

Monday, May 19, 2025
MONROE TOWN BOARD MEETING AGENDA

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

1. Call to Order

Subject :	1.1 Pledge to the Flag
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Discussion,Information,Procedural

Public Content

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

2. Motion to Open Town Board Meeting

Subject :	2.1 Motion to Open Town Board Meeting of May 19, 2025
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution)
Recommended Action :	2025-#211 BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Town Board Meeting of May 19, 2025, at

Public Content

File Attachments

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

Motion & Voting

2025-#211
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Town Board Meeting of May 19, 2025, at 7:00 PM.

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

3. Community Announcements

Subject :	3.1 Troop 440 Eagle Scout Fundraiser at Jake's Wayback Burgers
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

Join Troop 440 Eagle Scout Fundraiser at Jake's Wayback Burgers Tuesday, May 20th 4-8pm

816 NY-17M, Monroe, NY

Help support the beautification of the Mombasha Park Sign

File Attachments

[Eagle Scout Fundraiser at Jakes Way Back Burger.pdf \(157 KB\)](#)

3. Community Announcements

Subject :	3.2 St. Paul Lutheran Church Mission Trip Car Wash Fundraiser
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

St. Paul Lutheran Church Mission Trip Car Wash Fundraiser

All proceeds will go to funding the Youth Mission Trip to Wilmington, North Carolina this Summer!

May 31st 9am-2pm

21 Still Rd., Monroe, NY

St. Paul Lutheran Church Parking Lot

Cost: Free Will Donation

Please support the youth of St. Paul Lutheran Church by dropping by our car wash! Donations are welcome!

File Attachments

[St. Paul Mission Trip Car Wash Fundraiser.jpg \(76 KB\)](#)

3. Community Announcements

Subject :	3.3 Mobile DMV Update
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

All Mobile DMV visits to Municipalities for the month of May have been cancelled. Please continue to visit the Orange County Mobile DMV web page at <https://www.orangecountygov.com/2226/Mobile-DMV-Unit> for schedule updates for June.

3. Community Announcements

Subject :	3.4 Lions Club Community Youth Fishing Derby
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

Monroe Lions Club Community Youth Fishing Derby

FREE EVENT

NO FISHING LICENSE REQUIRED

YOUTH NEED TO BE ACCOMPANIED BY AN ADULT/PARENT OVER 18

ONE ROD/YOUTH Bait: WORMS ONLY

Date: Saturday June 28, 2025

Rain Date: Sunday June 29, 2025

Time: 8:00 a.m. to 12:00 p.m.

Place: Millpond Parkway (across from movie theater)

Sign up: 8:15 a.m. to 8:55 a.m. Fishing Clinic: 8:30 a.m. to 8:45 a.m.

Bookworms provided by Monroe Free Library

Catch & Release Prizes

Fun for Everyone

Contact: jomcelroy88@hotmail.com if interested in a child's participation or volunteering to help with Derby

Becks Hardware of Monroe will be supplying coffee, hot chocolate and donuts for participants and parents.

Age categories 5-6 7-8 9-10 11-12

Youth/Parent must be present at the end of the Derby to collect any prizes

File Attachments

[Lions Club Fishing Derby 06282025.pdf \(553 KB\)](#)

3. Community Announcements

Subject :	3.5 Library Re-Cap RE Disco Party/Community Yard Sale
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Discussion, Information

Public Content

3. Community Announcements

Subject :	3.6 Monroe Repair Cafe
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

CALL FOR VOLUNTEERS Monroe Repair Cafe

We need volunteers with these skills:

- Sewing and stitching
- Electrical and mechanical repairs
- Knife and scissors sharpening
- Minor wood repairs

-Jewelry cleaning and fixing

-Bicycle repairs

Volunteers need to bring equipment and tools in their area of expertise. Electricity outlets will be available.

Please email us if you are interested in being a Repair Café fixer on Saturday, 28 June 2025:
monroenyrepaircafe@gmail.com Or text 862-377-4493

Scheduled for 28 June 2025, 10am-2pm

Location: Monroe Town Hall

File Attachments

[Monroe Repair Cafe Flyer.pdf \(1.131 KB\)](#)

[Repair Cafe FlyerRev2.pdf \(6.910 KB\)](#)

4. Public Hearing

Subject :	4.1 Motion to Open the Continuation of the Public Hearing in Relation to the Increase and Improvement of Facilities of the Water District No. 14
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution)
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Continuation of the Public Hearing in Relation to the Increase and Improvement of Facilities of the Water District No. 14.

Public Content

The following signed up to speak during Public Comment regarding the Continuation of the Public Hearing in Relation to the Increase and Improvement of Facilities of the Water District No. 14. To hear their comments, and Board Members responses, please go on-line to Board Docs Video Clip #4.1,

File Attachments

[WD 14 Nov 3, 2021 4.2 Agenda Item.pdf \(417 KB\)](#)

[WD 14 Nov 15, 2021 Agenda.pdf \(523 KB\)](#)

[WD 14 Bond Resolution Nov 19, 2021.pdf \(1.738 KB\)](#)

[WD 14 2021 Resolution.pdf \(77 KB\)](#)

[WD 14 Nov 3, 2021 4.1 Agenda Item.pdf \(491 KB\)](#)

[WD 14 Extract of Minutes Nov 15, 2021.pdf \(430 KB\)](#)

[WD 14 Nov 19, 2021 Bond Resolution.pdf \(1.108 KB\)](#)

[WD 14 Nov 19, 2021 Notice.pdf \(41 KB\)](#)

[WD 14 Nov 19, 2021 Proof of Publication - Bond Resolution.pdf \(70 KB\)](#)

[WD 14 Oct 4, 2021 Town Board Agenda.pdf \(617 KB\)](#)

[WD 14 Nov 19, 2021 Proof of Publication - ZOOM Meeting.pdf \(49 KB\)](#)

[WD 14 Nov 19, 2021 Town Board Minutes.pdf \(485 KB\)](#)
[WD 14 Order Calling For A Public Hearing.pdf \(267 KB\)](#)
[WD 14 Nov 19, 2021 Resolution & Order After Public Hearing.pdf \(709 KB\)](#)

Motion & Voting

2025-#212

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

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

Final Resolution: Motion Carries

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

4. Public Hearing

Subject :	4.2 Possible Motion to Keep Open the Continuation of the Public Hearing in Relation to the Increase and Improvement of Facilities of the Water District No. 14
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution)
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Keep Open the Continuation of the Public Hearing in Relation to the Increase and Improvement of Facilities of the Water District No. 14 until _____ at 7:00 PM or soon there-after.

Public Content

Motion & Voting

2025-#213

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Keep Open the Continuation of the Public Hearing in Relation to the Increase and Improvement of Facilities of the Water District No. 14 until June 2, 2025, at 7:00 PM or soon there-after.

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

Final Resolution: Motion Carries

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

4. Public Hearing

Subject :	4.3 Set Public Hearing Date: FY-2026 Community Development Block Grant
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2025-#

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

Public Content

Set Public Hearing Date for FY-2026 Community Development Block Grant (CDBG) application for June 2, 2025. The Town invites public comments and suggestions regarding projects to be considered for funding under the Orange County Community Development Block Grant Program.

Motion & Voting

2025-#214

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to set Public Hearing Date for FY-2026 Community Development Block Grant (CDBG) application for June 2, 2025, at 7:00 PM or soon there-after. The Town invites public comments and suggestions regarding projects to be considered for funding under the Orange County Community Development Block Grant Program.

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

Final Resolution: Motion Carries

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

5. Acceptance of Minutes

Subject :	5.1 Acceptance of May 5, 2025 Minutes
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution)
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to accept the May 5, 2025 Minutes.

Public Content

File Attachments

[TB 5-5-2025 DRAFT Meeting Minutes.pdf \(268 KB\)](#)

Motion & Voting

2025-#215

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to accept the May 5, 2025, Minutes.

Motion by Dorey Houle, second by Mary Bingham.

Final Resolution: Motion Carries

Aye: Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson

Abstain: Supervisor -Tony Cardone

6. Audit of Claims

Subject : 6.1 General Fund Abstract

Meeting : May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA

Type : Action (Resolution), Discussion

Recommended Action : 2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #25-10 General Fund containing Check # 36762 - 36836 totaling \$425,024.39.

Public Content

File Attachments

[GENERAL 25-10.pdf \(677 KB\)](#)

Motion & Voting

2025-#216

BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #25-10 General Fund containing Check # 36762 - 36836 totaling \$425,024.39.

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

Final Resolution: Motion Carries

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

6. Audit of Claims

Subject : 6.2 Escrow Fund Abstract

Meeting : May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA

Type : Action (Resolution), Discussion

Recommended Action : 2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #25-07 Escrow Fund containing Check # 2212 - 2214 totaling \$3,762.25.

Public Content

File Attachments

[ESCROW 25-07.pdf \(302 KB\)](#)

Motion & Voting

2025-#217

BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #25-07 Escrow Fund containing Check # 2212 - 2214 totaling \$3,762.25.

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

Final Resolution: Motion Carries

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

7. Cash Transfer

Subject :	7.1 Cash Transfer Abstract
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe made a Motion to approve Abstract #2025-03, in the amount of \$440,000.00 for cash transfers to/from investment funds.

Public Content

File Attachments

[2025-03.pdf \(620 KB\)](#)

Motion & Voting

2025-#218

BE IT RESOLVED that the Town Board of the Town of Monroe made a Motion to approve Abstract #2025-03, in the amount of \$440,000.00 for cash transfers to/from investment funds.

CASH TRANSFERS TO/FROM INVESTMENT FUNDS

TOWN OF MONROE

DATE OF AUDIT: May 19, 2025

ABSTRACT #CASH 2025-03

DATE GL NO. DESCRIPTION Account Trans To Trans From

Consolidated Savings DB00 Fund DB00-0201 200,000.00

NYCLASS Investment DB00 Fund DB00-0240 200,000.00

Consolidated Savings SR00 Fund SR00-0201 160,000.00

NYCLASS Investment SR00 Fund SR00-0240 160,000.00

Consolidated Savings SW00 Fund SW00-0201 50,000.00

NYCLASS Investment SW00 Fund SW00-0240 50,000.00

Consolidated Savings SW01 Fund SW01-0201 30,000.00

NYCLASS Investment SW01 Fund SW01-0240 30,000.00

440,000.00 440,000.00

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

Final Resolution: Motion Carries

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

8. Budget Transfer

Subject : 8.1 Budget Transfer Abstract 25-01
Meeting : May 19, 2025 - MONROE TOWN BOARD MEETING
AGENDA
Type : Action (Resolution), Discussion
Recommended Action : 2025-#
BE IT RESOLVED that the Town Board of the Town of
Monroe approves Budget Transfer Abstract #2025-01
totaling \$37,095.00 for 2025 Expenditure Adjustments.

Public Content

File Attachments

[2025-01.pdf \(623 KB\)](#)

Motion & Voting

2025-#219
BE IT RESOLVED that the Town Board of the Town of Monroe approves Budget Transfer Abstract
#2025-01 totaling \$37,095.00 for 2025 Expenditure Adjustments.

ABSTRACT OF BUDGET TRANSFERS
TOWN OF MONROE
DATE OF AUDIT: MAY 19, 2025
ABSTRACT 2025-01
2025 EXPENDITURE ADJUSTMENTS
Requested By: Highway
DATE GL NO. DESCRIPTION Account Trans In Trans Out
5/5/2025 Highway Garage Auto Insurance A000-5132-4600 8,900.00
Highway Garage Engineering A000-5132-4020 8,900.00
5/5/2025 Water Admin Miscellaneous SW00-8310-4109 1,000.00
Water Admin Miscellaneous SW00-8340-4109 1,000.00
WD #1 Distribution Equipment SW01-8340-2000 26,900.00
WD #1 Contingency Account SW01-1990-0000 10,000.00
WD #1 Legal Contractual SW01-8310-4010 2,000.00
WD #1 Maintenance Contractual SW01-8340-4504 1,750.00
WD #1 Miscellaneous SW01-8340-4109 13,150.00
WD #7 Property Taxes SW07-1950-4000 150.00
WD #7 Engineering Contractual SW07-8310-4020 150.00
WD #12 Property Taxes SW12-8310-4601 55.00
WD #12 Engineering Contractual SW12-8310-4020 55.00
WD #14 Property Insurance SW14-8310-4601 90.00
WD #14 Source & Supply Equipment SW14-8320-2000 90.00
37,095.00 37,095.00

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

8. Budget Transfer

Subject : 8.2 Budget Transfer Abstract 25-04

Meeting : May 19, 2025 - MONROE TOWN BOARD MEETING
AGENDA

Type : Action (Resolution), Information

Recommended Action : 2025-#
BE IT RESOLVED that the Town Board of the Town of
Monroe approves Budget Transfer Abstract #2025-04
totaling \$1,000.00 for 2025 Expenditure Adjustments
(Court).

Public Content

File Attachments

[2025-04.pdf \(596 KB\)](#)

Motion & Voting

2025-#220
BE IT RESOLVED that the Town Board of the Town of Monroe approves Budget Transfer Abstract
#2025-04 totaling \$1,000.00 for 2025 Expenditure Adjustments (Court).

ABSTRACT OF BUDGET TRANSFERS
TOWN OF MONROE
DATE OF AUDIT: MAY 19, 2025
ABSTRACT 2025-04
2025 EXPENDITURE ADJUSTMENTS
Requested By: Justice Court
DATE GL NO. DESCRIPTION Account Trans In Trans Out
5/15/2025 Justice Court Printing, Advert. & pu A000-1110-4102-00 200.00
Justice Court Education, Dues & Mtgs A000-1110-4189-00 800.00
Justice Court IT Support A000-1110-4223-00 1,000.00
1,000.00 1,000.00

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

8. Budget Transfer

Subject : 8.3 Budget Transfer Abstract 25-02

Meeting : May 19, 2025 - MONROE TOWN BOARD MEETING
AGENDA

Type : Action (Resolution), Information

Recommended Action : 2025-#
BE IT RESOLVED that the Town Board of the Town of
Monroe approves Budget Transfer Abstract #2025-02
totaling \$1,233.68 for 2025 Expenditure Adjustments.

Public Content

File Attachments

[2025-02.pdf \(621 KB\)](#)

Motion & Voting

2025-#221
BE IT RESOLVED that the Town Board of the Town of Monroe approves Budget Transfer Abstract #2025-02 totaling \$1,233.68 for 2025 Expenditure Adjustments.

ABSTRACT OF BUDGET TRANSFERS
TOWN OF MONROE
DATE OF AUDIT: MAY 19, 2025
ABSTRACT 2025-02
2025 EXPENDITURE ADJUSTMENTS
Requested By: A Fund
DATE GL NO. DESCRIPTION Account Trans In Trans Out
5/6/2025 GASB 75 OPEB Contractual A000-1320-4500-02 115.00
GASB 34 Fixed Assets Contractual A000-1320-4500-01 115.00
5/6/2025 Assessor Vehicle Maintenance A000-1355-4301-00 211.94
Assessor Vehicle Fuel A000-1355-4304-00 211.94
5/6/2025 Theater Bldg Property Insurance A000-1622-4601-00 562.92
Theater Bldg Repair & Maintenance A000-1622-4303-00 562.92
5/6/2025 34 Millpond taxes A000-1952-4000-02 159.49
Sewer Assessment A000-1950-4000-13 159.49
5/6/2025 Alex Smith Pavilion Other Expenses A000-7120-4109-00 43.00
Alex Smith Pavilion Insurance A000-7120-4601-00 123.76
Alex Smith Pavilion Repair & Maintenance A000-7120-4303-00 166.76
5/6/2025 Mombasha Park Insurance A000-7121-4601-00 17.57
Mombasha Park Repair & Maintenance A000-7121-4303-00 17.57
1,233.68 1,233.68

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

8. Budget Transfer

Subject :	8.4 Budget Transfer Abstract 25-03
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Information
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe approves Budget Transfer Abstract #2025-03 totaling \$2,650.00 for 2025 Expenditure Adjustments (General Repairs).

Public Content

File Attachments

Motion & Voting

2025-#222
BE IT RESOLVED that the Town Board of the Town of Monroe approves Budget Transfer Abstract #2025-03 totaling \$2,650.00 for 2025 Expenditure Adjustments (General Repairs).

ABSTRACT OF BUDGET TRANSFERS
TOWN OF MONROE
DATE OF AUDIT: MAY 19, 2025
ABSTRACT 2025-03
2025 EXPENDITURE ADJUSTMENTS
Requested By: Highway
DATE GL NO. DESCRIPTION Account Trans In Trans Out
5/14/2025 General Repairs Guard Rails DB00-5110-4352-00 2,650.00
General Repairs Equipment DB00-5110-2000-00 2,650.00
2,650.00 2,650.00

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

9. New Business

Subject :	9.1 Short Term Rental Application, 112 Osseo Park Road (SBL# 58-1-1.2)
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Discussion, Information

Public Content

Discussion regarding Short Term Rental application submitted by applicant Camille Tokerud for 112 Osseo Park Road (SBL# 58-1-1.2). Three area variances are required to satisfy the appeal pursuant to Town Code Section 40-7 (A) (5). A public hearing regarding this is currently scheduled with the Zoning Board of Appeals for May 27, 2025.

9. New Business

Subject :	9.2 Employee Resignation, Laura Ippoliti, Dial-A-Ride
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

File Attachments

[Letter of Resignation RE laura Ippoliti_Redacted.pdf \(107 KB\)](#)

Motion & Voting

2025-#223
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to accept the resignation of Laura Ippoliti, Dial-A-Ride Employee/Driver effective May 8, 2025.

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

9. New Business

Subject :	9.3 Water Administrator
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Motion & Voting

2025-#224
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve a \$2,500 additional stipend for the additional duties John Mulligan has for Water Administrator.

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

9. New Business

Subject :	9.4 Town Hall Summer Hours
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Discussion regarding proposed 2025 Employee Summer Hours for Town Hall.
Monday - Wednesday: 7:30 a.m. - 5:00 p.m., 30 minute lunch
Thursday: 8 a.m. - 5 p.m., 1 hour lunch
Friday: Town Hall Closed
Effective beginning the week of June 9, 2025 with normal business hours of Monday - Friday, 8 a.m. - 4 p.m., resuming Tuesday, October 14, 2025 (All Town Offices are closed Monday, October 13th in observance of Columbus Day).
*Week of June 30th (Modified Schedule for Independence Day Holiday): Monday, Tuesday: 7:30 a.m. - 5:30 p.m., Wednesday: 7:30 a.m. - 5 p.m., Thursday & Friday: Town Hall Closed

Motion & Voting

2025-#225
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve 2025 Employee Summer Hours for Town Hall.

Monday - Wednesday: 7:30 a.m. - 5:00 p.m., 30-minute lunch

Thursday: 8 a.m. - 5 p.m., 1 hour lunch

Friday: Town Hall Closed

Effective beginning the week of June 9, 2025 with normal business hours of Monday - Friday, 8 a.m. - 4 p.m., resuming Tuesday, October 14, 2025 (All Town Offices are closed Monday, October 13th in observance of Columbus Day).

*Week of June 30th (Modified Schedule for Independence Day Holiday): Monday, Tuesday: 7:30 a.m. - 5:30 p.m., Wednesday: 7:30 a.m. - 5 p.m., Thursday & Friday: Town Hall Closed

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

9. New Business

Subject :	9.5 Eagle View Estates, Recommendation for Performance Security
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Discussion, Information

Public Content

Eagle View Estates Recommendation For Performance Security, Planning Board Application #18-168

The subject project received conditional final subdivision, site plan and special use permit approval from the Planning Board. The project involves the 2-lot subdivision of the existing 1.12-acre parcel for the construction of single-family dwellings on each lot. The Planning Board required a Landscaping Security for the project. The applicant has prepared a cost estimate for the landscape security. Based on the estimate, the town's engineer, MHE, has recommended the landscaping security should be in the amount of \$14,322.00.

9. New Business

Subject :	9.6 Board Meeting Agenda Software Proposals
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion, Information
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Motion & Voting

2025-#226
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve quote from Civic Plus for \$18,188 for the first year beginning in August, and the following year \$19,500 (\$19,488).
*Bundle Quote: Next Request/Agenda Meeting Management

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

9. New Business

Subject :	9.7 Ongoing Community Cleanup
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Discussion, Information

Public Content

9. New Business

Subject :	9.8 Amendment to Fee Schedule
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Information
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Amendment to Fee Schedule RE Marriage Ceremonies performed by Marriage Officer. Fee of \$75 to be included in Fee Schedule and added to Town Website.

File Attachments

[T.O.M. Fee Schedule Effective as of 1-2-2025.pdf \(179 KB\)](#)

Motion & Voting

2025-#227
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to add Marriage Officer Fee of \$75 to be included in Fee Schedule and added to Town Website.

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

9. New Business

Subject :	9.9 Deputy Highway Superintendent MOA
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion, Information
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Motion & Voting

2025-#228
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion for the Supervisor to sign Memorandum of Agreement RE William Brown, Deputy Highway Superintendent.
1.Effective April 10, 2025, and through December 31, 2025, the Town shall pay William Brown a stipend based on an annual stipend rate of \$6,500 for performing the additional duties of Deputy Highway Superintendent of the Town Highway Department. Such duties include those that would be performed by the Highway Superintendent under NYS Town Law and NYS Highway Law.

2.The stipend payment shall be paid bi-annually and shall be prorated due to William Brown commencing the Deputy Highway Superintendent duties on April 10, 2025. The bi-annual 2025 stipend payments and total paid for 2025 shall be as follows:

July 11, 2025 bi-annual payment:\$1,500.00
December 12, 2025 bi-annual payment:\$3,250.00
Total Stipend amount to be paid for 2025:\$4,750.00

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

9. New Business

Subject :	9.10 Resignation RE Jack Beyar, Justice Court
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Information
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

File Attachments

[Letter of Resignation RE Jack Beyar, Justice Court_Redacted.pdf \(112 KB\)](#)

Motion & Voting

2025-#229

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to accept the Resignation RE Jack Beyar, Justice Court effective June 6, 2025.

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

Final Resolution: Motion Carries

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

10. Old Business

Subject :	10.1 Water Main Pipes, Bald Hill
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion, Information
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Discussion regarding request byBald Hill Developments LLC for the potential substitution of C900 PVC (Polyvinyl Chloride) pipe for the Ductile Iron water mains specified on the project plans for Bald Hill Estates.

Motion & Voting

2025-#230

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Table the matter RE Water Main Pipes, Bald Hill until June 2, 2025.

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

Final Resolution: Motion Carries

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

Nay: Mary Bingham, Maureen Richardson

10. Old Business

Subject :	10.2 Home Rule RE: Hotel Tax
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution), Discussion, Information
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Motion & Voting

2025-#231

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

RESOLUTION REQUESTING THE ENACTMENT OF STATE LEGISLATION AUTHORIZING THE TOWN TO ADOPT A HOTEL / MOTEL OCCUPANCY TAX ALSO PERTAINING TO SHORT TERM RENTALS

WHEREAS, the Town Board of the Town of Monroe recognizes the financial benefit of establishing a hotel / motel occupancy tax to generate revenue for local services, infrastructure, and tourism-related expenses; and

WHEREAS, such a tax cannot be imposed by the Town without enabling legislation from the New York State Legislature; and

WHEREAS, State Senator James Skoufis has introduced a bill authorizing such legislation for similarly situated municipalities, including Monroe, and the Town of Monroe seeks to enact similar legislation tailored to its jurisdiction;

NOW, THEREFORE, BE IT RESOLVED that:

1. The Town Board of the Town of Monroe hereby formally requests that the New York State Legislature enact legislation authorizing the Town of Monroe to impose a hotel or motel occupancy tax, consistent with the language introduced by Senator Skoufis at 5% into the general fund.
2. The Town Supervisor is authorized to transmit this request to Assemblyman Karl Brabenec and Senator James Skoufis for introduction of a same as bill in both houses of the Legislature.
3. Upon introduction of the bill and assignment of bill numbers, the Town Board shall consider a subsequent resolution to authorize the Supervisor and Town Clerk to execute the required home rule request forms pursuant to the New York State Constitution.

Subject to approval of Legal Counsel.

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

11. Public Comment

Subject :	11.1 Rules for Public Comment
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

Public Content

Please be advised that any person wishing to speak at a regular public meeting during the public comment period or at a public hearing, must sign the sign-in sheet maintained by the Town Clerk for such purpose no later than 15 minutes after the commencement of the meeting.

TOWN OF MONROE MEETING RULES PUBLIC COMMENT PERIODS -RULE 1:Although not required by any statute or law, the Town Board shall include at least one public participation period on the Agenda for regular Town Board meetings. However, nothing shall prohibit the Town Board, by majority vote, from suspending public comment or otherwise limiting public during a regular Town Board meetings where such limitations are determined to be necessary or otherwise conducive to accomplishing the business presently before the Town Board.**RULE 2:**Public comment during the public participation period of regular Town Board meetings shall be limited to three (3) minutes per speaker and the subject matter of such public comment shall be limited to Town business. 1 Yielding time or otherwise giving time to a speaker to extend the three (3) minute period by another person shall not be permitted. Written comments may be submitted to the Town Clerk in lieu of, or in addition to, a persons oral statement during any public comment period. Such minutes shall become a Town record and the brief nature of the submitted writing may be included in Town Board minutes. However, the full text of such submissions shall not be incorporated into Town Board minutes, unless expressly authorized by resolution of the Town Board.**RULE 3:**Any person wishing to speak at a regular public meeting during the public comment period or at a public hearing, must sign the sign-in sheet maintained by the Town Clerk for such purpose no later than 15 minutes after the commencement of the meeting. Where a public hearing and public comment period will occur during the same Town Board meeting, a person may sign up to speak on the topic of each and every public hearing and for public comment period consistent with the applicable time limits set forth above. For example, a speaker could speak for five (5) minutes during a public hearing and three (3) minutes during public comment at the same Town Board meeting. However, such person may not use the public hearing time to speak on matters not relevant

1 Rule 2 revised by Resolution of the Town Board on 03-06-2017 to add: and the subject matter of such public comment shall be limited to Town business. to the public hearing. Any comments made by a person made during public comment that relates to the subject of a public hearing, shall not be considered by the Town Board as part of such public hearing nor made part of the public hearing record. The only public comment to be accepted by the Town Board outside of a public hearing shall be written comments received during the time period set by the Town Board for such purpose.**RULE 4:**If a sign-in sheet is not available, a person may raise his/her hand to speak duringthe public participation period and/or public hearing and may speak during such public comment period/public hearing upon recognition of the Supervisor or Presiding Officer.**RULE 5:** Any person speaking during public comment or a public hearing, when recognized by the Presiding Officer, shall approach the podium for such purpose and state his or her name, the street and municipality where he /she resides resides, and if applicable, his/her group or entity affiliation.**RULE 6:**Town Board members shall not respond to a person speaking during the public comment period unless and until all persons desiring to speak during the Public comment period have finished speaking. At such time as all speakers have finished speaking during such public comment period, each Town Board member shall be allotted up to three (3) minutes in total to respond to any questions posed or to provide relevant information in response to the

collective comments and questions of the public comment speakers.**RULE 7:**Town Board members shall not attempt to answer questions during the time that a speaker is presenting during public comment. Town Board members will note any questions asked and may respond to the speaker at the conclusion of the speakers 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.

11. Public Comment

Subject :	11.2 Public Comment
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Discussion, Information

Public Content

The following spoke during Public Comment. To hear their comments, and Town Board members responses, please go on-line to Board Doc'sVideo Clip #11.2,

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

Subject :	12.1 Enter into Executive Session
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

13. Return to Regular Meeting

Subject :	13.1 Return to Regular Meeting
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Information

14. Adjournment

Subject :	14.1 Adjournment of Meeting
Meeting :	May 19, 2025 - MONROE TOWN BOARD MEETING AGENDA
Type :	Action (Resolution)
Recommended Action :	2025-# BE IT RESOLVED that the Town Board of the Town of Monroe adjourns the meeting of May 19, 2025, at

Public Content

Motion & Voting

2025-#232

BE IT RESOLVED that the Town Board of the Town of Monroe adjourns the meeting of May 19, 2025, at 8:18 PM.

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

Final Resolution: Motion Carries

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