

Town of Monroe
Town Board Minutes
Monday, September 15, 2025
(www.townofmonroeny.gov)

DRAFT

Generated by Town Clerk Valerie Bitzer

*Public Hearings Transcribed by Deputy Town Clerk Barbara Singer

Members Present

Tony Cardone, Mary Bingham, Sal Scancarello, Dorey Houle, Maureen Richardson
Town Counsel - Brian Nugent

Call to Order

1.1. Pledge to the Flag

The Supervisor lead 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.

a. Moment of Silence

The Supervisor held a Moment of Silence for all victims of 911, victims of violence and Tom Flannery with Mombasha Fire Company.

Motion to Open Town Board Meeting

2.1. Motion to Open Town Board Meeting of September 15, 2025

2025-#376

BE IT RESOLVED that the Town Board of the Town of Monroe Motion to Open the Town Board Meeting of September 15, 2025, at 7:00 PM.

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

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

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

3.1. Enter into Executive Session

2025-#377

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Enter into Executive Session to discuss Collective Bargaining.

On a motion by Town Supervisor Cardone, seconded by Town Councilmember

Scancarello

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

Return to Regular Meeting

4.1. Return to Regular Meeting

2025-#378

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to return to Regular Session.

On a motion by Town Supervisor Cardone, seconded by Town Councilmember Houle

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

Community Announcements

5.1. 2025 Orange County Household Hazardous Waste & Operation Safe Scripts Pharmaceutical Collection Event

2025 Orange County Household Hazardous Waste & Operation Safe Scripts Pharmaceutical Collection Event, Saturday, September 27, 2025 9AM-3PM OCTS #1 Maintenance Garage, 21 Training Center Lane, New Hampton, NY. Entrance across from the Mid-Hudson Psychiatric Center.

Public Hearing

6.1. Motion to Open the Continuation of the Public Hearing RE: Local Law A-v1/2025 to Amend Article VI, Ch. 53 Concerning Material Used for Water Pipes in the Town of Monroe

2025-#379

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Continuation of the Public Hearing RE: Local Law A-v1/2025 to Amend Article VI, Ch. 53 Concerning Material Used for Water Pipes in the Town of Monroe.

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

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

The following spoke during Public Comment on the Continuation of the Public Hearing RE: Local Law A-v1/2025 to Amend Article VI, Ch. 53 Concerning Material Used for Water Pipes in the Town of Monroe:

*NO PUBLIC COMMENT AT THIS TIME.

- Town Clerk Valerie Bitzer: No public comment.

- Supervisor Cardone: No one signed up for public comment. I'm sorry, Mary, did you get anything from MHE? Any updates?

- Councilwoman Bingham: At our monthly water meeting, we made some adjustments and then Mr. Nugent was going to look into some of the legal questions. He was going to review them.

- Supervisor Cardone: I don't think that Dave made those formal adjustments and sent them to you yet.

- Counsel Nugent: (inaudible). Do you have something new from him or no?

- Supervisor Cardone: No, Mary had some adjustments and questions.

- Counsel Nugent: I remember that.

- Councilwoman Bingham: And then there was just, he put comment boxes in on the word format that he was using and there were just some legal questions in there. So, I'll get him to send it to you again if you don't have it.

- Counsel Nugent: Alright, and then we can continue and put that on.

- Supervisor Cardone: I can put it on for the 20th.

- Counsel Nugent: I think that would be good.

- Supervisor Cardone: We can put that on for the 20th of October.

6.2. Motion to Keep Open the Continuation of the Public Hearing RE: Local Law A-v1/2025 to Amend Article VI, Ch. 53 Concerning Material Used for Water Pipes in the Town of Monroe

2025-#380

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: Local Law A-v1/2025 to Amend Article VI, Ch. 53 Concerning Material Used for Water Pipes in the Town of Monroe until October 20, 2025, at 7:00 PM or soon there-after.

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

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

- 6.3. Motion to Open the Public Hearing RE Short Term Rental Application, 10 Twin Lakes Rd. (SBL #19-1-1.3)

2025-#381

BE IT RESOLVED that the Town Board of the Town of Monroe made a Motion to Open the Public Hearing in regard to the Short-Term Rental Application, 10 Twin Lakes Rd. (SBL #19-1-1.3).

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

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

The following signed up to speak during the Public Hearing RE Short Term Rental Application, 10 Twin Lakes Rd. (SBL #19-1-1.3):

*NO PUBLIC COMMENT AT THIS TIME

- Town Clerk Valerie Bitzer: No public comment.

- Supervisor Cardone: No public comment. We had no objections through the Building Department? So, I'm going to close the Public Hearing.

- 6.4. Motion to Close the Public Hearing RE Short Term Rental Application, 10 Twin Lakes Rd. (SBL #19-1-1.3)

2025-#382

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Close the Public Hearing RE Short-Term Rental Application, 10 Twin Lakes Rd. (SBL #19-1-1.3).

On a motion by Town Supervisor Cardone, seconded by Town Councilmember Houle

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

- 6.5. Motion to Open the Public Hearing RE Local Law B-v-1 Authorizing a Property Tax Levy in Excess of the Limit Established in General Municipal Law 3-C

2025-#383

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Public Hearing RE Local Law B-v-1 Authorizing a Property Tax Levy in Excess of the Limit Established in General Municipal Law 3-C.

On a motion by Town Supervisor Cardone, seconded by Town Councilmember Houle

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

The following signed up to speak during Public Comment on the Public Hearing RE Local Law B-v-1 Authorizing a Property Tax Levy in Excess of the Limit Established in General Municipal Law 3-C:

***NO PUBLIC COMMENT AT THIS TIME**

- Supervisor Cardone: Council, can you read the law, after we pass the motion?
- Counsel Nugent: We usually wouldn't, but I can summarize it.
- Supervisor Cardone: Yeah, basically summarize it, what it entails.
- Counsel Nugent: It authorizes the Town, it doesn't mean that you will, but it authorizes the Town Board if you're going to adopt a budget that exceeds the levy under the state provisions, you need a local law which must be adopted before the budget is adopted. It could be the same night, but the local law has to come first to authorize you to exceed the tax cap. And that's the purpose of this law to authorize the Town to adopt a budget that would exceed the cap. It doesn't necessarily mean that you will. I don't know where you are financially in the budget, but either way, this is usually done as a precaution. Regardless, this way, if you're exceeding the cap, you're now authorized to do that. Otherwise, you run into a lot of problems.
- Councilwoman Richardson: Do you mind explaining how low the tax cap actually is? And the normal practice for municipalities in general, because I see a lot of misinformation and misunderstanding.
- Supervisor Cardone: The normal tax cap is 2% above your previous year.
- Counsel Nugent: That is.
- Supervisor Cardone: And there are some caveats in there where it's adjusted based on the previous year and going forward.
- Counsel Nugent: That is correct. So, it's not always a true 2%. It could be lower, and often it is because of the way that the State comes down with the numbers and 2% is what people generally refer to but it isn't always, as the Supervisor pointed out, it's not always 2%.
- Councilwoman Richardson: And in your experience, how many municipalities actually make it under this cap?
- Counsel Nugent: It's tough to say. I have a mix. I would say that most all of them adopt this law. But as a very rough estimate, I'm going to say it's sometimes like a 50/50.
- Councilwoman Houle: I think a lot of it depends on the policies that are coming out of New York State. For instance, last year's tax cap, a lot of it had to do with minimum wage. And so, we were locked into raises for a lot of our entry-level employees and that was kind of impacting. And we have no control over that. So, we didn't have a raise again with the minimum wage again this year, right?
- Supervisor Cardone: No. And there were unfunded mandates that came down. We were above the tax cap. A portion of it was from the Rye Hill purchase. It was the first year that

we were under the tax cap. But if you farm out what we've done as a Board, over the last ten years, we had had less than a 3% increase in totality.

- Councilwoman Richardson: We had to pass that we were going to go past the tax cap last year because of the Rye Hill purchase.
- Supervisor Cardone: No.
- Councilwoman Houle: No, we've done it every year.
- Supervisor Cardone: We've done it every year.
- Councilwoman Richardson: I know, but it was a factor in doing it.
- Supervisor Cardone: I said that.
- Councilwoman Richardson: You did not. You said it was the first year that we came under.
- Supervisor Cardone: I did talk about the Rye Hill purchase.
- Councilwoman Richardson: Yeah, you said it was the first time we came under the tax cap.
- Supervisor Cardone: No, the first time we went over the tax cap.
- Counsel Nugent: That's what he said.
- Councilwoman Richardson: It wasn't. It was a mistake. I just wanted to make it clear because there were some confused faces.
- Supervisor Cardone: Maybe I said, that maybe it was the first time that we didn't come under the tax cap.
- Councilwoman Richardson: Didn't. There you go.
- Supervisor Cardone: Ok.
- Counsel Nugent: And let me just say that, I've seen it where municipalities also have not exceeded the tax cap, and then it came to light that their budget actually did, and then it did and that creates a lot of problems because you have to offset it the following year. So, the best practice is just adopt the law. The old days you used to have to appeal it because of the state funding that was related to it. That doesn't matter anymore, so there's no harm in adopting the law. You're prepared. If you do exceed, you've done it. Even if you thought you didn't exceed the tax cap, and you ended up exceeding it, you're covered.
- Supervisor Cardone: I know of four municipalities that went substantially higher than us over the cap last year.
- Councilwoman Richardson: Ok, thank you, it was just a question.
- Councilwoman Houle: Did we call to question?
- Counsel Nugent: You opened the hearing. I don't know, there was no comment, correct?
- Supervisor Cardone: Ok. So, I close the Public Hearing RE Local Law B-v1 Authorizing a Property Tax Levy in Excess of the limit Established in General Municipal Law 3-C.

6.6. Motion to Close the Public Hearing RE Local Law B-v-1 Authorizing a Property Tax Levy in Excess of the Limit Established in General Municipal Law 3-C

2025-#384

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Close the Public Hearing RE Local Law B-v-1 Authorizing a Property Tax Levy in Excess of the Limit Established in General Municipal Law 3-C. This becomes Local Law 2/2025.

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

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

6.7. Resolution Adopting Local Law B-v1 (2/2025) Authorizing a Property Tax Levy in Excess of the Limit Established in General Municipal Law 3-C

2025-#384A

BE IT RESOLVED that the Town Board of the Town of Monroe Made the following Resolution by Supervisor Cardone and seconded by Councilman Scancarello:

RESOLUTION ADOPTING LOCAL LAW NO. 2 OF 2025

LOCAL LAW AUTHORIZING A PROPERTY TAX LEVY IN EXCESS OF THE LIMIT ESTABLISHED IN GENERAL MUNICIPAL LAW § 3-C

WHEREAS, the Town Board of the Town of Monroe, New York ("Town Board") duly noticed a Public Hearing which was held on September 15, 2025, to solicit public comment from any interested party concerning a proposed Local Law on Real Property Tax Levy; and

WHEREAS, the purpose of such proposed Local Law is to authorize the Town Board to override the limit on the amount of real property taxes that may be levied by the Town and to further allow the Town Board to adopt a budget for the fiscal year commencing on January 1, 2026, that requires a real property tax levy in excess of the tax levy limit in accordance with General Municipal Law § 3-c.

NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of Monroe as follows:

Section 1. All "WHEREAS" paragraphs are incorporated herein by reference.

Section 2. The Local Law Authorizing a Property Tax Levy in Excess of the Limit Established in General Municipal Law § 3-c, as attached hereto, be and hereby is adopted as Local Law No. 2 of 2025 of the Town of Monroe.

Section 3. The Town Clerk is hereby directed to enter said Local Law into the minutes of this meeting and in the Local Law book of the Town of Monroe, and to give due notice of the adoption of said Local Law by filing the Local Law in the Office of the Secretary of State in the State of New York.

Section 4. 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
Anthony Cardone, Supervisor	[X]	[]	[]	[]
Mary Bingham, Councilperson	[X]	[]	[]	[]
Sal Scancarello, Councilperson	[X]	[]	[]	[]
Dorey Houle, Councilperson	[X]	[]	[]	[]
Maureen Richardson, Councilperson	[X]	[]	[]	[]

The Resolution was thereupon duly adopted.

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

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

6.8. Motion to Open the Continuation of the Public Hearing in Relation to the Increase and Improvement of Facilities of the WD No. 14

2025-#385

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

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

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

The following signed up to speak during Public Comment RE the Continuation of the Public Hearing in Relation to the Increase and Improvement of Facilities of the WD No. 14:

*NO PUBLIC COMMENT AT THIS TIME

- Town Clerk Valerie Bitzer: No public comment.

- Supervisor Cardone: No public comment. Ok, just an update on this. We were waiting for the Governor to sign the bills that were submitted by the legislators, both the senate and the assembly. And working with Senator Soukis' aid, William Alexander, Carl Brabenec's office and Johanna from Congressman Ryan's office, we were able to get that done on Friday. It was placed on her desk, it was either Thursday night or Friday morning, and she signed it mid-afternoon Friday. So, that essentially formalizes the district, Water District 14.

It was an arduous 10-year process for us. It's done. We are able to bond, we are able to get grants, which, through a conversation with DFC, we were able to move forward because we were that close, and it was submitted to the Governor's office, and we did apply for grants that were due on Friday for both Water District 1 and Water District 14.

- Councilwoman Houle: I'm glad that we have that done. It was a lot of work.
- Supervisor Cardone: It was a lot of work.
- Councilwoman Houle: That was a lot of meetings on your part. Good job getting that done.
- Supervisor Cardone: It was a lot of work on everyone's part. Thank you.
- Councilwoman Houle: You're welcome.
- Councilwoman Richardson: I just want to give a shout-out to Pavon Patel.
- Supervisor Cardone: Pavon, from the Governor's office. I apologize. I was on the phone with him on Friday, like four times, and Thursday once, so.
- Councilwoman Richardson: Very diligent.
- Supervisor Cardone: Yeah, he's a great guy. Thank you for that. OK, there's no speaker, so, I would think we should close that public hearing.

6.9. Motion to Close the Continuation of the Public Hearing in Relation to the Increase and Improvement of Facilities of the WD No. 14

2025-#386

BE IT RESOLVED that the Town Board of the Town of Monroe Motion to Close the Continuation of the Public Hearing in Relation to the Increase and Improvement of Facilities of the WD No. 14.

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

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

Acceptance of Minutes

7.1. Acceptance of September 2, 2025, Minutes

2025-#387

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to accept the September 2, 2025, Minutes.

On a motion by Town Councilmember Houle, seconded by Town Councilmember Scancarello, the minutes were approved.

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember

Richardson
Nays: None
Abstain: None

7.2. Acceptance of September 8, 2025, Minutes

2025-#388

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Accept the September 8, 2025, Minutes.

On a motion by Town Supervisor Cardone, seconded by Town Councilmember Bingham, the minutes were approved.

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

Audit of Claims

8.1. General Fund Abstract

2025-#389

BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #25-16 General Fund containing Check #37235 - 37337 totaling \$593,758.65.

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

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

8.2. Escrow Abstract

2025-#390

BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #25-12 Escrow Fund containing Check #2238 - 2244 totaling \$30,434.09.

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

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember

Richardson

Nays: None

Abstain: None

Budget Transfer

9.1. Budget Transfer Abstract

2025-#391

BE IT RESOLVED that the Town Board of the Town of Monroe approves Budget Transfer Abstract #2025-08 totaling \$23,500 for 2025 Expenditure Adjustments.

ABSTRACT OF BUDGET TRANSFERS

TOWN OF MONROE

DATE OF AUDIT: September 15, 2025

ABSTRACT 2025-08

2025 EXPENDITURE ADJUSTMENTS

DATE GL NO. DESCRIPTION Account Trans In Trans Out9/15/2025 Highway Garage Water
A000-5132-4240-00 1,000.00

Highway Garage Engineering A000-5132-4020-00 1,000.00

General Repairs Gravel DB00-5110-4358-00 3,500.00

General Repairs Cement DB00-5110-4350-00 3,500.00

General Repairs Contractual DB00-5110-4500-00 13,000.00

General Repairs Road Oil DB00-5110-4354-00 13,000.00

Brush & Weeds Fuel DB00-5140-4304-00 6,000.00

Brush & Weeds Equipment Repairs DB00-5140-4308-00 2,000.00

General Repairs Fuel & Oil DB00-5110-4304-00 4,000.00

23,500.00 23,500.00

On a motion by Town Supervisor Cardone, seconded by Town Councilmember Houle

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

9.2. Budget Transfer Abstract

2025-#392

BE IT RESOLVED that the Town Board of the Town of Monroe approves Budget Transfer Abstract #2025-09 totaling \$48,000 for 2025 Expenditure Adjustments.

ABSTRACT OF BUDGET TRANSFERS

TOWN OF MONROE

DATE OF AUDIT: September 15, 2025

ABSTRACT 2025-09
2025 EXPENDITURE ADJUSTMENTS

DATE	GL NO.	DESCRIPTION	Account	Trans In	Trans Out	
9/15/2025		Engineering Contractual	SW00-8310-4020-00	8,500.00		
		Water Admin Meter Installation	SW00-8340-4500-00	3,500.00		
		Water Admin Tools	SW00-8310-4103-00	5,000.00		
		Water Admin IT Support	SW00-8310-4223-00	500.00		
		Water Admin Equipment	SW00-8310-2000-00	500.00		
		Water District #8 Miscellaneous	SW08-8340-4109-00	22,000.00		
		Water District #8 Maintenance Contractual	SW08-8340-4504-00	22,000.00		
		Water District #10 Engineering Contractual	SW10-8310-4020-00	2,000.00		
		Water District #10 Miscellaneous	SW10-8340-4109-00	2,000.00		
		Water District #14 Miscellaneous	SW14-8340-4109-00	15,000.00		
		Water District #14 Contingency	SW14-1990-0000-00	15,000.00		
				48,000.00	48,000.00	

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

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson
Nays: None
Abstain: None

Cash Transfers

10.1. Cash Transfer Abstract

2025-#393

BE IT RESOLVED that the Town Board of the Town of Monroe made a Motion to approve Abstract #2025-07, in the amount of \$598,000 for cash transfers to/from investment funds.

CASH TRANSFERS TO/FROM INVESTMENT FUNDS

TOWN OF MONROE

DATE OF AUDIT: September 15, 2025

ABSTRACT #CASH 2025-07

DATE	GL NO.	DESCRIPTION	Account	Trans To	Trans From	
9/15/2025		Consolidated Savings	A000 Fund A000-0201	300,000.00		
		NYCLASS Investment	A000 Fund A000-0240	300,000.00		
		Consolidated Savings	H033 Fund H033-0201	30,000.00		
		NYCLASS Investment	H033 Fund H033-0240	30,000.00		
		Consolidated Savings	SL00 Fund SL00-0201	8,000.00		
		NYCLASS Investment	SL00 Fund SL00-0240	8,000.00		
		Consolidated Savings	SR00 Fund SR00-0201	220,000.00		
		NYCLASS Investment	SR00 Fund SR00-0240	220,000.00		

Consolidated Savings SW00 Fund SW00-0201 20,000.00
NYCLASS Investment SW00 Fund SW00-0240 20,000.00
Consolidated Savings SW08 Fund SW08-0201 20,000.00
NYCLASS Investment SW08 Fund SW08-0240 20,000.00
598,000.00 598,000.00

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

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

New Business

11.1. Tom Lawrence, Conservation Commission Appointment

2025-#394

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to appoint Tom Lawrence to the Town of Monroe Conservation Commission Slot #6, term to expire 12-31-2025.

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

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

11.2. Part-time Seasonal Laborer

2025-#395

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Resolution approving Ivan Dam for the position of Part-time Seasonal Laborer at an hourly rate of \$20, pending pre-approval from Orange County Department of Human Resources. Seasonal period not to exceed 9 months from the determined start date. (Start date; as soon as he is approved).

On a motion by Town Supervisor Cardone, seconded by Town Councilmember Houle

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

11.3. Employee Handbook Update

2025-#396

BE IT RESOLVED that the Town Board of the Town of Monroe approves the Employee Handbook update to Section 601-Attendance regarding Unpaid Absences: Full-time employees eligible for paid time off must first use their earned paid time off days. Should an employee deplete their eligible paid time off days prior to the end of the year, unpaid time off may be approved at the discretion of the employee's Department Head with approval from the Town Supervisor.

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

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle

Nays: Town Councilmember Richardson

Abstain: None

11.4. BSA Troop 440 Request for Use of Berry Road Park

2025-#397

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion approving BSA Troop 440's request for the use of Berry Park Road Park beginning on October 4, 2025, at 9 a.m. and ending on October 5, 2025, at 10 a.m. for Boy Scout activities, sports games and camping. Troop 440 has provided the required Certificate of Insurance. (Fee Waived)

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

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

11.5. Agreement for Engineering Services, East Mombasha Culvert Replacement, Design, Bidding and Construction Phase Services

2025-#398

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion authorizing the Supervisor to sign the Agreement for Engineering Services, East Mombasha Culvert Replacement, Design, Bidding and Construction Phase Services with MHE Engineering approved in a final form by Town Counsel.

On a motion by Town Councilmember Houle, seconded by Town Councilmember Scancarello

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town

Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

11.6. Retainer Agreement for Legal Services, Town of Monroe Planning Board

2025-#399

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion authorizing the Supervisor to sign the Retainer Agreement for Legal Services, from Ashley Torre Law LLC out of Slate Hill, NY, for the Town of Monroe Planning Board.

In consideration of the legal services to be provided, the Town agrees to pay the billing rate of \$250.00 per hour. All hourly time will be billed in 1/10th hour increments. In addition, the Town will be charged for photocopying at \$.25 per page for small copying projects, and at the actual cost for all large copying efforts that require outside copier facilities. All other disbursements (mailing costs, filing fees, etc.), if any, will also be charged to you at the actual cost thereof. No retainer fee will be held by Ashley N. Torre Law, PLLC for this representation. All billing will be submitted on a monthly basis, with payment due upon receipt thereof. In accordance with Court Rules, this engagement letter also advises you that, when applicable, you may have a right to arbitrate any attorney fee dispute in accordance with 22 N.Y.C.R.R. Part 137.

On a motion by Town Councilmember Houle, seconded by Town Councilmember Richardson

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

2025-#399A

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion authorizing the Supervisor to sign an agreement with Ashley Torre PLLC subject to her approval to serve as Conflict Counsel.

On a motion by Town Councilmember Houle, seconded by Town Councilmember Scancarello

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

11.7. 2026 JCAP Grant Application

2025-#400

BE IT RESOLVED that the Board of the Town of Monroe authorizes the Monroe Town Court to apply for a JCAP grant in the 2025-26 grant cycle up to \$30,000.00.

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

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

11.8. Village of Monroe Tax Exemption Request, Items 3 and 4, Town Highway Budget

2025-#401

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Table the Matter RE the petition submitted by the Village of Monroe Mayor and Board of Trustees on behalf of the property owners of the Village of Monroe requesting the Town Board of the Town of Monroe consider exempting Village residents from taxation related to Items 3 and 4 of the Town Highway Budget.

On a motion by Town Councilmember Houle, seconded by Town Supervisor Cardone

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

11.9. RFP for Septage Cleaning and Hauling Services, Moodna

2025-#402

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Resolution authorizing the Town of Monroe to issue a request for proposals regarding Septage Cleaning and Hauling Services for 2026 for the Moodna Basin Joint Operations Commission.

RESOLUTION AUTHORIZING TOWN OF MONROE TO ISSUE A REQUEST FOR PROPOSALS REGARDING SEPTAGE CLEANING AND HAULING SERVICES FOR 2026 FOR THE MOODNA BASIN JOINT OPERATIONS COMMISSION

WHEREAS, consistent with the NYS General Municipal Law § 103, the Town of Monroe ("Town") desires to receive proposals for the Moodna Basin Joint Operations Commission for septage cleaning and hauling services for the year 2026; and

WHEREAS, a Request for Proposals ("RFP") has been prepared by the Town's legal counsel for such purposes; and

WHEREAS, the Town desires to advertise and publish the RFP to seek a responsible bidder to perform such work.

NOW THEREFORE BE IT RESOLVED that:

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

Section 2. The Town Board hereby authorizes the issuance of the RFP as presented to the Town Board in a final form approved by Town legal counsel.

-
Section 3. The Town Clerk is hereby authorized and directed to facilitate the issuance of the RFP presented to the Town Board and to set appropriate dates for issuance and responses to such RFP.

-
Section 4. Any Town official, employee or consultant, as directed by the Town Supervisor, is hereby authorized and directed to take any necessary and appropriate 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>
Anthony Cardone, Supervisor	[X]	[]	[]	[]
Mary Bingham, Councilperson	[X]	[]	[]	[]
Sal Scancarello, Councilperson	[X]	[]	[]	[]
Dorey Houle, Councilperson	[X]	[]	[]	[]
Maureen Richardson, Councilperson	[X]	[]	[]	[]

The Resolution was thereupon duly adopted.

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

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

11.10. Return of ZBA Escrow

2025-#403

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve the return of Escrow to Kevin Donoghue in the amount of \$896.20. Appeared before the ZBA. (ZO97-2025 Project was approved).

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

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

Old Business

12.1. Amendment to Owner-Engineer Agreement, Monroe Water District #2: Process Piping Replacement

2025-#404

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion authorizing the Supervisor to sign the Amendment to Owner-Engineer Agreement, Monroe WD #2: Process Piping Replacement. Effective Date of August 4, 2025.

Description of Modifications: The Engineer shall provide bid-level plans, specifications and bidding phase services in accordance with Appendix 3 and the Municipal Standard Fee Schedule.

On a motion by Town Councilmember Houle, seconded by Town Councilmember Scancarello

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

12.2. Short Term Rental Application, 10 Twin Lakes Rd. (SBL #19-1-1.3)

2025-#405

BE IT RESOLVED that the Town Board of the Town of Monroe Made the following Resolution

by Supervisor Cardone and seconded by Councilman Scancarello:

RESOLUTION APPROVING SHORT-TERM RENTAL AT 10 TWIN LAKES ROAD APPLICANT: 10 TWIN LAKES LLC (JACOB ZICHERMAN) WHEREAS, the Town Board of the Town of Monroe, New York ("Town Board") received an application on or about December 8, 2025, from Jacob Zicherman ("Applicant") on behalf of 10 Twin Lakes LLC ("Owner") for approval of a Short-Term Rental at 10 Twin Lakes Road ("Application") in the Town of Monroe ("Town"); and WHEREAS, the Town Building Inspector provided a report dated March 7, 2025, and July 31, 2025, regarding the Application and determined that the property was in substantial compliance with the Residential and Fire Code of New York State based on an inspection of the premises on March 7, 2025, July 16, 2025, and July 30, 2025; and WHEREAS, while the application was pending before the Town Board, certain deficiencies were identified concerning the mailing of notices, information on the owner in the application, and other minor deficiencies; and WHEREAS, the Applicant submitted subsequent documents to address the deficiencies; and WHEREAS, the Applicant sent notices with proof of mailing on August 13, 2025; 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 10 Twin Lakes Road. 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:

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.

No new construction or expansion is proposed relating to the Short-Term Rental.

The structure and lot are conforming to the requirements of Chapter 40 of the Town Code and that the lot and structure are not considered existing nonconforming uses or buildings. 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.

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 10 Twin Lakes Road, subject to the following conditions:

Continued compliance with the provisions of the Town Code, Chapter 40 and NYS Residential and Fire Code with respect to the rental location; and

Continued maintenance of the existing screening of the property and parking area; and The approval of this Application ("Permit") shall expire three (3) years from the date of this resolution pursuant to Town Code § 40-9; and

That, if the Applicant intends to renew the Permit after the three (3) year period, the Applicant submits a renewal application at least sixty (60) days prior to the expiration of the Permit; and

The Permit may not be transferred, except as indicated in Town Code § 40-16; and

Applicant must report any proposed change in circumstances to the 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 Permit, 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
Anthony Cardone, Supervisor	[X]	[]	[]	[]
Dorey Houle, Councilperson	[X]	[]	[]	[]
Mary Bingham, Councilperson	[X]	[]	[]	[]
Sal Scancarello, Councilperson	[X]	[]	[]	[]
Maureen Richardson, Councilperson	[X]	[]	[]	[]

The Resolution was thereupon duly adopted.

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

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson
Nays: None
Abstain: None

12.3. Resolution Accepting Irrevocable Offer of Dedication

2025-#406

BE IT RESOLVED that the Town Board of the Town of Monroe Made the following Resolution by Councilwoman Houle and seconded by Councilman Scancarello:

RESOLUTION ACCEPTING IRREVOCABLE OFFER OF DEDICATION

WHEREAS, The Orchards, LLC, a New York limited liability company, made and delivered to the Town of Monroe an irrevocable Offer of Dedication dated September 17, 2003, relating to certain roadways, infrastructure improvements, a potential well lot, and a water utility easement within the Orchard Hill Farms Subdivision – Section II, as more particularly described in Schedule “A” attached to said Offer of Dedication; and

WHEREAS, said Offer of Dedication was recorded in the Orange County Clerk's Office on May 23, 2008, in Book 12671 at Page 1523 (File No. 20080053723); and

WHEREAS, the offer of dedication included a parcel currently known as Town tax parcel Section 24, Block 2, Lot 46 to be dedicated to the Town as a future well site; and

WHEREAS, the dedication of the roads identified in such Offer of Dedication referred to as Loop Road "A", Road "B" and Road "C" were previously accepted by the Town as reflected in a deed from Orchard LLC to the Town of Monroe and recorded in the Orange County Clerk's Office on November 20, 2009, at Book 12928, Page 445 (Instrument No. 2009113498); and

WHEREAS, such accepted roads are now known as Talbot Road, Lewis Court and Cluster Court, respectfully; and

WHEREAS, the parcel known as Parcel "A" on the Orchard Hill Farms subdivision map had been irrevocably offered, but had not been previously accepted by the Town; and

WHEREAS, the Town Board has determined that it is in the best interests of the Town to accept said irrevocable Offer of Dedication and to authorize all actions necessary to effectuate such acceptance.

NOW, THEREFORE, BE IT RESOLVED by the Town Board of the Town of Monroe, Orange County, New York, as follows:

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

Section 2. The Town Board hereby accepts the irrevocable Offer of Dedication from The Orchards, LLC, as set forth in the instrument dated September 17, 2003, with respect to the Parcel "A" future well site consisting of approximately 5.45 acres within the Orchard Hill Farms Subdivision – Section II, as more fully described in Schedule "A" to said Offer of Dedication and also known as Town tax parcel Section 24, Block 2, Lot 46.

Section 3. The Town Supervisor is hereby authorized and directed to execute any and all documents, accept delivery of the instruments of conveyance, and to take any and all actions necessary or convenient to carry out the intent of this Resolution, including causing the recording of all accepted instruments in the Orange County Clerk's Office.

Section 4. The dedicated property shall be and hereby is accepted for general municipal purposes, subject to any lawful restrictions of record.

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
Anthony Cardone, Supervisor	[X]	[]	[]	[]
Dorey Houle, Councilperson	[X]	[]	[]	[]
Mary Bingham, Councilperson	[X]	[]	[]	[]
Sal Scancarello, Councilperson	[X]	[]	[]	[]
Maureen Richardson, Councilperson	[X]	[]	[]	[]

The Resolution was thereupon duly adopted.

On a motion by Town Councilmember Houle, seconded by Town Councilmember Scancarello

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

12.4. Approve Payment to Fire District/Commission for Parade

2025-#407

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to give \$1,000 to the Fire District/Commission for their parade. (extra money in Celebrations Line)

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

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

12.5. Set Public Hearing to Discuss Law Enforcement Services for the Town of Monroe

2025-#408

BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to set a Public Hearing to Discuss Law Enforcement Services for the Town of Monroe on October 6, 2025, at 7:00 PM or soon there-after.

On a motion by Town Councilmember Houle, seconded by Town Councilmember Scancarello

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None

Public Comment

13.1. Rules for Public Comment

13.2. Public Comment

*NO PUBLIC COMMENT AT THIS TIME.

Adjournment

14.1. Adjournment of Meeting

2025-#409

BE IT RESOLVED that the Town Board of the Town of Monroe adjourns the meeting of September 15, 2025, at 8:26 PM.

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

Ayes: Town Supervisor Cardone, Town Councilmember Bingham, Town Councilmember Scancarello, Town Councilmember Houle, Town Councilmember Richardson

Nays: None

Abstain: None