

MONROE TOWN BOARD RE-ORGANIZATIONAL MINUTES

— 01/02/2024

MONROE TOWN BOARD RE-ORGANIZATIONAL AGENDA (Tuesday, January 2, 2024)

Generated by Valerie Bitzer

Members present

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

1. Call to Order

Procedural: 1.1 Pledge of Allegiance

2. Motion to Open Town Board Meeting

Action (Resolution): 2.1 Motion to Open Meeting of January 2, 2024

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

Presentations: 3.1 Recognition of Service, Mike McGinn

To hear Supervisor Cardone RE: Recognition of Service, Mike McGinn, please go on-line to Board Doc's Video Clip #3.1, 0:1:14.

4. Elected Officials Swearing in Ceremony

Information: 4.1 Elected Officials Swearing in Ceremony

To hear/view Elected Officials Swearing in Ceremony, please go on-line to Board Doc's Video Clip #4.1, 0:23:27.

5. Community Announcements Continued

Information: 5.1 2024 Tax Collector's Notice

To hear Tax Collector Valerie Bitzer RE: 2024 Tax Collector's Notice, please go on-line to Board Doc's Video Clip #5.1, 0:26:57.

6. Town Officers

Information: 6.1 Elected Officers

To hear Supervisor Cardone RE: Elected Officers, please go on-line to Board Doc's Video Clip #6.1, 0:28:29.

7. Officers Appointed By the Town Board

Action (Resolution): 7.1 Acting Supervisor

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

Action (Resolution), Information: 7.2 Registrar of Vital Statistics

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

Action (Resolution), Information: 7.3 Deputy Registrar

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

Action (Resolution): 7.4 Town Marriage Officer

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

Action (Resolution): 7.5 Tax Collector

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

Action (Resolution): 7.6 1st Deputy Tax Collector

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

Action (Resolution): 7.7 2nd Deputy Tax Collector

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

Action (Resolution), Minutes: 7.8 Tax Collector's 2024 Liability Certificate

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

Action (Resolution): 7.9 Town Engineer

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

Action (Resolution): 8.1 Secretary to the Supervisor

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

Action (Resolution), Information: 8.2 Historian

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

Action (Resolution), Information: 9.1 Deputy Town Clerk 1st Deputy

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

Action (Resolution): 9.2 Deputy Town Clerk 2nd Deputy

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

Action (Resolution): 10.1 Working Leader A

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

Action (Resolution): 10.2 Working Leader B

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

Action (Resolution), Minutes: 11.1 Planning Board Chairperson

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

Action (Resolution), Information: 11.2 Planning Board Members

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

Action (Resolution), Information: 11.3 Planning Board Members

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

Action (Resolution), Information: 11.4 Planning Board Members

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

Action (Resolution): 11.5 Planning Board Attorney Appointment

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

Action (Resolution): 12.1 Zoning Board of Appeals Chairperson

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

Action (Resolution): 12.2 Zoning Board of Appeals Members

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

Action (Resolution): 12.3 Zoning Board of Appeals Attorney Appointment

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

Action (Resolution): 13.1 Town Counsel Appointment

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

Action (Resolution), Information: 14.1 Board of Ethics Member

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

Action (Resolution), Information: 14.2 Board of Ethics Member

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

Action (Resolution), Information: 14.3 Board of Ethics Member

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

Action (Resolution): 15.1 Conservation Advisory Chairperson

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

Action (Resolution): 15.2 Conservation Advisory Council Member (Secretary)

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

Action (Resolution): 15.3 Conservation Advisory Council Member

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

Action (Resolution): 15.4 Conservation Advisory Council Member

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

Action (Resolution): 15.5 Conservation Advisory Council Member

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

Action (Resolution): 15.6 Conservation Advisory Council Member

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

Action (Resolution), Information: 16.1 Smith's Clove Park Commission

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

Action (Resolution), Discussion: 17.1 Board of Assessment Review (B.A.R.) Appointment

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

Action (Resolution), Information: 18.1 Moodna Commission Appointment

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

Action (Resolution): 19.1 Official Undertaking by Town Officers

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

Action (Resolution): 20.1 Per Diem Meal Allowance for Travel on Official Business

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

Action (Resolution): 21.1 Mileage Reimbursement Allowance

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

Action (Resolution): 22.1 Rules of Procedure

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 Robert's 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

Action (Resolution), Information: 23.1 Open Meetings Law Requirements

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

Action (Resolution): 24.1 Special Meetings

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

Action (Resolution): 25.1 Official Newspapers

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

Action (Resolution): 26.1 Official Depositories

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

Action (Resolution): 27.1 Petty Cash Funds

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

Action (Resolution): 28.1 Purchase Authorization for Highway Superintendent

2024-#49

BE IT RESOLVED that the Town Board of the Town of Monro 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 \$5000.00.

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

Action (Resolution): 29.1 Accounting and Financial Reports

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

Action (Resolution): 30.1 Returned Check Fee

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

Action (Resolution): 31.1 Deposit of Funds by Tax Collector

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

Action (Resolution): 32.1 Town of Monroe Employee Holiday Calendars

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 12024 New Year's Day

Monday January 152024 Martin Luther King Jr. Day

Monday February 122024 Lincoln's Birthday

Monday February 192024 Presidents' Day

Monday May 272024 Memorial Day

Thursday July 42024 Independence Day

Monday September 22024 Labor Day

Monday October 142024 Columbus Day

Monday November 112024 Veterans Day

Thursday November 282024 Thanksgiving Day

Friday November 292024 Thanksgiving (Observed)

Tuesday December 242024 Christmas Eve (1/2 Day)

Wednesday December 252024 Christmas Day

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

Monday January 12 2024 New Year's 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

Action (Resolution) Discussion Information: 33.1 Amendments to Fee Schedule

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

Action (Resolution) Discussion: 33.2 2024 Monroe Joint Fire District Fire Protection Agreement

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

Action (Resolution) Discussion: 33.3 Public Sector HR Agreement

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 \$7000 per annum to be billed at the rate of \$1750 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

Action (Resolution) Discussion: 33.4 Carla McNamara Assistant Assessor

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 \$60000. 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

Action (Resolution) Discussion: 33.5 Sean Allen Seasonal Laborer Smith's Clove Park

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

Information: 34.1 Rules for Public Coment

Information: 34.2 Public Comment

****NO PUBLIC COMMENT AT THIS TIME**

35. Discussion Regarding Previous Agenda Items

Action (Resolution) Discussion Information: 35.1 Moodna Commission Appointment RE: Steve Thau

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

Discussion Information: 35.2 Rules of Procedure

36. Adjournment of Meeting

Action (Resolution): 36.1 Adjournment of Meeting

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

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