

Monday, March 6, 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 :	Mar 6, 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.

1. Call to Order

Subject :	1.2 Moment of Silence in Memory of Vinnie Marino "Sunny" and Tom Remo
Meeting :	Mar 6, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

2. Motion to Open Town Board Meeting

Subject :	2.1 Motion to Open Town Board Meeting of March 6, 2023
Meeting :	Mar 6, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution)

Recommended Action :

2023-#135

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Town Board Meeting of March 6, 2023 at

Public Content

File Attachments

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

Motion & Voting

2023-#135

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Town Board Meeting of March 6, 2023, at 7:06 PM.

Motion by Sal Scancarello, second by Dorey Houle.

Final Resolution: Motion Carries

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

3. Community Announcements

Subject :	3.1 2023 Tax Season Information
Meeting :	Mar 6, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

File Attachments

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

3. Community Announcements

Subject :	3.2 Monroe Open House
Meeting :	Mar 6, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

The Monroe Open House will take place on Wednesday, March 29th at Town Hall from 6-8 p.m.

The Town Clerk's Office will also be available for the following:

- Tax Collectors Office available for payment (no cash or credit card payments accepted)

- Issuance of New or Renewal of Dog Licenses (must have proof of up-to-date rabies, and if spayed /neutered)
- E-Z Pass Tags available for purchase
- Hunting /Fishing Licenses available for purchase
- Issuance of Marriage Licenses (please contact the Town Clerks Office prior to Open House to schedule an appointment and go over necessary documents needed to apply)
- Notary Services Available (please note, we do not Notarize anything pertaining to a Will, and if your document requires a Witness, you need to supply one)

File Attachments

[Town of Monroe_Open House Social Media Flyer.pdf \(4,512 KB\)](#)

3. Community Announcements

Subject :	3.3 Welcome Home Event
Meeting :	Mar 6, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

3. Community Announcements

Subject :	3.4 Community Training Event
Meeting :	Mar 6, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

The Monroe Police Department and Monroe Volunteer Ambulance are hosting a Community Training Event on Saturday, March 18th at Monroe Town Hall from 9 a.m. - 3 p.m. Space is limited. Please RSVP to Administrative Sgt. Timothy Young att.young@monroepd.org.

File Attachments

[Community Training Event.jpg \(240 KB\)](#)

4. Public Hearing

Subject :	4.1 Motion to Open the Continuation of the Public Hearing Regarding Proposed Amendments to Local Law E-V1 2021 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 :	Mar 6, 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-#136

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 Sal Scancarello, second by Mike McGinn.

Final Resolution: Motion Carries

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

4. Public Hearing

Subject : 4.2 Possible 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 : Mar 6, 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-#137

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 March 20, 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, Dorey Houle

4. Public Hearing

Subject :	4.3 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 :	Mar 6, 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 #4.3,

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-#138

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 Sal Scancarello.

Final Resolution: Motion Carries

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

4. Public Hearing

Subject :	4.4 Possible 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 :	Mar 6, 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 there-after.

Public Content

Motion & Voting

2023-#139

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 March 20, 2023, at 7:00 PM or soon there-after.

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

Final Resolution: Motion Carries

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

4. Public Hearing

Subject :	4.5 Motion to Open the Continuation of the Public Hearing for Proposed Arrow Park Water District
Meeting :	Mar 6, 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 for Proposed Arrow Park Water District.

Public Content

The following signed up to speak during Public Comment regarding the Continuation of the Public Hearing for Proposed Arrow Park Water District. To hear their comments, and Board Members responses, please go on-line to Board Docs Video Clip #4.5,

Motion & Voting

2023-#140

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Continuation of the Public Hearing for Proposed Arrow Park Water District.

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

Final Resolution: Motion Carries

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

4. Public Hearing

Subject :	4.6 Possible Motion to Keep Open the Continuation of the Public Hearing for Proposed Arrow Park Water District
Meeting :	Mar 6, 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 for Proposed Arrow Park Water District until _____ at 7:00 PM or soon there-after.

Public Content

Motion & Voting

2023-#141

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Keep Open the Continuation of the Public Hearing for Proposed Arrow Park Water District until June 5, 2023, at 7:00 PM or soon there-after.

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

Final Resolution: Motion Carries

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

4. Public Hearing

Subject :	4.7 Motion to Open the Public Hearing RE: DG Management Park District
Meeting :	Mar 6, 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 RE: DG Management Park District.

Public Content

The following residents signed up to speak during Public Comment for thePublic Hearing RE: DG Management Park District. To hear their comments, and Board Member's responses, please go on-line to Board Doc's Video Clip #4.7,

File Attachments

[dg park dist signed.pdf \(3.313 KB\)](#)
[scanBW0070.pdf \(459 KB\)](#)
[Order Calling for Public Hearing Regarding DG Mgmt. Park District.docx.pdf \(109 KB\)](#)

Motion & Voting

2023-#142
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Public Hearing RE: DG Management Park District.

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

4. Public Hearing

Subject :	4.8 Possible Motion to Close the Public Hearing RE: DG Management Park District
Meeting :	Mar 6, 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 RE: DG Management Park District until _____ at 7:00 PM or soon there-after.

Public Content

Motion & Voting

2023-#143

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Close the Public Hearing RE: DG Management Park District, and request Counsel to draft the Order After Public Hearing for March 20, 2023 to establish the Park District.

Motion by Mike McGinn, second by Sal Scancarello.

Final Resolution: Motion Carries

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

5. Presentations

Subject :	5.1 Presentation by Orange County Chamber of Commerce RE: Entrepreneurial Resource Center
Meeting :	Mar 6, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Discussion, Information, Presentations

Public Content

6. Acceptance of Minutes

Subject :	6.1 Acceptance of February 15, 2023 Minutes
Meeting :	Mar 6, 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 accept the February 15, 2023 Minutes.

Public Content

File Attachments

[TB 2-15-2023 DRAFT Meeting Minutes.pdf \(352 KB\)](#)

Motion & Voting

2023-#144

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to accept the February 15, 2023 Minutes.

Motion by Mary Bingham, second by Sal Scancarello.

Final Resolution: Motion Carries

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

7. Audit of Claims

Subject :	7.1 General Fund Abstract
Meeting :	Mar 6, 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 #23-04 General Fund containing Check # 29830 - 29872 totaling \$4,854,331.26.

Public Content

File Attachments

[MonroeAbstracts 23-04.pdf \(381 KB\)](#)

Motion & Voting

2023-#145

BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #23-04 General Fund containing Check # 29830 - 29872 totaling \$4,854,331.26.

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

Final Resolution: Motion Carries

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

7. Audit of Claims

Subject :

7.2 Escrow Fund Abstract

Meeting :

Mar 6, 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 #23-02 Escrow containing Check # 2071 - 2078 totaling \$22,554.66.

Public Content

File Attachments

[EscrowAbstracts 23-02.pdf \(330 KB\)](#)

Motion & Voting

2023-#146

BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #23-02 Escrow containing Check # 2071 - 2078 totaling \$22,554.66.

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

Final Resolution: Motion Carries

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

8. New Business

Subject :	8.1 120 Cromwell Hill Road, Review of STR Application
Meeting :	Mar 6, 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

Review of Short-Term Rental (STR) application for 120 Cromwell Hill Road (SBL 7-1-37.21).

Motion & Voting

2023-#147

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve the Short-Term Rental (STR) application for 120 Cromwell Hill Road (SBL 7-1-37.21).

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

Final Resolution: Motion Carries

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

8. New Business

Subject :	8.2 Double Poles in the Town of Monroe
Meeting :	Mar 6, 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 Town Counsel to finalize a draft local law and set Public Hearing date on the local law regarding double poles in the Town of Monroe.

File Attachments

[Double Wood Report Monroe 2-13-23.pdf \(286 KB\)](#)

Motion & Voting

2023-#148

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to set a Public Hearing for April 3, 2023, at 7:00 PM or soon there-after for a Local Law entitled A-V1/2023, RE: Double Poles.

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

Final Resolution: Motion Carries

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

8. New Business

Subject :	8.3 Connor McPhee, Resignation, Moodna
Meeting :	Mar 6, 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 accepting the resignation of Connor McPhee, Seasonal Laborer, Moodna effective March 10, 2023.

Motion & Voting

2023-#149

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion accepting the resignation of Connor McPhee, Seasonal Laborer, Moodna effective March 10, 2023.

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

Final Resolution: Motion Carries

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

8. New Business

Subject :	8.4 2023 NYSTCA Conference, Syracuse , NY
Meeting :	Mar 6, 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 for Town Clerk Valerie Bitzer to attend the New York State Town Clerks Association Conference in Syracuse, NY from April 23-25, 2023. The cost of Registration is \$125.00. Hotel for overnight accommodations is \$543.00.

Public Content

Resolution authorizing Town Clerk Valerie Bitzer to attend the New York State Town Clerks Association Conference in Syracuse, NY from April 23-25, 2023. The cost of Registration is \$125.00. Hotel for overnight accommodations is \$543.00.

File Attachments

[NYSTCA 2023 Conference Registration Form.pdf \(105 KB\)](#)

[NYSTCA 2023 Hotel Registration Form.pdf \(123 KB\)](#)

[Exemption Certificate.pdf \(124 KB\)](#)

Motion & Voting

2023-#150

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion for Town Clerk Valerie Bitzer to attend the New York State Town Clerks Association Conference in Syracuse, NY from April 23-25, 2023. The cost of Registration is \$125.00. Hotel for overnight accommodations is \$543.00. Amount including meals not to exceed \$850.

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

Final Resolution: Motion Carries

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

8. New Business

Subject :	8.5 Use of Town Hall Meeting Room, Monroe Historical Society Event
Meeting :	Mar 6, 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 approving use of the Town Hall Meeting Room for a Monroe Historical Society Event on Saturday, March 11th.

File Attachments

[March 11 2023 Monroe Historical Society Event.jpg \(3,396 KB\)](#)

Motion & Voting

2023-#151

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion approving use of the Town Hall Meeting Room for a Monroe Historical Society Event on Saturday, March 11, 2023, 10:00 AM-2:00 PM.

Motion by Dorey Houle, second by Sal Scancarello.

Final Resolution: Motion Carries

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

8. New Business

Subject :	8.6 Use of Town Hall Meeting Room, Monroe Police Department
Meeting :	Mar 6, 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 approving use of the Town Hall Meeting Room by the Monroe Police Department for a Community Training Event on Saturday, March 18th.

Motion & Voting

2023-#152

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion approving use of the Town Hall Meeting Room by the Monroe Police Department for a Community Training Event on Saturday, March 18th.

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

Final Resolution: Motion Carries

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

8. New Business

Subject :	8.7 Highway Superintendent Vehicle Purchase
Meeting :	Mar 6, 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

Motion & Voting

2023-#153

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion approving the purchase of a 2023 Chevrolet 1500 Silverado Crew Cab Pick-Up Vin #3GCPDKEK1PG190647 for the Town of Monroe Highway Superintendent James "Pat" Patterson in the amount of \$55,641.10.

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

Final Resolution: Motion Carries

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

8. New Business

Subject :	8.8 Surplus Request, Highway Department
Meeting :	Mar 6, 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 Highway Department request to place the following two vehicles up for Surplus:

2005 International

Model # XPR4550-U

VIN #: 1HTWDADR45J038364

Plate: AM 2349

2008 Ford Bus (Old Maintenance Bus)

Model E450

VIN #: 1FD4E45P18DB00902

Plate #: BE 6293

Motion & Voting

2023-#154

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to place the following two vehicles up for Surplus:

2005 International

Model # XPR4550-U

VIN #: 1HTWDADR45J038364

Plate: AM 2349

2008 Ford Bus (Old Maintenance Bus)

Model E450

VIN #: 1FD4E45P18DB00902

Plate #: BE 6293

Motion by Mary Bingham, second by Dorey Houle.

Final Resolution: Motion Carries

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

8. New Business

Subject : 8.9 Highway Superintendent Advocating for Local Roads RE: Chips Money

Meeting : Mar 6, 2023 - MONROE TOWN BOARD MEETING AGENDA

Type : Information

Public Content

8. New Business

Subject : 8.10 Water District 2 Process Piping Replacement Agreement

Meeting : Mar 6, 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

[Monroe WD #2 Process Piping Replacement Agrmt.pdf \(410 KB\)](#)

Motion & Voting

2023-#155
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion for the Supervisor to sign Agreement with MHE for the WD No. 2 Process Piping Replacement.

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

8. New Business

Subject : 8.11 Senior Center Bid for Kitchen Improvements

Meeting : Mar 6, 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 the bid for Senior Center Kitchen Improvements for an available date of March 8, 2023 and a bid opening of March 30, 2023.

File Attachments

[1_Advertisement for Bids_C-111-2018-RD #22-132 rev. 2-27-23.pdf \(152 KB\)](#)

Motion & Voting

2023-#156

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion authorizing the bid for Senior Center Kitchen Improvements for an available date of March 8, 2023 and a bid opening of March 30, 2023.

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

Final Resolution: Motion Carries

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

8. New Business

Subject :	8.12 Award of Bid, Town Hall HVAC Replacement
Meeting :	Mar 6, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution)
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

File Attachments

[Bid Opening Spreadsheet RE Town of Monroe Town Hall HVAC Replacement 2023.pdf \(136 KB\)](#)

Motion & Voting

2023-#157

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

RESOLUTION AWARDING TOWN HALL HEATING, VENTILATION AND AIR CONDITIONING (HVAC) EQUIPMENT REPLACEMENT

WHEREAS, the Town Board previously authorized the preparation and issuance of bid documents for Equipment Replacement of the Heating, Ventilation and Air Conditioning (HVAC) systems in the Town Hall of the Town of Monroe; and

WHEREAS, notice of such bid was published in the Orange County Times Herald Record on or about January 25, 2023; and

WHEREAS, in response to such invitation to bid, the Town received three bid submissions from 914 Heating & Cooling, Inc., S & L Plumbing and Heating Corp. and TM Brennan Service, Inc.; and

WHEREAS, the Town has reviewed such bids and desires to award the contract to the lowest responsive and responsible bidder for the equipment replacement of the HVAC system at Town Hall.

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 awards the bid contract to 914 Heating & Cooling, Inc. subject to satisfactory completion with all requirements set forth in the bid specifications previously issued by the Town.

Section 3.The Town Supervisor and any other officer, employee or consultant 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 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 Dorey Houle, second by Mary Bingham.

Final Resolution: Motion Carries

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

8. New Business

Subject :	8.13 Multi-Factor Authentication
Meeting :	Mar 6, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town

Public Content

Discussion regarding quote provided by New Windsor IT, the town's current IT Provider, related to the implementation of Rublon Multi-Factor Authentication Software. In order for the town to meet requirements for cyber-insurance, the following must be implemented:

- Two-factor authentication for emails
- Multi-factor authentication for remote access to servers and workstations

File Attachments

[New Windsor IT Multifactor Authentication Quote 99023.pdf \(45 KB\)](#)

Motion & Voting

2023-#158

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve quote provided by New Windsor IT, the town's current IT Provider, related to the implementation of Rublon Multi-Factor Authentication Software. In order for the town to meet requirements for cyber-insurance, the following must be implemented:

Two-factor authentication for emails

Multi-factor authentication for remote access to servers and workstations

\$855 which includes setup, and configuration, and authentication software for 1 year.

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

Final Resolution: Motion Carries

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

8. New Business

Subject :	8.14 Change in O365 Email Provider
Meeting :	Mar 6, 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 approving change in management of O365 email client for Town of Monroe employees and board members from Core BTS to Mails Best Friend. Oversight and Helpdesk support will be through New Windsor IT. The town continues to maintain an Intermunicipal Agreement with the Town of New Windsor for IT services.

Motion & Voting

2023-#159

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion approving change in management of O365 email client for Town of Monroe employees and board members from Core BTS to Mails Best Friend. Oversight and Helpdesk support will be through New Windsor IT. The town continues to maintain an Intermunicipal Agreement with the Town of New Windsor for IT services.

\$3.83 monthly/user (\$3,033.36) 66 Exchange on-line with licenses

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

Final Resolution: Motion Carries

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

8. New Business

Subject :	8.15 Agreement with Orange County, General Municipal Law Referrals
Meeting :	Mar 6, 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 Town Supervisor to execute agreement with the Orange County Department of Planning Regarding General Municipal Law Referrals.

File Attachments

[Resolution Authorizing Sup. to sign Agr with OC DOP.pdf \(70 KB\)](#)

[OC Dept of Planning Agrmt 02072023.pdf \(137 KB\)](#)

Motion & Voting

2023-#160

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Resolution authorizing Town Supervisor to sign agreement with the Orange County Department of Planning Regarding General Municipal Law Referrals. The following Resolution was duly offered by Councilwoman Houle and seconded to wit by Councilwoman Bingham:

RESOLUTION AUTHORIZING TOWN SUPERVISOR TO EXECUTE AGREEMENT WITH THE ORANGE COUNTY REGARDING GENERAL MUNICIPAL LAW REFERRALS

WHEREAS, New York State General Municipal Law Article 12-B requires the Town to refer certain applications for planning and zoning actions to the Orange County Department of Planning for review;

and

WHEREAS, pursuant to such law, the County and Town may enter into an agreement to provide that certain proposed actions under General Municipal Law 239-m are local rather than inter-community or countywide concern and are not subject to referral under General Municipal Law Section 239-m; and

WHEREAS, Orange County has proposed such an Agreement to the Town and the Town desires to enter into such agreement.

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, or his designee, is hereby authorized to execute an Agreement with the Orange County concerning General Municipal Law referrals in the form presented to the Town Board.

Section 3.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 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 Dorey Houle, second by Mary Bingham.

Final Resolution: Motion Carries

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

8. New Business

Subject :	8.16 Resolution Regarding 2023 Round Lake Treatment
Meeting :	Mar 6, 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 the Supervisor to sign in Support of Pesticide Treatment, Round Lake, Orange County, NY as required by Bureau of Pesticides
NYSDEC Region 3.

Bureau of Pesticides
NYSDEC Region 3
21 South Putt Corners Rd New Paltz NY 12561

Re: Resolution in Support of Pesticide Treatment, Round Lake, Orange County, NY

To Whom It May Concern:

In accordance with the stipulations of the NYSDEC Aquatic Pest Control Permits, I hereby authorize, on behalf of the Town of Monroe, that SOLITUDE LAKE MANAGEMENT, be allowed to conduct pesticide treatments during the 2023 season in Round Lake, Orange County, NY. I fully support the proposed treatment program and understand that SOLITUDE LAKE MANAGEMENT will be solely in charge of all pesticide applications for the duration of 2023.

Sincerely,

Signed by: _____
Title: _____

File Attachments

[1. Round Lake Board of Resoulution.pdf \(87 KB\)](#)

Motion & Voting

2023-#161

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Resolution authorizing the Supervisor to sign the Solitude Agreement in Support of Pesticide Treatment, Round Lake, Orange County, NY as required by Bureau of Pesticides
NYSDEC Region 3.

Bureau of Pesticides
NYSDEC Region 3
21 South Putt Corners Rd New Paltz NY 12561

Motion by Dorey Houle, second by Mary Bingham.

Final Resolution: Motion Carries

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

8. New Business

Subject : 8.17 2023 Independence Day Fireworks

Meeting : Mar 6, 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

Pursuant to the Intermunicipal Agreement between the Town of Monroe and Village of Monroe for the annual Independence Day Celebration, discussion of request submitted by the Village of Monroe regarding an increased contribution from the Town of Monroe for the 2023 Independence Day Fireworks display scheduled for Sunday, July 2, 2023 (rain date: Monday, July 3, 2023). The Town of Monroe contributed \$7,500 for this celebration in 2022.

File Attachments

[Fully Executed IMA 03252022.pdf \(184 KB\)](#)

[Village of Monroe Request re 2023 Independence Day Fireworks.pdf \(59 KB\)](#)

Motion & Voting

2023-#162

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion Authorizing the Supervisor to execute any documents necessary to contribute the same amount (\$7,500) to the Village of Monroe 4th of July Fireworks display.

Motion by Dorey Houle, second by Mary Bingham.

Final Resolution: Motion Carries

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

8. New Business

Subject :

8.18 Senior Center Event, Use of Dial-A-Bus

Meeting :

Mar 6, 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 approving the use of the Dial-A-Bus after regular business hours to transport members of the Senior Center to the High School on Thursday March 16, 2023 at 4 p.m. to attend the student musical play. This will result in driver overtime (1- 1.5 hrs.) as the musical will end at approximately 5:30 p.m.

Motion & Voting

2023-#163

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion approving the use of the Dial-A-Bus after regular business hours to transport members of the Senior Center to the High School on Thursday March 16, 2023 at 4 p.m. to attend the student musical play. This will result in driver overtime (1- 1.5 hrs.) as the musical will end at approximately 5:30 p.m.

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

Final Resolution: Motion Carries

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

8. New Business

Subject :	8.19 Purchase of Dial-A-Bus
Meeting :	Mar 6, 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 purchase of Dial-A-Bus #35.

Bus #35

2016

Vin number- 1FDFE4FS3GDC10778

Make- Ford

Model- Phoenix

Seating Capacity- 18

Miles- 83,029

The purchase price of the bus in 2016 was \$67,013.

Motion & Voting

2023-#164

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion Approving the purchase of Dial-A-Bus #35:

2016

Vin number- 1FDFE4FS3GDC10778

Make- Ford

Model- Phoenix

Seating Capacity- 18

Miles- 83,029

The purchase price of the bus in 2016 was \$67,013.

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

Final Resolution: Motion Carries

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

8. New Business

Subject :	8.20 Veterans Disability
Meeting :	Mar 6, 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 of Real Property Tax§ 467 as it relates to Veterans Disability. Set Public Hearing for said matter.

determined by such section of the internal revenue code. Furthermore, such income shall not include the proceeds of a reverse mortgage, as authorized by section six-h of the banking law, and sections two hundred eighty and two hundred eighty-a of the real property law; provided, however, that monies used to repay a reverse mortgage may not be deducted from income, and provided additionally that any interest or dividends realized from the investment of reverse mortgage proceeds shall be considered income. The provisions of this paragraph notwithstanding, such income shall not include veterans disability compensation, as defined in Title 38 of the United States Code provided the governing board of such municipality, after public hearing, adopts a local law, ordinance or resolution providing therefor. In computing net rental income and net income from self-employment no depreciation deduction shall be allowed for the exhaustion, wear and tear of real or personal property held for the production of income;

Motion & Voting

2023-#165

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to set a Public Hearing RE Real Property Tax, Section 467 as it relates to Veterans Disability for April 3, 2023, at 7:00 PM or soon there-after.

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

Final Resolution: Motion Carries

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

8. New Business

Subject :	8.21 MyGovernmentOnline (MGO)
Meeting :	Mar 6, 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 MyGovernmentOnline (MGO) program proposal for the Building Department to streamline the permit, inspection and resident application processes.

Motion & Voting

2023-#166
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve purchase of MyGovernmentOnline (MGO) program proposal for the Building Department to streamline the permit, inspection and resident application processes. (Supervisor will get clarification on price).

MyPermitNow and Inspection Anywhere monthly license fee (Annual Permit Volume package: 0-500) \$260.42

Code Enforcement Module monthly license fee (Annual Permit Volume package: 0-500) \$99.00

GIS Integration monthly fee \$230.00
TOTAL ONE TIME FEES: \$0.00
TOTAL MONTHLY FEES: \$589.42

Other Fees:
On-Site Visits: Reimbursement of lodging, transportation and meals, plus a 20% administrative fee. Estimated cost of \$2,280 per trip. Recommended to budget \$4,560 for two on-site visits.
Historic Data Imports: Imports requiring 20 hours of staff time or less free of charge. Imports requiring more than 20 hours of analyst time is subject to a custom quote.

SCPDC will invoice Licensee at the beginning of each month. The invoices shall be payable within 30 days of the date of the invoice.

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

8. New Business

Subject :	8.22 Addition to Website RE: addictions.com
Meeting :	Mar 6, 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

Public Content

Motion & Voting

2023-#167

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to add addictions.com link to website provided by Lori Gross.

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

Final Resolution: Motion Carries

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

9. Old Business

Subject :	9.1 Update RE: Rye Hill Preserve
Meeting :	Mar 6, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

9. Old Business

Subject :	9.2 DG Realty
Meeting :	Mar 6, 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 Public Bond Unit Cost Estimate,Cluster Subdivision for DG Realty Management, LLC.
- Discussion regarding Public Security Improvement Agreement

Motion & Voting

2023-#168

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve the Public Improvements Security Agreement in a Bond for DG Realty in a final form subject to approval by Counsel. Parkland Fees have been received in the amount of \$75,000.

Motion by Mike McGinn, second by Mary Bingham.

Final Resolution: Motion Carries

9. Old Business

Subject :	9.3 Resolution Adopting Amendments to Local Law No. 1/2022, Short-Term Rentals
Meeting :	Mar 6, 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

File Attachments

[Notice RE Amendments to Local Law No. 1 of 2022, Short Term Rentals REV.docx.pdf \(65 KB\)](#)
[Rentals, Short-Term Nov 2022 amendments.pdf \(56 KB\)](#)
[20230306 FINAL STR LL.docx \(34 KB\)](#)
[Resolution Adopting LL - Chap 40 \(Short Term Rental\).docx \(21 KB\)](#)

Motion & Voting

2023-#169

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 TO ADOPT A LOCAL LAW AMENDING CHAPTER 40 OF THE TOWN CODE (SHORT TERM RENTAL)

WHEREAS, the Town Board desires to made certain amendments to Chapter 40 of the Town Code concerning Short Term Rentals; and

WHEREAS, the Town Board previously set a public hearing for November 9, 2022 to hear all persons interested in commenting on such proposed local law; and

WHEREAS, such public hearing was continued to November 21, 2022 at which time all persons interested where again afforded an opportunity to comment on the local law and the public hearing was closed; and

WHEREAS, the Town Board desires to adopt the amendments to Chapter 40 (Short Term Rentals).

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 adopts Local Law No. 4 of 2023 entitled A Local Law Amending Chapter 40 of the Town Code (Short-Term Rentals) in a final form presented to the Town Board.

Section 3. 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 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 Sal Scancarello.

Final Resolution: Motion Carries

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

10. Public Comment

Subject :	10.1 Rules for Public Comment
Meeting :	Mar 6, 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.

10. Public Comment

Subject :	10.2 Public Comment
Meeting :	Mar 6, 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,

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

Subject :	11.1 Enter into Executive Session
Meeting :	Mar 6, 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

Motion & Voting

2023-#170

BE IT RESOLVED, that the Town Board of the Town of Monroe Made a Motion to enter into an Executive Session to discuss Personnel.

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

Final Resolution: Motion Carries

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

12. Return to Regular Meeting

Subject :	12.1 Return to Regular Meeting
Meeting :	Mar 6, 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.

Motion & Voting

2023-#171

BE IT RESOLVED, that the Town Board of the Town of Monroe approves to return to regular session.

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

Final Resolution: Motion Carries

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

13. Motion From the Floor

Subject :	13.1 Vacation Carry-Over Request by Norinne McSweeney
Meeting :	Mar 6, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution)
Recommended Action :	2023-# BE IT RESOLVED, that the Town Board of the Town

Public Content

Motion & Voting

2023-#172

BE IT RESOLVED, that the Town Board of the Town of Monroe Made a Motion to approve request by employee Norinne McSweeney to extend the time to use vacation days carried over from 2022.

December 8, 2022 Town Board resolution states:

2022-#602

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion approving the following

employee vacation carryover requests. All approved carryover days must be used by March 31, 2023.

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

14. Adjournment

Subject :	14.1 Adjournment of Meeting
Meeting :	Mar 6, 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 March 6, 2023 at

Public Content

Motion & Voting

2023-#173
BE IT RESOLVED, that the Town Board of the Town of Monroe adjourns the meeting of March 6, 2023 at 8:55 PM.

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