

Monday, March 3, 2025
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 :	Mar 3, 2025 - 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 March 3, 2025
Meeting :	Mar 3, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution)
Recommended Action :	2025-#132 BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Town Board Meeting of March 3, 2025, at

Public Content

File Attachments

[2025 Town Board Meeting Schedule.pdf \(133 KB\)](#)

Motion & Voting

2025-#132
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Town Board Meeting of March 3, 2025, at 7:00 PM.

Motion by Supervisor -Tony Cardone, second by Mary Bingham.
Final Resolution: Motion Carries
Aye: Supervisor -Tony Cardone, Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson

3. Community Announcements

Subject :	3.1 Amanda Primiano, Monroe Free Library
Meeting :	Mar 3, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Presentations

Public Content

3. Community Announcements

Subject :	3.2 Updated Town of Monroe Domain Name
Meeting :	Mar 3, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

www.townofmonroeny.gov

Recently, a Bill was signed by the Governor that amends General Municipal Law § 300 requiring that all municipal corporations with a population of over 1,500 people maintain an official website with a .gov domain name that is accessible to the public. In order to meet this requirement, the Town of Monroe has acquired the townofmonroeny.gov domain name. The town will be migrating to this domain as our primary domain name. This new domain, townofmonroeny.gov is currently active, however, the monroeny.org domain will continue to work indefinitely as well.

File Attachments

[Domain Announcement 02282025.pdf \(1,517 KB\)](#)

3. Community Announcements

Subject :	3.3 2025 Tax Collector's Notice
Meeting :	Mar 3, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

Town of Monroe
Tax Collectors Notice

Please Take Notice That, the Tax Collectors Office, for the Town of Monroe will be collecting taxes at 1465 Orange Turnpike, Monroe, New York during the months of January 1st March 31st, 2025 Monday-Friday from 9:00 AM until 2:00 PM. Additionally, we will be open late on the following dates: January 31, 2025, from 4:00 PM to 6:00 PM and March 31, 2025, from 4:00 PM to 5:00 PM.

Payments by mail send to: Town of Monroe Tax Collector 1465 Orange Turnpike, Monroe, NY 10950.

For online payments by credit card or e-check, please go to www.monroeny.org and click on View/Pay Bills Online. Credit card/e-check payments will NOT be accepted at Town Hall. Please make all checks, cashiers checks or money order payments out to Town of Monroe Tax Collector. **Please include phone number on check. No cash payments will be accepted. Payments made during the month of February: a 1% penalty will be added. Payments made during the month of March: a 2% penalty will be added, plus a \$2.00 Second Notice Fee.

Last day for acceptance of payment of taxes will be collected on March 31, 2025. Must be postmarked no later than March 31, 2025. Tax payments made after March 31, 2025 must be paid to the Orange County Commissioner of Finance (845) 291-2480.

Dated: December 30, 2024
Valerie Bitzer
Tax Collector, Town of Monroe
2025 Town & County Tax Season

The Town of Monroe Tax Collector will be accepting the following payment methods only for the 2025 Orange County, Town and County Real Property Tax Bills: personal checks, money orders, cashier checks (made payable to the Town of Monroe Tax Collector).

For payments by mail, please send to:

Town of Monroe Tax Collector
1465 Orange Turnpike
Monroe, NY 10950

* PLEASE INCLUDE PHONE NUMBER ON CHECK

* NO CASH, CREDIT CARD / E-CHECK PAYMENTS WILL BE ACCEPTED AT TOWN HALL

For online payments, there is a convenience fee that will be applied for the service (charged by the credit card company). The fees are as follows: Visa, MasterCard and Discover Credit cards 2.45% percent, Visa Debit \$3.95, E-Check \$1.75.

If you have any questions, please contact Valerie Bitzer Tax Collector via email: valerie@monroeny.org or by phone at (845) 783-1900 ext. 203.

Tax Collection Hours: Monday Friday 9:00 AM - 2:00 PM. Additionally, we will be open late on the following dates: January 31, 2025, from 4:00 PM to 6:00 PM and March 31, 2025, from 4:00 PM to 5:00 PM. Payments received February 2025 a 1% penalty is added.

Payments received March 2025 a 2% penalty is added, plus a \$2.00 Second Notice Fee.

Tax payments made after March 31, 2025, must be paid to the Orange County Commissioner of Finance (845) 291-2480.

Useful Links:

Please visit Orange County Real Property

Please visit Town of Monroe

File Attachments

[2025 Tax Notice.pdf \(65 KB\)](#)

[2025 Town and County Tax Season Website.pdf \(63 KB\)](#)

[2025 Tax Notice Affidavit_Redacted.pdf \(204 KB\)](#)

3. Community Announcements

Subject :	3.4 Monroe Connect
Meeting :	Mar 3, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

File Attachments

[Monroe Flyer.pdf \(3,629 KB\)](#)

3. Community Announcements

Subject :	3.5 Free Movie Night for Veterans
Meeting :	Mar 3, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

Orange County Executive Steve Neuhaus and Veterans Service Agency Director Christian Farrell are teaming up to honor our local veterans with a special event.

There will be two free showings of Marvels Captain America: Brave New World on Wednesday, March 5th at 1:00 p.m. and 6:00 p.m. at Flagship Premium Cinemas in Monroe. Each veteran and one guest will receive a complimentary popcorn and a drink.

Call 845-291-2470 to reserve your spot.

File Attachments

[Free Movie for Veterans 03052025.jpg \(108 KB\)](#)

3. Community Announcements

Subject :	3.6 Free Community Concert at First Presbyterian Church of Monroe
Meeting :	Mar 3, 2025 - MONROE TOWN BOARD MEETING AGENDA

Type :

Information

Public Content

Community Concert Series Saturday, March 8th, 7:00pm. Alexandra Trosper will sing songs from Broadways golden age, arias from the great operas and some music from not so long ago in an evening of song and celebration. FREE! Sponsored by First Presbyterian Church of Monroe 142 Stage Rd., Monroe, NY 10950. fpcmonroe.org

File Attachments

[Trosper Concert Series .png \(246 KB\)](#)

3. Community Announcements

Subject :	3.7 MWHS Job Fair
Meeting :	Mar 3, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

MWHS Job Fair, Thursday, April 10th, 5:00pm-8:00pm. Monroe Woodbury High School 155 Dunderberg Rd., Central Valley, NY. Call Bryan Giudice 845-460-7000 bguidice@mw.k12.ny.us for more information. Connect with 1,500+ students who are looking for jobs at local businesses. Introduce your business and employment opportunities. Participation is free of charge. Informational materials, giveaways encouraged.

File Attachments

[IMG_0869.jpeg \(196 KB\)](#)

4. Public Hearing

Subject :	4.1 Motion to Open the Continuation of the Re-Opening of the Public Hearing RE: Local Law H-V2 of 2022 to Amend Chapter 57 (Zoning) Concerning the Regulations Governing Tree Preservation
Meeting :	Mar 3, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion, Information
Recommended Action :	2025-# BE IT RESOLVED, that the Town Board of the Town of Monroe Made a Motion to Open the Continuation of the Re-Opening of the Public Hearing RE: Local Law H-V2 of 2022 to Amend Chapter 57 (Zoning) Concerning the Regulations Governing Tree Preservation.

Public Content

The following residents signed up to speak for Public Comment for the Continuation of the Re-Opening of the Public Hearing, Local Law H-V2 of 2022 to Amend Chapter 57 (Zoning) Concerning the Regulations Governing Tree Preservation. To hear their comments and Town Board Members responses, please go on-line to Board Doc's Video Clip #4.1,

File Attachments

[Transmittal Tree Law 250114.pdf \(161 KB\)](#)
[Tree Law Amendment Local Law 250114.pdf \(297 KB\)](#)
[MCC Comments to Tree Law 110124.pdf \(79 KB\)](#)
[Re-Opening of PH RE Tree Code REV.pdf \(65 KB\)](#)
[ANT to Town Board re Planning Board Comments on Proposed Tree Preservation Amendments, 10-24-24, with attachment.pdf \(3,307 KB\)](#)
[Tree Law Amendment Local Law - DRAFT.pdf \(306 KB\)](#)
[Re-Opening of Tree Code PH 10550984.pdf \(58 KB\)](#)
[7-15-2024 Resolution RE Tree Preservation.pdf \(94 KB\)](#)
[Resolution Adopting Local Law Tree Preservation - revised 7-15-24.pdf \(108 KB\)](#)
[20240422 Tree Law Amendment Local Law no tc.pdf \(306 KB\)](#)
[20240422 Tree Law Amendment Local Law.pdf \(792 KB\)](#)
[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 \(69 KB\)](#)
[Local Law H-V1 Amending Tree Preservation ntc 230814.pdf \(431 KB\)](#)
[Local Law H-V1 Amending Tree Preservation 231115.pdf \(407 KB\)](#)
[Local Law H-V1 Amending Tree Preservation 231115.pdf \(407 KB\)](#)
[Local Law H-V1 Amending Tree Preservation 240219.pdf \(476 KB\)](#)
[Local Law H-V1 Amending Tree Preservation 240307.pdf \(411 KB\)](#)
[57 Att 4, Landmark, Native, Protected & Specimine Trees Vr060924.pdf \(219 KB\)](#)
[MCC-TreeLawResponse061223 MS responses..pdf \(106 KB\)](#)
[MCC Comment to Tree Law 082524.pdf \(76 KB\)](#)
[MCC-TreeLawResponse061223.pdf \(104 KB\)](#)
[TPCitrPHtreepreservation.pdf \(156 KB\)](#)
[MCC-TreeLawResponse061923.pdf \(106 KB\)](#)
[Tree Law Amendment Local Law - DRAFT, with Planning Board redlines 10-24-24.pdf \(351 KB\)](#)

Motion & Voting

2025-#133

BE IT RESOLVED, that the Town Board of the Town of Monroe Made a Motion to Open the Continuation of the Re-Opening of the Public Hearing RE: Local Law H-V2 of 2022 to Amend Chapter 57 (Zoning) Concerning the Regulations Governing Tree Preservation.

Motion by Supervisor -Tony Cardone, second by Dorey Houle.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson

4. Public Hearing

Subject :	4.2 Possible Motion to Keep Open the Continuation of the Re-Opening of the Public Hearing RE: Local Law H-V2 of 2022 to Amend Chapter 57 (Zoning) Concerning the Regulations Governing Tree Preservation
Meeting :	Mar 3, 2025 - MONROE TOWN BOARD MEETING AGENDA

Type : Action (Resolution), Discussion, Information

Recommended Action : 2025-#
BE IT RESOLVED, that the Town Board of the Town of Monroe Made a Motion to Keep Open the Continuation of the Re-Opening of the Public Hearing RE: Local Law H-V2 of 2022 to Amend Chapter 57 (Zoning) Concerning the Regulations Governing Tree Preservation until _____ at 7:00 PM or soon there-after.

Motion & Voting

2025-#134
BE IT RESOLVED, that the Town Board of the Town of Monroe Made a Motion to Close the Continuation of the Re-Opening of the Public Hearing RE: Local Law H-V2 of 2022 to Amend Chapter 57 (Zoning) Concerning the Regulations Governing Tree Preservation until.

Motion by Supervisor -Tony Cardone, second by Mary Bingham.
Final Resolution: Motion Fails
Nay: Supervisor -Tony Cardone, Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson
2025-#134A
BE IT RESOLVED, that the Town Board of the Town of Monroe Made a Motion to Keep Open the Continuation of the Re-Opening of the Public Hearing RE: Local Law H-V2 of 2022 to Amend Chapter 57 (Zoning) Concerning the Regulations Governing Tree Preservation until March 24, 2025, at 7:00 PM or soon there-after.

Motion by Supervisor -Tony Cardone, second by Dorey Houle.
Final Resolution: Motion Carries
Aye: Supervisor -Tony Cardone, Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson

5. Acceptance of Minutes

Subject : 5.1 Acceptance of February 24, 2025 Minutes

Meeting : Mar 3, 2025 - MONROE TOWN BOARD MEETING AGENDA

Type : Action (Resolution)

Recommended Action : 2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to accept the February 24, 2025 Minutes.

Public Content

File Attachments

[TB 2-24-2025 DRAFT Minutes Revised.pdf \(4,986 KB\)](#)

Motion & Voting

2025-#135
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to accept the February 24, 2025, Minutes.

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

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson

6. Audit of Claims

Subject :	6.1 General Fund Abstract
Meeting :	Mar 3, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #25-5 General Fund containing Check #36462 - 36510 totaling \$448,583.36.

Public Content

File Attachments

[MONROE 3 3 2025.pdf \(514 KB\)](#)

Motion & Voting

2025-#136

BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #25-5 General Fund containing Check #36462 - 36510 totaling \$448,583.36.

Motion by Supervisor -Tony Cardone, second by Dorey Houle.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Sal Scancarello, Dorey Houle, Maureen Richardson

Nay: Mary Bingham

7. New Business

Subject :	7.1 Life Skills Program at Monroe-Woodbury High School
Meeting :	Mar 3, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Motion & Voting

2025-#137

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve Life Skills Program at Monroe-Woodbury High School.

Motion by Supervisor -Tony Cardone, second by Maureen Richardson.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson

7. New Business

Subject :	7.2 Water District Code Review & Updates
Meeting :	Mar 3, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Motion & Voting

2025-#138

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Table the matter relating to Water District Code Review & Updates to August/September.

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

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson

7. New Business

Subject :	7.3 127 Seven Springs Road
Meeting :	Mar 3, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Discussion regarding Recommendation For Performance Security, 127 Seven Springs Road, Planning Board Application #22-204. The subject project received conditional final subdivision, site plan and special use permit approval from the Planning Board. The project involves the 3-lot subdivision of the existing 9.456 acre parcel for the construction of 2-family dwellings on each lot. The Planning Board required a Landscaping Security and Public Improvements Security for the project.

Based on the applicant's cost estimates for the respective bonds, MHE, the town's engineer recommends the following:

- the landscaping security should be in the amount of \$187,136.00.
- a Public Improvement Security in the amount of \$48,266.24 for the construction of the Town Road drainage improvements.

Motion & Voting

2025-#139A
 BE IT RESOLVED that the Town Board of the Town of Monroe
 Made a Motion to rescind the prior Motion RE:

- the landscaping security should be in the amount of \$187,136.00.

- a Public Improvement Security in the amount of \$187,136.00 for the construction of the Town Road drainage improvements.

Motion by Supervisor -Tony Cardone, second by Dorey Houle.
 Final Resolution: Motion Carries
 Aye: Supervisor -Tony Cardone, Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson

2025-#139B
 BE IT RESOLVED that the Town Board of the Town of Monroe
 Made a Motion to approve recommendation For Performance Security, 127 Seven Springs Road, Planning Board Application #22-204. The subject project received conditional final subdivision, site plan and special use permit approval from the Planning Board. The project involves the 3-lot subdivision of the existing 9.456 acre parcel for the construction of 2-family dwellings on each lot. The Planning Board required a Landscaping Security and Public Improvements Security for the project.

Based on the applicant's cost estimates for the respective bonds, MHE, the town's engineer recommends the following:

- the landscaping security should be in the amount of \$187,136.00.

- a Public Improvement Security in the amount of \$48,266.24 for the construction of the Town Road drainage improvements.

Motion by Supervisor -Tony Cardone, second by Dorey Houle.
 Final Resolution: Motion Carries
 Aye: Supervisor -Tony Cardone, Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson

8. Old Business

Subject :	8.1 Monroe Commons, Landscape Plan
Meeting :	Mar 3, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion, Information

Recommended Action :

2025-#

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

Public Content

Discussion regarding most current Monroe Commons Landscape Plan.

Motion & Voting

2025-#140

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Table the Matter RE Monroe Commons, Landscape Plan until March 24, 2025.

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

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson

8. Old Business

Subject :

8.2 Monroe Commons PISA

Meeting :

Mar 3, 2025 - MONROE TOWN BOARD MEETING
AGENDA

Type :

Action (Resolution), Discussion

Recommended Action :

2025-#

BE IT RESOLVED that the Town Board of the Town of Monroe approves the Public Improvement Security Agreement (PISA) with Monroe Nininger LLC (Monroe Commons Project) and authorizes the Supervisor to execute the agreement.

Public Content

BE IT RESOLVED that the Town Board approves the Public Improvement Security Agreement (PISA) with Monroe Nininger LLC (Monroe Commons Project) and authorizes the Supervisor to execute the agreement.

File Attachments

[Resolution Authorizing Sup. to sign PISA - Monroe Commons.pdf \(138 KB\)](#)

Motion & Voting

2025-#141

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Resolution to approve the Public Improvement Security Agreement (PISA) with Monroe Nininger LLC (Monroe Commons Project) and authorizes the Supervisor to execute the agreement. Resolution offered by Councilwoman Houle and seconded by Councilwoman Bingham:

RESOLUTION AUTHORIZING SUPERVISOR TO EXECUTE
PUBLIC IMPROVEMENT SECURITY AGREEMENT WITH MONROE NININGER LLC (MONROE
COMMONS PROJECT)

WHEREAS, the Monroe Nininger LLC (Developer) received Site Plan approval from the Town of Monroe Planning Board by resolution dated October 1, 2024, as amended by Resolution dated December 30, 2024, allowing it to develop a ±407,819-sf commercial building with mixed of uses (retail, office, and a 75-room hotel) and associated parking, supporting utilities, stormwater management facilities, lighting, and landscaping (Monroe Commons Project) on a 18.2 acre parcel of land designated as Section 2, Block 1, Lot 10 on the Town of Monroe Tax Maps (the Site or the Parcel); and

WHEREAS, a condition of said approval requires finalization and execution of a Public Improvement Security Agreement (PISA Agreement); and

WHEREAS, the Town Board desires to enter into the PISA Agreement and authorize the Supervisor to execute the same; and

WHEREAS, the attached PISA Agreement reflects the terms and conditions between the Town and Monroe Nininger LLC.

NOW, THEREFORE, BE IT RESOLVED that:

Section 1.The above WHEREAS clauses are hereby incorporated by reference as though set forth in full herein.

Section 2.The Town Supervisor is hereby authorized to execute the Monroe Commons PISA Agreement substantially in the form annexed hereto, subject to final approval as to form by Town legal counsel.

Section 3.The Town Board hereby defers to and authorizes the Town Planning Board to determine and approve any requested extension of time beyond the one year period for the Developer to complete improvements as set forth in paragraph 6 of the PISA Agreement.

Section 4.The Town Supervisor, and any employee, official or consultant as directed by the Town Supervisor, are authorized to take any and all necessary actions to carry out the provisions of this Resolution.

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][][]

Mary Bingham, Councilperson [X][][]

Sal Scancarello, Councilperson [X][][]

Dorey Houle, Councilperson [X][][]

Maureen Richardson, Councilperson[X][][]

The Resolution was thereupon duly adopted.

Motion by Dorey Houle, second by Mary Bingham.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson

8. Old Business

Subject :	8.3 Monroe Conservation Commission, Request to Host Repair Cafe
Meeting :	Mar 3, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion, Presentations
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Discussion regarding request of Monroe Conservation Commission to organize and host a Repair Cafe at Monroe Town Hall on Saturday, June 28, 2025 in conjunction with Repair Cafe Hudson Valley.

File Attachments

[MCC Repair PP.pdf \(1,110 KB\)](#)

[COI Repair Cafe_Redacted.pdf \(1,498 KB\)](#)

Motion & Voting

2025-#142

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve the request of Monroe Conservation Commission to organize and host a Repair Cafe at Monroe Town Hall on Saturday, June 28, 2025, in conjunction with Repair Cafe Hudson Valley. 10am-2pm. Will provide COI.

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

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson

8. Old Business

Subject :	8.4 Resolution Approving Short Term Rental Application, 106 Osseo Park Road (SBL#: 7-02-49)
Meeting :	Mar 3, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

File Attachments

[Certified STR Resolution RE 106 Osseo Park Rd..pdf \(132 KB\)](#)

Motion & Voting

2025-#143

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

RESOLUTION APPROVING SHORT-TERM RENTAL AT 106 OSSEO PARK ROAD
APPLICANT: CAMILLE TOKERUD

WHEREAS, the Town Board of the Town of Monroe, New York (Town Board) received an application on or about July 23, 2024 from Camille Tokerud (Applicant) for approval of a Short-Term Rental at 106 Osseo Park Road (Application) in the Town of Monroe (Town); and

WHEREAS, the Town Building Inspector provided a report dated February 5, 2025 regarding the Application and determined that the property was in substantial compliance with the Residential and Fire Code of New York State based on an inspection of the premises on July 23, 2024, September 26, 2024 and February 4, 2025; and

WHEREAS, no objections were received regarding the Application; and

WHEREAS, the Town Board desires to approve the Application for a Short-Term Rental at 106 Osseo Park Road.

NOW, THEREFORE, BE IT RESOLVED: that:

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

Section 2.Pursuant to Town Code § 40-8(F), the Town Board hereby determines that:

1)Adequate parking facilities are provided to meet the parking requirement of four off-street parking spaces which are provided in a manner that does not impact the residential character of the neighborhood.

2)No new construction or expansion is proposed relating to the Short-Term Rental.

3)The structure and lot are conforming to the requirements of Chapter 40 of the Town Code and that the lot and structure are not considered existing nonconforming uses or buildings.

4)Adjoining residences and their yards are generally afforded a reasonable degree of privacy from view by occupants of the proposed vacation residence or partial vacation residence by the imposition of landscaping and privacy fencing.

5)The number of permitted short-term rentals surrounding the proposed property are not excessive in number so as to result in adverse character impacts to principal residences in the neighborhood.

Section 3.The Town Board hereby approves the Short-Term Rental Application for 106 Osseo Park Road, subject to the following conditions:

- 1)Continued compliance with the provisions of the Town Code, Chapter 40 and NYS Residential and Fire Code with respect to the rental location; and
- 2)Continued maintenance of the existing screening of the property and parking area; and
- 3)The approval of this Application (Permit) shall expire three (3) years from the date of this resolution pursuant to Town Code § 40-9; and
- 4)That, if the Applicant intends to renew the Permit after the three (3) year period, the Applicant submits a renewal application at least sixty (60) days prior to the expiration of the Permit; and
- 5)The Permit may not be transferred, except as indicated in Town Code § 40-16; and
- 6)Applicant must report any proposed change in circumstances to the Building Department that would alter the analysis of the factors set forth in Town Code § 40-8(F) relevant to the approval of the Short-Term Rental Permit, except that the Applicant shall not be required to report any change in the number of short-term rentals surrounding the property (Town Code § 40-8(F)(5)).

Section 4.The Town Supervisor and any other officer or employee as directed by the Town Supervisor is hereby authorized to take any and all necessary actions to carry out the provisions of this Resolution.

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][][]

Dorey Houle, Councilperson[X][][]

Mary Bingham, Councilperson [X][][]

Sal Scancarello, Councilperson [X][][]

Maureen Richardson, Councilperson[X][][]

The Resolution was thereupon duly adopted.

Motion by Supervisor -Tony Cardone, second by Dorey Houle.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson

9. Public Comment

Subject : 9.1 Rules for Public Comment

Meeting : Mar 3, 2025 - 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 duringthe 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 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 publiccomments.**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 evidenceand 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 :	Mar 3, 2025 - 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. Motion From the Floor

Subject :	10.1 Moodna Chair
Meeting :	Mar 3, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Information
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Motion & Voting

2025-#144

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve Councilwoman Mary Bingham as the Moodna Chair.

Motion by Supervisor -Tony Cardone, second by Maureen Richardson.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Sal Scancarello, Dorey Houle, Maureen Richardson

Abstain: Mary Bingham

10. Motion From the Floor

Subject :	10.2 MJFD RE: Nuisance & Recurring False Alarms
Meeting :	Mar 3, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Discussion, Information

Public Content

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

Subject :	11.1 Enter into Executive Session
Meeting :	Mar 3, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

12. Return to Regular Meeting

Subject : 12.1 Return to Regular Meeting
Meeting : Mar 3, 2025 - MONROE TOWN BOARD MEETING
AGENDA
Type : Information

13. Adjournment

Subject : 13.1 Adjournment of Meeting
Meeting : Mar 3, 2025 - MONROE TOWN BOARD MEETING
AGENDA
Type : Action (Resolution)
Recommended Action : 2025-#
BE IT RESOLVED that the Town Board of the Town of
Monroe adjourns the meeting of March 3, 2025, at

Public Content

Motion & Voting

2025-#145
BE IT RESOLVED that the Town Board of the Town of Monroe adjourns the meeting of March 3, 2025,
at 8:00 PM.

Motion by Supervisor -Tony Cardone, second by Dorey Houle.

Final Resolution: Motion Carries

Aye: Supervisor -Tony Cardone, Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson