

Monday, January 9, 2023
MONROE TOWN BOARD MEETING AGENDA

TOWN OF MONROE, NEW YORK
TOWN HALL
1465 ORANGE TURNPIKE
MONROE, NEW YORK
7:00 PM

1. Call to Order

Subject :	1.1 Pledge to the Flag
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Discussion, Information, Procedural

Public Content

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.

2. Motion to Open Town Board Meeting

Subject :	2.1 Motion to Open Town Board Meeting of January 9, 2023
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution)
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Town Board Meeting of January 9, 2023, at

Public Content

File Attachments

[2023 Town Board Meeting Schedule.pdf \(126 KB\)](#)

Motion & Voting

2023-#52

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Town Board Meeting of January 9, 2023, at 7:12 PM.

Motion by Sal Scancarello, second by Mary Bingham.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

3. Community Announcements

Subject :	3.1 National Law Enforcement Day January 9, 2023
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

3. Community Announcements

Subject :	3.2 Restaurant Week
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

File Attachments

[Restaurant Week 012023.jpg \(246 KB\)](#)

3. Community Announcements

Subject :	3.3 2023 Tax Season Information
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Discussion, Information

Public Content

File Attachments

[2023 Tax Notice.docx.pdf \(65 KB\)](#)

4. Public Hearing

Subject :	4.1 Motion to Open the Continuation of the Public Hearing Regarding Proposed Amendments to Local Law E-V1 2021
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Amending Chapter 57 (ZONING) to establish a Two-Family Dwelling Overlay for the area of the Town of Monroe North of Route 17 (210812)

Meeting :

Jan 9, 2023 - MONROE TOWN BOARD MEETING
AGENDA

Type :

Action (Resolution)

Recommended Action :

2023-#
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Continuation of the Public Hearing Regarding Proposed Amendments to A Local Law E-V1 2021 Amending Chapter 57 (Zoning) to establish a Two-Family Dwelling Overlay for the area of the Town of Monroe North of Route 17 (210812).

Public Content

The followingsigned up to speak during Public Comment for the Continuation of the Public Hearing Regarding Proposed Amendments to Local Law E-V1 2021 Amending Chapter 57 (ZONING) to establish a Two-Family Dwelling Overlay for the area of the Town of Monroe North of Route 17 (210812). To hear their comments, and Town Board responses, please go on-line to Board Docs Video Clip #4.1,

File Attachments

[Proposed Amendments to LL Amending Ch. 57 \(Zoning\) to Establish a Two-Family Dwelling Overlay for the Area of the T.O.M. No. of Rt. 17.pdf \(159 KB\)](#)

[Public Hearing Notice-Proposed Amendments to a Local Law Amending Ch. 57 \(Zoning\) to Establish a Two-Family Dwelling Overlay for the Area of the T.O.M. No. of Rt. 17.pdf \(25 KB\)](#)

[MOT07-22M LOCAL LAW 2 FAM DWELLING.pdf \(123 KB\)](#)

Motion & Voting

2023-#53

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Continuation of the Public Hearing Regarding Proposed Amendments to A Local Law E-V1 2021 Amending Chapter 57 (Zoning) to establish a Two-Family Dwelling Overlay for the area of the Town of Monroe North of Route 17 (210812).

Motion by Supervisor -Tony Cardone, second by Sal Scancarello.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

4. Public Hearing

Subject :

4.2 Motion to Keep Open the Continuation of the Public Hearing Regarding Proposed Amendments to Local Law E-V1 2021 Amending Chapter 57 (Zoning) to establish a Two-Family Dwelling Overlay for the area of the Town of Monroe North of Route 17 (210812)

Meeting :

Jan 9, 2023 - MONROE TOWN BOARD MEETING
AGENDA

Type :	Action (Resolution)
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Keep Open the Continuation of the Public Hearing Regarding Proposed Amendments to A Local Law E-V1 2021 Amending Chapter 57 (Zoning) to establish a Two-Family Dwelling Overlay for the area of the Town of Monroe North of Route 17 (210812) until _____ at 7:00 PM or soon there-after.

Public Content

Motion & Voting

2023-#54
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Keep Open the Continuation of the Public Hearing Regarding Proposed Amendments to A Local Law E-V1 2021 Amending Chapter 57 (Zoning) to establish a Two-Family Dwelling Overlay for the area of the Town of Monroe North of Route 17 (210812) until February 6, 2023 at 7:00 PM or soon there-after.

Motion by Mike McGinn, second by Sal Scancarello.
Final Resolution: Motion Carries
Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

4. Public Hearing

Subject :	4.3 Motion to Open the Continuation of the Public Hearing in Relation to the Increase and Improvement of Facilities of the Water District No. 14
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution)
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open Continuation of the Public Hearing in Relation to the Increase and Improvement of Facilities of the Water District No. 14.

Public Content

The followingsigned up to speak during Public Comment regarding the Continuation of the Public Hearing in Relation to the Increase and Improvement of Facilities of the Water District No. 14.To hear their comments, and Board Members responses, please go on-line to Board Docs Video Clip #4.3,

Motion & Voting

2023-#55

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open Continuation of the Public Hearing in Relation to the Increase and Improvement of Facilities of the Water District No. 14.

Motion by Supervisor -Tony Cardone, second by Mary Bingham.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

4. Public Hearing

Subject :	4.4 Motion to Keep Open the Continuation of the Public Hearing in Relation to the Increase and Improvement of Facilities of the Water District No. 14
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution)
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Keep Open the Public Hearing in Relation to the Increase and Improvement of Facilities of the Water District No. 14 until _____ at 7:00 PM or soon there-after.

Public Content

Motion & Voting

2023-#56

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Keep Open the Public Hearing in Relation to the Increase and Improvement of Facilities of the Water District No. 14 until February 6, 2023 at 7:00 PM or soon there-after.

Motion by Mary Bingham, second by Supervisor -Tony Cardone.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

4. Public Hearing

Subject :	4.5 Motion to Open the Continuation of the Public Hearing to Consider the Adoption of Local Law F-V1 2022 to Establish a Registry of all Rental Properties in the Town
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion, Information
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Public Hearing to Consider the Adoption of Local Law F-V1 2022 to Establish a Registry of all Rental Properties in the Town.

Public Content

The following residents signed up to speak regarding thePublic Hearing to Consider the Adoption of Local Law F-V1 2022 to Establish a Registry of all Rental Properties in the Town. To hear their comments, and Board Members responses, please go on-line to Board Doc's Video Clip #4.5,

File Attachments

[Notice of Public Hearing - Rental Registry.docx \(13 KB\)](#)
[20220617 Revised Draft Local Law Rental Registry v2.pdf \(188 KB\)](#)

Motion & Voting

2023-#57

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Public Hearing to Consider the Adoption of Local Law F-V1 2022 to Establish a Registry of all Rental Properties in the Town.

Motion by Supervisor -Tony Cardone, second by Sal Scancarello.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

4. Public Hearing

Subject :	4.6 Motion to Close the Continuation of the Public Hearing to Consider the Adoption of Local Law F-V2 2022 to Establish a Registry of all Rental Properties in the Town
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution)
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Keep Open the Public Hearing to Consider the Adoption of Local Law F-V1 2022 to Establish a Registry of all Rental Properties in the Town until _____ at 7:00 PM or soon there-after.

Public Content

Motion & Voting

2023-#58

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Close the Public Hearing to Consider the Adoption of Local Law F-V1 2022 to Establish a Registry of all Rental Properties in the Town, leaving Written Comments open for 10 days, and look to adopt on February 6, 2023 or soon there-after.

Motion by Mike McGinn, second by Sal Scancarello.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

4. Public Hearing

Subject : 4.7 Motion to Open the Continuation of the Public Hearing
RE: Local Law H-V1 of 2022 to Amend Chapter 57
(Zoning) Concerning the Regulations Governing Tree
Preservation

Meeting : Jan 9, 2023 - MONROE TOWN BOARD MEETING
AGENDA

Type : Action (Resolution), Discussion

Recommended Action : 2023-#
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 H-V1 of 2022 to Amend
Chapter 57 (Zoning) Concerning the Regulations Governing
Tree Preservation.

Public Content

The following residents signed up to speak during Public Comment for the continuation of the Public Hearing
RE: Local Law H-V1 of 2022 to Amend Chapter 57 (Zoning) Concerning the Regulations Governing Tree
Preservation. To hear their comments, and Board Members responses, please go on-line to Board Doc's
Video Clip #4.7,

File Attachments

[PUBLIC HEARING Notice - Tree Preservation.docx.pdf \(70 KB\)](#)
[Local Law H-V1 Amending Tree Preservation 220918.pdf \(397 KB\)](#)
[O.C. Planning GML Recommendation.pdf \(69 KB\)](#)

Motion & Voting

2023-#59
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 H-V1 of 2022 to Amend Chapter 57 (Zoning)
Concerning the Regulations Governing Tree Preservation.

Motion by Supervisor -Tony Cardone, second by Mary Bingham.
Final Resolution: Motion Carries
Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

4. Public Hearing

Subject : 4.8 Motion to Keep Open the Continuation of the Public
Hearing RE: Local Law H-V1 of 2022 to Amend Chapter 57
(Zoning) Concerning the Regulations Governing Tree
Preservation

Meeting : Jan 9, 2023 - MONROE TOWN BOARD MEETING
AGENDA

Type : Action (Resolution)

Recommended Action :

2023-#

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 H-V1 of 2022 to Amend Chapter 57 (Zoning) Concerning the Regulations Governing Tree Preservation until _____ at 7:00 PM or soon thereafter.

Public Content

Motion & Voting

2023-#60

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 H-V1 of 2022 to Amend Chapter 57 (Zoning) Concerning the Regulations Governing Tree Preservation until February 15, 2023, at 7:00 PM or soon thereafter.

Motion by Supervisor -Tony Cardone, second by Mike McGinn.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

4. Public Hearing

Subject :	4.9 Motion to Open the Public Hearing RE: Amendments to Local Law 7/2022 Chapter 23 of the Town Code (Building Construction Administration)
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Public Hearing RE: Amendments to Local Law 7/2022 Chapter 23 of the Town Code (Building Construction Administration).

Public Content

File Attachments

[20220923 filed LL.pdf \(1.452 KB\)](#)

[Public Notice RE Amendments to LL 7 of 2022 RE Building Construction Admin REV.docx.pdf \(66 KB\)](#)

[20221110 Ch. 23 Amendments RE Building Construction Administration.pdf \(1.775 KB\)](#)

[Resolution Adopting Local Law RE Amending Building Construction Administration.doc.pdf \(69 KB\)](#)

Motion & Voting

2023-#61

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Public Hearing RE: Amendments to Local Law 7/2022 Chapter 23 of the Town Code (Building Construction Administration).

Motion by Supervisor -Tony Cardone, second by Sal Scancarello.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

4. Public Hearing

Subject :	4.10 Motion to Adopt Local Law 1 of 2023 RE: Amendments to Local Law 7/2022 Ch. 23 of the Town Code (Building Construction Administration)
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution)
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Adopt Local Law 1 of 2023 RE: Amendments to Local Law 7/2022 Ch. 23 of the Town Code (Building Construction Administration).

Public Content

Motion & Voting

2023-#62

BE IT RESOLVED that the Town Board of the Town of Monroe Made the following Resolution by Supervisor Cardone, and seconded by Councilman Scancarello:

RESOLUTION ADOPTING LOCAL LAW NO. 1 OF 2023
A LOCAL LAW AMENDING CHAPTER 23 OF THE TOWN OF MONROE CODE
BUILDING CONSTRUCTION ADMINISTRATION

WHEREAS, the Town Board of the Town of Monroe, New York (Town Board) from time to time reviews its laws, rules and regulations to be certain the same are consistent with all current lawful practices as well as best practices to protect the health, safety and welfare of Town residents; and

WHEREAS, the Town Board desires to adopt a Local Law to further incorporate amendments to add additional changes from the state level; and

WHEREAS, such introductory Local Law was introduced before the Town Board on November 21, 2022 to incorporate certain amendments to the Town Building Code to reflect changes in the New York State Uniform Code; and

WHEREAS, upon notice duly published and posted, a Public Hearing was held on said Local Law on January 9, 2023, wherein public discussion was heard concerning the merits of said Local Law and after hearing from all those present wishing to speak and acknowledging that no written comments had been received, the Town Board declared the public hearing closed.

NOW, THEREFORE, BE IT RESOLVED by the Town Board as follows:

Section 1. All WHEREAS paragraphs are incorporated herein by reference as though set forth in full.

Section 2. The Town Board hereby adopts Local Law No. 1 entitled, LOCAL LAW NO. 1 OF 2023 AMENDING CHAPTER 23 OF THE TOWN OF MONROE CODE BUILDING CONSTRUCTION ADMINISTRATION with changes as attached hereto as Schedule A.

Section 3. The Town Clerk is hereby directed to enter said Local Law into the minutes of this meeting and in the Local Law book of the Town of Monroe, and to give due notice of the adoption of said Local Law by filing the Local Law in the Office of the Secretary of State in the State of New York.

Section 4. 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 Absent

Anthony Cardone, Supervisor [X] [] [] []

Michael McGinn, Councilperson [X] [] [] []

Mary Bingham, Councilperson [X] [] [] []

Sal Scancarello, Councilperson [X] [] [] []

Dorey Houle, Councilperson [] [] [] [X]

The Resolution was thereupon duly adopted.

Motion by Supervisor -Tony Cardone, second by Mary Bingham.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

4. Public Hearing

Subject :	4.11 Motion to Close the the Public Hearing RE: Amendments to Local Law 7/2022 Chapter 23 of the Town Code (Building Construction Administration)
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Keep Open the Public Hearing RE: Amendments to Local Law 7/2022 Chapter 23 of the Town Code (Building Construction Administration) until _____ at 7:00 PM or soon there-after.

Public Content

Motion & Voting

2023-#63

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Close the the Public Hearing RE: Amendments to Local Law 7/2022 Chapter 23 of the Town Code (Building Construction Administration).

Motion by Supervisor -Tony Cardone, second by Sal Scancarello.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

4. Public Hearing

Subject :	4.12 Power Point Presentation RE: Grant Application (Empire State Development Restore NY Communities Initiative)
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information, Presentations

Public Content

4. Public Hearing

Subject :	4.13 Motion to Open the Public Hearing RE: Grant Application (Empire State Development Restore NY Communities Initiative)
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Public Hearing RE: Grant Application (Empire State Development Restore NY Communities Initiative).

Public Content

File Attachments

[Public Notice RE Empire State Development Restore NY Communities Initiative.docx.pdf \(64 KB\)](#)

[Restore NY Resolution.pdf \(65 KB\)](#)

[TOM Intent to Apply for Restore NY Funding 111722.pdf \(110 KB\)](#)

[Faber Barn Feasibility Reuse Study 2022-10-28.pdf \(10,839 KB\)](#)

[Town Board Presentation Stone Barn At Faber Farmhouse 01092023 \(1\).pdf \(1,075 KB\)](#)

Motion & Voting

2023-#64

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Public Hearing RE: Grant Application (Empire State Development Restore NY Communities Initiative).

Motion by Supervisor -Tony Cardone, second by Sal Scancarello.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

4. Public Hearing

Subject :	4.14 Resolution RE: Authorization of Application to the Restore NY Communities Initiative Municipal Grant Program
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Information
Recommended Action :	2023-#65 BE IT RESOLVED that the Town Board of the Town of Monroe Made the following Resolution by Supervisor Cardone, and seconded by Councilman McGinn: AUTHORIZATION OF APPLICATION TO THE RESTORE NY COMMUNITIES INITIATIVE MUNICIPAL GRANT PROGRAM WHEREAS the Town of Monroe is eligible for grant funding under Round 7 of the Restore NY Communities Initiative Municipal Grant Program, and WHEREAS the Town Board has considered proposals that qualify for funding under the program and selected one project to be included in an application that will be submitted to the Empire State Development Corporation (ESDC) as follows: Rehabilitation of the Stone Barn at Faber Farmhouse, located at SBL: 29-1-10.1 (105 & 109 Berry Road in Monroe, NY 10950). Interior and exterior structural repairs and aesthetic improvements will be performed to repurpose and market the barn as event space. WHEREAS this project is consistent with the goals of the municipality and the grant program to facilitate effective and efficient use of existing public resources so as to promote both economic development and preservation of a community resource, and THEREFORE, the Town Board of the Town of Monroe is authorizing a grant application to the ESDC Restore NY Communities Initiative Municipal Grant Program for the aforementioned project. NOW THEREFORE BE IT RESOLVED that on this 9th day of January 2023, the Town Board hereby supports and will sponsor the application for Restore NY funding for the Stone Barn Rehabilitation Project and will administer the grant in accordance with all applicable rules and regulations established by ESDC, and BE IT FURTHER RESOLVED that the Town Supervisor is

authorized to sign the application and any agreements required by ESDC for grant funding that results from the application.

Public Content

File Attachments

[Restore NY Resolution.docx.pdf \(65 KB\)](#)

Motion & Voting

2023-#65

BE IT RESOLVED that the Town Board of the Town of Monroe Made the following Resolution by Supervisor Cardone, and seconded by Councilman McGinn:

AUTHORIZATION OF APPLICATION TO THE RESTORE NY COMMUNITIES INITIATIVE MUNICIPAL GRANT PROGRAM

WHEREAS the Town of Monroe is eligible for grant funding under Round 7 of the Restore NY Communities Initiative Municipal Grant Program, and

WHEREAS the Town Board has considered proposals that qualify for funding under the program and selected one project to be included in an application that will be submitted to the Empire State Development Corporation (ESDC) as follows:

Rehabilitation of the Stone Barn at Faber Farmhouse, located at SBL: 29-1-10.1 (105 & 109 Berry Road in Monroe, NY 10950). Interior and exterior structural repairs and aesthetic improvements will be performed to repurpose and market the barn as event space.

WHEREAS this project is consistent with the goals of the municipality and the grant program to facilitate effective and efficient use of existing public resources so as to promote both economic development and preservation of a community resource, and

THEREFORE, the Town Board of the Town of Monroe is authorizing a grant application to the ESDC Restore NY Communities Initiative Municipal Grant Program for the aforementioned project.

NOW THEREFORE BE IT RESOLVED that on this 9th day of January 2023, the Town Board hereby supports and will sponsor the application for Restore NY funding for the Stone Barn Rehabilitation Project and will administer the grant in accordance with all applicable rules and regulations established by ESDC, and

BE IT FURTHER RESOLVED that the Town Supervisor is authorized to sign the application and any agreements required by ESDC for grant funding that results from the application.

Motion by Supervisor -Tony Cardone, second by Mike McGinn.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

4. Public Hearing

Subject : 4.15 Motion to Close the Public Hearing RE: Grant Application (Empire State Development Restore NY Communities Initiative

Meeting : Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA

Type : Action (Resolution), Discussion

Recommended Action : 2023-#
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Keep Open the Public Hearing

RE: Grant Application (Empire State Development Restore NY Communities Initiative until _____ at 7:00 PM or soon there-after.

Public Content

Motion & Voting

2023-#66

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Close the Public Hearing RE: Grant Application (Empire State Development Restore NY Communities Initiative).

Motion by Supervisor -Tony Cardone, second by Mike McGinn.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

5. Acceptance of Minutes

Subject :	5.1 No Minutes to Accept at This Time
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

6. Audit of Claims

Subject :	6.1 General Fund Abstract
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution)
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #23-01 General Fund containing Check # 29531 - 29627 totaling \$272,063.88.

Public Content

File Attachments

[MonroeAbstracts 23-01.pdf \(628 KB\)](#)

Motion & Voting

2023-#67

BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #23-01 General Fund containing Check # 29531 - 29627 totaling \$272,063.88.

Motion by Supervisor -Tony Cardone, second by Mary Bingham.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

6. Audit of Claims

Subject :	6.2 Escrow Fund Abstract
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #23-01 Escrow containing Check # 2062 - 2071 totaling \$36,280.18.

Public Content

File Attachments

[EscrowAbstracts 23-01.pdf \(380 KB\)](#)

Motion & Voting

2023-#68

BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #23-01 Escrow containing Check # 2062 - 2071 totaling \$36,280.18.

Motion by Supervisor -Tony Cardone, second by Sal Scancarello.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

7. New Business

Subject :	7.1 Sonia Castro, Part-Time Bus Driver, Dial-A-Bus
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Discuss and approve Sonia Castro for the position of Part-Time Bus Driver, Dial-A-Bus, at a pay rate of \$20 /hour. Anticipated start date is February 1, 2023. Sonia has been pre-approved for employment with the Town of Monroe by Orange County Department of Human Resources.

Motion & Voting

2023-#69

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve Sonia Castro for the position of Part-Time Bus Driver, Dial-A-Bus, at a pay rate of \$20/hour. Anticipated start date is February 1, 2023. Sonia has been pre-approved for employment with the Town of Monroe by Orange County Department of Human Resources.

Motion by Supervisor -Tony Cardone, second by Sal Scancarello.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

7. New Business

Subject :	7.2 SEQRA Determination For East Mombasha Road Culvert Replacement
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Resolution regarding SEQRA Determination For East Mombasha Road Culvert Replacement to be submitted as part of the New York State and Municipal Facilities Program and the NYS Department of Transportation (DOT) BRIDGE NY Program Grant Application for the East Mombasha Road Culvert Installation project.

File Attachments

[Resolution determining Mombasha Rd - Type II action.pdf \(97 KB\)](#)

Motion & Voting

2023-#70

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Resolution regarding SEQRA Determination For East Mombasha Road Culvert Replacement to be submitted as part of the New York State and Municipal Facilities Program and the NYS Department of Transportation (DOT) BRIDGE NY Program Grant Application for the East Mombasha Road Culvert Installation project.

Motion by Supervisor -Tony Cardone, second by Sal Scancarello.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

2023-#71

BE IT RESOLVED that the Town Board of the Town of Monroe Made the following Resolution:

RESOLUTION SETTING FORTH SEQRA DETERMINATION FOR EAST MOMBASHA ROAD CULVERT REPLACEMENT

WHEREAS, the Town of Monroe is seeking grant funding pursuant to the New York State and Municipal Facilities Program (SAM) and the NYS Department of Transportation (DOT) BRIDGE NY Program for replacement and rehabilitation of a culvert on East Mombasha Road in the vicinity of the Towns border with the Town/Village of Tuxedo; and

WHEREAS, such project will consist of the replacement of an existing culvert at such location; and

WHEREAS, the Town Board desires to confirm the type of action for this project under SEQRA regulations.

NOW, THEREFORE, BE IT RESOLVED: that:

Section 1.The above WHEREAS clauses are incorporated herein as if set forth in full.

Section 2.The Town Board hereby determines that the replacement of the culvert on East Mombasha Road is a Type II action under SEQRA pursuant to NYSCRR 617.5(c)(2) and accordingly no further action is required under SEQRA.

Section 3. The Town Supervisor and any officer, employee or consultant as directed by the Town Supervisor is hereby authorized to take any and all actions necessary to carry out the provisions of this Resolution.

Section 4.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 Absent

Anthony Cardone, Supervisor[X][][]

Michael McGinn, Councilperson [X][][]

Mary Bingham, Councilperson [X][][]

Sal Scancarello, Councilperson [X][][]

Dorey Houle, Councilperson [][][X]

The Resolution was thereupon duly adopted.

Motion by Supervisor -Tony Cardone, second by Mike McGinn.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

7. New Business

Subject :	7.3 Culvert Survey Proposals, East Mombasha Road
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion

Recommended Action :

2023-#

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

Public Content

Discussion regarding (2) proposals received for the completion of a culvert survey for East Mombasha Road.

- Mercurio-Norton-Tarolli-Marshall (MNTM): Estimated Fee, \$3,800
- James A. Dillin: \$4,500

File Attachments

[MNTM.pdf \(241 KB\)](#)

[James A. Dillin.pdf \(113 KB\)](#)

Motion & Voting

2023-#72

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to accept the proposal from Mercurio-Norton-Tarolli-Marshall (MNTM): Estimated Fee, \$3,800 RE: the completion of a culvert survey for East Mombasha Road.

Motion by Mary Bingham, second by Sal Scancarello.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

7. New Business

Subject :	7.4 Meraki Switches, Highway Department/Dial-A-Bus /Senior Center
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Discussion regarding updating the antiquated network switches at the Highway Department, Dial-A-Bus and the Senior Center to assist in better network management and performance.

One Meraki switch would be installed at each building. Total cost for (3) switches and 5-year license and support is \$11,084.49.

File Attachments

[Quote-Town of Monroe-99007.pdf \(34 KB\)](#)
[SHI Quote-22705733 Meraki Switches Town of Monroe.pdf \(113 KB\)](#)

Motion & Voting

2023-#73

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve updating the antiquated network switches at the Highway Department, Dial-A-Bus and the Senior Center to assist in better network management and performance. One Meraki switch would be installed at each building. Total cost for (3) switches and 5-year license and support is \$11,084.49.

Motion by Supervisor -Tony Cardone, second by Sal Scancarello.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

7. New Business

Subject :	7.5 Engagement Agreement, PKF O'Connor Davies
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Resolution authorizing Supervisor to execute engagement agreement with PKF O'Connor Davies, LLP for audit /accounting services for the Town of Monroe for the years ending December 31, 2022, 2023, 2024, 2025, 2026.

File Attachments

[T Monroe 22-26 Engage.pdf \(744 KB\)](#)

Motion & Voting

2023-#74

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Resolution authorizing Supervisor to execute engagement agreement with PKF O'Connor Davies, LLP for audit/accounting services for the Town of Monroe for the years ending December 31, 2022, 2023, 2024, 2025, 2026.

Motion by Mike McGinn, second by Mary Bingham.

Final Resolution: Motion Carries

Aye: Mike McGinn, Mary Bingham, Sal Scancarello

Abstain: Supervisor -Tony Cardone

7. New Business

Subject :	7.6 Administrative Wetland Permit Fee (Fee
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Schedule)

Meeting :

Jan 9, 2023 - MONROE TOWN BOARD MEETING
AGENDA

Type :

Discussion, Information

Public Content

Resolution approving the update of the Administrative Wetland Permit fee in the Building Department section of the Town of Monroe Fee Schedule to \$200.

File Attachments

[T.O.M. Fee Schedule Effective as of 1-3-2023.docx.pdf \(166 KB\)](#)

7. New Business

Subject :

7.7 Certified Arborist Proposal

Meeting :

Jan 9, 2023 - MONROE TOWN BOARD MEETING
AGENDA

Type :

Action (Resolution), Discussion

Recommended Action :

2023-#
BE IT RESOLVED that the Town Board of the Town
of Monroe

Public Content

Discussion regarding proposal from Certified Arborist Leonard Hopper submitted to Monroe Conservation Commission. The Commission would like to retain a Certified Arborist to accompany them on site visits and to provide a written assessment of tree impacts, with reference to the Monroe Tree Code. The Conservation Commission requested proposals from other area arborists as well, without response.

File Attachments

[Arborist Scope 111122 PDF.pdf \(45 KB\)](#)

[Arborist Proposal.pdf \(574 KB\)](#)

Motion & Voting

2023-#75

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to allow the Conservation Commission to hire an Arborist (Leonard Hopper) at a rate of \$75/hr. contingent upon meeting with Max Stach and reporting back to the Town Board. Amount not to exceed \$5,000.

Motion by Mike McGinn, second by Sal Scancarello.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

7. New Business

Subject :	7.8 Task Order, Water District 1
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Motion & Voting

2023-#76
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to reach out to McGoey Hauser Edsall RE: Task Order, Water District 1.

Motion by Mary Bingham, second by Mike McGinn.
Final Resolution: Motion Carries
Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

7. New Business

Subject :	7.9 Climate Smart Community Coordinator and Task Force
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Resolution appointing Councilwoman Dorey Houle as the Climate Smart Community Coordinator and the Town of Monroe Conservation Commission as the Climate Smart Community Task Force. These appointments are mandatory actions necessary for the Town of Monroe to become certified as a Climate Smart Community.

Motion & Voting

2023-#77
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion appointing Councilwoman Dorey Houle as the Climate Smart Community Coordinator and the Town of Monroe Conservation Commission as the Climate Smart Community Task Force. These appointments are mandatory actions necessary for the Town of Monroe to become certified as a Climate Smart Community.

Motion by Supervisor -Tony Cardone, second by Mike McGinn.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

7. New Business

Subject :	7.10 Request for Capital Funding, Monroe Joint Parks and Recreation Commission
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Discussion regarding request submitted by Monroe Join Parks and Recreation Commission for Capital Funding to assist in the cost of security cameras currently being installed in Smith's Clove Park.

File Attachments

[Request for funding 2022 Security Cameras.pdf \(324 KB\)](#)

Motion & Voting

2023-#78

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve request submitted by Monroe Join Parks and Recreation Commission for Capital Funding to assist in the cost of security cameras currently being installed in Smith's Clove Park. Funds to be taken from J000-0916 (Capital Equipment Balance) of \$34,000. Balance in Capital Fund is \$70,528.62.

Motion by Supervisor -Tony Cardone, second by Mary Bingham.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

7. New Business

Subject :	7.11 Petition for the Establishment of the DG Management Drainage District
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Discussion regarding Petition for the Establishment of the DG Management Drainage District in the Town of Monroe.

File Attachments

[Ltr to Town Clerk 12-23-22.pdf \(176 KB\)](#)
[dg report drain signed .pdf \(872 KB\)](#)
[scanBW0052.pdf \(470 KB\)](#)
[scanBW0054.pdf \(1,023 KB\)](#)

Motion & Voting

2023-#79

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to set the Order for a Public Hearing RE: the Establishment of the DG Management Drainage District in the Town of Monroe for February 6, 2023, at 7:00 PM or soon there-after.

Motion by Mike McGinn, second by Mary Bingham.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

8. Old Business

Subject :	8.1 Walton Terrace
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Resolution authorizing Highway Superintendent to executethe Order Laying Out A Highway regarding the dedication of Walton Terrace in the Town of Monroe.

Resolution accepting Officer of Dedication of a Portion of Walton Terrace.

File Attachments

[Superintendent of Highways Order Walton 1.3.23.pdf \(70 KB\)](#)
[Updated Resolution Walton Terr Dedication.docx \(21 KB\)](#)

Motion & Voting

2023-#80

BE IT RESOLVED that the Town Board of the Town of Monroe Made the following Resolution by

Supervisor Cardone, and seconded by Councilman McGinn:

RESOLUTION ACCEPTING OFFICER OF DEDICATION OF A PORTION OF WALTON TERRACE

WHEREAS, the Town Board previously adopted a Resolution dated August 15, 2022 accepting the dedication of a portion of Walton Terrace (Proposed Highway) subject to certain conditions; and

WHEREAS, one such condition included receipt of authorization from the New York State Department of Transportation (DOT) regarding the width of the Proposed Highway for dedication; and

WHEREAS, the Town and the Petitioners had communicated with the DOT regarding the need for their approval and were advised that the DOT does not provide or require such approval; and

WHEREAS, Petitioners were also required to provide a metes and bounds description of the Proposed Highway and such metes and bounds have been submitted by Petitioner and annexed to this Resolution; and

WHEREAS, Petitioners were also required to provide title search documents to the Town, which documents have been received from Petitioners; and

WHEREAS, such highway acceptance was also subject to submission and filing of an Order Laying out a Highway from the Town Highway Superintendent, which document has been received by the Town duly executed by the Town Highway Superintendent on January 9, 2023; and

WHEREAS, such highway acceptance is also subject to Petitioners providing a one-year maintenance bond to the benefit of the Town in an amount equal to twenty-thousand dollars (\$20,000.00); and

WHEREAS, pursuant to 6 NYCRR 617.5(c)(23)(32), the acceptance of the dedication is a Type II action; and

WHEREAS, the Town Board desires to confirm that all such conditions have been satisfied and such Proposed Highway is accordingly accepted by the Town for dedication.

NOW, THEREFORE, BE IT FURTHER RESOLVED that:

Section 1. The above WHEREAS clauses are incorporated herein by reference as if fully set forth herein.

Section 2. The Town Board hereby confirms acceptance of the Proposed Highway as a Town Highway.

Section 3. The Town Clerk is hereby authorized and directed to file the Order Laying Out a Highway along with the metes and bounds description to be filed in the office of the Town Clerk and the Office of the Orange County Clerk, with filing fees to be paid by Petitioners.

Section 4. The Town Supervisor and any Town employee, officer or consultant as directed by the Town Supervisor, shall communicate the approval of this Resolution to any and all entities requiring notification of same, including but not limited to the New York State Department of Transportation and the Orange County Highway Department.

Section 5. 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 Absent

Anthony Cardone, Supervisor[X][][]

Michael McGinn, Councilperson [X][][]

Mary Bingham, Councilperson [X][][]

Sal Scancarello, Councilperson [X][][]

Dorey Houle, Councilperson[][][X]

The Resolution was thereupon duly adopted.

Motion by Supervisor -Tony Cardone, second by Mike McGinn.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

8. Old Business

Subject :	8.2 Lease Proposal, Highway Department Vehicles
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Discussion, Information

Public Content

File Attachments

[NCL Lease Agreement.pdf \(85 KB\)](#)

[2.jpg \(79 KB\)](#)

[1.jpg \(181 KB\)](#)

8. Old Business

Subject :	8.3 Amendment to Contract of Sale, LM03 REALTY LLC (Somni)
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Resolution regarding amendment to contract of sale between the Town of Monroe and LM03 Realty LLC (Somni) for the purchase of 15 Lake Street, Monroe, New York. The Closing date shall be amended from February 1, 2023 to February 28, 2023.

File Attachments

[Amendment to Contract rev.pdf \(81 KB\)](#)

Motion & Voting

8. Old Business

Subject :	8.4 Resolution to Adopt Local Law 2/2023, Amendment to Code of Ethics
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

File Attachments

[Local Law 2 of 2023 FINAL Amendments to Code of Ethics.pdf \(243 KB\)](#)

[Resolution Adopting Local Law 2 of 2023 RE Amendments to Code of Ethics.docx.pdf \(69 KB\)](#)

Motion & Voting

2023-#82

BE IT RESOLVED that the Town Board of the Town of Monroe Made the following Resolution by Supervisor Cardone, and seconded by Councilwoman Bingham:

RESOLUTION ADOPTING LOCAL LAW NO. 2 OF 2023
A LOCAL LAW AMENDING CHAPTER 4 OF THE CODE OF THE TOWN OF MONROE, NY

WHEREAS, the Town Board of the Town of Monroe, New York (Town Board) from time to time reviews its laws, rules and regulations to be certain the same are consistent with all current lawful practices as well as best practices to protect the health, safety and welfare of Town residents; and

WHEREAS, the Town Board desires to adopt a Local Law to amend Chapter 4 of the Town Code; and

WHEREAS, such introductory Local Law was introduced before the Town Board on December 5, 2022; and

WHEREAS, upon notice duly published and posted, a Public Hearing was held on said Local Law on December 5, 2022, wherein public discussion was heard concerning the merits of said Local Law and after hearing from all those present wishing to speak and acknowledging that no written comments had been received, the Town Board declared the public hearing closed; and

WHEREAS, such Public Hearing was left open for ten (10) days to allow for written comment.

NOW, THEREFORE, BE IT RESOLVED by the Town Board as follows:

Section 1. All WHEREAS paragraphs are incorporated herein by reference as though set forth in full.

Section 2. The Town Board hereby adopts Local Law No. 2 entitled, LOCAL LAW NO. 2 OF 2023 AMENDING CHAPTER 4 OF THE CODE OF THE TOWN OF MONROE, NY as attached hereto as Schedule A.

Section 3. The Town Clerk is hereby directed to enter said Local Law into the minutes of this meeting and in the Local Law book of the Town of Monroe, and to give due notice of the adoption of said Local Law by filing the Local Law in the Office of the Secretary of State in the State of New York.

Section 4. 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 Absent

Anthony Cardone, Supervisor [X] [] [] []

Michael McGinn, Councilperson [X] [] [] []

Mary Bingham, Councilperson [X] [] [] []

Sal Scancarello, Councilperson [X] [] [] []

Dorey Houle, Councilperson [] [] [] [X]

The Resolution was thereupon duly adopted.

Motion by Supervisor -Tony Cardone, second by Mary Bingham.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello

9. Public Comment

Subject :	9.1 Rules for Public Comment
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

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 meetings 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. 1 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 persons 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 speakers 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 an 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 persons 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 Supervisors 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 Roberts 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 an 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 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 Roberts 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 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 Absent 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.

9. Public Comment

Subject :	9.2 Public Comment
Meeting :	Jan 9, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Discussion, Information

Public Content

The following spoke during Public Comment. To hear their comments, and Town Board members responses, please go on-line to Board Doc'sVideo Clip #9.2,

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

Subject :	10.1 Enter into Executive Session
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Meeting : Jan 9, 2023 - MONROE TOWN BOARD MEETING
AGENDA

Type : Action (Resolution), Information

Recommended Action : 2023-#
BE IT RESOLVED, that the Town Board of the Town of
Monroe Made a Motion to enter into an Executive
Session to discuss

11. Return to Regular Meeting

Subject : 11.1 Return to Regular Meeting

Meeting : Jan 9, 2023 - MONROE TOWN BOARD MEETING
AGENDA

Type : Action (Resolution), Information

Recommended Action : 2023-#
BE IT RESOLVED, that the Town Board of the Town of
Monroe approves to return to regular session.

12. Adjournment

Subject : 12.1 Adjournment of Meeting

Meeting : Jan 9, 2023 - MONROE TOWN BOARD MEETING
AGENDA

Type : Action (Resolution)

Recommended Action : 2023-#
BE IT RESOLVED, that the Town Board of the Town of
Monroe adjourns the meeting of January 9, 2023 at

Public Content

Motion & Voting

2023-#83
BE IT RESOLVED, that the Town Board of the Town of Monroe adjourns the meeting of January 9,
2023 at 8:58PM.

Motion by Supervisor -Tony Cardone, second by Sal Scancarello.
Final Resolution: Motion Carries
Aye: Supervisor -Tony Cardone, Mike McGinn, Mary Bingham, Sal Scancarello