shut off by the direction of the Town Board, it shall not be turned on again without the permission of said Board.

§ 53-17. Compliance required.

All persons who hereafter make applications for water service or who continue the use of the water service after the taking effect of this chapter will be deemed to have assented thereto and to have agreed to conform to the provisions of said chapter and to pay the rates established.

ARTICLE IV Fire Hydrants

§ 53-18. Rules for use; responsibility for damage; restriction of use.

- A. All hydrants are under the control of the Water Department. No person shall use a wrench for opening hydrants except one furnished for that purpose. No person, except an authorized employee of the Department or of a Fire Department or a person holding a written permit from the Water Department, shall disturb any hydrant or take any water therefrom under any circumstances whatever. In case damage is done by any person having a permit and taking water from a hydrant for construction or other purposes, the holder of the permit shall pay such damages and all costs and expenses that may be incurred by reason thereof. When necessary to make temporary connections with the fire hydrants, specific approval must be obtained from the Water Administrator and must be metered and include back flow prevention. Standard hydrant wrenches and reducing caps must be used. Any person causing damage to a fire hydrant by collision or otherwise will be held responsible for any damage thereby, and he should immediately report to the Police Department, giving his name and address.
- B. The Water Department may refuse use of hydrants, if the water supply and/or pressure for that particular area is minimal, or limit usage (gallons per unit of time).

ARTICLE V Penalties; Repealer

§ 53-19. Penalties for offenses.

- A. Any person or persons, corporation or corporations, company or companies, partnership or partnerships violating any of the provisions of this chapter applying to the operation of the Town of Monroe water system(s) shall be subject to a fine of \$2,500 per violation, per day, unless a specific penalty is otherwise provided herein.
- B. The imposition of a penalty for any violation of this chapter shall not excuse the violation or permit it to continue. The violator shall correct and remedy such violation forthwith. Any unreasonable delay shall constitute a separate offense.

§ 53-20. Repealer.

All ordinances or resolutions, and parts of either, that were heretofore adopted or passed and that conflict or are inconsistent with this chapter or with any part thereof are hereby annulled and repealed; provided, however, that suits and proceedings now pending shall in no way be affected by any provisions of this chapter.

ARTICLE VI Water Distribution System

§ 53-21. Specifications; equipment and materials to receive approval of Town Engineer; extension of system.

A. Specifications.

- (1) Water pipe installed in Town roads, in rights-of-way or in a water system or systems to be dedicated to the Town shall be ductile iron pipe, Class 52, with a rated water working pressure of 350 pounds per square inch. Ductile iron pipe shall be manufactured and installed in accordance with AWWA C151, AWWA C111, AWWA C104 and AWWA C600, latest revision.
- (2) Water pipe installed in nondedicated roads or private water systems may be DR14 polyvinyl chloride (PVC) pressure pipe, with a pressure rating of 305 PSI such as blue brute or approved equal. PVC pipe shall be manufactured and installed in accordance with AWWA C-900-16 date of latest revision. Fusion welded HDPE of a pressure rating of at least 305 PSI may also be allowed with specific review and approval by the Town Water Superintendent and Town Engineer.
- (3) Two silicon-bronze serrated wedges are to be installed between the lip of the bell and the plain end of all push on joints for all ductile iron pipe.
- (4) Water main fittings shall be standard gray-iron and ductile-iron fittings in accordance with AWWA C110, date of latest revision. Fittings shall be the mechanical joint retainer glad type Mechanical-joint retainer glands, bolts and gaskets shall be in accordance with AWWA C111, latest revision.
- (5) Water main valves four inches through 48 inches shall be resilient wedge gate valves, as manufactured by Mueller Model #A2361, non-rising stem, standard mechanical joint ends, in accordance with AWWA C515 and AWWA CIII, date of latest revision. Valves shall be provided with an extension service box to grade, and be set on an 8" thick concrete setting bed or block.
- (6) Hydrants shall be dry-barrel hydrants, type Mueller Super Centurion 250 Model A-243 (open left) in accordance with AWWA C502. Hydrants shall have a main valve size opening of five inches nominal, two two-and-one-half-inch NST hose nozzles, a one-and-one-half-inch pentagon operating nut and a six-inch mechanical joint inlet show connection with accessories. The hydrant direction of opening shall be left (counterclockwise).
- (7) Service taps of ¾" to 2" on polyvinyl chloride (PVC) pipe shall be made using Ford FS 300 Stainless Steel saddle or as approved equal by the Water Administrator.
- (8) Corporation stops for three-fourth-inch and one-inch service lines shall be Mueller H-

15008N conductive compression. Corporation stops for one-and-one-half-inch and two-inch service lines shall be Mueller H-15013N conductive compression. Corporation stops shall be in accordance with AWWA C800, latest revision.

- (9) Curb stops for three-fourths-inch through two-inch shall be Mueller H-15219N conductive compression, with drain. Curb stops shall be provided with an extension service box to grade curb stops shall be in accordance with AWWA C800, latest revision.
- (10) Underground service lines for sizes three-fourths-inch through two-inch shall be Type K copper, supplied in conformance with ASTM 888, in accordance with AWWA C800, latest revision.
- (11) Service connections or water main extension connections of three inches or larger shall be Mueller Stainless Steel, model H-304 tapping sleeve and valve Model A23616 or as approved equal by the Water Superintendent. All hardware (including but not limited to nuts, bolts, etc.) shall be stainless steel.
- (12) Where rock is encountered, it is to be removed to such an extent that at no section will it be within six inches of any pipe surface. In said conditions, pipe is to be laid on a bed of sand, Item 4, or acceptable run-of-bank gravel bed, compacted in place.
- (13) All pipe bends, tees, dead ends and hydrants are to include thrust restraints in the form of 3,000 PSI concrete, mega lugs, hot dipped galvanized restraint rods or field locked gaskets all hydrant runs are to include two (2) forms of restraint, and all dead ends are to have thrust calculations designed by a licensed New York State Professional Engineer, and submitted to the Town for review.
- (14) All sections of water mains shall have no less than four feet six inches depth of cover, unless approved by the Water Superintendent.
- (15) All sections of roadway shall be brought to subgrade level and then trenched before the installation or laying of any pipe.
- (16) All water mains and services shall be bedded with 6'' of course washed sand, which will extend around the pipe and to 12'' over the top of pipe. For trenches below pavement or hard surfaces, remaining backfill material to subgrade will be NYSDOT approved Item 4, placed in maximum 9'' lifts and compacted to 95% modified proctor density. In areas outside of pavement or hard surfaces, run of trench material may be allowed if deemed suitable by the Water Superintendent or Town Engineer.
- (17) All buried watermains will include warning tape indicating buried water below and be placed 16'' above the top of the pipe.
- (18) All C-900 and HDPE water mains are to include tracer wire for locations.
- (19) All ductile iron water mains will be pressure tested in accordance with AWWA C600, Section 4, latest revision, with a minimum test pressure of 150 PSI. All C-900 water mains are to be pressure tested in accordance with AWWA C-900, latest revision and HDPE pipe in accordance with AWWA M55, latest revision. Both C-900 and HDPE will also require minimum test pressures of 150 PSI.
- (20) All new, cleaned or repaired water mains shall be disinfected in accordance with

AWWA C-651, latest revision, except that Section 5.1 tablet method shall not be permitted.

- (21) Completed sections of water mains shall be tested and checked for leaks before final road surfacing is applied.
 - (22) All water mains shall be installed at a distance of approximately 10 feet from the center line of the right-of-way.
 - (23) All curb boxes shall be installed along right-of-way lines and within lot side lines.
 - (24) All fire hydrants shall be located in the grass mall area back of the curblin, centered at a distance of 24 inches from the face of the curblin and installed at the ground line mark embossed on the lower standpipe section of the hydrant.
 - (25) In situations where C-900 or HDPE water main is proposed to be used in non-dedicated roads or private water systems, the following additional requirements will be required:
 - a) A three (3) year maintenance bond in an amount of not less than 10% of a current cost estimate of all water related work will be required to be established with the Town. The cost estimate is to be prepared by the Applicant's Engineer and be reviewed and found acceptable to the Town Engineer.
 - b) A performance bond (amount to be determined by the Town Engineer, and as approved by the Town Board) is to be established with the Town to act as a guarantee to ensure steps are completed for formation of the private water district.
 - c) The Applicant will be required to establish escrow for professional fees to review cost estimates, bonding and water district establishment.
 - (26) All pipe, fittings and appurtenances shall be approved by the natural sanitation foundation (NSF) for potable water pipe, and be manufactured in the United States of America.
- B. All work equipment and materials in connection with the water distribution system and extensions shall be under and receive approval of the Town Engineer and Water Administrator. Any proposed revisions and /or substitutions to equipment/materials referenced in section 53-21 must be approved by the Town Water Administrator and Town Engineer.
- C. Extension of system.
- (1) Developers, contractors, homeowners, etc., requesting an extension, other than customer taps, on a Town of Monroe water system shall submit complete engineering plans and studies for the Town's consideration. At the option of the Town Board, an independent consulting engineering firm may be hired to review any submitted plans and studies, the cost of which shall be charged to the developer, contractor, homeowner, etc., and must be paid in advance.
 - (2) Upon acceptance by the Town Board for an extension of a Town of Monroe water system, the Town Board shall instruct the Town Engineer to calculate a bond estimate. The extension thereafter shall be under the direction and supervision of the Town

Engineer and/or Water Superintendent.

- (3) After acceptance of said extension by the Town Board, 10% of the above bond estimate (revised to be reflective of current costs of construction) shall be held in a Town of Monroe escrow account for at least two years. During said two years, all defects, corrections, repairs, etc., shall be made at the developer's, contractor's, homeowner's, etc., expense, or the ten-percent escrow account money shall be used for this purpose. At the end of the second year, all unused moneys and interest shall be returned to the developer, contractor, homeowner, etc.

ARTICLE VII Meters

§ 53-22. Pits.

Outside meter pits may be installed in special cases on approval of the Town Engineer. Such meter pits must be installed in accordance with Town specifications and at the expense of the property owner.

§ 53-23. Pipe conditions for installation of meter.

In the event that the pipes of the consumer are not in proper condition for the installation of a meter, the consumer shall cause said pipes at the point at which said meter is to be installed to be put in proper condition prior to the installation of said meter.

§ 53-24. Testing; charges.

- A. Where a water meter fails to register the correct quantity of water through it or where it otherwise becomes out of order or in need of repair, notice thereof shall be given the Water Department. Another meter will then be loaned and installed during the time required for testing and repair. The Water Department will cause the meter to be tested, and, if the meter, on test, is found to be registering over 3% more water than actually passes through it, no charge will be made for the test if the test was requested by the owner; Fees, incurred for service charges to cover the cost of removing, testing and resetting the meter will be made to the consumer requesting such a test.
- B. If a meter is out of order and fails to register, the consumer will be charged at the average consumption as shown by the meter when in order.

§ 53-25. Service charges.

Latest adopted fee schedule as passed by the Town Board.

§ 53-26. Tampering prohibited; penalties for offenses; replacement or correction.

No person shall break, remove or deface the seal of any water meter or remove, alter or obstruct, injure or prevent the uninhibited use of such meter or bypass Town-supplied water by looping (or other means) the meter, thereby preventing the full water supply from being metered. Any meter found to have been tampered with or bypassed accordingly shall subject the owner of the property metered to the following penalties. It shall be presumed that such meter has been illegally tampered with or bypassed if found to be in a state as hereinbefore set forth.

- A. The penalties for injury to such meters shall be imprisonment up to 15 days in jail or \$1,500 in penalties, or both. However, nothing herein shall preclude a criminal court prosecution of a violator under NYS Penal Law § 145.15 (Criminal Tampering in the Second Degree) if determined appropriate by the Orange County District Attorney's Office and in such case, the penalties under such penal law section shall apply.
- B. In the event that such tampering, if found, has not affected the measure of water charged for, the owner shall then be responsible for a replacement of the meter and/or correction of water supply lines, the cost thereof and labor for such replacement and any and all special fees which the Water Department deems necessary for replacing or correcting the same.

ARTICLE VIII Cross-Connection Control

§ 53-27. Definitions.

As used in this chapter, the following terms shall have the following meanings:

AIR GAP — A physical separation sufficient to prevent backflow between the free flowing discharge end of the potable water system and any other system; physically defined as a distance equal to a minimum of twice the diameter of the supply side pipe diameter but never less than one inch.

APPROVED — Accepted by the Town or any water district within the Town, meeting applicable specifications stated or cited in this regulation, or as suitable for the proposed use.

ATMOSPHERIC VACUUM BREAKER — A device which prevents backsiphonage by creating an atmospheric vent when there is either a negative pressure or subatmospheric pressure in a water system.

AUXILIARY WATER SUPPLY — Any water supply on or available to the premises other than the purveyor's approved public potable water supply.

BACK PRESSURE — A condition in which the owner's system pressure is greater than the supplier's system pressure.

BACKFLOW — The flow of water or other liquids, mixtures or substances and/or positive or reduced pressure in the distribution pipes of a potable water supply from any source other than its intended source.

BACKFLOW PREVENTER — A device or means designed to prevent backflow or backsiphonage. Most commonly categorized as air gap, reduced pressure zone principle device, double check valve assembly, pressure vacuum breaker, atmospheric vacuum breaker, hose bibb vacuum breaker, residential dual check, double check with intermediate atmospheric vent, and barometric loop.

BACKSIPHON — The flow of water or other liquids, mixtures or substances into the distribution pipes of a potable water supply system from any source other than its intended source, caused by a sudden reduction of pressure in the potable water supply system.

BAROMETRIC LOOP — A fabricated piping arrangement rising at least 35 feet at its topmost point above the highest fixture it supplies. It is utilized in water supply systems to protect against backsiphonage.

CERTIFIED BACKFLOW PREVENTION DEVICE TESTER — A New York State certified backflow prevention device tester.

CONTAINMENT — A method of backflow prevention which requires a backflow prevention device at the water service entrance immediately after the water meter or, in the event of no meter, immediately after the point of entry.

CONTAMINANT — Any physical, chemical, microbiological or radiological substance or matter in water.

CROSS-CONNECTION — Any actual connection between a public water supply and a potential source of contamination.

DEPARTMENT OF HEALTH — The State of New York Health Department and its agent, the Orange County Department of Health.

DISTRICT — Any water district within the Town.

DOUBLE CHECK DETECTOR ASSEMBLY (DCDA) — An assembly of two spring-loaded check valves, a bypass with water meter and double check valve, and two tightly closing OS&Y gate valves.

DOUBLE CHECK VALVE ASSEMBLY (DCVA) — An assembly of two independently operating spring-loaded check valves with tightly closing shutoff valves on each side of the check valves, plus properly located test cocks for the testing of each check valve.

DOUBLE CHECK VALVE WITH INTERMEDIATE ATMOSPHERIC VENT — A device having two spring-loaded check valves separated by an atmospheric vent chamber.

FIXTURE ISOLATION — A method of backflow prevention in which a backflow preventer is located to correct a cross-connection at an in-plant location rather than at a water service entrance.

HOSE BIBB VACUUM BREAKER — A device which is permanently attached to a hose bibb and which acts as an atmospheric vacuum breaker.

OWNER — Any person who has a legal title to or license to operate or habitat in a property upon which a cross-connection is present.

PERMIT — A document issued by the Town Building Inspector which allows the use of a backflow preventer. A permit to construct and a completed works approval may also be required from the State of New York Department of Health.

PERSON — Any individual, partnership, company, public or private corporation, political subdivision or agency of the State Department, agency or instrumentality of the United States or any other legal entity.

POLLUTANT — A foreign substance that, if permitted to get into the public water system, will or has the potential to degrade its quality so as to constitute a moderate hazard or impair the usefulness or quality of the water to a degree which does not create an actual hazard to the public health but which does adversely and unreasonably affect such water for domestic use.

PRESSURE VACUUM BREAKER — A device containing one or two independently operated spring-loaded check valves and an independently operated spring-loaded air inlet valve located on the discharge side of the check or checks. Such device includes tightly closing shutoff valves on each side of the check valves and properly located test cocks for the testing of the check valves.

REDUCED-PRESSURE-ZONE ASSEMBLY BACKFLOW PREVENTER (RPZA) — An assembly consisting of two independently operating approved check valves with an automatically operating

differential relief valve located between two check valves, tightly closing shutoff valves on each side of the check valves, plus properly located test cocks for the testing of the check valves and the relief valve.

TOWN — The Town of Monroe, its officials, employees, and authorized agents.

WATER SERVICE ENTRANCE — The point in the owner's water system beyond the sanitary control of the districts; generally considered to the outlet end of the water meter and always before any unprotected branch.

§ 53-28. Requirements.

- A. Backflow prevention devices shall be required for all users of Town public water systems with the exception of the following:
 - (1) Single-family residential users without the following:
 - (a) Private well.
 - (b) Lawn sprinkler.
 - (c) Other irrigation system.
 - (d) Potentially hazardous home business (e.g., hair salon, etc.).
- B. The following measures shall be required by each water user based on the degree of hazard posed to the public water supply system:
 - (1) Backflow devices shall be accomplished with an air gap, reduced-pressure-zone device (RPZA), double check valve assembly, or equivalent protective device as determined by the Building Department, Town Engineer, or Orange County Department of Health.
 - (2) Users shall submit the Orange County Department of Health approved application to the Town's Building Department prior to installation.
 - (3) All testable protective devices (DCVA and RPZA) require an initial test and annual testing when they are used in an irrigation system or when the use, activity, or situation may render a private residence equivalent to that of a commercial user, or establishes an equivalent degree of hazard when determined by the Building Inspector, Town Engineer or their designee. Copies of all testing reports shall be forwarded to the Town and OCDOH. Reporting requirements are listed in § 53-29A(3), Administration, herein. Such tests shall be conducted by certified backflow prevention device testers. Testers shall meet the requirements listed in § 53-37, Certified testers.

§ 53-29. Administration.

- A. The Town shall implement, administer and operate a cross-connection control program in accordance with this chapter. Notwithstanding the requirements of this chapter, the cross-connection control program shall include the following requirements:
 - (1) A protective device commensurate with the degree of hazard posed by any service connection;
 - (2) The user of such connections to submit plans for the installation of protective devices to the supplier of water and/or the state for approval; and

- (3) All testable protective devices are inspected and tested by a certified backflow prevention device tester at the time of initial installation, after each repair, and annually thereafter. Records of such tests shall be made available to, reviewed by, and filed with the supplier of water and/or Building Inspector. All protective device tests and inspections shall be conducted by a certified backflow prevention device tester ("tester").
- B. If the Town requires that the public supply be protected by containment, the owners shall be responsible for water quality beyond the outlet end of the containment device and should utilize fixture outlet protection for that purpose.
- C. The owners shall be responsible for having a licensed New York State engineer certify that the installation is in accordance with the approved plans and a certification from an approved tester that the installation is in accordance with the approved design. Certifications shall be provided on New York State Department of Health approved forms.
- D. Records and reports.
 - (1) Records. The Town Building Department will initiate and maintain the following:
 - (a) Master files on customer cross-connection tests and/or inspections.
 - (b) Master files on cross-connection permits.
 - (c) Copies of permits and permit applications.
 - (d) Copies of lists and summaries supplied to the Department of Health.
- E. Fees and charges. The Town Board will publish a list of fees for the initial application and renewal fees as part of the Town Comprehensive Fee Schedule.

§ 53-30. Enforcement.

The Town Building Inspector, or his or her designee, shall be authorized to enforce this chapter and the cross-connection and backflow protection requirements, specifications, guidelines, and facility classifications of the New York State Department of Health and the Orange County Department of Health. Specifications, guidelines, facilities, classifications and other administrative requirements and information which shall be used to implement the requirements shall be on file in the Town and available for review.

§ 53-31. Owner requirements.

The owner shall, within 90 days after the authorization of this article, install such approved device, or devices, at his or her own expense. Failure or refusal or inability on the part of the owner to install said device or devices within 90 days shall constitute grounds for discontinuing water service until such device or devices have been properly installed. Hazardous conditions shall be addressed immediately.

- A. The owners shall be responsible for the elimination or protection of all cross-connections on their premises.
- B. The owners, after having been informed by written notice from the Town, shall, at their expense, install, maintain, and test, or have tested, any and all backflow preventers on their premises.

- C. The owners shall correct any malfunction of the backflow preventer which is revealed by periodic testing.
- D. The owners shall inform the Town of any proposed or modified cross-connections of which the owners are aware but have not been found by the Town.
- E. The owners shall not install a bypass around any backflow preventer unless there is a backflow preventer on the bypass providing equal or greater protection. Owners who cannot shut down operation for testing of the device(s) must supply additional devices necessary to allow testing to occur.
- F. The owners shall submit application to the Orange County Health Department for approval prior to the installation of any "testable" (greater than 1") once approvals have been provided and backflow devices installed, testing of these devices is required, with results submitted to both the Orange County Department of Health and Town Water Administrator prior to placing in service.
- G. The owners shall install only backflow preventers which are shown on the list generated by the University of Southern California Foundation for Cross Connection Control and Hydraulic Research ("FCCHR").
- H. In the event that the owners install plumbing to provide potable water for domestic purposes which is on the Town's side of the backflow preventer, such plumbing must have its own backflow preventer installed.
- I. The owners shall be responsible for the payment of all permit fees, penalties, annual or semiannual device testing, retesting in the case that the device fails to operate correctly, and second reinspections for noncompliance with Town and Department of Health requirements.

§ 53-32. Degree of hazard.

- A. The Town recognizes the threat to the public water system arising from cross-connections. All threats will be classified by degree of hazard and will require the installation of approved reduced-pressure- principle backflow prevention devices (RPZA) or double check valves (DCVA). To achieve containment, an acceptable backflow prevention device must be installed in every service connection to a facility.
- B. The degree of hazard shall be determined by the Town, together with the guidelines published by the New York State Department of Health or any revisions or amendments thereto. Based on degree of hazard determination, a facility shall be rated as either hazardous, aesthetically objectionable, or nonhazardous. A hazardous facility shall be contained through the use of an RPZA or an air gap. An aesthetically objectionable facility shall be contained through the use of a DCVA. All facilities should be protected through an internal plumbing control program to ensure that plumbing cross-connections inside a facility are adequately protected or eliminated. The internal control program will be the coordinated effort between the Town, Town Engineer, and the Town's Water Department to eliminate all existing internal cross-connection and prevent future cross-connections.
- C. The following three categories will be considered when determining the degree of hazard posed by a facility and making subsequent determinations of the type of protective device required:

- (1) Use, toxicity and availability of contaminants;
- (2) Availability of a supplementary supply of water; and
- (3) Firefighting system evaluation.

D. Hazardous facilities. The following nonexhaustive listing provides examples of the types of facilities which will require an acceptable RPZA or air gap to be installed in the service connection to the public water distribution system:

Type of Facility	Potential Hazard
Sewage and industrial wastewater treatment plants and pumping stations, sewer flushers, etc.	Sewage and industrial wastewater, contaminated water, toxic chemicals, etc.
Paper manufacturing or processing, dye plants, petroleum processing, printing plants, chemical manufacturing or processing, industrial fluid systems, steam generation, rubber processing, tanneries	Toxic chemicals, water conditioning compounds; examples: toxic dyes, acids, alkalis, solvents, quaternary ammonia compounds, mercury, chromium, etc.
Canneries, breweries, food processing, milk processing, ice manufacturing, meat packers, poultry processing, rendering companies, etc.	Process wastewater, steam, detergents, acids, caustics, refrigeration lines
Hospitals, clinics, laboratories veterinary hospitals, mortuaries, embalmers, etc.	Bacterial cultures, laboratory solutions, blood and tissue waste, toxic materials, etc.
Shipyards, marinas, etc.	Sea water, sewage, contaminated water, etc.

Type of Facility	Potential Hazard
Metal plating, photo processing, laundries, commercial car washes, commercial refrigeration systems, dry-cleaning establishments, etc.	Toxic chemicals, concentrated cleaning agents, solvents, etc.; examples: cyanides, fluorides, copper, chromium, caustic and acid solutions, etc.
Commercial greenhouses, spraying and irrigation systems using weedicides, herbicides, exterminators	Toxic chemicals; examples: ammonium salts, phosphates, 2,4 disodium arsenide, lindane, malathion, etc.
Boiler systems, cooling towers or internal firefighting systems using conditioners, inhibitors, corrosion control chemicals, etc. Typically: apartment buildings, cooling towers, warehouses	Toxic chemicals; examples: hydrazine, sodium compounds, antifreeze solutions, etc.

- E. Aesthetically objectionable facilities. The following nonexhaustive listing provides examples of the types of facilities which will require an acceptable DCVA to be installed in the service connection to the public water distribution system:

Type of Facility	Potential Hazard
Customer fire protection loops, fire storage tanks, with no chemical additives	Stagnant water, objectionable tastes, odors
High-temperature potable water	Objectionable temperatures
Utilization of food-grade dyes	Objectionable color
Complex plumbing systems in commercial buildings. Typically: barbershops, beauty salons, churches, apartment buildings, gas stations, supermarkets, nursing homes, construction sites, carnivals	Plumbing errors, obsolete plumbing equipment, poor plumbing inspection/correction programs

- F. Non-hazardous facilities. The containment approach does not apply. The following nonexhaustive listing indicates the type of facility that would qualify:

Type of Facility	Potential Hazard
Private homes not served by an outside private well supply	None; rely on internal plumbing control
Dry commercial establishments without complex plumbing systems	None; rely on internal plumbing control

- G. Irrigation systems. A double check valve assembly (DCVA) shall be considered the minimum required protective device for irrigation systems that are subject to flooding or back pressure/back-siphonage conditions (underground lawn sprinklers, for example). A RPZA device shall be required in all cases where chemicals or herbicides are injected into the irrigation system.
- H. Hoses. A vacuum breaker shall be used any time a hose is connected to hazardous material such as pesticides, herbicides, fertilizers, detergents or other chemicals.
- I. Hydrant connections. The use of any hydrant or blowoff or similar connection, other than for firefighting purposes, is strictly prohibited by the water supplier unless prior written permission has been obtained from the Town and a plan exists to show how adequate cross-connection control will be provided. The plan must include the use of an RPZA which must be fitted to the hydrant prior to allowing the water to flow from the hydrant to any vehicle other than one approved to deliver potable water (bulk hauler approved by the NYSDOH). The Town will designate a specific hydrant to be used for such drafting of water.

§ 53-33. Permits.

- A. The Town shall not permit a cross-connection within the public water supply system unless it is considered necessary, and it cannot be eliminated.

- B. The Town Board shall determine the applicable permit fees at its sole discretion.
- C. Permits shall be renewed every year and are nontransferable. Permits are subject to revocation and become immediately revoked if the owner should so change the type of cross-connection or degree of hazard associated with the service.
- D. A permit is not required when fixture isolation is achieved with the utilization of a nontestable backflow preventer, e.g., dual check valve.

§ 53-34. Existing in-use backflow prevention devices.

Any existing backflow preventer shall be allowed by the Town to continue in service unless the degree of hazard is such as to supersede the effectiveness of the present backflow preventer, or result in an unreasonable risk to the public health. Where the degree of hazard has increased, as in the case of a residential installation converting to a business establishment, any existing backflow preventer must be upgraded to a reduced-pressure-principle device, or a reduced-pressure-principle device must be installed in the event that no backflow device was present.

§ 53-35. Periodic testing.

- A. Reduced-pressure-principle backflow devices shall be tested and inspected as required.
- B. Periodic testing shall be performed by a certified backflow prevention device tester as defined by Title 10 of the New York Code of Rules and Regulations, Part 5, § 5-1.31. Testing results shall be provided to the Town Building Department. Testing shall be at the owner's sole expense.
- C. Any backflow preventer which fails during a periodic test will be repaired or replaced. When repairs are necessary, and upon completion of the repair, the device shall be retested at the owner's expense to ensure correct operation. High-hazard situations will not be allowed to continue unprotected if the backflow preventer fails the test and cannot be repaired immediately. In other situations, a compliance date of not more than 30 days after the test date will be established. The owner is responsible for spare parts, repair tools or a replacement device.
- D. Backflow prevention devices will be tested more frequently than specified where there is a history of test failures and the Town determines that, due to the degree of hazard involved, additional testing is warranted. Cost of the additional tests will be borne by the owners.

§ 53-36. Residential dual check assembly.

Installation of a residential dual check assembly may be required on a retrofit basis on existing service lines and/or may be required on new service lines as deemed necessary by the Town, and the potential cost shall be borne by the homeowner.

§ 53-37. Certified testers.

All certified backflow prevention device testers shall be approved by the New York State Department of Health. Prior to performing certification tests in the Town, each certified backflow prevention device tester must demonstrate to the Town Engineer and the Town Water Department that he or she is currently authorized to conduct such tests as approved by the Department of Health.

§ 53-38. Penalties for offenses.

- A. Any person violating any provision of this article, as determined by the Town's Building Inspector, shall be guilty of a violation and, upon conviction thereof, shall be punished by a fine not to exceed the sum of \$250 and/or imprisonment for no more than 15 days, or both. Each day shall constitute a separate and distinct offense, punishable by a like fine or penalty as herein set forth.
- B. Notwithstanding the penalties provided above, the Town may maintain an action or proceeding in a court of competent jurisdiction to compel compliance with or to restrain by injunction the violation of any provision of this chapter.
- C. The foregoing provisions are not exclusive and are in addition to any and all laws applicable thereto.

Section 4. Amendment. Chapter 54 (Water Systems, Communal) is repealed and replaced as follows:

§ 54-1. Title and short title.

The title shall be known as Local Law No. __ of 2025, providing standards for the construction, installation and maintenance of communal water systems in the Town of Monroe, and may be referred to as the "Communal Water Systems Law."

§ 54-2. Definitions.

For the purposes of this chapter, the following terms shall have the meanings indicated:

COMMUNAL WATER SYSTEM — Any water system or waterworks made, constructed or installed after the effective date of this chapter, including the source, treatment works, transmission mains, distribution system and storage facilities and meters, if any, which is designed to, intended to or will, in fact, furnish water to a subdivision whether or not the source for such system is or will be a surface or subsurface source of a combination of both, whether or not such a system is or will be owned individually, by a corporation or association and whether or not such a system or any of its appurtenances are wholly or partly located outside the Town of Monroe.

COMPLETION — A communal water system or extension thereto shall be deemed completed when it has been constructed and installed in accordance with the maps, plans and specifications as approved by the Town Planning Board and subsequent certifications (from the Design Professional) and all regulatory approvals provided and found to be acceptable to the Town Engineer.

DWELLING — A building arranged, intended or designed to be occupied by one or more families living independently of each other on the premises. The term "dwelling" shall include prefabricated buildings and mobile homes, provided that they meet all the requirements of this chapter, the Building Code and all other requirements or ordinances applicable to dwellings.

EXTENSION TO A COMMUNAL WATER SYSTEM — Any pipes, pumps, mains or other distribution facilities, including any meters, that are, or are intended to be, joined with or connected to a communal water system so as to form one system with a common source of

supply.

PLACED INTO SERVICE — A communal water system or extension thereof shall be deemed placed into service when it does in fact supply water to one or more dwellings within a subdivision, multiple dwelling group or other area designed to be serviced by such system or extension thereto.

SUBDIVISION — A tract of land which is hereafter divided into five or more lots or parcels along an existing or proposed street, highway, easement or right-of-way for sale or for rent as residential lots or residential building plots, regardless of whether the lots or plots to be sold or offered for sale, or leased for any period of time, are described by metes and bounds or by reference to a map or survey of the property or by any other method of description, and as further defined in Section A-65-3

TOWN — The "Town" of Monroe, Orange County, New York. **TOWN ATTORNEY** — The attorney retained by the town.

TOWN ENGINEER — The Municipal Engineer retained by the town.

§ 54-3. Approval of maps, plans and specifications required.

No person, firm, corporation or association shall make, install, construct, extend, modify or operate, or allow to be made, installed, constructed, extended, modified or operated, a communal water system or extension thereof until maps, plans and specifications for such a system or extension thereof, prepared by an engineer duly licensed by the State of New York, shall have first been submitted to and approved by the Town of Monroe Planning Board. The Planning Board approval shall be endorsed upon all such maps, plans and specifications submitted and such endorsement shall be evidence of such approval. Approval pursuant to this section shall not be granted by the Planning Board prior to compliance with 54-10 of this chapter.

§ 54-4. Construction and installation standards.

The codes, rules and specifications adopted by the Town for communal water systems shall be the basis upon which all maps, plans and specifications for such systems or extensions and modifications thereof shall be reviewed for approval. All such systems and extensions thereof shall be installed and constructed in accordance with the maps, plans and specifications as approved by the Planning Board.

§ 54-5. Right of entry upon construction sites.

Representatives from the Town or Town Engineer or anyone under their supervision, upon the showing of the proper credentials and in discharge of his duties, may enter upon the site upon which any communal water system or extensions thereof is being installed, constructed, extended or modified at any reasonable hour of the day, for the purpose of making inspections thereof.

§ 54-6. Inspections authorized.

The Town Engineer or anyone under his supervision is hereby authorized to conduct such inspections of the site or sites upon which any communal water system or extension thereof is located or is being installed or constructed, from as deemed necessary, for the purpose of seeing

that the installation or construction of such a system or extension is in conformity with the maps, plans and specifications submitted and approved pursuant to this chapter, or that such system is being maintained and operated and is functioning as required by this chapter. At a minimum, inspections of water lines, services and appurtenances are to be done prior to back filling, with full time inspections required during all testing, disinfection and sampling procedures.

§ 54-7. Stop orders.

Whenever the Town Engineer has reasonable grounds to believe that the installation, construction or extension of any communal water system is not in conformity with the maps, plans and specifications approved by the Planning Board, they shall notify the owner or the owner's agent, or the person, firm or corporation performing the installation, construction or extension of such a system, as well as the Town Code Enforcement Office who would be responsible to order all such installation and construction of such system stopped, and any such person shall forthwith stop all such installation, construction or extension until such stop order has been rescinded. Such notice and order shall be in writing, and shall state the conditions, if any, upon which the work may be resumed and may be served upon a person to whom it is directed either by delivering it personally or by posting the same upon a conspicuous portion of the site upon which such communal water system is located and by sending a copy thereof by ordinary mail to the last known address and email address.

§ 54-8. Revocation of approval.

The Town Planning Board may revoke approval of any maps, plans and specifications previously granted pursuant to § 54-3 of this chapter, where they find there has been any false statement or misrepresentation as to a material fact in the maps, plans and specifications or any other data submitted therewith, or where the person or persons to whom a stop order has been issued fails or refuses to comply with such order or where the Planning Board finds that the approval was granted in error and should not have been so granted.

§ 54-10. Petition to form water district required.

The owner or owners of real property within a subdivision or multi dwelling project to be supplied by a communal water system or extension thereof shall, at a time prior to approval of the plans and specifications for such system or extension thereof as required by this law, or at a time prior to any installation or construction or extension of such a communal water system or any part thereof if such approval is not required, present a petition in due form to the Town Board of the Town of Monroe, pursuant to applicable provisions of the NYS Town Law, for the formation and establishment or extension of a water district to include such subdivision or multi dwelling project. Formation of referenced district will in no way bind the Town to any ownership, maintenance or responsibility for said district as this will be privately owned and maintained, but would allow for the Town to assess tax liens if members of the homeowners association are not paying dues.

§ 54-11. Acceptance of system by town.

Once construction has been completed and the communal water system has been in operation by the homeowners association for a period not less than 7 years, the homeowners association may petition the Town to accept (dedicate) the system only if they can show due cause to

support acceptance. The Town. However. will in no way be bound to accept (dedicate) the system.

If after consideration, the Town Board decides to accept dedication of the system the following will be required:

- a) The private water system must be brought into compliance with any/all requirements of the Town Code. Any cost associated with this will not be borne by the Town, but will be borne by the private water system.
- b) At a time when the Town Board has determined that it is in the public interest to extend any water storage and distribution district, or water supply district or other water supply and/or distribution system maintained or operated by the Town of Monroe, to include a water district formed pursuant to this chapter, it shall accept the offer of dedication of the communal water system and set a date at which time the Town shall take actual possession or control of a communal water system or extension unless it is completed.

§ 54-12. Title delivery required.

Upon such a taking, the owner of any communal water system or extension thereof shall deliver to the town good and marketable title thereto, subject only to those covenants, restrictions and reservations which are of record. The owner of the communal water system shall furnish at his expense such searches of title or title policy and surveys as may reasonably be required by the Town Attorney.

§ 54-13. Performance and maintenance bond required.

- A. Any owner of a communal water system shall, prior to the approval of the maps, plans and specifications required by this chapter, post a performance bond satisfactory to the Town Attorney covering the cost, as estimated by Applicant's Engineer and approved by the Town Engineer, of the installation and construction of such a system or extension thereof as shown on such maps, plans and specifications. The maximum term of such bond shall be three years, but may be extended upon petition to the Town Board. Upon the completion of such a system or extension thereof, the Town Engineer shall make a final inspection of such system or extension thereof and its appurtenant parts, and shall report to the Town Board whether or not in their judgment the system or extension thereof, as installed and constructed, conforms with the maps, plans and specifications approved by him. If the system is in conformity with such maps, plans and specifications, the Town Board, by resolution, shall release the performance bond. In the event that such communal water system or extension thereof has not been installed and constructed in conformity with such maps, plans and specifications within the term of such bond, the Town Engineer shall notify the owner or operator of such system in what respect the installation or construction of the communal water system does not conform with the maps, plans and specifications approved by him. If such defects are not corrected within a reasonable time after the giving of such notice, the Town Board may:
 - (1) By resolution declare such performance bond to be in default and may collect the sum remaining payable thereunder, and with the proceeds thereof the town shall install or complete the installation or extension of the communal water system in accordance with the maps, plans and specifications approved by the Town Engineer, or
- B. After such a communal water system or extension shall have been placed into service, the

owner or operator of any communal water system or extension thereof shall post a maintenance bond satisfactory in form to the Town Attorney, which shall be in an amount not less than 10% of the performance bond after but should be adjusted to current costs of construction with the amount approved by the Town Engineer. The maximum term of such bond shall be two years. After the expiration of the term of such a bond, if the same has not been declared in default, the Town Board shall, by resolution, release such bond.

§ 54-14. Maintenance and operation standards; abatement of violations.

After a communal water system or extension thereof shall have first been placed into service, such system and any extensions thereof shall be maintained and operated in good working order and shall function in such a manner so as not to jeopardize the health and safety of anyone who is serviced by such system. If in the judgment of the Town Engineer such a system or extension thereof is not operated and maintained in good working order or does not function as required by this section, they shall notify the Town Code Enforcement Officer who will in turn notify the owner of such a system or his agent or the operator thereof of that fact and order such owner, agent or operator to remedy any defect and/or to maintain or operate the system so that it functions in accordance with the provisions of this section. Such notice and order shall be in writing and served upon such owner, his agent or the operator of such system personally or by mailing the same by ordinary mail to his last known address. If such order is not complied with within 10 days from the date of its service, the Code Enforcement Officer shall so report to the Town Board of the Town and the Town Board may act by adopting one or a combination of the following procedures:

- A. By resolution declare to be in default any maintenance bond held by it pursuant to § 54-13 of this chapter and collect the sum remaining payable thereunder, and with such proceeds remedy any defect in the system or maintain and operate the system so that the same shall function in accord with the provisions of this chapter.
- B. May by resolution authorize the correction of any defect in such system by the Town, the cost and expense for which the owner or operator of such system shall be liable.

§ 54-16. Waivers and modifications authorized.

The provisions of this chapter may be waived or modified upon a written application by any interested party to the Town Board of the town. Before a waiver or modification shall be allowed, there shall be a sufficient showing to the Town Board that such is justified and that the public health, safety and welfare of the community will not be jeopardized by such a waiver or modification.

§ 54-17. Petitions to extend districts authorized.

Nothing in this chapter shall be construed to prevent any owner or owners of real property so entitled from presenting a petition to the Town Board of the town, pursuant to Article 12 of the Town Law, to extend any district previously formed pursuant to § 54-10 of this chapter to include real property owned by them, or from preventing the Town Board from proceeding pursuant to Article 12A of the Town Law to extend such district.

§ 54-18. Additional requirements in effect.

Nothing in this chapter shall be construed to relieve the owner or operator of any communal

water system from obtaining any necessary approval for such system, including but not limited to approvals from the New York State Water Resources Commission, the New York State Department of Health, or any other department or agency of the United States, the State of New York or the County of Orange.

§ 54-19. Penalties for offenses.

It shall be unlawful for any waterworks corporation, person, firm, corporation or association to make, construct, install, operate, or allow to be made, constructed, installed or operated, a communal water system or extension thereof in violation of any provision of this chapter. Any such violation shall be punishable by a fine not exceeding \$2,500 or imprisonment for not more than 15 days or both, for each violation. Each and every day a violation continues shall be deemed a separate violation. Nothing in this section shall be construed to prevent the town from instituting a civil action to compel compliance with or restrain or enjoin any violation of this chapter.

Section 5. Amendment. Article XI (Communal Water Systems) of Appendix A65 (Subdivision of Land Regulations) is repealed and replaced as follows:

§ A65-30 Compliance with Town Code and Regulations.

Applications involving a Communal Water System as defined in Chapter 54 of the Town Code shall be in compliance with the applicable provisions of Chapter 53 and Chapter 54 of the Town Code.

Section 6. State Environmental Quality Review Act.

Pursuant to 6 NYCRR 617.5 (26) and (33), this Local Law is classified as a Type II action which requires no further review under the State Environmental Quality Review Act.

Section 7. Severability.

If a court of competent jurisdiction determines that any clause, sentence, paragraph, subdivision, or part of this Local Law or the application thereof to any person, firm or corporation, or circumstance is invalid or unconstitutional, the court's order or judgment shall not affect, impair, or invalidate the remainder of this Local Law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this Local Law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

Section 8. Code Preparation.

The Town Code preparation contractor is authorized, without further action of the Town Board, to correct typographical errors, numbering and other related technical changes that do not affect or alter the substantive provisions of this local law.

Section 9. Effective date.

This Local Law shall be effective immediately upon filing with the Secretary of State.

2. Public Hearing

Subject **4.2. Motion to Keep Open the Continuation of the Public Hearing RE: Local Law A-v1/2025 to Amend Article VI, Ch. 53 Concerning Material Used for Water Pipes in the Town of Monroe and adding Ch. 54 (communal Water Systems)**

Meeting December 1, 2025 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Motion to Keep Open the Continuation of the Public Hearing RE: Local Law A-v1/2025 to Amend Article VI, Ch. 53 Concerning Material Used for Water Pipes in the Town of Monroe and adding Ch. 54 (Communal Water Systems).

2025-#

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Keep Open the Continuation of the Public Hearing RE: Local Law A-v1/2025 to Amend Article VI, Ch. 53 Concerning Material Used for Water Pipes in the Town of Monroe and adding Ch. 54 (Communal Water Systems) until _____, 2025, at 7:00 PM or soon there-after.

3. Public Hearing

Subject **4.3. Motion to Open the Public Hearing RE: Road Improvement Petition, Seven Springs Road Realignment**

Meeting December 1, 2025 - Monroe Town Board Meeting Agenda

Type Discussion
Information
Action (Resolution)

Motion to Open the Public Hearing RE: Road Improvement Petition, Seven Springs Road Realignment

2025-#

BE IT RESOLVED that the Town of Monroe Made a Motion to Open the Public Hearing RE: Road Improvement Petition, Seven Springs Road Realignment.

1. Order for Hearing RE Seven Springs Re-align Petition
2. Order for Hearing for Publication RE Seven Springs Petition

TOWN OF MONROE, NEW YORK

RESOLUTION NO. ____ OF 2025

**A RESOLUTION AND ORDER CALLING FOR A PUBLIC HEARING CONCERNING
PROPOSED HIGHWAY IMPROVEMENTS TO SEVEN SPRINGS ROAD**

At a regular meeting of the Town Board of the Town of Monroe, held at the Town of Monroe Town Hall, 1465 Orange Turnpike, Monroe, New York 10950 on the **6th day of November, 2025**, the following resolution was adopted.

WHEREAS, the Town Board of the Town of Monroe has determined that the public interest and convenience require the improvement of certain streets or highways within the Town; and

WHEREAS, the proposed improvements are to the section of Seven Springs Road between the intersection of Seven Springs Mountain Road and the area north of Lanzut Court starting at “G” Road, a distance of approximately 1,950 feet (“Subject Location”) including improvements to both the horizontal and vertical alignment of the Subject Section of Seven Springs Road, as depicted in the Preliminary Roadway Realignment Plan attached as Appendix C to the Colliers Letter (“Preliminary Road Improvement Plan”) in the Petition; and

WHEREAS, the estimated maximum cost of said improvements, including all preliminary costs and costs incidental thereto, is approximately **\$4,665,468.36**; and

WHEREAS, the Town of Monroe shall not be required to finance the improvements which shall be paid for by the Petitioner and at no cost to the Town residents; and

WHEREAS, the Petition filed includes maps, plans, and report describing the proposed improvements and the area benefited are on file in the office of the Town Clerk at 1465 Orange Turnpike, Monroe, New York 10950 and are available for public inspection during normal business hours.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, that the Town Board shall hold a public hearing to consider the proposed highway improvements, at which time all interested persons will be given an opportunity to be heard; and

BE IT FURTHER RESOLVED AND ORDERED, that such public hearing shall be held on the **1st day of December, 2025**, at **7:00 p.m.** at the Town of Monroe Town Hall meeting room at 1465 Orange Turnpike, Monroe, New York 10950; and

BE IT FURTHER RESOLVED AND ORDERED, that the Town Clerk is hereby authorized and directed to publish a notice of such public hearing in the Town’s official newspaper, the Times-Herald Record, no less than ten (10) nor more than thirty (30) days prior to the date of the scheduled public hearing, and to post a copy of said notice on the sign board of the Town; and

BE IT FURTHER RESOLVED AND ORDERED, that the notice shall specify the time and place of the public hearing, provide a general description of the proposed improvements, the maximum proposed expenditure, and the proposed method of financing, as required by applicable law.

The resolution authorizing this order was thereupon declared duly adopted.

BY ORDER OF THE TOWN BOARD

Dated: Monroe, New York

November 6, 2025

Valerie Bitzer

Town Clerk

Town of Monroe

TOWN OF MONROE, NEW YORK

**ORDER CALLING FOR A PUBLIC HEARING CONCERNING PROPOSED HIGHWAY
IMPROVEMENTS TO SEVEN SPRINGS ROAD**

At a regular meeting of the Town Board of the Town of Monroe, held at the Town of Monroe Town Hall, 1465 Orange Turnpike, Monroe, New York 10950 on the **6th day of November, 2025**, the following resolution was adopted.

WHEREAS, the Town Board of the Town of Monroe has determined that the public interest and convenience require the improvement of certain streets or highways within the Town; and

WHEREAS, the proposed improvements are to the section of Seven Springs Road between the intersection of Seven Springs Mountain Road and the area north of Lanzut Court starting at “G” Road, a distance of approximately 1,950 feet (“Subject Location”) including improvements to both the horizontal and vertical alignment of the Subject Section of Seven Springs Road, as depicted in the Preliminary Roadway Realignment Plan attached as Appendix C to the Colliers Letter (“Preliminary Road Improvement Plan”) in the Petition; and

WHEREAS, the estimated maximum cost of said improvements, including all preliminary costs and costs incidental thereto, is approximately **\$4,665,468.36**; and

WHEREAS, the Town of Monroe shall not be required to finance the improvements which shall be paid for by the Petitioner and at no cost to the Town residents; and

WHEREAS, the Petition filed includes maps, plans, and report describing the proposed improvements and the area benefited are on file in the office of the Town Clerk at 1465 Orange Turnpike, Monroe, New York 10950 and are available for public inspection during normal business hours.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, that the Town Board shall hold a public hearing to consider the proposed highway improvements, at which time all interested persons will be given an opportunity to be heard; and

BE IT FURTHER RESOLVED AND ORDERED, that such public hearing shall be held on the **1st day of December, 2025**, at **7:00 p.m.** at the Town of Monroe Town Hall meeting room at 1465 Orange Turnpike, Monroe, New York 10950; and

BE IT FURTHER RESOLVED AND ORDERED, that the Town Clerk is hereby authorized and directed to publish a notice of such public hearing in the Town’s official newspaper, the Times-Herald Record, no less than ten (10) nor more than thirty (30) days prior to the date of the scheduled public hearing, and to post a copy of said notice on the sign board of the Town; and

BE IT FURTHER RESOLVED AND ORDERED, that the notice shall specify the time and place of the public hearing, provide a general description of the proposed improvements, the maximum proposed expenditure, and the proposed method of financing, as required by applicable law.

The resolution authorizing this order was thereupon declared duly adopted.

BY ORDER OF THE TOWN BOARD

Dated: Monroe, New York
November 18, 2025

Valerie Bitzer
Town Clerk
Town of Monroe

4. Public Hearing

Subject **4.4. Possible Motion to Keep Open the Public Hearing
RE: Road Improvement Petition, Seven Springs Road
Realignment**

Meeting December 1, 2025 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Possible Motion to Keep Open the Public Hearing RE: Road Improvement Petition,
Seven Springs Road Realignment

2025-#

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to
Keep Open the Public Hearing RE: Road Improvement Petition, Seven Springs Road
Realignment until _____, at 7:00 PM or soon there-after.

1. Acceptance of Minutes

Subject	5.1. Acceptance of November 17, 2025 Minutes
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Meeting	December 1, 2025 - Monroe Town Board Meeting Agenda
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Type	Action (Resolution)
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Acceptance of November 17, 2025 Minutes

2025-#

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to accept the November 17, 2025, Minutes.

1. Revised 11-17-2025 DRAFT Minutes

Town of Monroe
Town Board Minutes
Monday, November 17, 2025
(www.townofmonroeny.gov)

Generated by Valerie Bitzer
DRAFT

Members Present

Tony Cardone, Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson
Town Counsel - Brian Nugent

Call to Order

1.1. Pledge to the Flag

The Supervisor led the room in the Pledge of Allegiance.

I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands, one Nation, under God, indivisible, with liberty and justice for all.

Motion to Open Town Board Meeting

2.1. Motion to Open Town Board Meeting of November 17, 2025

2025-#486

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Town Board Meeting of November 17, 2025, at 7:01 PM.

Community Announcements

3.1. Benjamin LaSala, Eagle Scout Project Completion

Benjamin LaSala's Eagle Scout project is complete. Food Pantry is located on the upper rear patio at Town Hall. Fully stocked. 200 bags were distributed, and they received over 100 bags of food back. The refrigerator is stocked with milk and eggs that were purchased with leftover money.

3.2. Smith's Clove Park 2025 Turkey Trot

Smith's Clove Park 2025 Turkey Trot Sunday, November 23rd 9:00 am racetime. Register online or for more information, go to www.smithsclovespark.org.

3.3. American Legion Post 488 Food Drive

American Legion Post 488 Food Drive

Accepting donations now until 12/31/2025

Help us stock our local food pantries.

We are collecting non-perishable foods: canned vegetables, beans, sauces, boxed pasta, cereal, dry foods. *No fresh items.

Drop off location: American Legion Post 488 532 Lakes Rd., Monroe, NY

For more info, call the American Legion Post 488 at 845-783-3965.

3.4. 2025 Toys for Military Tots

Recipients: Pete & Laura Rollins representing the Children of O.C. Disabled American Vets + SMSgt Theresa Castellane of the 105th for Children of the NY Air National Guard, deployed or stationed at Stewart Air Force Base. All donations are local for our Orange County Military & Veterans.

Remember the Reason: WTBQ's 10th Annual Toys for Military Tots Drive has begun and YOU can help Santa deliver the new, unwrapped toys for children baby to 12 yrs old ~ WTBQ Radio has once again teamed up with Orange County Executive, Steve Neuhaus (Steve sparked this drive), John (Cheech) Richichi, Pres. of the Nam Knights, Amanda Dana, Dir. of OC Tourism & Film, Orange County Bank & Trust, & many more...For more Information E-mail: Taylor@WTBQ.com Please donate New, Unwrapped Toys for ages baby to 12 yrs old – wrapping paper & ribbon would be appreciated. God Bless you all for sharing with those who sacrifice so much so we may enjoy the holidays with our families. Final drop-off Dec. 12th @ WTBQ – Final Photo Op Dec. 15th @ 9:30am @ WTBQ Drop Off Sites:

Warwick: WTBQ Radio ~ Warwick Town Hall- Supervisor Jesse Dwyer-Forge 28 Studios

Warwick: Leo Kaytes Ford ~The Computer Guy — Warwick Ctr for the Performing Arts

Middletown: Orange Bank & Trust – all Branches

Goshen: John S. Burke Catholic — Orange Bank & Trust~ DMV—Kelly Eskew

Goshen: Sheriff Paul Arteta's Office—Amanda Dana—Dir. Of OC Tourism & Film—The Computer Guy

Chester: Orange Bank & Trust

Monroe: Monroe Town Hall at Supervisor Tony Cardone-Monroe-Woodbury Schools

New Windsor: Minuta Architecture – Town Hall—Patricia Clarino—Steve Bedetti & the Police Station

Montgomery: McKesson Corp-Susan Dean

Waywayanda: Denise Quinn at Town Hall

Washingtonville: Childtime Childcare

Florida: Assemblyman Karl Brabenec

3.5. 2025 Orange County Household Hazardous Waste & Operation Safe Scripts Pharmaceutical Collection Event

2025 Orange County Household Hazardous Waste & Operation Safe Scripts Pharmaceutical Collection Event, Saturday, November 22, 2025 9AM-3PM (Rain or Shine)

OCTS #1 Maintenance Garage, 21 Training Center Lane, New Hampton, NY

Entrance across from the Mid-Hudson Psychiatric Center.

3.6. Conservation Commission to Host Repair Café

The Monroe Repair Café, sponsored by the Monroe Conservation Commission and Town of Monroe, will take place on Saturday, December 6th, from 10 a.m. - 2 p.m. at Monroe Town Hall. Sponsored by the Town of Monroe and the Town of Monroe Conservation

Commission. MONROE REPAIR CAFÉ Have Something Broken? We have assembled an excellent volunteer team of local fixers ready to repair your broken and beloved heirlooms and other items. FREE OF CHARGE - Mechanical & Electrical, including lamps—Jewelry cleaning & repairs-Stitching & sewing (clothing, home textiles, soft toys) - Knife & tool sharpening - Laptops & Tablets (Tech Support/Simple Repairs) - Bicycle tune-up & basic repairs. Note: You must be checked in by 1:30PM. Repairs contingent upon repair team availability. Limit 2 Items per person. Special Thanks to Beck's Hardware and Cyrus Jewelers. Questions Text 862-377-4493. More Information @MonroeNYRepairCafe

Public Hearing

4.1. Motion to Adopt the 2026 Town of Monroe Budget

2025-#487

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Adopt the 2026 Town of Monroe Budget

On a motion by Town Supervisor Cardone, seconded by Town Councilmember Scancarello

Ayes: None

Nays: None

Abstain: None

2025-#487A

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to allocate funds for a town-wide police study. (B000-3989-4500-00)

On a motion by Town Councilmember Richardson, seconded by Town Councilmember Bingham

Ayes: Town Councilmember Bingham, Town Councilmember Richardson

Nays: Town Supervisor Cardone, Town Councilmember Scancarello, Town Councilmember Houle

Abstain: None

2025-#487B

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to restore the park stipend to \$10,894.00. (A000-7110-1030-00) - \$10,000

On a motion by Town Councilmember Richardson, seconded by Town Councilmember Bingham

Ayes: Town Councilmember Bingham, Town Councilmember Richardson

Nays: Town Supervisor Cardone, Town Councilmember Scancarello, Town Councilmember Houle

Abstain: None

2025-#487C

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to restore the salary of Secretary to the Supervisor to \$63,215.00. (A000-1220-1020-00) - \$10,000

On a motion by Town Councilmember Richardson, seconded by Town Councilmember Bingham

Ayes: Town Councilmember Bingham, Town Councilmember Richardson

Nays: Town Supervisor Cardone, Town Councilmember Scancarello, Town Councilmember Houle

Abstain: None

2025-#487D

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to restore the salary of the Senior Center Director to \$69,666.00. (A000-7620-1010-00) - \$13,000

On a motion by Town Councilmember Richardson, seconded by Town Councilmember Bingham

Ayes: Town Councilmember Bingham, Town Councilmember Richardson

Nays: Town Supervisor Cardone, Town Councilmember Scancarello, Town Councilmember Houle

Abstain: None

2025-#487E

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to restore the compensation for the budget officer to \$18,500. (A000-1340-1010-00) - \$18,500

On a motion by Town Councilmember Richardson, seconded by Town Councilmember Bingham

Ayes: Town Councilmember Bingham, Town Councilmember Richardson

Nays: Town Supervisor Cardone, Town Councilmember Scancarello, Town Councilmember Houle

Abstain: None

Supervisor Cardone stated that after everything Councilwoman Richardson says they oppose.

2025-#487F

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to restore the Legal Retainer to \$160,000. (B000-1420-4500-00) - \$40,000

On a motion by Town Councilmember Richardson, seconded by Town Councilmember Bingham

Ayes: Town Councilmember Bingham, Town Councilmember Richardson

Nays: Town Supervisor Cardone, Town Councilmember Scancarello, Town Councilmember Houle
Abstain: None

2025-#487G

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to restore the non-retainer Legal to \$50,000. (B000-1420-4010-00) - \$20,000

On a motion by Town Councilmember Richardson, seconded by Town Councilmember Bingham

Ayes: Town Councilmember Bingham, Town Councilmember Richardson
Nays: Town Supervisor Cardone, Town Councilmember Scancarello, Town Councilmember Houle
Abstain: None

2025-#487H

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to restore the bond council to \$25,000. (B000-1420-4000-00) - \$10,000

On a motion by Town Councilmember Richardson, seconded by Town Councilmember Bingham

Ayes: Town Councilmember Bingham, Town Councilmember Richardson
Nays: Town Supervisor Cardone, Town Councilmember Scancarello, Town Councilmember Houle
Abstain: None

2025-#487I

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to allocate \$200,000 for Road Improvements. (DB00-5110-4400-00) - \$160,000

On a motion by Town Councilmember Richardson, seconded by Town Councilmember Bingham

Ayes: Town Councilmember Bingham, Town Councilmember Richardson
Nays: Town Supervisor Cardone, Town Councilmember Scancarello, Town Councilmember Houle
Abstain: None

Supervisor Cardone stated that he did have a conversation with Bill Brown, Highway Superintendent, and he is well aware that the \$100,000 was sufficient.

2025-#487J

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to increase the Tax Collector Stipend to \$9,425. (A000-1330-1010-00) + \$1,000 or 20%

On a motion by Supervisor Cardone, seconded by Town Councilmember Scancarello

Ayes: Town Supervisor Cardone, Town Councilmember Scancarello, Town Councilmember Houle

Nays: Town Councilmember Bingham, Town Councilmember Richardson

Abstain: None

2025-#487K

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to restore the contingent account to \$50,000. (A000-1990-0000-00) - \$20,000

Contingent Account decrease from \$50,000 to \$30,000

On a motion by Town Councilmember Richardson, seconded by Town Councilmember Bingham

Ayes: Town Councilmember Bingham, Town Councilmember Richardson

Nays: Town Supervisor Cardone, Town Councilmember Scancarello, Town Councilmember Houle

Abstain: None

2025-#487L

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve the 2026 Budget.

On a motion by Supervisor Cardone, seconded by Town Councilmember Scancarello

Ayes: Town Supervisor Cardone, Town Councilmember Scancarello, Town Councilmember Houle

Nays: Town Councilmember Richardson, Town Councilmember Bingham

Abstain: None

Councilwoman Richardson also addressed the following...

Unrealistic raises to positions that are unsustainable:

- Assessor A000-1355-1010-00: + \$14,000 (25% raise)
- Highway Secretary A000-5010-1011-00: + \$5,000 (10%), Refuse stipend: SR00-8160-1060-00: + \$4,035, for a total of a \$9,000 raise or 20%
- Tax Collector A000-1330-1010-00: + \$1,000 or 20%
- Building Inspector B000-3620-1010-00: + \$8,000 or 8%
- Assistant Building Inspector B000-3620-1020-00: + \$6,000 or 8%
- Cut to Dial A Ride admin position (overall cut to dial a ride - \$80,000) A000-5630-1010-01: -\$66,000
- Unrealistic expenses such as 50% drop in health care. B000-9060-8000-00: - \$72,000, DA00-9060-8000-00: - \$82,000, \$890,000 from the fund balance: B000-1001, -2% tax decrease for town outside village

- 4.2. Motion to Open the Continuation of the Public Hearing RE: Local Law A-v1/2025 to Amend Article VI, Ch. 53 Concerning Material Used for Water Pipes in the Town of Monroe and adding Ch. 54 (Communal Water Systems)

2025-#488

BE IT RESOLVED that the Town Board of the Town of Monroe Motion to Open the Continuation of the Public Hearing RE: Local Law A-v1/2025 to Amend Article VI, Ch. 53 Concerning Material Used for Water Pipes in the Town of Monroe and adding Ch. 54 (Communal Water Systems)

On a motion by Town Supervisor Cardone, seconded by Town Councilmember Houle

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

The following residents signed up to speak during Public Comment on the Public Hearing RE: Local Law A-v1/2025 to Amend Article VI, Ch. 53 Concerning Material Used for Water Pipes in the Town of Monroe and adding Ch. 54 (Communal Water Systems):

***NO PUBLIC COMMENT AT THIS TIME**

- Town Clerk Valerie Bitzer: No public comment.

- Councilwoman Bingham: So, we're still waiting for the Planning Board to review. Dave Fritz and Matt Sichler met. Matt Sichler was going to take that information back to the Planning Board. The Planning Board, I believe, is meeting tomorrow night. So, for the December 1st meeting, we should have a reply from Bonnie Franson, the Planning Board Chair, as to what her feelings are with Article 11 and Chapter 53 and 54. It's actually Article 11 that they need to address, because that's.

- Town Counsel Nugent: I spoke to Bonnie today. So, they're good with basically putting language in that article 11, to basically refer to chapter 53 and 54, so that we could remove the content, and just indicate that the reader should refer to those two chapters for the rules. So, I think we're good for December 1st to adopt.

- Councilwoman Bingham: Okay. So, if you would prepare the Resolution for that next meeting?

Thank you.

- 4.3. Motion to Keep Open the Continuation of the Public Hearing RE: Local Law A-v1/2025 to Amend Article VI, Ch. 53 Concerning Material Used for Water Pipes in the Town of Monroe and adding Ch. 54 (communal Water Systems)

2025-#489

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Keep Open the Continuation of the Public Hearing RE: Local Law A-v1/2025 to Amend Article VI, Ch. 53 Concerning Material Used for Water Pipes in the Town of Monroe and adding Ch. 54 (communal Water Systems) until December 1, 2025, at 7:00 PM or soon there-after.

On a motion by Town Supervisor Cardone, seconded by Town Councilmember Bingham

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

Acceptance of Minutes

- 5.1. Acceptance of November 6, 2025, Minutes

2025-#490

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to accept the November 6, 2025, Minutes.

On a motion by Town Supervisor Cardone, seconded by Town Councilmember Scancarello

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

Audit of Claims

- 6.1. General Fund Abstract

2025-#491

BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #25-20 General Fund containing Check # 37524-37587 totaling \$521,626.81.

On a motion by Town Councilmember Houle, seconded by Town Councilmember Scancarello

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

6.2. Escrow Abstract

2025-#492

BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #25-16 Escrow Fund containing Check # 2256 totaling \$1,072.50.

On a motion by Town Supervisor Cardone, seconded by Town Councilmember Houle

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

New Business

7.1. Resignation, Jack Collins, Board of Ethics

2025-#493

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Resolution accepting the resignation of Jack Collins from the Board of Ethics, effective December 31, 2025.

On a motion by Town Supervisor Cardone, seconded by Town Councilmember Scancarello

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

7.2. Forest Avenue/Forest Street Stormwater Control Facility Maintenance Easement Agreement

2025-#494

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Resolution to authorize the Town Supervisor to execute a Stormwater Control Facility Maintenance Easement Agreement with Orange & Rockland Utilities concerning the property known as Forest Avenue/Forest Street, Town of Monroe, New York, and referred to on the tax map of the Town as Section 1, Block 2, Lot 43 in the form presented to the Town Board and

previously approved by Town Legal Counsel.

On a motion by Town Councilmember Houle, seconded by Town Councilmember Scancarello

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

7.3. Orange and Rockland Utilities – Forest Avenue Substation, Recommendation for Performance Security and Fees

2025-#495

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Resolution approving recommendation by MHE for Performance Security and Fees for the Orange and Rockland Utilities Forest Avenue Substation.

The Orange and Rockland Utilities Forrest Avenue Substation project received conditional final approval for site plan and special use permit from the Planning Board on 15 July 2025. The estimates associated with the project costs have been submitted by the Orange and Rockland Project Consultants and reviewed by MHE, the town's engineer. The following is MHE's recommendation of performance security and fees associated with the conditions of the Planning Board Resolution of Approval and Town Code:

- Specific Condition 5 requires payment of tree mitigation fees. MHE has reviewed the project tree plans with Karen Arent and have calculated the tree planting mitigation fee to be \$31,500.00.
- MHE recommends performance security of \$25,000.00 to cover the work associated with the project entrance and drainage in Forest Avenue as noted in Specific Condition 6 of the Approval Resolution.
- Local Wetland Permit conditions 21, 22 and 28 require performance/restoration security and escrow fees for compliance with the permit conditions. The Wetland Mitigation Cost Estimate is in the amount of \$223,068.00. MHE has reviewed this estimate with the Planning Board wetland consultant and recommend performance security in that amount. MHE also recommends that an escrow account be established in an initial amount of \$5,000.00 to cover post-construction monitoring of the wetland mitigation measures.
- Generally Applicable Condition 11 requires that the applicant furnish performance, restoration and maintenance guarantees for compliance with the landscaping/tree plan. The applicant's revised estimate for compliance with landscaping, tree removal/protection and tree planting is \$158,748.00. MHE recommends that initial performance security be established in that amount. Upon completion of this work, the security can be reduced to \$50,000.00 for maintenance for a two-year period. MHE recommends that escrow of \$1,500.00 be established for inspection fees.

Specific Condition 7 requires payment of inspection fees and posting performance and restoration securities related to stormwater and erosion control measures. The project site work estimate associated with access, stormwater management and erosion control facilities is \$523,893.00, which should be the amount of security posted. MHE recommends a 5% inspection fee/escrow of \$26,185.00 to cover inspections throughout construction.

*Town requesting an individual check for each section.

On a motion by Town Supervisor Cardone, seconded by Town Councilmember Houle

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

7.4. GovWell Software, Building Department

2025-#496

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion authorizing the Supervisor to sign the proposal from GovWell for software modules for the Building Department (Building Permits & Inspections, Code Enforcement) at the following cost:

Deployment & Data Migration Services Fees (one-time): \$7,000

Annual Subscription Fees: \$18,000

Total 1 year cost: \$25,000

This cost reflects a one-time discount on the deployment/data migration fees. The discount is contingent on an agreement being signed before the end of November (billing to commence in 2026).

On a motion by Town Councilmember Houle, seconded by Town Councilmember Scancarello

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

7.5. Return of Planning Board/ZBA Escrow Funds

2025-#497

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve the return of Escrow Funds for the following accounts:

Project # Z005-2009 to Tony Cardone - project has had no activity since 2010 amount to return is \$2,508.50.

Project # Z099-2025 to Michael Dy - project has been completed and approval given. Final bill was paid to the attorney. Amount of return is \$1,211.19.

Project # 16-006 to Hamaspik of Orange County - has no activity since 2016. Amount of refund \$1,502.50.

Project # 0168-2018 Glenn Schaeffer - project was completed, and final bills were paid. Amount to be returned \$298.74.

Project # 0205-2022, Z073-2022, I008-2025 Homeland Towers - project has been completed all vouchers processed to accounts. Amount of refund \$1,152.88.

On a motion by Town Councilmember Houle, seconded by Town Councilmember Scancarello

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

7.6. Request for Proposal, Legal Services for Town of Monroe

2025-#498

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to authorize the issuance of an RFP for Legal Services for Town of Monroe in a form satisfactory to Councilwoman Richardson, and or the incoming Board members, and to authorize the Clerk to set issuance and return dates.

On a motion by Town Councilmember Richardson, seconded by Town Councilmember Bingham

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

7.7. Motion to Take Five Minute Recess

2025-#499

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Take a Five-Minute Recess.

On a motion by Town Supervisor Cardone, seconded by Town Councilmember Scancarello

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

7.8. Motion to Return to Regular Meeting

2025-#500

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Return to Regular Meeting.

On a motion by Town Supervisor Cardone, seconded by Town Councilmember Bingham

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

7.9. Approval to Release Escrow for Road Opening/ New Driveway Permit #2024-02 – 12 Edgewood Drive

2025-#501

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion for the approval to release Escrow for Road Opening/ New Driveway Permit #2024-02 – 12 Edgewood Drive.

The Highway Department is requesting approval to release the remaining portion of the escrow held for Road Opening / Driveway Permit #2024-02, located at 12 Edgewood Drive. The original bond amount was \$3,000.00. During the course of the project, the roadway was left in unsatisfactory condition for more than one week, requiring Highway Department staff to utilize town labor, materials, and equipment to ensure the road was safe for public travel. As a result, a portion of the bond was retained to cover those costs. The contractor has since completed all required work, and both the road cut and driveway have been inspected and found to meet all current Town Code standards. Based on this inspection and the expenses incurred by the Town, the Highway Department recommends releasing \$2,473.18 of the original escrow.

On a motion by Town Supervisor Cardone, seconded by Town Councilmember Bingham

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

7.10. Release of Performance Bond, Homeland Towers, 24 Strauss Lane

2025-#502

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Release of Performance Bond, Homeland Towers, 24 Strauss Lane, upon approval of Town Legal

Counsel speaking with Town Building Inspector Ben Maldonado.

On a motion by Town Supervisor Cardone, seconded by Town Councilmember Scancarello

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

Public Comment

8.1. Rules for Public Comment

8.2. Public Comment

The following residents signed up for Public Comment:

- Carol Sotiropoulos
- Liam Wisehart
- Dan Burke
- Luis Rivera
- Beth Stevens
- Chris Davila
- Audra Schwartz

- Carol Sotiropoulos: Questioned Police Services not being on this Agenda. Disturbed with the Budget that it couldn't just be adopted due to lots of discussion.

- Liam Wisehart: Concerned with the Budget decreases. Would like to see taxes gradually increase over time.

- Dan Burke: Spoke about when he was on the Board, do they buy Town Hall or not? Left it for the new incoming Board to decide.

- Luis Rivera: Talked about decreases in the Budget. New Board will be forced to make revisions.

- Beth Stevens: Disappointed with Budget. Talked about Police Force for the Town.

- Chris Davilla: Sorry he hasn't attended meetings prior. Will attend going forward. Outraged with Budget.

- Audra Schwartz: Disappointed in the manner the Budget was passed. Talked about the Budget Presentation from the October 6, 2025, meeting.

- Councilwoman Richardson: Read letter from Flagship Cinemas RE closing doors on December 31, 2025.

Possible motion to adjourn to Executive and or/ Attorney Client Session

9.1. Enter into Executive Session

*NO ACTION AT THIS TIME

Return to Regular Meeting

10.1. Return to Regular Meeting

*NO ACTION AT THIS TIME

Adjournment

11.1. Adjournment of Meeting

2025-#503

BE IT RESOLVED that the Town Board of the Town of Monroe adjourns the meeting of November 17, 2025, at 8:56 PM.

On a motion by Town Supervisor Cardone, seconded by Town Councilmember Bingham

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

1. Audit of Claims

Subject

6.1. General Fund Abstract

Meeting

December 1, 2025 - Monroe Town Board Meeting Agenda

Type

Action (Resolution)
Information

General Fund Abstract

2025-#

BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #25-21 General Fund containing Check # 37588 - 37646 totaling \$766,346.44.

1. MONROE 12 1 2025



ABSTRACT OF AUDITED VOUCHERS

TOWN OF MONROE

General Fund

DATE OF AUDIT: DECEMBER 1, 2025

Abstract #25-21 Gen

TOTAL

\$766,346.44

Vendor	PO #	Description	Amount	Check Id	Check Date
MARTIN FREDERICKS	25-02620	OCT 2025 INSTRUCTOR SERVICES	396.00	37588	11/17/2025
AMTHORS WELDING SERVICE INC	25-02689	BEARINGS, SEALS, HUB NUTS, RODS	3,564.84	37589	11/21/2025
AUDIO SERVICES LLC	25-02625	SERVICE CALL/RE-SYNC WIRELESS	125.00	37590	11/21/2025
BECKS HOME & GARDEN CORP	25-02649	SUPPLIES	301.34	37591	11/21/2025
VALERIE BITZER	25-02690	MILEAGE - COUNTY BUILDING	16.80	37592	11/21/2025
THE BUG BUSTERS, LLC	25-02624	OCT 2025 TOWN HALL PEST MGMT	150.00	37593	11/21/2025
CAMPBELL FIRE PROTECTION INC	25-02629	FIRE INSPECTIONS	775.00	37594	11/21/2025
ANTHONY P. CARDONE	25-02708	MILEAGE & MEETINGS	1,170.20	37595	11/21/2025
ANTHONY P. CARDONE	25-02709	MILEAGE & MEETINGS	238.20	37595	11/21/2025
ANTHONY P. CARDONE	25-02712	MILEAGE & MEETINGS	201.60	37595	11/21/2025
ANTHONY P. CARDONE	25-02713	MILEAGE & MEETINGS	177.80	37595	11/21/2025
ANTHONY P. CARDONE	25-02714	MILEAGE & MEETINGS	107.49	37595	11/21/2025
CHEMUNG SUPPLY CORP	25-02691	VARIOUS BASINS	6,990.00	37596	11/21/2025
COLLIERS ENGINEERING & DESIGN	25-02619	SAPPHIRE LAKE DAM ENGINEERING	1,497.50	37597	11/21/2025
CORSI TIRE OF OSSINING, INC.	25-02688	SHOP SERVICE TIRE RING INSTALL	6,410.16	37598	11/21/2025
EM BENEFITS	25-02672	DECEMBER 2025 PREMIUM	194.75	37599	11/21/2025
ENVIRO-CLEAN	25-02630	PORTA POTTY	405.00	37600	11/21/2025
FASTENAL COMPANY	25-02692	STEEL SLIP HOOK, DOUBLE WIRE	97.49	37601	11/21/2025
MARTIN FREDERICKS	25-02631	NOV 2025 INSTRUCTOR SERVICES	288.00	37602	11/21/2025
FRONTIER	25-02632	PHONE - 11/8/25-12/7/25	32.62	37603	11/21/2025
HARRY F ROTOLO & SON, INC.	25-02633	INSTALL HEATER PUMP HOUSE WD8	230.00	37604	11/21/2025
INTERSTATE BATTERY OF SO. NY	25-02634	3 31-MHD BATTERIES	425.85	37605	11/21/2025
DIANE JANSSENS	25-02635	NOV 2025 INSTRUCTOR SERVICES	128.00	37606	11/21/2025
KNOW HOW AUTO SUPPLY, LLC	25-02638	SUPPLIES	200.24	37607	11/21/2025
ARLENE KOBLYLINSKI	25-02636	SUBSTITUTE- YOGA INSTRUCTOR	34.00	37608	11/21/2025
LASK BROTHERS, LLC	25-02727	MUSIC-THANKSGIVING LUNCH-SR CT	400.00	37609	11/21/2025
LOYAL TIRE & AUTO CENTER, INC.	25-02639	REPAIRS & LABOR- TRUCK #18	7,970.47	37610	11/21/2025
LUCAS MAHRAN	25-02640	2025 EYE CARE REIMBURSEMENT	289.97	37611	11/21/2025
MARINA'S PIZZA	25-02641	3 LARGE PIZZA'S - SR CENTER	45.00	37612	11/21/2025
MHE ENGINEERING	25-02642	GENERAL TOWN ENGINEERING	2,715.20	37613	11/21/2025
MHE ENGINEERING	25-02643	MS4 ANNUAL PERMIT	643.50	37613	11/21/2025
MHE ENGINEERING	25-02693	WATER DEPART-GENERAL CONSULT	667.25	37613	11/21/2025
MHE ENGINEERING	25-02694	WATER DISTRICT CODE REVIEW	1,998.20	37613	11/21/2025
MHE ENGINEERING	25-02695	WIIA GRANT	6,101.50	37613	11/21/2025
MHE ENGINEERING	25-02696	E MOMBASHA RD CULVERT REPLACE	5,000.00	37613	11/21/2025
MHE ENGINEERING	25-02697	E MOMBASHA RD CULVERT REPLACE	1,281.50	37613	11/21/2025
MILLENNIUM STRATEGIES	25-02728	NOVEMBER 2025 GRANT WRITING	3,300.00	37614	11/21/2025
MONTGOMERY OVERALL	25-02644	COVERALLS	186.30	37615	11/21/2025



ABSTRACT OF AUDITED VOUCHERS

TOWN OF MONROE

General Fund

DATE OF AUDIT: DECEMBER 1, 2025

Abstract #25-21 Gen

TOTAL

\$766,346.44

Vendor	PO #	Description	Amount	Check Id	Check Date
JOHN MULLIGAN	25-02637	WATER CERTIFICATION COURSE	245.00	37616	11/21/2025
NEW YORK COMMUNICATION CO INC	25-02698	NOV 2025 GPS & RADIO SYSTEM	948.00	37617	11/21/2025
NYS EMPLOYEES HEALTH INSURANCE	25-02669	DECEMBER 2025 PREMIUM	115,258.60	37618	11/21/2025
NYS & LOCAL RETIREMENT SYSTEM	25-02621	30121 ERS ANNUAL INVOICE	457,236.00	37619	11/21/2025
OCCUPATIONAL SERVICES	25-02645	FIRST AID SUPPLIES	42.60	37620	11/21/2025
OCCUPATIONAL SERVICES	25-02699	FIRST AID SUPPLIES	928.50	37620	11/21/2025
OPTIMUM	25-02646	PHONE/INTERNET 11/16-12/15/25	282.73	37621	11/21/2025
OPTIMUM	25-02647	11/8-12/7/25 INTERNET/PHONE	172.14	37621	11/21/2025
OPTIMUM	25-02648	11/8/25-12/7/25 INTERNET	140.45	37621	11/21/2025
PACE ANALYTICAL SERVICES, LLC	25-02651	WATER TESTING	1,627.00	37622	11/21/2025
POMONA POWER EQUIPMENT	25-02652	REDMAX BACK PACK BLOWER	599.98	37623	11/21/2025
DAWN POSTIGLIONE	25-02653	NOVEMBER 2025 YOGA	170.00	37624	11/21/2025
REED SYSTEMS, LTD.	25-02700	BODY/FRAME REPLACEMENT	80,942.60	37625	11/21/2025
ROGO FASTENER CO, INC.	25-02701	MICRO/LOW PROFILE FUSES	216.45	37626	11/21/2025
SCHOOL BUS SAFETY PROGRAM NY	25-02655	LICENSE# NY/BA3013 BUILD FINE	250.00	37627	11/21/2025
SCHMIDTS WHOLESALE	25-02654	WD#2 3-WAY FIRE HYDRANT	4,161.40	37628	11/21/2025
SCHMIDTS WHOLESALE	25-02702	WD#2 FIRE HYDRANT	4,161.40	37628	11/21/2025
S&P GLOBAL RATINGS	25-02656	BOND 2025 ANALYTICAL SRVCS	26,600.00	37629	11/21/2025
SPRINKLER SURGEON, LLC	25-02657	WINTERIZE IRRIGATION SYSTEM	535.00	37630	11/21/2025
STAPLES BUSINESS ADVANTAGE	25-02658	OFFICE SUPPLIES	20.46	37631	11/21/2025
THE ANIMAL RIGHTS ALLIANCE INC	25-02659	2 SPAY/NEUTER SURGERY	100.00	37632	11/21/2025
TILCON NEW YORK INC.	25-02703	ASPHALT	370.43	37633	11/21/2025
TOSHIBA BUSINESS SOLUTIONS-NY	25-02660	ESTUDIO 330AC 11/7/25-12/6/25	22.21	37634	11/21/2025
TOSHIBA BUSINESS SOLUTIONS-NY	25-02661	ESTUDIO4515AC 11/1/25-11/30/25	65.10	37634	11/21/2025
TOSHIBA BUSINESS SOLUTIONS-NY	25-02662	ESTUDIO330AC 11/5/25-12/4/25	21.71	37634	11/21/2025
TOWN OF NEW WINDSOR	25-02618	OCTOBER 2025 IT CONSULTING	662.26	37635	11/21/2025
TOWN OF WOODBURY	25-02664	VET BILLS	222.78	37636	11/21/2025
USA BLUEBOOK	25-02663	WATER SUPPLIES-WD#12 & WD#14	423.25	37637	11/21/2025
VERIZON WIRELESS	25-02725	10/11/25-11/10/25 CELL PHONES	624.56	37638	11/21/2025
KIRK VILLACRES	25-02665	CLOTHING ALLOWANCE-VILLACRES	119.98	37639	11/21/2025
W & J EBNER INC	25-02666	WINTERIZE BATHROOM MOMBASHA	356.75	37640	11/21/2025
TAMARA WRENN	25-02667	NOV 2025 INSTRUCTOR	340.00	37641	11/21/2025
AUDIO SERVICES LLC	25-02730	PURCHASED EQUIPMENT - TWN HALL	7,558.28	37642	11/24/2025
COLLIERS ENGINEERING & DESIGN	25-02731	SAPPHIRE LAKE DAM ENGINEERING	1,150.00	37643	11/24/2025
GEORGE CARNEY ENTERTAINMENT	25-00005	2025 JANUARY CONSULTING	3,896.05	37644	11/24/2025
JAKE HOULE	25-02729	NOV 2025 PUBLIC INFO SERVC	68.00	37645	11/24/2025
LITTLE ITALY	25-02732	SR CTR THANKSGIVING LUNCH	1,050.00	37646	11/24/2025
TOTAL			766,346.44		

2. Audit of Claims

Subject

6.2. Escrow Fund Abstract

Meeting

December 1, 2025 - Monroe Town Board Meeting Agenda

Type

Action (Resolution)
Information

Escrow Fund Abstract

2025-#

BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #25-17 Escrow Fund containing Check # 2258 - 2268 totaling \$44,621.46.

1. ESCROW 25-17



ABSTRACT OF AUDITED VOUCHERS

TOWN OF MONROE

Escrow

DATE OF AUDIT: DECEMBER 1, 2025

Abstract #25-17 Escrow

Total Claims: \$ 44,621.46

Vendor	PO #	Description	Amount	Check Id	Check Date
ASHLEY N TORRE LAW PLLC	25-02350	Zimmerman 37 Dry Hill	450.00	2258	11/21/2025
ASHLEY N TORRE LAW PLLC	25-02351	Golden Delite Bakery	100.00	2258	11/21/2025
ASHLEY N TORRE LAW PLLC	25-02352	290 Mountainview Subdivision	200.00	2258	11/21/2025
ASHLEY N TORRE LAW PLLC	25-02353	Meadow Hill	300.00	2258	11/21/2025
ASHLEY N TORRE LAW PLLC	25-02354	Manuelpillai Subdivision	250.00	2258	11/21/2025
ASHLEY N TORRE LAW PLLC	25-02355	O&R Utilities Substation	300.00	2258	11/21/2025
ASHLEY N TORRE LAW PLLC	25-02356	Pallotti Village	325.00	2258	11/21/2025
ASHLEY N TORRE LAW PLLC	25-02595	Henry Farms	1,700.00	2258	11/21/2025
ASHLEY N TORRE LAW PLLC	25-02596	Manuelpillai Subdivision	25.00	2258	11/21/2025
ASHLEY N TORRE LAW PLLC	25-02597	485 Staste Route 208	250.00	2258	11/21/2025
ASHLEY N TORRE LAW PLLC	25-02598	Home Depot	25.00	2258	11/21/2025
ASHLEY N TORRE LAW PLLC	25-02599	290 Mountainview Drive	75.00	2258	11/21/2025
ANTHONY P. CARDONE	25-02717	Z005-2009 REFUND	2,508.50	2259	11/21/2025
CHA CONSULTING, INC	25-02162	Henry Farm	2,292.00	2260	11/21/2025
CHA CONSULTING, INC	25-02600	Meadow Hill	234.00	2260	11/21/2025
MICHAEL DY	25-02716	7099-2025 95 WALTON TERR RFND	1,211.19	2261	11/21/2025
FEERICK NUGENT MACCARTNEY PLLC	25-02626	Bezkorowagny	880.00	2262	11/21/2025
FEERICK NUGENT MACCARTNEY PLLC	25-02627	Sisilli	962.50	2262	11/21/2025
FEERICK NUGENT MACCARTNEY PLLC	25-02628	Galiger	1,045.00	2262	11/21/2025
HAMASPIK OF ORANGE COUNTY, INC	25-02715	16-006 RFND 510 FOREST AVE	1,502.50	2263	11/21/2025
HOMELAND TOWERS	25-02726	RETURN OF 3 PROJECT ESCROWS	1,152.88	2264	11/21/2025
MHE ENGINEERING	25-02357	Pallotti Village	617.00	2267	11/21/2025
MHE ENGINEERING	25-02358	Owen Drive	194.00	2267	11/21/2025
MHE ENGINEERING	25-02359	Henry Farm	2,204.50	2267	11/21/2025
MHE ENGINEERING	25-02360	37 Dry Hill Rd - Zimmerman	578.20	2267	11/21/2025
MHE ENGINEERING	25-02361	Walmart	581.00	2267	11/21/2025
MHE ENGINEERING	25-02362	290 Mountainview Subdivision	194.00	2267	11/21/2025
MHE ENGINEERING	25-02363	O&R Utilities Substation	694.50	2267	11/21/2025
MHE ENGINEERING	25-02364	Donna Galiger	58.20	2267	11/21/2025
MHE ENGINEERING	25-02365	242 Mountainview Dr Liberman	643.00	2267	11/21/2025
MHE ENGINEERING	25-02366	SMith Farm PP	250.00	2267	11/21/2025
MHE ENGINEERING	25-02367	DG Management PP	93.75	2267	11/21/2025
MHE ENGINEERING	25-02368	Cromwell Meadow - Penny Lane	834.20	2267	11/21/2025
MHE ENGINEERING	25-02369	Bald Hill PP	12,362.10	2267	11/21/2025
MHE ENGINEERING	25-02601	Meadow Hill	1,389.80	2267	11/21/2025
MHE ENGINEERING	25-02602	Golden Delite Bakery	291.00	2267	11/21/2025



ABSTRACT OF AUDITED VOUCHERS

TOWN OF MONROE

Escrow

DATE OF AUDIT: DECEMBER 1, 2025

Abstract #25-17 Escrow

Total Claims: \$ 44,621.46

MHE ENGINEERING	25-02603	Peters	97.00	2267	11/21/2025
MHE ENGINEERING	25-02604	Zimmerman 37 Dry Hill	1,233.10	2267	11/21/2025
MHE ENGINEERING	25-02605	Hirsch 47 Seven Springs Road	320.84	2267	11/21/2025
MHE ENGINEERING	25-02606	290 Mountainview Drive	943.00	2267	11/21/2025
MHE ENGINEERING	25-02607	O&R Substation	1,581.00	2267	11/21/2025
MHE ENGINEERING	25-02608	Raywood M&M LLC	144.00	2267	11/21/2025
MHE ENGINEERING	25-02609	Manuelpilla Subdivision	520.00	2267	11/21/2025
MHE ENGINEERING	25-02610	Smith Farm PP	250.00	2267	11/21/2025
MHE ENGINEERING	25-02611	DG Management PP	125.00	2267	11/21/2025
MHE ENGINEERING	25-02612	Cromwell Hill & Penny Lane	58.20	2267	11/21/2025
MHE ENGINEERING	25-02614	127 Seven Springs Road PP	97.00	2267	11/21/2025
MHE ENGINEERING	25-02615	BJ's Site Plan PP	97.00	2267	11/21/2025
MHE ENGINEERING	25-02616	Homeland Towers	714.00	2267	11/21/2025
WESTON & SAMPSON ENGINEERS	25-02346	Henry Farm	1,667.50	2268	11/21/2025
TOTAL			44,621.46		

1. Cash Transfers

Subject

7.1. Cash Transfer Abstract

Meeting

December 1, 2025 - Monroe Town Board Meeting Agenda

Type

Action (Resolution)
Discussion

Motion to approve Abstract #2025-10, in the amount of \$472,474.52 for cash transfers to move cash from performance bond account at M&T 9711 to Planning/Zoning Escrow 3548. Funds were deposited in the wrong account for Monroe Commons.

2025-#

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve Abstract #2025-10, in the amount of \$472,474.52 for cash transfers to move cash from performance bond account at M&T 9711 to Planning/Zoning Escrow 3548. Funds were deposited in the wrong account for Monroe Commons.
CASH TRANSFERS TO/FROM INVESTMENT FUNDS

TOWN OF MONROE

DATE OF AUDIT: December 1, 2025

ABSTRACT #CASH 2025-10

DATE GL NO. DESCRIPTION Account Trans To Trans From

Planning Escrow M&T 3548 (I003-2025) A000-0212 472,474.52 Performance Bond

M&T 9711 A000-0214 472,474.52

472,474.52 472,474.52

To move cash from performance bond acct at M&T 9711 to Planning/zoning Escrow 3548 Funds were deposited in wrong account for Monroe Commons.

1. 2025 CASH TRANSFER BOOK 2025-10



ABSTRACT #CASH 2025-10

Page 69 of 101

2. Cash Transfers

Subject

7.2. Cash Transfer Abstract

Meeting

December 1, 2025 - Monroe Town Board Meeting Agenda

Type

Action (Resolution)
Information

Motion to approve Abstract #2025-11, in the amount of \$103,219.10 for cash transfers to move cash from PARKLAND FEES (A000-0221) TO PARK EXPENSES.

2025-#

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve Abstract #2025-11, in the amount of \$103,219.10 for cash transfers to move cash from PARKLAND FEES (A000-0221) TO PARK EXPENSES.

CASH TRANSFERS TO/FROM INVESTMENT FUNDS

TOWN OF MONROE

DATE OF AUDIT: December 1, 2025

ABSTRACT #CASH 2025-11

DATE GL NO. DESCRIPTION Account Trans To Trans From

To move cash from PARKLAND FEES (A000-0221) TO PARK EXPENSES

Deposit for 8 Town of Monroe signs for parks from Signarama

Parks other expense A000-7110-4109-00 10,000.00

Parkland Fees A000-0221 10,000.00

Mombasha Park Equipment

10 X 14 shed for Mombasha Pk \$8,753.00

Concrete bases for Pickleball lights \$3,805.75

Pickleball Lights \$18,787

Mombasha Park Equipment A000-7121-2000-00 27,667.26

Parkland Fees A000-0221 27,667.26

Mombasha Park Repair & Maintenance

3 Bicolor swamp oaks \$1,425

200 Amp Service at park \$5,750

Field Renovations \$57,485

Mombasha Park Repairs & Maintenance A000-7121-4303-00 65,551.84

Parkland Fees A000-0221 65,551.84
103,219.10 103,219.10

1. 2025 CASH TRANSFER BOOK 2025-11

CASH TRANSFERS TO/FROM INVESTMENT FUNDS
TOWN OF MONROE

DATE OF AUDIT: December 1, 2025

ABSTRACT #CASH 2025-11

[illegible]

1. Budget Transfers

Subject

8.1. Budget Transfer Abstract

Meeting

December 1, 2025 - Monroe Town Board Meeting Agenda

Type

Action (Resolution)
Discussion

Budget Transfer Abstract

2025-#

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve Budget Transfer Abstract #2025-12 totaling \$14,725.23 for 2025 Expenditure Adjustments.

1. 2025-12



ABSTRACT OF BUDGET TRANSFERS

TOWN OF MONROE

DATE OF AUDIT: December 1, 2025

ABSTRACT 2025-12

2025 EXPENDITURE ADJUSTMENTS

Requested By:

DATE	GL NO.	DESCRIPTION	Account	Trans In	Trans Out
12/1/2025		Town Clerk TARA Spay & Neuter	A000-1410-4891-00	4,614.04	
		Contingency	A000-1990-0000-00		4,614.04
		Shared Services Water Usage	A000-1620-4240-00	39.35	
		Shared Services Building Repairs & Maint	A000-1620-4303-00		39.35
		Shared Services Janitorial Supplies	SW02-8340-4504-00	42.60	
		Shared Services Building Repairs & Maint	A000-1620-4303-00		42.60
		Theater Building Elevator Inspect/Maint	A000-1622-4270-00	500.00	
		Theater Building Fire/Sprinkler Inspect	A000-1622-4271-00		500.00
		Central Data Processing Internet	A000-1680-4222-00	1,404.03	
		Central Data Processing Equipment	A000-1680-2000-00		1,404.03
		MW School Tax Assmnt W MOMBASHA 38-3-1	A000-1951-4000-01	228.01	
		MTA Tax	A000-1980-4000-00		228.01
		Highway Deputy Highway Superintendent PS	A000-5010-1010-00	6,500.00	
		Highway Admin Highway Superintendent PS	A000-5010-1001-00		6,500.00
		Alex Smith Pavilion Aquatic Growth Cntrl	A000-7120-4500-00	1,032.55	
		Alex Smith Pavilion Repairs & Maintenan	A000-7120-4303-00		1,032.55
		O&R Property Refuse	A000-7126-4230-00	107.36	
		O&R Property Repairs & Maintenance	A000-7126-4303-00		107.36
		Senior Center Water Usage	A000-7620-4240-00	184.31	
		Senior Center Building Repair & Maintena	A000-7620-4303-00	72.98	
		Senior Center Legal General & Administra	A000-7620-4010-00		257.29
				14,725.23	14,725.23

1. New Business

Subject	9.1. Resignation, David Nestor, Clerk
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Meeting	December 1, 2025 - Monroe Town Board Meeting Agenda
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Type	Action (Resolution) Information
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Resolution accepting the resignation of David Nestor, Clerk to the Town Prosecutor, effective December 31, 2025.

2025-#

BE IT RESOLVED that the Town Board of the Town of Monroe

1. David Nestor Letter of Resignation_Redacted

Formal Letter of Resignation

David A. Nestor



December 1, 2025

RECEIVED

Town of Monroe
1465 Orange Turnpike
Monroe. NY 10950

NOV 19 2025

TOWN OF MONROE
TOWN CLERK'S OFFICE

Dear Tony Cardone,

I am writing to formally announce my resignation from my position as Clerk to the Prosecutor effective December 31, 2025.

I want to express my gratitude for the opportunities for growth and development that I have had during my time with the Town of Monroe. Your guidance and support have played a crucial role in my professional journey, and I am thankful for the trust you placed in me. I wish you and the entire team at the Town of Monroe continued success.

Thank you again for the support you have given me and thank you for taking the time to read this.

Sincerely,

A handwritten signature in black ink, appearing to read "David A. Nestor", followed by a horizontal line.

David A. Nestor

2. New Business

Subject **9.2. Employee Vacation Carryover Requests**

Meeting December 1, 2025 - Monroe Town Board Meeting Agenda

Type Action (Resolution)
Discussion

Discussion regarding the following employee vacation carryover requests.
Approved carry-over days must be used by March 31, 2026.

Section 802 of the Employee Handbook states:

Carry-Over – An employee may carry a maximum of five days of vacation leave over to the next calendar year upon Department Head and Town Board approval. Requests to carry-over vacation leave must be submitted in writing to the Department Head and the Town Board. Copies of the request must be provided to the Bookkeeper and Confidential Secretary to Town Supervisor, for filing in the requesting employee's personnel file.

Barbara Singer: Request to carry-over 5 days

Norinne McSweeney: Request to carry-over 4 days

Ben Maldonado: Request to carry-over 2 days

Caroline Steinhauer: Request to carry-over 5 days

Roberta McBride: Request to carry-over 5 days

Thor Midtbo: Request to carry-over 5 days

George Kydon: Request to carry-over 5 days

2025-#

BE IT RESOLVED that the Town Board of the Town of Monroe

1. Barbara Singer_Redacted
2. Norinne McSweeney
3. Ben Maldonado
4. Caroline Steinhauer_Redacted

5. Roberta McBride_Redacted

Barbara Singer

[REDACTED]

[REDACTED]

November 14, 2025

Supervisor Cardone
Town Board
Town of Monroe
1465 Orange Turnpike
Monroe, NY 10950

Dear Supervisor Cardone and Members of the Town Board,

I am requesting that the Town Board allow me to carry over 5 days of 2025 vacation time into 2026. I was unable to take all the vacation time in 2025.

Thank you,

Barbara Singer
Deputy Town Clerk

November 18, 2025

Town Board Members & Chairwoman Franson,

This letter is a request to carry over 4 vacation days from 2025 into 2026.

I would appreciate your approval to carry over these days, which are to be used prior to the end of the first quarter of March 2026. Intent is to use one on January 2, 2026 and the remaining 3 again prior to March 31, 2026.

Thank you very much.


Norinne McSweeney

Chairwoman Franson: 

Town Hall
1465 Orange Turnpike
Monroe, New York 10950
www.townofmonroeny.gov
Tel: 845-783-1900
Fax: 845-782-5597

Town Clerk:
Valerie Bitzer
845-783-1900 ext. 203

Deputy Highway Superintendent:
Bill Brown
845-783-1900 ext. 139

Town Justices:
Audra Schwartz
James McKnight
845-783-1900 ext. 209



Supervisor
Tony Cardone
845-783-1900 ext. 104

Councilpersons:
Mary Bingham
Salvatore Scancarello
Dorey Houle
Maureen Richardson

Attorney:
Brian Nugent
845-353-2000

Engineer:
MHE Engineering
845-567-3100

Building Inspector:
Benigno Maldonado
845-783-1900 ext. 208

Assessor:
Carla McNamara
845-783-1900 ext. 206

November 19, 2025

Tony Cardone (Supervisor) &
Town Board of the Town of Monroe

Re: Vacation Carryover from 2025 for 2026

Dear Mr. Cardone and Town Board,

Good afternoon, I would like to request to carryover (2) vacation days from my 2025 Employee Vacation Days to the 2025 calendar year as per the Employee Handbook Section 802 (Carry-Over).

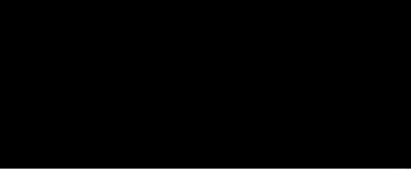
Thank you for your time and consideration on this matter. If you should have any additional questions please do not hesitate to contact me.

Yours truly,

Benigno Maldonado

Benigno Maldonado
Building & Fire Inspector
Code Enforcement Officer

Caroline Steinhauer
Assessor Clerk



November 24, 2025

Monroe Town Board
Town of Monroe
1465 Orange Turnpike
Monroe, New York 10950

Monroe Town Board,

My name is Caroline Steinhauer, the Assessor Clerk for the Town of Monroe. I am requesting to carry over 5 days of vacation time. Thank you for your consideration.

Warm regards,

A handwritten signature in cursive script that reads "Caroline Steinhauer".

Caroline Steinhauer
Assessor Clerk
Town of Monroe

Roberta McBride



November 24, 2025

Town Board
Town of Monroe
1465 Orange Turnpike
Monroe, NY, 10950

Dear Supervisor Cardone and Members of the Town Board,

I request that the Town Board allow me to carry over 5 days (35 hours) of 2025 vacation time into 2026. I will be unable to take all of my vacation time in 2025.

Sincerely yours,

Roberta McBride



3. New Business

Subject	9.3. 9/11 Memorial
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Meeting	December 1, 2025 - Monroe Town Board Meeting Agenda
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Type	Action (Resolution) Information
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9/11 Memorial

2025-#

BE IT RESOLVED that the Town Board of the Town of Monroe

4. New Business

Subject **9.4. Town Owned Property Tax Exemption**

Meeting December 1, 2025 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Town Owned Property Tax Exemption

2025-#

BE IT RESOLVED that the Town Board of the Town of Monroe

5. New Business

Subject	9.5. Meeting Room Use Request, Dingman's Dairy
Meeting	December 1, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution) Discussion

Discussion of a request submitted by Dingman's Dairy for use of the Town Hall Meeting Room for their annual Ice Cream Trade Show event on March 6-8, 2026 from 8 a.m. - 5 p.m. at a daily rate of \$850 (totaling \$2,550). The required Certificate of Insurance has been provided.

2025-#

BE IT RESOLVED that the Town Board of the Town of Monroe

6. New Business

Subject

9.6. Land Preservation

Meeting

December 1, 2025 - Monroe Town Board Meeting Agenda

Type

Action (Resolution)

Discussion

Land Preservation

2025-#

BE IT RESOLVED that the Town Board of the Town of Monroe

7. New Business

Subject	9.7. Water District 12 BAN Refinance
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Meeting	December 1, 2025 - Monroe Town Board Meeting Agenda
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Type	Action (Resolution) Discussion
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Water District 12 BAN Refinance

2025-#

BE IT RESOLVED that the Town Board of the Town of Monroe

1. Old Business

Subject

10.1. Revised Return Escrow, Schaeffer

Meeting

December 1, 2025 - Monroe Town Board Meeting Agenda

Type

Action (Resolution)
Discussion

Resolution approving revised return of Planning Board escrow in the amount of \$793.74 for Project #0168-2018 (Eagle View Estates/Hudson ONE) due to adjustments made to MHE invoices. Previously approved amount was \$298.74.

2025-#

BE IT RESOLVED that the Town Board of the Town of Monroe

1. 11202025 Revised return escrow Schaeffer_Redacted

1465 Orange Turnpike
Monroe, New York 10950
(845)783-1900 - Fax (845) 782-5597
VOUCHER

11/12/2025

PLANNING / ZONING

Glenn Schaeffer

[REDACTED]

[illegible]

Vendor Ref #:

Invoice Date	Description of Materials or Services	Amount
	Return of Planning Board escrow balance for Eagle View Estates/Hudson ONE Project # 0168-2018	\$298.74
	All vouchers have been paid for this project.	
11/20/25	Revised amount as adjustments made to MHE invoices.	
		m 793.74
	Total	\$298.74

Tax ID # 14-6002307

Claimant's Certification

I, Norinne M. Sweeney, certify that the above account in the amount of is true and correct; that the items, services and disbursements charged were rendered to or for the municipality on the dates stated; that no part has been paid or satisfied; that taxes from which the municipality is exempt, are not included; and that the amount claimed is actually due.

11/12/2025
Date

Not included, and that the amount claimed is actually due

Nonne A. McSweeney
Signature

Planning Zoning Secretary

The above services or materials were rendered or furnished to the municipality on the dates stated and the charges are correct.

11/17/28
Date

B. Franc

This claim is approved and ordered paid from the appropriations indicated above. (3 signatures required)

Date _____

Anthony P. Cardone, Town Supervisor

Date _____

Mary Bingham, Councilperson

Date _____

Doray Houle, Councilperson

Date _____

Maureen Richardson, Councilperson

Date _____

Salvatore Scancarello, Councilperson

Date	Description	Trans Amount	Balance
03/03/25	Deposit Ck: 5137 0168-2018 HUDSON ONE EAGLEVIEW ADD'L ESC Post Ref: R 7881 1	1,500.00	2,486.84
04/29/25	PO 25-00553 1 Paid Ck 2211 Eagle View Estates Vn NAUGHTON NAUGHTON & TORRE, LLP En 03/25/25	200.00-	2,286.84
04/29/25	PO 25-00567 1 Paid Ck 2209 Eagle View Estates Vn MCGOEY H MHE ENGINEERING En 03/25/25	637.00-	1,649.84
05/09/25	PO 25-00953 1 Open Eagle View Estates Vn MCGOEY H MHE ENGINEERING	646.80-	1,003.04
05/09/25	PO 25-00953 2 Open Eagle View Estates Vn MCGOEY H MHE ENGINEERING	77.60-	925.44
05/09/25	PO 25-00953 3 Open Eagle View Estates Vn MCGOEY H MHE ENGINEERING	2,031.70-	1,106.26-
06/25/25	Deposit Ck: 5141 0168-2018 EAGLEVIEW ESTATES ADD'L ESCROW Post Ref: R 8104 1	5,000.00	3,893.74
07/08/25	PO 25-01031 1 Paid Ck 2229 Eagle View Estates Vn NAUGHTON NAUGHTON & TORRE, LLP En 05/13/25	1,750.00-	2,143.74
07/08/25	PO 25-01031 2 Paid Ck 2229 Eagle View Estates Vn NAUGHTON NAUGHTON & TORRE, LLP En 05/13/25	1,075.00-	1,068.74
07/08/25	PO 25-01324 1 Paid Ck 2229 Eagle View Estates Vn NAUGHTON NAUGHTON & TORRE, LLP En 06/12/25	175.00-	893.74
07/21/25	PO 25-01456 1 Paid Ck 2234 EagleView Estates Vn NAUGHTON NAUGHTON & TORRE, LLP En 07/02/25	50.00-	843.74
09/02/25	PO 25-01806 1 Paid Ck 2242 Hudson One - Eagle View Vn NAUGHTON NAUGHTON & TORRE, LLP En 08/12/25	50.00-	793.74

Vouchers
charged
per
MHE
m

new refund amount

Date	Description	Trans Amount	Balance
03/03/25	Deposit Ck: 5137 0168-2018 HUDSON ONE EAGLEVIEW ADD'L ESC Post Ref: R 7881 1	1,500.00	2,486.84
04/29/25	PO 25-00553 1 Paid Ck 2211 Eagle View Estates Vn NAUGHTON NAUGHTON & TORRE, LLP En 03/25/25	200.00-	2,286.84
04/29/25	PO 25-00567 1 Paid Ck 2209 Eagle View Estates Vn MCGOEY H MHE ENGINEERING En 03/25/25	637.00-	1,649.84
05/09/25	PO 25-00953 1 Open Eagle View Estates Vn MCGOEY H MHE ENGINEERING	826.80-	823.04
05/09/25	PO 25-00953 2 Open Eagle View Estates Vn MCGOEY H MHE ENGINEERING	212.60-	610.44
05/09/25	PO 25-00953 3 Open Eagle View Estates Vn MCGOEY H MHE ENGINEERING	2,211.70-	1,601.26-
06/25/25	Deposit Ck: 5141 0168-2018 EAGLEVIEW ESTATES ADD'L ESCROW Post Ref: R 8104 1	5,000.00	3,398.74
07/08/25	PO 25-01031 1 Paid Ck 2229 Eagle View Estates Vn NAUGHTON NAUGHTON & TORRE, LLP En 05/13/25	1,750.00-	1,648.74
07/08/25	PO 25-01031 2 Paid Ck 2229 Eagle View Estates Vn NAUGHTON NAUGHTON & TORRE, LLP En 05/13/25	1,075.00-	573.74
07/08/25	PO 25-01324 1 Paid Ck 2229 Eagle View Estates Vn NAUGHTON NAUGHTON & TORRE, LLP En 06/12/25	175.00-	398.74
07/21/25	PO 25-01456 1 Paid Ck 2234 EagleView Estates Vn NAUGHTON NAUGHTON & TORRE, LLP En 07/02/25	50.00-	348.74
09/02/25	PO 25-01806 1 Paid Ck 2242 Hudson One - Eagle View Vn NAUGHTON NAUGHTON & TORRE, LLP En 08/12/25	50.00-	298.74

old amount

1. Public Comment

Subject

11.1. Rules for Public Comment

Meeting

December 1, 2025 - Monroe Town Board Meeting Agenda

Type

Procedural

Rules for Public Comment

1. Resolution RE Town of Monroe Rules for Public Comment

TOWN OF MONROE RULES FOR PUBLIC COMMENT

Please be advised that any person wishing to speak at a regular public meeting during the public comment period or at a public hearing, must sign the sign-in sheet maintained by the Town Clerk for such purpose no later than 15 minutes after the commencement of the meeting.

TOWN OF MONROE MEETING RULES PUBLIC COMMENT PERIODS - RULE 1: Although not required by any statute or law, the Town Board shall include at least one public participation period on the Agenda for regular Town Board meetings. However, nothing shall prohibit the Town Board, by majority vote, from suspending public comment or otherwise limiting public during a regular Town Board meeting where such limitations are determined to be necessary or otherwise conducive to accomplishing the business presently before the Town Board. **RULE 2:** Public comment during the public participation period of regular Town Board meetings shall be limited to three (3) minutes per speaker and the subject matter of such public comment shall be limited to Town business. Yielding time or otherwise giving time to a speaker to extend the three (3) minute period by another person shall not be permitted. Written comments may be submitted to the Town Clerk in lieu of, or in addition to, a person's oral statement during any public comment period. Such minutes shall become a Town record and the brief nature of the submitted writing may be included in Town Board minutes. However, the full text of such submissions shall not be incorporated into Town Board minutes, unless expressly authorized by resolution of the Town Board. **RULE 3:** Any person wishing to speak at a regular public meeting during the public comment period or at a public hearing, must sign the sign-in sheet maintained by the Town Clerk for such purpose no later than 15 minutes after the commencement of the meeting. Where a public hearing and public comment period will occur during the same Town Board meeting, a person may sign up to speak on the topic of each and every public hearing and for public comment period consistent with the applicable time limits set forth above. For example, a speaker could speak for five (5) minutes during a public hearing and three (3) minutes during public comment at the same Town Board meeting. However, such person may not use the public hearing time to speak on matters not relevant

1 Rule 2 revised by Resolution of the Town Board on 03-06-2017 to add: "and the subject matter of such public comment shall be limited to Town business." to the public hearing. Any comments made by a person made during public comment that relates to the subject of a public hearing, shall not be considered by the Town Board as part of such public hearing nor made part of the public hearing record. The only public comment to be accepted by the Town Board outside of a public hearing shall be written comments received during the time period set by the Town Board for such purpose. **RULE 4:** If a sign-in sheet is not available, a person may raise his/her hand to speak during the public participation period and/or public hearing and may speak during such public comment period/public hearing upon recognition of the Supervisor or Presiding Officer. **RULE 5:** Any person speaking during public comment or a public hearing, when recognized by the Presiding Officer, shall approach the podium for such purpose and state his or her name, the street and municipality where he/she resides, and if applicable, his/her group or entity affiliation. **RULE 6:** Town Board members shall not respond to a person speaking during the public comment period unless and until all persons desiring to speak during the Public comment period have finished speaking. At such time as all speakers have finished speaking during such public comment period,

each Town Board member shall be allotted up to three (3) minutes in total to respond to any questions posed or to provide relevant information in response to the collective comments and questions of the public comment speakers. **RULE 7:** Town Board members shall not attempt to answer questions during the time that a speaker is presenting during public comment. Town Board members will note any questions asked and may respond to the speaker at the conclusion of the speaker's public comments. **PUBLIC HEARINGS RULE 8:** Public comment during a Public Hearing shall be limited to five (5) minutes per speaker. In the event that a speaker is the subject of the Public Hearing or has a significant interest in the matter different from that of the general public, such speaker shall, upon approval of the Town Board, be allowed up to the (10) minutes during a public hearing. Yielding time or otherwise giving time to a speaker to extend their permissible time limit by another person shall not be permitted. **RULE 9:** Members of the public, other than those called as witnesses by the parties, shall not be permitted to speak during public hearings concerning the removal/discipline of a Town Officer or employee as such hearings shall be limited to presentation of evidence and related submissions by Town representatives and the Town Officer or employee subject to removal/discipline. Time limits during a public hearing concerning the removal/discipline of a Town Officer or employee shall not be applicable as such proceeding shall follow any applicable statute, rule or regulation and shall otherwise be overseen by the hearing officer or presiding officer. **RULE 10:** In the case of a public hearing, prior to the close or continuation of the public hearing, Town Board members may be allotted up to five (5) minutes each to respond to questions or otherwise provide relevant information in response to specific comments made by speakers during that session of the public hearing. Further, prior to the close of the public portion of the public hearing, each Town Board member may be allotted up to eight (8) minutes to speak on the issue that is the subject of the Public hearing. However, where the public hearing concerns removal of a Town Officer or employee, Town Board members, if the body making a determination, shall not speak regarding the merits of the proceedings until after the close of the public hearing when deliberations on removal/discipline have commenced. **RULE 11:** Written submissions related to public hearings must be made before the close of the public hearing as such time is set by the Town Board. **GENERAL RULES APPLICABLE TO ALL PUBLIC MEETINGS AND HEARINGS RULE 12:** The Town Clerk shall act as the timekeeper or the Town Board may designate another person to be the timekeeper. **RULE 13:** Members of the Town Board, speakers and audience members must observe proper decorum at all times. Any statements made during any part of the meeting or during a public hearing by the Supervisor, members of the Town Board, town officials or employees, or members of the general public shall not involve personal, impertinent, or slanderous attacks on individuals, regardless of whether the individual so attacked is an elected official, a town official or employee, or a member of the general public. **RULE 14:** Neither speakers, nor Town Board members shall use public comment periods or other time during such meeting for political campaigning purposes, including promoting their candidacy or speaking out against another candidate. However, nothing shall prohibit a candidate from speaking on a Town-related issue merely because he or she is a candidate for political office. **RULE 15:** Pursuant to New York State Town Law, the Town Supervisor or Presiding Officer shall control the Town Board meeting. The use of profane, vulgar, inflammatory, threatening, abusive, or disparaging language or racial or ethnic slurs directed at the Supervisor, members of the Town Board, meeting attendees shall not be tolerated and the Town Supervisor shall address any such incidents. Further, any statements, regardless of the nature of the statement, made by

a person attending the meeting which is not made during such person's authorized speaking time shall not be tolerated and the Town Supervisor shall address any such incidents. The Town Board has a right to protect itself from disturbance from attendees at a meeting and may order, by majority vote, removal of an attendee, or there Presiding Officer direct removal of an attendee on his own. Removal at the direction of the Presiding Officer is subject to appeal of another Town Board member, but not to appeal of the attendee. Such appeal is not debatable. **RULE 16:** In circumstances where the Supervisor/Presiding Officer is not attempting to exert control over the meeting, is temporarily absent, or is the source of the present disorder at the meeting and is failing to preside over the meeting, such Supervisor/Presiding Officer may then be deemed absent as the Presiding Officer by approval of a majority of the Town Board. In such case, a Town Board member may make a motion to suspend the Rules and appoint the Acting Supervisor to take over the role of Presiding Officer until such time as the Supervisor or original Presiding Officer is able to properly return to performing his/her role as Presiding Officer. If the Acting Supervisor is determined to be absent for presiding purposes, the Town Board member making such motion shall propose another Town Board member to act as the Presiding Officer during the absence of the Supervisor/original Presiding Officer. **RULE 17:** Comments by speakers must be addressed to the Town Board and shall not be addressed to the audience. Further, attendees may not address the Town Board unless first recognized by the Supervisor or Presiding Officer. **RULE 18:** Discussion and exchanges between active speakers and attendees/audience members of the public meeting or hearing are prohibited. A speaker may, however, when properly recognized, state agreement or disagreement with the views of prior speakers in his/her comments directed to the Town Board. **RULE 19:** Banners or other signs are not permitted in the meeting room unless, nor shall distribution of flyers within the meeting room be permitted. Nothing shall prohibit a person from holding a lawful sign or handing out flyers outside of the meeting location. **RULE 20:** If the Supervisor or Presiding Officer fails to enforce the rules set forth herein, any member of the Town Board may move to require him or her to do so, and an affirmative vote of the majority of the Town Board shall require him or her to do so. Any decision by the Presiding Officer relating to enforcement of the rules set forth herein may be appealed and subsequently overturned by a vote of the majority of Town Board members. Such appeal may be raised by a Town Board member or the affected attendee if properly recognized. **RULE 21:** Any person who disregards the directives of the Supervisor or the Presiding Officer in enforcing the rules or who generally conducts himself or herself in a boisterous or inappropriate manner while addressing the Town Board thereby disturbs the peace at a such meeting and will be barred from further participation and shall forfeit any balance of time remaining for his or her comments. **RULE 22:** If a speaker who has violated these rules refuses to step down or to refrain from committing/ continuing such violation(s), the Supervisor or the Presiding Officer may direct the individual to leave the meeting room. If the individual declines and/or refuses to leave the meeting room, the Supervisor or Presiding Officer may request the individual to be removed from the meeting room and charged with disorderly conduct as per the New York State Penal Law. The Supervisor's determination is subject to the appeal provisions set forth above as well as the absence of the Supervisor/Presiding Officer provisions of these rules. The Town Board may, by resolution, designate the person who will sign the supporting deposition and/or Court Information document charging the removed person with Disorderly Conduct. **RULE 23:** The following provisions, as modified herein, of Rule 49 of Robert's Rules concerning "Small Boards" shall apply to the Town Board of the Town of Monroe: a. Members may

raise a hand or asked to be recognized, instead of standing when seeking to obtain the floor and may remain seated when making motions or speaking. b. The Presiding Officer need not rise while putting questions to a vote. c. The Presiding Officer may without leaving the chair speak in informal discussions and in debate and may vote on all questions as provided for by Code or law. **RULE 24:** While there is no statute or applicable regulation that requires a Meeting Agenda to be prepared for Town Board meetings, the Town Board desires to have an Agendas prepared and distributed prior to Town Board meetings. The order of business at regular Town Board meetings shall be as follows: 1. REGULAR MEETING a. Call to Order; Pledge of Allegiance b. Approval of Minutes c. Upcoming Meeting Dates & General Announcements 2. SPECIAL ORDERS 3. DEPARTMENTAL MONTHLY REPORTS (Alphabetical Order) 4. OLD BUSINESS 5. NEW BUSINESS 6. PUBLIC COMMENT 7. EXECUTIVE SESSION (If necessary) 8. ADJOURNMENT A Board member seeking to take up a matter out of order on the agenda or to introduce a new item of business may request such change on consent of the Town Board, or may (if consent is denied or the member expects the matter to be contested make a motion to suspend the rules for such purpose, identifying the requested change to the Agenda or the new business to be raised. Upon approval of the majority of the Town Board, such business may be taken up immediately by the Town Board. The Presiding Officer shall prepare and cause to be distributed, Town Board meeting Agendas, in conformance with the Order of Business, as applicable. Pursuant to Robert's Rules, the Agenda distributed in advance to the Town Board is not binding on the Town Board, except as to the Order of Business set forth above. However, as set forth above, the Meeting Agenda, including the Order of Business and specific Agenda items may be modified upon approval of a majority of the Town Board. The Presiding Officer will announce each Agenda item as it is reached on the Agenda (or amended Agenda). Prior to the business being taken up, a member may move to lay the matter on the table, postpone the matter or refer it to a committee. **RULE 25:** Recesses may be taken for a stated period of time either upon consent, without objection, or upon approval of a motion by a Town Board member. **RULE 26:** These Town Board Rules may be amended by a Resolution of the Town Board approved by a majority of the Town Board. **RULE 27:** The above rules shall take effect at the next ensuing meeting of the Town Board following the adoption of these rules. **RULE 28:** The Presiding Officer, or any Town Board member may request an interpretation of these Rules from the Town Attorney. A current copy of these Town of Monroe Meeting Rules shall be maintained by the Town Clerk and be made available to the public. 6. This Resolution shall be effective immediately. The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows: Yea Nay Abstain
Harley Doles, Supervisor [] [] [] [X] Anthony Cardone, Acting Supervisor [X] [] [] [] Gerard McQuade, Councilman [] [X] [] [] Michael McGinn, Councilman [X] [] [] [] Richard Colon, Councilman [X] [] [] [] The Resolution was thereupon duly adopted. TOWN OF MONROE TOWN BOARD MEETING RULES History of adoption and amendments. February 27, 2017: Town Board Rules adopted by Resolution of the Town Board. March 6, 2017: Rule 2 amended by Resolution of the Town Board to add: "and the subject matter of such public comment shall be limited to Town business."

2. Public Comment

Subject	11.2. Public Comment
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Meeting	December 1, 2025 - Monroe Town Board Meeting Agenda
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Type	Procedural
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The following residents signed up to speak during Public Comment:

1. Possible motion to adjourn to Executive and or/ Attorney Client Session

Subject **12.1. Enter into Executive Session**

Meeting December 1, 2025 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Enter into Executive Session

2025-#

BE IT RESOLVED that the Town Board of the Town of Monroe

1. Return to Regular Meeting

Subject **13.1. Return to Regular Meeting**

Meeting December 1, 2025 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Return to Regular Meeting

2025-#

BE IT RESOLVED that the Town Board of the Town of Monroe

1. Adjournment

Subject

14.1. Adjournment of Meeting

Meeting

December 1, 2025 - Monroe Town Board Meeting Agenda

Type

Action (Resolution)

Adjournment of Meeting

2025-#

BE IT RESOLVED that the Town Board of the Town of Monroe adjourns the meeting of _____, at _____.