

MONROE TOWN BOARD MEETING MINUTES

— 05/01/2023

MONROE TOWN BOARD MEETING AGENDA (Monday, May 1, 2023)

Generated by Valerie Bitzer

Members present

Mike McGinn, Mary Bingham, Sal Scancarello, Dorey Houle

1. Call to Order

Discussion, Information, Procedural: 1.1 Pledge to the Flag

2. Motion to Open Town Board Meeting

Action (Resolution): 2.1 Motion to Open Town Board Meeting of May 1, 2023

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

Information: 3.1 Re-Cap of Monroe Clean Sweep

To hear Board Members discussion RE, Re-Cap of Monroe Clean Sweep, please go on-line to Board Doc's Video Clip #3.1, 0:4:30.

Information: 3.2 Re-cap of Community Job Fair

To hear Councilman Scancarello RE, Re-cap of Community Job Fair, please go on-line to Board Doc's Video Clip #3.2, 0:6:46.

Information: 3.3 Orange County Law Enforcement Memorial Service

To hear Councilman McGinn RE Orange County Law Enforcement Memorial Service, please go on-line to Board Doc's Video Clip #3.3, 0:8:20.

Information: 3.4 Save the Date: Town of Monroe Food Truck Festival

To hear Councilman Scancarello, and Councilwoman Bingham RE Save the Date: Town of Monroe Food Truck Festival, please go on-line to Board Doc's Video Clip #3.4, 0:9:52.

4. Public Hearing

Action (Resolution), Discussion: 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

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

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, 0:11:41.

- Dennis Fordham

- Councilman McGinn: All right. Any, anyone signed up for public speaking?

- Town Clerk Valerie Bitzer: Dennis Fordham.

- Councilman McGinn: Chairman of the Conservation Commission. Welcome Sir.

- Dennis Fordham: (Inaudible) Dennis Fordham. Probably nothing to add. The last Board meeting, Max Stach, the Planner was here. My guess, is he probably hasn't got to reviewing our comments to the Tree Code yet. He was gonna do that in early May. I'm assuming there (inaudible) reach out to him and (inaudible).

- Town Clerk Valerie Bitzer: Dennis, just raise the mic up a little please. Just raise the mic up a little. Thank you.

- Dennis Fordham: So, I will, next week contact Max Stach with a (inaudible) to having a meeting with him.

- Councilman McGinn: Okay. Great. Yeah, I actually spoke to Max on the ride home this evening, and he, he is, the Local Law that was presented to the Attorney that we now have up for this is, does need some, still needs some tweaking to be put into like the actual Local Law format. So, by all means, yeah, speak to him and, we are gonna be holding this over anyway, or we will be if everyone votes on which I'm sure they are but, it will be held over. So.

- Dennis Fordham: Good. Thank you.

- Councilman McGinn: Thanks. Any other speakers?

- Town Clerk Valerie Bitzer: That's all.

- Councilman McGinn: Okay. Thank you. All right. Again, I just, I spoke to Max on the way home in the car, and there, there is still some things that need to be done with this. I spoke to, to the Town Attorney this morning about it. It does need to be put into actual Local Law

format. The way the Planner had done it was basically, reference the Local Law, what had changed, and the reason it changed, which was great, cause it's explanatory. But that's not how it's gonna, that's not how we can adopt it as a Local Law. So, we'll, we'll, we'll be doing (inaudible), you know, I'm gonna make a Motion that we keep this open to May 15th, at which time we will have it then.

- Councilwoman Bingham: One question. (Inaudible), actually two questions. Are there fines listed in this code? I don't remember seeing it.

- Councilman McGinn: I, I can tell you that I haven't seen it, cause it's that new. So, that's another reason why we're.

- Councilwoman Bingham: Okay.

- Councilman McGinn: Gonna do a continuation.

- Councilwoman Bingham: In the comments from the Orange County Planning Department about having the trees only cut between October and March. That would also be hopefully incorporated into the legal version.

- Councilman McGinn: Yeah. Again, I, I haven't, I haven't read through the, through it in its entirety. So, that'll give us all, you know, some, some time to really pick it apart, and go through it between now, and the 15th. And ya know, again if we have to, you know, do a continuation of the public meeting beyond that public hearing beyond that, we will so.

- Councilwoman Bingham: (Inaudible).

- Councilman McGinn: Okay.

Action (Resolution): 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

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 there-after.

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

Action (Resolution): 5.1 Acceptance of April 17, 2023 Minutes

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

Action (Resolution), Discussion: 6.1 Abstract of Budget Transfers

To hear Councilman McGinn RE Abstract of Budget Transfers, please go on-line to Board Doc's Video Clip #6.1, 0:16:51.

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

Action (Resolution), Discussion: 7.1 Budget Amendment Abstract

To hear Councilman McGinn RE Budget Amendment Abstract, please go on-line to Board Doc's Video Clip #7.1, 0:18:06.

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

Action (Resolution), Discussion: 8.1 Cash Transfer Abstract

To hear Councilman McGinn RE Cash Transfer Abstract, please go on-line to Board Doc's Video Clip #0:18:45.

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

Action (Resolution), Discussion: 9.1 General Fund Abstract

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

Action (Resolution), Discussion: 9.2 Escrow Fund Abstract

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

Action (Resolution), Discussion: 10.1 John Dowling, Full-Time Bus Driver, Dial-A-Bus

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

Action (Resolution), Discussion: 10.2 Resignation of Part-Time Bus Driver, Sonia Castro

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

Action (Resolution), Discussion: 10.3 Assessor's Office Training Request

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

Action (Resolution), Discussion: 10.4 Grant Writing Services Agreement, Millennium Strategies

To hear Board Members discussion RE Grant Writing Services Agreement, Millennium Strategies, please go on-line to Board Doc's Video Clip #10.4, 0:25:08.

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

Action (Resolution), Discussion, Information: 10.5 Pallotti Village, Planning Board Report & Recommendations

To hear Michael Morgante, and Board Members RE Pallotti Village, Planning Board Report & Recommendations, please go on-line to Board Doc's Video Clip #10.5, 0:28:09.

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

Action (Resolution), Discussion: 10.6 Request for Use of Town Easement, Harriman Manor

To hear Councilman McGinn and Board Members RE Request for Use of Town Easement, Harriman Manor, please go on-line to Board Doc's Video Clip #10.6, 0:41:55.

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

Action (Resolution), Discussion: 10.7 Motion to Approve General Code Estimate to Update Town Code to Include Local Laws 1 thru 8/2023

To hear Town Clerk Valerie Bitzer, and Board Members discussion RE General Code Estimate to Update Town Code to Include Local Laws 1 thru 8/2023, please go on-line to Board Doc's Video Clip #10.7, 0:45:17.

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

Action (Resolution), Information: 10.8 Amendment to Fee Schedule to Include One-Day Marriage Officiant

To hear Town Clerk Valerie Bitzer, and Board Members discussion RE Amendment to Fee Schedule to Include One-Day Marriage Officiant, please go on-line to Board Doc's Video Clip #10.8, 0:46:33.

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

Action (Resolution), Discussion, Information: 11.1 Eagle View Estates, Sewer Use and Confirmation

To hear John Cordonado, and Board Members discussion RE Eagle View Estates, Sewer Use and Confirmation, please go on-line to Board Doc's Video Clip #11.1, 0:50:18.

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

Action (Resolution), Discussion: 11.2 Short Term Rentals RE: Insurance

To hear Board Members, and Town Counsel Shaw's discussion on Short Term Rentals RE: Insurance, please go on-line to Board Doc's Video Clip #11.2, 0:56:08.

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

Information: 12.1 Rules for Public Comment

Discussion, Information: 12.2 Public Comment

The following spoke during Public Comment. To hear their comments, and Town Board members responses, please go on-line to Board Doc's Video Clip #12.2, 1:00:24.

- Carol Hawxhurst
- Michelle Hieronymi
- Andre Stolle
- Bill Palmer

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

Action (Resolution), Information: 13.1 Enter into Executive Session

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

Action (Resolution), Information: 14.1 Return to Regular Meeting

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

Action (Resolution): 15.1 Adjournment of Meeting

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