

Monday, May 1, 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 :	May 1, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Discussion, Information, Procedural

Public Content

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

2. Motion to Open Town Board Meeting

Subject :	2.1 Motion to Open Town Board Meeting of May 1, 2023
Meeting :	May 1, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution)
Recommended Action :	2023-#258 BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Town Board Meeting of May 1, 2023, at

Public Content

File Attachments

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

Motion & Voting

2023-#258
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Town Board Meeting of May 1, 2023, at 7:05 PM.

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

3. Community Announcements

Subject :	3.1 Re-Cap of Monroe Clean Sweep
Meeting :	May 1, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

3. Community Announcements

Subject :	3.2 Re-cap of Community Job Fair
Meeting :	May 1, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

3. Community Announcements

Subject :	3.3 Orange County Law Enforcement Memorial Service
Meeting :	May 1, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

3. Community Announcements

Subject :	3.4 Save the Date: Town of Monroe Food Truck Festival
Meeting :	May 1, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

The 2023 Town of Monroe Food Truck Festival will take place on Saturday, June 17th from 11 a.m. - 7 p.m. at O&R Park located at 61 O&R Road.

File Attachments

[Save the Date.jpg \(361 KB\)](#)
[Town of Monroe Food Truck Festival Flyer.pdf \(836 KB\)](#)
[Food Truck Music Flyer - Line Up.pdf \(616 KB\)](#)

4. Public Hearing

Subject :	4.1 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 :	May 1, 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 #4.1,

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-#259
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 Dorey Houle, second by Mary Bingham.
Final Resolution: Motion Carries
Aye: 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 RE: Local Law H-V1 of 2022 to Amend Chapter 57 (Zoning) Concerning the Regulations Governing Tree Preservation
Meeting :	May 1, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution)
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Keep Open the Continuation of the Public Hearing RE: Local Law H-V1 of 2022 to Amend Chapter 57 (Zoning) Concerning the Regulations Governing Tree Preservation until _____ at 7:00 PM or soon thereafter.

Public Content

Motion & Voting

2023-#260

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 May 15, 2023, at 7:00 PM or soon thereafter.

Motion by Dorey Houle, second by Sal Scancarello.

Final Resolution: Motion Carries

Aye: Mike McGinn, Mary Bingham, Sal Scancarello, Dorey Houle

5. Acceptance of Minutes

Subject :	5.1 Acceptance of April 17, 2023 Minutes
Meeting :	May 1, 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 April 17, 2023, Minutes.

Public Content

File Attachments

[TB 4-17-2023 DRAFT Meeting Minutes.pdf \(802 KB\)](#)

Motion & Voting

2023-#261
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Table the April 17, 2023, Minutes.

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

6. Budget Transfers

Subject :	6.1 Abstract of Budget Transfers
Meeting :	May 1, 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 approves Budget Transfer Abstract #23-13, transfers to fund negative balances in the 2023 budget, totaling \$2,962.40.

Public Content

File Attachments

[23-13.pdf \(116 KB\)](#)

Motion & Voting

2023-#262
BE IT RESOLVED that the Town Board of the Town of Monroe approves Budget Transfer Abstract #23-13, transfers to fund negative balances in the 2023 budget, totaling \$2,962.40.

DATE OF AUDIT: May 1, 2023
ABSTRACT 23-13
Transfers to fund negative balances in the 2023 budget -
DATE GL NO. DESCRIPTION Account Transf In Transf Out
2023 BUDGETED INTERFUND TRANSFERS
5/1/2023
Justice Court Law Enforcement Liability
A000-1110-4601-00
77.60
Judgements and Claims
A000-1930-4000-00
77.60
GASB 75 OPEB Contractual
A000-1320-4500-02
500.00
Financial Accounting Services
A000-1320-4500-03
500.00

Shared Services Vehicle Insurance
A000-1620-4600-00
83.00
Shared Services Vehicle Fuel
A000-1620-4304-00
83.00
Shared Services Property & Liability
A000-1620-4601-00
1,626.00
Shared Services Building Repair & Maint
A000-1620-4303-00
1,626.00
Theater Building Property Insurance
A000-1622-4601-00
340.00
Theater Building Fire/Sprinkler Inspect
A000-1622-4271-00
340.00
Checkerboard Inn Insurance
A000-7122-4601-00
28.00
Parks Other Expenses
A000-7110-4109-00
28.00
Faber Farm Insurance
A000-7124-4601-00
17.00
Faber Farm Repairs & Maint
A000-7124-4303-00
17.00
Public Information Misc Expenses
B000-1480-4109-00
21.61
Public Srv & Info Software Maint
B000-1480-4226-00
21.61
WD #14 Property Taxes
SW14-1950-4000-00
269.19
WD #14 Miscellaneous
SW14-8340-4109-00
269.19
2,962.40
2,962.40

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

7. Budget Amendments

Subject :	7.1 Budget Amendment Abstract
Meeting :	May 1, 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 approves Budget Amendment Abstract #2023-01 to reflect cost of consultant and reimbursement from FTA, totaling \$18,000.

Public Content

File Attachments

[Budget Amendment Abstract 2023-01.pdf \(586 KB\)](#)

Motion & Voting

2023-#263

BE IT RESOLVED that the Town Board of the Town of Monroe approves Budget Amendment Abstract #2023-01 to reflect cost of consultant and reimbursement from FTA, totaling \$18,000.

DATE OF AUDIT: May 1, 2023 ABSTRACT #2023-01

DATE GL NO. DESCRIPTION Account

Amend 2023 Budget to reflect cost of consultant and reimbursement from FTA.

5/1/2023 Bus Operations Contractual A000-5630-4500-00 18,000.00

Federal Aid, Dial-A-Bus A000-4589 18,000.00

18,000.00 18,000.00

Motion by Sal Scancarello, second by Mary Bingham.

Final Resolution: Motion Carries

Aye: Mike McGinn, Mary Bingham, Sal Scancarello, Dorey Houle

8. Cash Transfers

Subject :

8.1 Cash Transfer Abstract

Meeting :

May 1, 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 approves Cash Transfer Abstract #2023-02 to move cash back to funds to cover future expenditures in May 2023 and to move cash to investment fund NYCLASS totaling \$880,000.

Public Content

File Attachments

[Cash Transfer Abstract 2023-02.pdf \(969 KB\)](#)

Motion & Voting

2023-#264

BE IT RESOLVED that the Town Board of the Town of Monroe approves Cash Transfer Abstract #2023-02 to move cash back to funds to cover future expenditures in May 2023 and to move cash to investment fund NYCLASS totaling \$880,000.

DATE OF AUDIT: May 1, 2023 #2023-02

DATE GL NO. DESCRIPTION Account Transf to Transf from

To move cash back to funds to cover future expenditures in May 2023

Consolidated Savings A000 Fund A000-0201 400,000.00

NYCLASS Investment Fund A000-0240 400,000.00

Consolidated Savings SL00 Fund SL00-0201 20,000.00

NYCLASS Investment SL00 Fund SL00-0240 20,000.00

Consolidated Savings SR00 Fund SR00-0201 200,000.00

NYCLASS Investment SR00 Fund SR00-0240 200,000.00

Consolidated Savings Fund SW08-0201 100,000.00

NYCLASS Investment Fund SW08-0240 100,000.00

Consolidated Savings Fund SW15-0201 10,000.00

NYCLASS Investment Fund SW15-0240 10,000.00

To move cash to investment Fund NYCLASS

Cons Savings SW00 Gen Water SW00-0240 150,000.00

NYCLASS Invest Fund SW00 Gen Water SW00-0201 150,000.00

880,000.00 880,000.00

***Average Mo. Daily Yield

Jan-23 NYCLASS 4.0997

M&T 1.2500 (2.8497)

Feb-23 NYCLASS 4.3712

M&T 1.2500 (3.1212)

Mar-23 NYCLASS 4.5093

M&T 1.7500 (2.7593)

Motion by Mary Bingham, second by Dorey Houle.

Final Resolution: Motion Carries

Aye: Mike McGinn, Mary Bingham, Sal Scancarello, Dorey Houle

9. Audit of Claims

Subject :	9.1 General Fund Abstract
Meeting :	May 1, 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 #23-07 General Fund containing Check #30049-30119 totaling \$502,912.70.

Public Content

File Attachments

[MonroeAbstracts 23-07.pdf \(484 KB\)](#)

Motion & Voting

2023-#265

BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #23-07 General Fund containing Check #30049-30119 totaling \$502,912.70.

Motion by Sal Scancarello, second by Mary Bingham.

Final Resolution: Motion Carries

Aye: Mike McGinn, Mary Bingham, Sal Scancarello, Dorey Houle

9. Audit of Claims

Subject :	9.2 Escrow Fund Abstract
Meeting :	May 1, 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 #23-03 Escrow Fund containing Check #2080-2086 totaling \$17,659.61.

Public Content

File Attachments

[EscrowAbstracts 23-03.pdf \(286 KB\)](#)

Motion & Voting

2023-#266

BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #23-03 Escrow Fund containing Check #2080-2086 totaling \$17,659.61.

Motion by Dorey Houle, second by Sal Scancarello.

Final Resolution: Motion Carries

Aye: Mike McGinn, Mary Bingham, Sal Scancarello, Dorey Houle

10. New Business

Subject :	10.1 John Dowling, Full-Time Bus Driver, Dial-A-Bus
Meeting :	May 1, 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 hiring of John Dowling for the position of Full-Time Bus Driver, Dial-A-Bus at an hourly rate of \$20 with an employment start date of May 2, 2023. John has been preapproved for this position by Orange County Department of Human Resources.

Motion & Voting

2023-#267

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Resolution approving the hiring of John Dowling for the position of Full-Time Bus Driver, Dial-A-Bus at an hourly rate of \$20 with an employment start date of May 2, 2023. John has been preapproved for this position by Orange County Department of Human Resources.

Motion by Dorey Houle, second by Mary Bingham.

Final Resolution: Motion Carries

Aye: Mike McGinn, Mary Bingham, Sal Scancarello, Dorey Houle

10. New Business

Subject :	10.2 Resignation of Part-Time Bus Driver, Sonia Castro
Meeting :	May 1, 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 Part-Time Bus Driver, Sonia Castro, effective April 27, 2023.

Motion & Voting

2023-#268

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Resolution accepting the resignation of Part-Time Bus Driver, Sonia Castro, effective April 27, 2023.

Motion by Sal Scancarello, second by Dorey Houle.

Final Resolution: Motion Carries

Aye: Mike McGinn, Mary Bingham, Sal Scancarello, Dorey Houle

10. New Business

Subject :	10.3 Assessor's Office Training Request
Meeting :	May 1, 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 Town of Monroe Assessor's Clerk, Carla McNamara's attendance at the New York State Assessor's Association Annual Conference/Training at Cornell University from July 16 - July 21, 2023. This conference/training cost was included in the 2023 Town of Monroe Adopted Budget and requires no line item adjustment.

Motion & Voting

2023-#269

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Resolution approving Town of Monroe Assessor's Clerk, Carla McNamara's attendance at the New York State Assessor's Association Annual Conference/Training at Cornell University from July 16 - July 21, 2023. This conference/training cost was included in the 2023 Town of Monroe Adopted Budget and requires no line item adjustment. Amount not to exceed \$650.

Motion by Mary Bingham, second by Mike McGinn.

Final Resolution: Motion Carries

Aye: Mike McGinn, Mary Bingham, Sal Scancarello, Dorey Houle

10. New Business

Subject :	10.4 Grant Writing Services Agreement, Millennium Strategies
Meeting :	May 1, 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 renewal of Grant Writing Services Agreement with Millennium Strategies for a period of twelve months commencing on June 1, 2023 and ending on May 31, 2024. The monthly retainer fee is \$3,300.00 for an amount not to exceed \$39,600.00 per year.

Motion & Voting

2023-#270

BE IT RESOLVED that the Town Board of the Town of Monroe Tabled the Matter RE Grant Writing Services Agreement, Millennium Strategies until May 15, 2023. Village of Monroe, and Village of Harriman opted out.

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

10. New Business

Subject :	10.5 Pallotti Village, Planning Board Report & Recommendations
Meeting :	May 1, 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

Public Content

Discussion regarding Planning Board Report & Recommendations on Pallotti Village CCR.

File Attachments

[PB Report & Recommendations on Pallotti Village CCR, 4-19-23.pdf \(1.836 KB\)](#)

Motion & Voting

2023-#271
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to forward Pallotti Village, Planning Board Report & Recommendations to Town Planner Max Stach for his comments prior to May 15, 2023.

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

10. New Business

Subject :	10.6 Request for Use of Town Easement, Harriman Manor
Meeting :	May 1, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2023-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Discussion regarding request submitted by Steven Brown of 1657 Management LLC for use of a town existing easement to install and extend a water main for Harriman Manor, a new proposed development project that

will be using Village of Harriman water. This proposed development project of 48 rental units in 2 buildings would be located between Lexington Hills and Harriman Woods on State Route 17M in Harriman. The rear property line borders the Town of Monroe. The project engineer has suggested extending the existing water main that lies in Fawnridge Court through the Town of Monroe easement that shares a common boundary with this property.

File Attachments

[Town of Monroe Water Easement Submission.pdf \(2.452 KB\)](#)

Motion & Voting

2023-#272
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Table the matter RE Request for Use of Town Easement, Harriman Manor until May 15, 2023, so as to get Town Engineer's input.

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

10. New Business

Subject :	10.7 Motion to Approve General Code Estimate to Update Town Code to Include Local Laws 1 thru 8/2023
Meeting :	May 1, 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 Approve General Code Estimate to Update Town Code to Include Local Laws 1 thru 8/2023. Estimate is between \$4,440.00 and \$5,315.00.

Public Content

Motion & Voting

2023-#273
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Approve General Code Estimate to Update Town Code to Include Local Laws 1 thru 8/2023. Estimate is between \$4,440.00 and \$5,315.00.

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

10. New Business

Subject :	10.8 Amendment to Fee Schedule to Include One-Day Marriage Officiant
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Meeting : May 1, 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 add a One-Day Marriage
Officiant Fee of \$25 to the current Adopted Fee Schedule.

Public Content

File Attachments

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

Motion & Voting

2023-#274
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to add a One-Day
Marriage Officiant Fee of \$25 to the current Adopted Fee Schedule.

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

11. Old Business

Subject : 11.1 Eagle View Estates, Sewer Use and
Confirmation

Meeting : May 1, 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

Public Content

Motion & Voting

2023-#275
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion confirming that parcels
18-4-60, and 18-4-61 are in the Moodna District.

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

11. Old Business

Subject :	11.2 Short Term Rentals RE: Insurance
Meeting :	May 1, 2023 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion

Public Content

Discussion regarding E-Code 40-6 Operational Requirements, Letter I as it relates to requirements for the Short-Term Rental Application:

Insurance. Permit holders shall maintain liability insurance for injuries or damage caused by rental guests in an amount determined by the Town Board, as amended from time to time and noted in a schedule to be maintained by the Town Clerk.

Motion & Voting

2023-#276

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Table the Matter RE: Short Term Rentals until June 15, 2023 so that the we can consult with the Towns Carrier to see what a suitable minimum Liability Insurance would be for Short Term Rentals to be added into the Local Law.

Motion by Mike McGinn, second by Dorey Houle.

Final Resolution: Motion Carries

Aye: Mike McGinn, Mary Bingham, Sal Scancarello, Dorey Houle

12. Public Comment

Subject :	12.1 Rules for Public Comment
Meeting :	May 1, 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:

- 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.
- The Presiding Officer need not rise while putting questions to a vote.
- 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:

- REGULAR MEETING
 - Call to Order; Pledge of Allegiance
 - Approval of Minutes
 - Upcoming Meeting Dates & General Announcements
- SPECIAL ORDERS
- 3.
- DEPARTMENTAL MONTHLY REPORTS (Alphabetical Order)
- OLD BUSINESS
- 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.

12. Public Comment

Subject :	12.2 Public Comment
Meeting :	May 1, 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 #12.2,

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

Subject :	13.1 Enter into Executive Session
Meeting :	May 1, 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-#277

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

Motion by Mary Bingham, second by Dorey Houle.

Final Resolution: Motion Carries

Aye: Mike McGinn, Mary Bingham, Sal Scancarello, Dorey Houle

14. Return to Regular Meeting

Subject :	14.1 Return to Regular Meeting
Meeting :	May 1, 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-#278

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

Motion by Dorey Houle, second by Sal Scancarello.

Final Resolution: Motion Carries

Aye: Mike McGinn, Mary Bingham, Sal Scancarello, Dorey Houle

15. Adjournment

Subject :	15.1 Adjournment of Meeting
Meeting :	May 1, 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 May 1, 2023, at

Public Content

Motion & Voting

2023-#279

BE IT RESOLVED that the Town Board of the Town of Monroe adjourns the meeting of May 1, 2023, at 8:47 PM.

Motion by Dorey Houle, second by Mary Bingham.

Final Resolution: Motion Carries

Aye: Mike McGinn, Mary Bingham, Sal Scancarello, Dorey Houle