

Monday, May 20, 2024  
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

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|           |                                                 |
|-----------|-------------------------------------------------|
| Subject : | 1.1 Pledge to the Flag                          |
| Meeting : | May 20, 2024 - 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

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|                      |                                                                                                                                        |
|----------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| Subject :            | 2.1 Motion to Open Town Board Meeting of May 20, 2024                                                                                  |
| Meeting :            | May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA                                                                                        |
| Type :               | Action (Resolution)                                                                                                                    |
| Recommended Action : | 2024-#288<br>BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Town Board Meeting of May 20, 2024, at |

## Public Content

### File Attachments

[2024 Town Board Meeting Schedule.pdf \(124 KB\)](#)

# Motion & Voting

2024-#288  
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Town Board Meeting of May 20, 2024, at 7:01 PM.

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

## 3. Community Announcements

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|           |                                                 |
|-----------|-------------------------------------------------|
| Subject : | 3.1 Memorial Day Parade, Sunday, May 26th       |
| Meeting : | May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA |
| Type :    | Information                                     |

# Public Content

This year's Memorial Day Parade will take place on Sunday, May 26th at 1:30 p.m.

## 3. Community Announcements

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|           |                                                 |
|-----------|-------------------------------------------------|
| Subject : | 3.2 Foster Parent Recruitment                   |
| Meeting : | May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA |
| Type :    | Information                                     |

# Public Content

### File Attachments

[FosterAdoptOrangeNY.jpg \(28 KB\)](#)

## 3. Community Announcements

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|           |                                                 |
|-----------|-------------------------------------------------|
| Subject : | 3.3 Walk MS: Orange                             |
| Meeting : | May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA |
| Type :    | Information                                     |

# Public Content

### File Attachments

[IMG\\_6419.jpeg \(454 KB\)](#)

### 3. Community Announcements

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|           |                                                 |
|-----------|-------------------------------------------------|
| Subject : | 3.4 Town of Monroe Food Truck Festival          |
| Meeting : | May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA |
| Type :    | Information                                     |

### Public Content

The Town of Monroe Food Truck Festival will take place on Saturday, June 15th from 11 a.m. - 7 p.m. at O&R Park, located at 61 O&R Road.

#### File Attachments

[Town of Monroe \\_ Social Media Food Truck Festival Flyer R1.pdf \(800 KB\)](#)

### 3. Community Announcements

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|           |                                                 |
|-----------|-------------------------------------------------|
| Subject : | 3.5 Village of Monroe Farmers Market            |
| Meeting : | May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA |
| Type :    | Information                                     |

### Public Content

#### File Attachments

[Village of Monroe Farmers Market.jpg \(186 KB\)](#)

### 4. Public Hearing

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|                      |                                                                                                                           |
|----------------------|---------------------------------------------------------------------------------------------------------------------------|
| Subject :            | 4.1 Motion to Open the Continuation of the Public Hearing RE: Short Term Rental Application, 13 Ruby Road, (SBL#35-2-2.1) |
| Meeting :            | May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA                                                                           |
| Type :               | Action (Resolution), Discussion                                                                                           |
| Recommended Action : | 2024-#<br>BE IT RESOLVED that the Town Board of the Town of Monroe                                                        |

### Public Content

Review of Short-Term Rental (STR) application for 13 Ruby Road (SBL#35-2-2.1).

The following residents signed up to speak during Public Comment for the Public Hearing REShort Term Rental Application, 13 Ruby Rd. (SBL: 35-2-2.1). To hear their comments, and Town Board Members responses, please go on-line to Board Doc's Video Clip #4.1,

**File Attachments**

[Notice for Publication RE STR 13 Ruby Rd.pdf \(64 KB\)](#)  
[Affidavit 10096429.pdf \(60 KB\)](#)

**Motion & Voting**

2024-#289  
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Continuation of the Public Hearing RE: Short Term Rental Application, 13 Ruby Road, (SBL#35-2-2.1).  
  
Motion by Dorey Houle, second by Mary Bingham.  
Final Resolution: Motion Carries  
Aye: Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson

**4. Public Hearing**

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|                      |                                                                                                                                                                                                                               |
|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Subject :            | 4.2 Possible Motion to Keep Open the Continuation of the Public Hearing RE: Short Term Rental Application, 13 Ruby Road, (SBL#35-2-2.1)                                                                                       |
| Meeting :            | May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA                                                                                                                                                                               |
| Type :               | Action (Resolution)                                                                                                                                                                                                           |
| Recommended Action : | 2024-#<br>BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Keep Open the Public Hearing RE: Short Term Rental Application, 13 Ruby Road, (SBL: 35-2-2.1) until _____ at 7:00 pm or soon there-after. |

**Public Content**

**Motion & Voting**

2024-#290  
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Keep Open the Public Hearing RE: Short Term Rental Application, 13 Ruby Road, (SBL: 35-2-2.1) until June 3, 2024, at 7:00 pm or soon there-after.  
  
Motion by Dorey Houle, second by Sal Scancarello.  
Final Resolution: Motion Carries  
Aye: Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson

**4. Public Hearing**

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|           |                                                                                                                              |
|-----------|------------------------------------------------------------------------------------------------------------------------------|
| Subject : | 4.3 Motion to Open the Continuation of the Public Hearing RE: Short Term Rental Application, 649 Lakes Road (SBL: 29-1-34.1) |
| Meeting : | May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA                                                                              |
| Type :    | Action (Resolution)                                                                                                          |

Recommended Action :

2024-#  
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Continuation of the Public Hearing RE: Short Term Rental Application, 649 Lakes Road (SBL: 29-1-34.1).

## Public Content

The following residents signed up to speak during Public Comment for the Continuation of the Public Hearing REShort Term Rental Application, 649 Lakes Road (SBL: 29-1-34.1). To hear their comments, and Town Board Members responses, please go on-line to Board Doc's Video Clip #4.3,

### File Attachments

[Notice for Publication RE STR 649 Lakes Rd.pdf \(64 KB\)](#)  
[Affidavit 9781747.pdf \(61 KB\)](#)

### Motion & Voting

2024-#291  
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Continuation of the Public Hearing RE: Short Term Rental Application, 649 Lakes Road (SBL: 29-1-34.1).

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

## 4. Public Hearing

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Subject :

4.4 Motion to Close the Continuation of the Public Hearing RE: Short Term Rental Application, 649 Lakes Road (SBL: 29-1-34.1)

Meeting :

May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA

Type :

Action (Resolution)

Recommended Action :

2024-#  
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: Short Term Rental Application, 649 Lakes Road (SBL: 29-1-34.1) until \_\_\_\_\_ at 7:00 PM or soon there-after.

## Public Content

### Motion & Voting

2024-#292

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Close the Continuation of the Public Hearing RE: Short Term Rental Application, 649 Lakes Road (SBL: 29-1-34.1).

Motion by Dorey Houle, second by Sal Scancarello.

Final Resolution: Motion Carries

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

## 4. Public Hearing

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|                      |                                                                                                                                                                                                  |
|----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Subject :            | 4.5 Motion to Open the Continuation of the Public Hearing: Proposed Local Law E-V1/2023 Ch. 41 (Sewage Systems) Revisions                                                                        |
| Meeting :            | May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA                                                                                                                                                  |
| Type :               | Action (Resolution), Discussion, Information                                                                                                                                                     |
| Recommended Action : | 2024-#<br>BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Continuation of the Public Hearing: Proposed Local Law E-V1/2023 Ch. 41 (Sewage Systems) Revisions. |

## Public Content

The following residents signed up to speak during Public Comment on the Continuation of the Public Hearing: Proposed Local Law E-V1/2023 Ch. 41 (Sewage Systems) Revisions. To hear their comments and Town Board Members responses, please go on-line to Board Doc's Video Clip #4.5,

### File Attachments

[Public Hearing Notice RE Proposed LL Ch. 41 Sewage Systems Revisions.docx.pdf \(65 KB\)](#)  
[20230925 Chapter 41 Sewerage Systems LL.docx.pdf \(210 KB\)](#)  
[Sewer Maps.pdf \(8,108 KB\)](#)  
[Resolution Adopting Local Law CH41.pdf \(104 KB\)](#)

## Motion & Voting

2024-#293

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Continuation of the Public Hearing: Proposed Local Law E-V1/2023 Ch. 41 (Sewage Systems) Revisions.

Motion by Dorey Houle, second by Sal Scancarello.

Final Resolution: Motion Carries

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

## 4. Public Hearing

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|           |                                                                                                                                        |
|-----------|----------------------------------------------------------------------------------------------------------------------------------------|
| Subject : | 4.6 Possible Motion to Keep Open the Continuation of the Public Hearing: Proposed Local Law E-V1/2023 Ch. 41 (Sewage System Revisions) |
|-----------|----------------------------------------------------------------------------------------------------------------------------------------|

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|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting :            | May 20, 2024 - MONROE TOWN BOARD MEETING<br>AGENDA                                                                                                                                                                                              |
| Type :               | Action (Resolution)                                                                                                                                                                                                                             |
| Recommended Action : | 2024-#<br>BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Keep Open the Continuation of the Public Hearing: Proposed Local Law E-V1/2023 Ch. 41 (Sewage System Revisions) until _____ at 7:00 PM or soon there-after. |

## Public Content

### Motion & Voting

2024-#294  
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Keep Open the Continuation of the Public Hearing: Proposed Local Law E-V1/2023 Ch. 41 (Sewage System Revisions) until June 3, 2024, at 7:00 PM or soon there-after.

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

## 4. Public Hearing

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|                      |                                                                                                                                                                                                                        |
|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Subject :            | 4.7 Motion to Open the Continuation of the Public Hearing in Relation to the Increase and Improvement of Facilities of the Water District No. 8                                                                        |
| Meeting :            | May 20, 2024 - MONROE TOWN BOARD MEETING<br>AGENDA                                                                                                                                                                     |
| Type :               | Action (Resolution)                                                                                                                                                                                                    |
| Recommended Action : | 2023-#<br>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. 8. |

## Public Content

The followingsigned 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. 8.To hear their comments, and Board Members responses, please go on-line to Board Docs Video Clip #4.7,

### Motion & Voting

2024-#295

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. 8.

Motion by Dorey Houle, second by Mary Bingham.

Final Resolution: Motion Carries

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

## 4. Public Hearing

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|                      |                                                                                                                                                                                                                                                                        |
|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Subject :            | 4.8 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. 8                                                                                                          |
| Meeting :            | May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA                                                                                                                                                                                                                        |
| Type :               | Action (Resolution)                                                                                                                                                                                                                                                    |
| Recommended Action : | 2023-#<br>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. 8 until _____ at 7:00 PM or soon there-after. |

## Public Content

### Motion & Voting

2024-#296

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. 8 until July 15, 2024, at 7:00 PM or soon there-after.

Motion by Mary Bingham, second by Sal Scancarello.

Final Resolution: Motion Carries

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

## 4. Public Hearing

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|                      |                                                                                                                                                                                                                     |
|----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Subject :            | 4.9 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 20, 2024 - MONROE TOWN BOARD MEETING AGENDA                                                                                                                                                                     |
| Type :               | Action (Resolution)                                                                                                                                                                                                 |
| Recommended Action : | 2024-#<br>BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open Continuation of the Public Hearing in Relation to the Increase and Improvement of Facilities of the Water District No. 14. |



# Public Content

The followingsigned 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 #4.9,

## Motion & Voting

2024-#297  
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open Continuation of the Public Hearing in Relation to the Increase and Improvement of Facilities of the Water District No. 14.

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

## 4. Public Hearing

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|                      |                                                                                                                                                                                                                                                                         |
|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Subject :            | 4.10 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 20, 2024 - MONROE TOWN BOARD MEETING AGENDA                                                                                                                                                                                                                         |
| Type :               | Action (Resolution)                                                                                                                                                                                                                                                     |
| Recommended Action : | 2024-#<br>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

2024-#298  
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 August 12, 2024, at 7:00 PM or soon there-after.

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

## 5. Acceptance of Minutes

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|           |                                                 |
|-----------|-------------------------------------------------|
| Subject : | 5.1 Acceptance of May 6, 2024 Minutes           |
| Meeting : | May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA |

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|----------------------|---------------------------------------------------------------------------------------------------------------------|
| Type :               | Action (Resolution)                                                                                                 |
| Recommended Action : | 2024-#<br>BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to accept the May 6, 2024 Minutes. |

# Public Content

## File Attachments

[TB 5-6-2024 DRAFT meeting Minutes.pdf \(1,241 KB\)](#)

## Motion & Voting

|                                                                     |                                                                                                           |
|---------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|
| 2024-#299                                                           | BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to accept the May 6, 2024 Minutes. |
| Motion by Dorey Houle, second by Mary Bingham.                      |                                                                                                           |
| Final Resolution: Motion Carries                                    |                                                                                                           |
| Aye: Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson |                                                                                                           |

## 6. Audit of Claims

|                      |                                                                                                                                                                              |
|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Subject :            | 6.1 General Fund Abstract                                                                                                                                                    |
| Meeting :            | May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA                                                                                                                              |
| Type :               | Action (Resolution), Discussion                                                                                                                                              |
| Recommended Action : | 2024-#<br>BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #24-06 General Fund containing Check # 35256 - 35319 totaling \$515,029.60. |

# Public Content

## File Attachments

[MonroeAbstracts 24-06.pdf \(666 KB\)](#)

## Motion & Voting

|                                                                     |                                                                                                                                                                    |
|---------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2024-#300                                                           | BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #24-06 General Fund containing Check # 35256 - 35319 totaling \$515,029.60. |
| Motion by Dorey Houle, second by Mary Bingham.                      |                                                                                                                                                                    |
| Final Resolution: Motion Carries                                    |                                                                                                                                                                    |
| Aye: Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson |                                                                                                                                                                    |

# 7. New Business

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|                      |                                                                    |
|----------------------|--------------------------------------------------------------------|
| Subject :            | 7.1 Memorial Day Parade Donations                                  |
| Meeting :            | May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA                    |
| Type :               | Action (Resolution), Discussion                                    |
| Recommended Action : | 2024-#<br>BE IT RESOLVED that the Town Board of the Town of Monroe |

## Public Content

Resolution approving donations in support of the 2024 Monroe Memorial Day Parade post-parade barbecue hosted by American Legion Post #488, American Legion Post #1573 and VFW Lake Region Memorial Post #8858 not to exceed \$2,500.

## Motion & Voting

2024-#301  
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Resolution approving donations in support of the 2024 Monroe Memorial Day Parade post-parade barbecue hosted by American Legion Post #488, American Legion Post #1573 and VFW Lake Region Memorial Post #8858 not to exceed \$2,500.

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

# 7. New Business

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|                      |                                                                    |
|----------------------|--------------------------------------------------------------------|
| Subject :            | 7.2 Audit of Claims                                                |
| Meeting :            | May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA                    |
| Type :               | Action (Resolution), Discussion                                    |
| Recommended Action : | 2024-#<br>BE IT RESOLVED that the Town Board of the Town of Monroe |

## Public Content

## Motion & Voting

2024-#302  
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion recall the vote for the Audit of Claims, General Fund Abstract 24-06 which includes check #'s 35256 - 35319 totaling \$515,029.60.

Motion by Dorey Houle, second by Mary Bingham.  
Final Resolution: Motion Carries  
Aye: Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson  
2024-#303  
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Table the Audit of Claims, General Fund Abstract 24-06 which includes check #'s 35256 - 35319 totaling \$515,029.60 until June 3, 2024.

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

## 7. New Business

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|                      |                                                                    |
|----------------------|--------------------------------------------------------------------|
| Subject :            | 7.3 Town Hall Summer Hours                                         |
| Meeting :            | May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA                    |
| Type :               | Action (Resolution), Discussion                                    |
| Recommended Action : | 2024-#<br>BE IT RESOLVED that the Town Board of the Town of Monroe |

## Public Content

Discussion regarding proposed 2024 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 10, 2024 with normal business hours of Monday - Friday, 8 a.m. - 4 p.m., resuming the week of Monday, October 14, 2024.

## Motion & Voting

2024-#304  
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve proposed 2024 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 10, 2024, with normal business hours of Monday - Friday, 8 a.m. - 4 p.m., resuming the week of Monday, October 14, 2024.

Motion by Dorey Houle, second by Mary Bingham.

Final Resolution: Motion Carries

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

## 7. New Business

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|                      |                                                                    |
|----------------------|--------------------------------------------------------------------|
| Subject :            | 7.4 2024 Highway School                                            |
| Meeting :            | May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA                    |
| Type :               | Action (Resolution)                                                |
| Recommended Action : | 2024-#<br>BE IT RESOLVED that the Town Board of the Town of Monroe |

## Public Content

Resolution authorizing Highway Superintendent James "Pat" Patterson to attend 2024 Highway School sponsored by The Association of Towns of the State of New York & The NYS LTAP Center- Cornell Local Roads Program in Ithaca, NY from June 3rd to the 5th, 2024.

- Registration fee: \$125(Membership Rate, including School & Lunch)
- Hotel accommodations:\$139/night (discounted rate secured by Orange County Highway Superintendents Association)

### File Attachments

[2024 - Highway School Registration Form.pdf \(302 KB\)](#)

## Motion & Voting

2024-#305

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Resolution authorizing Highway Superintendent James "Pat" Patterson to attend 2024 Highway School sponsored by The Association of Towns of the State of New York & The NYS LTAP Center- Cornell Local Roads Program in Ithaca, NY from June 3rd to the 5th, 2024.

Registration fee: \$125 (Membership Rate, including School & Lunch)

Hotel accommodations: \$139/night (discounted rate secured by Orange County Highway Superintendents Association)

\*Amount not to exceed \$600.

Motion by Dorey Houle, second by Sal Scancarello.

Final Resolution: Motion Carries

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

## 7. New Business

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|           |                                                      |
|-----------|------------------------------------------------------|
| Subject : | 7.5 Zone Change Petition RE: Larkin Dr. (SBL 2-1-29) |
| Meeting : | May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA      |
| Type :    | Action (Resolution), Discussion, Information         |

Recommended Action :

2024-#

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

## Public Content

### File Attachments

[Rezone Larkin Dr. SBL 2-1-29 - Copy\\_Redacted.pdf \(2.174 KB\)](#)

### Motion & Voting

2024-#306

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to set a Public Hearing RE Zone Change Petition, Larkin Drive for July 15, 2024, at 7:00 PM or soon there-after.

Motion by Mary Bingham, second by Sal Scancarello.

Final Resolution: Motion Carries

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

## 7. New Business

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Subject : 7.6 Equipment Surplus, Round Lake Boats

Meeting : May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA

Type : Action (Resolution), Discussion

Recommended Action : 2024-#  
BE IT RESOLVED that the Town Board of the Town of Monroe

## Public Content

Resolution approving the equipment surplus of the following to the Town of Woodbury:

- 4 Swan Boats @ \$450per boat
- 2 Duck Boats @\$300per boat

According to the Industrial Appraisal Company Salvage Value Report, dated 12/31/2023, the value of each swan is \$440 and the value of each duck is \$296.

### Motion & Voting

2024-#307

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Table the Matter RE Equipment Surplus, Round Lake Boats until June 3, 2024.

Motion by Dorey Houle, second by Mary Bingham.

Final Resolution: Motion Carries

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

## 7. New Business

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Subject : 7.7 2024 Monroe Volunteer Ambulance Corps Agreement

Meeting : May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA

Type : Action (Resolution), Discussion

Recommended Action : 2024-#  
BE IT RESOLVED that the Town Board of the Town of Monroe

## Motion & Voting

2024-#308

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion authorizing the Town Supervisor to sign the 2024 Agreement with the Monroe Volunteer Ambulance Corp.

Motion by Dorey Houle, second by Sal Scancarello.

Final Resolution: Motion Carries

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

## 7. New Business

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Subject : 7.8 Short Term Rental (STR) Tax

Meeting : May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA

Type : Action (Resolution), Discussion, Information

Recommended Action : 2024-#  
BE IT RESOLVED that the Town Board of the Town of Monroe

## Public Content

## Motion & Voting

2024-#309

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to authorize Counsel to look into what other towns are doing with fees in regard to Short Term Rental (STR) Tax.

Motion by Mary Bingham, second by Maureen Richardson.

Final Resolution: Motion Carries

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

## 8. Public Comment

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Subject : 8.1 Rules for Public Comment

Meeting : May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA

# Public Content

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

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

1 Rule 2 revised by Resolution of the Town Board on 03-06-2017 to add: and the subject matter of such public comment shall be limited to Town business. to the public hearing. Any comments made by a person made during public comment that relates to the subject of a public hearing, shall not be considered by the Town Board as part of such public hearing nor made part of the public hearing record. The only public comment to be accepted by the Town Board outside of a public hearing shall be written comments received during the time period set by the Town Board for such purpose.**RULE 4:**If a sign-in sheet is not available, a person may raise his/her hand to speak duringthe public participation period and/or public hearing and may speak during such public comment period/public hearing upon recognition of the Supervisor or Presiding Officer.**RULE 5:** Any person speaking during public comment or a public hearing, when recognized by the Presiding Officer, shall approach the podium for such purpose and state his or her name, the street and municipality where he /she resides resides, and if applicable, his/her group or entity affiliation.**RULE 6:**Town Board members shall not respond to a person speaking during the public comment period unless and until all persons desiring to speak during the Public comment period have finished speaking. At such time as all speakers have finished speaking during such public comment period, each Town Board member shall be allotted up to three (3) minutes in total to respond to any questions posed or to provide relevant information in response to the collective comments and questions of the public comment speakers.**RULE 7:**Town Board members shall not attempt to answer questions during the time that a speaker is presenting during public comment. Town Board members will note any questions asked and may respond to the speaker at the conclusion of the speakers publiccomments.**PUBLIC HEARINGS RULE 8:**Public comment during a Public Hearing shall be limited to five (5) minutes per speaker. In the event that a speaker is the subject of the Public Hearing or has a significant interest in the matter different from that of the general public, such speaker shall, upon approval of the Town Board, be allowed up to the (10) minutes during a public hearing. Yielding time or otherwise giving time to a speaker to extend their permissible time limit by another person shall not be permitted.**RULE 9:**Members of the public, other than those called as witnesses by the parties, shall not be permitted to speak during public hearings concerning the removal/discipline of a Town Officer or employee as such hearings shall be limited to presentation of evidenceand related submissions by Town representatives and the Town Officer or employee



subject to removal/discipline. Time limits during a public hearing concerning the removal/discipline of a Town Officer or employee shall not be applicable as such proceeding shall follow any applicable statute, rule or regulation and shall otherwise be overseen by the hearing officer or presiding officer.**RULE 10:**In the case of a public hearing, prior to the close or continuation of the public hearing, Town Board members may be allotted up to five (5) minutes each to respond to questions or otherwise provide relevant information in response to specific comments made by speakers during that session of the public hearing. Further, prior to the close of the public portion of the public hearing, each Town Board member may be allotted up to eight (8) minutes to speak on the issue that is the subject of the Public hearing. However, where the public hearing concerns removal of a Town Officer or employee, Town Board members, if the body making a determination, shall not speak regarding the merits of the proceedings until after the close of the public hearing when deliberations on removal/discipline have commenced.**RULE 11:**Written submissions related to public hearings must be made before the close of the public hearing as such time is set by the Town Board.

#### **GENERAL RULES**

**APPLICABLE TO ALL PUBLIC MEETINGS AND HEARINGS**  
**RULE 12:**The Town Clerk shall act as the timekeeper or the Town Board may designate another person to be the timekeeper.**RULE 13:**Members of the Town Board, speakers and audience members must observe proper decorum at all times. Any statements made during any part of the meeting or during a public hearing by the Supervisor, members of the Town Board, town officials or employees, or members of the general public shall not involve personal, impertinent, or slanderous attacks on individuals, regardless of whether the individual so attacked is an elected official, a town official or employee, or a member of the general public.**RULE 14:**Neither speakers, nor Town Board members shall use public comment periods or other time during such meeting for political campaigning purposes, including promoting their candidacy or speaking out against another candidate. However, nothing shall prohibit a candidate from speaking on an Town-related issue merely because he or she is a candidate for political office.**RULE 15:**Pursuant to New York State Town Law, the Town Supervisor or Presiding Officer shall control the Town Board meeting. The use of profane, vulgar, inflammatory, threatening, abusive, or disparaging language or racial or ethnic slurs directed at the Supervisor, members of the Town Board, meeting attendees shall not be tolerated and the Town Supervisor shall address any such incidents. Further, any statements, regardless of the nature of the statement, made by a person attending the meeting which is not made during such persons authorized speaking time shall not be tolerated and the Town Supervisor shall address any such incidents. The Town Board has a right to protect itself from disturbance from attendees at a meeting and may order, by majority vote, removal of an attendee, or there Presiding Officer direct removal of an attendee on his own. Removal at the direction of the Presiding Officer is subject to appeal of another Town Board member, but not to appeal of the attendee. Such appeal is not debatable.**RULE 16:**In circumstances where the Supervisor/Presiding Officer is not attempting to exert control over the meeting, is temporarily absent, or is the source of the present disorder at the meeting and is failing to preside over the meeting, such Supervisor/Presiding Officer may then be deemed absent as the Presiding Officer by approval of a majority of the Town Board. In such case, a Town Board member may make a motion to suspend the Rules and appoint the Acting Supervisor to take over the role of Presiding Officer until such time as the Supervisor or original Presiding Officer is able to properly return to performing his/her role as Presiding Officer. If the Acting Supervisor is determined to be absent for presiding purposes, the Town Board member making such motion shall propose another Town Board member to act as the Presiding Officer during the absence of the Supervisor/original Presiding Officer.**RULE 17:**Comments by speakers must be addressed to the Town Board and shall not be addressed to the audience. Further, attendees may not address the Town Board unless first recognized by the Supervisor or Presiding Officer.**RULE 18:**Discussion and exchanges between active speakers and attendees/audience members of the public meeting or hearing are prohibited. A speaker may, however, when properly recognized, state agreement or disagreement with the views of prior speakers in his /her comments directed to the Town Board.**RULE 19:**Banners or other signs are not permitted in the meeting room unless, nor shall distribution of flyers within the meeting room be permitted. Nothing shall prohibit a person from holding a lawful sign or handing out flyers outside of the meeting location.**RULE 20:**If the Supervisor or Presiding Officer fails to enforce the rules set forth herein, any member of the Town Board may move to require him or her to do so, and an affirmative vote of the majority of the Town Board shall require him or her to do so. Any decision by the Presiding Officer relating to enforcement of the rules set forth herein may be appealed and subsequently overturned by a vote of the majority of Town Board members. Such appeal may be raised by a Town Board member or the affected attendee if properly recognized.**RULE 21:**Any person who disregards the directives of the Supervisor or the Presiding Officer in enforcing the rules or who generally conducts himself or herself in a boisterous or inappropriate manner while addressing the Town Board thereby disturbs the peace at a such meeting and will be barred from further participation and shall

forfeit any balance of time remaining for his or her comments.**RULE 22:**If a speaker who has violated these rules refuses to step down or to refrain from committing/ continuing such violation(s), the Supervisor or the Presiding Officer may direct the individual to leave the meeting room. If the individual declines and/or refuses to leave the meeting room, the Supervisor or Presiding Officer may request the individual to be removed from the meeting room and charged with disorderly conduct as per the New York State Penal Law. The Supervisors determination is subject to the appeal provisions set forth above as well as the absence of the Supervisor /Presiding Officer provisions of these rules. The Town Board may, by resolution, designate the person who will sign the supporting deposition and/or Court Information document charging the removed person with Disorderly Conduct.**RULE 23:** The following provisions, as modified herein, of Rule 49 of Roberts Rules concerning Small Boards shall apply to the Town Board of the Town of Monroe: a. Members may raise a hand or asked to be recognized, instead of standing when seeking to obtain the floor and may remain seated when making motions or speaking. b. The Presiding Officer need not rise while putting questions to a vote. c. The Presiding Officer may without leaving the chair speak in informal discussions and in debate and may vote on all questions as provided for by Code or law.**RULE 24:**While there is no statute or applicable regulation that requires an Meeting Agenda to be prepared for Town Board meetings, the Town Board desires to have an Agendas prepared and distributed prior to Town Board meetings. The order of business at regular Town Board meetings shall be as follows: 1. REGULAR MEETING a. Call to Order; Pledge of Allegiance b. Approval of Minutes c. Upcoming Meeting Dates & General Announcements 2. SPECIAL ORDERS 3. DEPARTMENTAL MONTHLY REPORTS (Alphabetical Order) 4. OLD BUSINESS 5. NEW BUSINESS 6. PUBLIC COMMENT 7. EXECUTIVE SESSION (If necessary) 8. ADJOURNMENT A Board member seeking to take up a matter out of order on the agenda or to introduce a new item of business may may request such change on consent of the Town Board, or may (if consent is denied or the member expects the matter to be contested make a motion to suspend the rules for such purpose, identifying the requested change to the Agenda or the new business to be raised. Upon approval of the majority of the Town Board, such business may be taken up immediately by the Town Board. The Presiding Officer shall prepare and cause to be distributed, Town Board meeting Agendas, in conformance with the Order of Business, as applicable. Pursuant to Roberts Rules, the Agenda distributed in advance to the Town Board is not binding on the Town Board, except as to the Order of Business set forth above. However, as set forth above, the Meeting Agenda, including the Order of Business and specific Agenda items may be modified upon approval of a majority of the Town Board. The Presiding Officer will announce each Agenda item as it is reached on the Agenda (or amended Agenda). Prior to the business being taken up, a member may move to to lay the matter on the table, postpone the matter or refer it to a committee.**RULE 25:**Recesses may be taken for a stated period of time either upon consent, without objection, or upon approval of a motion by a Town Board member.**RULE 26:** These Town Board Rules may be amended by a Resolution of the Town Board approved by a majority of the Town Board.**RULE 27:**The above rules shall take effect at the next ensuing meeting of the Town Board following the adoption of these rules.**RULE 28:**The Presiding Officer, or any Town Board member may request an interpretation of these Rules from the Town Attorney. A current copy of these Town of Monroe Meeting Rules shall be maintained by the Town Clerk and be made available to the public. 6. This Resolution shall be effective immediately. The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows: Yea Nay Abstain Absent Harley Doles, Supervisor [ ] [ ] [ ] [ X ] Anthony Cardone, Acting Supervisor[ X ] [ ] [ ] [ ] Gerard McQuade, Councilman [ ] [ X ] [ ] [ ] Michael McGinn, Councilman [ X ] [ ] [ ] [ ] Richard Colon, Councilman [ X ] [ ] [ ] [ ] The Resolution was thereupon duly adopted. TOWN OF MONROE TOWN BOARD MEETING RULES History of adoption and amendments. February 27, 2017: Town Board Rules adopted by Resolution of the Town Board. March 6, 2017: Rule 2 amended by Resolution of the Town Board to add: and the subject matter of such public comment shall be limited to Town business.

## 8. Public Comment

|           |                                                 |
|-----------|-------------------------------------------------|
| Subject : | 8.2 Public Comment                              |
| Meeting : | May 20, 2024 - 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 #8.2,

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

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|----------------------|---------------------------------------------------------------------------------------------------------------------------------|
| Subject :            | 9.1 Enter into Executive Session                                                                                                |
| Meeting :            | May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA                                                                                 |
| Type :               | Action (Resolution), Information                                                                                                |
| Recommended Action : | 2024-#<br>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

2024-#310  
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 Dorey Houle, second by Sal Scancarello.  
Final Resolution: Motion Carries  
Aye: Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson

## 10. Return to Regular Meeting

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|----------------------|------------------------------------------------------------------------------------------------------------|
| Subject :            | 10.1 Return to Regular Meeting                                                                             |
| Meeting :            | May 20, 2024 - MONROE TOWN BOARD MEETING AGENDA                                                            |
| Type :               | Action (Resolution), Information                                                                           |
| Recommended Action : | 2024-#<br>BE IT RESOLVED, that the Town Board of the Town of Monroe approves to return to regular session. |

## Motion & Voting

2024-#311  
BE IT RESOLVED, that the Town Board of the Town of Monroe approves to return to regular session.

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

## 11. Adjournment

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| Subject : | 11.1 Adjournment of Meeting |
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|----------------------|----------------------------------------------------------------------------------------------------------------|
| Meeting :            | May 20, 2024 - MONROE TOWN BOARD MEETING<br>AGENDA                                                             |
| Type :               | Action (Resolution)                                                                                            |
| Recommended Action : | 2024-#<br>BE IT RESOLVED that the Town Board of the Town of<br>Monroe adjourns the meeting of May 20, 2024, at |

## Public Content

### Motion & Voting

2024-#312  
BE IT RESOLVED that the Town Board of the Town of Monroe adjourns the meeting of May 20, 2024,  
at 8:44 PM.

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