



Monday, April 6, 2026
Monroe Town Board Meeting Agenda

Town of Monroe, New York
Town Hall
1465 Orange Turnpike
Monroe, New York

1. Call to Order

1.1. Pledge to the Flag

2. Motion to Open Town Board Meeting

2.1. Motion to Open Town Board Meeting of April 6, 2026

3. Community Announcements

3.1. Moment of Silence for Norinne McSweeney, PB/ZBA Secretary

3.2. Mobile DMV at Town Hall April 27, 2026

3.3. Meeting Room Doors

3.4. Monroe Clean Sweep

3.5. Community Art Exhibition

3.6. Lakeside Ladies Trivia Night

3.7. East Orange Collection Show

4. Public Hearing

4.1. Motion to Open the Continuation of the Public Hearing RE: Road Improvement Petition, Seven Springs Road Realignment

4.2. Motion to Keep Open the Continuation of the Public Hearing RE: Road Improvement Petition, Seven Springs Road Realignment

5. Acceptance of Minutes

5.1. Acceptance of March 16, 2026, Minutes

6. Audit of Claims

6.1. Abstract of Audited Vouchers Escrow #26-04

6.2. Abstract of Audited Vouchers Abstract #26-06 General Fund

7. Budget Transfer

8. New Business

8.1. Authorization for the Supervisor to sign the Sapphire Dam Colliers Engineering Agreement

8.2. Resolution Authorizing Union Overtime: Clean Sweep 2026

8.3. Authorization for use of Town-owned parking lot Somni Restaurant May 10th, 2026

8.4. Annual Town of Monroe Food Truck Festival Sunday, June 14th

8.5. End of Probationary Period, Gregory Begendorf, Highway Department

8.6. Deputy Registrar Appointment

8.7. Acceptance of Settlement Agreement Amendment Forest Wood LLC

8.8. Appointment of Susan Ciriello as Part-Time Account Clerk

8.9. Appointment of Edwin Morales to additional duties, assigned as "Senior Center Transportation Director."

8.10. Appointment of Amy Semprivo as Part-Time Dial-A-Ride Driver

8.11. Appointment of Angelina Olsen as Secretary to the Water Administrator

8.12. Address Prior Administrative Salary Reductions Supervisor Budget Officer Stipend

8.13. Appointment of Fransisca Tapia-Santos to Deputy Budget Officer

8.14. Assignment of additional duties to Katherine O'Boyle for Sports Calendar and Field Maintenance

8.15. Appointment of Aidan Brown as Seasonal Laborer, Smith Clove Park

9. Old Business

9.1. Use of Senior Center, Town of Monroe Republican Committee

9.2. Amended Resolution RE STR 308 Lakes Rd.

10. Public Comment

10.1. Rules for Public Comment

10.2. Public Comment

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

11.1. Enter into Executive Session

12. Return to Regular Meeting

12.1. Return to Regular Meeting

13. Adjournment

13.1. Adjournment of Meeting

1. Call to Order

Subject

1.1. Pledge to the Flag

Meeting

April 6, 2026 - Monroe Town Board Meeting Agenda

Type

Procedural

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.

1. Motion to Open Town Board Meeting

Subject **2.1. Motion to Open Town Board Meeting of April 6, 2026**

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Motion to Open Town Board Meeting of April 6, 2026

2026-#150

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Town Board Meeting of April 6, 2026, at _____.

1. Community Announcements

Subject **3.1. Moment of Silence for Norinne McSweeney, PB/ZBA Secretary**

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type Information

Moment of Silence for Norinne McSweeney, PB/ZBA Secretary

2. Community Announcements

Subject 3.2. Mobile DMV at Town Hall April 27, 2026

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type	Information
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Mobile DMV at Town Hall April 27, 2026

Orange County Clerk Kelly Eskew invites you to the Orange County Mobile DMV Unit. Transactions Offered: All Registration Transactions, all License Transactions including Real/Enhanced, Enforcement Transactions. Monday, April 27, 2026, 10:00AM-12PM, closed 12-1pm, 1-3:30pm. Monroe Town Hall, 1465 Orange Tpke., Monroe, NY 10950. Please visit dmv.ny.gov for all necessary original documents needed before your visit to the Mobile DMV.

Expect some delays due to the high volume of customers applying for the REAL or Enhanced ID.

1. DMV Town of Monroe (003)

ORANGE COUNTY CLERK KELLY A. ESKEW
INVITES YOU TO THE
ORANGE COUNTY MOBILE DMV OFFICE
Monday April 27, 2026

Town of Monroe
1465 Orange TPKE
Monroe NY 10950

Hours:

10:00am - 12:00pm

(Closed 12:00pm - 1:00pm)

1:00pm - 3:30pm



Transactions Offered at the Mobile DMV Office:

All Registration transactions

All License transactions including REAL/Enhanced ID

Enforcement transactions

Please visit dmv.ny.gov for all necessary original documents needed before your visit to the Mobile DMV.

Expect some delay due to the high volume of customers applying for the REAL or Enhanced ID.



3. Community Announcements

Subject	3.3. Meeting Room Doors
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Meeting	April 6, 2026 - Monroe Town Board Meeting Agenda
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Type	Information
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We are asking all residents to please use the front doors by the flag poles to enter/exit the building. Thank you.

4. Community Announcements

Subject	3.4. Monroe Clean Sweep
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Meeting	April 6, 2026 - Monroe Town Board Meeting Agenda
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Type	Information
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The 2026 Monroe Clean Sweep event will take place on Saturday, May 2nd, beginning at 8 a.m. in the St. Anastasia Church parking lot located on Route 17M in Harriman. (21 No. Main Street, Harriman). Registration is free at townofmonroeny.gov. Click on Community / Clean Sweep. Shredding, Electronic Recycling, Textile Recycling, Tire Recycling (no rims accepted), oil recycling (Freeman's). Bags and gloves will be provided for all volunteers. Shuttles will be available to/from St. Anastasia's. T-shirts are still available for sponsorship through March 28th for a donation. Monroe Conservation Committee will be presenting environmental information. Available to any resident of the Town/Village of Monroe/Harriman only.

1. 26-27 GL-Auto-Excess COI (add APD as needed) - St Anastasia Catholic Church_Redacted
2. clean sweep 2026 yes
3. Town of Monroe Quote - 5.2.26_Redacted



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/31/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Emery & Webb, Inc. - Goshen Office 50 Greenwich Avenue Goshen, NY 10924	CONTACT NAME:	
	PHONE (A/C, No, Ext): (845) 896-6727	FAX (A/C, No): (845) 896-6877
	E-MAIL ADDRESS: info@emerywebb.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: NYMIR	20690
INSURED Town of Monroe 1465 Orange Turnpike Monroe, NY 10950	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☒ LOC ☐ OTHER:	X			1/29/2026	1/29/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 MEDICAL EXPENSE \$ 10,000
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY				1/29/2026	1/29/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$				1/29/2026	1/29/2027	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 20,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Monroe Clean Sweep Day

St Anastasia Catholic Church is included as Additional Insured where required by written contract.

CERTIFICATE HOLDER

CANCELLATION

CERTIFICATE HOLDER St Anastasia Catholic Church 21 N. Main Street Harriman, NY 10926	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

CALLING ALL VOLUNTEERS

Saturday, May 2, 2026 8:00 am

St. Anastasia Church Parking Lot: 21 North Main St. Harriman, NY

MONROE COMMUNITY CLEAN SWEEP



PARTICIPATION IS FREE: REGISTER YOURSELF OR YOUR GROUP ONLINE TODAY

Help Clean our Community

FREE SHUTTLES LEAVE & RETURN TO

ST. ANASTASIA CHURCH, HARRIMAN, NY

BAGS & GLOVES PROVIDED TO ALL VOLUNTEERS

KEEPSAKE T-SHIRT FOR ALL PARTICIPANTS WHO REGISTER

FREE SHREDDING SERVICE | ELECTRONICS DISPOSAL

TIRE (NO RIMS) DISPOSAL | TEXTILE RECYCLING

MONROE CONSERVATION INFO TABLE

OIL RECYCLING AT FREEMAN'S

Services Available to Monroe & Harriman Residents Only

INDIVIDUALS & BUSINESSES - SHOW YOU CARE

SIGN UP AS A SPONSOR TODAY



Upcycle USA, LLC
39 Plymouth St
Unit J
Fairfield, NJ 07004
Phone 973-575-5800
www.upcyclellc.com

Quote # [REDACTED]

DATE 02/04/2026

BILL TO:
Town of Monroe
1465 Orange Turnpike
Monroe, NY 10950

FOR:
Upcycle USA, LLC
39 Plymouth St
Unit J
Fairfield, NJ 07004

****Please submit prompt payment upon completion. Thank you for your cooperation****

DESCRIPTION	Date of Service	Smartboard Removal Fee	Hard Drive Shredding Fee	Serialization Fee	Processing Fee	TOTAL
IT EQUIPMENT REMOVAL @ St. Anastasia's Church Lot 21 N Main St Harriman, NY 10926	05/02/2026	N/A	N/A	N/A	\$750.00	\$750.00
TOTAL						\$750.00

5. Community Announcements

Subject	3.5. Community Art Exhibition
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Meeting	April 6, 2026 - Monroe Town Board Meeting Agenda
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Type	Information
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Selected artwork will be displayed on the walls of **Monroe Town Hall**. Artists whose work is chosen will be notified after the submission deadline and provided with instructions for delivering their artwork.

The community art display will be formally recognized during a **Town Board meeting in June**, where participating artists will be invited to attend a public showcase of the artwork.

Additional Notes

- The Town reserves the right to determine the final selection and placement of artwork.

1. Town of Monroe Community Art Exhibition

CALLING ALL ARTISTS

TOWN OF MONROE COMMUNITY ART EXHIBITION

The Town of Monroe invites residents to participate in a Community Art Display to be featured on the walls of Monroe Town Hall.

Residents of all ages and artistic backgrounds are encouraged to submit original artwork for consideration. Selected pieces will be displayed in Town Hall and formally recognized during a Town Board meeting.

ARTWORK MUST BE SUITABLE FOR DISPLAY IN A PUBLIC MUNICIPAL BUILDING AND MUST BE CAPABLE OF BEING HUNG ON A WALL.

Submissions including the artist's name and a photo of the work should be sent by email to Supervisor Maureen Richardson's Office at:

supervisor@townofmonroeny.gov

SUBMISSION DEADLINE: **MAY 4TH**



6. Community Announcements

Subject **3.6. Lakeside Ladies Trivia Night**

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type Information

Lakeside Ladies Trivia Night

Lakeside Ladies Trivia Night

Date: Friday, April 10, 2026

Snow Date: Saturday, April 11, 2026

Time: 6:30 PM Doors Open

Games Start at 7:00 PM and goes to 9:00 PM or later

Cost: \$40 per person

Location: Lakeside Fire and Rescue Company 147 W. Mombasha Rd., Monroe

RSVP: Laura 845-325-8238

Bring your own drinks and snacks

Trattoris Italiana GWL will be there making pizza and is donating 20% of sales to the Lakeside Ladies Aux.

Tricky Tray Baskets

50/50 Raffle

Dessert will be provided

Reserve your table today. 8 people to a table. Teams of 4.

1. TRIVIA SCANNED FINAL COPY



Lakeside Ladies is
hosting a



RESERVE YOUR
TABLE TODAY!
8 PEOPLE TO A
TABLE!
TEAMS OF 4!

NIGHT!

Bring your own
Drink's
&
Snack's



Trattoria Italiana
GWL
Will be there making
pizza and is donating
20% of Sales to the
Lakeside Ladies Aux!



TRICKY TRAY
BASKETS

50/50
Raffle

Dessert
will be
provided!

DATE: Friday April 10, 2026

Snow Date: Saturday April 11, 2026

TIME: 6:30pm Doors Open

Games Start at 7:00pm and goes to 9:00pm
or later

COST: \$40.00 per person

LOCATION: Lakeside Fire and Rescue Company

147 W. Mombasha Road

Monroe, NY 10950

RSVP: to Laura 845-325-8238

7. Community Announcements

Subject **3.7. East Orange Collection Show**

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

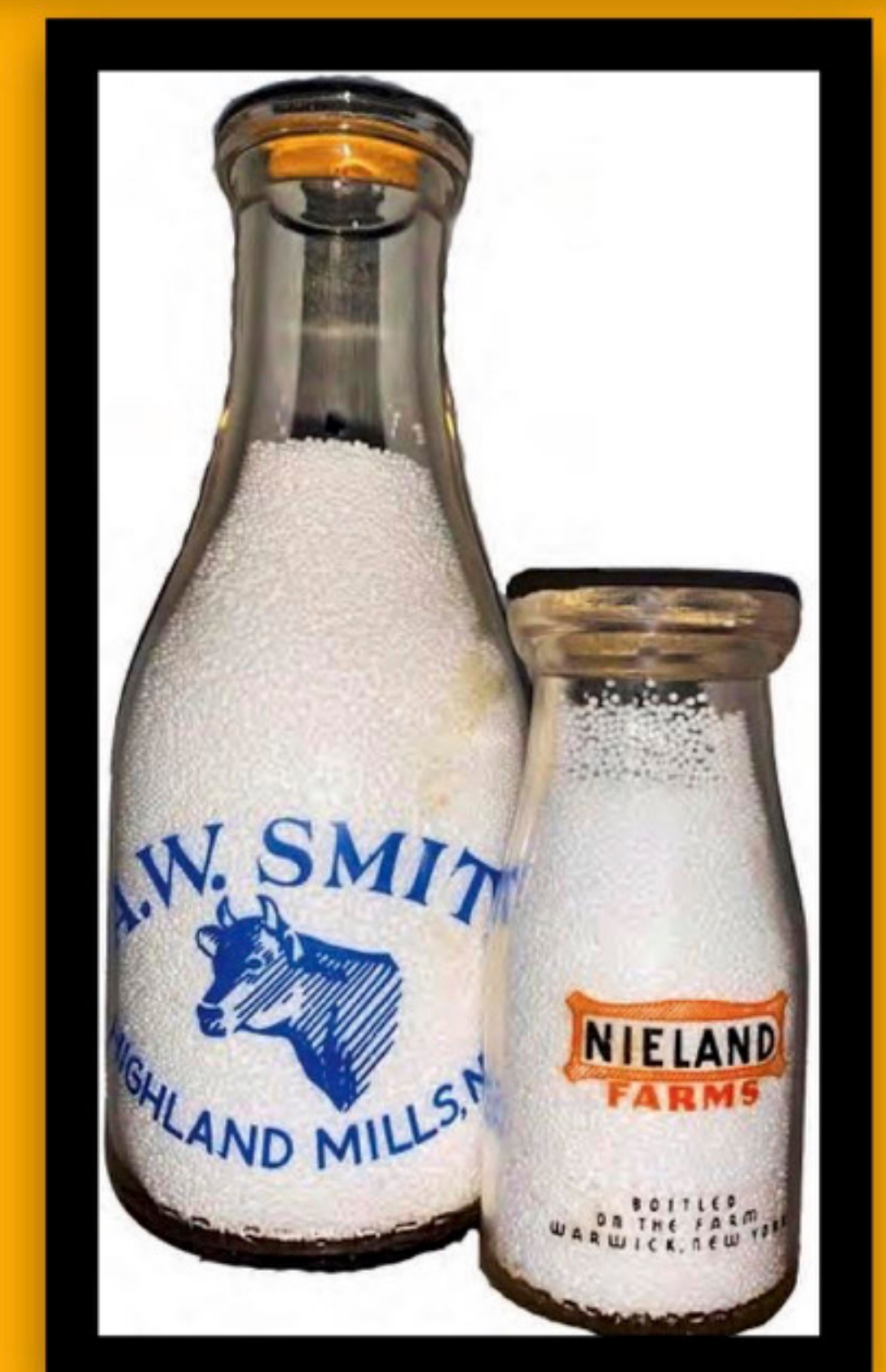
Type Information

The Town of Monroe Historical Society will be hosting the East Orange Collection Show on Saturday, April 11th at Town Hall, located at 1465 Orange Turnpike, Monroe, NY 10950, from 10:00 AM to 2:00 PM. Admission to the event is free and open to the public. The show will feature a variety of unique and historical items, including antique toys, old coins, antique hardware, and much more.

1. 2026 East Orange Collectors Show

2026 East Orange Collectors Show

Hosted By The:



Saturday, April 11th: 10 AM-2 PM

Free Admission

Town of Monroe Town Hall: 1465 Orange Turnpike, Monroe, NY

1. Public Hearing

Subject	4.1. Motion to Open the Continuation of the Public Hearing RE: Road Improvement Petition, Seven Springs Road Realignment
Meeting	April 6, 2026 - Monroe Town Board Meeting Agenda
Type	Discussion Information Action (Resolution)

Discussion regarding Road Improvement Petition, Seven Springs Road Realignment.

2026-#

BE IT RESOLVED that the Town of Monroe Made a Motion to Open the Continuation of the Public Hearing RE: Road Improvement Petition, Seven Springs Road Realignment.

1. Order for Hearing RE Seven Springs Re-align Petition
2. Order for Hearing for Publication RE Seven Springs Petition

TOWN OF MONROE, NEW YORK

RESOLUTION NO. ____ OF 2025

**A RESOLUTION AND ORDER CALLING FOR A PUBLIC HEARING CONCERNING
PROPOSED HIGHWAY IMPROVEMENTS TO SEVEN SPRINGS ROAD**

At a regular meeting of the Town Board of the Town of Monroe, held at the Town of Monroe Town Hall, 1465 Orange Turnpike, Monroe, New York 10950 on the **6th day of November, 2025**, the following resolution was adopted.

WHEREAS, the Town Board of the Town of Monroe has determined that the public interest and convenience require the improvement of certain streets or highways within the Town; and

WHEREAS, the proposed improvements are to the section of Seven Springs Road between the intersection of Seven Springs Mountain Road and the area north of Lanzut Court starting at “G” Road, a distance of approximately 1,950 feet (“Subject Location”) including improvements to both the horizontal and vertical alignment of the Subject Section of Seven Springs Road, as depicted in the Preliminary Roadway Realignment Plan attached as Appendix C to the Colliers Letter (“Preliminary Road Improvement Plan”) in the Petition; and

WHEREAS, the estimated maximum cost of said improvements, including all preliminary costs and costs incidental thereto, is approximately **\$4,665,468.36**; and

WHEREAS, the Town of Monroe shall not be required to finance the improvements which shall be paid for by the Petitioner and at no cost to the Town residents; and

WHEREAS, the Petition filed includes maps, plans, and report describing the proposed improvements and the area benefited are on file in the office of the Town Clerk at 1465 Orange Turnpike, Monroe, New York 10950 and are available for public inspection during normal business hours.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, that the Town Board shall hold a public hearing to consider the proposed highway improvements, at which time all interested persons will be given an opportunity to be heard; and

BE IT FURTHER RESOLVED AND ORDERED, that such public hearing shall be held on the **1st day of December, 2025**, at **7:00 p.m.** at the Town of Monroe Town Hall meeting room at 1465 Orange Turnpike, Monroe, New York 10950; and

BE IT FURTHER RESOLVED AND ORDERED, that the Town Clerk is hereby authorized and directed to publish a notice of such public hearing in the Town’s official newspaper, the Times-Herald Record, no less than ten (10) nor more than thirty (30) days prior to the date of the scheduled public hearing, and to post a copy of said notice on the sign board of the Town; and

BE IT FURTHER RESOLVED AND ORDERED, that the notice shall specify the time and place of the public hearing, provide a general description of the proposed improvements, the maximum proposed expenditure, and the proposed method of financing, as required by applicable law.

The resolution authorizing this order was thereupon declared duly adopted.

BY ORDER OF THE TOWN BOARD

Dated: Monroe, New York

November 6, 2025

Valerie Bitzer

Town Clerk

Town of Monroe

TOWN OF MONROE, NEW YORK

**ORDER CALLING FOR A PUBLIC HEARING CONCERNING PROPOSED HIGHWAY
IMPROVEMENTS TO SEVEN SPRINGS ROAD**

At a regular meeting of the Town Board of the Town of Monroe, held at the Town of Monroe Town Hall, 1465 Orange Turnpike, Monroe, New York 10950 on the **6th day of November, 2025**, the following resolution was adopted.

WHEREAS, the Town Board of the Town of Monroe has determined that the public interest and convenience require the improvement of certain streets or highways within the Town; and

WHEREAS, the proposed improvements are to the section of Seven Springs Road between the intersection of Seven Springs Mountain Road and the area north of Lanzut Court starting at “G” Road, a distance of approximately 1,950 feet (“Subject Location”) including improvements to both the horizontal and vertical alignment of the Subject Section of Seven Springs Road, as depicted in the Preliminary Roadway Realignment Plan attached as Appendix C to the Colliers Letter (“Preliminary Road Improvement Plan”) in the Petition; and

WHEREAS, the estimated maximum cost of said improvements, including all preliminary costs and costs incidental thereto, is approximately **\$4,665,468.36**; and

WHEREAS, the Town of Monroe shall not be required to finance the improvements which shall be paid for by the Petitioner and at no cost to the Town residents; and

WHEREAS, the Petition filed includes maps, plans, and report describing the proposed improvements and the area benefited are on file in the office of the Town Clerk at 1465 Orange Turnpike, Monroe, New York 10950 and are available for public inspection during normal business hours.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, that the Town Board shall hold a public hearing to consider the proposed highway improvements, at which time all interested persons will be given an opportunity to be heard; and

BE IT FURTHER RESOLVED AND ORDERED, that such public hearing shall be held on the **1st day of December, 2025**, at **7:00 p.m.** at the Town of Monroe Town Hall meeting room at 1465 Orange Turnpike, Monroe, New York 10950; and

BE IT FURTHER RESOLVED AND ORDERED, that the Town Clerk is hereby authorized and directed to publish a notice of such public hearing in the Town’s official newspaper, the Times-Herald Record, no less than ten (10) nor more than thirty (30) days prior to the date of the scheduled public hearing, and to post a copy of said notice on the sign board of the Town; and

BE IT FURTHER RESOLVED AND ORDERED, that the notice shall specify the time and place of the public hearing, provide a general description of the proposed improvements, the maximum proposed expenditure, and the proposed method of financing, as required by applicable law.

The resolution authorizing this order was thereupon declared duly adopted.

BY ORDER OF THE TOWN BOARD

Dated: Monroe, New York
November 18, 2025

Valerie Bitzer
Town Clerk
Town of Monroe

2. Public Hearing

Subject **4.2. Motion to Keep Open the Continuation of the Public Hearing RE: Road Improvement Petition, Seven Springs Road Realignment**

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Motion to Keep Open the Continuation of the Public Hearing RE: Road Improvement Petition, Seven Springs Road Realignment

2026-#

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Keep Open the Continuation of the Public Hearing RE: Road Improvement Petition, Seven Springs Road Realignment until _____, 2026, at 7:00 PM or soon thereafter.

1. Acceptance of Minutes

Subject

5.1. Acceptance of March 16, 2026, Minutes

Meeting

April 6, 2026 - Monroe Town Board Meeting Agenda

Type

Action (Resolution)

Acceptance of March 16, 2026, Minutes

2026-#

BE IT RESOLVED that the Town Board of the Town of Monroe accepts the Minutes of March 16, 2026.

1. TB 3-16-2026 DRAFT Meeting Minutes

DRAFT

Town of Monroe
Town Board Minutes
Monday, March 16, 2026
(www.townofmonroeny.gov)

Generated by Valerie Bitzer

Members Present

Maureen Richardson, Sal Scancarello, Bethany Stephens, Luis Rivera, Mary Bingham
Town Counsel - Darius Chafizadeh

Call to Order

1.1. Pledge to the Flag

The Supervisor led the room in the Pledge of Allegiance.

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.

Motion to Open Town Board Meeting

2.1. Motion to Open Town Board Meeting of March 16, 2026

2026-#141

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Town Board Meeting of March 16, 2026, at 7:02 PM.

On a motion by Supervisor Richardson, seconded by Town Councilmember Bingham

Ayes: Supervisor Richardson, Town Councilmember Scancarello, Town Councilmember Stephens, Town Council Member Rivera, Town Councilmember Bingham

Nays: None

Abstain: None

Community Announcements

3.1. Meeting Room Doors

We are asking all residents to please use the front doors by the flag poles to enter/exit the building. Thank you.

3.2. 2026 Tax Collector's Notice

Town of Monroe

Tax Collector's Notice

Please Take Notice That, the Tax Collector's Office, for the Town of Monroe will be collecting

taxes at 1465 Orange Turnpike, Monroe, New York during the months of January 1st – March 31st, 2026 Monday-Friday from 9:00 AM until 2:00 PM. Payments made after 2:00 PM will be processed the next business day. Additionally, we will be open late on the following dates: January 30, 2026 from 4:00 PM to 6:00 PM, February 27, 2026 from 4:00 PM to 6:00 PM, and March 31, 2026 from 4:00 PM to 6:00 PM.

**Payments by mail send to: Town of Monroe Tax Collector
1465 Orange Turnpike
Monroe, NY 10950**

For online payments by credit card or e-check, please go to www.monroeny.org and click on View/Pay Bills Online. **Credit card/e-check payments will NOT be accepted at Town Hall.** Please make all checks, cashier's checks or money order payments out to **Town of Monroe Tax Collector.** ****Please include phone number on check. No cash payments will be accepted.** Payments made during the month of February: a 1% penalty will be added. Payments made during the month of March: a 2% penalty will be added, plus a \$2.00 Second Notice Fee.

Last day for acceptance of payment of taxes will be collected on March 31, 2026. **Must be postmarked no later than March 31, 2026.** Tax payments made after March 31, 2026 must be paid to the Orange County Commissioner of Finance (845) 291-2480.

Dated: December 30, 2025

Valerie Bitzer
Tax Collector, Town of Monroe

3.3. Save the Date: 2026 Monroe Clean Sweep

The 2026 Monroe Clean Sweep event will take place on Saturday, May 2nd, beginning at 8 a.m. in the St. Anastasia Church parking lot located on Route 17M in Harriman. (21 No. Main Street, Harriman). Registration is free at townofmonroeny.gov. Click on Community / Clean Sweep. Shredding, Electronic Recycling, Textile Recycling, Tire Recycling (no rims accepted), oil recycling (Freeman's). Bags and gloves will be provided for all volunteers. Shuttles will be available to/from St. Anastasia's. T-shirts are still available for sponsorship through March 28th for a donation. Monroe Conservation Committee will be presenting environmental information. Available to any resident of the Town/Village of Monroe/Harriman only.

3.4. Community Art Exhibition

Selected artwork will be displayed on the walls of Monroe Town Hall. Artists whose work is chosen will be notified after the submission deadline and provided with instructions for delivering their artwork. The community art display will be formally recognized during a Town Board meeting in June, where participating artists will be invited to attend a public showcase of the artwork. Additional Notes

The Town reserves the right to determine the final selection and placement of artwork.

3.5. Orange County Executive Neuhaus Announces Return of Summer Youth Employment Program (SYEP)

Orange County Executive Neuhaus Announces Return of Summer Youth Employment Program (SYEP) Orange County Executive Steve Neuhaus announced the return of the Summer Youth Employment Program (SYEP), an initiative that has provided meaningful work opportunities for local youth for more than 30 years. Funded through the Temporary Aid to Needy Families (TANF) grant, SYEP primarily serves youth from low-income families, helping provide pathways to greater stability and opportunity. The program connects youth ages 14 to 20 with employers across Orange County, offering hands-on work experiences that build job readiness, confidence, and essential skills. Last year, participants worked with local businesses, nonprofits, and municipalities, including the City of Newburgh Aquatic Center, Foeller's Men's Shop, Legoland New York, New Wonders Learning Center, High-Class Motorsports, Hudson Valley Christian Church, and the Salvation Army in the City of Port Jervis. "SYEP gives youth in Orange County a terrific opportunity to gain work experience, build confidence, and develop skills that will benefit them for years to come," said Neuhaus. "Programs like this are an investment in the future of our youth and the long-term strength of our community."

The program helps to keep youth engaged, supports workforce development, and fosters personal growth while strengthening the broader community. Participants gain experience in responsibility, teamwork, and communications, all skills that are essential for any career. "The Summer Youth Employment Program is one of the most impactful initiatives our department leads," said Steve Knob, Director of the Orange County Employment and Training Administration. "By connecting youth with meaningful work experiences, we help them Build skills, confidence, and career pathways that will benefit them for years to come." The program also enjoys strong support from local employers.

"When we first partnered with SYEP, we didn't know what to expect, but the experience exceeded our expectations," said Doria Paci, owner of Betty's Snack Bar in Newburgh. "Our participant was reliable, motivated, and great with customers; he quickly became part of our Betty's family." This partnership between youth and local employer's highlights SYEP's broader impact. "The Orange County Summer Youth Employment Program is a valuable investment in our community," added Heather Bell, President and CEO of the Orange County Chamber of Commerce and Vice Chair of the Workforce Development Board. "By connecting young people with meaningful work experiences, we're building skills and confidence today while strengthening our future workforce." The program continues to see strong interest. Last summer, more than 500 youth applied and over 400 were placed at worksites across the County. "SYEP is about much more than summer jobs," said Karina Fabiano, Youth Coordinator with the Orange County Employment and Training Administration. "It gives young people the chance to gain workplace experience, build confidence, and develop relationships with mentors and employers who prepare them for the future."

Participants consistently praise the program for its real world impact. "My experience

working at the Boys and Girls Club summer camp through SYEP was an amazing introduction to being a camp counselor,” said 2025 participant Jahaad Thomas-Guillen. “I built meaningful connections with the kids and staff, gained confidence, and enjoyed helping the kids learn and have fun. It was an unforgettable experience.”

Another participant, Alyssa Miller, shared a similar perspective, stating “Participating in SYEP helped me build confidence, improve my communication skills, and gain real-world experience in a professional environment. I learned the importance of responsibility, time management, and teamwork, and I’m grateful to have been part of a program that invests in young people.”

For more information about the Summer Youth Employment Program and how to apply, visit: <https://www.orangecountygov.com/1449/Summer-Youth-Employment-Program-2026>.

Application for youth – deadline April 10:

<https://www.orangecountygov.com/DocumentCenter/View/31491/Complete-YOUTH-SYEP2026-Application--PDF>

Worksite application – deadline April 30:

<https://www.orangecountygov.com/DocumentCenter/View/32974/Complete-2026-SummerYouth-Worksite-Application-PDF>

For general media inquiries, contact Rebecca Sheehan, Assistant to the County Executive and Director of Public Information and Media Relations, at 845-291-2700

or presscontact@orangecountygov.com. Stay connected with County Executive Neuhaus and Orange County Government on social media:

• Facebook: @OrangeCountyNYGovt | @Steve.Neuhaus • Instagram:

@OrangeCountyNYGovt | @Steve.Neuhaus • X (formerly Twitter): @OCGovNY |

@SNeuhausOC Be sure to also check out the Blueprint Orange video series, a behind-the-scenes look at the projects, places, and people that make our County a great place to live.

And don’t miss the newest episode of NeuCast, featuring the West Point Museum, now streaming on the County Executive’s Page at [OrangeCountyGov.com](https://www.OrangeCountyGov.com).

3.6. Orange County Executive Steve Neuhaus Names Robbie Jacobs Citizen of the Month

Orange County Executive Steve Neuhaus Names Robbie Jacobs Citizen of the Month.

Orange County Executive Steve Neuhaus announced that small business owner Robbie Jacobs, proprietor of Back in the Game Sports Shop in the Village of Florida, has been named Orange County’s Citizen of the Month for the month of March, in recognition of his extraordinary generosity and dedication to the community. Orange County proudly celebrates residents whose actions inspire others and reinforce the strength, compassion, and unity of the community. Jacobs has redefined what it means to give back to the community by using his business to enable families to access affordable sports equipment and to help ease the financial burden that often accompanies youth athletics. Through Back in the Game, he has made a remarkable impact with his acts of kindness that have reached families across Orange County. “What Robbie Jacobs has built is far more than a business. It is a powerful example of generosity, compassion, and community,” said Neuhaus.

“Providing families with affordable sports equipment is a tremendous service, but his

commitment to giving back goes even further. His generosity and compassion in action have created real joy and hope for countless people in Orange County and beyond.” Guided by the motto, ‘Kindness is worth more to me than the profit,’ Jacobs has given away tens of thousands of bicycles to children and families. He collects bikes through donations and personally repairs them before giving them away free of charge. Since taking ownership of Back in the Game at 16 South Main Street, Florida, in June 2021, Jacobs has enabled many children and some adults to have access to the joys and freedom of riding bikes that they might not have otherwise known. Jacobs says the inspiration for his efforts came early in his tenure at the shop. “Shortly after we bought the store, a soldier came in with his wife to buy a bike, but they had very little extra money, and he had completed several tours in Iraq,” said Jacobs. “I asked myself how I could help him, and the answer was obvious. I needed to give him the bike. His wife cried, then we all cried, and I was hooked on giving from then on.” Over the years, Jacobs has witnessed many moments that show the power of a simple act of kindness. “I have given away more than 26,000 bicycles, so it’s difficult to name just one moment,” Jacobs said. “Helping a young woman obtain a very expensive adaptive bicycle was a recent highlight. Being able to assist young, struggling parents with bikes and strollers for their children is an incredible feeling that has truly changed my life forever. Jacobs added, “I was a greedy corporate type, and I am grateful not to recognize that guy anymore. I’m happy to have the opportunity to help young people and families in this way.” Jacobs’ generosity extends beyond bicycles. He also provides winter boots, sneakers, cleats, strollers, baby formulas, and other essentials to those in need. He has even added a food pantry to help residents in his neighborhood. Residents across Orange County have seen the difference Jacobs has made, including Orange County Budget Director and Florida resident Deborah Slesinski, who nominated him for the Citizen of the Month honor. “Robbie offers an incredible selection of bikes and strollers for free, helping families throughout the community,” Slesinski said. “The best part is seeing kids riding their bikes or families strolling through town with smiles on their faces. It’s businesses like Robbie’s and people like him who make our community special.” Looking ahead, Jacobs hopes to expand both his business mission and outreach efforts to help even more families. “My goal is to help as many people as possible so that every child can try whichever sport they want, even if their parents cannot afford it,” Jacobs said. Neuhaus noted that Jacobs’ generosity reflects the very best of the Orange County community. “Orange County is fortunate to have a resident and business owner like Robbie, whose kindness strengthens our community,” Neuhaus said. “His dedication has made a meaningful impact, and this recognition celebrates his generous spirit and wonderful example of going above and beyond to make a difference.” Neuhaus introduced the Citizen of the Month Award in January 2017 to acknowledge outstanding Orange County residents. To nominate someone, email PressContact@orangecountygov.com with subject line: Citizen of the Month Nomination. In the email, please include the nominee’s name, hometown, a list of accomplishments, the reason for your nomination, and any other pertinent information. For media inquiries, contact Rebecca Sheehan, Assistant to the County Executive and Director of Public Information and Media Relations, at 845-291-2700 or presscontact@orangecountygov.com. Stay connected with County Executive Neuhaus and Orange County Government on social

media: • Facebook: @OrangeCountyNYGovt | @Steve.Neuhaus • Instagram: @OrangeCountyNYGovt | @Steve.Neuhaus • X (formerly Twitter): @OCGovNY | @SNeuhausOC • Check out Blueprint Orange, a behind-the-scenes look at the projects, places, and people that make Orange County a great place to live. Don't miss the new OC Local Flavor series, where County Executive Neuhaus visits local eateries and showcases the County's amazing food and businesses. And catch the latest episode of NeuCast, featuring the West Point Museum. All are available on the County Executive's page at OrangeCountyGov.com.

3.7. Orange County Executive Neuhaus is pleased to announce the launch of Early Childhood Connections

County Executive Neuhaus is pleased to announce the launch of Early Childhood Connections, a free service designed to help families, caregivers, and providers navigate the wide range of early childhood resources available throughout the County. This initiative was developed through the work of the Orange County Infant and Early Childhood Coalition, in collaboration with the Orange County Health Department, Orange County Department of Mental Health, and the Orange County Youth Bureau. Early Childhood Connections ensure that families with young children can more easily access the services and support they need. "When families have concerns about their child's development, they deserve clear answers and compassionate support," said Orange County Executive Steve Neuhaus. "Early Childhood Connections provides a trusted place to turn, one that helps families understand their options and connect to services that support and strengthen children and families across Orange County." The phone line provides individualized guidance, resource navigation, and personalized support to families seeking assistance with developmental, behavioral, early learning, or family-support needs. Early Childhood Connections is not a crisis line; rather, it is a navigation and resource support service that helps families understand what services exist, how to access them, and how to connect with the right providers. Families, caregivers, and early childhood professionals can call 845-615-3613 or email Ecconnections@orangecountygov.com to receive:

- Assistance navigating early childhood programs and community resources
- Support in understanding available developmental, behavioral, and family services
- Help connecting to screenings, early intervention, and early learning supports
- Guidance on next steps when concerns arise about a child's development
- Information for providers seeking resources for the families they serve

Early Childhood Connections was created to ensure that no family feels alone or overwhelmed when trying to access services for their young children. By offering warm, knowledgeable, and personalized support, the program strengthens the network of care for Orange County's youngest residents. "The Orange County Youth Bureau has over 48 years of expertise in promoting Positive Youth Development. Part of that experience includes providing Resource and Referral assistance for children, youth, and families," shared Orange County Youth Bureau Executive Director Rachel Wilson. "We are especially excited to be a part of this new initiative to better assist families with young children access the information and services they need while providing extra support throughout the process." For a brochure with additional information about Resources for Children Ages 0-5 and

Families/Caregivers please visit

<https://www.orangecountygov.com/DocumentCenter/View/31409/Family-Infant-andEarly-Childhood-Brochure?bidId=>. For general media inquiries, contact Rebecca Sheehan, Assistant to the County Executive and Director of Public Information and Media Relations, at 845-291-2700 or presscontact@orangecountygov.com. Stay connected with County Executive Neuhaus and Orange County Government on social media: o Facebook: @OrangeCountyNYGovt | @Steve.Neuhaus o Instagram: @OrangeCountyNYGovt | @Steve.Neuhaus o X (formerly Twitter): @OCGovNY | @SNeuhausOC Be sure to also check out the Blueprint Orange video series, a behind-the-scenes look at the projects, places, and people that make our County a great place to live. And don't miss the newest episode of NeuCast, featuring Fidanza Family Properties, now streaming OrangeCountyGov.com on the County Executive page.

3.8. Mobile DMV at Town Hall March 30, 2026

Orange County Clerk Kelly Eskew invites you to the Orange County Mobile DMV Unit. Transactions Offered: All Registration Transactions, all License Transactions including Real/Enhanced, Enforcement Transactions. Monday, March 30, 2026, 10:00AM-12PM, closed 12-1pm, 1-3:30pm. Monroe Town Hall, 1465 Orange Tpke., Monroe, NY 10950. Please visit dmv.ny.gov for all necessary original documents needed before your visit to the Mobile DMV. Expect some delays due to the high volume of customers applying for the REAL or Enhanced ID.

3.9. Lakeside Ladies Trivia Night

Lakeside Ladies Trivia Night

Date: Friday, April 10, 2026

Snow Date: Saturday, April 11, 2026

Time: 6:30 PM Doors Open

Games Start at 7:00 PM and goes to 9:00 PM or later

Cost: \$40 per person

Location: Lakeside Fire and Rescue Company 147 W. Mombasha Rd., Monroe

RSVP: Laura 845-325-8238

Bring your own drinks and snacks

Trattoris Italiana GWL will be there making pizza and is donating 20% of sales to the Lakeside Ladies Aux.

Tricky Tray Baskets

50/50 Raffle

Dessert will be provided

Reserve your table today. 8 people to a table. Teams of 4.

3.10. 2026 Orange County Household Hazardous Waste & Operation Safe Scripts Pharmaceutical Collection Event

2026 Orange County Household Hazardous Waste & Operation Safe Scripts Pharmaceutical Collection Event Saturday, March 21, 2026 9AM-3PM (Rain or Shine)

OCTS #1 Maintenance Garage, 21 Training Center Lane, New Hampton, NY
Entrance across from the Mid-Hudson Psychiatric Center.
Please see Flyer for details of what is/not accepted.

3.11. State Senate Budget Update / SUNY Orange

For those unfamiliar with the budget process, note that the Senate's budget proposal is essentially a blueprint. It's an opportunity for my Senate colleagues and I to articulate what our priorities are as negotiations continue. In coming weeks, legislative leadership and the Governor will continue to negotiate, and the final budget will be voted on/signed into law come April. I'll be sure to provide a follow-up at that time.

For now, a few highlights to share:

- **SUNY Orange as Center of Excellence:** Our budget proposal would establish a new Center of Excellence designation for SUNY Orange. OCCC would be the first community college to receive this designation if enacted. You can read more about [the program here](#).
- **\$100M DOT Boost to Region 8:** Our budget proposal includes, on top of general DOT funding, an additional \$100M in DOT funding for our region to counteract the historic underinvestment Hudson Valley infrastructure has received. According to DOT's own reporting, Region 8 roads had the lowest percentage of "good + excellent" conditions in the state—46.5%. With the Hudson Valley containing the most state roads and bridges of any region in New York, aggressive and sustained investment is vital.
- **Procurement Flexibility for Municipalities:** Our proposal includes my bill, [S.2685](#), which would remove the mandate that state and local entities must make certain purchases through Corcraft. This effort follows a [2024 hearing](#) I led on our state's prison manufacturing program, where we uncovered, among other insights, that municipalities are often locked into significantly overpaying for products created by Corcraft when they could easily find more affordable alternatives elsewhere.
- **West Shore Feasibility Study:** The Senate included \$200,000 at my request to study the feasibility of expanding passenger rail options for west-of-Hudson residents. The Orange County Legislature and numerous local municipalities have recently passed resolutions in support of such a study.
- **Tappan Zee Toll Relief:** Our proposal includes my measure to enact a resident discount for Orange County drivers on the Tappan Zee Bridge, mirroring what is already available to Westchester and Rockland residents.
- **Temporary Municipal Assistance (TMA):** The Senate supports the Governor's recommendation for \$100 million in TMA, bringing total AIM to \$150 million. The \$100M in TMA will mean 21% increases for upstate cities and 13% increases for towns and villages. The Senate also proposes establishing an AIM redesign task force to identify more equitable ways to distribute funds to our municipalities.
- **Library Double-Taxation:** The Senate includes language requesting the state's Office of Real Property Tax Services (ORPTS) assess the number of taxpayers who reside in homes that are situated in two overlapping library districts, in order to analyze the burden placed on these taxpayers and examine options for providing relief. These double-tax issues are especially pressing in some Orange County communities and I've been pushing for reform on this issue for several years.
- **Subjecting Private, For-Profit Business on Federal- or State-Owned Property to Taxation:** A

loophole in current state law deprives local school districts and municipalities of much-needed revenue and provides certain for-profit businesses an unfair competitive advantage; this issue is especially acute in the Town of Highlands which hosts West Point where some private businesses, like the Thayer Hotel, pay zero dollars in property taxes. My legislation to close this loophole is included in the Senate's budget proposal.

Some items have been included in previous years' proposals but ultimately didn't get across the finish line, so we're taking another swing at them. I look forward to keeping you all informed in coming weeks as we approach a final, enacted FY27 state budget. As always, my team and I are available to answer any questions you may have.

Acceptance of Minutes

4.1. Acceptance of March 2, 2026 Minutes

2026-#142

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to accept the Minutes of March 2, 2026.

On a motion by Supervisor Richardson, seconded by Town Councilmember Scancarello

Ayes: Supervisor Richardson, Town Councilmember Scancarello, Town Councilmember Stephens, Town Council Member Rivera, Town Councilmember Bingham

Nays: None

Abstain: None

Audit of Claims

5.1. Abstract of Audited Vouchers Escrow #26-03

2026-#143

BE IT RESOLVED that the Town Board of the Town of Monroe approves Abstract of Audited Vouchers Escrow #26-03 totaling \$9,543.40.

On a motion by Supervisor Richardson, seconded by Town Councilmember Stephens

Ayes: Supervisor Richardson, Town Councilmember Scancarello, Town Councilmember Stephens, Town Council Member Rivera, Town Councilmember Bingham

Nays: None

Abstain: None

5.2. Abstract of Audited Vouchers Abstract #26-05 General Fund

2026-#144

BE IT RESOLVED that the Town Board of the Town of Monroe approves Abstract of Audited Vouchers Abstract #26-05 General Fund totaling \$315,490.95.

On a motion by Supervisor Richardson, seconded by Town Councilmember Stephens

Ayes: Supervisor Richardson, Town Councilmember Scancarello, Town Councilmember Stephens, Town Council Member Rivera, Town Councilmember Bingham

Nays: None

Abstain: None

New Business

6.1. Fund Balance Policy for Website

Darius will be drafting a Resolution for a Fund Balance Policy.

Old Business

7.1. Monroe - Bond Resolution for Water District No.14

2026-#145

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

BOND RESOLUTION OF THE TOWN OF MONROE, NEW YORK, ADOPTED MARCH 16, 2026, APPROPRIATING \$577,539 FOR THE INCREASE AND IMPROVEMENT OF FACILITIES OF WATER DISTRICT NO. 14, AND AUTHORIZING THE ISSUANCE OF \$577,539 BONDS OF SAID TOWN TO FINANCE SAID APPROPRIATION

Offered by: Councilperson Bingham

Seconded By: Councilperson Rivera

Recitals

WHEREAS, in 2013, the New York State Public Service Commission approved an application by the Town of Monroe (herein called the "Town"), in the County of Orange, New York, to operate the private water system that was formerly owned and operated by the Orchard Hill Water Company (the "Company"), and had fell into disrepair following the deaths of the owners of said Company;

WHEREAS, prior to the establishment of Water District No. 14 and the adoption of a bond resolution pursuant to Section 165.10 of the Local Finance Law, the Town had spent General Fund money in the amount of \$577,539 to make improvements to water system;

WHEREAS, pursuant to Chapter 412 of the New York Laws of 2025, the establishment of

Water District No. 14 was legalized, validated, ratified and confirmed and authorized the Town to issue bonds or notes in the principal amount of \$577,539 on behalf of Water District No. 14 for the purpose of reimbursing the General Fund of the Town for the advances made to pay for the improvements to the water system;

Now, therefore, be it

RESOLVED BY THE TOWN BOARD OF THE TOWN OF MONROE, IN THE COUNTY OF ORANGE, NEW YORK (by the favorable vote of not less than two-thirds of all the members of said Board) AS FOLLOWS:

Section 1. Pursuant to Chapter 412 of the New York Laws of 2025, the Town Board hereby appropriates the amount of \$577,539, for the increase and improvement of facilities of Water District No. 14, all as further described in the recitals hereof. The estimated maximum cost thereof, including preliminary costs and costs incidental thereto and the financing thereof, will not exceed \$577,539. The plan of financing includes the issuance of not to exceed \$577,539 bonds of the Town to finance said appropriation, and the collection of charges from water metering and/or the assessment, levy and collection of assessments upon the several lots and parcels of land within the District which the Town Board shall deem benefited thereby, so much upon and from each as shall be in just proportion to the amount of benefit which the improvement shall confer upon the same, to pay the principal of and interest on said bonds as the same shall become due and payable.

Section 2. Bonds of the Town in the principal amount of not to exceed \$577,539 are hereby authorized to be issued pursuant to Chapter 412 of the New York Laws of 2025 and the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called the "Law"), to finance said appropriation.

Section 3. The following additional matters are hereby determined and stated:

(a) The period of probable usefulness of the object or purpose for which said bonds are authorized to be issued, within the limitations of Section 11.00 a. 1 of the Law, is forty (40) years, commencing on January 1, 2013.

(b) The proceeds of the bonds herein authorized and any bond anticipation notes issued in anticipation of said bonds may be applied to reimburse the Town for expenditures made after the effective date of this resolution. The foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.

(c) The proposed maturity of the serial bonds authorized by this resolution will exceed five (5) years.

Section 4. Each of the bonds authorized by this resolution and any bond anticipation notes issued in anticipation of said bonds shall contain the recital of validity prescribed by Section 52.00 of the Law and said bonds and any notes issued in anticipation said bonds shall be general obligations of the Town, payable as to both principal and interest by a general tax upon all the taxable real property within the Town. The faith and credit of the Town are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds and any notes issued in anticipation of the sale of said bonds, and provision shall be made annually in the budget of the Town by appropriation for (a) the amortization and redemption of the bonds and any notes issued in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 5. Subject to the provisions of this resolution and of the Law and pursuant to the provisions of Section 21.00 of the Law relative to the authorization of the issuance of bonds with substantially level or declining annual debt service, Section 30.00 relative to the authorization of the issuance of bond anticipation notes and Section 50.00 and Sections 56.00 to 60.00 and 168.00 of the Law, the powers and duties of the Town Board relative to authorizing bond anticipation notes and prescribing the terms, form and contents and as to the sale and issuance of the bonds herein authorized, and the renewals of said bond anticipation notes, and as to executing contracts for credit enhancements and providing for substantially level or declining annual debt service, are hereby delegated to the Supervisor, the chief fiscal officer of the Town.

Section 6. The validity of the bonds authorized by this resolution, and of any notes issued in anticipation of said bonds, may be contested only if:

- (a) such obligations are authorized for an object or purpose for which the Town is not authorized to expend money, or
- (b) the provisions of law which should be complied with at the date of the publication of such resolution, or a summary thereof, are not substantially complied with, and

an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

- (c) such obligations are authorized in violation of the provisions of the constitution.

Section 7. This resolution shall take effect immediately and the Town Clerk is hereby authorized and directed to publish this bond resolution, in summary, in the official newspaper(s) of the Town, together with the Town Clerk's statutory notice in the form prescribed by Section 81.00 of the Local Finance Law of the State of New York.

The adoption of the foregoing resolution was seconded by Councilperson Rivera and duly put to a vote on roll call, which resulted as follows:

AYES:5

NOES:0

The resolution was declared adopted.

On a motion by Town Councilmember Bingham, seconded by Town Council Member Rivera

Ayes: Supervisor Richardson, Town Councilmember Scancarello, Town Councilmember Stephens, Town Council Member Rivera, Town Councilmember Bingham

Nays: None

Abstain: None

7.2. Board Review for Approval or Denial RE STR 308 Lakes Rd.

2026-#146

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve STR located at 308 Lakes Rd. (SBL: 19-1-2).

On a motion by Supervisor Richardson, seconded by Town Councilmember Scancarello

Ayes: Supervisor Richardson, Town Councilmember Scancarello, Town Councilmember Stephens, Town Council Member Rivera, Town Councilmember Bingham

Nays: None

Abstain: None

Public Comment

8.1. Rules for Public Comment

8.2. Public Comment

The following residents signed up for Public Comment:

- Carol Sotoropoulis
- Carol Scully
- Dan Burke
- Rick Colon
- Rhonda Avla

- Carol Sotoropoulis: Spoke on Resolution RE NY Dor All Act. Credible, verified reports where family members were taken with no criminal records.

- Carol Scully: Spoke RE the Food Pantry at Town Hall.

- Dan Burke: Spoke RE the Police Force for the Town. Budget was stripped. Traffic Control (speed cameras). Looking forward to the next year and a half.

- Rick Colon: Commented on Town Board Member Rivera's comments from last meeting with regard to being prepared for an emergency situation.

- Rhonda Avla: Woodbury Animal Shelter. Suggested broadcasting animals that need homes.

- Supervisor Richardson: (Food Pantry Transcript)

Kearny: The original idea originated from the town as it's all eagle projects that we do for the town originate from. We approach the town, we say, "We're available to do projects, let us know what you need" And then the idea is generated as a town. things that we've done in the parks, the tables, the signs, all of that was generally created by Anne Marie Morris, with Tony Cardone, and then they would approach us and say, "Okay, we have this project. If you have a scout that needs a project, they can do X, Y, Z. Um, we approve it. we approve projects, sometimes we don't, depending on what the project is." Sometimes we do see projects in need around town, we have ideas, um, and we would go to the town for that, but, um, in the case of the food pantry, um, it was something that, um, Tony Cardone had come up with. Um, these food pantries have gotten a lot of rest lately in, you know, across Orange County. There's quite a few of them. Um, I believe there's a food pantry similar to this in Goshen. I know there's a couple of towns in Westchester that do it.

Richardson: And who stocks them and keeps them running?

Kearny: Uh, what was that?

Richardson: Who maintains those other projects, like, who stocks them? If it's a Boy Scout project, do the Boy Scouts keep maintaining it, or you do you hand over the responsibility to the organization?

Kearny: So as far as my understanding with the other projects was how the other towns run, the idea behind the food pantry is similar to kind of what the Girl Scouts did. It's owned and, maintained by the town. The vision that I believe Tony had for the pantry was, as it works, in other towns, is that it's a place

for people in the community to donate food to people that need, and people in need, know that that food pantry is available. So, I know people in the town, they have left food in that pantry area, cold, you know, refrigerated food, and cold storage food, and then other people have come and taken the food out of there. They're supposed to be community run where people in the community would draw food off, and people in need would pick it up. Now, I believe the idea was that after we handed over the food pantry to the town, the town this year was going to go ahead with, with, like, reaching out to the supermarkets about, you know, damaged food that they might have. You know, I heard at the time that, you know, a lot of supermarkets in the area, they have a damaged can of corn, peas or something. They're not allowed to sell that.

Richardson: Right.

Kearny: They're not allowed to sell that, and they probably would not be allowed to donate that as well. Well, that was, that was the, you know, we've done, you know, I remember doing collecting of food from, um, supermarkets that we donated that back to food pantries. So that's something that scouts do, you know, if a supermarket has a damaged can of corn or the label is slightly torn, that they can't go on their shelves, they typically write that off. And the idea was that, you know, the town would collect that food. But also, the idea was that this would be known to the restaurants and area, that if restaurants wanted to donate extra food that they had, that would be a place they could go. Um, I heard, you know, towns, um, also promoting the idea at Thanksgiving that, um, people that have, like, a shop, right, for example, where they can donate a turkey. I know 4 or 5 turkeys, I believe, were left in the Monroe food pantry box this past Thanksgiving. We're quickly taken out of there by people that needing them, but that way the idea that people in the community would, um, maintain, you know, kind of, um, stock, stock the, the shed, and then also people in the community could take food from it. Maintenance of the shed would be done by the town. So, we agreed to build the shed by the refrigerator, build a shed, and then we handed over. We actually did a food drive to give it its 1st kind of, you know, push off the ground in terms of getting food into it. We did that as an add-on in November, but then we officially handed over the food shed to the town the weekend before Thanksgiving. With any project, once the scout hands it over and, you know, we're kind of completed outside of the project, the scouts, you know, we don't maintain the shed after that point. Just like, you know, the benches we build and the tables we've done in the parks and the trails and the signs, all of those projects, once they're completed by the scout, they hand it over to the town. Right, well, there's an ongoing maintenance with the tables, unless we wanted to re-stain or preserve them, or do something like that.

Richardson: So, what he's saying, without saying it, is basically that Tony was dishonest. He's not saying that because he's not making moral accusations. However, if Tony approached them and asked for the project, um, I believe that, because there's no reason why a Troop leader would lie to us sitting here on the phone. And that also, at a meeting, when pressed, Tony also said that once it's handed over to the town, the town is responsible, but he also said that Sacred Heart was going to be the manager. We would not have agreed to these conditions otherwise. And if you noticed, we expressed very vehemently some insurance and other issues at the time. And by the way, this was never permitted. With our building inspector, this was never permitted. There was electrical and concrete work done. There were physical changes to the building, which required consent from both the town board and building inspector, including permits, which were never sought. So now we're dealing with permanent alterations, which require permitting, and also liability issues, because we are not covered by Good Samaritan law. We're not a nonprofit. We're the government. If a grocery store can't sell a defective can of corn, the government should not be giving you a defective can of corn, if that makes sense. We're even more liable. So, this project may not be a good fit. Um, I appreciate and commend every effort that was put in. My brothers were Boy Scouts, just because we had criticisms of the project does not mean that we were anti-Boy Scout, anti-charity, or anti-food bank. But now we are left with a mess, and we are basically trying to understand how this came to be. Um, as well as, what can be a tenable way forward because obviously we don't want to be the ones who, I don't

know, have to pull out from a food bank effort at the town hall, but that might be what we're faced with doing.

Kearny: Right, so, so, let me, so, um, back up a couple, couple things there. So 1st with the food safety laws. So, um, we made it very clear, um, at the beginning of the project, when we were the concept staged that, um, you know, we're not, you know, the town should, um, you know, be, when you have any legal liabilities with food. Right. My understanding, I'm not a lawyer. But I looked into this kind of just, like, at the very top level. You're definitely not covered by the good Samaritan laws, because the good Samaritan laws apply to individuals. You know, if I, as an individual, give something to you, like, I give CPR to somebody, and they break, I break, they're... Right, right, right, right. That doesn't apply to a town. The town is called under other good food donation laws, and they're also protected by a federal law. As I understand it, as the reasoning that I've received from other towns, other boys can choose that have done these type of projects, their towns are covered under federal law. The only time a municipality would be liable for something, is if they knowingly put something bad into a, or they knowingly, would negligent in maintaining sheds. For example, if the town, if it was proven that the town knowingly puts spoiled milk into a refrigerator, or the town knowingly knew that, you know, someone had damaged food, or food was stale up there, and they didn't do anything about it.

Richardson: Right, but you can define "knowing" via a lawsuit.

Kearny: Right, yeah. Right. That's a long laundry list of, well, I think, but this is the, this is the reasoning or this is how other towns view these sheds that, you know, that they're, they're in safe ground between the New York State food, donation loss, and as well as, there's a federal, law protecting municipalities, the towns, from, um, you know, liability related to these things. The 2nd thing you mentioned there was the issue about the permits. So, we also made it clear at the very beginning that, um, we were not doing any type of permanent work. We were told that as long as we built a shed, that a licensed electrician was running that power to the shed, which a licensed electrician did, the town hired an electrician to run that power from the building along the fence, and created an outlet for us to plug it in. There was no permanent trouble on it because we were told that because it was on under 144 square feet, that we were fine. Um, so, we made it clear that we were not, you know, if the town was comfortable with increasing and taking care of all that, with the electrical, we weren't gonna hook up the electrical to it, so they're building in any way, we weren't, we weren't, we even told them, we weren't gonna run the outlet to the shed. There was no way we were gonna do that part, so that part, that part was done by the town, and I believe it was done by a licensed electrician, and we just simply plugged it, the electrician was fine. When he did the work, you know, looked at the work that was done inside the shed, agreed to it, and, you know, gave us the permission to, once he had hooked up the outlet outside that's attached to the fence, that we could plug into it. So, our responsibility came from the plug into the shed, and then the town responsible from the plug back to the building. We had nothing to do with running that portion of it. So, you are right. As far as I know, like, my scout didn't, um, you know, apply for a permit or do anything related to the corporate process. We were told that, you know, basically we'll take care of it. Yeah, it's not... It's not... on how that whole thing, um, began and kind of how it evolved. So, when we create this project, we were asked, initially, it was going to be done at town hall. We were told, oh, my scout was told to find a location in Monroe for the shed. So, we looked at quite a few locations, but there's a police station in Monroe. We looked at a bunch of firehouses, we looked at [?] we looked at a few places. The criteria was that we needed to have the shed or a location for this township in a centralized location in the town. Number one, number two, it needed to be secure. I need to have proper lighting outside so people would feel safe. And third was security cameras. We were told that, ideally, that the shed should be in a place where it could be watched. Um, We looked at quite a few different places. Um, at part of that process, I called Sacred Heart. I wanted to give them the heads up that we were doing this project. Not that they were responsible for it, but that they knew that it was happening. You know, Sacred Heart was considered as one of those locations. And I said to you, I mean, would you like this shed, you know, we're looking for a location. Is

this something you'd be interested in doing? I was very clear with me that, no, that they can't have any type of facility like that. They don't want to be bringing people into that property and coming and going, you know, as they please. Totally understand. But they were, I said, can this, this schedule be available? If, when it's built, if you want to send people over there that need food, when you guys aren't open, it'll be available. Also be available for you if you haven't had extra meals or overload food or like access food for you to have a place to put the food. I made it very clear to them, and, you know, I'm very, I know Kim very well, is that there's no commitment by sacred heart at all, maintain, put food in it, maintain it, clean it, or anything like that. I also made the same phone call to the Woodbury, food pantry, and let them know about it. It just as a courtesy to let them know that this food pantry was going in, that it's a resource for people that might need food to have a place to go. When the shed was completed, I made a call to Kim. I said, the food pantry's up and running. This was at a time in November when we were going through the government shutdown, and, you know, people were losing food stamps, and they was concerned, they were getting calls from people about where to get food, and we wanted to let them know that they couldn't refer people over to the food pantry at Monroe, and, um, there was food there, because we had just completed the food drive. But there was never any commitment by Sacred Heart to me or anybody else to maintain that shed. I believe the way that Sacred Heart was dragged into this was as we were working on this shed, as we were doing food drives, many people would come up to my scout and say, Oh, is this part of Sacred Heart's food pantry? And we were very clear, no, it's not, this is, this is, um, sponsored and maintained by the town of Monroe. Sacred Heart has nothing to do with this. They're aware of it, they're not obligated anyway. People kept coming up, people from the community, people were sending us emails, suggesting that, you know, a sacred heart was part of this. And we kept telling people, No, this is not part of this. My scout, who, when he went to that town, board meeting, he's not, he's not a person of sacred heart. He doesn't know the difference between when he hears the sacred heart food pantry in the town of Monroe, and he got, you know, obviously, I think, a little bit, kind of mixed up with hewing all his talk about sacred heart food pantry that he somehow together. So, it was unfortunate that he said that during that town meeting, but the Sacred Heart never committed to me or committed to the troop or committed to anybody that they were going to maintain that food shed. Um, It just was something that, I think, got out of hand in the community. And whenever I heard people talking about that, I corrected them. But it seemed to come up almost weekly from somebody.

Richardson: Yeah, it was an announcement made by Cardone. It wasn't the Scout.

Kearny: And I just want to make one more point about the location of the shed. So, we looked at all these different locations. We went back with a couple of ideas, and the town came to us, said, the best place for that shed that they wanted. was at the town hall. Right. Number one, because it was near a parking lot. It was even easy for people to drop food off and pick food up. It's lit at night, so people felt safe there. I believe there's a camera there also that directly fed to the Monroe PD and it's also on the 2 hour drive by, I guess, the route for a police check. So that was why that location was chosen for the food shed. It just wasn't something that, you know, you know, was thought of, just, kind of, hazard Leola, which I'm gonna stick this food shed, you know, in front of the town. There was, you know, actually, a lot of thought went into why I would go there as opposed to the 4 other 5 other locations that we talked about. Um, so that's how the food shed ended up there. as development of it. So, sacred heart, never had any commitment to it. Um, from our research, that, you know, some of these sheds, if you, if you looked them up there, actually quite popular in a lot of towns. Um, as, as an eagle scout project, going them is a popular idea. I know of several scouts. I heard of articles of several scouts building these typos, food bank sheds, um, so it was a proven idea as an eagle project, but it was really Tony and coming to us and saying, this is something that he heard of. It was very, it was in the news a lot last year, and you know, before in 2023, um, where at 2024, where Tony was like, I'd like to do something like this in Monroe. The Girl Scout Project, with the Community Garden.

Richardson: Yes, that was very successful.

Kearny: Yes. And this food shed was kind of a, an extension of that idea.

Richardson: Right.

Kearny: It's how I heard it was, the Girl Scout Project was very, was a very good resource of that property, a very successful, and we want to kind of, you know, also have a food shed for cold food and dry good. And that's how, kind of, we got involved with it. And the arrangement was that, um, my scout would use it as an eagle project. He would raise the money for it. Right. And wouldn't count anything to do. because the cost went somewhere around \$2,000 or \$3,000. So, my scout, you know, raised the money, wanted the refrigerator, did the research on it.

Richardson: Right.

Kearny: You know, made sure that it was ventilated and it doesn't get too hot. summer, too cold in the winter, insulated it, did everything according to the specs of how, you know, an outdoor shed, these food pantry should be built into that specification. So that's how it kind of all came about. I do a lot there, but I just want to just, you know, mention those points.

Bingham: Okay, well, one of the concerns I had was, um, the maintenance, uh, because I saw Steve Thau one day, and he was cleaning out a container of, I think it was soup that had spilled. And I'm like, well, I thought this was being maintained by Sacred Heart. That's how this whole issue came up. Because we don't have volunteers or staff to maintain this long term, so, like, we never would have agreed to this kind of a thing. So...

Kearny: No, I know the food shed is also damaged at one point in December. We had a reach out from a person in the community, and they said that they went over there to put, I think it was blueberries or some fruit inside the refrigerator, opened the storm door, the wind caught it, bent it back, and broke the door completely off the shed. but the shed...

Bingham: No, yeah, we did hear that. Mm-hmm.

Kearny: You know, even though my scout, at that point, kind of clear from the project, we had to get over to the town. We donated it. We did go back with Steve Thau, and I think Tony, to just fix the, fix the door, and they bought the parts for it themselves to fix the door that we didn't want to leave it there for Christmas, all broken up. Um, but that was like kind of an extra thing that the scout did. He didn't he wasn't obligated to do that.

Richardson: Right.

Kearny: Once that's handed over, but that's our job that...

Richardson: I hope you can understand what our concern was. We don't have anybody, long term, checking on it. That's an incurred cost that we didn't venture. I mean, everyone thinks it's a fantastic idea to feed the community, but the reason that nobody is feeding the community is because it's a cost, a liability, and a maintenance issue, right? So, that's sort of the practical reality we're now faced with. So, we just wanted to be in touch with you, and we have to see what our responsibility here is moving forward. I know you said that you think that the municipality should be aware of their liabilities and the law when it comes to food hosting. And that is something that we are still not aware of. So, we need to find that out through our own insurance representative and our attorney. And I just didn't want there to be any sort of confusion or hard feelings in case something occurs with this. We appreciate everyone's hard

work on this, but we don't know that we can be in the business of being a food pantry moving forward. We would love to try to make it work moving forward. But, um, we don't have anybody to manage it and the work has still never been filed or permitted with the Building Inspector.

Kearny: I do have two suggestions now. This is, you know, I've been approached by two other places to build these boxes. They saw the one that you guys have, and they're like, that's great idea. You know, can you do something like that for us? And my response back right now is like, I don't have any scout that needs a new project.

Richardson: Right.

Kearny: Right now, no. So, one is the town of Woodbury. Okay. Supervisor took over there. Supervisor, Jackie Hernandez, yeah. The food pantry idea, she's expressed interest to me to, I have us build one over there. Not right now, though, because they might be in the process of, um, moving their town hall, so they don't want to have the food tension box right now. I was number one, number two. One of the places that I spoke to last year as a potential location, when it was outside of Monroe, was the Woodberry food pantry over at the Monroe Presbyterian Church, on Route 32 by the Highland Hill Cemetery. They have the food bank program over there. They've expressed interest to me, you know, about building something similar to that. They like the idea of it. Um, but, we couldn't do it there because it wasn't in Monroe. We needed we needed a location in Monroe for the one that we built for Monroe for my Eagle Scouts. Right, right. We told them that, you know, we'll come back to you at some point. So, there were two possible locations where you could probably maybe relocate it to.

Richardson: Okay. But, again, that's... We'd love to keep it. Yeah, that's like the worst-case scenario if we have to move it. That's a great idea. Um, we would love to be able to have volunteers to manage and maintain it. I don't know if the school needs community hours or anything like that. But we just wanted to be in touch with you because this was just a confusion for us coming into it.

Bingham: It also was a confusion for Sacred Heart. They were, you know, completely in the dark when I said, oh, are you coming to stock it? And they're like, no.

Richardson: Right.

Kearny: So, yeah, I totally, I totally understand what you guys are saying, and I really appreciate the call, too. Um, I just want to also just make one, you know, one earlier point, you know, clear, um, in terms of the concept of how this started. So, these had been Boy Scout projects, and I believe Tony had heard about them, and they came to us and saying, "Can you do something like that for us?"

Richardson: Right.

Kearny: It wasn't us going to Tony and introducing the idea to him saying, listen, this is what we do. This is what we want to do. It was, you know, totally hearing about these type of projects and saying, oh, can you guys do something like this for us? So, you know, there was a kind of a two-way street in terms of the development of the idea.

Richardson: Right.

Kearny: I don't want it to seem like, you know, the town 100% kind of came up with the idea of the blue and came to us about it. They, they, Tony and the other, I guess, other town management people heard about it through other stuff projects at other towns. and happened in a couple towns down in Westchester, that they said, let's try and do something like that here too, as an add-on to the Girl Scout kind of concept.

So that kind of the idea of how it started. So I wanted to be just cleaner about where that idea came from. All right? Um, but in terms of, like, relocating it or anything like that, you know, you could, you could probably do that. Um, it is, has been, that's been designed to be able to move.

Richardson: Okay.

Kearny: That's why there's no concrete pad under it, um, because that was part of one of the design ideas as well, in case it needed to ever be moved.

Richardson: Okay.

Kearny: It could be, you know, just take the refrigerator out, and it could be moved pretty easily.

Richardson: Okay, sounds good. Um, listen, if I can make it work and we have some people who would be interested in keeping it clean, um, even if, I don't know... If the insurance guy lets us keep it, we'll try and make it work, but it's good to know that we have those other options, so thank you so much.

Kearny: Yep. Absolutely. And, um, can I just give you my cell phone in case anything comes up, um, with the Boy Scouts or with this project, anything like that, you can reach out to me directly.

Richardson: Yeah, yeah, sure. Are any of your Monroe Eagle Scouts in need of a project this year? I wasn't sure on the timeline. Like I said, my brothers were also in the Boy Scouts, but...

Kearny: Yeah, so I do have some scouts on the horizon probably next year or so, but nothing imminent right now. We have 2 doing projects already. Not with the town of Monroe at all. Right. But I do have probably scouts available, you know, probably in like the spring of 2027.

Richardson: Okay.

Kearny: ...they're going to be looking for projects. But I can certainly reach out to you at that time and, you know, put them in touch with you. What we usually do is, you know, the scout drives the project and the scout would contact the town. Um, contact you, you know, about, is there any possible projects and, um, you would then have to scout, know, kind of flush out the idea. And, you know, I would be involved with the scout and just making sure that's an appropriate, appropriate project.

Richardson: Right. And then we're having our annual community clean sweep. I'm sure that you know.

Kearny: I think it's amazing. Yep, will be there for that. Yep, this year, we do that that every year.

Richardson: And we're also going to probably do a tree planting that day, so any of those kinds of opportunities, um, do you guys typically... would you like notice if there are community service opportunities? I know some of the kids just are looking for service hours.

Kearny: We do the clean sweeps, both, and we go with Woodbury. We do tree plantings. We did a big tree planting event at the Res last fall over in Woodbury. I believe we've done some tree planting over the years in Monroe as well. So, tree planting, uh, clean sweeps, that's kind of right up our alley.

Richardson: Okay, so sounds good. Now you have my number and my email. If there's anything that I could help you out with. Just feel free to always reach out to me.

Kearny: All right, sounds good. Thank you so much.

Richardson: Thank you, Ryan.

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

9.1. Enter into Executive Session

2026-#147

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Enter into Executive Session to discuss ongoing legal matters.

On a motion by Supervisor Richardson, seconded by Town Councilmember Scancarello

Ayes: Supervisor Richardson, Town Councilmember Scancarello, Town Councilmember Stephens, Town Council Member Rivera, Town Councilmember Bingham

Nays: None

Abstain: None

Return to Regular Meeting

10.1. Return to Regular Meeting

2026-#148

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Return to Regular Meeting.

On a motion by Supervisor Richardson, seconded by Town Council Member Rivera

Ayes: Supervisor Richardson, Town Councilmember Scancarello, Town Councilmember Stephens, Town Council Member Rivera, Town Councilmember Bingham

Nays: None

Abstain: None

Adjournment

11.1. Adjournment of Meeting

2026-#149

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Adjourn the Meeting of March 16, 2026, at 8:45 PM.

On a motion by Supervisor Richardson, seconded by Town Councilmember Scancarello

Ayes: Supervisor Richardson, Town Councilmember Scancarello, Town Councilmember Stephens, Town Council Member Rivera, Town Councilmember Bingham

Nays: None

Abstain: None

1. Audit of Claims

Subject **6.1. Abstract of Audited Vouchers Escrow #26-04**

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Abstract of Audited Vouchers Escrow #26-04

2026-#

BE IT RESOLVED that the Town Board of the Town of Monroe approves Abstract of Audited Vouchers Escrow #26-04, check #'s 2279-2279 totaling \$24,224.90.

1. 26-04 escrow



ABSTRACT OF AUDITED VOUCHERS

TOWN OF MONROE

Escrow

DATE OF AUDIT: April 6, 2026

Abstract #26-04 Escrow

Total Claims: \$ 24,224.90

Vendor	PO #	Description	Amount	Check Id	Check Date
CAPITAL ENVIRONMENTAL CONSUL	26-00267	O&R Substation	2,367.00	2278	4/1/2026
CAPITAL ENVIRONMENTAL CONSUL	26-00267	O&R Substation	599.50	2278	4/1/2026
CAPITAL ENVIRONMENTAL CONSUL	26-00267	O&R Substation	90.00	2278	4/1/2026
MHE ENGINEERING	25-02613	Bald Hill PP	8,686.75	2279	4/1/2026
MHE ENGINEERING	25-02898	Bald Hill PP	11,238.55	2279	4/1/2026
MHE ENGINEERING	26-00277	Bias Property 81 Raywood	604.50	2279	4/1/2026
MHE ENGINEERING	26-00279	O&R Substation	638.60	2279	4/1/2026
Total			<u>24,224.90</u>		

2. Audit of Claims

Subject **6.2. Abstract of Audited Vouchers Abstract #26-06 General Fund**

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Abstract of Audited Vouchers Abstract #26-06 General Fund

2026-#

BE IT RESOLVED that the Town Board of the Town of Monroe approves Abstract of Audited Vouchers Abstract #26-06 General Fund, check #'s 38113-38167 totaling \$252,012.93.

1. 26-06 GEN



ABSTRACT OF AUDITED VOUCHERS

TOWN OF MONROE

General Fund

DATE OF AUDIT: April 6, 2026

Abstract #26-06 Gen

TOTAL

\$252,012.93

Vendor	PO #	Description	Amount	Check Id	Check Date
AFFORDABLE INTERIOR SYSTEM	26-00459	DAR OFFICE REPAIRS/INSTALL	12,020.55	38113	4/1/2026
ALL GAS & WELDING SUPPLY CO IN	26-00499	VARIOUS CUTT-OFFS & KNOT WHEEL	125.00	38114	4/1/2026
AMTHORS WELDING SERVICE INC	26-00500	VALVE BODY - TRUCK #99	4,349.09	38115	4/1/2026
APALACHEE, LLC	26-00501	36.3 TON OF ROAD SALT	2,821.58	38116	4/1/2026
APALACHEE, LLC	26-00501	143.76 TON OF ROAD SALT	11,104.02	38116	4/1/2026
ASSOCIATION OF TOWNS OF THE	26-00479	TOWN LAW MANUAL - MARY BINGHAM	15.00	38117	4/1/2026
BILT-WELL FENCE CO., INC.	26-00502	FENCE INSTALLATION - SALT SHED	3,080.00	38118	4/1/2026
cb20 Inc	26-00488	FEB 2026 MONTHLY AZURE SERVICE	142.92	38119	4/1/2026
CHEMUNG SUPPLY CORP	26-00503	24" 25 DEG BENDER & 2-24"SPLIT	1,064.94	38120	4/1/2026
CHRISTOPHER SULLIVAN PLUMBING	26-00487	REPAIRS TO BOILER FOR LEAK	385.00	38121	4/1/2026
COACH & EQUIPMENT MFG CORP	26-00495	SEAL FRONT DOOR - BUS #47	83.23	38122	4/1/2026
PAUL CONGELOSI SALES, INC.	26-00510	VARIOUS PLUGS & RINGS - TRK 15	560.00	38123	4/1/2026
DOC PROFESSIONAL CLEANING SERV	26-00517	MAR 2026 CLEANING SERVICES	4,590.00	38124	4/1/2026
DOC PROFESSIONAL CLEANING SERV	26-00517	POST CONSTRUCTION CLEANING-DAR	150.00	38124	4/1/2026
JOHN DOWLING	26-00496	2026 EYE CARE- J. DOWLING	303.78	38125	4/1/2026
FEERICK NUGENT MACCARTNEY PLLC	26-00475	MAR 2026 JUSTICE COURT	5,240.00	38126	4/1/2026
FEERICK NUGENT MACCARTNEY PLLC	26-00476	MAR 2026 JUSTICE COURT	4,040.00	38126	4/1/2026
MARTIN FREDERICKS	26-00492	3/2/26-3/31/2026 OSTEO-WEIGHT	540.00	38127	4/1/2026
FRONTIER	26-00468	3/24-4/24/26 PHONE SERVICE	2,187.68	38128	4/1/2026
GEORGE CARNEY ENTERTAINMENT	26-00003	APRIL 2026 CONSULTING	4,129.81	38129	4/1/2026
GREEN COUNTY COMMERCIAL BANK	26-00461	PUBLIC IMPROVEMENT BOND 2021	1,091.50	38130	4/1/2026
HARRIS BEACH MURTHA CULLINA	26-00484	CERCLA LITIGATIONS 445846	3,607.50	38131	4/1/2026
HARRIS BEACH MURTHA CULLINA	26-00484	DIV-ASSETS TWN PALM TREE445537	7,962.50	38131	4/1/2026
HARRIS BEACH MURTHA CULLINA	26-00484	LABOR ISSUES 445849	1,202.50	38131	4/1/2026
HARRIS BEACH MURTHA CULLINA	26-00484	PARISH PROPERTY MNGMNT 446055	1,592.50	38131	4/1/2026
HARRIS BEACH MURTHA CULLINA	26-00484	RYE HILL-APPEAL 446136	18,395.00	38131	4/1/2026
HARRIS BEACH MURTHA CULLINA	26-00484	TAX CERTIORARI'S 445855	2,090.00	38131	4/1/2026
HARRY F ROTOLO & SON, INC.	26-00505	REPAIRS & SUPPLIES - WD#1 PUMP	1,120.64	38132	4/1/2026
DIANE JANSSENS	26-00493	MAR 2026 AEROBICS INSTRUCTOR	160.00	38133	4/1/2026
HELEN W. KNICKERBOCKER	26-00460	MAR 2026 FINANCIAL SERVICES	922.50	38134	4/1/2026
GEORGE KYDON	26-00504	2026 EYECARE - G. KYDON	25.00	38135	4/1/2026
LEATHERNECK INC.	26-00507	REPAIR WORK - TRUCK #11	1,455.00	38136	4/1/2026
LOYAL TIRE & AUTO CENTER, INC.	26-00494	SERVICE FOR BUS #42	1,173.77	38137	4/1/2026



ABSTRACT OF AUDITED VOUCHERS

TOWN OF MONROE

General Fund

DATE OF AUDIT: April 6, 2026

Abstract #26-06 Gen

TOTAL

\$252,012.93

Vendor	PO #	Description	Amount	Check Id	Check Date
LOYAL TIRE & AUTO CENTER, INC.	26-00494	SERVICE FOR BUS #37	298.43	38137	4/1/2026
LOYAL TIRE & AUTO CENTER, INC.	26-00494	SERVICE FOR BUS #48	213.45	38137	4/1/2026
LOYAL TIRE & AUTO CENTER, INC.	26-00494	SERVICE FOR BUS #43	582.50	38137	4/1/2026
LOYAL TIRE & AUTO CENTER, INC.	26-00494	SERVICE FOR BUS #38	399.42	38137	4/1/2026
MARINA'S PIZZA	26-00465	2026 ST PATRICK'S LUNCHEON	1,750.00	38138	4/1/2026
MILLENNIUM STRATEGIES	26-00485	MARCH 2026	3,300.00	38139	4/1/2026
MONTAGUE TOOL & SUPPLY CO, INC	26-00508	VARIOUS SHOELS	209.88	38140	4/1/2026
MONTGOMERY OVERALL	26-00497	DAR RUGS 3/06/2026	17.50	38141	4/1/2026
MONTGOMERY OVERALL	26-00497	DAR RUGS 3/13/2026	17.50	38141	4/1/2026
MONTGOMERY OVERALL	26-00497	DAR RUGS 3/20/2026	17.50	38141	4/1/2026
MONTGOMERY OVERALL	26-00497	DAR RUGS 3/27/2026	17.50	38141	4/1/2026
EDWIN MORALES	26-00477	FIX ROUTE & DRIVER DEF.INSPECT	160.00	38142	4/1/2026
EDWIN MORALES	26-00477	FIX ROUTE & DRIVER DEF.INSPECT	160.00	38142	4/1/2026
EDWIN MORALES	26-00477	FIX ROUTE & DRIVER DEF.INSPECT	160.00	38142	4/1/2026
EDWIN MORALES	26-00478	DECORATIONS - DOLLAR TREE	34.75	38142	4/1/2026
EDWIN MORALES	26-00478	DECORATIONS - DOLLAR TREE	34.75	38142	4/1/2026
JOHN MULLIGAN	26-00506	CLOTHING ALLOWANCE-J. MULLIGAN	89.98	38143	4/1/2026
NAS SECURITY SYSTEMS, INC	26-00489	3/6/2026 SERVICE CALL-FIREALRM	337.50	38144	4/1/2026
NYS MAGISTRATES ASSOCIATION	26-00454	MCKNIGHT NYS MAGISTRATES ASSOC	215.00	38145	4/1/2026
NYS MAGISTRATES ASSOCIATION	26-00455	SCHWARTZ NYS MAGISTRATES ASSOC	215.00	38145	4/1/2026
NYSAMCC, INC.	26-00456	NYS MAGISTRATE DUES CAPPOLA	60.00	38146	4/1/2026
NYSAMCC, INC.	26-00456	NYS MAGISTRATE DUES WECHSLER	60.00	38146	4/1/2026
NYSATRC MEMBERSHIP	26-00482	2025 MEMBERSHIP TAX CLK DUES	25.00	38147	4/1/2026
KATE O'BOYLE	26-00486	BIRD HOUSES FOR PARKS	107.69	38148	4/1/2026
OPTIMUM	26-00466	PHONE/INTERNET 03/16-4/14/26	282.70	38149	4/1/2026
OPTIMUM	26-00466	CABLE 03/23-4/22/26	27.30	38149	4/1/2026
OFFICE OF THE STATE COMPTROLLE	26-00471	FEBRUARY 2026 COURT FEES	3,980.00	38150	4/1/2026
ORANGE-SULLVN MUNI CLERKS ASSO	26-00481	2026 ANNUAL DUES & MEMBERHSIP	40.00	38151	4/1/2026
PARTNERS IN SAFETY	26-00509	POST ACCIDENT TESTING - 9/9/26	53.00	38152	4/1/2026
PBM SUPPLY CO., INC	26-00511	2" SS 4 BOLT FLANGE UNIT	360.75	38153	4/1/2026
PBM SUPPLY CO., INC	26-00511	1" SS 4 BOLT FLANGE UNIT	206.10	38153	4/1/2026
PITNEY BOWES GLOBAL FINANCIAL	26-00483	12/8/25-3/7/26 LEASE - JUSTICE	227.97	38154	4/1/2026
DAWN POSTIGLIONE	26-00491	MAR 2026 YOGA CLASSES	102.00	38155	4/1/2026



ABSTRACT OF AUDITED VOUCHERS

TOWN OF MONROE

General Fund

DATE OF AUDIT: April 6, 2026

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TOTAL

\$252,012.93

Vendor	PO #	Description	Amount	Check Id	Check Date
JEAN M. RABBITT	26-00480	JAN 2026 JUSTICE COURT BOOKS	500.00	38156	4/1/2026
RAPID TIRE SERV OF NEWBURGH	26-00512	CAT LOADER TIRE & SERVICE	1,125.00	38157	4/1/2026
SOUTH CENTRAL PLANNING & DEVEL	26-00470	MAR 2026 PERMIT & PROPERTY	490.42	38158	4/1/2026
STAPLES BUSINESS ADVANTAGE	26-00498	32 GB USV - 10PK	26.65	38159	4/1/2026
STAPLES BUSINESS ADVANTAGE	26-00498	FILE FOLDERS, BINDER CLIPS,INK	197.86	38159	4/1/2026
STAPLES BUSINESS ADVANTAGE	26-00498	HP 148X & STAPLES	171.88	38159	4/1/2026
STAPLES BUSINESS ADVANTAGE	26-00498	BROTHER TN433BK	103.49	38159	4/1/2026
STONE INDUSTRIES, INC	26-00513	34.03 TON WINTER BASE ASPHALT	4,172.71	38160	4/1/2026
TECTONIC ENGINEERING CONSULTAN	26-00514	SURVEY SERVICES WD#1 1/31-2/27	28,000.00	38161	4/1/2026
TOWN OF NEW WINDSOR	26-00458	FEB 2026 TWN COUNCIL IT CONSUL	31.25	38162	4/1/2026
TOWN OF NEW WINDSOR	26-00458	FEB 2026 SUPERVISOR IT CONSULT	125.00	38162	4/1/2026
TOWN OF NEW WINDSOR	26-00458	FEB 2026 ASSESSOR IT CONSULT	62.50	38162	4/1/2026
TOWN OF NEW WINDSOR	26-00458	FEB 2026 SHARED SERV IT CONSUL	31.25	38162	4/1/2026
TOWN OF NEW WINDSOR	26-00458	FEB 2026 IT CONSULTING	62.50	38162	4/1/2026
TOWN OF NEW WINDSOR	26-00458	FEB 2026 IT DATA CONTRACTUAL	62.50	38162	4/1/2026
TOWN OF NEW WINDSOR	26-00458	FEB 2026 HWY IT CONSULTING	62.50	38162	4/1/2026
TOWN OF NEW WINDSOR	26-00458	FEB 2026 DAR IT CONSULTING	31.25	38162	4/1/2026
TOWN OF NEW WINDSOR	26-00458	FEB 2026 ZBA IT CONSULTING	31.25	38162	4/1/2026
TOWN OF WOODBURY	26-00472	VET BILL 2/16/26	305.00	38163	4/1/2026
TOWN OF WOODBURY	26-00472	VET BILL 2/17/26	177.48	38163	4/1/2026
TOWN OF WOODBURY	26-00472	VET BILL 2/17/26	46.00	38163	4/1/2026
TOWN OF WOODBURY	26-00472	VET BILL 2/17/26	55.10	38163	4/1/2026
TOWN OF WOODBURY	26-00472	VET BILL 2/19/26	105.88	38163	4/1/2026
TOWN OF WOODBURY	26-00472	VET BILL 2/19/26	76.26	38163	4/1/2026
TOWN OF WOODBURY	26-00472	VET BILL 2/21/26	46.00	38163	4/1/2026
TOWN OF WOODBURY	26-00472	VET BILL 2/24/26	46.00	38163	4/1/2026
TOWN OF WOODBURY	26-00473	VET BILL 3/4/26	654.29	38163	4/1/2026
TOWN OF WOODBURY	26-00473	VET BILL 3/11/26	124.80	38163	4/1/2026
TOWN OF WOODBURY	26-00473	VET BILL 3/16/26	75.00	38163	4/1/2026
TOWN OF WOODBURY	26-00473	VET BILL 3/16/26	617.17	38163	4/1/2026
TOWN OF WOODBURY	26-00474	VET BILL 3/16/26	75.00	38163	4/1/2026
USA BLUEBOOK	26-00515	5 LATEX GLOVES & CHLORINE R.	275.05	38164	4/1/2026
USA BLUEBOOK	26-00515	7 HYDRANT MARKERS	209.65	38164	4/1/2026



ABSTRACT OF AUDITED VOUCHERS

TOWN OF MONROE

General Fund

DATE OF AUDIT: April 6, 2026

Abstract #26-06 Gen

TOTAL

\$252,012.93

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USA BLUEBOOK	26-00515	CHLORINE R. SETS & DPD	459.32	38164	4/1/2026
VERIZON WIRELESS	26-00469	2/11-3/10/26 BLDG DEPT PHONE	114.55	38165	4/1/2026
VERIZON WIRELESS	26-00469	2/11-3/10/26 HWY DEPT PHONE	83.04	38165	4/1/2026
VERIZON WIRELESS	26-00469	2/11-3/10/26 TWN BOARD PHONE	138.63	38165	4/1/2026
VERIZON WIRELESS	26-00469	2/11-3/10/26 TABLET	20.02	38165	4/1/2026
W.E. TIMMERMAN CO., INC.	26-00516	ODB LEAF MACHINE - LCT65019	101,152.50	38166	4/1/2026
TAMARA WRENN	26-00490	MAR 2026 EXERCISE CLASSES	374.00	38167	4/1/2026
Total:			<u>252,012.93</u>		

1. New Business

Subject **8.1. Authorization for the Supervisor to sign the Sapphire Dam Colliers Engineering Agreement**

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Authorization for the Supervisor to sign the Sapphire Dam Colliers Engineering Agreement

2026-#

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

WHEREAS, the Sapphire Dam is a critical infrastructure asset of the **Sapphire Dam Drainage District** that requires an extensive and necessary rebuilding process to address long-standing structural deficiencies; and

WHEREAS, the Town Board, acting as commissioners for said District, is committed to the full-scale remediation and reconstruction of the dam to ensure long-term public safety and flood mitigation; and

WHEREAS, Colliers Engineering & Design has submitted a professional services proposal approved by the Sapphire Lake HOA to provide the specialized engineering, design, and oversight required to advance the rebuilding phase of this project; and

WHEREAS, the Town Board finds that this agreement is a vital step in navigating the complex regulatory and technical requirements inherent in rebuilding a high-hazard infrastructure asset;

NOW, THEREFORE, BE IT RESOLVED THAT the Town Supervisor is hereby authorized and directed to execute the engineering agreement with **Colliers Engineering & Design** for services related to the ongoing rebuilding of the Sapphire Dam outlined in the attached scope of work in the amount of \$13,500. These charges will be applied to only the residents of the Sapphire Lake Dam drainage district.

1. 260304 CAF_Article24_Permit_CDR MC (1)

Client Authorization Form

Date: March 4, 2026
Client: Town of Monroe (attn. Maureen Richardson, Supervisor)
1465 Orange Turnpike, Monroe, NY 10950
Project Name: Sapphire Lake Dam Project
Task Name: 12.0 - Article 24 Freshwater Wetlands Permit, NYSDEC
Project No.: 22010580B

We request your review and authorization of services as outlined below in order to proceed:

Services requested by: Client

Description of service contract scope:

Colliers Engineering & Design, Architecture, Landscape Architecture, Surveying, CT P.C. proposes to provide the following service(s):

Task 12.0: Article 24 Freshwater Wetland Permit - Environmental Permitting, NYSDEC

Please see the attached task description.

All services to be in accordance with the attached Business Terms and Conditions.

Services outlined above shall be invoiced:

- ☐ **Per diem/hourly**
☒ **Lump sum**

Payment terms are NET30 of receipt of invoice.

Estimated Budget = \$ _____

Fee = \$ 13,500.00

I (we) hereby authorize the services to proceed as outlined above:

Client Authorization Form prepared by:

Matthew P. McCort

Signer's Name (Print)

Project Manager's Name (Print)

Signature

Date



Project Manager's Signature

02/09/2026

Date

Please sign the form where indicated & email or mail to Colliers Engineering & Design for our records.

Task 12.0 Article 24 Freshwater Wetland Permit - Environmental Permitting, NYSDEC

The proposed Project will require authorization under Article 24 Freshwater Wetlands from the New York State Department of Environmental Conservation (NYSDEC), Region 3. Because the Project involves activities within and adjacent to State-regulated freshwater wetlands, CED will prepare and submit an *Article 24 Freshwater Wetlands Permit* application on behalf of the applicant.

The Article 24 application will include all information necessary for NYSDEC to evaluate the proposed work, including a detailed project description, assessment of anticipated impacts, conceptual dam improvement plans, and documentation of avoidance and minimization measures incorporated into the Project design. The submission will also outline the proposed sequence of construction and provide all supporting materials required for the Department's review of activities occurring within regulated wetlands and their adjacent areas.

The proposed Project is expected to be authorized under Nationwide Permit (NWP) 3 – *Maintenance*, as the work involves maintenance of existing, previously authorized structures and is anticipated to fall within the scope of the nationwide permit.

Please note: According to the USACE Public Notice dated February 11, 2022, NWP 3 does not require prior notification unless specific thresholds are met. If the proposed activities are confirmed to meet all NWP 3 terms and conditions and do not trigger PCN-required criteria, a written verification from the USACE will not be necessary. In that case, compliance with the NWP conditions will serve as the Project's authorization.

Exclusions and Understandings

- Please note that all USACE NWP's expire on March 14, 2026, this means the current set of streamlined permits for minor aquatic impacts ends, requiring the USACE to issue new, revised NWP's (expected in 2026).
- Assumes the Project will be covered under a blanket Water Quality Certificate (WQC) from NYSDEC and an Individual WQC Application will not be required. If an individual WQC is required, the additional scope and fee will be provided under a separate contract.
- Wetland mitigation design, coordination, credit purchase, regulatory approval or monitoring are not included in the above tasks. If mitigation is required, this will be provided under a separate scope and fee.
- Permitting efforts for FEMA Floodways / Floodplains, threatened & endangered species, or other state or federal regulated resources are excluded.
- The above tasks exclude any field work requested by jurisdiction-having authorities (JHA's) and/or the client
- Additional meetings and/or on-site field visits shall be considered additional services, and CED can provide a scope and fee to undertake the additional work.
- This scope excludes any permit fee associated with application submissions.
- If required application materials (such as reports or agency project review letters) for the Article 24 Permit Application are out of date and need to be updated with current information to adhere to agency stipulated timelines (e.g., threatened & endangered species project review letters obtained through NYNHP are valid for 1 year), CED can provide a separate scope and fee to complete the additional work to make the necessary updates.

Section II – Business Terms and Conditions

THIS PROPOSAL IS ADDITIONALLY GOVERNED BY AND SUBJECT TO CED'S BUSINESS STANDARD TERMS AND CONDITIONS, WHICH ARE ACCESSIBLE AT CED'S WEBSITE. **By signing this Proposal, Client acknowledges receipt and acceptance of the terms of this Proposal, including all Business Terms and Conditions located here and on CED's website.** By the act of executing this Proposal, the Client specifically acknowledges receipt of, agrees to, and intends to be fully bound by, the version of CED's Business Terms and Conditions located on CED's website at <https://colliersengineering.com/business-terms-conditions/> effective as of the date at the top of this Proposal. These additional terms are incorporated by reference into this Proposal. This web address includes any successor CED website. Hard copies of these additional terms and conditions can be made available to Client upon written request. Sections I-IV of this Proposal, including these terms and the Business Terms and Conditions located on CED's website, constitute the entire Agreement and supersede any previous agreement or understanding. This Agreement shall be governed by the laws in the State the project is located. The Client shall not assign this Agreement without the written consent of CED. This Proposal and the Business Terms and Conditions will be considered integrated into any subsequent contract/agreement entered by CED and Client.

\\corp.collierseng.com\corp\Newburgh\Projects\2022\22010580B\Proposals\260211 CAF_Article24_Permit_CDR MC.docx

2. New Business

Subject **8.2. Resolution Authorizing Union Overtime: Clean Sweep 2026**

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Resolution Authorizing Union Overtime: Clean Sweep 2026

2026-#

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

WHEREAS, the Town of Monroe has scheduled its annual "Clean Sweep" community beautification event for **Saturday, May 2, 2026**; and

WHEREAS, the success and safety of this event require the professional services and manual labor provided by the Town's dedicated union workforce; and

WHEREAS, the Town Board recognizes that performing these duties on a Saturday necessitates the authorization of overtime compensation in accordance with current collective bargaining agreements;

NOW, THEREFORE, BE IT RESOLVED THAT the Town Board hereby authorizes the necessary overtime for employees represented by the **IBEW** and the **Teamsters Union** to perform duties related to the Clean Sweep event on May 2, 2026. Authorized activities include, but are not limited to, debris collection, site maintenance, equipment operation, and logistical support as directed by the Supervisor and relevant Department Heads. The Supervisor is authorized to pay said overtime from the appropriately designated budget lines for the 2026 fiscal year.

3. New Business

Subject **8.3. Authorization for use of Town-owned parking lot
Somni Restaurant May 10th, 2026**

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Authorization for use of Town-owned parking lot Somni Restaurant 5/10/26

2026-#

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

WHEREAS, Somni Restaurant has requested authorization to utilize the Town-owned parking lot adjacent to their establishment for a Mother's Day vendor event on **Sunday, May 10, 2026**; and

WHEREAS, the Town Board finds that such community-focused events support local small businesses and provide a benefit to Town residents; and

WHEREAS, Somni Restaurant is required to provide a Certificate of Insurance (COI) naming the Town of Monroe as an additional insured to protect the Town against potential liability;

NOW, THEREFORE, BE IT RESOLVED THAT The Town Board hereby authorizes Somni Restaurant to use the designated Town-owned parking lot for a vendor event on May 10, 2026. The Town acknowledges the receipt of the necessary Certificate of Insurance and waives any rental fee associated with the space. Somni will be responsible for all setup, breakdown, and the removal of all debris from town-owned property following the conclusion of the event.

4. New Business

Subject **8.4. Annual Town of Monroe Food Truck Festival Sunday, June 14th**

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Annual Town of Monroe Food Truck Festival Sunday, June 14th

2026-#

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

WHEREAS, the Town of Monroe is scheduled to host its [Annual Town of Monroe Food Truck Festival](#) on **Sunday, June 14, 2026**; and

WHEREAS, the Town Board desires to utilize the **O&R Park** facility to accommodate the expected vendors, food trucks, and public attendance for this community event; and

NOW, THEREFORE, BE IT RESOLVED THAT the Town Board hereby authorizes the use of O&R Park for the Annual Town of Monroe Food Truck Festival on June 14, 2026, and further authorizes the Supervisor's office, Highway Department, Maintenance Department, and Dial-A-Ride to coordinate all necessary site preparations, traffic control, and sanitation services required for the event and for the town to incur the necessary overtime costs.

5. New Business

Subject **8.5.** End of Probationary Period, Gregory Begendorf, Highway Department

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Resolution authorizing the removal of Gregory Begendorf from his 3-month probationary period as a Heavy Equipment Operator (HEO) in our Highway Department, effective April 6, 2026. Gregory was hired on January 6th, 2026, and has since proven to be a great asset to our department. We would like to retain Gregory as a permanent full-time employee

2026-#

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Resolution authorizing the end of the 3-month probational period for Gregory Begendorf, Heavy Equipment Operator, Highway Department, effective April 6, 2026.

1. Gregory Begendorf Probation Letter 4-6-26

Town Hall
1465 Orange Turnpike
Monroe, New York 10950
www.townofmonroeny.org
Tel: 845-783-1900
Fax: 845-782-5597



Town Clerk:
Valerie Bitzer
845-783-1900 ext. 203

Highway Superintendent:
William Brown Jr.
845-783-1900 ext. 139

Town Justices:
Audra Schwartz
James McKnight
845-783-1900 ext. 209

Supervisor
Maureen Richardson
845-783-1900 ext. 104

Councilpersons:
Mary Bingham
Salvatore Scancarello
Bethany Stephens
J. Louis Rivera

Attorney:
Darius P. Chafizadeh
914-683-1200

Engineer:
MHE Engineering
845-567-3100

Building Inspector:
Benigno Maldonado
845-783-1900 ext. 208

Assessor:
Carla McNamara
845-783-1900 ext. 206

April 1, 2026

Request to Remove Probationary Status – Gregory Begendorf

Dear Supervisor Richardson & Members of the Town Board,

I am writing to formally request the removal of Gregory Begendorf from his probationary period as a Heavy Equipment Operator (HEO) in our Highway Department, effective April 6, 2026. Gregory was hired on January 6th, 2026, and has since proven to be a great asset to our department.

We would like to retain Gregory as a permanent full-time employee, as his performance and dedication have demonstrated his value to our team.

Thank you for your attention to this matter.

Sincerely,

William Brown Jr.

Highway Superintendent

Town of Monroe Highway Department

6. New Business

Subject	8.6. Deputy Registrar Appointment
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Meeting	April 6, 2026 - Monroe Town Board Meeting Agenda
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Type	Action (Resolution)
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Deputy Registrar Appointment

2026-#

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion appointing Barbara Singer as Deputy Registrar. Barbara is currently a Sub Registrar. Term to expire 12/31/2026. (Deputy Registrar Appointment)

7. New Business

Subject **8.7. Acceptance of Settlement Agreement Amendment Forest Wood LLC**

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Acceptance of Settlement Agreement Amendment Forest Wood LLC

WHEREAS, the previous administration entered into an agreement with **Forest Wood LLC** which obligated the Town of Monroe to collect specific settlement revenues; and

WHEREAS, the previous Supervisor budgeted the payments as revenue, yet defaulted on the Town's obligations under said agreement in collection of the final payments, resulting in the failure to bring the expected \$172,000 into the **2025 Town Budget**; and

WHEREAS, the current Town Board seeks to rectify this administrative failure by ensuring the collection of these funds for the **2026 Town Budget**; and

WHEREAS, to ensure consistent compliance and the successful recovery of funds, the settlement terms have been amended to **adjust the installment payments into more manageable amounts** for the payer;

NOW, THEREFORE, BE IT RESOLVED THAT the Town Board hereby accepts and approves the **Settlement Agreement Amendment** with **Forest Wood LLC**, including the revised schedule of adjusted installment payments. The Board acknowledges that this revenue, originally intended for the prior fiscal year, will now be realized and accounted for within the **2026 Town Budget**.

BE IT FURTHER RESOLVED the Town Supervisor is hereby authorized and directed to execute the amended agreement and all related documents necessary to effectuate these terms.

1. Settlement Agreement Addendum (partially executed) 1

SETTLEMENT AGREEMENT AMENDMENT

This Settlement Agreement Amendment, made as of the ___ of March 2026 by and between the Town of Monroe, a municipal corporation duly organized under the laws of the State of New York with offices at 1465 Orange Turnpike, Monroe, New York 10950 (the “Town”) and Forest Wood LLC, a domestic limited liability company duly organized under the laws of the State of New York with an address of 4 Sasev Court #111, Monroe, New York 10950 (“Forest Wood,” collectively with the Town, the “Parties”).

WHEREAS, Forest Wood is the developer of a multifamily residential project denominated “Forest Chateaus,” located in the Village of Kiryas Joel/Town of Palm Tree and located along Forest Road in the Town (“Forest Chateaus” or the “Project”); and

WHEREAS, the Parties entered into a Settlement Agreement, dated November 13, 2024, to fully resolve their disputes related to the Project (the “Settlement Agreement,” copy annexed hereto as **Exhibit “A”**); and

WHEREAS, the Settlement Agreement set forth timeframes for certain payments to be made by Forest Wood to the Town in connection with the Agreement (the “Payments”); and

WHEREAS, Forest Wood has already made \$286,000.00 in payments to the Town pursuant to the Settlement Agreement, which the Town acknowledges receipt of, and Forest Wood still owes the Town \$172,000.00 in connection with the Payments (the “Final Payment”); and

WHEREAS, Forest Wood has not made the Final Payment pursuant to the terms agreed to in the Settlement Agreement; and

WHEREAS, the Parties desire to settle and resolve the schedule of payments to the Town and adjust the schedule for the Final Payment of the remaining \$172,000.00 in Payments owed to the Town pursuant to the schedule set forth below;

NOW, THEREFORE, in consideration of the mutual promises, covenants, and agreements set forth herein, the sufficiency of which the Parties agree, the Parties do hereby agree to amend the Settlement Agreement to allow Forest Wood to remit to the Town the Final Payment, as follows:

- a. \$34,500.00 on or before March 31, 2026;
- b. \$34,500.00 on or before April 30, 2026;
- c. \$34,500.00 on or before May 29, 2026;
- d. \$34,500.00 on or before June 30, 2026, and;
- e. \$34,500.00 on or before July 31, 2026.

To the extent that the foregoing payments are not received by the Town pursuant to the above schedule, all monies due and owed the Town shall be immediately due, provided, however, that in the event of an untimely payment, the Town shall first provide Forest Wood with notice of such and a five (5) business day opportunity to cure before seeking to enter judgment pursuant to this Agreement.

2. Upon the execution of this Agreement, Forest Wood shall each execute an Affirmation of Confession of Judgment in the form attached hereto as **Exhibit "B"** which shall secure payment under Section 1 above and return the original, notarized signed Affirmation of Confession of Judgment to Plaintiff's counsel simultaneously with the execution of this Agreement.

3. The Affirmation of Confession of Judgment will be held in escrow by the Town unless and until Forest Wood defaults under the terms of this Agreement.
4. Upon Forest Wood's timely performance of all of its obligations set forth herein, the Town will destroy the Affirmation Confession of Judgment.
5. In the event of a default by Forest Wood of their obligations set forth above, the Town shall be entitled, after first providing Forest Wood with notice and a five (5) business day opportunity to cure, to immediately enter judgment against Forest Wood, in the amount due of any outstanding Payments, plus interest at the rate of 10% per annum .
6. The Parties agree to execute any additional documents and take all steps reasonably necessary for, in connection with, and to further the implementation of this Settlement Agreement.
7. The Settlement Agreement is otherwise unaffected by this Settlement Agreement Amendment.
8. This Settlement Agreement Amendment may be executed in two or more counterparts with the same effect as if the signatures to each counterpart were upon a single instrument, and all such counterparts together shall constitute one and the same instrument and an original of this Stipulation. For the purposes of this Settlement Agreement, facsimile or electronically delivered signatures shall be deemed as originals and shall be sufficient to bind such party and for enforcing the terms herein.
9. No party hereto shall be deemed to be a drafter of this Settlement Agreement Amendment. Each party hereto has had the opportunity to have its counsel review and comment on this Settlement Agreement.

10. This Settlement Agreement shall be binding upon the Parties hereto and inure to the benefit of their successors, assigns, executors, administrators, heirs and legal representatives, provided, however, that no assignment by any party shall operate to relieve such party of its obligations hereunder.

11. The undersigned, as authorized representatives of the respective Parties hereto, hereby agree to the terms of this Settlement Agreement Amendment and affirm that they have been duly authorized to execute this Settlement Agreement Amendment by all required actions from each Party and the courts may rely upon this representation to enforce the terms of this Settlement Agreement.

12. This Settlement Agreement may not be modified or amended, nor may any of its provisions be waived, except by a writing signed by all Parties hereto or their successors-in-interest. The Parties agree that any provisions of this Settlement Agreement may be modified or extended upon mutual consent of the Parties, which agreements to modify or extend must be entered into in writing and duly authorized.

Dated: March __, 2026

TOWN OF MONROE

By: _____
Maureen Richardson, Town Supervisor
Town of Monroe Town Hall
1465 Orange Turnpike
Monroe, New York 10950
(845) 783-1900

FOREST WOOD LLC

By:  _____
Abraham Werczberger
4 Sasev Court #111
Monroe, New York 10950
(845) 774-7211

8. New Business

Subject **8.8. Appointment of Susan Ciriello as Part-Time Account Clerk**

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Appointment of Susan Ciriello as Part-Time Account Clerk

2026-#

WHEREAS, the Town of Monroe Finance Department currently operates with only one staff member, creating a critical need for additional support to ensure fiscal accuracy and continuity; and

WHEREAS, the position of Account Clerk has remained unfilled since December 2025, during which time the only remaining staff member and the Supervisor's Office have subsumed these essential financial responsibilities to maintain Town operations; and

WHEREAS, the Town Board recognizes that continued reliance on the Supervisor's Office to perform these departmental functions is unsustainable and that a dedicated appointment is necessary to restore proper administrative balance; and

WHEREAS, Susan Ciriello has been identified as a qualified candidate capable of providing the immediate support required by the Finance Department.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Monroe hereby appoints **Susan Ciriello** to the position of **Part-Time Account Clerk**; and

BE IT FURTHER RESOLVED, that in light of the vacancy existing since 2025, this appointment is effective immediately as of **Monday, April 6, 2026**; and

BE IT FURTHER RESOLVED, that the rate of compensation for this position shall be set at **\$25.00 per hour**.

9. New Business

Subject **8.9. Appointment of Edwin Morales to additional duties, assigned as "Senior Center Transportation Director."**

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

WHEREAS, the Town Board authorizes the transition of the Dial-A-Ride offices to expand into the unused bottom level of the Senior Center; and

WHEREAS, following the departure of the previous Senior Center Director, the position was subsequently defunded by the prior administration, resulting in an undue burden on the Supervisor's Office which continues to carry a significant weight of program coordination and administrative oversight due to these budget constraints; and

WHEREAS, the Town Board now finds it advantageous to further consolidate Senior Center trip and transportation responsibilities under a dedicated director to alleviate this administrative strain and more efficiently serve the senior population of the Town.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Monroe hereby appoints **Ed Morales** to the position of **Senior Center Transportation Director and Trip Advisor**; and

BE IT FURTHER RESOLVED, that the duties of this position shall include, but are not limited to, the oversight of senior transport scheduling, vehicle maintenance coordination to and from the senior center, and the planning and execution of town-sponsored senior trips and activities; and

BE IT FURTHER RESOLVED, that this appointment is assigned a \$20,000 stipend and will be effective immediately, April 6, **2026**.

10. New Business

Subject **8.10. Appointment of Amy Semprivo as Part-Time Dial-A-Ride Driver**

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Appointment of Amy Semprivo as Part-Time Dial-A-Ride Driver

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Monroe hereby appoints **Amy Semprivo** to the position of **Part-Time Driver with Dial-A-Ride**; and

BE IT FURTHER RESOLVED, that the rate of compensation for this position shall be set at **\$22.47 per hour**, effective April 6th; and

BE IT FURTHER RESOLVED, that this appointment is subject to all applicable Department of Transportation (DOT) regulations, background checks, and standard probationary requirements as mandated by the Town of Monroe and Orange County.

11. New Business

Subject **8.11. Appointment of Angelina Olsen as Secretary to the Water Administrator**

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Appointment of Angelina Olsen as Secretary to the Water Administrator

WHEREAS, there is a requirement for the administration of Town-wide water billing, including the processing of adjustments and quarterly billing utilizing the Edmunds GovTech system; and

WHEREAS, there has been substantial turnover in the Finance Department, resulting in one employee and the Supervisor's office bearing said workload on a temporary basis during the transition; and

WHEREAS, the Town Board desires to assign these specialized duties to **Angelina Olsen** in addition to her current responsibilities as Secretary to the Highway Superintendent; and

WHEREAS, the Town Board recognizes the increased technical requirements, training, and workload associated with these financial duties.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Monroe hereby assigns **Angelina Olsen** the additional duties of **Water Department Billing and Edmunds System Management as well as Water Department administration under the additional title Secretary to the Water Administrator**; and

BE IT FURTHER RESOLVED, that in consideration of these additional responsibilities, Angelina Olsen shall receive an annual stipend in the amount of **\$4,500.00** to be paid in step with her bi-weekly pay, effective immediately; and

BE IT FURTHER RESOLVED, that this stipend shall remain in effect as long as these additional duties are performed, but until the position is further restructured inside the Water Department or otherwise amended by the Town Board.

12. New Business

Subject	8.12. Address Prior Administrative Salary Reductions Supervisor Budget Officer Stipend
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Meeting	April 6, 2026 - Monroe Town Board Meeting Agenda
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Type	Action (Resolution)
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WHEREAS, the Town Board recognizes that the position of Town Supervisor serves as both the full-time Chief Executive Officer and the Chief Fiscal Officer, also known as Budget Officer, responsibilities that require extensive financial oversight and statutory accountability; and

WHEREAS, the prior administration took action to eliminate the **\$20,000.00** Budget Officer stipend, an act which resulted in a **20% decrease** in the total compensation for the Supervisor's role in opposition to the fair pay expectation outlined in NYS General Municipal Law and left the mandated duties of the Budget Officer entirely uncompensated, a change which the previous administration only made after receiving unfavorable election results; and

WHEREAS, the Town Board finds that this reduction was not based on a decrease in workload or performance, but was a targeted administrative action that undermined the financial stability and professional standing of the office at a time when workload substantially increased during the post-election transition period for the new administration; and

WHEREAS, the Town Board deems it necessary and equitable to restore a fair level of compensation for the complex duties associated with preparing, filing, and managing the Town's annual budget, as well as daily fiscal oversight, and in accordance with the additional roles the Supervisor's office has taken on during the transition; and

WHEREAS, the Town Board acknowledges that the Town Supervisor currently operates without the support of a dedicated Bookkeeper to the Supervisor (whose budgeted salary was over \$99,000, when that person is an assistant to the CFO) and that the cost to the Town to hire an external or separate Budget Officer would far exceed the amount of the restored stipend, making the Supervisor's assumption of these duties the most fiscally responsible option for the taxpayers; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Monroe hereby restores the Budget Officer stipend in the amount of **\$15,000.00** annually; and

BE IT FURTHER RESOLVED that the funds for this compensation shall be allocated from the un-expended salary lines of the individuals who have stepped away from various Departments, resulting in no additional net increase to the Town's budgeted personnel costs; and

BE IT FURTHER RESOLVED, that this stipend shall be retroactive to **January 1, 2026**, and shall be paid in equal installments through the remainder of the fiscal year; and

BE IT FURTHER RESOLVED, that the Town Finance Department is hereby authorized to perform any necessary budget transfers to fund this line item for the 2026 fiscal year.

13. New Business

Subject **8.13. Appointment of Fransisca Tapia-Santos to Deputy Budget Officer**

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

WHEREAS, the Town of Monroe Finance Department has undergone a period of significant transition, currently operating with a single staff member following the departure of multiple personnel; and

WHEREAS, Francisca Tapia-Santos has performed Herculean efforts on behalf of the Town, successfully subsuming a gamut of responsibilities that span the entirety of the Finance Department's operations to ensure the uninterrupted continuity of Town business alongside the Supervisor's office; and

WHEREAS, the Town Board recognizes that these expanded duties include critical budgetary oversight, financial reporting, and daily fiscal management that far exceed the standard requirements of her primary role; and

WHEREAS, the Town Board finds it both equitable and necessary to formally recognize this increase in responsibility through a dedicated appointment and corresponding compensation.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Monroe hereby appoints **Francisca Tapia-Santos** to the position of **Deputy Budget Officer**, effective immediately; and

BE IT FURTHER RESOLVED, that in recognition of these additional duties, Francisca Tapia-Santos shall receive a \$5,000 to be paid in regular installments; and

BE IT FURTHER RESOLVED, that the funds for this compensation shall be allocated from the unexpended salary lines of the individuals who have stepped away from the Finance Department, resulting in no additional net increase to the Town's budgeted personnel costs until her role can be fully reevaluated and compensated accordingly for next year's budget; and

BE IT FURTHER RESOLVED, that the Town Board extends its formal gratitude to Ms. Tapia-Santos for her unwavering dedication and professional excellence during this

challenging transitional period.

1. Salary Increase Request

April 1, 2026

Dear Maureen Richardson & Town Board Members,

I hope this message finds you well. I am writing to formally request consideration for additional compensation in light of the expanded responsibilities I have assumed due to recent circumstances. Over this period, I have stepped up to take on additional duties and have remained consistent, adaptable, and committed to ensuring that operations continue smoothly. My efforts have always been guided by what is in the best interest of the Town and the team as a whole.

I take pride in contributing wherever needed and have embraced these added responsibilities as an opportunity to grow professionally while supporting our shared goals. I remain dedicated to my continued growth and development, and I am committed to maintaining the high standard of work expected of me.

Given the scope of my current role and the additional contributions I have made, I respectfully request a review of my compensation. I am open to discussing this further, including any proposals you may have, and I am willing to negotiate in good faith to reach a mutually agreeable outcome.

Thank you for your time and consideration. I look forward to the opportunity to discuss this matter with you.

Sincerely,

Francisca Tapia-Santos



14. New Business

Subject **8.14. Assignment of additional duties to Katherine O'Boyle for Sports Calendar and Field Maintenance**

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

WHEREAS, the Town of Monroe requires consistent oversight of its athletic fields and the coordination of sports calendars to ensure the safety and enjoyment of the community; and

WHEREAS, some of these responsibilities were previously managed by the Parks Department, a position that was completely eliminated and defunded by the prior administration, leading to a restructuring of duties falling to the Head of Maintenance and the Supervisor's office; and

WHEREAS, Katherine O'Boyle has agreed to assume these critical field maintenance and sports coordination duties in addition to her existing role; and

WHEREAS, the Town Board recognizes the specialized nature of these tasks and the increased workload required to maintain the Town's recreational standards while assisting the Supervisor in maintaining quality services at a reduced cost to taxpayers during an uncertain financial transition.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Monroe hereby assigns **Katherine O'Boyle** the additional responsibilities of **Field Maintenance Oversight and Sports Coordination**; and

BE IT FURTHER RESOLVED, that in consideration of these expanded duties, Katherine O'Boyle shall be awarded an annual stipend in the amount of **\$4,000.00**, for the duration of the parks season effective immediately; and

BE IT FURTHER RESOLVED, that this stipend shall be paid in regular installments and shall continue for the duration that these additional duties are performed.

15. New Business

Subject **8.15. Appointment of Aidan Brown as Seasonal Laborer, Smith Clove Park**

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Appointment of Aidan Brown as Seasonal Laborer, Smith Clove Park

WHEREAS, there exists a seasonal need for additional maintenance and labor support at **Smith's Clove Park** to ensure the facility remains safe and well-maintained for public use during the peak season; and

WHEREAS, **Aidan Brown** has been identified as a suitable candidate to fulfill the duties of a Seasonal Laborer; and

WHEREAS, the Park Commission and the Town Board have reviewed the staffing requirements and determined that this appointment is necessary for the efficient operation of park facilities.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Monroe hereby appoints **Aidan Brown** to the position of **Seasonal Laborer** at Smith's Clove Park; and

BE IT FURTHER RESOLVED, that the rate of compensation for this position shall be set at **\$22.00 per hour**, effective Monday, April 6th, 2026; and is subject to all standard employment requirements of the Town of Monroe.

1. Old Business

Subject	9.1. Use of Senior Center, Town of Monroe Republican Committee
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Meeting	April 6, 2026 - Monroe Town Board Meeting Agenda
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Type	Action (Resolution) Information
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Use of Senior Center, Town of Monroe Republican Committee

2026-#

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion approving the last nine months of the 2026 calendar year for the Town of Monroe Republican Committee for the following dates for use of the Sr. Center located at 101 Mine Rd., Monroe, NY the 3rd Thursday of each month at 7:00PM: (\$25 room rental fee) April 16, 2026, May 21, 2026, June 18, 2026, July 16, 2026, August 20, 2026, September 17, 2026, October 15, 2026, November 19, 2026, December 17, 2026. C.O.I. has been provided.

***Original Motion 2026-#74**

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve the Town of Monroe Republican Committee following dates for use of the Sr. Center located at 101 Mine Rd., Monroe, NY the 3rd Thursday of each month at 7:00PM: (\$25 room rental fee) **January 14, 2026, February 19, 2026, March 19, 2026**, April 16, 2026, May 21, 2026, June 18, 2026, July 16, 2026, August 20, 2026, September 17, 2026, October 15, 2026, November 19, 2026, December 17, 2026.

*The last nine months will be approved once a new Certificate of Insurance is provided. (only approving **January 14, 2026, February 19, 2026, March 19, 2026, at this time**)

1. 2025-2026 COI town of monroe republican committee for town of monroe_Redacted
2. T.O.M. RC Use of Meeting Room 2026_Redacted
3. town of monroe rep party acord for town of monroe_Redacted



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/07/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER  Donald J Roberts CPCU 671 Rt 17 M Monroe, NY. 10950	CONTACT NAME: Don Roberts PHONE (A/C, No, Ext): 845-782-8550 FAX (A/C, No): 845-783-7011 E-MAIL ADDRESS: don.roberts.huxh@statefarm.com														
INSURED Town of Monroe Republican Committee 34 Oreco Ter Monroe, NY. 10950	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A: State Farm Fire and Casualty Company</td><td>25143</td></tr><tr><td>INSURER B:</td><td></td></tr><tr><td>INSURER C:</td><td></td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: State Farm Fire and Casualty Company	25143	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A: State Farm Fire and Casualty Company	25143														
INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD INSD	SUB WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
☒	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE \$ 1,000,000
	CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
	☐ POLICY ☐ PRO-JECT ☒ LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000
	OTHER:						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	ANY AUTO						BODILY INJURY (Per person) \$
	OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐						BODILY INJURY (Per accident) \$
	HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY ☐						PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB ☐ OCCUR ☐						EACH OCCURRENCE \$
	EXCESS LIAB ☐ CLAIMS-MADE ☐						AGGREGATE \$
	DED ☐ RETENTION \$ ☐						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE ☐ OTH-ER ☐ \$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y / N ☐ N / A						E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Town of Monroe Republican Committee for Fundraising & Meetings

CERTIFICATE HOLDER**CANCELLATION**Town of Monroe
1455 Orange Turnpike
Monroe, NY. 10950

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



MONROE SENIOR CENTER
APPLICATION FOR USE OF MEETING ROOM
FOR NON-PROFIT ORGANIZATIONS

*There is a \$25 non-refundable fee per use of the room.

Payment is due when the meeting room key is picked up at Town Hall.

Organization: Town of Monroe Republican Comm.
Meeting Date Requested: Jan. 14, Feb. 19, Mar. 19, Apr. 16, May 21, June 18,
Meeting Time Requested: 700p July 16, Aug. 20, Sept. 17, Oct. 15,
Nov. 19, Dec. 17

Purpose of Meeting: T.O.M. Republican Comm.

Number of People Attending: 19(+)

CONTACT INFORMATION

Name: Valerie Bitzer

Address: [REDACTED]

Phone Number: [REDACTED] -mail address: [REDACTED]

***FOR TOWN CLERK USE ONLY**

Key Pick-Up Date: Jan. 14, 2026 Key Return Date: _____

Key Pick-Up Name: Valerie Bitzer Key Return Name: _____

Key Pick-Up Signature: _____ Key Return Signature: _____

\$25 Fee paid _____ Cash _____ Check # _____ (Payable to Town of Monroe)

MONROE SENIOR CENTER USE POLICY

- All dates for organizations are conditional and are contingent on absence of conflict with Town Business.
- Organization must be not-for-profit and Monroe-based.
- Neither the organization nor the activity can be "for profit."
- No political rallies or political fundraisers will be allowed.
- No food is allowed.
- No smoking is allowed.
- If necessary to move a table or chairs, please return room back to original set-up before leaving.
- No furniture is to be placed on the dance floor.
- All lights, including restrooms, need to be turned off before leaving the building.
- Meetings are not to exceed the capacity of 200 persons.
- An Application For Use of Meeting Room must be completed.
- Wherever possible, the reservation for room use should be made 14 days in advance.
- Organization is responsible for obtaining the key from the Town Clerk on the day of the meeting as well as returning it the **next** day. Town Hall hours are 8:00 a.m. – 4:00 p.m. If the key is not returned in the requested time period, a warning system is in place. Use of room privileges will be revoked if the system is abused.
- If an organization requests regularly scheduled meetings, only two people can be authorized to pick up the key from the Town Clerk. The designated persons will have a copy of their license kept on file.
- All Meeting Room Use Application Requests can be made with the Supervisor's Office.
- The Town of Monroe reserves the right to request a refundable deposit of \$50.00 where it is felt there may be added costs incurred in terms of cleaning after the meeting.
- Organization agrees to be responsible for any damage done to Town premises while using the room.
- Any organizations' meeting will be at the discretion of the Board, any violators of the rules jeopardize their privilege of using the room.
- Effective 1/1/2023 Certificate of Insurance is required, and should include: All policies should name the Town of Monroe as an Additional Insured, All policies should include a Waiver of Subrogation, All policies should be written on a Primary Non-contributory Basis, Limits of Insurance should be \$1M for the General Liability, It would be preferable that they also carry at least a \$1M Umbrella (at the towns discretion)

Organization: T.O.M. Rep. Comm.
Signature: Valerie Bitzer
Printed Name: Valerie Bitzer



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/19/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER  Don Roberts 671 Route 17M Monroe NY 109503318	CONTACT NAME: Don Roberts PHONE (A/C, No, Ext): 845-782-8550 E-MAIL ADDRESS: don.roberts.huxh@statefarm.com INSURER(S) AFFORDING COVERAGE INSURER A: State Farm Fire and Casualty Company NAIC # 25143
INSURED TOWN OF MONROE REPUBLICAN COMMITTEE 34 ORECO TER MONROE NY 109501632	INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD INSD	SUB WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☒ LOC OTHER:	Y	Y	[REDACTED]	03/13/2026	03/13/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Town of Monroe 1465 Orange Turnpike Monroe NY 10950	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE  This form was system-generated on 03/19/2026
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2. Old Business

Subject

9.2. Amended Resolution RE STR 308 Lakes Rd.

Meeting

April 6, 2026 - Monroe Town Board Meeting Agenda

Type

Action (Resolution)

Amended Resolution RE STR 308 Lakes Rd.

2026-#

BE IT RESOLVED that the Town Board of the Town of Monroe Made the following Amended Resolution by _____ and seconded by _____ :

***Original Resolution 2026-#146**

RESOLUTION APPROVING SHORT-TERM RENTAL AT 308 LAKES ROAD WITH CONDITIONS

APPLICANT: 308 LAKES ROAD LLC (JACOB ZICHERMAN)

WHEREAS, the Town Board of the Town of Monroe, New York (“Town Board”) received an application on or about January 20, 2026 from Jacob Zicherman (“Applicant”) on behalf of 308 Lakes Road LLC (“Owner”) for approval of a Short-Term Rental at 308 Lakes Road (“Application”) in the Town of Monroe (“Town”); and

WHEREAS, the Town Building Inspector provided a report dated February 26, 2026 regarding the Application and determined that the property was in substantial compliance with the Residential and Fire Codes of New York State based on an inspection of the premises on February 17, 2026 and February 26, 2026; and

WHEREAS, the Application was duly noticed; and

WHEREAS, no objections were received regarding the Application; and

WHEREAS, the Town Board desires to approve the Application for a Short-Term Rental at 308 Lakes Road; and

WHEREAS, the Town Board passed a resolution at its March 16, 2026 meeting (“Resolution 2026-#146”), approving the Short-Term Rental; and

WHEREAS, the Town Board desires to impose conditions upon the approval of the Short-Term Rental pursuant to Town Code § 40-8(G), to be enforced by the Town Building Inspector / Code Enforcement Officer, thus requiring an amendment to Resolution 2026-#146.

NOW, THEREFORE, BE IT RESOLVED, that:

Section 1. The above “WHEREAS” clauses are incorporated herein as if set forth in full.

Section 2. Pursuant to Town Code § 40-8(F), the Town Board hereby determines that:

1. Adequate parking facilities are provided to meet the parking requirement of four off-street parking spaces which are provided in a manner that does not impact the residential character of the neighborhood.
2. No new construction or expansion is proposed relating to the Short-Term Rental.
3. The structure and lot have received variances for any nonconformances (by Zoning Board variance resolution dated June 22, 2021 and signed by the Town Clerk on July 28, 2021) and the lot and structure are not considered existing nonconforming uses or buildings.
4. Adjoining residences and their yards are generally afforded a reasonable degree of privacy from view by occupants of the proposed vacation residence or partial vacation residence by the imposition of landscaping and privacy fencing.
5. The number of permitted short-term rentals surrounding the proposed property are not excessive in number so as to result in adverse character impacts to principal residences in the neighborhood.

Section 3. The Town Board hereby approves the Short-Term Rental Application for 308 Lakes Road, subject to the following conditions, made pursuant to Town Code § 40-8(G):

1. Continued compliance with the provisions of the Town Code, Chapter 40 and NYS Residential and Fire Codes with respect to the rental location;
2. Continued maintenance of the existing screening of the property and parking area;

3. The approval of this Application (“Permit”) shall expire three (3) years from the date of this resolution pursuant to Town Code § 40-9;
4. That, if the Applicant intends to renew the Permit after the three (3) year period, the Applicant must submit a renewal application at least sixty (60) days prior to the expiration of the Permit;
5. The Permit may not be transferred, except as indicated in Town Code § 40-16; and
6. The Applicant must report any proposed change in circumstances to the Town Building Department that would alter the analysis of the factors set forth in Town Code § 40-8(F) relevant to the approval of the Short-Term Rental Application, except that the Applicant shall not be required to report any change in the number of short-term rentals surrounding the property (Town Code § 40-8(F)(5)).

Section 4. The Town Supervisor, and any other officer or employee as directed by the Town Supervisor, is hereby authorized to take any and all necessary actions to carry out the provisions of this Resolution.

Section 5. 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

Supervisor Maureen Richardson	[]	[]	[]	[]
Bethany Stephens, Councilperson	[]	[]	[]	[]
J. Luis Rivera, Councilperson	[]	[]	[]	[]
Mary Bingham, Councilperson	[]	[]	[]	[]
Sal Scancarello, Councilperson	[]	[]	[]	[]

The Resolution was thereupon duly adopted.

1. 308 Lakes Rd Survey
2. 308 Lakes Road As-Built Final Rev A1 A2
3. 308 ZBA Variance 7-2021
4. Notice for Publication RE STR 308 Lakes Rd
5. 308 Lakes Rd. STR 2026-020 App. Pkg. (REDACTED)_Redacted
6. Amended Resolution 2026-146 - Approving Short Term Rental at 308 Lakes Road (4915-1516-6365 1)

TWIN LAKES

(40± ASPHALT ROADWAY)

ROAD

LAND N/F OF CUTRONE LIBER No. 14012 PAGE 1016
LOT No. 3 FILED MAP No. 2533

N 44°05'37" E
424.83'

2 STORY
FRAME
No.8

ROUND
LAKE

N 89°57'30" E
90.26'

N 76°06'00" E
98.96'

N 65°13'30" E
67.22'

LAND N/F OF WOODS
LIBER 13381 PAGE No. 74
S 46°01'00" E
74.05'

LAKES

(ORANGE COUNTY HIGHWAY No. 5)
(29± ASPHALT ROADWAY)

ROAD

LOT AREA=126487.4616 SQ.FT.
=2.9037 ACRE

SCALE:1"=60'

LEGEND:

- BC BOTTOM OF CURB ELEVATION
- CB CATCH BASIN
- DC DROP CURB (DRIVEWAY)
- E ELECTRIC MANHOLE
- EL ELEVATION
- GV GAS VALVE
- HYD FIRE HYDRANT
- LG LEGAL GRADE
- LP LIGHT POLE
- S SEWER MANHOLE
- T TELEPHONE MANHOLE
- TC TOP OF CURB ELEVATION
- W WATER MANHOLE
- WV WATER VALVE
- 14"TR 14" DIAMETER TREE

NOTES:

1. ALL ELEVATIONS SHOWN HEREON REFERS TO NAVD83 DATUM.
2. ALL SUBSURFACE UTILITIES SHOWN HEREON WERE OBTAINED FROM CITY DEPARTMENTS & PRIVATE UTILITY COMPANIES & THE LOCATION OF SAID UTILITIES ARE APPROXIMATE ONLY & NOT GUARANTEED BY THE SURVEYOR. CONSULT APPROPRIATE DEPARTMENT OR COMPANY BEFORE DESIGNING ANY CONNECTIONS.
3. NONVISIBLE EASEMENTS, RECORDED OR UNRECORDED, IF NOT SHOWN ARE NOT GUARANTEED.
4. ESTABLISHED GRADES REFER TO CENTER LINE OF STREET.
5. THIS IS TO CERTIFY THAT THERE ARE NO STREAMS NOR NATURAL WATERCOURSES IN THE PROPERTY AS SHOWN ON THE SURVEY.
6. UNDERGROUND FOUNDATIONS OR SUBSTRUCTURES, NOT VISIBLE, NOT SHOWN.

UNAUTHORIZED ALTERATION OR ADDITION TO THIS SURVEY IS A VIOLATION OF SECTION 7209(2) OF THE NEW YORK STATE EDUCATION LAW. ONLY COPIES FROM THE ORIGINAL OF THIS SURVEY MARKED WITH AN ORIGINAL OF THE LAND SURVEYOR'S INKED SEAL OR EMBOSSED SEAL SHALL BE CONSIDERED A VALID TRUE COPY. CERTIFICATIONS INDICATED HEREON SHALL RUN ONLY TO THE PERSON FOR WHOM THE SURVEY IS PREPARED AND ON HIS/HER BEHALF TO THE TITLE COMPANY, GOVERNMENTAL AGENCY AND LENDING INSTITUTION LISTED HEREON AND TO THE ASSIGNEES OF THE LENDING INSTITUTION. CERTIFICATIONS ARE NOT TRANSFERABLE TO ADDITIONAL INSTITUTIONS OR SUBSEQUENT OWNERS.

© 2025 COPYRIGHT AUTAR LAND SURVEYING, P.C.

ARCHITECTURAL SURVEY

CERTIFIED TO:

DEPARTMENT OF BUILDINGS

TAX MAP DESIGNATION:

SECTION: 19

BLOCK: 1

LOT: 2

SURVEYED: DECEMBER 21, 2025

AUTAR LAND SURVEYING, P.C.

214-43 JAMAICA AVENUE

QUEENS VILLAGE, N.Y. 11428

TEL (718) 740-1339

Email: autarsurveyors@gmail.com

308 LAKES ROAD

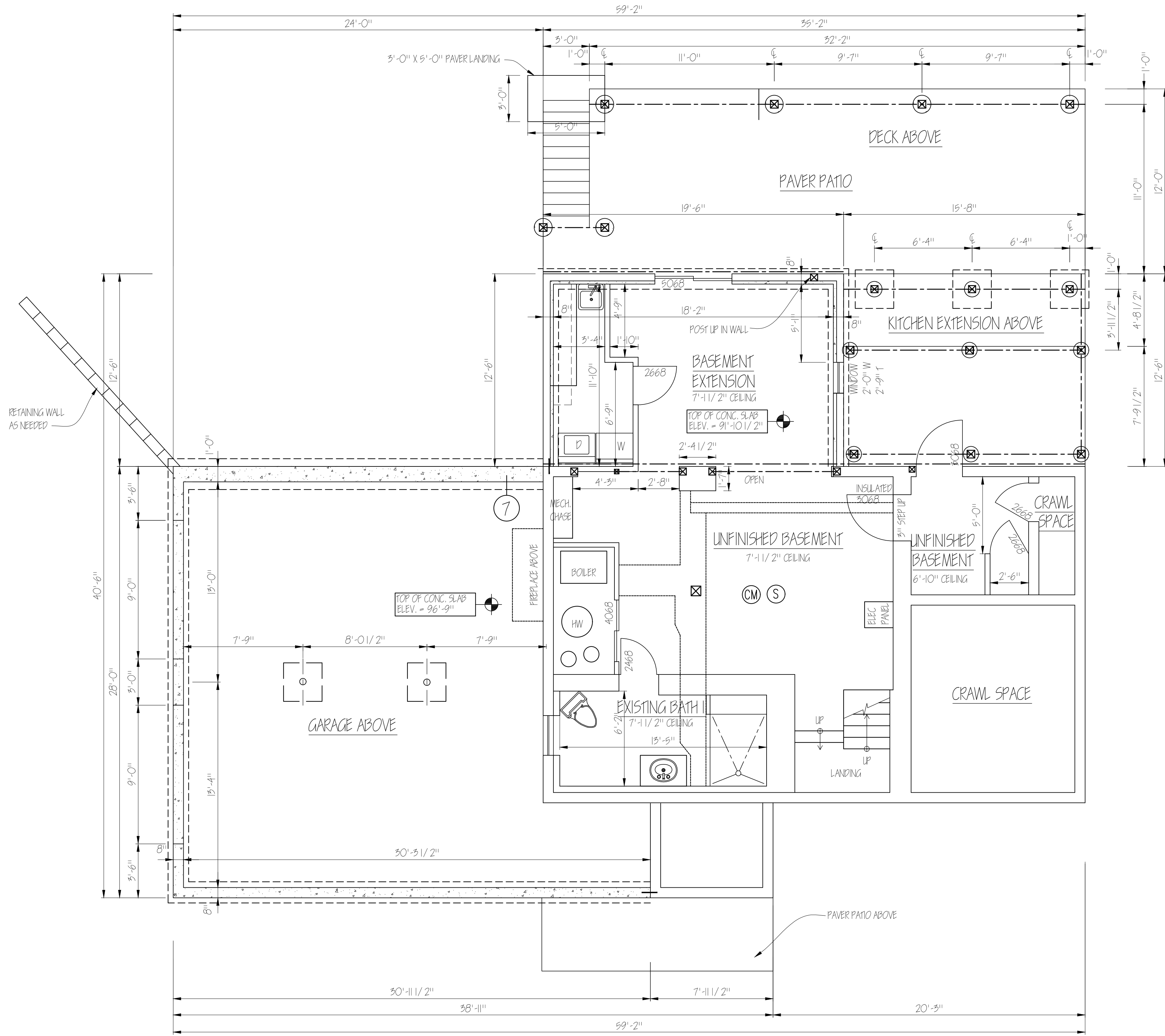
TOWN OF MONROE

COUNTY OF ORANGE

STATE OF NEW YORK



6638 JP



1 EXISTING BASEMENT PLAN
A-3 SCALE 1/4" = 1'-0"

ARCHITECT/ENGINEER SHOWING THESE PLANS HAS NOT BEEN COMMISSIONED TO SUPERVISE CONSTRUCTION NOR INSTALLATION OF THE DESIGN SPECIFIED IN THESE PLANS AND THEREFORE ASSUMES NO RESPONSIBILITY FOR QUALITY OF WORK PERFORMED BY WORKMEN, AND BEARS NO RESPONSIBILITY FOR ANY PERSONAL INJURY TO WORKMEN INCURRED DURING THIS CONSTRUCTION OR INSTALLATION.

THIS PLAN IS NOT VALID IF THE

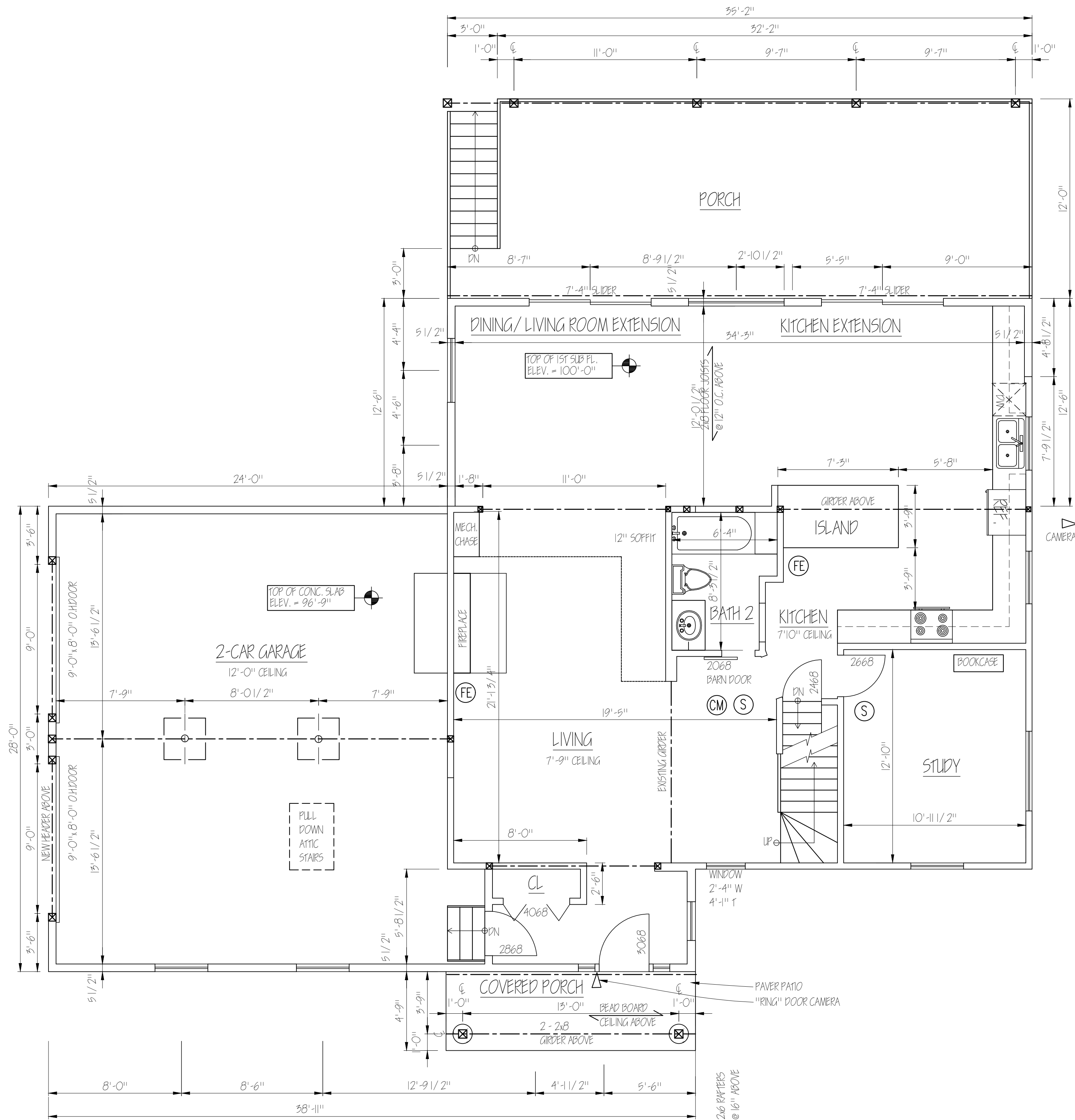
A-1	Drawn by KDS	Date JANUARY 20, 2026	Scale AS NOTED
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AS-BUILT 1: 308 LAKES ROAD 308 LAKES ROAD, MONROE, NY 10950 EXISTING BASEMENT PLAN

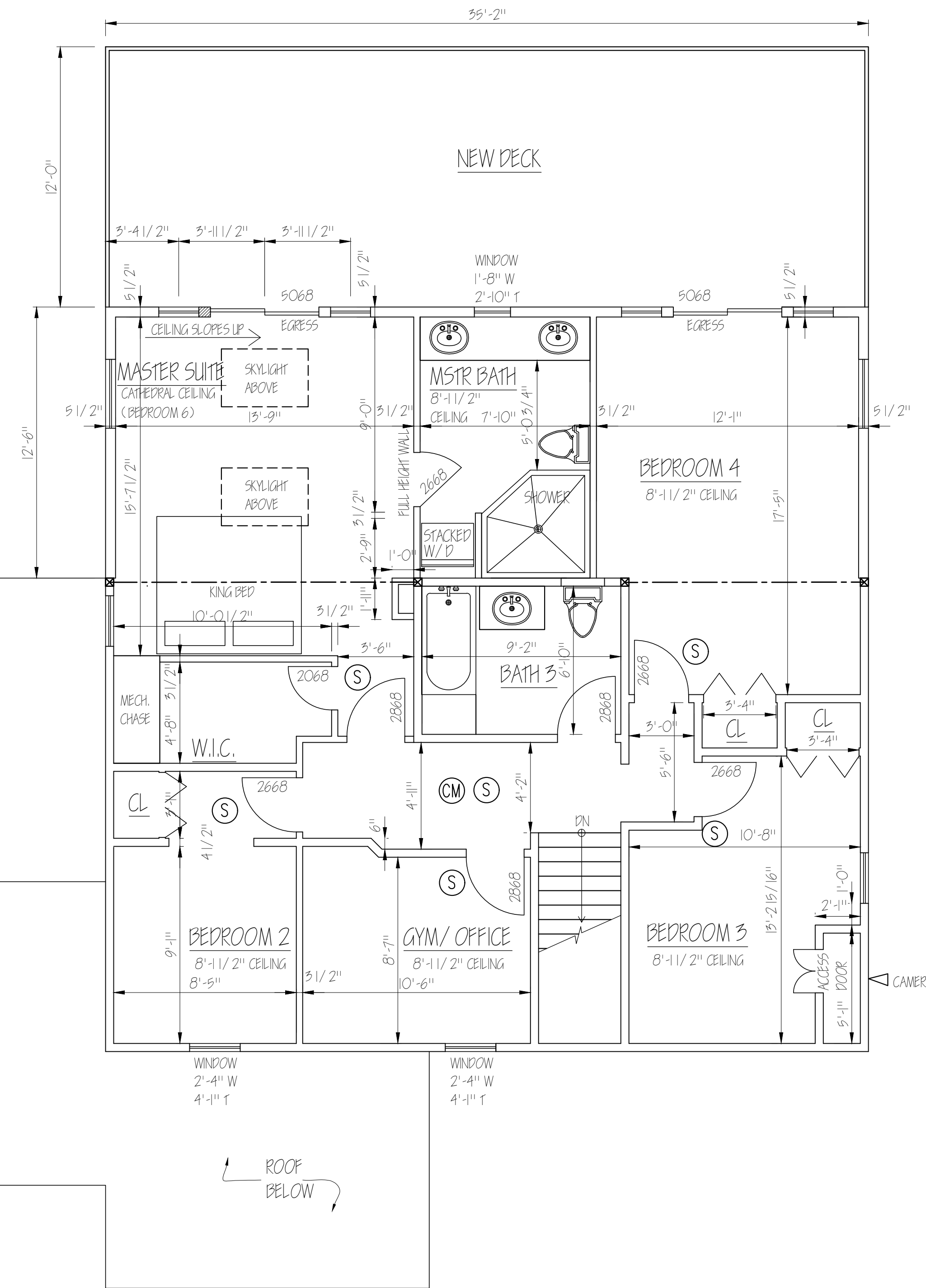
UNLIMITED HOUSE DESIGN, LLC 289 PINE GROVE ROAD MIDDLETOWN, NEW YORK 10940 P-845-820-3258 info@unlimitedhousedesign.com www.unlimitedhousedesign.com
--

RELEASED FOR CONST. JANUARY 9, 2026 REVISED FOR CONST. JANUARY 20, 2026 REVISED FOR CONST. FEBRUARY 17, 2026
--



1 EXISTING FIRST FLOOR PLAN
A-4 SCALE 1/4" = 1'-0"

SQUARE FOOTAGE- TOTALS	
FIRST FLOOR	1221 SQ.FT.
SECOND FLOOR	1139 SQ. FT.
TOTAL	2360 SQ.FT. HFD
GARAGE	650 SQ. FT.
BASEMENT	731 SQ. FT.



2 EXISTING SECOND FLOOR PLAN
A-4 SCALE 1/4" = 1'-0"

ARCHITECT/ENGINEER SIGNING THESE PLANS HAS NOT BEEN COMMISSIONED TO SUPERVISE CONSTRUCTION NOR INSTALLATION OF THE DESIGN SPECIFIED IN THESE PLANS AND THEREFORE ASSUMES NO RESPONSIBILITY FOR QUALITY OF WORK PERFORMED BY WORKMEN, AND BEARS NO RESPONSIBILITY FOR ANY PERSONAL INJURY TO WORKMEN INCURRED DURING THE CONSTRUCTION OR INSTALLATION.

THIS PLAN IS NOT VALID IF THE

RELEASED FOR CONST. JANUARY 9, 2026
REVISED FOR CONST. JANUARY 20, 2026
REVISED FOR CONST. FEBRUARY 17, 2026

UNLIMITED
HOUSE DESIGN, LLC
289 PINE GROVE ROAD
MIDDLETOWN, NEW YORK 10940
P-845-820-3258
info@unlimitedhousedesign.com
www.unlimitedhousedesign.com

AS-BUILT:
308 LAKES ROAD
308 LAKES ROAD, MONROE, NY 10950
EXISTING FIRST & SECOND FLOOR PLAN

ENGINEER'S SEAL IS NOT SHOWN IN RED

Drawn by
KDS
Date
JANUARY 20, 2026
Scale
1/4" = 1'-0"

A-2

TOWN OF MONROE: COUNTY OF ORANGE
ZONING BOARD OF APPEALS

-----X
In the Matter of the Application of

RODIT MARCOVICI

RESOLUTION/DECISION

For Area Variance(s) as follows:

- Front yard set-back: required 40', existing 18.9' on a preexisting nonconforming property.

-----X

Relief Sought

The Applicant seeks a front yard set-back variance to permit an addition on a single family home with a pre-existing non-conforming front yard that provides 18.9' whereas 40' are required by Code. The lands affected by this application are located at 308 Lakes Road in the Town of Monroe and shown generally on the tax maps of the Town of Monroe as Sec. 19, Block 1, Lot 2 and are located in the SR-15 Zone.

Public Hearing

A public hearing was conducted on June 22, 2021. The hearing was properly noticed as required by Code and was duly closed at the conclusion thereof.

SEQRA

This is a Type II Action under SEQRA.

Findings and Conclusions

The Town of Monroe Zoning Board of Appeals has examined the written documentation and reviewed the testimony with respect to the applicant's variance application and has made the following findings and conclusions in that regard:

The applicant is the owner of the subject property which is presently improved with a single family home. The applicant recently purchased the property with the intent to make it his retirement home. The house on the property pre-exists the current Zoning Code, and consequently provides only 18.9 feet for the front yard setback to the road, whereas 40 feet are currently required.

The applicant seeks to construct an addition to the home on the two sides which do not front on the roadway. Specifically, the applicant seeks to construct an addition which would include a kitchen on the right rear of the property along with a relocation and enlargement of the existing exterior deck in that location. Additionally, the applicant seeks to construct a new garage on the back left of the home. Neither of the two additions would independently require any variances, and neither would increase the degree of nonconformity in regard to the front yard setback. The two additions are well proportioned to the size of the property and present no sight line obstructions or negative visual impact of any kind.

The required GML referrals were made but no response was received by the Board within 30 days thereof.

The application was submitted to County Planning pursuant to the GML and the County responded. No response was received by the Board within 30 days thereof, but thereafter the County responded with no objections and that this matter was for local determination.

No objections to the variances sought were received.

In reviewing the facts presented, the Board has considered the five factors set forth in New York State Town Law §267-b. Each factor has been considered relevant to the decision, but no single one was viewed as determinative.

(1) “whether an undesirable change will be produced in the character of the neighborhood or a detriment to nearby properties will be created by the granting of the area variance”:

The proposed variance would not produce any undesirable change in the character of the neighborhood or a detriment to any nearby properties, given the particular neighborhood, structures, and topography, on the condition that the applicant shall comply substantially with the plans submitted. The home, even with the proposed additions, would still fit in with the character of the neighborhood. To the rear of the home is Round Lake and there is more than ample room between the home and the Lake even including the additions. To the front is the County Road, and on one side is another road, Twin Lakes Road. There are no immediate adjoining homeowners on those three portions of the lot and there are no other perceivable detriments. Nothing the applicant is doing is changing in any way the pre-existing, nonconforming front yard setback.

(2) “whether the benefit sought by the applicant can be achieved by some method, feasible for the applicant to pursue, other than an area variance”:

There was no evidence presented of any other feasible alternatives that would provide the benefit sought but which would not themselves also require variances. The applicant is not proposing to add onto the front of the home or to increase the degree of nonconformity, and the only places therefore feasible to achieve the benefit sought are the two rear sides of the property. The applicant has therefore chosen the least impactful location for the additions.

(3) “whether the requested area variance is substantial”:

Although the 21.1 foot variance could be considered substantial, the fact that it has existed for so many years without perceivable detriment, and the fact that the front yard setback is not itself impacted here mitigates this factor and favors of the applicant notwithstanding the substantiality of the numbers.

(4) “whether the proposed variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district”:

There was no evidence presented of any adverse effect or impact on the physical or environmental conditions in the neighborhood or district.

(5) “whether the alleged difficulty was self-created”:

The need for the variance is self-created in the sense of the applicant voluntarily wishes to expand the home, but the deficient front yard setback preexists the current Code and there is nothing the applicant can feasibly do about that and he is not seeking to add to that non-conformity.

Accordingly, on the conditions set forth below, pursuant to the requirements of Section 267-b.3 of the New York State Town Law, this Board finds that the benefit to the applicant if the variance is granted outweighs any detriment to the health, safety and welfare of the neighborhood or community by such a grant. The variance is granted subject to the following conditions:

Conditions

1. The applicant shall substantially comply with the plans submitted and the representations made to this Board;
2. The applicant shall pay all fees prior to the issuance of any building permit or certificate of use/occupancy;
3. The Applicant shall comply with all other applicable laws, rules and regulations and obtain any and all other required permits, including sewer, prior to the issuance of a certificate of occupancy.

The variance(s) granted on the conditions imposed are the minimum necessary and adequate while at the same time preserving and protecting the character of the neighborhood and the health, safety and welfare of the community.

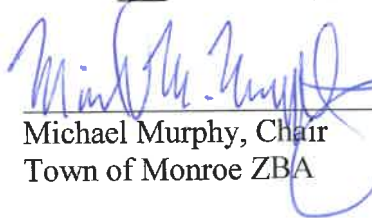
Information Note: Town of Monroe Code Section 57-65.C(12) provides that: “Any area or use variance granted by the Zoning Board of Appeals, or any variance granted under Subsection A(2), (3), (6) or (7), shall be deemed expired if the physical improvements associated with that variance are not completed by the recipient of the variance, and a certificate of occupancy or certificate of completion issued by the appropriate Town official, within two years of the filing of the variance with the Town Clerk, unless a longer period is specified in the decision of the Zoning Board of Appeals. Nothing shall preclude the applicant who receives a variance from seeking a rehearing on the decision granted to seek an extended period of time to complete the improvements and receive the certificate of occupancy or certificate of

completion for the improvement which is enabled in part or in all by the variance which was granted.
[Added 7-11-2011 by L.L. No. 4-2011 “

By roll call a motion to adopt the foregoing Resolution/Decision was made, seconded, and voted upon as follows:

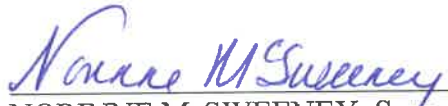
	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Michael Murphy, Chair	<u>X</u>	—	—	—
Peter Lewis	<u>X</u>	—	—	—
Kevin Scully	<u>X</u>	—	—	—
Francis Postiglione	<u>X</u>	—	—	—
Marci Daniel	<u>X</u>	—	—	—

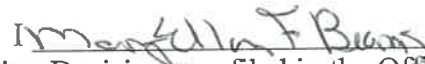
Dated:

 July 27, 2021
Michael Murphy, Chair
Town of Monroe ZBA

STATE OF NEW YORK)
)ss:
COUNTY OF ORANGE)

I, NORINNE McSWEENEY, Secretary to the Zoning Board of Appeals of the Town of Monroe, do hereby certify that the foregoing is a true and exact copy of a Decision maintained in the office of the Town of Monroe Zoning Board of Appeals, said resulting from a vote having been taken by the Zoning Board at a meeting of said Board held on June 22, 2021.


NORINNE McSWEENEY, Secretary
TOWN OF MONROE ZONING BOARD OF APPEALS

 Margaret F. Burns, Clerk of the Town of Monroe, do hereby certify that the foregoing Decision was filed in the Office of the Town Clerk on July 26 2021.


_____, Clerk
TOWN OF MONROE

TOWN OF MONROE
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Town Board of the Town of Monroe, Orange County, New York, on **March 16, 2026 at 7:00** pm or soon there-after as can be heard at the Monroe Town Hall 1465 Orange Tpke., Monroe, New York 10950 regarding Short Term Rental (STR) Application for the parcel located at 308 Lakes Rd., Monroe, NY 10950 (SBL 19-1-2).

The public may comment during the public hearing on the topic of the public hearing.

The Town of Monroe will make every effort to assure that the Meeting is accessible to persons with disabilities. Anyone requiring special assistance and/or reasonable accommodations should contact the Town Clerk.

By Order of the Town Board dated March 10, 2026

Valerie Bitzer – Town Clerk

OFFICE OF THE BUILDING DEPARTMENT



1465 Orange Turnpike
Monroe, NY 10950
845-783-1900 ext.208

www.townofmonroeny.gov

February 26, 2026

Maureen Richardson – Town Supervisor
Town Board of the Town of Monroe

RE: Review of STR (Short-Term Rental) application for **308 Lakes Rd. (sbl#19-1-2)**

Dear Ms. Richardson and Town Board members,

Pursuant to Chapter 40 Rentals, Short Term (STR) of the Town Code, see attached application and supporting documents to permit **308 Lakes Rd.; an existing (4) bedroom Single-Family Dwelling with maximum occupancy shall not exceed 12 people**, to be used as a transient rental to be rented or offer to rent a short-term rental (STR) within the Town of Monroe.

As stated in §40-8, sub-sections A thru C, I have reviewed the application for compliance with the requirements of Chapter 40, the applicant was notified of application deficiencies within time allowed and has addressed the deficiencies. I confirmed the review of application is complete.

The application was then reviewed against the Residential and Fire Codes of NYS and inspections of the premises were conducted on **2/17/2026 & 2/26/2026**. I determined the property is in substantial compliance with the Residential and Fire Codes of NYS.

As stated in § 40-8 F (3), The structure and lot are nonconforming with zoning and was GRANTED variances for nonconformances as stated on ZBA variance resolution dated 6/22/2021 signed by Town Clerk on 7/28/2021 (see attached). As stated in §40-8, sub-sections D, upon a satisfactory inspection, I am forwarding the application to the Town Board for review of sub-sections E thru G (see attach). I have not received any objections from any neighbor.

If you have any questions please feel free to contact me.

Sincerely,


Benigno Maldonado
Building & Fire Inspector
Code Enforcement Officer

Inspections Per Permit Application**Permit Application #: STR-2026-0020****Permit Type : Short Term Rental****Location : 308 Lakes Rd**

Inspection Type	Inspection Date	Inspector	Notes
Pre-Permit Site Insp.	02/17/2026	Benigno Maldonado	Need to revise plans to show correct bedroom count. Need to send out new updated notice to the neighbors to show the correct bedroom count. Need permits for shed and 2nd floor alterations.
Pre-Permit Site Insp.	02/26/2026	Benigno Maldonado	All appears to be in order. Sent to Town Board for review and approval.

Approved On: _____



1465 Orange Turnpike
Monroe, NY 10950
www.monroeny.org
845-783-1900 ext. 208

Permit No. STP-2026-0020

Building Inspector approval/review.

1ST REVIEW = 2/13/26 BSW

2ND REVIEW = 2/26/2026 BSW

APPLICATION FOR CHAPTER 40 "SHORT TERM RENTALS" PERMIT

INSTRUCTIONS:

Applicants shall apply for a short-term rental permit to the Building Inspector in accordance with the provisions of §40 and shall include all of the following information, unless waived by the Town Board upon appeal by the applicant:

- OK A. Verification of property ownership, or affidavit of ownership and authorization by at least 50% of persons or entities holding controlling interest in the property.
- OK B. Proof of compliance with all standards of section §40-6 for renewals, and for initial application, understanding of the requirements of §40-6 and demonstration of the ability to meet those requirements.
- OK C. A property survey certified to the current owner identifying the following key features:
 - (a) Property boundaries.
 - (b) Principal and accessory structures (residences, sheds, detached garage, decks, patios, pools, paved areas, fences, water features, utility poles, and overhead wires.May substitute a survey certified to a previous owner prepared within the last 10 years, annotated to any minor changes and subject to a determination by the Building Inspector.
- OK D. A site plan and as-built floor plan drawn to scale and prepared by a licensed New York State professional (architect, engineer or land surveyor). In lieu of a professionally prepared site plan and floor plan, the applicant may elect to provide a hand-drawn markup of the certified property survey, along with an approximate hand-drawn schematic floor plan, so long as the Building Inspector finds upon field inspection that the hand drawings are legible and reasonably portray existing and proposed conditions.

The site plan and floor plans must portray:

 - (a) Location of proposed off-street parking spots.
 - (b) Location of any yard or interior spaces whose access will be restricted to short-term tenants.
 - (c) Location and height of proposed fences, berms, and landscape planting buffers.
 - (d) Approximate treeline of wooded areas or location and diameter at breast height of individual trees providing substantial screening to adjacent residences or other land uses.
 - (e) Location of all proposed accessory structures and uses, including pools, decks, sheds, etc.
 - (f) Location of any exterior firepit or fire feature.
 - (g) Designation of bedrooms, kitchen, bathrooms, and other demised interior spaces.
 - (h) Location of proposed and existing hard-wired smoke detectors, fire extinguishers and any other fire safety equipment or facilities.
 - (i) Location of points of egress including egress windows.
 - (j) Proposed location of remote digital monitoring cameras and approximate angle of aim.
 - (k) Any other information deemed necessary by the Building Inspector.
- OK E. List of names and addresses of the owners of record within a 500-foot radius of the lot of the proposed short-term rental.
- OK F. Signed certification form (see attached) attesting compliance with § 40-7 A (8) (a thru e)
- OK G. Registered mail receipts of the notice of application.
- OK H. Proof of registration with all proper taxing authorities.
- OK I. Certificate of Liability Insurance form prepared by a licensed insurance agency.
- OK J. Permit application fee of \$500, fire safety inspection fee of \$100 (if applicable) a follow-up inspection shall be required annually, and permit renewal fee of \$50 (if applicable) made payable to the Town of Monroe.
- OK K. If the owner is an LLC, CORP, or INC: submit an Entity Disclosure Form with the application

- L. Copies of any applicable homeowners' or condominium association bylaws or rules and any other applicable private conditions, covenants, or restrictions, including lake rights. The correspondence shall include specific conditions that determine whether the proposed short-term rental use is allowed.
- M. Upon complete submission of all required documents of this application as stated above, the Building Inspector shall follow the procedure outlined in § 40-8. Procedure for first permit issuance. Refer to code section below for description of approval process.

APPLICATION IS HERBY MADE for a short-term rental permit to the Building Inspector in accordance with the provisions of Chapter 40. Rentals, Short-Term, the applicant agrees to comply with all applicable laws, ordinance and regulations and by signing this application, I acknowledge and understand that it shall be unlawful for any person to rent or offer to rent a short-term rental within the Town of Monroe without first obtaining a short-term rental permit, and that it shall be my responsibility to reimburse the Town of Monroe for any consultant review charges that may be submitted for payment after the permit is issued.

Name of Applicant: 30% Lakes Rd LLC

Applicant's Full Address: [REDACTED]

Phone #: 347-587-0916 Email: jacob@happylivingmanagement.com

1. Address of Short-term rental: 308 Lakes Road, Monroe, NY, 10950

2. Section: 19 Block: 1 Lot: 2

3. Application Type: (CHECK ONE)



New Short-Term Rental (First Permit Issuance)



Renewal of Existing Short-Term Rental

4. Fee: \$600.00 (Checks made payable to Town of Monroe)

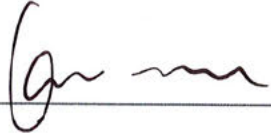
5. Name of Owner of Premises 30% Lakes Rd LLC Phone #: 347-587-0916

Address: [REDACTED] Email: jacob@happylivingmanagement.com

6. Name of Designated Manager Jacob Zicherman Phone #: 347-587-0916

Address: 167 Hopkins Street, Brooklyn, NY, 11206 Email: Jacob@happylivingmanagement.com

SIGNATURE



Town of Monroe

Date Paid: 2/26/2026

Payer: 308 Lakes Rd LLC

Payer Address: 199 Lee Ave Ste. 719 Brooklyn

Notes: SBL#19-1-2 for STR application

Payment Type	Amount	Ref #
Check	\$600.00	28975672192

Amount Paid: \$600.00

Fee Type	Amount
Short Term Rental App.	\$500.00
STR Fire	\$100.00

		UNITED STATES POSTAL SERVICE®		POSTAL MONEY ORDER	
Serial Number	Year, Month, Day	Post Office	U.S. Dollars and Cents		
28975672192	2026-01-23	109870	\$600.00		
Amount		Six Hundred Dollars and 00/100 *****			
Pay to	Town of Monroe				
Address	1465 ORANGE TALK MONROE, NY 10950				
From	308 Lakesrd LLC				
Address	199 Lee Ave. # 719 Brooklyn NY 11211				
Memo	[REDACTED]				
SEE REVERSE WARNING • NEGOTIABLE ONLY IN THE U.S. AND POSSESSIONS					
1:000000800 2:		28975672192			

Orange County, NY

Property



Property Address: 308 Lakes Rd

Municipality: Monroe

Tax ID: 19-1-2

Summary

Municipality Monroe
SWIS 334089
Tax ID 19-1-2
Status Active
Roll Section Taxable
Property Address 308 Lakes Rd
Monroe NY
Property Class 210 - 1 Family Res
Ownership Code
In Ag District No
Zoning SR-15
Neighborhood 2 Oldies
School District Monroe-Woodbury Csd
Property Description
Total Acreage/Size 2.6
Deed Book 14940
Deed Page 1598
Grid East 571486
Grid North 903804
Bank Code



Owners

Rodit R Marcovici
308 Lakes Rd
Monroe, NY 10950

Valuation

Assessed Year	2025	2024
Equalization Rate	11.55%	12.26%
Land Assessment	\$33,000	\$33,000
Total Assessment	\$91,000	\$91,000
Full Market Value	\$841,800	\$787,900

Special Districts

Year	Description	Type	Units	Percent	Value
2025	FD012 - Monroe fire		0	0%	\$0
2025	LT017 - Monroe town lt		0	0%	\$0
2025	RG012 - Monroe refuse		200	0%	\$0
2025	LB003 - Monroe Library		0	0%	\$0
2025	SW060 - Co 1 bond stp&intc		0	0%	\$0
2024	FD012 - Monroe fire		0	0%	\$0
2024	LT017 - Monroe town lt		0	0%	\$0
2024	LB003 - Monroe Library		0	0%	\$0
2024	SW060 - Co 1 bond stp&intc		0	0%	\$0
2024	RG012 - Monroe refuse		200	0%	\$0

Land

Site	Land Type	Size
Res 1	Waterfront	113,785 sq ft

Sales

Sale Date	Sale Price	Property Class	Sale Type	Prior Owner	Value Usable	Arms Length	Addl. Parcels	Deed Book/Page
2/5/2021	\$439,900	210 - 1 Family Res	Land & Building	Charles Tran Property LLC,	Yes	Yes	No	14940 / 1598
8/17/2017	\$258,751	210 - 1 Family Res	Land & Building	Mahran, Janine E	No	No	No	14319 / 1163
6/10/2015	\$1	210 - 1 Family Res	Land & Building	Mahran, Jeffrey	No	No	No	13905 / 63

Residential Buildings

Site	Res 1	Living Area	2,420
Building Style	Old Style	First Story Area	1,190
Number of Full Baths	4	Second Story Area	1,230
Number of Half Baths	0	Half Story Area	0
Number of Bedrooms	4	Additional Story Area	0
Number of Kitchens	1	Three Quarter Story Area	0
Number of Fireplaces	1	Finished Basement Area	400
Overall Condition	Normal	Finished Rec Room Area	0
Overall Grade	Average	Finished Area Over Garage	0
Porch Type	Porch-open/deck	Number of Stories	2
Porch Area	420	Sewer Type	Private
Year Built	1945	Water Supply	Private
Effective Year Built		Utilities	Electric
Basement Type	Full	Heat Type	Hot air
Basement Garage Cap.	0	Fuel Type	Natural Gas
Attached Garage Cap.	712	Central Air	Yes

Improvements

Site	Structure	Size	Grade	Condition	Year Built
Res 1	Patio-brick	420 sq ft	Average	Normal	2022
Res 1	Gar-1.0 att	712 sq ft	Average	Normal	2022
Res 1	Porch-open/deck	420 sq ft	Average	Normal	2022
Res 1	Pool-st/vnyl	16 x 36	Average	Normal	1999
Res 1	Shed-machine	320 sq ft	Average	Fair	1950
Res 1	Porch-coverd	75 sq ft	Average	Normal	2022
Res 1	Kitchen,Outdoor	1 x 0	Average	Normal	2022
Res 1	Porch-open/deck	480 sq ft	Average	Normal	2022

Historical Tax Summary

Tax Year	Tax Type	Original Bill	Total Assessed Value	Full Market Value	Uniform %	Roll Section
2026	County	\$4,561.67	\$91,000.00	\$841,800.00	10.81%	1
2025	School	\$13,832.55	\$91,000.00	\$841,800.00	10.81%	1
2025	County	\$4,325.58	\$91,000.00	\$787,900.00	11.55%	1
2024	School	\$13,550.52	\$91,000.00	\$787,900.00	11.55%	1
2024	County	\$4,225.83	\$91,000.00	\$742,251.00	12.26%	1
2023	School	\$13,297.61	\$91,000.00	\$742,251.00	12.26%	1
2023	County	\$15,296.76	\$76,000.00	\$504,300.00	15.07%	1
2022	School	\$10,687.77	\$76,000.00	\$504,300.00	15.07%	1
2022	County	\$3,880.18	\$82,000.00	\$476,700.00	17.20%	1
2021	School	\$11,473.93	\$82,000.00	\$476,700.00	17.20%	1
2021	County	\$15,809.16	\$80,000.00	\$454,800.00	17.59%	1
2020	School	\$10,880.96	\$80,000.00	\$454,800.00	17.59%	1
2020	County	\$16,003.94	\$80,000.00	\$440,800.00	18.15%	1
2019	School	\$11,020.52	\$80,000.00	\$440,800.00	18.15%	1
2019	County	\$3,805.98	\$80,000.00	\$431,300.00	18.55%	1
2018	School	\$10,706.30	\$80,000.00	\$431,300.00	18.55%	1
2018	County	\$14,331.72	\$80,000.00	\$410,300.00	19.50%	1
2017	School	\$9,676.26	\$80,000.00	\$410,300.00	19.50%	1
2017	County	\$3,663.55	\$80,000.00	\$421,100.00	19.00%	1
2016	School	\$9,721.49	\$80,000.00	\$421,100.00	19.00%	1
2016	County	\$3,609.92	\$80,000.00	\$422,600.00	18.93%	1
2015	School	\$9,794.79	\$80,000.00	\$422,600.00	18.93%	1
2015	County	\$3,509.36	\$80,000.00	\$410,256.00	19.50%	1
2015	County	\$3,509.36	\$80,000.00	\$410,256.00	19.50%	1

Taxes reflect exemptions, but may not include recent changes in assessment.

Photos



No data available for the following modules: Comparable Search (Com), Additional Parcels Involved in Sale, Historic Deed, Inventory, Commercial Buildings, Utilities, Site Uses, Exemptions, View Tax Map.

The Orange County, NY Geographic Information Web Server provides online access to geographic and assessment record info currently maintained by Orange County, NY for individual parcels of property. The maps and data are for illustration purposes and may not be suitable for site-specific decision making. Information found within should not be used for making financial or other commitments. The data contained herein is a matter of public record.
| [User Privacy Policy](#) | [GDPR Privacy Notice](#)
[Last Data Upload: 2/12/2026, 8:01:40 PM](#)

Contact Us

Developed by
 **SCHNEIDER**
GEOSPATIAL



Construction/Fire Inspection Sheet

Called In Date: _____ Time: _____ Building Permit #: _____

Called In By: _____ Phone#: _____

Inspection/Violation: STR INTERIOR INSPECTION

Tax Map# _____ Section: 19 Block: 1 Lot: 2

Location: 308 LAKES RD.

Passed: 2/26/26 Inspector: (FW) Failed: 2/17/26 Inspector: (FW)

Passed: _____ Inspector: _____ Failed: _____ Inspector: _____

Passed: _____ Inspector: _____ Failed: _____ Inspector: _____

Passed: _____ Inspector: _____ Failed: _____ Inspector: _____

INSPECTION DATE: 2/17/26 **TIME:** 9:00 AM

COMMENTS:

OK * Will REVISIT PLANS TO SHOW 4 BEDRMS

OK * SEND OUT REVISIT LETTERS TO NEIGHBORS FOR 4-BEDRMS.

OK * NEED PERMIT FOR SHED AND 2ND FLOOR ALTERATIONS.

Email: _____

308 LAKES
RD PERMITS

① SHED = \$280 - (EST. COST \$5,000)

② ALTERATIONS = \$580 - (EST. COST \$20,000)

CONSULT YOUR LAWYER BEFORE SIGNING THIS INSTRUMENT—THIS INSTRUMENT SHOULD BE USED BY LAWYERS ONLY.

m THIS INDENTURE, made the ^{25th} 16th day of December, in the year 2025

BETWEEN RODIT MARCOVICI, having an address at 308 Lakes Road, Monroe, New York 10950

party of the first part, and 308 LAKES RD LLC, having an address at 20 Twin Lakes Road, Monroe, New York 10950
party of the second part,

WITNESSETH, that the party of the first part, in consideration of

Ten dollars

paid by the party of the second part, does hereby grant and release unto the party of the second part, the heirs or successors and assigns of the party of the second part forever,

ALL that certain plot, piece or parcel of land, with the buildings and improvements thereon erected, situate, lying and being in the Town of Monroe, County of Orange and State of New York as more fully described on Schedule A annexed hereto and made a part hereof.

Premises known as 308 Lakes Road, Monroe, New York 10950

Section: 19
Block: 1
Lot: 2

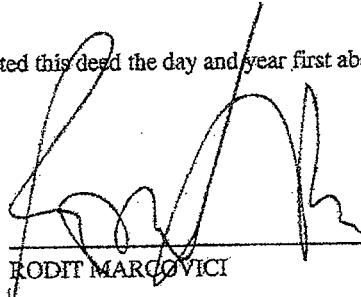
Being and intended to be the same premises conveyed to the grantor herein by deed dated February 2, 2021 and recorded April 14, 2021 in the office of the Clerk of Orange County in Book 14940 Page 1598.

TOGETHER with all right, title and interest, if any, of the party of the first part in and to any streets and roads abutting the above described premises to the center lines thereof; TOGETHER with the appurtenances and all the estate and rights of the party of the first part in and to said premises; TO HAVE AND TO HOLD the premises herein granted unto the party of the second part, the heirs or successors and assigns of the party of the second part forever.

AND the party of the first part covenants that the party of the first part has not done or suffered anything whereby the said premises have been encumbered in any way whatever, except as aforesaid.

AND the party of the first part, in compliance with Section 13 of the Lien Law, covenants that the party of the first part will receive the consideration for this conveyance and will hold the right to receive such consideration as a trust fund to be applied first for the purpose of paying the cost of the improvement and will apply the same first to the payment of the cost of the improvement before using any part of the total of the same for any other purpose. The word "party" shall be construed as if it read "parties" whenever the sense of this indenture so requires.

IN WITNESS WHEREOF, the party of the first part has duly executed this deed the day and year first above written.



RODIT MARCOVICI

ACKNOWLEDGEMENT TAKEN IN NEW YORK STATE

State of New York, County of Nassau, ss:

On the 2nd day of December in the year 2025, before me, the undersigned, personally appeared RODIT MARCOVICI, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Josephine M Ramon
NOTARY PUBLIC

JOSEPHINE M RAMON
Notary Public, State of New York
Qualified in Queens County
No. 01RA4583519
Commission Expires March 12, 2026

ACKNOWLEDGEMENT BY SUBSCRIBING WITNESS
TAKEN IN NEW YORK STATE

State of New York, County of _____, ss:

On the _____ day of _____ in the year _____, before me, the undersigned, a Notary Public in and for said State, personally appeared _____, the subscribing witness to the foregoing instrument, with whom I am personally acquainted, who, being by me duly sworn, did depose and say that he/she/they reside(s) in _____ (if the place of residence is in a city, include the street and street number if any, thereof); that he/she/they know(s)

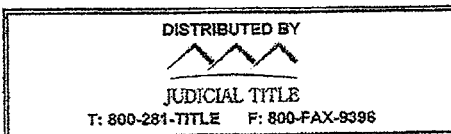
_____ to be the individual described in and who executed the foregoing instrument; that said subscribing witness was present and saw said _____ execute the same; and that said witness at the same time subscribed his/her/their name(s) as a witness thereto.

NOTARY PUBLIC

**Bargain & Sale Deed
With Covenants**

Rodit Marcovici
TO
308 Lakes Rd LLC

Title No. Stewart Title Guaranty Company by
Leaders Title Agency, Inc. #LTA25S-25710



ACKNOWLEDGEMENT TAKEN IN NEW YORK STATE

State of New York, County of _____, ss:

On the _____ day of _____ in the year _____, before me, the undersigned, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

NOTARY PUBLIC

ACKNOWLEDGEMENT TAKEN OUTSIDE NEW YORK
STATE

State of _____, County of _____, ss:

On the _____ day of _____ in the year _____, before me, the undersigned personally appeared _____ personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), that by his/her/their signature(s) on the instrument, the individual(s) or the person upon behalf of which the individual(s) acted, executed the instrument, and that such individual make such appearance before the undersigned in the _____ (add the city or political subdivision and the state or country or other place the acknowledgement was taken).

NOTARY PUBLIC

COUNTY: Orange
TOWN/CITY: Monroe
PROPERTY ADDRESS: 308 Lakes Road, Monroe, NY 10930
SECTION: 19
BLOCK: 1
LOT: 2

RETURN BY MAIL TO:

MICHAEL AROUNIAN PLLC
175 EAST SHORE ROAD-UPPER LEVEL
GREAT NECK, NEW YORK 11023
ATTN: MICHAEL AROUNIAN, ESQ.

SCHEDULE A

File No.: LTA25S-25710

LEGAL DESCRIPTION

ALL that certain plot, piece or parcel of land situate, lying and being in the Town of Monroe, County of Orange and State of New York, which, on a survey thereof made by Knight, Bush & Thompson, Engineers and Surveyors, Monroe, N.Y., dated July 13, 1933, is more particularly bounded and described as follows:

BEGINNING at an iron pipe at or near the southeasterly side of the road leading from Monroe to Village of Greenwood Lake, said iron pipe being distant North 87° 05' East 83 feet from a stone pier at or near the northwesterly side of said road;

RUNNING THENCE North 48° 26' East 629.75 feet to an iron pipe at the end of a stone wall at or near the northeasterly side of said road, said iron pipe being distant North 23° 57' West 50.61 feet from a mark cut into a rock;

THENCE along said stone wall North 48° 17' West 77.50 feet to an iron pipe in the shore of Road Island Lake at or near high water line;

THENCE westerly and northerly along Round Island Lake 344 feet more or less to a point at the northeast end of a stone wall marked by an iron pipe at or near high water line, said iron pipe being distant North 14° 50' East 17.89 feet from the middle of a maple tree, the most westerly of two about 4 feet apart;

THENCE along said stone wall South 43° 18' West 424.60 feet to an iron spike, said iron spike being distant North 38° 26' West 14.06 feet from the middle of an elm tree;

THENCE South 49° 37' 30" East 186.51 feet, passing through an iron pipe at or near the northwesterly side of the aforesaid road at 183.51;

THENCE South 81° 45' East 67.08 feet to the point or place of BEGINNING.

SAID PREMISES being known as: 308 Lakes Road, Monroe, NY.

Section 19 Block 1 Lot 2

Chapter 40. Rentals, Short-Term

§ 40-6. Operational requirements.

OK A. House policies shall be prominently displayed within the dwelling during occupancy by short-term rental tenants. The house policies shall also be included in the rental agreement, which shall be required to be signed by the rental contract holder. At a minimum, the house policies shall include:

OK (1) Quiet hours from 9:00 p.m. to 8:00 a.m. Sunday evening through Friday morning and 10:00 p.m. to 9:00 a.m. Friday evening through Sunday morning, during which time the noise from the short-term rental home shall not unreasonably disturb adjacent neighbors. Sound that is audible beyond the property boundaries during nonquiet hours shall not be more excessive than would be otherwise associated with a residential area.

OK (2) Amplified sound that is audible beyond the property boundaries of the short-term rental home is prohibited during quiet hours.

OK (3) Vehicles shall be parked in the designated on-site parking area and shall not be parked on the street.

OK (4) Parties or group gatherings by persons other than the short-term rental tenants are not allowed.

OK (5) No more than one daytime guest is permitted per two overnight occupants, and any daytime guest must depart prior to the start of quiet hours.

OK (6) In the event of a complaint received by the Town, the property is subject to inspection by the Town Code Enforcement Official within 24 hours, and any rental tenant must not interfere with the inspection.

OK B. Term of short-term rental. No short-term rental contract shall be for a term of less than 24 hours.

N/A C. Occupancy limitation for lots of more than five acres and where permittee is residing on-site during the duration of the short-term rental. The maximum number of overnight occupants shall be no greater than the least of the following standards, which will be noted on any issued permit:

(1) Four persons per bedroom as determined by the Building Inspector; or

(2) The number of persons supported by the septic system capacity as determined by the Town Engineer if the dwelling is not served by public sewer.

OK D. Occupancy limitation under all other circumstances. The maximum number of overnight occupants shall be no greater than the least of the following standards, which will be noted on any issued permit:

OK (1) Twelve persons; or

N/A (2) Four persons per bedroom as determined by the Building Inspector; or

N/A (3) The number of persons supported by the septic system capacity as determined by the Town Engineer if the dwelling is not served by public sewer.

- OK E. Remote digital monitoring of occupancy. Where a short-term rental is rented or intended to be rented for transient occupancy during periods when the manager is not residing on-site, the site shall be digitally monitored by the manager to ensure compliance with the maximum number of allowable guests and visitors entering the premises, and to provide evidence to the Building Inspector of such compliance should he or she need to investigate complaints. Digital monitoring shall include outdoor cameras adequate in number, location and view angle to monitor arrivals and departures at the property. Digital video recordings shall be taken during times when the property is rented and kept for a minimum of 30 days, and copies shall be provided to the Building Inspector upon request. Notice of locations and purpose of cameras shall be provided to renters as well as disclosure of audio recording, if any.
- OK F. Short-term rental occupancy shall not be permitted in any vehicle, trailer or camper, and sleeping accommodations shall not be provided in a tent or other temporary structure.
- OK G. Exclusive short-term use. There shall only be one short-term rental tenant at any time for any property permitted under this chapter. A nontransient owner or tenant and their family residing at the property as their principal residence may continue to occupy the residential lot during the tenancy of a short-term rental tenant, so long as the total occupancy limitation is not exceeded.
- OK H. Lodging taxes. The permit holder shall be responsible for collecting and remitting any required lodging and/or sales taxes on the short-term rental fee, as required by local, county, state or federal law.
- OK I. Insurance. Permit holders shall maintain liability insurance for injuries or damage caused by rental guests in an amount determined by the Town Board, as amended from time to time and noted in a schedule to be maintained by the Town Clerk.
- J. Fire safety. An initial inspection to ensure compliance with the Residential and Fire Codes of New York State shall be required prior to issuance of a short-term rental permit, and a follow-up inspection shall be required annually. Inspection fees shall be set from time to time, according to a fee schedule adopted by the Town Board and noted in a schedule to be maintained by the Town Clerk. In addition to any requirements of the Residential and Fire Codes of New York State, the following standards shall be met:
- (1) A hard-wired fire alarm shall be installed in all bedrooms, kitchens and living spaces. As an alternative to a hard-wired system, a Wi-Fi-based system will be permitted with cellular backup.
 - (2) A fire extinguisher shall be installed in any kitchen and within 10 feet of any fireplace, fire pit, outdoor fire feature or outdoor grill.
 - (3) The fire inspector shall verify that adequate access is afforded to the property for emergency vehicles.
- OK K. Offer to rent.
- OK (1) Any offer to rent, as defined herein, shall include the valid permit number.
 - OK (2) Any offer to rent shall include a disclosure of the short-term rental house policies.
- OK L. Safe access. Hard-surfaced walkways equipped with low-level lighting shall be provided from the driveway where parking is afforded to the entrance to the short-term rental.
- OK M. Compliance inspection. As an ongoing condition of the permit, the manager of the premises shall make the premises fully available to the Code Enforcement Officer or duly authorized deputy within 24 hours of receipt of a request by phone, regardless of whether the premises are currently occupied.

308 Lakes Rd

HOUSE RULES	STR Permit # _____
-------------	--------------------

A. House Policies

House policies shall be prominently displayed within the dwelling during occupancy by short-term rental tenants and shall also be included in the rental agreement signed by the contract holder.

1. Quiet Hours: 9:00 p.m.–8:00 a.m. Sunday through Friday; 10:00 p.m.–9:00 a.m. Friday through Sunday. Noise shall not unreasonably disturb adjacent neighbors.
2. Amplified Sound: Amplified sound audible beyond the property boundaries is prohibited during quiet hours.
3. Parking: Vehicles must be parked only in designated on-site parking areas. Street parking is not permitted.
4. Parties & Gatherings: Parties or gatherings by non-registered guests are not allowed.
5. Daytime Guests: One daytime guest per two overnight occupants is permitted. All daytime guests must depart before quiet hours.
6. Complaints & Inspections: Upon complaint, the Town may inspect the property within 24 hours. Tenants must not interfere.

B. Minimum Rental Term

No short-term rental contract shall be for a term of less than 24 hours.

C. Sleeping Restrictions

Short-term rental occupancy is not permitted in any vehicle, trailer, or camper. Sleeping accommodations shall not be provided in a tent or other temporary structure.

D. Exclusive Short-Term Use

Only one short-term rental tenancy is permitted at any time. A non-transient owner or tenant and their family may occupy the residence during the tenancy provided total occupancy limits are not exceeded.

E. Compliance Inspection

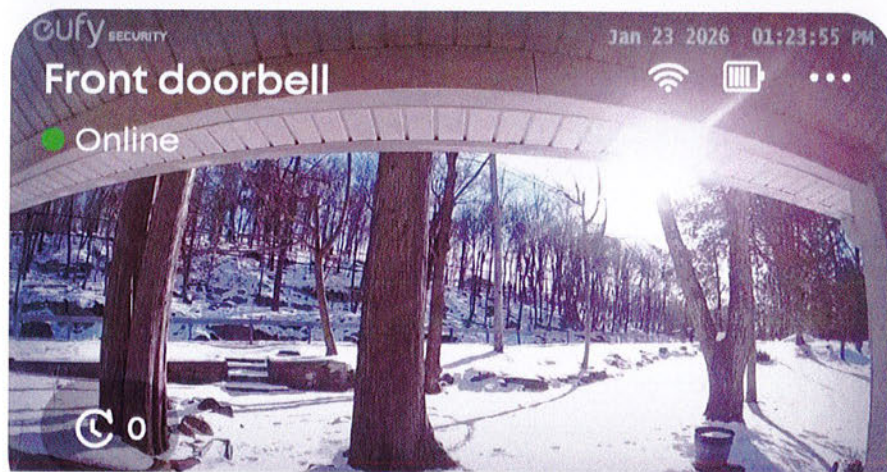
As an ongoing condition of the permit, the manager shall make the premises available to the Town Code Enforcement Officer within 24 hours of request, regardless of occupancy.

Failure to comply with these House Rules may result in immediate termination of the rental and enforcement action by the Town.

☰ jacobziche... ▾



Favorites Security



Home



Events



Services



Smart



Shop





Front doorbell



eufy SECURITY

Jan 23 2026 02:02:55 PM



173KB/s





Garage



212K/s

Hold & Speak





Backyard



eufy SECURITY

Jan 23 2026 02:02:34 PM



192K/s

Hold & Speak











SHORT-TERM RENTAL PERMIT AFFIDAVIT OF NOTICE

I, Jacob Zicherman, certify that I have provided notice of an application for a Short-Term Rental Permit to property owners and residents within 500 feet of the Short-Term Rental location as required by the Town of Monroe **Chapter 40 B**. This notice provides the owner and/or owner representative information, including the emergency 24/7 phone number.

Signature

1/20/2026 + RESENT ON 2/17/26

Date

334089 7-1-81.4



334089 7-1-106



334089 19-1-22



334089 7-1-82.1



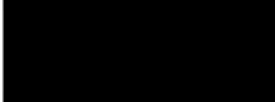
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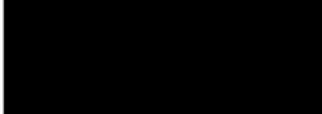
334089 19-1-23



334089 7-1-84



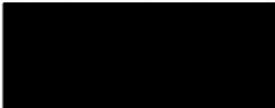
334089 19-1-1.1



334089 19-1-24



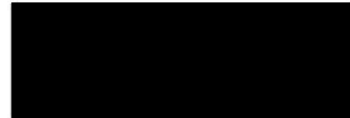
334089 7-1-86



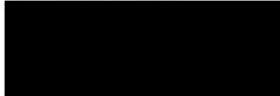
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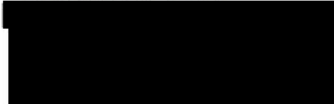
334089 19-1-25



334089 7-1-87



334089 19-1-1.3



334089 19-1-26



334089 7-1-88



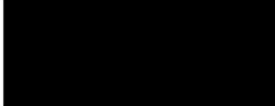
334089 19-1-2



334089 20-1-1



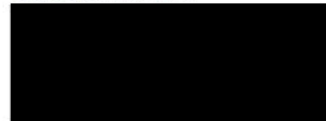
334089 7-1-89.1



334089 19-1-5



334089 20-2-1



334089 7-1-89.2



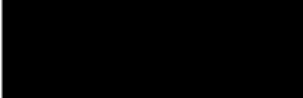
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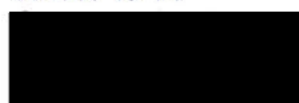
334089 20-2-2



334089 7-1-89.3



334089 19-1-7



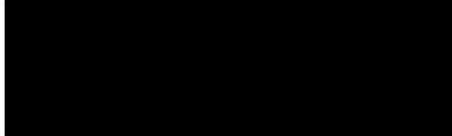
334089 20-2-3



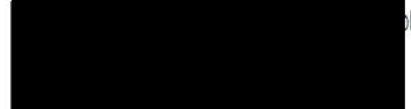
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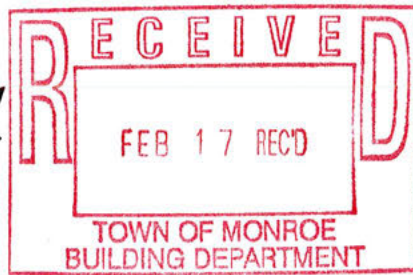
334089 19-1-8



334089 20-2-4



berta A



PUBLIC NOTICE OF SHORT TERM RENTAL PERMIT APPLICATION

DATE SENT: 1/20/2026

As required by **Section 40-7-B** of the Town of Monroe Municipal Code, at least 30 days prior to issuance of a Short-Term Rental Permit, occupants of all residences and businesses located within 500 feet from the residence must be notified of the proposed permit application and be provided with the contact information where they can seek additional information or register written concerns or objections.

You are being advised that the below mentioned individual has applied for a Short-Term Rental Permit to allow rental of below mentioned property for periods of 30 days or less as allowed by **Chapter 40** of the Town of Monroe Municipal Code.

ADDRESS TO BE USED AS SHORT-TERM RENTAL:

→ 308 Lakes RD Monroe NY 10950

Total Number of Bedroom: 4 Maximum Occupancy: 12

(Refer to submitted site plan) Location of proposed on-site parking: 4

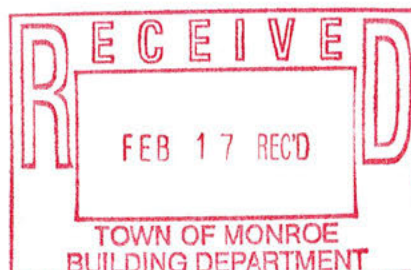
(Refer to applicate description) A description of the proposed short-term rental operation: _____

The name, address, telephone number and email of the proposed short-term rental manager that noticed property owners or lessees may contract if they wish to report any issues or file a complaint regarding any nuisance or violation of this chapter.

RENTAL MANAGER (all fields required)			
Name Jacob Zicherman			
Address [REDACTED]	City	State	Zip
Email jacob@happylivingmanagement.com	Phone Number 347-587-0916		

For more information or to submit written comments or concerns, please contact:

Town of Monroe
Building Department
1465 Orange Turnpike
Monroe, NY 10950
Phone: (845) 783-1900 ext. 208
www.monroeny.org



RE-SENT B/C OF WRONG
BEDROOM COUNT.



Certificate of Mailing — Firm

Name and Address of Sender 308 Lakes Rd LLC [Redacted]		TOTAL NO. of Pieces Listed by Sender		TOTAL NO. of Pieces Received at Post Office™		Affix Stamp Here Postmark with Date of Mailing			
Postmaster, per (name of receiving employee)		[Redacted]		[Redacted]		U.S. POSTAGE PAID MONROE, NY 10850 FEB 17 26 AMOUNT \$4.20 S2324E501244-77 UNITED STATES POSTAL SERVICE 0000			
USPS® Tracking Number Firm-specific Identifier		Address (Name, Street, City, State, and ZIP Code™)		Postage		Fee		Parcel Airlift	
1.		334089 19-1-5 [Redacted]							
2.		334089 19-1-6 [Redacted]							
3.		334089 19-1-22 [Redacted]							
4.		334089 19-1-23 [Redacted]							
5.		334089 19-1-24 [Redacted]							
6.		334089 19-1-25 [Redacted]							



Certificate of Mailing — Firm

Name and Address of Sender 308 Lakes Rd LLC [Redacted]		TOTAL NO. of Pieces Listed by Sender	TOTAL NO. of Pieces Received at Post Office™	Affix Stamp Here	
Postmaster, per (name of receiving employee)					
USPS® Tracking Number Firm-specific Identifier		Address (Name, Street, City, State, and ZIP Code™)		Postage	Fee
1.	[Redacted]	334089 7-1-89 1	[Redacted]		
2.	[Redacted]	334089 7-1-89 2	[Redacted]		
3.	[Redacted]	334089 7-1-89 3	[Redacted]		
4.	[Redacted]	334089 7-1-89 4	[Redacted]		
5.	[Redacted]	334089 19-1-7	[Redacted]		
6.	[Redacted]	334089 19-1-8	[Redacted]		

U.S. POSTAGE PAID
MONROE, NY
10950
FEB 17 26
AMOUNT
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Certificate of Mailing — Firm

Name and Address of Sender 308 Lakes Rd LLC [Redacted]		TOTAL NO. of Pieces Listed by Sender	TOTAL NO. of Pieces Received at Post Office™	Affirmation I, _____, certify that the information provided is true and correct. Signature of Sender	
Postmaster, per (name of receiving employee)		U.S. POSTAGE PAID MONROE, NY 10950 FEB 17, 26 AMOUNT \$4.20 \$2324E501244.77			
USPS® Tracking Number Firm-specific Identifier		Address (Name, Street, City, State, and ZIP Code™)		Postage	Parcel Airlift
1.	[Redacted]	334089 19-1-26 [Redacted]	[Redacted]		
2.	[Redacted]	334089 20-1-1 [Redacted]	[Redacted]		
3.	[Redacted]	334089 20-2-1 [Redacted]	[Redacted]		
4.	[Redacted]	334089 20-2-2 [Redacted]	[Redacted]		
5.	[Redacted]	334089 20-2-3 [Redacted]	[Redacted]		
6.	[Redacted]	334089 20-2-4 [Redacted]	[Redacted]		



Certificate of Mailing — Firm

Name and Address of Sender 308 Lakes Rd LLC [Redacted]		TOTAL NO. of Pieces Listed by Sender	TOTAL NO. of Pieces Received at Post Office™	Affix Stamp Here <i>Postmark with Date of Receipt.</i>	
USPS® Tracking Number Firm-Specific Identifier		Postmaster, per (name of receiving employee)		U.S. POSTAGE PAID MONROE, NY 10950 FEB 17 26 AMOUNT \$4.20 \$2324E501244-77	
Address (Name, Street, City, State, and ZIP Code™)		Postage		Fee	
1. 334089 7-1-81.4 [Redacted]				Parcel Airlift	
2. 334089 7-1-82.1 [Redacted]					
3. 334089 7-1-84 [Redacted]					
4. 334089 7-1-86 [Redacted]					
5. 334089 7-1-87 [Redacted]					
6. 334089 7-1-88 [Redacted]					

See Reverse for Instructions



Certificate of Mailing — Firm

Name and Address of Sender 308 Lakes Rd LLC [Redacted]		TOTAL NO. of Pieces Listed by Sender	TOTAL NO. of Pieces Received at Post Office™	Affix Stamp Here <i>Postmark with Date of Receipt</i>	
Postmaster, per (name of receiving employee)		U.S. POSTAGE PAID MONROE, NY 10950 FEB 17 26 AMOUNT \$4.20 S2324E501244-77			
USPS® Tracking Number Firm-specific Identifier		Address (Name, Street, City, State, and ZIP Code™)		Postage	Fee
1.	[Redacted]	334089 7-1-106	[Redacted]		
2.	[Redacted]	334089 7-2-35	[Redacted]		
3.	[Redacted]	334089 19-1-11	[Redacted]		
4.	[Redacted]	334089 19-1-12	[Redacted]		
5.	[Redacted]	334089 19-1-13	[Redacted]		
6.	[Redacted]	334089 19-1-2	[Redacted]		



PUBLIC NOTICE OF SHORT TERM RENTAL PERMIT APPLICATION

DATE SENT: 1/20/2026

As required by **Section 40-7-B** of the Town of Monroe Municipal Code, at least 30 days prior to issuance of a Short-Term Rental Permit, occupants of all residences and businesses located within 500 feet from the residence must be notified of the proposed permit application and be provided with the contact information where they can seek additional information or register written concerns or objections.

You are being advised that the below mentioned individual has applied for a Short-Term Rental Permit to allow rental of below mentioned property for periods of 30 days or less as allowed by **Chapter 40** of the Town of Monroe Municipal Code.

ADDRESS TO BE USED AS SHORT-TERM RENTAL:

→ 308 Lakes RD Monroe NY 10950

~~Total Number of Bedroom: 6~~ *REFER* Maximum Occupancy: 12
TO RE-SENT COPY ON 2/17/26

(Refer to submitted site plan) Location of proposed on-site parking: 2

(Refer to applicate description) A description of the proposed short-term rental operation: _____

The name, address, telephone number and email of the proposed short-term rental manager that noticed property owners or lessees may contract if they wish to report any issues or file a complaint regarding any nuisance or violation of this chapter.

RENTAL MANAGER (all fields required)			
Name Jacob Zicherman			
Address [REDACTED]		City	State
Email Jacob@happylivingmanagement.com		Phone Number 347-587-0916	

For more information or to submit written comments or concerns, please contact:

Town of Monroe
Building Department
1465 Orange Turnpike
Monroe, NY 10950
Phone: (845) 783-1900 ext. 208
www.monroeny.org



Certificate of Mailing — Firm

Name and Address of Sender 308 Lakes Rd Llc.		TOTAL NO. of Pieces Listed by Sender	TOTAL NO. of Pieces Received at Post Office™	Stamp Here with Date of Receipt.
Postmaster, per (name of receiving employee)				
USPS® Tracking Number Firm-specific Identifier		U.S. POSTAGE PAID BROOKLYN, NY JAN 22 2026 \$4.20 32322H50027-20		
Address (Name, Street, City, State, and ZIP Code™)		Parcel Airlift		
1.	334089 20-2-2			
2.	334089 20-2-3			
3.	334089 19-1-6			
4.	334089 7-2-35			
5.	334089 7-1-106			
6.	334089 19-1-22			

See Reverse for Instructions



Certificate of Mailing — Firm

Name and Address of Sender		TOTAL NO. of Pieces Listed by Sender	TOTAL NO. of Pieces Received at Post Office™	Affix Stamp Here Postmark with Date of Receipt.
308 Lakes Rd 1/2 [Redacted]				
USPS® Tracking Number Firm-specific Identifier		Parcel Airlift		
1.	[Redacted]	334089 19-1-23	[Redacted]	 U.S. POSTAGE PAID BROOKLYN, NY 11205-26 JAN 22 2025 \$4.20 S23221500827-20
2.	[Redacted]	334089 20-1-1	[Redacted]	
3.	[Redacted]	334089 20-2-1	[Redacted]	
4.	[Redacted]	334089 19-1-5	[Redacted]	
5.	[Redacted]	334089 19-1-2	[Redacted]	
6.	[Redacted]	334089 19-1-24	[Redacted]	



Certificate of Mailing — Firm

Name and Address of Sender		TOTAL NO. of Pieces Listed by Sender	TOTAL NO. of Pieces Received at Post Office™	Affix Stamp Here Postmark with Date of Receipt.
308 Lakes Rile, [Redacted]		[Signature]	[Signature]	
Postmaster: per (name of receiving employee)		[Signature]		
USPS® Tracking Number Firm-specific Identifier		Address (Name, Street, City, State, and ZIP Code™)		
1.		334089 19-1-1.1 [Redacted]		
2.		334089 19-1-25 [Redacted]		
3.		334089 19-1-26 [Redacted]		
4.		334089 19-1-1.3 [Redacted]		
5.		334089 19-1-1.2 [Redacted]		
6.		334089 19-1-7 [Redacted]		

U.S. POSTAGE PAID
BROOKLYN, NY
11205
JAN 23, 26
AMOUNT
\$4.20
S2322H500827-20

UNITED STATES
POSTAL SERVICE®
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PARCEL AIRLIFT

U.S. AIR MAIL PERMIT NO. 1000
JAN 21 2026
NEW YORK, NY



Certificate of Mailing — Firm

Name and Address of Sender		TOTAL NO. of Pieces Listed by Sender	TOTAL NO. of Pieces Received at Post Office™	Affix Stamp Here Postmark with Date of Receipt.
308 Lakes Rd 11a [Redacted]		1	1	
USPS® Tracking Number Firm-specific Identifier				
1.		334089 7-1-88	[Redacted]	
2.		334089 7-1-89.1	[Redacted]	
3.		334089 7-1-89.2	[Redacted]	
4.		334089 7-1-105	[Redacted]	
5.		334089 7-1-89.3	[Redacted]	
6.		334089 20-2-4	[Redacted]	

Postmaster, per (name of receiving employee)



U.S. POSTAGE PAID
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JAN 17 2006
AMOUNT
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82922H500627-20

~1 Airlift



Certificate of Mailing — Firm

Name and Address of Sender		TOTAL NO. of Pieces Listed by Sender		TOTAL NO. of Pieces Received at Post Office™		Affix Stamp Here Postmark with Date of Receipt.	
308 Lakes Rd LLC							
Postmaster, per (name of receiving employee)							
USPS® Tracking Number Firm-specific Identifier		Address (Name, Street, City, State, and ZIP Code™)					
1.		334089 7-1-87					
2.		334089 7-1-82.1					
3.		334089 7-1-81.4					
4.		334089 7-1-86					
5.		334089 7-1-84					
6.		334089 19-1-8					



U.S. POSTAGE PAID
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JAN 11 2026
AMOUNT
\$4.20
S2322H500627-20

Parcel Airlift

See Reverse for Instructions

CERTIFICATION FORM ATTESTING COMPLIANCE WITH § 40-7 A (8) (a thru e)

I, Jacob Zicherman, acknowledge that I am the owner of the property to which I am applying for a short-term rental permit and attesting the compliance with the following:

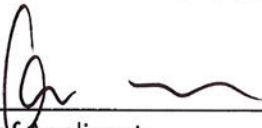
(a) That I have not previously advertised, or have ceased advertising, for the short-term rental that is the subject of this application, and will not begin, or resume, any advertising until a permit is approved.

(b) I have no financial interest in any other property within the Town of Monroe associated with a short-term rental permit; or, if the owner has a financial interest in a property that is subject to a short-term rental permit, the nature of the financial interest and the property address, along with a copy of the valid permit for that property has been submitted with this application.

(c) I have paid, or will pay, all fines that have been assessed by the Town including those assessed because of a notice of violation previously issued to me for unpermitted short-term rental use or activity, prior to the processing of the short-term rental permit application.

(d) I acknowledge that all statements made on the certification form and provided during the short-term rental permit application process are correct to the best of my knowledge.

(e) I acknowledge that any false information or misrepresentations made in the application or during the application process shall result in an enforcement action pursuant to §40-10.



Signature of Applicant

01/05/2026

(Date)



ORANGE COUNTY DEPARTMENT OF FINANCE

Kerry Gallagher
Commissioner

Andrea Concannon Coleen Harris
Deputy Commissioner Deputy Commissioner

Located at:
255 Main Street
Goshen, New York 10924

Administration:	845-291-2485
Accounts Payable:	845-360-6666
Payroll Office:	845-291-2030
Audit:	845-291-2510
Property Tax:	845-291-2480
Main Fax:	845-378-2372
Payroll Fax:	845-360-9170

Steven M. Neuhaus
County Executive

January 20, 2026

Jacob Zicherman
308 Lakes Rd, LLC

Dear Operator,

The Orange County Hotel and Motel Occupancy Tax was filed with the New York State Department of State and was effective as of September 15, 2009.

Enclosed please find the following documents:

- Certificate of Authority
- Rules and Regulations
- Return of Tax on Occupancy of Hotel and Motel Rooms form
- Local Law No. 13 of 2009
- Local Law No. 12 of 2025

You may make copies of the return, which are due quarterly, for future filings. The local law, the return and the Rules and Regulations are available on the County's website www.orangecountygov.com under:

- County Departments
 - Finance Department
 - Hotel and Motel Occupancy Tax
 - Return of Tax on Occupancy of Hotel Rooms form

The Certificate number you have been issued is **H-00407**. This must appear on all correspondence, including the quarterly returns and all checks.

If you should have any questions, please call this office at 845-291-2486.

Sincerely,

Kerry Gallagher

Commissioner of Finance

www.orangecountygov.com



CERTIFICATE OF AUTHORITY

HOTEL AND MOTEL OCCUPANCY TAX

Steven M. Neuhaus
County Executive

Kerry Gallagher
Finance Commissioner

IDENTIFICATION NUMBER

H - 00407

(Use this number on all returns, payments & correspondence)



Issued: January 2026

BUSINESS NAME:

ADDRESS:

308 Lakes Rd, LLC
308 Lakes Road
Monroe, NY 10950

is authorized to collect Hotel and Motel Occupancy Tax under Local Law Number 13 of 2009, pursuant to Chapter 208 of the Laws of 1983 of the State of New York.

This certificate must be prominently displayed in the place of business.

Collection: Town & County 2026

Fiscal Year Start: 1/1/2026

Fiscal Year End: 12/31/2026

Warrant Date: 12/29/2025

Total Tax Due (minus penalties & interest) \$0.00

Entered	Posted	Total	Tax Amount	Penalty	Surcharge	Via	Type
1/7/2026	1/6/2026	\$4,561.67	\$4,561.67	\$0.00	\$0.00	Internet	Full Payment

Tax Bill #	SWIS	Tax Map #	Status
005282	334089	19-1-2	Payment Posted
Address	Municipality	School	
308 Lakes Rd	Town of Monroe	Monroe-Woodbury Csd	

Owners

Marcovici Rodit R
308 Lakes Rd
Monroe, NY 10950

Property Information

Roll Section: 1
Property Class: 1 Family Res
Lot Size: 2.60

Assessment Information

Full Market Value: 841800.00
Total Assessed Value: 91000.00
Uniform %: 10.81

Description	Tax Levy	Percent Change	Taxable Value	Rate	Tax Amount
COUNTY	124638634	3.3000	91000.000	18.61949100	\$1,694.37
TOWN	3383947	2.1000	91000.000	8.19958600	\$746.16
HIGHWAY	1494810	92.8000	91000.000	6.99683900	\$636.71
Monroe fire	2403643	2.1000	91000.000	5.72703300	\$521.16
Monroe Library	1531325	1.7000	91000.000	3.64805000	\$331.97
Monroe town lt	93763	-15.3000	91000.000	0.43350600	\$39.45
Monroe refuse	0	0.0000	200.000 Units	2.27772200	\$455.54
Co I bond stp&intc	544786	-9.9000	91000.000	1.49790100	\$136.31

Total Taxes: \$4,561.67

Estimated State Aid - Type	Amount
County	143512347.00
Town	677529.00

Mail Payments To:

Town of Monroe
Tax Collector
1465 Orange Turnpike Monroe, NY 10950



TAX SEARCH

The unpaid taxes, water rates, assessments and other matters relating to taxes that are properly filed and indexed as liens as of the date of this search are set forth below. This search does not include any item that has not become a lien through the date of this search nor does it include installments due after the date of this search. This search does not cover any part of streets that the above captioned premises abut. If the tax lots reported cover more or less than the premises under examination, this fact will be noted herein. In such cases, the interested parties should take the necessary steps to make the tax map conform to the property description to be insured.

October 6, 2025

Title #:	LTA25S-2571O	Assessed to:	Rodit R. Marcovici
Premises:	308 Lakes Road	School District:	Monroe-Woodbury CSD
County:	Orange	Village:	None
Town:	Monroe	Building Class:	210 - Single Family Residence
SWIS:	334089	Acreage:	2.60
Section:	19	Assessed Value:	Land: 33,000 - Total: 91,000
Block:	1	Exemptions:	None
Lot:	2		

2025 Town/County Tax: 1/1-12/31 2025

Full Tax:	\$4,325.58	Due 1/1/25	Paid
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2025/2026 School Tax: 7/1-6/30 2025/2026

Full Tax:	\$13,832.55	Due 9/1/25	Paid
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Water/Sewer: Private

Run Date: 10/06/25 Subject to continuation prior to closing.

Recent payments of open items on this search may not yet be reflected on the public records. Therefore, in order to prove recent payments, it is advisable for the seller or borrower to present receipted bills at closing.

CONTINUED ON NEXT PAGE

FOR OFFICE USE ONLY

Application #

TOWN OF MONROE

1465 Orange Turnpike Monroe, NY 10950

Telephone (845) 845-783-1900 www.townofmonroeny.gov**ENTITY DISCLOSURE FORM**

(This form must accompany all land use applications submitted by any Entity as defined herein)

Disclosure of the names and addresses of all persons or entities owning any interest or controlling position of any Limited Liability Company, Partnership, Limited Partnership, Joint Venture, Doing Business Name, Corporation or Association (hereinafter referred to as the "Entity") filing a land-use application before the Town Board is required pursuant to Section 23-11A of the Town Code of the Town of Monroe. The names of all Members of the Entity for the past year from the filing of any land use application must be set forth. Also, the applicant must attach a copy of all Entity documents filed with the New York State Secretary of State or in any other State of its formation as well as all records regarding Membership Interests in the Entity, minutes of any Meetings and records of transfer of any membership interests since the formation of the Entity. If any Member of the Entity is not a natural person, then the names and addresses as well as all other information sought herein must be supplied about the non-natural person member of that Entity, including names, addresses and formation filing documents. Applicants shall submit supplemental sheets for any additional information that does not fit within the below sections, identifying the section being supplemented.

SECTION A.

Name of Entity 308 Lakes RD LLC	Project Name and Address 308 Lakes RD
Address of Entity [REDACTED]	City, State, Zip Code Monroe NY 10950
State of Formation New York	Email and telephone contact information jacob@happylivingmanagement.com

SECTION B. List all persons, officers, limited or general partners, directors, members, shareholders, manager, authorized persons, beneficial owners, any others with any interest in or with the above referenced Entity. List all persons with a membership or voting interest or controlling position in the Entity along with that parties' business or personal address and telephone number, e-mail address and other contact information. "Authorized person" used herein means an individual or entity, whether or not a shareholder, member, officer or director, or person identified by any other title who is authorized to act, solely or in conjunction with others, on behalf of or for the Entity. Use a supplemental sheet to list additional persons.

Name	Address	Telephone Number
Jacob Zicherman		847-587-0916

SECTION C. Does any party identified in Section B currently hold a paid or unpaid position with an agency of the Town of Monroe?

☐ YES

☒ NO

If yes, list every Board, Department, Office, agency or other position with the Town of Monroe with which a party has a position, unpaid or paid, and identify the agency, title, and date of hire.

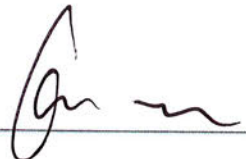
Agency	Title	Date of Hire

SECTION D. The information contained herein shall be updated with the Town Clerk no later than thirty days after any change in information.

Any person who (1) provides false or fraudulent beneficial ownership information; (2) willfully fails to provide complete or updated information; or (3) during the application process, fails to obtain or maintain credible, legible, and updated beneficial ownership information shall be subject to suspension of any pending application by the applicant entity or a stop work order on any work relating to the application or both, in addition to any other applicable penalties under the Town Code or State or Federal Statute or both.

STATE OF New York COUNTY OF Kings.

I, Jacob Zicherman being first duly sworn, according to law, deposes and says that I am (Title) owner/member, an active and qualified member of the 308 Lakes Rd Llc, a business duly authorized by law to do business in the State of New York, and that the statements made in the forgoing affidavit are true, accurate, and complete. I further understand that land use applications may have a significant impact upon the health, safety and general welfare of the Town, its inhabitants and visitors, and the Town Board is required to be certain that anyone with any interest or controlling position of the Entity who applies for any land use approval or permission must have no conflict of interest as that term is defined in Town Law as well as the General Municipal Law and that the disclosure of any officers, directors, members, shareholders, managers, authorized persons, beneficial owners, any other controlling parties with the above entity, and all persons with a membership or voting interest in the entity is required to be made in any land use application or request for any approval from the Town to be certain no conflict of interest exists and without the disclosure a full review of any conflict cannot take place.

(Signature)  (Print) Jacob Zicherman.

Sworn to and subscribed in my presence

this 22 day of Jan, 20 27


(Notary Public) (Notary Expiration)

TSABIKOS FOUTOULIS
Notary Public, State of New York
No. 01FO6245404
Qualified in Kings County
Commission Expires July 18, 2027

CERTIFICATE OF OCCUPANCY



Permit No.: 2021-11163
CO #: 2021-11163

Completion Date: 08/25/2022

THIS CERTIFIES that SEC-BLK-LOT #19-1-2 located at: 308 Lakes Rd
Conforms substantially to the approved plans and specifications heretofore filed in this office with application
for Building Permit received on 03/31/2021 pursuant to which Building Permit No. 2021-11163 was issued and
conforms to all of the requirements of the applicable provisions of the law or code at that time. The occupancy
for which this certificate is issued:

**For an addition consisting of a 5'x15' roof front porch; a 24'x28' left side (2) car garage and a 35'x24.5'
rear addition consisting of a basement extension, new patio with outdoor kitchen at grade level,
1st floor, Dining/living & kitchen extension and rear open wood deck,
2nd floor, Master suite with full bath, bedroom #3 extension, and open wood deck to an existing Single-
Family Dwelling**

as per stamped approved drawings dated 8-4-2021 and ZBA approvals dated July 27, 2021.

Notes:

**1) Space for main dwelling owners use only and SHALL NOT be used for any other purpose except as
outlined on approved plans.**

Zoned: SR-15 as established and designated on the Zoning Map of the Town of Monroe.

This certificate is issued to: Rodit Marcovici for the aforesaid structure.

Mark Van Etten

Mark VanEtten

Assistant Building and Fire Inspector

CERTIFICATE OF OCCUPANCY



Permit No.: 2026-12684
CO #: 2026-12684

Completion Date: 02/25/2026

THIS CERTIFIES that SEC-BLK-LOT #19-1-2 located at: 308 Lakes Rd
Conforms substantially to the approved plans and specifications heretofore filed in this office with application
for Building Permit received on 02/18/2026 pursuant to which Building Permit No. 2026-12684 was issued and
conforms to all of the requirements of the applicable provisions of the law or code at that time. The occupancy
for which this certificate is issued:

**For Level 2-Alteration as per the 2025 Residential Code of NYS Section BO105 of an existing Single
Family Detached Dwelling.**

**Alterations include the reconfiguration of space, the addition or elimination of any door or window, the
reconfiguration or extension of any system, or the installation of any additional equipment as per As-
Built plans dated 2/17/2026 (revision 3).**

Notes: 1) SHALL NOT be expanded as to floor plan or (4) bedroom count.

Zoned: SR-15 as established and designated on the Zoning Map of the Town of Monroe.

This certificate is issued to: 308 Lakes Rd LLC for the aforesaid structure.

Benigno Maldonado

Benigno Maldonado
Building Inspector/Code
Enforcement Officer

CERTIFICATE OF COMPLIANCE



Permit No.: 2026-12683
CO #: 2026-12683

Completion Date: 02/17/2026

THIS CERTIFIES that the building located at: 308 Lakes Rd

SEC-BLK-LOT: 19-1-2

Conforms substantially to the approved plans and specifications heretofore filed in this office with application for Building Permit received on 02/17/2026 pursuant to which Building Permit No. 2026-12683 was issued and conforms to all of the requirements of the applicable provisions of the law or code at that time. The certificate is issued for:

**A 10'x8' wood shed installed by previous owner located to the right rear of the property a min. of 5' from the side property lines & 10' min. from the house as per survey dated 12/21/2025.
Note: No electric in shed.**

Zoned: SR-15 as established and designated on the Zoning Map of the Town of Monroe.

This certificate is issued to: 308 Lakes Rd LLC for the aforesaid structure.

Benigno Maldonado
Benigno Maldonado
Building Inspector/Code Enforcement
Officer

CERTIFICATE OF OCCUPANCY



Permit No.: 2020-11068
CO #: 2020-11068

Completion Date: 01/19/2021

THIS CERTIFIES that SEC-BLK-LOT #19-1-2 located at: 308 Lakes Rd
Conforms substantially to the approved plans and specifications heretofore filed in this office with application
for Building Permit received on 12/21/2020 pursuant to which Building Permit No. 2020-11068 was issued and
conforms to all of the requirements of the applicable provisions of the law or code at that time. The occupancy
for which this certificate is issued:

**For the renovation of an existing unfinished basement into a FINISHED rec room with egress doors,
full bathroom, and added smoke and CO detectors hardwired throughout. As per layout plan stamped
approved dated 12/23/2020. Also for the removal of a AST Oil Tank in the basement.**

**Note: Space for main dwelling owners use only and SHALL NOT be used as an accessory apartment or
for any other purpose except as outlined on approved plans.**

Zoned: SR-15 as established and designated on the Zoning Map of the Town of Monroe.

This certificate is issued to: Charles Tran Property LLC for the aforesaid structure.

Benigno Maldonado

Benigno Maldonado
Building Inspector/Code
Enforcement Officer

CERTIFICATE OF OCCUPANCY

Building Permit No: 96-4334-49

DATE: 11/17/2004

THIS CERTIFIES that the building located at:
north west side of Lakes Road

Sec-Blk-Lot: 19-1-2

conforms substantially to the approved plans and specification heretofore filed in this office with application for Building Permit received on 05/21/1996 pursuant to which Building Permit No. 96-4334-49 was issued and conforms to all of the requirements of the applicable provisions of the law or code at that time. The occupancy for which this certificate is issued is:

For a 12'x20'-6" rear open deck. A rear 8'x15' kitchen extension. A second story addition for use as three bedrooms, one full bath and a office/den room.

Situated in an WR district as established and the Zoning designated on Map of the Town of Monroe

This certificate is issued to: Jeffrey & Janine Mahran
for the aforesaid structure.



William Miente
Building Inspector



SHORT TERM RENTAL (STR) PERMIT

THIS PERMIT MUST BE POSTED IN THE HOUSE TO SHOW THE USE IS APPROVED.

Permit No.: STR-2025-0018

Date: 10/03/2025

Permission is hereby granted to:

Owner's Name: 10 Twin Lakes LLC c/o: Jacob Zicherman

Address: [REDACTED]

Expiration Date:

10/03/2028

Designated Manager's Name: Jacob Zicherman

Address: 199 Lee Ave Ste. 719 Brooklyn, NY11211

Application/Plans Date: 03/07/2025

SBL #: 19-1-1.3

Premises Location: 10 Twin Lakes Rd

Zoning District: SR-15

PERMIT USE:

Pursuant to Town Code Ch. 40 (Rentals, Short-Term) adopted by the Town Board of the Town of Monroe 2-7-2022 by L.L. No. 1-2022, to permit this existing (7) bedroom Single-Family Dwelling to be used as a transient rental to rent or offer to rent a short-term rental (STR) within the Town of Monroe as approved by the Town Board Resolution 2025-405 on 9/15/2025.

Note: 1) Maximum occupancy shall not exceed: 12 people.

2) It shall be the responsibility of the permit holder to submit a renewal application a minimum of 60 days prior to the expiration of their existing permit.

3) Approval subject to the conditions in Section 3 (1-6) of Resolution 405/2025 dated September 15, 2025.

Pursuant to application plans and specifications approved by the undersigned, and in substantial compliance with all applicable laws, ordinances and regulations, including the "New York State Uniform Fire Prevention and Building Code", and the "New York State Energy Conservation Construction Code."

Benigno Maldonado

Benigno Maldonado

Building Inspector/Code Enforcement Officer

RESOLUTION

A Meeting of the Town Board of the Town of Monroe, New York was convened on **April 6, 2026 at 7:00 p.m.**

The following Resolution was duly offered by _____ and seconded to wit by _____:

AMENDED RESOLUTION 2026-#146

RESOLUTION APPROVING SHORT-TERM RENTAL AT 308 LAKES ROAD WITH CONDITIONS

APPLICANT: 308 LAKES ROAD LLC (JACOB ZICHERMAN)

WHEREAS, the Town Board of the Town of Monroe, New York (“Town Board”) received an application on or about January 20, 2026 from Jacob Zicherman (“Applicant”) on behalf of 308 Lakes Road LLC (“Owner”) for approval of a Short-Term Rental at 308 Lakes Road (“Application”) in the Town of Monroe (“Town”); and

WHEREAS, the Town Building Inspector provided a report dated February 26, 2026 regarding the Application and determined that the property was in substantial compliance with the Residential and Fire Codes of New York State based on an inspection of the premises on February 17, 2026 and February 26, 2026; and

WHEREAS, the Application was duly noticed; and

WHEREAS, no objections were received regarding the Application; and

WHEREAS, the Town Board desires to approve the Application for a Short-Term Rental at 308 Lakes Road; and

WHEREAS, the Town Board passed a resolution at its March 16, 2026 meeting (“Resolution 2026-#146”), approving the Short-Term Rental; and

WHEREAS, the Town Board desires to impose conditions upon the approval of the Short-Term Rental pursuant to Town Code § 40-8(G), to be enforced by the Town Building Inspector / Code Enforcement Officer, thus requiring an amendment to Resolution 2026-#146.

NOW, THEREFORE, BE IT RESOLVED, that:

Section 1. The above “WHEREAS” clauses are incorporated herein as if set forth in full.

Section 2. Pursuant to Town Code § 40-8(F), the Town Board hereby determines that:

- 1) Adequate parking facilities are provided to meet the parking requirement of four off-street parking spaces which are provided in a

manner that does not impact the residential character of the neighborhood.

- 2) No new construction or expansion is proposed relating to the Short-Term Rental.
- 3) The structure and lot have received variances for any nonconformances (by Zoning Board variance resolution dated June 22, 2021 and signed by the Town Clerk on July 28, 2021) and the lot and structure are not considered existing nonconforming uses or buildings.
- 4) Adjoining residences and their yards are generally afforded a reasonable degree of privacy from view by occupants of the proposed vacation residence or partial vacation residence by the imposition of landscaping and privacy fencing.
- 5) The number of permitted short-term rentals surrounding the proposed property are not excessive in number so as to result in adverse character impacts to principal residences in the neighborhood.

Section 3.

The Town Board hereby approves the Short-Term Rental Application for 308 Lakes Road, subject to the following conditions, made pursuant to Town Code § 40-8(G):

- 1) Continued compliance with the provisions of the Town Code, Chapter 40 and NYS Residential and Fire Codes with respect to the rental location;
- 2) Continued maintenance of the existing screening of the property and parking area;
- 3) The approval of this Application (“Permit”) shall expire three (3) years from the date of this resolution pursuant to Town Code § 40-9;
- 4) That, if the Applicant intends to renew the Permit after the three (3) year period, the Applicant must submit a renewal application at least sixty (60) days prior to the expiration of the Permit;
- 5) The Permit may not be transferred, except as indicated in Town Code § 40-16; and
- 6) The Applicant must report any proposed change in circumstances to the Town Building Department that would alter the analysis of the factors set forth in Town Code § 40-8(F) relevant to the approval of the Short-Term Rental Application, except that the Applicant shall not be required

to report any change in the number of short-term rentals surrounding the property (Town Code § 40-8(F)(5)).

Section 4. The Town Supervisor, and any other officer or employee as directed by the Town Supervisor, is hereby authorized to take any and all necessary actions to carry out the provisions of this Resolution.

Section 5. 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:

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Supervisor Maureen Richardson	[]	[]	[]	[]
Bethany Stephens, Councilperson	[]	[]	[]	[]
J. Luis Rivera, Councilperson	[]	[]	[]	[]
Mary Bingham, Councilperson	[]	[]	[]	[]
Sal Scancarello, Councilperson	[]	[]	[]	[]

The Resolution was thereupon duly adopted.

1. Public Comment

Subject

10.1. Rules for Public Comment

Meeting

April 6, 2026 - Monroe Town Board Meeting Agenda

Type

2. Public Comment

Subject

10.2. Public Comment

Meeting

April 6, 2026 - Monroe Town Board Meeting Agenda

Type

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

Subject **11.1. Enter into Executive Session**

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Enter into Executive Session

2026-#

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

1. Return to Regular Meeting

Subject **12.1. Return to Regular Meeting**

Meeting April 6, 2026 - Monroe Town Board Meeting Agenda

Type Action (Resolution)

Return to Regular Meeting

2026-#

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

1. Adjournment

Subject

13.1. Adjournment of Meeting

Meeting

April 6, 2026 - Monroe Town Board Meeting Agenda

Type

Action (Resolution)

Adjournment of Meeting

2026-#

BE IT RESOLVED that the Town Board of the Town of Monroe adjourns the meeting of April 6, 2026, at ____.