

Tuesday, January 2, 2024

MONROE TOWN BOARD RE-ORGANIZATIONAL 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 of Allegiance
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	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 Meeting of January 2, 2024
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-#1 BE IT RESOLVED, that the Town of Board of the Town of Monroe Made a Motion to open the Town Board Re-Org Meeting of January 2, 2024.

Public Content

File Attachments

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

Motion & Voting

2024-#1

BE IT RESOLVED, that the Town of Board of the Town of Monroe Made a Motion to open the Town Board Re-Org Meeting of January 2, 2024.

Motion by Sal Scancarello, second by Mary Bingham.

Final Resolution: Motion Carries

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

3. Community Announcements

Subject :	3.1 Recognition of Service, Mike McGinn
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Presentations

Public Content

4. Elected Officials Swearing in Ceremony

Subject :	4.1 Elected Officials Swearing in Ceremony
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Information

Public Content

ELECTED OFFICERS TERM EXPIRES

James McKnight, Town Justice 12/31/2027

James "Pat" Patterson, Highway Superintendent 12/31/2027

Valerie Bitzer, Town Clerk 12/31/2027

Salvatore Scancarello, Councilperson 12/31/2027

Maureen Richardson, Councilperson 12/31/2027

Audra Schwartz, Town Justice 12/31/2025

Mary Bingham, Councilperson12/31/2025

Dorey Houle, Councilperson12/31/2025

Anthony Cardone, Supervisor 12/31/2025

5. Community Announcements Continued

Subject :	5.1 2024 Tax Collector's Notice
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Information

Public Content

File Attachments

6. Town Officers

Subject :	6.1 Elected Officers
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Information

Public Content

Sec. 25 of the TOWN LAW requires oath of office for every town official within 15 days after commencement of office. Sec. 10 of the PUBLIC OFFICERS LAW requires the oath of office of every municipal officer to be on file in the office of the clerk of the municipality.

ELECTED OFFICERS TERM EXPIRES

Anthony Cardone, Supervisor 12/31/2025

Dorey Houle, Councilperson 12/31/2025

Mary Bingham, Councilperson 12/31/2025

Sal Scancarello, Councilperson 12/31/2027

Maureen Richardson, Councilperson 12/31/2027

Valerie Bitzer, Town Clerk 12/31/2027

Audra Schwartz, Town Justice 12/31/2025

James McKnight, Town Justice 12/31/2027

James "Pat" Patterson, Highway Superintendent 12/31/2027

7. Officers Appointed By the Town Board

Subject :	7.1 Acting Supervisor
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-# BE IT RESOLVED, that the Town of Board of the Town of Monroe hereby appoints Dorey Houle as Acting Supervisor term to expire 12/31/24.

Public Content

Motion & Voting

2024-#2

BE IT RESOLVED, that the Town of Board of the Town of Monroe hereby appoints Dorey Houle as Acting Supervisor term to expire 12/31/24.

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

7. Officers Appointed By the Town Board

Subject :	7.2 Registrar of Vital Statistics
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution), Information
Recommended Action :	2024-# BE IT RESOLVED, that the Town of Board of the Town of Monroe appoints Valerie Bitzer as Registrar of Vital Statistics. Coterminous with term of office of Town Clerk, Public Health Law 4121, 4123.

Public Content

Registrar of Vital Statistics

Valerie Bitzer, Coterminous with term of office of Town Clerk, Public Health Law 4121, 4123.

Motion & Voting

2024-#3

BE IT RESOLVED, that the Town of Board of the Town of Monroe appoints Valerie Bitzer as Registrar of Vital Statistics. Coterminous with term of office of Town Clerk, Public Health Law 4121, 4123.

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

7. Officers Appointed By the Town Board

Subject :	7.3 Deputy Registrar
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution), Information
Recommended Action :	2024-# BE IT RESOLVED that the Town of Board of the Town of Monroe appoints Patricia Kasch as Deputy Registrar. Term to expire 12/31/2024 (Registrar Appointment).

Public Content

Deputy Registrar.... Patricia Kasch term to expire 12/31/2024 (Registrar Appointment)

Motion & Voting

2024-#4
BE IT RESOLVED that the Town of Board of the Town of Monroe appoints Patricia Kasch as Deputy Registrar. Term to expire 12/31/2024 (Registrar Appointment).

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. Officers Appointed By the Town Board

Subject :	7.4 Town Marriage Officer
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-# BE IT RESOLVED, that the Town Board of the Town of Monroe approves the Town Clerk Valerie Bitzer as a Town Marriage Officer pursuant to the provisions of the Domestic Relations Law.

Public Content

Motion & Voting

2024-#5
BE IT RESOLVED, that the Town Board of the Town of Monroe approves the Town Clerk Valerie Bitzer as a Town Marriage Officer pursuant to the provisions of the Domestic Relations Law.

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

7. Officers Appointed By the Town Board

Subject :	7.5 Tax Collector
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-# BE IT RESOLVED, that the Town of Board of the Town of Monroe hereby appoints Valerie Bitzer as Tax Collector, term to expire 12/31/24.

Public Content

Motion & Voting

2024-#6
BE IT RESOLVED, that the Town of Board of the Town of Monroe hereby appoints Valerie Bitzer as Tax Collector, term to expire 12/31/24.

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

7. Officers Appointed By the Town Board

Subject :	7.6 1st Deputy Tax Collector
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-# BE IT RESOLVED that the Town of Board of the Town of Monroe hereby appoints Patricia Kasch as 1st Deputy Tax Collector, term to expire 12/31/24.

Public Content

Motion & Voting

2024-#7
BE IT RESOLVED that the Town of Board of the Town of Monroe hereby appoints Patricia Kasch as 1st Deputy Tax Collector, term to expire 12/31/24.

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. Officers Appointed By the Town Board

Subject :	7.7 2nd Deputy Tax Collector
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-# BE IT RESOLVED that the Town of Board of the Town of Monroe hereby appoints Barbara Singer as 2nd Deputy Tax Collector, term to expire 12/31/24.

Public Content

Motion & Voting

2024-#8
BE IT RESOLVED that the Town of Board of the Town of Monroe hereby appoints Barbara Singer as 2nd Deputy Tax Collector, term to expire 12/31/24.

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

7. Officers Appointed By the Town Board

Subject :	7.8 Tax Collector's 2024 Liability Certificate
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution), Minutes
Recommended Action :	2024-# BE IT RESOLVED that the Town Board of the Town of Monroe approves for the Supervisor and Town Council Members to sign the certificate of liability insurance for the Tax Collector which is to be filed in the Department of Finance in Orange County. **The 24-25 term Certificate of Insurance can be issued after the 01/29/2024 renewal term has been bound with NYMIR.

Public Content

Motion & Voting

2024-#9
BE IT RESOLVED that the Town Board of the Town of Monroe approves for the Supervisor and Town Council Members to sign the certificate of liability insurance for the Tax Collector which is to be filed in the Department of Finance in Orange County. **The 24-25 term Certificate of Insurance can be issued after the 01/29/2024 renewal term has been bound with NYMIR.

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

7. Officers Appointed By the Town Board

Subject :	7.9 Town Engineer
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-# BE IT RESOLVED that the Town Board of the Town of Monroe hereby appoints MHE as Town Engineer, term to expire 12/31/24.

Public Content

Motion & Voting

2024-#10

BE IT RESOLVED that the Town Board of the Town of Monroe hereby appoints MHE as Town Engineer, term to expire 12/31/24.

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. Officers Appointed by the Supervisor

Subject :	8.1 Secretary to the Supervisor
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-# BE IT RESOLVED, that the Town of Board of the Town of Monroe hereby appoints Jennifer Schnaars as Secretary to the Supervisor, term to expire 12/31/25.

Public Content

Motion & Voting

2024-#11

BE IT RESOLVED, that the Town of Board of the Town of Monroe hereby appoints Jennifer Schnaars as Secretary to the Supervisor, term to expire 12/31/25.

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. Officers Appointed by the Supervisor

Subject :	8.2 Historian
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution), Information
Recommended Action :	2024-# BE IT RESOLVED that the Town Board of the Town of Monroe hereby appoints James Nelson as the Town of Monroe Historian, term to expire 12/31/24.

Public Content

Motion & Voting

2024-#12
BE IT RESOLVED that the Town Board of the Town of Monroe hereby appoints James Nelson as the Town of Monroe Historian, term to expire 12/31/24.

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. Officers Appointed By The Town Clerk

Subject :	9.1 Deputy Town Clerk 1st Deputy
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution), Information
Recommended Action :	2024-# BE IT RESOLVED, that the Town of Board of the Town of Monroe hereby appoints Patricia Kasch as 1st Deputy Town Clerk, term to expire 12/31/27.

Public Content

Terms of Office to be Coterminous with term of office of Town Clerk

OFFICE_____TERM EXPIRES

1stDeputy Town Clerk, Patricia Kasch 12/31/2027
2nd Deputy Town Clerk, Barbara Singer 12/31/2027

Motion & Voting

2024-#13
BE IT RESOLVED, that the Town of Board of the Town of Monroe hereby appoints Patricia Kasch as 1st Deputy Town Clerk, term to expire 12/31/27.

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. Officers Appointed By The Town Clerk

Subject :	9.2 Deputy Town Clerk 2nd Deputy
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-# BE IT RESOLVED that the Town of Board of the Town of Monroe hereby appoints Barbara Singer as 2nd Deputy

Public Content

Terms of Office to be Coterminous with term of office of Town Clerk

OFFICE _____ TERM EXPIRES _____

1st Deputy Town Clerk, Patricia Kasch 12/31/2027

2nd Deputy Town Clerk, Barbara Singer 12/31/2027

Motion & Voting

2024-#14

BE IT RESOLVED that the Town of Board of the Town of Monroe hereby appoints Barbara Singer as 2nd Deputy Town Clerk, term to expire 12/31/27.

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

10. Officers Appointed By Superintendent of Highways

Subject :	10.1 Working Leader A
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-# BE IT RESOLVED that the Town of Board of the Town of Monroe

Public Content

Motion & Voting

2024-#15

BE IT RESOLVED that the Town of Board of the Town of Monroe Made a Motion to Table the matter RE: Working Leader A as per a recommendation from the Highway Superintendent.

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

10. Officers Appointed By Superintendent of Highways

Subject :	10.2 Working Leader B
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA

Type :

Action (Resolution)

Recommended Action :

2024-#

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

Public Content

Motion & Voting

2024-#16

BE IT RESOLVED that the Town of Board of the Town of Monroe Made a Motion to Table the matter
RE: Working Leader B as per a recommendation from the Highway Superintendent.

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

11. Planning Board Appointments By Town Board

Subject :

11.1 Planning Board Chairperson

Meeting :

Jan 2, 2024 - MONROE TOWN BOARD RE-
ORGANIZATIONAL AGENDA

Type :

Action (Resolution), Minutes

Recommended Action :

2024-#

BE IT RESOLVED, that the Town of Board of the Town of
Monroe hereby re-appoints Bonnie Franson as Planning
Board Chairperson, term to expire 12/31/24.

Public Content

Motion & Voting

2024-#17

BE IT RESOLVED, that the Town of Board of the Town of Monroe hereby re-appoints Bonnie Franson
as Planning Board Chairperson, term to expire 12/31/24.

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

11. Planning Board Appointments By Town Board

Subject :

11.2 Planning Board Members

Meeting :

Jan 2, 2024 - MONROE TOWN BOARD RE-
ORGANIZATIONAL AGENDA

Type :

Action (Resolution), Information

Recommended Action :

2024-#

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

Monroe hereby re-appoints Jeffrey Manson as Planning Board Member, slot #5, term to expire 12/31/27.

Public Content

PLANNING BOARD (5 year terms)

ONE MEMBER AND CHAIRMAN DESIGNATED ANNUALLY

NAME TERM EXPIRES

- 1. NICHOLAS NAPOLI 12/31/2028
- 2. BONNIE FRANSON 12/31/2024
- 3. DYLAN PENN 12/31/2025
- 4. PATRICKSHEA 12/31/2026
- 5.JEFFERY MANSON 12/31/2027

ALTERNATE TERM EXPIRES (2 year terms)

- 1. ROBERT GARSTAK 12/31/2025
- 2. LOUIS RIVERA 12/31/2025

Motion & Voting

2024-#18
BE IT RESOLVED, that the Town of Board of the Town of Monroe hereby re-appoints Jeffrey Manson as Planning Board Member, slot #5, term to expire 12/31/27.

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

11. Planning Board Appointments By Town Board

Subject :	11.3 Planning Board Members
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution), Information
Recommended Action :	2024-# BE IT RESOLVED, that the Town of Board of the Town of Monroe hereby re-appoints Robert Garstack as Planning Board Alternate Member, slot #1, term to expire 12/31/25.

Public Content

PLANNING BOARD (5 year terms)

ONE MEMBER AND CHAIRMAN DESIGNATED ANNUALLY

NAME TERM EXPIRES

- 1. NICHOLAS NAPOLI 12/31/2028
- 2. BONNIE FRANSON 12/31/2024
- 3. DYLAN PENN 12/31/2025
- 4. PATRICKSHEA 12/31/2026
- 5. JEFFERY MANSON 12/31/2027

ALTERNATE TERM EXPIRES (2 year terms)

- 1. ROBERT GARSTAK 12/31/2025
- 2. LOUIS RIVERA 12/31/2025

Motion & Voting

2024-#19
BE IT RESOLVED, that the Town of Board of the Town of Monroe hereby re-appoints Robert Garstack as Planning Board Alternate Member, slot #1, term to expire 12/31/25.

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

11. Planning Board Appointments By Town Board

Subject :	11.4 Planning Board Members
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution), Information
Recommended Action :	2024-# BE IT RESOLVED, that the Town of Board of the Town of Monroe hereby re-appoints Louis Rivera as Planning Board Alternate Member, slot #2, term to expire 12/31/25.

Public Content

PLANNING BOARD (5 year terms)

ONE MEMBER AND CHAIRMAN DESIGNATED ANNUALLY

NAME TERM EXPIRES

- 1. NICHOLAS NAPOLI 12/31/2028

- 2. BONNIE FRANSON 12/31/2024
- 3. DYLAN PENN 12/31/2025
- 4. PATRICKSHEA 12/31/2026
- 5.JEFFERY MANSON 12/31/2027

ALTERNATE TERM EXPIRES (2year terms)

- 1. ROBERT GARSTAK 12/31/2025
- 2. LOUIS RIVERA 12/31/2025

Motion & Voting

2024-#20
BE IT RESOLVED, that the Town of Board of the Town of Monroe hereby re-appoints Louis Rivera as Planning Board Alternate Member, slot #2, term to expire 12/31/25.

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

11. Planning Board Appointments By Town Board

Subject :	11.5 Planning Board Attorney Appointment
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-# BE IT RESOLVED that the Town Board of the Town of Monroe appoints the firm of Naughton & Torre, LLP as the Town of Monroe Planning Board Attorney.

Public Content

Motion & Voting

2024-#21
BE IT RESOLVED that the Town Board of the Town of Monroe appoints the Firm of Naughton & Torre, LLP as the Town of Monroe Planning Board Attorney.

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

12. Zoning Board of Appeals Appointments By Town Board

Subject :	12.1 Zoning Board of Appeals Chairperson
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Meeting : Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA

Type : Action (Resolution)

Recommended Action : 2024-#
BE IT RESOLVED, that the Town of Board of the Town of Monroe hereby re-appoints Francis Postiglione as Zoning Board of Appeals Chairperson, term to expire 12/31/24.

Public Content

Motion & Voting

2024-#22
BE IT RESOLVED, that the Town of Board of the Town of Monroe hereby re-appoints Francis Postiglione as Zoning Board of Appeals Chairperson, term to expire 12/31/24.

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

12. Zoning Board of Appeals Appointments By Town Board

Subject : 12.2 Zoning Board of Appeals Members

Meeting : Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA

Type : Action (Resolution)

Recommended Action : 2024-#
BE IT RESOLVED that the Town of Board of the Town of Monroe hereby re-appoints John Seeley as Zoning Board of Appeals Member, slot #4, term to expire 12/31/2028.

Public Content

ZONING BOARD OF APPEALS (5 year terms)

NAME TERM EXPIRES

1	Kevin Scully	12/31/2024
2	Francis "Chip" Postiglione	12/31/2025
3	Steven Thau	12/31/2026
4	John Seeley	12/31/2028
5	Marci Daniel	12/31/2027

Alternate Members (2 year terms)

1	Zack Murphy	12/31/2024
2	Vacant	12/31/2024

Motion & Voting

2024-#23

BE IT RESOLVED that the Town of Board of the Town of Monroe hereby re-appoints John Seeley as Zoning Board of Appeals Member, slot #4, term to expire 12/31/2028.

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

12. Zoning Board of Appeals Appointments By Town Board

Subject : 12.3 Zoning Board of Appeals Attorney Appointment

Meeting : Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA

Type : Action (Resolution)

Recommended Action : 2024-#
BE IT RESOLVED that the Town Board of the Town of Monroe appoints the firm of Feerick Nugent MacCartney PLLC as the Town of Monroe Zoning Board of Appeals Attorney.

Public Content

Motion & Voting

2024-#24

BE IT RESOLVED that the Town Board of the Town of Monroe appoints the firm of Feerick Nugent MacCartney PLLC as the Town of Monroe Zoning Board of Appeals Attorney.

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

13. Town Counsel Appointment

Subject : 13.1 Town Counsel Appointment

Meeting : Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA

Type : Action (Resolution)

Recommended Action : 2024-#
BE IT RESOLVED that the Town Board of the Town of Monroe appoints the firm of Feerick Nugent MacCartney PLLC as the Town of Monroe Town Counsel Attorney.

Public Content

Motion & Voting

2024-#25

BE IT RESOLVED that the Town Board of the Town of Monroe appoints the Firm of Feerick Nugent MacCartney PLLC as the Town of Monroe Town Counsel Attorney. Term to expire 12/31/2024.

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

14. Board of Ethics Appontment by Town Board

Subject : 14.1 Board of Ethics Member

Meeting : Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA

Type : Action (Resolution), Information

Recommended Action : 2024-#
BE IT RESOLVED, that the Town of Board of the Town of Monroe hereby appoints Ann Marie Morris as Board of Ethics Member, slot #1, term to expire 12/31/26.

Public Content

BOARD OF ETHICS (*The Board of Ethics is now a 3 year term verusprevious 5 year terms per March 2019 Code of Ethics Revision)

(MONROE TOWN CODE Sec. 4-7 GENERAL MUNI. LAW Sec. 808) NINE MEMBERS (ONE OF WHOM MUST BE ELECTED OR AN

APPOINTED TOWN EMPLOYEE)

	Name	Term Expiration
1	Ann Marie Morris (Secretary)	12/31/2026
2	Mike Egan	12/31/2024
3	Jack Collins	12/31/2026
4	Lawrence Lezak	12/31/2025
5	Thomas Sullivan (Chair)	12/31/2025
6	Kathleen Aherne	12/31/2025
7	Michael McGinn	12/31/2026
8	Paul Phelan	12/31/2024
9	Joseph Mancuso	12/31/2024

Motion & Voting

2024-#26

BE IT RESOLVED, that the Town of Board of the Town of Monroe hereby appoints Ann Marie Morris as Board of Ethics Member, slot #1, term to expire 12/31/26.

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

Final Resolution: Motion Carries

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

Nay: Maureen Richardson

14. Board of Ethics Appontment by Town Board

Subject : 14.2 Board of Ethics Member

Meeting : Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA

Type : Action (Resolution), Information

Recommended Action : 2024-#
BE IT RESOLVED, that the Town of Board of the Town of Monroe hereby appoints Lawrence Lezak as Board of Ethics Member, slot #4, term to expire 12/31/25.

Public Content

BOARD OF ETHICS (*The Board of Ethics is now a 3 year term verusprevious 5 year terms per March 2019 Code of Ethics Revision)

(MONROE TOWN CODE Sec. 4-7 GENERAL MUNI. LAW Sec. 808) NINE MEMBERS (ONE OF WHOM MUST BE ELECTED OR AN

APPOINTED TOWN EMPLOYEE)

	Name	Term Expiration
1	Ann Marie Morris (Secretary)	12/31/2026
2	Mike Egan	12/31/2024
3	Jack Collins	12/31/2026
4	Lawrence Lezak	12/31/2025
5	Thomas Sullivan (Chair)	12/31/2025
6	Kathleen Aherne	12/31/2025
7	Michael McGinn	12/31/2026
8	Paul Phelan	12/31/2024
9	Joseph Mancuso	12/31/2024

Motion & Voting

2024-#27

BE IT RESOLVED, that the Town of Board of the Town of Monroe hereby appoints Lawrence Lezak as Board of Ethics Member, slot #4, term to expire 12/31/25.

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

14. Board of Ethics Appontment by Town Board

Subject : 14.3 Board of Ethics Member

Meeting : Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA

Type :Action (Resolution), Information

Recommended Action :2024-#
BE IT RESOLVED that the Town of Board of the Town of Monroe hereby appoints Michael McGinn as Board of Ethics Member, slot #7, term to expire 12/31/26.

Public Content

BOARD OF ETHICS (*The Board of Ethics is now a 3 year term verusprevious 5 year terms per March 2019 Code of Ethics Revision)

(MONROE TOWN CODE Sec. 4-7 GENERAL MUNI. LAW Sec. 808) NINE MEMBERS (ONE OF WHOM MUST BE ELECTED OR AN

APPOINTED TOWN EMPLOYEE)

	Name	Term Expiration
1	Ann Marie Morris (Secretary)	12/31/2026
2	Mike Egan	12/31/2024
3	Jack Collins	12/31/2026
4	Lawrence Lezak	12/31/2025
5	Thomas Sullivan (Chair)	12/31/2025
6	Kathleen Aherne	12/31/2025
7	Michael McGinn	12/31/2026
8	Paul Phelan	12/31/2024
9	Joseph Mancuso	12/31/2024

Motion & Voting

2024-#28
BE IT RESOLVED that the Town of Board of the Town of Monroe hereby appoints Michael McGinn as Board of Ethics Member, slot #7, term to expire 12/31/26.

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

15. Conservation Advisory Council Appointments By Town Board

Subject :15.1 Conservation Advisory Chairperson

Meeting :Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA

Type :Action (Resolution)

Recommended Action :2024-#
BE IT RESOLVED that the Town of Board of the Town of Monroe Re-appoints Dennis Fordham as Conservation Advisory Chairperson, term to expire 12/31/2024.

Motion & Voting

2024-#29
BE IT RESOLVED that the Town of Board of the Town of Monroe Re-appoints Dennis Fordham as Conservation Advisory Chairperson, term to expire 12/31/2024.

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

15. Conservation Advisory Council Appointments By Town Board

Subject :	15.2 Conservation Advisory Council Member (Secretary)
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-# BE IT RESOLVED that the Town of Board of the Town of Monroe hereby re-appoints Nina Petito as Conservation Advisory Council Member (Secretary), slot #3, term to expire 12/31/2025.

Public Content

CONSERVATION ADVISORY COUNCIL MEMBERS (2 year terms)

Conservation Advisory Council (2 year terms)

	Name	Term Expiration
1	Charlie Pakula	12/31/2024
2	Mikkel Finsen	12/31/2024
3	Nina Petito	12/31/2025
4	Fred Schuepfer	12/31/2025
5	Mario Gutierrez	12/31/2025
6	Sam Ventola	12/31/2025
7	Dennis Fordham	12/31/2025

Motion & Voting

2024-#30
BE IT RESOLVED that the Town of Board of the Town of Monroe hereby re-appoints Nina Petito as Conservation Advisory Council Member (Secretary), slot #3, term to expire 12/31/2025.

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

15. Conservation Advisory Council Appointments By Town Board

Subject :	15.3 Conservation Advisory Council Member
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-# BE IT RESOLVED that the Town of Board of the Town of Monroe hereby re-appoints Fred Schuepfer as Conservation Advisory Council Member, slot #4, term to expire 12/31/2025.

Public Content

CONSERVATION ADVISORY COUNCIL MEMBERS (2 year terms)

Conservation Advisory Council (2 year terms)		
	Name	Term Expiration
1	Charlie Pakula	12/31/2024
2	Mikkel Finsen	12/31/2024
3	Nina Petito	12/31/2025
4	Fred Schuepfer	12/31/2025
5	Mario Gutierrez	12/31/2025
6	Sam Ventola	12/31/2025
7	Dennis Fordham	12/31/2025

Motion & Voting

2024-#31
BE IT RESOLVED that the Town of Board of the Town of Monroe hereby re-appoints Fred Schuepfer as Conservation Advisory Council Member, slot #4, term to expire 12/31/2025.

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

15. Conservation Advisory Council Appointments By Town Board

Subject :	15.4 Conservation Advisory Council Member
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Meeting :Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA

Type :Action (Resolution)

Recommended Action :2024-#
BE IT RESOLVED that the Town of Board of the Town of Monroe hereby re-appoints Mario Gutierrez as Conservation Advisory Council Member, slot #5, term to expire 12/31/2025.

Public Content

CONSERVATION ADVISORY COUNCIL MEMBERS (2 year terms)

Conservation Advisory Council (2 year terms)		
	Name	Term Expiration
1	Charlie Pakula	12/31/2024
2	Mikkel Finsen	12/31/2024
3	Nina Petito	12/31/2025
4	Fred Schuepfer	12/31/2025
5	Mario Gutierrez	12/31/2025
6	Sam Ventola	12/31/2025
7	Dennis Fordham	12/31/2025

Motion & Voting

2024-#32
BE IT RESOLVED that the Town of Board of the Town of Monroe hereby re-appoints Mario Gutierrez as Conservation Advisory Council Member, slot #5, term to expire 12/31/2025.

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

15. Conservation Advisory Council Appointments By Town Board

Subject :15.5 Conservation Advisory Council Member

Meeting :Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA

Type :Action (Resolution)

Recommended Action :2024-#
BE IT RESOLVED that the Town of Board of the Town of Monroe hereby re-appoints Sam Ventola as Conservation Advisory Council Member, slot #6, term to expire 12/31/2025.

Public Content

CONSERVATION ADVISORY COUNCIL MEMBERS (2 year terms)

Conservation Advisory Council (2 year terms)

	Name	Term Expiration
1	Charlie Pakula	12/31/2024
2	Mikkel Finsen	12/31/2024
3	Nina Petito	12/31/2025
4	Fred Schuepfer	12/31/2025
5	Mario Gutierrez	12/31/2025
6	Sam Ventola	12/31/2025
7	Dennis Fordham	12/31/2025

Motion & Voting

2024-#33
BE IT RESOLVED that the Town of Board of the Town of Monroe hereby re-appoints Sam Ventola as Conservation Advisory Council Member, slot #6, term to expire 12/31/2025.

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

15. Conservation Advisory Council Appointments By Town Board

Subject :	15.6 Conservation Advisory Council Member
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-# BE IT RESOLVED that the Town of Board of the Town of Monroe hereby re-appoints Dennis Fordham as Conservation Advisory Council Member, slot #7, term to expire 12/31/2025.

Public Content

CONSERVATION ADVISORY COUNCIL MEMBERS (2 year terms)

Conservation Advisory Council (2 year terms)

	Name	Term Expiration
1	Charlie Pakula	12/31/2024
2	Mikkel Finsen	12/31/2024
3	Nina Petito	12/31/2025
4	Fred Schuepfer	12/31/2025
5	Mario Gutierrez	12/31/2025
6	Sam Ventola	12/31/2025
7	Dennis Fordham	12/31/2025

Motion & Voting

2024-#34

BE IT RESOLVED that the Town of Board of the Town of Monroe hereby re-appoints Dennis Fordham as Conservation Advisory Council Member, slot #7, term to expire 12/31/2025.

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

16. Smith's Clove Park Commission Appointment By Town Board

Subject :	16.1 Smith's Clove Park Commission
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution), Information
Recommended Action :	2024-# BE IT RESOLVED that the Town Board of the Town of Monroe hereby re-appoint Andrew Calvano to the Town of Monroe slot #2 on the Monroe Joint Park Commission. Term to expire 12-31-2028.

Public Content

Smith's Clove Park CommissionAppointments by Town of Monroe Town Board (5 year terms)

Monroe Joint Parks and Recreation Commission

Town Appointments

	Name	Term Expiration
1	Yesenia Lendor-Montero	12/31/2024
2	Andrew Calvano	12/31/2028
3	Chris Sullivan - Chairperson	12/31/2025

4	Mary Elizabeth Burton	12/31/2026
5	Tony Schaffer	12/31/2027

Motion & Voting

2024-#35

BE IT RESOLVED that the Town Board of the Town of Monroe hereby re-appoint Andrew Calvano to the Town of Monroe slot #2 on the Monroe Joint Park Commission. Term to expire 12/31/2028.

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

17. Board of Assessment Review (B.A.R.) Appointment By Town Board

Subject :	17.1 Board of Assessment Review (B.A.R.) Appointment
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2024-# BE IT RESOLVED that the Town Board of the Town of Monroe appoints Satina Lopez to the Board of Assessment Review, Slot #1, term to expire 9/30/2028.

Public Content

Board of Assessment Review Appointments by Town of Monroe Town Board (5 year terms)

Board of Assessment Review (B.A.R.)
Town Appointments

	Name	Term Expiration
1	Satina Lopez	9/30/2028
2	Susan Cagney	9/30/2024
3	Laura Fernandez	9/30/2025

Motion & Voting

2024-#36

BE IT RESOLVED that the Town Board of the Town of Monroe appoints Satina Lopez to the Board of Assessment Review, Slot #1, term to expire 9/30/2028.

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

18. Moodna Commission Appointment by Town Board

Subject : 18.1 Moodna Commission Appointment
Meeting : Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type : Action (Resolution), Information
Recommended Action : 2024-#
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to appoint Councilwoman Dorey Houle to the Moodna Commission.

Public Content

Motion & Voting

2024-#37

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to appoint Councilwoman Dorey Houle to the Moodna Commission.

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

2024-#38

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Table the matter RE the appointment of Councilwoman Dorey Houle to the Moodna Commission until a compliance opinion from the Board of Ethics is received.

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

Final Resolution: Motion Carries

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

2024-#39

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to appoint Steve Thau to the Moodna Commission.

*Recall Vote taken in item #35.1

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

Final Resolution: Motion Carries

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

Nay: Mary Bingham

19. Official Undertaking By Town Officers

Subject : 19.1 Official Undertaking by Town Officers
Meeting : Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type : Action (Resolution)
Recommended Action : 2024-#
BE IT RESOLVED that the Town Board of the Town of

Monroe approves the individual undertakings of the Supervisor, Town of Monroe Clerk, Tax Collector, Town Justice, Superintendent of Highways, be dispensed with and the blanket undertaking provided by Emery & Webb be filed in the Orange County Clerk's Office in lieu thereof.

Public Content

TOWN LAW sec. 25

RESOLUTION TO PROCURE A BLANKET UNDERTAKING FROM A DULY AUTHORIZED CORPORATE SURETY.

WHEREAS the MONROE TOWN BOARD has reviewed the blanket under-taking provided by Emery & Webb January 1, 2024 finds it sufficient in form, manner of execution, and sufficiency of surety pursuant to PUBLIC OFFICERS LAW, Sec. 11, Sub. 2,

Motion & Voting

2024-#40
BE IT RESOLVED that the Town Board of the Town of Monroe approves the individual undertakings of the Supervisor, Town of Monroe Clerk, Tax Collector, Town Justice, Superintendent of Highways, be dispensed with and the blanket undertaking provided by Emery & Webb be filed in the Orange County Clerk's Office in lieu thereof.

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

20. Per Diem Meal Allowance for Travel on Official Business

Subject :	20.1 Per Diem Meal Allowance for Travel on Official Business
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-# BE IT RESOLVED, that the Town Board of the Town of Monroe approves to provide a per diem meal allowance as reflected in the Town Handbook in lieu of the payment of "actual and necessary" meal allowance. Receipts shall be required for food expense.

Public Content

PER DIEM MEAL ALLOWANCE FOR TRAVEL ON OFFICIAL BUSINESS

WHEREAS the General Municipal Law Sec. 77-b, has been revised in that the Town may now provide its officers and employees with a reasonable per diem allowance for meals in conjunction with travel on official business, taking into consideration the cost of living of a locality and subject to a maximum equal to the standard meal allowance for business related travel prescribed for federal income tax purposes.

Per Diem Allowance for:
Breakfast Lunch Dinner

Outside New York City \$8.00 \$34.00 \$34.00
New York City \$8.00 \$42.00 \$42.00

Motion & Voting

2024-#41
BE IT RESOLVED, that the Town Board of the Town of Monroe approves to provide a per diem meal allowance as reflected in the Town Handbook in lieu of the payment of "actual and necessary" meal allowance. Receipts shall be required for food expense.

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

21. Mileage Reimbursement Allowance

Subject :	21.1 Mileage Reimbursement Allowance
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-# BE IT RESOLVED that the Town Board of the Town of Monroe approves: Section 1. That the Town Board shall approve reimbursement to such employees at the IRS approved rate. Currently that rate is 67 cents/mile. Section 2. That the Town Board shall approve reimbursement to such Town officers at the IRS approved rate for mileage reimbursement outside the Town of Monroe. Currently that rate is 67 cents/mile. Section 3. That this resolution shall take effect immediately.

Public Content

MILEAGE REIMBURSEMENT ALLOWANCE

WHEREAS the Monroe Town Board has determined to pay a fixed rate of 67 cents per mile as reimbursement to officers and employees of the Town who use their personal automobiles while performing their official duties on behalf of the Town.

Motion & Voting

2024-#42

BE IT RESOLVED that the Town Board of the Town of Monroe approves: Section 1. That the Town Board shall approve reimbursement to such employees at the IRS approved rate. Currently that rate is 67 cents/mile.

Section 2. That the Town Board shall approve reimbursement to such Town officers at the IRS approved rate for mileage reimbursement outside the Town of Monroe. Currently that rate is 67 cents /mile.

Section 3. That this resolution shall take effect immediately.

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

22. Rules of Procedure

Subject :	22.1 Rules of Procedure
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-# BE IT RESOLVED, that the Town Board of the Town of Monroe shall conduct itself according to Robert's Rules of Order 11th Edition, 2011 the extent that Roberts Rules of Order are consistent with the Town Law of the State of New York and the Town of Monroe's Meeting Rules adopted February 27, 2017.

Public Content

RULES OF PROCEDURE

(TOWN LAW Sec. 63)

TOWN OF MONROE TOWN MEETING RULES

ADOPTED FEBRUARY27, 2017

File Attachments

[Meeting Rules RE Public Comment Periods.pdf \(394 KB\)](#)

Motion & Voting

2024-#43

BE IT RESOLVED, that the Town Board of the Town of Monroe shall conduct itself according to Robert's Rules of Order 11th Edition, 2011 the extent that Roberts Rules of Order are consistent with the Town Law of the State of New York and the Town of Monroe's Meeting Rules adopted February 27, 2017.

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

23. Open Meetings Law Requirements

Subject :	23.1 Open Meetings Law Requirements
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution), Information
Recommended Action :	2024-# BE IT RESOLVED, that the Town Board of the Town of Monroe shall convene for a regular meetings on the following dates: January 2, 2024, January 17, 2024, February 5, 2024, March 4, 2024, March 18, 2024, April 1, 2024, April 15, 2024, May 6, 2024, May 20, 2024, June 3, 2024, June 17, 2024, July 15, 2024, August 12, 2024, September 3, 2024, September 16,2024, October 7, 2024, October 21, 2024, November 7, 2024, November 18, 2024, and December 2, 2024. BE IT FURTHER RESOLVED that all Town Board meetings shall be held at the Town of Monroe Town Hall located at 1465 Orange Turnpike, Monroe, New York. All meetings shall begin at 7:00 PM unless noticed for a different time.

Public Content

OPEN MEETINGS LAW REQUIREMENTS

(TOWN LAW Sec. 62)

File Attachments

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

Motion & Voting

2024-#44

BE IT RESOLVED, that the Town Board of the Town of Monroe shall convene for a regular meetings on the following dates: January 2, 2024, January 17, 2024, February 5, 2024, March 4, 2024, March 18, 2024, April 1, 2024, April 15, 2024, May 6, 2024, May 20, 2024, June 3, 2024, June 17, 2024, July 15, 2024, August 12, 2024, September 3, 2024, September 16,2024, October 7, 2024, October 21, 2024, November 7, 2024, November 18, 2024, and December 2, 2024.

BE IT FURTHER RESOLVED that all Town Board meetings shall be held at the Town of Monroe Town Hall located at 1465 Orange Turnpike, Monroe, New York. All meetings shall begin at 7:00 PM unless noticed for a different time.

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

24. Special Meetings

Subject :	24.1 Special Meetings
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-

ORGANIZATIONAL AGENDA

Type :

Action (Resolution)

Recommended Action :

2024-#

BE IT RESOLVED that the Town Board of the Town of Monroe designates public locations for special meetings notices shall be the bulletin boards of the Town Hall at 1465 Orange Turnpike Monroe, New York.

Public Content

SPECIAL MEETINGS:

The requirements for calling a special meeting are set forth in Section 62 of the Town Law of the State of New York:

"The Supervisor of the Town may, and upon written request

of two members of the Town Board shall within ten days, call

a special meeting of the Town Board by giving at least two

days notice in writing to members of the board of the town

when and the place where the meeting is to be held.

The requirements for public notice of a special meeting are set forth in Section 104 of the Public Officers Law of the State of New York:

"Public notice of every (special) meeting shall be given to the extent practicable, to the news media and shall be conspicuously posted in one or more designated public locations at a reasonable time prior thereto."

Motion & Voting

2024-#45

BE IT RESOLVED that the Town Board of the Town of Monroe designates public locations for special meetings notices shall be the bulletin boards of the Town Hall at 1465 Orange Turnpike Monroe, New York.

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

25. Official Newspaper

Subject :

25.1 Official Newspapers

Meeting :

Jan 2, 2024 - MONROE TOWN BOARD RE-
ORGANIZATIONAL AGENDA

Type :

Action (Resolution)

Recommended Action :

2024-#

BE IT RESOLVED that the Town Board of the Town of Monroe approves the official newspapers of the Monroe

Town Board to be the Times Herald Record, Photo News and the Warwick Dispatch.

Public Content

File Attachments

[Photo News Letter.pdf \(40 KB\)](#)

Motion & Voting

2024-#46

BE IT RESOLVED that the Town Board of the Town of Monroe approves the official newspapers of the Monroe Town Board to be the Times Herald Record, Photo News and the Warwick Dispatch.

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

26. Official Depositories

Subject :	26.1 Official Depositories
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-# BE IT RESOLVED that the Town Board of the Town of Monroe designates the official depositories of the Monroe Town Board shall be M & T Bank and Webster Bank.

Public Content

Motion & Voting

2024-#47

BE IT RESOLVED that the Town Board of the Town of Monroe designates the official depositories of the Monroe Town Board shall be M & T Bank and Webster Bank.

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

27. Petty Cash Funds

Subject :	27.1 Petty Cash Funds
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-#

BE IT RESOLVED that the Town Board of the Town of Monroe approves that Tax Collector is authorized to maintain a petty cash fund not to exceed \$500.00.

Public Content

Motion & Voting

2024-#48
BE IT RESOLVED that the Town Board of the Town of Monroe approves that Tax Collector is authorized to maintain a petty cash fund not to exceed \$500.00.

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

28. Purchase Authorization for Highway Superintendent

Subject :	28.1 Purchase Authorization for Highway Superintendent
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-# BE IT RESOLVED that the Town Board of the Town of Monroe approves the Superintendent of Highways to purchase equipment, tools and implements during the year 2024 without prior approval of the Town Board in an amount not to exceed \$5,000.00.

Public Content

PURCHASE AUTHORIZATION FOR HIGHWAY SUPERINTENDENT

(HIGHWAY LAW 142 (1A))

Motion & Voting

2024-#49
BE IT RESOLVED that the Town Board of the Town of Monroe approves the Superintendent of Highways to purchase equipment, tools and implements during the year 2024 without prior approval of the Town Board in an amount not to exceed \$5,000.00.

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

29. Accounting and Financial Reports

Subject :	29.1 Accounting and Financial Reports
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Meeting :Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA

Type :Action (Resolution)

Recommended Action :2024-#
BE IT RESOLVED that the Town Board of the Town of Monroe shall engage the services of a Certified Public Accountant or someone of equivalent expertise to make an annual audit of the Town of Monroe and Town Court system to be completed within 90 days after the close of the fiscal year pursuant to Town Law Sec. 62 (1) and Sec. 123.
BE IT FURTHER RESOLVED that the Supervisor shall submit to the Town Clerk within 120 days after the close of the fiscal year, a copy of the Annual Financial report to the State Comptroller, and the Town Clerk shall cause a summary of such report, or notice that a copy of such report is on file and available for inspection or copying, to be published within 10 days in the official town newspaper pursuant to Town Law, Sec. 29 (10-a).

Public Content

Motion & Voting

2024-#50

BE IT RESOLVED that the Town Board of the Town of Monroe shall engage the services of a Certified Public Accountant or someone of equivalent expertise to make an annual audit of the Town of Monroe and Town Court system to be completed within 90 days after the close of the fiscal year pursuant to Town Law Sec. 62 (1) and Sec. 123.

BE IT FURTHER RESOLVED that the Supervisor shall submit to the Town Clerk within 120 days after the close of the fiscal year, a copy of the Annual Financial report to the State Comptroller, and the Town Clerk shall cause a summary of such report, or notice that a copy of such report is on file and available for inspection or copying, to be published within 10 days in the official town newspaper pursuant to Town Law, Sec. 29 (10-a).

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

30. Returned Check Fee

Subject :30.1 Returned Check Fee

Meeting :Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA

Type :Action (Resolution)

Recommended Action :2024-#
BE IT RESOLVED that the Town Board of the Town of Monroe imposes a charge of \$20.00 on each check tendered as payment and returned for insufficient funds.

Public Content

(Gen. Muni. Law Sec. 85)

Motion & Voting

2024-#51
BE IT RESOLVED that the Town Board of the Town of Monroe imposes a charge of \$20.00 on each check tendered as payment and returned for insufficient funds.

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

31. Immediate Deposit of Tax Collection Funds by Tax Collector

Subject :	31.1 Deposit of Funds by Tax Collector
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-# BE IT RESOLVED that the Town Board of the Town of Monroe approves the immediate deposit of funds by the Tax Collector of all tax collections in interest bearing accounts as a temporary investment measure.

Public Content

(Gen. Muni. Law Sec. 11)

Motion & Voting

2024-#52
BE IT RESOLVED that the Town Board of the Town of Monroe approves the immediate deposit of funds by the Tax Collector of all tax collections in interest bearing accounts as a temporary investment measure.

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

32. 2024 Town of Monroe Employee Holiday Calendar

Subject :	32.1 Town of Monroe Employee Holiday Calendars
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA

Type :

Action (Resolution)

Recommended Action :

2024-#

BE IT RESOLVED that the Town of Monroe shall observe the following 2024 Holiday schedule for its non-union and union employees.

2024 Holiday Calendar for Town of Monroe Non-Union Employees

and Dial-A-Bus Teamsters Local 445 Employees

Monday, January 1, 2024, New Years Day

Monday, January 15, 2024, Martin Luther King, Jr. Day

Monday, February 12, 2024, Lincoln's Birthday

Monday, February 19, 2024, Presidents Day

Monday, May 27, 2024, Memorial Day

Thursday, July 4, 2024, Independence Day

Monday, September 2, 2024, Labor Day

Monday, October 14, 2024, Columbus Day

Monday, November 11, 2024, Veterans Day

Thursday, November 28, 2024, Thanksgiving Day

Friday, November 29, 2024, Thanksgiving (Observed)

Tuesday, December 24, 2024, Christmas Eve (1/2 Day)

Wednesday, December 25, 2024, Christmas Day

2024 Holiday Calendar for Town of Monroe Highway Department

IBEW Union 363 Employees

Monday, January 1, 2024, New Years Day

Monday, January 15, 2024, Martin Luther King, Jr. Day

Monday, February 19, 2024, Presidents Day

Monday, May 27, 2024, Memorial Day

Thursday, July 4, 2024, Independence Day

Monday, September 2, 2024, Labor Day

Monday, October 14, 2024, Columbus Day

Monday, November 11, 2024, Veterans Day

Thursday, November 28, 2024, Thanksgiving Day

Friday, November 29, 2024, Thanksgiving (Observed)

Tuesday, December 24, 2024, Christmas Eve (1/2 Day)

Wednesday, December 25, 2024, Christmas Day

*Day of Employee's Choice

Public Content

2024 Holiday Calendar for Town of Monroe Non-Union Employees and Dial-A-Bus Teamsters Local 445 Employees

Monday, January 1, 2024

New Years Day

Monday, January 15, 2024

Martin Luther King, Jr. Day

Monday, February 12, 2024

Lincoln's Birthday

Monday, February 19, 2024

Presidents Day

Monday, May 27, 2024

Memorial Day

Thursday, July 4, 2024

Independence Day

Monday, September 2, 2024

Labor Day

Monday, October 14, 2024

Columbus Day

Monday, November 11, 2024

Veterans Day

Thursday, November 28, 2024

Thanksgiving Day

Friday, November 29, 2024

Thanksgiving (Observed)

Tuesday, December 24, 2024

Christmas Eve (1/2 Day)

Wednesday, December 25, 2024

Christmas Day

**2024 Holiday Calendar for Town of Monroe Highway Department
IBEW Union 363 Employees**

Monday, January 1, 2024

New Years Day

Monday, January 15, 2024

Martin Luther King, Jr. Day

Monday, February 19, 2024

Presidents Day

Monday, May 27, 2024

Memorial Day

Thursday, July 4, 2024

Independence Day

Monday, September 2, 2024

Labor Day

Monday, October 14, 2024

Columbus Day

Monday, November 11, 2024

Veterans Day (Observed)

Thursday, November 28, 2024

Thanksgiving Day

Friday, November 29, 2024

Thanksgiving (Observed)

Tuesday, December 24, 2024

Christmas Eve (1/2 Day)

Wednesday, December 25, 2024

Christmas Day

***Day of Employee's Choice**

Motion & Voting

2024-#53

BE IT RESOLVED that the Town of Monroe shall observe the following 2024 Holiday schedule for its non-union and union employees.

2024 Holiday Calendar for Town of Monroe Non-Union Employees
and Dial-A-Bus Teamsters Local 445 Employees

Monday, January 1, 2024, New Years Day

Monday, January 15, 2024, Martin Luther King, Jr. Day

Monday, February 12, 2024, Lincoln's Birthday

Monday, February 19, 2024, Presidents Day

Monday, May 27, 2024, Memorial Day

Thursday, July 4, 2024, Independence Day

Monday, September 2, 2024, Labor Day
Monday, October 14, 2024, Columbus Day
Monday, November 11, 2024, Veterans Day
Thursday, November 28, 2024, Thanksgiving Day
Friday, November 29, 2024, Thanksgiving (Observed)
Tuesday, December 24, 2024, Christmas Eve (1/2 Day)
Wednesday, December 25, 2024, Christmas Day
2024 Holiday Calendar for Town of Monroe Highway Department
IBEW Union 363 Employees
Monday, January 1, 2024, New Years Day
Monday, January 15, 2024, Martin Luther King, Jr. Day
Monday, February 19, 2024, Presidents Day
Monday, May 27, 2024, Memorial Day
Thursday, July 4, 2024, Independence Day
Monday, September 2, 2024, Labor Day
Monday, October 14, 2024, Columbus Day
Monday, November 11, 2024, Veterans Day
Thursday, November 28, 2024, Thanksgiving Day
Friday, November 29, 2024, Thanksgiving (Observed)
Tuesday, December 24, 2024, Christmas Eve (1/2 Day)
Wednesday, December 25, 2024, Christmas Day
*Day of Employee's Choice

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

33. New Business

Subject :	33.1 Amendments to Fee Schedule
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution), Discussion, Information
Recommended Action :	2024-# BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve the fee changes as per the attachment "Town of Monroe Fee Schedule Effective 1 /3/2024". *Changes to Town Clerk Section 6 (currently reads) - In house copying: \$20 - Copies processed by outside vendor: \$20 plus any applicable fees charged by vendor *Changes to Highway (currently reads) - 1) Application for town highway curb cut permit: \$500

Public Content

File Attachments

[T.O.M. Fee Schedule Effective as of 1-3-2024 Amended 1-2-2024.pdf \(171 KB\)](#)

Motion & Voting

2024-#54

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve the fee changes as per the attachment "Town of Monroe Fee Schedule Effective 1/3/2024".

*Changes to Town Clerk Section 6 (currently reads)

- In house copying: \$20

- Copies processed by outside vendor: \$20 plus any applicable fees charged by vendor

*Changes to Highway (currently reads)

- 1) Application for town highway curb cut permit: \$500

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

33. New Business

Subject :	33.2 2024 Monroe Joint Fire District Fire Protection Agreement
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2024# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Resolution authorizing Town Supervisor to execute contract with Monroe Fire Protection District.

Motion & Voting

2024-#55

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Resolution authorizing Town Supervisor to execute contract with Monroe Fire Protection District.

Motion by Dorey Houle, second by Sal Scancarello.

Final Resolution: Motion Carries

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

33. New Business

Subject :	33.3 Public Sector HR Agreement
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2024# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Resolution authorizing the Supervisor to sign the 2024 Professional Services Agreement with Public Sector HR for Human Resource Consulting Services. The fee for Human Resources Consulting Services as set forth in the Scope of Services is \$7,000 per annum, to be billed at the rate of \$1,750 each calendar quarter.

Motion & Voting

2024-#56
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Resolution authorizing the Supervisor to sign the 2024 Professional Services Agreement with Public Sector HR for Human Resource Consulting Services. The fee for Human Resources Consulting Services as set forth in the Scope of Services is \$7,000 per annum, to be billed at the rate of \$1,750 each calendar quarter.

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

33. New Business

Subject :	33.4 Carla McNamara, Assistant Assessor
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2024# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Resolution approving Carla McNamara for the position of Assistant Assessor, effective January 3, 2024 at an annual salary of \$60,000. Carla qualified for this appointment through the Orange County Certified List of Eligibles for Assistant Assessor, Exam #69352.

Motion & Voting

2024-#57
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Resolution approving Carla McNamara for the position of Assistant Assessor, effective January 3, 2024 at an annual salary of \$60,000. Carla qualified for this appointment through the Orange County Certified List of Eligibles for Assistant Assessor, Exam #69352.

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

33. New Business

Subject :	33.5 Sean Allen, Seasonal Laborer, Smith's Clove Park
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Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution), Discussion
Recommended Action :	2024# BE IT RESOLVED that the Town Board of the Town of Monroe

Public Content

Resolution approving Sean Allen for the position of Seasonal Laborer, Smith's Clove Park, effective January 3, 2024 at an hourly rate of \$18. This seasonal appointment shall not exceed the maximum seasonal employment time period of 9 months as set forth by Orange County Department of Human Resources. Sean has been preapproved for this position by Orange County Department of Human Resources.

Motion & Voting

2024-#58
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Resolution approving Sean Allen for the position of Seasonal Laborer, Smith's Clove Park, effective January 3, 2024 at an hourly rate of \$18. This seasonal appointment shall not exceed the maximum seasonal employment time period of 9 months as set forth by Orange County Department of Human Resources. Sean has been preapproved for this position by Orange County Department of Human Resources.

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

34. Public Comment

Subject :	34.1 Rules for Public Coment
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Information

Public Content

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

TOWN OF MONROE MEETING RULES PUBLIC COMMENT PERIODS -RULE 1:Although not required by any statute or law, the Town Board shall include at least one public participation period on the Agenda for regular Town Board meetings. However, nothing shall prohibit the Town Board, by majority vote, from suspending public comment or otherwise limiting public during a regular Town Board meetings where such limitations are determined to be necessary or otherwise conducive to accomplishing the business presently before the Town Board.**RULE 2:**Public comment during the public participation period of regular Town Board

meetings shall be limited to three (3) minutes per speaker and the subject matter of such public comment shall be limited to Town business. 1 Yielding time or otherwise giving time to a speaker to extend the three (3) minute period by another person shall not be permitted. Written comments may be submitted to the Town Clerk in lieu of, or in addition to, a persons oral statement during any public comment period. Such minutes shall become a Town record and the brief nature of the submitted writing may be included in Town Board minutes. However, the full text of such submissions shall not be incorporated into Town Board minutes, unless expressly authorized by resolution of the Town Board.**RULE 3:**Any person wishing to speak at a regular public meeting during the public comment period or at a public hearing, must sign the sign-in sheet maintained by the Town Clerk for such purpose no later than 15 minutes after the commencement of the meeting. Where a public hearing and public comment period will occur during the same Town Board meeting, a person may sign up to speak on the topic of each and every public hearing and for public comment period consistent with the applicable time limits set forth above. For example, a speaker could speak for five (5) minutes during a public hearing and three (3) minutes during public comment at the same Town Board meeting. However, such person may not use the public hearing time to speak on matters not relevant

1 Rule 2 revised by Resolution of the Town Board on 03-06-2017 to add: and the subject matter of such public comment shall be limited to Town business. to the public hearing. Any comments made by a person made during public comment that relates to the subject of a public hearing, shall not be considered by the Town Board as part of such public hearing nor made part of the public hearing record. The only public comment to be accepted by the Town Board outside of a public hearing shall be written comments received during the time period set by the Town Board for such purpose.**RULE 4:**If a sign-in sheet is not available, a person may raise his/her hand to speak during the public participation period and/or public hearing and may speak during such public comment period/public hearing upon recognition of the Supervisor or Presiding Officer.**RULE 5:** Any person speaking during public comment or a public hearing, when recognized by the Presiding Officer, shall approach the podium for such purpose and state his or her name, the street and municipality where he /she resides, and if applicable, his/her group or entity affiliation.**RULE 6:**Town Board members shall not respond to a person speaking during the public comment period unless and until all persons desiring to speak during the Public comment period have finished speaking. At such time as all speakers have finished speaking during such public comment period, each Town Board member shall be allotted up to three (3) minutes in total to respond to any questions posed or to provide relevant information in response to the collective comments and questions of the public comment speakers.**RULE 7:**Town Board members shall not attempt to answer questions during the time that a speaker is presenting during public comment. Town Board members will note any questions asked and may respond to the speaker at the conclusion of the speakers public comments.**PUBLIC HEARINGS RULE 8:**Public comment during a Public Hearing shall be limited to five (5) minutes per speaker. In the event that a speaker is the subject of the Public Hearing or has a significant interest in the matter different from that of the general public, such speaker shall, upon approval of the Town Board, be allowed up to the (10) minutes during a public hearing. Yielding time or otherwise giving time to a speaker to extend their permissible time limit by another person shall not be permitted.**RULE 9:**Members of the public, other than those called as witnesses by the parties, shall not be permitted to speak during public hearings concerning the removal/discipline of a Town Officer or employee as such hearings shall be limited to presentation of evidence and related submissions by Town representatives and the Town Officer or employee subject to removal/discipline. Time limits during a public hearing concerning the removal/discipline of a Town Officer or employee shall not be applicable as such proceeding shall follow any applicable statute, rule or regulation and shall otherwise be overseen by the hearing officer or presiding officer.**RULE 10:**In the case of a public hearing, prior to the close or continuation of the public hearing, Town Board members may be allotted up to five (5) minutes each to respond to questions or otherwise provide relevant information in response to specific comments made by speakers during that session of the public hearing. Further, prior to the close of the public portion of the public hearing, each Town Board member may be allotted up to eight (8) minutes to speak on the issue that is the subject of the Public hearing. However, where the public hearing concerns removal of a Town Officer or employee, Town Board members, if the body making a determination, shall not speak regarding the merits of the proceedings until after the close of the public hearing when deliberations on removal/discipline have commenced.**RULE 11:**Written submissions related to public hearings must be made before the close of the public hearing as such time is set by the Town Board.**GENERAL RULES APPLICABLE TO ALL PUBLIC MEETINGS AND HEARINGS RULE 12:**The Town Clerk shall act as the timekeeper or the Town Board may designate another person to be the timekeeper.**RULE 13:**Members of the Town Board, speakers and audience members must observe proper decorum at all times. Any statements

made during any part of the meeting or during a public hearing by the Supervisor, members of the Town Board, town officials or employees, or members of the general public shall not involve personal, impertinent, or slanderous attacks on individuals, regardless of whether the individual so attacked is an elected official, a town official or employee, or a member of the general public.

RULE 14: Neither speakers, nor Town Board members shall use public comment periods or other time during such meeting for political campaigning purposes, including promoting their candidacy or speaking out against another candidate. However, nothing shall prohibit a candidate from speaking on an Town-related issue merely because he or she is a candidate for political office.

RULE 15: Pursuant to New York State Town Law, the Town Supervisor or Presiding Officer shall control the Town Board meeting. The use of profane, vulgar, inflammatory, threatening, abusive, or disparaging language or racial or ethnic slurs directed at the Supervisor, members of the Town Board, meeting attendees shall not be tolerated and the Town Supervisor shall address any such incidents. Further, any statements, regardless of the nature of the statement, made by a person attending the meeting which is not made during such persons authorized speaking time shall not be tolerated and the Town Supervisor shall address any such incidents. The Town Board has a right to protect itself from disturbance from attendees at a meeting and may order, by majority vote, removal of an attendee, or there Presiding Officer direct removal of an attendee on his own. Removal at the direction of the Presiding Officer is subject to appeal of another Town Board member, but not to appeal of the attendee. Such appeal is not debatable.

RULE 16: In circumstances where the Supervisor/Presiding Officer is not attempting to exert control over the meeting, is temporarily absent, or is the source of the present disorder at the meeting and is failing to preside over the meeting, such Supervisor/Presiding Officer may then be deemed absent as the Presiding Officer by approval of a majority of the Town Board. In such case, a Town Board member may make a motion to suspend the Rules and appoint the Acting Supervisor to take over the role of Presiding Officer until such time as the Supervisor or original Presiding Officer is able to properly return to performing his/her role as Presiding Officer. If the Acting Supervisor is determined to be absent for presiding purposes, the Town Board member making such motion shall propose another Town Board member to act as the Presiding Officer during the absence of the Supervisor/original Presiding Officer.

RULE 17: Comments by speakers must be addressed to the Town Board and shall not be addressed to the audience. Further, attendees may not address the Town Board unless first recognized by the Supervisor or Presiding Officer.

RULE 18: Discussion and exchanges between active speakers and attendees/audience members of the public meeting or hearing are prohibited. A speaker may, however, when properly recognized, state agreement or disagreement with the views of prior speakers in his /her comments directed to the Town Board.

RULE 19: Banners or other signs are not permitted in the meeting room unless, nor shall distribution of flyers within the meeting room be permitted. Nothing shall prohibit a person from holding a lawful sign or handing out flyers outside of the meeting location.

RULE 20: If the Supervisor or Presiding Officer fails to enforce the rules set forth herein, any member of the Town Board may move to require him or her to do so, and an affirmative vote of the majority of the Town Board shall require him or her to do so. Any decision by the Presiding Officer relating to enforcement of the rules set forth herein may be appealed and subsequently overturned by a vote of the majority of Town Board members. Such appeal may be raised by a Town Board member or the affected attendee if properly recognized.

RULE 21: Any person who disregards the directives of the Supervisor or the Presiding Officer in enforcing the rules or who generally conducts himself or herself in a boisterous or inappropriate manner while addressing the Town Board thereby disturbs the peace at a such meeting and will be barred from further participation and shall forfeit any balance of time remaining for his or her comments.

RULE 22: If a speaker who has violated these rules refuses to step down or to refrain from committing/ continuing such violation(s), the Supervisor or the Presiding Officer may direct the individual to leave the meeting room. If the individual declines and/or refuses to leave the meeting room, the Supervisor or Presiding Officer may request the individual to be removed from the meeting room and charged with disorderly conduct as per the New York State Penal Law. The Supervisors determination is subject to the appeal provisions set forth above as well as the absence of the Supervisor /Presiding Officer provisions of these rules. The Town Board may, by resolution, designate the person who will sign the supporting deposition and/or Court Information document charging the removed person with Disorderly Conduct.

RULE 23: The following provisions, as modified herein, of Rule 49 of Roberts Rules concerning Small Boards shall apply to the Town Board of the Town of Monroe: a. Members may raise a hand or asked to be recognized, instead of standing when seeking to obtain the floor and may remain seated when making motions or speaking. b. The Presiding Officer need not rise while putting questions to a vote. c. The Presiding Officer may without leaving the chair speak in informal discussions and in debate and may vote on all questions as provided for by Code or law.

RULE 24: While there is no statute or applicable regulation that requires an Meeting Agenda to be prepared for Town Board meetings, the Town Board desires to have an

Agendas prepared and distributed prior to Town Board meetings. The order of business at regular Town Board meetings shall be as follows: 1. REGULAR MEETING a. Call to Order; Pledge of Allegiance b. Approval of Minutes c. Upcoming Meeting Dates & General Announcements 2. SPECIAL ORDERS 3. DEPARTMENTAL MONTHLY REPORTS (Alphabetical Order) 4. OLD BUSINESS 5. NEW BUSINESS 6. PUBLIC COMMENT 7. EXECUTIVE SESSION (If necessary) 8. ADJOURNMENT A Board member seeking to take up a matter out of order on the agenda or to introduce a new item of business may 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.

34. Public Comment

Subject :	34.2 Public Comment
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Information

Public Content

35. Discussion Regarding Previous Agenda Items

Subject :	35.1 Moodna Commission Appointment RE: Steve Thau
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution), Discussion, Information
Recommended Action :	2024-# BE IT RESOLVED that the Town Board of the Town

Public Content

Motion & Voting

2024-#59

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to recall the vote on the appointment of Steve Thau to the Moodna Commission. (Agenda Item #18.1)

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

35. Discussion Regarding Previous Agenda Items

Subject :	35.2 Rules of Procedure
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Discussion, Information

Public Content

36. Adjournment of Meeting

Subject :	36.1 Adjournment of Meeting
Meeting :	Jan 2, 2024 - MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA
Type :	Action (Resolution)
Recommended Action :	2024-# BE IT RESOLVED that the Town Board of the Town of Monroe adjourns the meeting of January 2, 2024 at

Public Content

Motion & Voting

2024-#60

BE IT RESOLVED that the Town Board of the Town of Monroe adjourns the meeting of January 2, 2024 at 8:21 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