Monday, October 6, 2025
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 October 6, 2025

3. Community Announcements

3.1. Water Conservation Notice

3.2. Love for Lilly Community Fundraiser

3.3. St. Paul Lutheran Church Blood Drive

3.4. Orange County Mobile DMV at Town Hall, October 14th

3.5. Town of Monroe Food Truck Festival

3.6. Early Voting

3.7. Fall 2025 Compost Facility Schedule

3.8. Town of Monroe Electronic/Textile Recycling, Shredding and Tire Recycling Day

4. Public Hearing

4.1. Motion to Open the Public Hearing RE Police Services in the Town

4.2. Possible Motion to Keep Open the Public Hearing RE Police Services in the Town

4.3. Motion to Open the Public Hearing on the Benefit Assessment Rolls in Relation to the 2026

Budget

4.4. Possible Motion to Keep Open the Public Hearing on the Benefit Assessment Rolls in Relation to the 2026 Budget

4.5. Presentation of 2026 Tentative Budget by Town Clerk and Motion to set Public Hearing RE 2026 Preliminary Budget (Elected Official's Salaries)

5. Acceptance of Minutes

5.1. Acceptance of September 15, 2025 Minutes

6. Audit of Claims

6.1. General Fund Abstract

6.2. Escrow Abstract

7. Cash Transfers

7.1. Cash Transfer Abstract

8. Budget Transfer

8.1. Budget Transfer Abstract

9. New Business

9.1. Short Term Rental Application, 95 Walton Terrace (SBL# 18-4-50.2)

9.2. Trunk or Treat

9.3. Teenager Trends Event Hosted by Monroe-Woodbury Community Coalition

9.4. Monroe Conservation Commission, Request to Host Repair Cafe

9.5. Request for Permit Application Refund, #2025-109

9.6. Performance Bond Release, SBL 3-1-19.2

9.7. Return of Escrow, Driveway Permit, 24 Raywood Drive

9.8. Road Improvement Petition, Seven Springs Road Realignment

9.9. Amendment to Town of Monroe Fee Schedule, re: Tree Removal Permit Fees and Mitigation Fees

9.10. Sole Source Vendor Resolution

9.11. Engineering Agreement, Water District 14 Improvements

9.12. Janitorial Services Agreement

9.13. Intermunicipal Agreement for Municipalities in the Moodna Commission

10. Old Business

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

10.2. Village of Harriman Tax Exemption Request, Items 3 and 4, Town Highway Budget

11. Public Comment

11.1. Rules for Public Comment

11.2. Public Comment

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

12.1. Enter into Executive Session

13. Return to Regular Meeting

13.1. Return to Regular Meeting

14. Adjournment

14.1. Adjournment of Meeting

1. Call to Order

Subject	**1.1. Pledge to the Flag**
Meeting	October 6, 2025 - 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 October 6, 2025**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution)

Motion to Open Town Board Meeting of October 6, 2025

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Town Board Meeting of October 6, 2025, at _____.

1. 2025 Town Board Meeting Schedule

2025 Town Board Monthly Meeting Schedule

1465 Orange Turnpike
Monroe, New York 10950
*All Town Board Meetings begin at 7 p.m.

January 2, 2025 (Re-org Meeting) *(Thursday)*	**June 16, 2025** *(Monday)*
January 21, 2025 *(Tuesday)*	**July 14, 2025** *(Monday)*
February 3, 2025 *(Monday)*	**August 4, 2025** *(Monday)*
February 24, 2025 *(Monday)*	**September 2, 2025** *(Tuesday)*
March 3, 2025 *(Monday)*	**September 15, 2025** *(Monday)*
March 24, 2025 *(Monday)*	**October 6, 2025** *(Monday)*
April 7, 2025 *(Monday)*	**October 20, 2025** *(Monday)*
April 21, 2025 *(Monday)*	**November 6, 2025** *(Thursday)*
May 5, 2025 *(Monday)*	**November 17, 2025** *(Monday)*
May 19, 2025 *(Monday)*	**December 1, 2025** *(Monday)*
June 2, 2025 *(Monday)*	

1. Community Announcements

Subject	**3.1. Water Conservation Notice**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Information

The Town of Monroe Water Department has issued a Notice to Water District Residents:
Orange County is currently under a Drought Watch. A Drought Watch is intended to provide advanced notice of a developing drought. At this stage, the public is encouraged to voluntarily conserve water. To help protect our water resources, we encourage all residents to follow these Water Conservation Tips:
•Reuse water collected in rain barrels, dehumidifiers, or air conditioners to water plants
•Use a broom, not a hose, to clean driveways and sidewalks
•Fix leaking pipes, fixtures, toilets, hoses, and faucets
•Wash only full loads of dishes and laundry
•Take shorter showers or fill the bathtub only part way
•Install water-saving plumbing fixtures
•Don’t run the tap to make water hot or cold unnecessarily
•Wash cars less frequently
For more information, please visit: https://dec.ny.gov/environmental-protection/water/water-quantity/water-use-conservation Or contact the Town of Monroe Water Department at 845-782-8583. We appreciate your cooperation and understanding in conserving water during this period.

1. Water Conservation 9-29-25

Town of Monroe
Water Department

87 Mine Road

Monroe, New York 10950

September 29, 2025

Notice to Water District Residents

Orange County is currently under a **Drought Watch.** A Drought Watch is intended to provide advanced notice of a developing drought. At this stage, the public is encouraged to voluntarily conserve water. To help protect our water resources, **we encourage all residents to follow these Water Conservation Tips:**

- Reuse water collected in rain barrels, dehumidifiers, or air conditioners to water plants
- Use a broom, not a hose, to clean driveways and sidewalks
- Fix leaking pipes, fixtures, toilets, hoses, and faucets
- Wash only full loads of dishes and laundry
- Take shorter showers or fill the bathtub only part way
- Install water-saving plumbing fixtures
- Don’t run the tap to make water hot or cold unnecessarily
- Wash cars less frequently

For more information, please visit: https://dec.ny.gov/environmental-protection/water/water-quantity/water-use-conservation

Or contact the Town of Monroe Water Department at 845-782-8583.

We appreciate your cooperation and understanding in conserving water during this period.

Town of Monroe Water Department

2. Community Announcements

Subject	**3.2. Love for Lilly Community Fundraiser**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Information

Community Fundraiser: Love for Lilly
October 12, 2025 1-5pm
Tequila Grille 63 Still Rd., Monroe, NY
Food, 50/50 Raffle, Tricky Trays, Games, Entertainment, and more!
$10 to Enter (cash only) ATM available on site
Food & Drinks available for purchase.
Sweet, spirited, and full of love, Lilly Fernandez is a brave 6-year-old currently battling leukemia. While Lilly faces countless hospital visits, treatments, and long days away from school and play, her smile still lights up every room.
Her family is doing everything they can to support her journey, but the emotional and financial toll is overwhelming. That's where you come in.
We're hosting a fundraiser to help ease the burden and surround Lilly with the support, love, and resources she needs to win this battle.
How you can help:
Attend the event and show your support or donate directly at: Lilly Fernandez GoFundMe. Together, we can make a difference. Every act of kindness means the world.
#LoveForLilly #TeamLilly #LeukemiaAwareness #FundraiserForLilly
For more information or to donate, contact Darwin Bennett 845-494-0417, Diane Jankowski 845-662-3860, Jenny Masterson 845-709-4728, Liz Melo 914-953-1089, Deena King 845-337-1961
Can't attend? You can still help by donating online or sharing Lilly's story.

1. L FERNANDEZ FLYER

COMMUNITY FUNDRAISER

LOVE for LILLY!

October 12, 2025 • 1 - 5pm

Tequila Grille • 63 Still Rd Monroe, NY
Food, 50/50 Raffle, Tricky Trays, Games, Entertainment, and more!

Share this flyer with friends, family, and your community.

$10 to Enter (cash only) ATM Available on-site

Food & Drinks available for purchase

Sweet, spirited, and full of love, Lilly Fernandez is a brave 6-year-old currently battling leukemia. While Lilly faces countless hospital visits, treatments, and long days away from school and play, her smile still lights up every room.

Her family is doing everything they can to support her journey, but the emotional and financial toll is overwhelming. That's where you come in.

We're hosting a fundraiser to help ease the burden and surround Lilly with the support, love, and resources she needs to win this battle.

How you can help:
Attend the event and show your support OR Donate directly at: Lilly Fernandez GoFundMe
Together, we can make a difference. Every act of kindness means the world.

#LoveForLilly #TeamLilly #LeukemiaAwareness #FundraiserForLilly

For More Information or to Donate - Contact

Darwin Bennett (845) 494-0417 • Diane Jankowski (845) 662-3860
Jenny Masterson (845) 709-4728 • Liz Melo (914) 953-1089 • Deena King (845) 337-1961

Can't attend? You can still help by donating online or sharing Lilly's story.

3. Community Announcements

Subject	**3.3. St. Paul Lutheran Church Blood Drive**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Information

St. Paul Lutheran Church Blood Drive
21 Still Rd., Monroe, NY
Monday, October 13, 2025
1:00pm-6:00pm
Appointments are highly recommended. For an appointment, please visit redcrossblood.org or call 1-800-RED-CROSS (1-800-733-2767)
All that donate, get a $10 Amazon Gift Card by mail.

1. Blood Drive at St. Paul 10132025

The need is constant.
The gratification is instant.
Give blood.™

redcrossblood.org | 1-800-RED CROSS

St. Paul Lutheran Church

21 Still Road, Monroe, NY

Monday, October 13, 2025

1:00pm – 6:00pm

Appointments are highly recommended. For an appointment, please visit redcrossblood.org
Or call 1-800-RED CROSS (1-800-733-2767)

All that donate, get a $10 Amazon Gift Card by email.

Donating Blood Saves Lives & Benefits St. Paul Lutheran Church
Download the Blood Donor App

© 2010 The American National Red Cross, Mid-America #0215 Oct. 2010

4. Community Announcements

Subject	**3.4. Orange County Mobile DMV at Town Hall, October 14th**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Information

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. Tuesday, October 14, 2025, 10:00-12PM, closed 12-1pm, 1-3:30pm. Monroe Town Hall, 1465 Orange Tpke., Monroe, NY 10950.

1. OC Mobile DMV 10142025

ORANGE COUNTY CLERK KELLY ESKEW

INVITES YOU TO THE

ORANGE COUNTY MOBILE DMV UNIT

PLEASE VISIT: DMV.NY.GOV
FOR ALL NECESSARY ORIGINAL DOCUMENTS NEEDED BEFORE YOUR VISIT TO THE MOBILE DMV. EXPECT DELAYS DUE TO THE HIGH VOLUME OF CUSTOMERS APPLYING FOR THE REAL OR ENHANCED ID.

TRANSACTIONS OFFERED

- ALL REGISTRATION TRANSACTIONS
- ALL LICENSE TRANSACTIONS INCLUDING REAL/ENHANCED
- ENFORCEMENT TRANSACTIONS

TUESDAY, OCTOBER 14TH
10:00-12
CLOSED 12-1
1-3:30

MONROE TOWN HALL
1465 ORANGE TPKE.
MONROE, NY 10950

5. Community Announcements

Subject	**3.5. Town of Monroe Food Truck Festival**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Information

The Town of Monroe Food Truck Festival will take place Saturday, October 18, 2025, from 12-6PM at 61 O&R Road and will benefit the American Legion, Monroe Post 488.
Live Music:
- Third Degree...12-1pm
- Dali Blu Band...1-2:30pm
- Fragile Sky...2:45-4pm
- Jungle Habitat...4-6pm

1. Food Truck Festival 10182025
2. Food Truck Festival Music Lineup 10182025

TOWN OF MONROE
FOOD TRUCK FESTIVAL

OCT. 18, 2025
12 – 6 PM
61 O&R ROAD

BENEFITING
AMERICAN LEGION

MONROE POST 488

TOWN OF MONR
FOOD TRU
FESTIVA

BENEFITING
AMERICAN LEGION

MONROE POST 488

LIVE MUSIC:

SATUR
OCT. 18,
12 – 6

Locati
61 D&R

Third Degree	12-1pm
Dali Blu Band	1-2:30pm
Fragile Sky	2:45-4pm
Jungle Habitat	4:6pm

6. Community Announcements

Subject	**3.6. Early Voting**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Information

- Election Day is Tuesday, November 4, 2025 – polls are open from 6am to 9pm.
- Early Voting will take place from October 25th – November 2nd at 8 locations in the County. (see attached for schedule)
- The last day to file a New Voter Registration at the Board to vote – October 25th (change of address due by October 20th)
- Absentee Voting – last day to submit an application to the Board for an absentee ballot – October 28th (last day to apply in person – November 3rd)

*New Voter Registration and Absentee Ballot Applications must either be personally delivered or mailed to your appropriate Board of Elections (see attached for addresses)

Orange County Board of Elections 2025 Early Voting Information
Early Voting Sites for General Election

Orange County will have eight sites available for Early Voting and sites are open to all eligible enrolled voters throughout the County. All early voting sites are accessible to voters with physical disabilities.

City of Middletown - Middletown Senior Center - 62-80 W Main St., Middletown, NY
City of Newburgh - Newburgh Activity Center - 401 Washington St, Newburgh, NY
City of Port Jervis – Howard Wheat Engine Co – 34 Owen St, Port Jervis, NY
Town of Goshen - Caroline Building, 23 Hatfield Lane, Goshen, NY
Town of Montgomery - Village of Montgomery Senior Center – 36 Bridge St., Montgomery, NY
Town of Monroe - Monroe Town Hall - 1465 Orange Tpke., Monroe, NY
Town of New Windsor – New Windsor Community Center – 555 Union Ave, New Windsor, NY
Town of Warwick - Warwick Senior Center - 132 Kings Hwy, Warwick, NY

Dates and Hours of Voting during Early Voting
The dates and hours for early voting are uniform for all eight sites during the General Election:

Saturday, October 25, 2025 9am to 5pm
Sunday, October 26, 2025 9am to 5pm
Monday, October 27, 2025 12 noon to 8pm
Tuesday, October 28, 2025 12 noon to 8pm
Wednesday, October 29, 2025 8am to 4pm
Thursday, October 30, 2025 8am to 4pm
Friday, October 31, 2025 7am to 3pm
Saturday, November 1, 2025 9am to 5pm
Sunday, November 2, 2025 9am to 5pm

1. EV Schedule 2025
2. 2024-english-early-mail-ballot-primary-election-only
3. 2024-english-absentee-ballot-application-primary-election-only
4. GE25 Monroe poll sites
5. Statewide by County BOE Addresses

Orange County Board of Elections
2025 Early Voting Information

Early Voting Sites for General Election

Orange County will have eight sites available for Early Voting and sites are open to all eligible enrolled voters throughout the County. All early voting sites are accessible to voters with physical disabilities.

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Town of Montgomery - Village of Montgomery Senior Center – 36 Bridge St., Montgomery, NY
Town of Monroe - Monroe Town Hall - 1465 Orange Tpke., Monroe, NY
Town of New Windsor – New Windsor Community Center – 555 Union Ave, New Windsor, NY
Town of Warwick - Warwick Senior Center - 132 Kings Hwy, Warwick, NY

Dates and Hours of Voting during Early Voting

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Friday, October 31, 2025	7am to 3pm
Saturday, November 1, 2025	9am to 5pm
Sunday, November 2, 2025	9am to 5pm

5/12/2025

New York State Early Mail Ballot Application

BOARD USE ONLY:

Town/City/Ward/Dist:

_____

Registration No: _____

Party: _____

☐ *voted in office*

Please print clearly. See detailed instructions

To receive an early mail ballot: **In-Person** - Application must be personally delivered to your county board of elections not later than the day before the election. **By Mail** - Application must be received by your county board of elections not later than the 10th day before the election.

The ballot itself must either be personally delivered to the board of elections in your county no later than the close of polls on election day, or postmarked by a governmental postal service not later than the day of the election and received no later than 7 days after the election.

1. Early mail ballot(s) requested for the following election(s):

☐ Primary Election only ☐ General Election only ☐ Special Election only ☐ All elections this year

2. Last name or surname | First name | Middle initial | Suffix

3. Date of birth MM/DD/YYYY | County where you live | Phone number (optional) | Email (optional)

4. Address where you are registered | Apt | City | State **NY** | Zip code

5. Delivery of Primary Election Ballot (check one)

☐ Deliver to me in person at the board of elections

☐ I authorize (give name): _____ to pick up my ballot at the board of elections

☐ Mail ballot to me at: (mailing address)

_____

Street no. Street name Apt City State Zip code

6. Delivery of General (or Special) Election Ballot (check one)

☐ Deliver to me in person at the board of elections

☐ I authorize (give name): _____ to pick up my ballot at the board of elections

☐ Mail ballot to me at: (mailing address)

_____

Street no. Street name Apt City State Zip code

Applicant Must Sign Below

7. I certify that I am a qualified and a registered (and for primary, enrolled) voter and that the information in this application is true and correct and that this application will be accepted for all purposes as the equivalent of an affidavit and, if it contains a material false statement, shall subject me to the same penalties as if I had been duly sworn.

Sign Here: X _____ **Date** ____/____/____ MM/DD/YYYY

If applicant is unable to sign because of illness, physical disability or inability to read, the following statement must be executed. By my mark, duly witnessed hereunder, I hereby state that I am unable to sign my application for an early mail ballot without assistance because I am unable to write by reason of illness or physical disability or because I am unable to read. I have made, or have received assistance in making, my mark in lieu of my signature. (No power of attorney or preprinted name stamps allowed. See detailed instructions.)

Date ___/___/___ Name of Voter: _____ Mark: _____
MM/DD/YYYY

I, the undersigned, hereby certify that the above named voter affixed their mark to this application in my presence and I know him or her to be the person who affixed his or her mark to said application and understand that this statement will be accepted for all purposes as the equivalent of an affidavit and if it contains a material false statement, shall subject me to the same penalties as if I had been duly sworn.

_____ _____
(Signature of witness to mark)

_____
(Address of witness to mark)

Board Use Only
2024 Early Vote By Mail Application – English

Instructions:

Who may apply for an early mail ballot?
Each person must apply for themselves. It is a felony to make a false statement in an application for an early mail ballot, to attempt to cast an illegal ballot, or to help anyone to cast an illegal ballot.

Information for military and overseas voters:
If you are applying for an early mail ballot because you or your family are in the military or because you currently reside overseas, do not use this application. You are entitled to special legal provisions if you apply using the Federal Postcard Application (FPCA). For more information about military/overseas voting, contact your local board of elections or refer to the Military & Overseas Voting section of the State Board of Elections' website at the following address:
https://elections.ny.gov/military-and-overseas-federal-voting

Where and when to return your application:
Applications for an early mail ballot to be picked up by the voter or an agent of the voter must be submitted in-person at the county board of elections not later than the day before the election. All applications submitted by mail or those for an early mail ballot to be mailed to a voter must be received at the county board of elections no later than 10 days before the election. If the address of your county board of elections is not provided on this form, contact information for your local election office can be found on the New York State Board of Elections' website at following address:
https://publicreporting.elections.ny.gov/CountyBoardRoster/CountyBoardRoster

Options available to you if you have an illness or disability:
You may sign the early mail ballot application yourself, or you may make your mark and have your mark witnessed in the spaces provided on the bottom of the application. Please note that a power of attorney or printed name stamp is not allowed for any voting purpose.

Voters with a print disability, which means any disability that interferes with the effective reading, writing, or use of printed material, and require a ballot with accessible features may apply for an Accessible Ballot on the New York State Board of Elections' website at the following address: https://ballotapplication.elections.ny.gov/home/accessible

When your ballot will be sent:
Your early mail ballot materials will be sent to you beginning 46 days before federal, state, county, city or town elections in which you are eligible to vote. If you applied after this date, your ballot will be sent immediately after your completed and signed application is received and processed by your local board of elections. If you prefer, you may designate someone to pick up your ballot for you, by completing the required information in section 6 and/or section 7, as appropriate. Contact your local county board of elections if you have not received your ballot.

New York State Absentee Ballot Application

Please print clearly. See detailed instructions.

BOARD USE ONLY:

Town/City/Ward/Dist: _____

Registration No: _____

Party: _____

☐ *voted in office*

To receive an absentee ballot: In-Person - Application must be personally delivered to your county board of elections not later than the day before the election. By Mail - Application must be received by your county board of elections not later than the 10th day before the election. The ballot itself must either be personally delivered to the board of elections in your county no later than the close of polls on election day, or postmarked by a governmental postal service not later than the day of the election and received no later than 7 days after the election.

1. I am requesting in good faith, an absentee ballot due to (check one reason):

- ☐ absence from county or New York City on election day
- ☐ temporary illness or physical disability
- ☐ permanent illness or physical disability
- ☐ duties related to primary care of one or more individuals who are ill or physically disabled
- ☐ resident of patient of a Veterans Health Administration Hospital
- ☐ detention in jail/prison, awaiting trial, awaiting action by a grand jury, or in prison for a conviction of a crime or offense which was not a felony

2. Absentee ballot(s) requested for the following election(s):

☐ Primary Election only ☐ General Election only ☐ Special Election only

☐ Any election held between these dates: absence begins: ____/____/____ (MM/DD/YYYY) absence ends: ____/____/____ (MM/DD/YYYY)

3.

Last name or surname	First name	Middle initial	Suffix

4.

Date of birth (MM/DD/YYYY)	County where you live	Phone number (optional)	Email (optional)

5.

Address where you live (residence) street	Apt.	City	State	Zip code
			NY	

6. Delivery of Primary Election Ballot (check one)

☐ Deliver to me in person at the board of elections

☐ I authorize (give name): _____ to pick up my ballot at the board of elections.

☐ Mail ballot to me at: (mailing address)

_____

Street no. Street name Apt. City Sate Zip code

7. Delivery of General (or Special) Election Ballot (check one)

☐ Deliver to me in person at the board of elections

☐ I authorize (give name): _____ to pick up my ballot at the board of elections.

☐ Mail ballot to me at: (mailing address)

_____

Street no. Street name Apt. City Sate Zip code

Applicant Must Sign Below

8. I certify that I am a qualified and a registered (and for primary, enrolled) voter; and that the information in this application is true and correct and that this application will be accepted for all purposes as the equivalent of an affidavit and, if it contains a material false statement, shall subject me to the same penalties as if I had been duly sworn.

Sign Here: X _____ **Date** _____/_____/_____ (MM/DD/YYYY)

If applicant is unable to sign because of illness, physical disability or inability to read, the following statement must be executed. By my mark, duly witnessed hereunder, I hereby state that I am unable to sign my application for an absentee ballot without assistance because I am unable to write by reason of my illness or physical disability or because I am unable to read. I have made, or have the assistance in making, my mark in lieu of my signature. (No power of attorney or preprinted name stamps allowed/ See detailed instructions.)

Date ___/___/___ (MM/DD/YYYY) Name of the Voter: _____ Mark: _____

I, the undersigned, hereby certify that the above named voter affixed his or her mark to this application in my presence and I know him or her to be the person who affixed his or her mark to said application and understand that this statement will be accepted for all purposes as the equivalent of an affidavit and if it contains a material false statement, shall subject me to the same penalties as if I had been duly sworn.

_____ _____

(signature of witness to mark)

_____

(address of witness to mark)

Board Use Only

2024 Absentee Ballot Application - English

Instructions:

Who may apply for an absentee ballot?
Each person must apply for themselves. It is a felony to make a false statement in an application for an absentee ballot, to attempt to cast an illegal ballot, or to help anyone to cast an illegal ballot.

Information for military and overseas voters:
If you are applying for an absentee ballot because you or your family are in the military or because you currently reside overseas, do not use this application. You are entitled to special legal provisions if you apply using the Federal Postcard Application (FPCA). For more information about military/overseas voting, contact your local board of elections or refer to the Military & Overseas Voting section of the State Board of Elections' website at the following address: https://elections.ny.gov/military-and-overseas-federal-voting

Where and when to return your application:
Applications for an absentee ballot to be picked up by the voter or an agent of the voter must be submitted in-person at the county board of elections not later than the day before the election. All applications submitted by mail or those for an absentee ballot to be mailed to a voter must be received at the county board of elections no later than 10 days before the election. If the address of your county board of elections is not provided on this form, contact information for your local election office can be found on the New York State Board of Elections' website at following address: https://publicreporting.elections.ny.gov/CountyBoardRoster/CountyBoardRoster

Options available to you if you have an illness or disability:
If you check the box indicating your illness or disability is permanent, once your application is approved, you will automatically receive a ballot for each election in which you are eligible to vote, without having to apply again. You may sign the absentee ballot application yourself, or you may make your mark and have your mark witnessed in the spaces provided on the bottom of the application. Please note that a power of attorney or printed name stamp is not allowed for any voting purpose.

Voters with a print disability, which means any disability that interferes with the effective reading, writing, or use of printed material, and require a ballot with accessible features may apply for an Accessible Ballot on the New York State Board of Elections' website at the following address: https://ballotapplication.elections.ny.gov/home/accessible

When your ballot will be sent:
Your absentee ballot materials will be sent to you beginning 46 days before federal, state, county, city or town elections in which you are eligible to vote. If you applied after this date, your ballot will be sent immediately after your completed and signed application is received and processed by your local board of elections. If you provide dates in section 2, identifying the time frame within which you will be absent from your county or from the City of New York, you will be sent a ballot for any primary, general, special election or presidential primary election which might occur during the time frame you have specified. If you prefer, you may designate someone to pick up your ballot for you, by completing the required information in section 6 and/or section 7, as appropriate. Contact your local county board of elections if you have not received your ballot.

How long your application is good for:
Unless you have indicated a permanent illness or disability, you will only receive an absentee ballot for the specific election event(s) indicated on your application, or during the dates of your stated absence, for a given calendar year. For all non-permanent applicants, you must submit a new application every year.

Orange County Board of Elections
2025 POLL SITES

Town/City	Election District	Polling Site Location
Monroe	Dist 1, 8, 19, 21	Monroe Village Hall 7 Stage Rd, Monroe
Monroe	Dist. 2, 5, 7, 10, 12	Monroe Senior Center 101 Mine Rd, Monroe
Monroe	Dist 3, 4, 6, 11, 14, 18, 22	Monroe Town Hall 1465 Orange Tpke, Monroe
Monroe	Dist 9	Harriman Village Hall 1 Church St, Harriman
Monroe	Dist 13, 16, 20	American Legion Post 488 532 Lakes Rd., Monroe
Monroe	Dist 15, 17	Lakeside Fire Co 145 W. Mombasha Rd., Monroe

New York City
32 Broadway, 7th Fl.
New York, NY 10004
(212) 487-5300

Albany
260 S. Pearl St.
Albany, NY 12202
(518) 487-5060

Allegany
8 Willets Ave.
Belmont, NY 14813
(585) 268-9294

Broome
Government Plaza
60 Hawley St.
PO Box 1766
Binghamton, NY
13902
(607) 778-2172

Cattaraugus
207 Rock City St.
Suite 100
Little Valley, NY 14755
(716) 938-2400

Cayuga
157 Genesee St.
(Basement)
Auburn, NY 13021
(315) 253-1285

Chautauqua
7 North Erie St.
Mayville, NY 14757
(716) 753-4580

Chemung
378 South Main St.
PO Box 588
Elmira, NY 14902
(607) 737-5475

Chenango
5 Court St.
Norwich, NY 13815
(607) 337-1760

Clinton
Cnty Government Ctr.
Ste. 104
137 Margaret St.
Plattsburgh, NY 12901
(518) 565-4740

Columbia
401 State St.
Hudson, NY 12534
(518) 828-3115

Cortland
112 River St.
Suite 1
Cortland, NY 13045
(607) 753-5032

Delaware
3 Gallant Ave.
Delhi, NY 13753
(607) 832-5321

Dutchess
47 Cannon St.
Poughkeepsie, NY
12601
(845) 486-2473

Erie
134 W. Eagle St.
Buffalo, NY 14202
(716) 858-8891

Essex
7551 Court St.
PO Box 217
Elizabethtown, NY
12932
(518) 873-3474

Franklin
355 West Main St.
Ste. 161
Malone, NY 12953
(518) 481-1663

Fulton
2714 St. Hwy 29
Ste. 1
Johnstown, NY 12095
(518) 736-5526

Genesee
County Building #1
15 Main St.
Batavia, NY 14020
(585) 815-7804

Greene
411 Main St.
Ste. 437
Catskill, NY 12414
(518) 719-3550

Hamilton
Rte. 8
PO Box 175
Lake Pleasant, NY
12108
(518) 548-4684

Herkimer
109 Mary St.
Ste. 1306
Herkimer, NY 13350
(315) 867-1102

Jefferson
175 Arsenal St.
Watertown, NY 13601
(315) 785-3027

Lewis
7660 N. State St.
Lowville, NY 13367
(315) 376-5329

Livingston
County Govt. Ctr.
6 Court St.
Room 104
Geneseo, NY 14454
(585) 243-7090

Madison
County Office Bldg.
N. Court St.
PO Box 666
Wampsville, NY
13163
(315) 366-2231

Monroe
39 Main St. W.
Rochester, NY 14614
(585) 753-1550

Montgomery
Old Courthouse
9 Park St.
PO Box 1500
Fonda, NY 12068
(518) 853-8180

Nassau
240 Old Country Rd.
5th Fl.
PO Box 9002
Mineola, NY 11501
(516) 571-8683

Niagara
111 Main St.
Ste. 100
Lockport, NY 14094
(716) 438-4040

Oneida
Union Station
321 Main St.
3rd Fl.
Utica, NY 13501
(315) 798-5765

Onondaga
1000 Erie Blvd West
Syracuse, NY 13204
(315) 435-3312

Ontario
74 Ontario St.
Canandaigua, NY
14424
(585) 396-4005

Orange
75 Webster Ave
PO Box 30
Goshen, NY 10924
(845) 360-6500

Orleans
14016 Route 31 West,
Ste. 140
Albion, NY 14411
(585) 589-3274

Oswego
185 E. Seneca St.
Box 9
Oswego, NY 13126
(315) 349-8350

Otsego
Ste. 2
140 County Hwy. 33W
Cooperstown, NY
13326
(607) 547-4247

Putnam
25 Old Route 6
Carmel, NY 10512
(845) 808-1300

Rensselaer
Ned Pattison
Government Ctr.
1600 Seventh Ave.
Troy, NY 12180
(518) 270-2990

Rockland
11 New Hempstead Rd.
New City, NY 10956
(845) 638-5172

St. Lawrence
80 State Hwy 310
Canton, NY 13617
(315) 379-2202

Saratoga
50 W. High St.
Ballston Spa, NY
12020
(518) 885-2249

Schenectady
2696 Hamburg St.
Schenectady, NY
12303
(518) 377-2469

Schoharie
County Office Bldg.
284 Main St.
PO Box 99
Schoharie, NY 12157
(518) 295-8388

Schuyler
County Office Bldg.
105 9th St., Unit 13
Watkins Glen, NY
14891
(607) 535-8195

Seneca
One DiPronio Dr.
Waterloo, NY 13165
(315) 539-1760

Steuben
3 E. Pulteney Sq.
Bath, NY 14810
(607) 664-2260

Suffolk
Yaphank Ave.
PO Box 700
Yaphank, NY 11980
(631) 852-4500

Sullivan
Gov't. Ctr.
100 North St.
PO Box 5012
Monticello, NY 12701
(845) 807-0400

Tioga
1062 State Rte. 38
PO Box 306
Owego, NY 13827
(607) 687-8261

Tompkins
Court House Annex
128 E. Buffalo St.
Ithaca, NY 14850
(607) 274-5522

Ulster
284 Wall St.
Kingston, NY 12401
(845) 334-5470

Warren
Cnty. Municipal Ctr.
3rd Floor
Human Serv. Bldg
1340 St. Rte. 9
Lake George, NY
12845
(518) 761-6456

Washington
383 Broadway
Fort Edward, NY
12828
(518) 746-2180

Wayne
7376 State Rte. 31
PO Box 636
Lyons, NY 14489
(315) 946-7400

Westchester
25 Quarropas St.
White Plains, NY
10601
(914) 995-5700

Wyoming
4 Perry Ave.
Warsaw, NY 14569
(585) 786-8931

Yates
Ste. 1124
417 Liberty St.
Penn Yan, NY 14527
(315) 536-5135

7. Community Announcements

Subject	**3.7. Fall 2025 Compost Facility Schedule**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Information

TOWN OF MONROE COMPOST FACILITY Fall 2025 Schedule: This facility is open to residents of the unincorporated Town of Monroe (outside of the Villages). Village of Monroe and Village of Harriman residents should contact their respective Village for additional information on disposal options.
OPENING DATES:SATURDAY, OCTOBER 25th, SATURDAY, NOVEMBER 1st, SATURDAY, NOVEMBER 8th, SATURDAY, NOVEMBER 15th
LOCATION: TOWN OF MONROE COMPOST FACILITY 813 LAKES ROAD MONROE, NY 10950
OPERATING HOURS: 8:00 AM - 2:00 PM
GUIDELINES: *DRIVER'S LICENSE / ID REQUIRED
*BRUSH MUST BE UNDER 4 FEET IN LENGTH AND NO LARGER THAN 5 INCHES IN DIAMETER.
*NO LOGS OR WOOD WILL BE ACCEPTED.
*NO COMMERCIAL OR BUSINESS WASTE PERMITTED.
PLEASE NOTE — THE COMPOST FACILITY WILL CLOSE FOLLOWING THESE DATES & REOPEN IN THE SPRING
FOR ANY QUESTIONS, PLEASE CONTACT THE TOWN OF MONROE HIGHWAY DEPARTMENT AT 845-782-8583.

1. Fall Compost 2025

TOWN OF MONROE

COMPOST FACILITY

Fall 2025 Schedule

This facility is open to residents of the unincorporated Town of Monroe (outside of the Villages). Village of Monroe and Village of Harriman residents should contact their respective Village for additional information on disposal options

OPENING DATES:

SATURDAY, OCTOBER 25

SATURDAY, NOVEMBER 1

SATURDAY, NOVEMBER 8

SATURDAY, NOVEMBER 15

LOCATION: TOWN OF MONROE COMPOST FACILITY

813 LAKES ROAD MONROE, NY 10950

OPERATING HOURS: 8:00 AM - 2:00 PM

GUIDELINES:

*DRIVERS LICENSE / ID REQUIRED

*BRUSH MUST BE UNDER 4 FEET IN LENGTH AND NO LARGER THAN 5 INCHES IN DIAMETER.

*NO LOGS OR WOOD WILL BE ACCEPTED.

*NO COMMERCIAL OR BUSINESS WASTE PERMITTED.

PLEASE NOTE – THE COMPOST FACILITY WILL CLOSE FOLLOWING THESE DATES & REOPEN IN THE SPRING

FOR ANY QUESTIONS, PLEASE CONTACT THE TOWN OF MONROE HIGHWAY DEPARTMENT AT 845-782-8583

8. Community Announcements

Subject	**3.8. Town of Monroe Electronic/Textile Recycling, Shredding and Tire Recycling Day**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Information

The next Town of Monroe Electronic/Textile Recycling, Shredding and Tire Recycling Event will take place on Saturday, November 1, 2025, from 9 a.m.-12 p.m. at the Town of Monroe Highway Garage parking lot located at 87 Mine Road, Monroe, NY. The event is open to Town of Monroe, Village of Monroe, Village of Harriman Residents Only (MUST SHOW VALID ID).
- PAPER SHREDDING: *NO BUSINESSES* Up to 4 boxes per resident will be accepted
- TIRE RECYCLING: Tires with rims will NOT be accepted
- ELECTRONICS RECYCLING: Items Accepted: Cellular Telephones, Computer, DVD Players, Terminals, Keyboards, Monitors, Printers, Scanners, Speakers, Stereos, Fax Machine, Televisions, VCRs, Radios, Modems, Typewriters, Batteries, CPUs & Laptops *HARD DRIVES WILL BE DESTROYED*
-TEXTILES RECYCLING:For re-wear, reuse, and recycling, we accept items in any condition for all ages and genders so long as they are clean, dry, and odorless. Everything should be kept dry in a closed, plastic bag. To view accepted items, click the following link: https://www.helpsy.com/what-we-accept
Please note: Appliances will NOT be accepted For any questions, please contact the Town Clerk's Office at 845-783-1900 ext. 203.

1. Recycling Event 2025

THE TOWN OF MONROE IS HOSTING A

RECYCLING EVENT!

Paper Shredding, Electronics, Tire, & Textiles Recycling Day!

Open to Town of Monroe, Village of Monroe, Village of Harriman Residents Only (MUST SHOW VALID ID)

SATURDAY | NOVEMBER 1ST | 9:00AM - 12:00 PM

LOCATED AT THE TOWN OF MONROE HIGHWAY DEPARTMENT

87 Mine Road, Monroe, NY 10950

PAPER SHREDDING

NO BUSINESSES

Up to 4 boxes per resident will be accepted

TIRE RECYCLING

Tires with rims **will NOT** be accepted

ELECTRONICS RECYCLING

Items Accepted: Cellular Telephones, Computer, DVD Players, Terminals, Keyboards, Monitors, Printers, Scanners, Speakers, Stereos, Fax Machine, Televisions, VCRs, Radios, Modems, Typewriters, Batteries, CPUs & Laptops

HARD DRIVES WILL BE DESTROYED

TEXTILES RECYCLING

For re-wear, reuse, and recycling, we accept items in any condition for all ages and genders so long as they are clean, dry, and odorless. Everything should be kept dry in a closed, plastic bag. To view accepted items click the following link -

What We Accept — Helpsy

Please note: Appliances will NOT be accepted

For any questions, please contact the Town Clerk's Office at 845-783-1900 ext. 203

1. Public Hearing

Subject	**4.1. Motion to Open the Public Hearing RE Police Services in the Town**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution) Discussion Information

Motion to Open the Public Hearing RE Police Services in the Town

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Open the Public Hearing RE Police Services in the Town.

1. Public Hearing Notice RE Law Enforcement Services
2. Affidavit RE Police Services in the Town_Redacted

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 **Monday, October 6, 2025, at 7:00 p.m**. or soon thereafter as can be heard at Monroe Town Hall, 1465 Orange Turnpike, Monroe NY 10950, to discuss Police Services in the Town.

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

Valerie Bitzer – Town Clerk
September 29, 2025

LOCALiQ

Observer-Dispatch | Daily Messenger
Times Telegram | New Jersey Herald
Times Herald-Record

PO Box 631202 Cincinnati, OH 45263-1202

AFFIDAVIT OF PUBLICATION

Valerie Bitzer
Town of Monroe
1465 Orange TPKE
Monroe NY 10950-3718

STATE OF NEW YORK, COUNTY OF ORANGE

The Times Herald-Record, a daily newspaper distributed in the Orange, Ulster, Pike, PA and Sullivan Counties, published in the English language in the City of Middletown, County of Orange, State of New York printed and published and personal knowledge of the facts herein state and that the notice hereto annexed was Published in said newspapers in the issues dated on:

09/30/2025

and that the fees charged are legal.
Sworn to and subscribed before on 09/30/2025

Legal Clerk

Notary, State of WI, County of Brown

8.25.26

My commission expires

Publication Cost:	$34.19		
Tax Amount:	$0.00		
Payment Cost:	$34.19		
Order No:	[redacted]	# of Copies:	
Customer No:	[redacted]	1	
PO #:	#25-000011-13		

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

MARIAH VERHAGEN
Notary Public
State of Wisconsin

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 **Monday, October 6, 2025, at 7:00 p.m.** or soon thereafter as can be heard at Monroe Town Hall, 1465 Orange Turnpike, Monroe NY 10950, to discuss Police Services in the Town.

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

Valerie Bitzer – Town Clerk
September 30, 2025

2. Public Hearing

Subject	**4.2. Possible Motion to Keep Open the Public Hearing RE Police Services in the Town**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution)

Possible Motion to Keep Open the Public Hearing RE Police Services in the Town

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Keep Open the Public Hearing RE Police Services in the Town until _____ at 7:00 PM or soon there-after.

3. Public Hearing

Subject	**4.3.** Motion to Open the Public Hearing on the Benefit Assessment Rolls in Relation to the 2026 Budget
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution) Discussion Information

Motion to Open the Public Hearing on the Benefit Assessment Rolls in Relation to the 2026 Budget

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Keep Open the Public Hearing on the Benefit Assessment Rolls in Relation to the 2026 Budget until October 20, 2025, at 7:00 PM or soon there-after.

1. 2026 Postcard Budget

Town of Monroe

Notice of Public Hearing

Please take notice that the Town Board of the Town of Monroe will hold a Public Hearing on the following Benefit Assessment Rolls at the Town Hall 1465 Orange Tpk., Monroe, New York on October 6, 2025 at 7:00 o'clock p.m. or as soon there-after as may be heard.

Drainage District #1 DD013
Drainage District #2 DD014
Drainage District #3 DD015
Drainage District #4 DD008
Drainage District #5 DD009
Drainage District #6 DD011
Drainage District #7 DD017
Drainage District #8 DD018
Drainage District #9 DD019
Drainage District #10 DD020
Drainage District #11 DD035
Drainage District #12 DD034
Drainage District #16 DD091
Drainage District #17 DD092
Drainage District #SD18 DD122
Drainage District #SD19 DD112

Water District #1 WD050
Water District #2 WD036
Water District #7 WD031
Water District #8 WD055
Water District #10 WD060
Water District #12 WD076
Water District #14 WD023
Water District #15 WD104

Fire Protection FD050

Aquatic Weeds District #1 AQ001
Aquatic Weeds District #2 AQ002

Sewer District #4 SW022
Sewer District #7 SW085
Sewer District #8 SW087
Sewer District #9 SW089

Refuse Districts RG012

Park District PK001

Lighting LT017

Ambulance

A copy of the Benefit Assessment Roll is on file for public inspection at the office of the Town Clerk, Town Hall, 1465 Orange Turnpike, Monroe, New York.

Please be advised you are in one or more of these districts and have the right to be present and heard.

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

Dated: September 26, 2025

By Order of the Town Board
of the Town of Monroe
Valerie Bitzer, Town Clerk

4. Public Hearing

Subject	**4.4. Possible Motion to Keep Open the Public Hearing on the Benefit Assessment Rolls in Relation to the 2026 Budget**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution)

Possible Motion to Keep Open the Public Hearing on the Benefit Assessment Rolls in Relation to the 2026 Budget

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Keep Open the Public Hearing on the Benefit Assessment Rolls in Relation to the 2026 Budget until October 20, 2025, at 7:00 PM or soon there-after.

5. Public Hearing

Subject	**4.5. Presentation of 2026 Tentative Budget by Town Clerk and Motion to set Public Hearing RE 2026 Preliminary Budget (Elected Official's Salaries)**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution) Discussion Information

Presentation of 2026 Tentative Town of Monroe Budget by Town Clerk Valerie Bitzer and Motion to set Public Hearing RE 2026 Preliminary Budget (Elected Official's Salaries)

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to set a Public Hearing RE 2026 Preliminary Budget for October 20, 2025, at 7:00 PM or soon there-after.

1. Acceptance of Minutes

Subject	**5.1. Acceptance of September 15, 2025 Minutes**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution)

Acceptance of September 15, 2025 Minutes

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to Accept the September 15, 2025, Minutes.

1. TB 9-15-2025 DRAFT Meeting Minutes

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-3PMOCTS #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 does 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 of 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 Out9/15/2025 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 From9/15/2025 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:

	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 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 Appendex 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

1. Audit of Claims

Subject	**6.1. General Fund Abstract**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution) Information

Motion to Approve General Fund Abstract 25-17.

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #25-17 General Fund containing Check # 37338 - 37407 totaling $481,386.98.

1. 2025-17

ABSTRACT OF AUDITED VOUCHERS

TOWN OF MONROE

General Fund

DATE OF AUDIT: OCTOBER 6, 2025 **Abstract #25-17 Gen** **TOTAL** **$481,386.98**

Vendor	PO #	Description	Amount	Check Id	Check Date
MONROE JOINT FIRE DISTRICT	25-02159	2025 OC FIREMANS PARADE	1,000.00	37338	9/17/2025
THE SHOP INC	25-02163	NICKEL COPPER BUILD UP & BORE	2,300.00	37339	9/22/2025
MOMBASHA FIRE CO.	25-02159	2025 OC FIREMANS PARADE	1,000.00	37340	9/23/2025
ADVANCE AUTO PARTS	25-02169	MUFFLER	866.95	37341	9/29/2025
AGUILAR CONTRACTING LLC	25-02179	HYDRANT EMERGENCY WORK/REPLACE	6,500.00	37342	9/29/2025
ARKEL MOTORS INC	25-02180	PARTS - TRUCK #9	11,148.82	37343	9/29/2025
AUDIO SERVICES LLC	25-02170	SERVICE MICROPHONE-SR CTR/COUR	250.00	37344	9/29/2025
AUTOPRO	25-02178	TPMS SMART SENS RUBBER	359.92	37345	9/29/2025
THE BUG BUSTERS, LLC	25-02171	SEPT 2025 TOWN HALL PEST MGMT	150.00	37346	9/29/2025
CAMPBELL FREIGHTLINER	25-02181	ARM DRAGLINK - TRUCK #5	298.34	37347	9/29/2025
COACH & EQUIPMENT MFG CORP	25-02172	PARTS	887.50	37348	9/29/2025
COLLIERS ENGINEERING & DESIGN	25-02225	SAPPHIRE LAKE DAM ENGINEERING	6,100.00	37349	9/29/2025
CORSI TIRE OF OSSINING, INC.	25-02182	TIRES - WATER TRUCK #19	824.00	37350	9/29/2025
DUTCHESS OVERHEAD DOORS, INC.	25-02183	EMERGENCY REPAIR- GARAGE/SHOP	1,852.00	37351	9/29/2025
EM BENEFITS	25-02145	OCTOBER 2025 PREMIUM	194.75	37352	9/29/2025
ENVIRO-CLEAN	25-02173	PORTA POTTY	645.00	37353	9/29/2025
FEERICK NUGENT MACCARTNEY PLLC	25-02174	JULY 2025 LEGAL SERVICES	6,825.00	37354	9/29/2025
FEERICK NUGENT MACCARTNEY PLLC	25-02175	JULY 2025 GENERAL RETAINER	11,250.00	37354	9/29/2025
FEERICK NUGENT MACCARTNEY PLLC	25-02176	MONROE (TEAMSTERS- GARCIA 75)	110.00	37354	9/29/2025
FEERICK NUGENT MACCARTNEY PLLC	25-02177	JULY/AUG 2025 TAX CERTIORARI	2,475.00	37354	9/29/2025
MARTIN FREDERICKS	25-02184	SEPT 2025 INSTRUCTOR SERVICES	504.00	37355	9/29/2025
FRONTIER	25-02185	PHONE - 9/8/25-10/7/25	32.80	37356	9/29/2025
GLENCO SUPPLY	25-02186	SIGNS - WELCOME & PARKING	431.00	37357	9/29/2025
GMC CONSTRUCTION SERVICES, INC	25-02187	REPLACE CURB-HOFFMAN DR	69,264.00	37358	9/29/2025
GREEN COUNTY COMMERCIAL BANK	25-02165	PUBLIC IMPROVEMENT BOND 2021	182,027.50	37359	9/29/2025
HARRIMAN ARMY-NAVY, INC.	25-02188	CLOTHES ALLOWANCE	391.00	37360	9/29/2025
HAYES PUMP, INC	25-02189	ORING & STACK KITS	986.34	37361	9/29/2025
JAKE HOULE	25-02199	SEPT 2025 PUBLIC INFO SERVC	119.00	37362	9/29/2025
DIANE JANSSENS	25-02190	SEPT 2025 INSTRUCTOR SERVICES	128.00	37363	9/29/2025
ARLENE KOBLYLINSKI	25-02191	SUBSTITUTE- YOGA INSTRUCTOR	34.00	37364	9/29/2025
BENIGNO MALDONADO	25-02192	2025 EYECARE REIMBURSEMENTS	82.41	37365	9/29/2025
MHE ENGINEERING	25-02193	E.MOMBASHA RD-BUILDING PERMIT	97.00	37366	9/29/2025
MHE ENGINEERING	25-02194	MS4 MAPPIN GRANT	135.80	37366	9/29/2025
MILLENNIUM STRATEGIES	25-02226	SEPTEMBER 2025 GRANT WRITING	3,300.00	37367	9/29/2025
MONROE LANDSCAPING	25-02195	MOW & WEEDWACK MONROE CEMETARY	2,925.00	37368	9/29/2025
MONROE PRINTING & PHOTOGRAPHY	25-02196	PRINTED POSTCARDS	774.00	37369	9/29/2025
MONTGOMERY OVERALL	25-02198	COVERALLS	103.50	37370	9/29/2025
ANN MARIE MORRIS	25-02197	JULY/AUG 2025 EVENTS/MILEAGE	73.50	37371	9/29/2025

ABSTRACT OF AUDITED VOUCHERS

TOWN OF MONROE

General Fund

DATE OF AUDIT: OCTOBER 6, 2025 **Abstract #25-17 Gen** **TOTAL** **$481,386.98**

Vendor	PO #	Description	Amount	Check Id	Check Date
NYS EMPLOYEES HEALTH INSURANCE	25-02142	OCTOBER 2025 PREMIUM	111,844.12	37372	9/29/2025
OPTIMUM	25-02201	9/23-10/22/25 CABLE	27.31	37373	9/29/2025
OPTIMUM	25-02202	PHONE/INTERNET 9/16-10/15/25	282.63	37373	9/29/2025
OFFICE OF THE STATE COMPTROLLE	25-02200	AUGUST 2025 COURT FEES	4,800.00	37374	9/29/2025
PACE ANALYTICAL SERVICES, LLC	25-02203	WD#14 COLILERT TESTING	1,874.00	37375	9/29/2025
PECKHAM INDUSTRIES INC.	25-02204	CONCRETE TIPPING FEE	533.46	37376	9/29/2025
DAWN POSTIGLIONE	25-02205	SEPTEMBER 2025 YOGA	170.00	37377	9/29/2025
SCHMIDTS WHOLESALE	25-02210	WD# 8 - 2 HYDRANTS	8,332.80	37378	9/29/2025
SCHMIDTS WHOLESALE	25-02211	EMERGENCY MAIN BREAK WD#14	6,131.34	37378	9/29/2025
STAPLES BUSINESS ADVANTAGE	25-02206	OFFICE SUPPLIES	38.41	37379	9/29/2025
STAPLES BUSINESS ADVANTAGE	25-02207	OFFICE SUPPLIES	392.87	37379	9/29/2025
STAPLES BUSINESS ADVANTAGE	25-02212	OFFICE SUPPLIES	760.79	37379	9/29/2025
CAROLINE STEINHAUER	25-02208	2025 EYECARE REIMBURSEMENT	431.00	37380	9/29/2025
THE ANIMAL RIGHTS ALLIANCE INC	25-02209	SPAY/NEUTER SURGERIES	450.00	37381	9/29/2025
TIFCO INDUSTRIES, INC.	25-02213	WINTER CUT RESISTANT GLOVES	79.56	37382	9/29/2025
TILCON NEW YORK INC.	25-02214	ASPHALT	5,653.72	37383	9/29/2025
GANNETT NEW YORK/NEW JERSEY	25-00011	Public Notices 2025	220.57	37384	9/29/2025
TOLLS BY MAIL	25-02215	JULY 2025 TOLL BILL	2.15	37385	9/29/2025
TOWN OF NEW WINDSOR	25-02111	AUGUST 2025 IT CONSULTING	604.19	37386	9/29/2025
USA BLUEBOOK	25-02216	SUPPLIES	1,296.75	37387	9/29/2025
VERIZON WIRELESS	25-02218	8/11/25-9/10/25 CELL PHONES	660.03	37388	9/29/2025
WB MASON CO., INC.	25-02219	WALL CALENDAR	73.47	37389	9/29/2025
W.E. TIMMERMAN CO., INC.	25-02217	EXTENSION BROOM	880.31	37390	9/29/2025
TAMARA WRENN	25-02220	SEPT 2025 INSTRUCTOR	442.00	37391	9/29/2025
EMERY & WEBB, INC.	25-02238	2025 CHEV RACK TRUCK VIN 4465	566.00	37392	9/30/2025
GEORGE CARNEY ENTERTAINMENT	25-00005	2025 JANUARY CONSULTING	3,896.05	37393	9/30/2025
MHE ENGINEERING	25-02239	MS4 2024 ANNUAL PERMIT	2,080.00	37394	9/30/2025
MHE ENGINEERING	25-02240	GENERAL TOWN ENGINEERING	396.90	37394	9/30/2025
A&R CONCRETE PRODUCTS, LLC	25-02242	PICKLEBALL-CONCRETE BASE	3,805.75	37395	10/1/2025
AUDIO SERVICES LLC	25-02241	SERVICE CALL/AMPLIFER REPLACED	749.00	37396	10/1/2025
VALERIE BITZER	25-02243	9/17-9/29/25 MTGS,MILES,MEALS	67.60	37397	10/1/2025
VALERIE BITZER	25-02244	9/17-9/29/25 MTGS,MILES,MEALS	211.74	37397	10/1/2025
JOHN DE BLASIO	25-02248	JOHN DE BLASIO	500.00	37398	10/1/2025
EMANUELE FASANO	25-02250	DALI BLUE BAND - FOOD TRUCK	400.00	37399	10/1/2025
FRONTIER	25-02245	PHONE SERVICE 9/24/25-10/23/25	2,168.03	37400	10/1/2025
HOME DEPOT CREDIT SERVICES	25-02253	SUPPLIES	400.74	37401	10/1/2025
JOLLY SENIORS OF MONROE	25-02256	RIVERVIEW INN, MATAMORAS PA	1,475.00	37402	10/1/2025
ROBERT KEEGAN	25-02254	10/18 STAGE SOUND - FOOD TRUCK	800.00	37403	10/1/2025

ABSTRACT OF AUDITED VOUCHERS

TOWN OF MONROE

General Fund

DATE OF AUDIT: OCTOBER 6, 2025 **Abstract #25-17 Gen** **TOTAL** **$481,386.98**

Vendor	PO #	Description	Amount	Check Id	Check Date
ORANGE COUNTY ELEVATOR	25-02257	ELEVATOR REPAIR	250.00	37404	10/1/2025
ORANGE COUNTY ELEVATOR	25-02258	ELEVATOR INSPECTION & MAINT	250.00	37404	10/1/2025
OPTIMUM	25-02255	10/1-10/31/25 INTERNET & TV	92.76	37405	10/1/2025
PRO PLAYER	25-02259	JUNGLE HABITAT BAND FOOD TRK	800.00	37406	10/1/2025
SAFE HIRING SOLUTIONS	25-02260	BACKGROUND CHECK	49.80	37407	10/1/2025
TOTAL			**481,386.98**		

2. Audit of Claims

Subject	**6.2. Escrow Abstract**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution) Information

Motion to Approve Escrow Abstract 25-13.

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe requests approval of Abstract #25-13 Escrow Fund containing Check #2245 - 2251 totaling $30,386.47.

1. ESCROW 25-13

ABSTRACT OF AUDITED VOUCHERS

TOWN OF MONROE

Escrow

DATE OF AUDIT: OCTOBER 6, 2025 **Abstract #25-13 Escrow** **Total Claims: $ 30,386.47**

Vendor	PO #	Description	Amount	Check Id	Check Date
AKRF, INC	25-02077	Pallotti Village	806.25	2245	9/29/2025
AKRF, INC	25-02079	Monroe Commons	3,412.50	2245	9/29/2025
DONOGHUE, KEVIN M	25-02166	RETURN ESCROW FUNDS Z097-2025	896.20	2246	9/29/2025
MHE ENGINEERING	25-02059	Pallotti Village	362.50	2248	9/29/2025
MHE ENGINEERING	25-02060	BJ's Site Pad	405.50	2248	9/29/2025
MHE ENGINEERING	25-02061	Owen Drive	481.20	2248	9/29/2025
MHE ENGINEERING	25-02062	Master Class Motors - Gordon	114.50	2248	9/29/2025
MHE ENGINEERING	25-02063	Zimmerman - 37 Dry Hill Road	582.00	2248	9/29/2025
MHE ENGINEERING	25-02064	Ilona Bito	97.00	2248	9/29/2025
MHE ENGINEERING	25-02065	Home Depot	326.00	2248	9/29/2025
MHE ENGINEERING	25-02066	Bais Properties - 81 Raywood	114.50	2248	9/29/2025
MHE ENGINEERING	25-02067	Henry Farms	406.20	2248	9/29/2025
MHE ENGINEERING	25-02068	290 Mountain View	630.40	2248	9/29/2025
MHE ENGINEERING	25-02069	O&R Substation	2,884.50	2248	9/29/2025
MHE ENGINEERING	25-02070	Raywood M&M LLC	987.30	2248	9/29/2025
MHE ENGINEERING	25-02071	P. Reiser	114.50	2248	9/29/2025
MHE ENGINEERING	25-02072	D. Galiger 87 Walton Terr	409.00	2248	9/29/2025
MHE ENGINEERING	25-02073	Smith Farm PP	250.00	2248	9/29/2025
MHE ENGINEERING	25-02074	DG Management PP	156.25	2248	9/29/2025
MHE ENGINEERING	25-02075	Bald Hill Est	12,128.55	2248	9/29/2025
NAUGHTON & TORRE, LLP	25-02047	Owen Drive	450.00	2250	9/29/2025
NAUGHTON & TORRE, LLP	25-02048	242 Mountainview Dr	325.00	2250	9/29/2025
NAUGHTON & TORRE, LLP	25-02050	290 Mountainview Dr	75.00	2250	9/29/2025
NAUGHTON & TORRE, LLP	25-02051	A. Zimmerman 37 Dry Hill Rd	955.00	2250	9/29/2025
NAUGHTON & TORRE, LLP	25-02052	81 Raywood Lot # 3	100.00	2250	9/29/2025
NAUGHTON & TORRE, LLP	25-02053	87 Walton Terrace Galiger	25.00	2250	9/29/2025
NAUGHTON & TORRE, LLP	25-02054	Bald Hill	200.00	2250	9/29/2025
NAUGHTON & TORRE, LLP	25-02055	Golden Delite	75.00	2250	9/29/2025
NAUGHTON & TORRE, LLP	25-02056	Pallotti Village	450.00	2250	9/29/2025
NAUGHTON & TORRE, LLP	25-02057	Henry Farm	1,600.00	2250	9/29/2025
NAUGHTON & TORRE, LLP	25-02058	Walmart	200.00	2250	9/29/2025
NAUGHTON & TORRE, LLP	25-02167	485 State Rte 208	300.00	2250	9/29/2025
GANNETT NEW YORK/NEW JERSEY	25-01774	P. Sisilli PHN	66.62	2251	9/29/2025
TOTAL			**30,386.47**		

CASH TRANSFERS TO/FROM INVESTMENT FUNDS
TOWN OF MONROE

DATE OF AUDIT: October 6, 2025 **ABSTRACT #CASH 2025-08**

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 DB00 Fund	DB00-0201		400,000.00	
		NYCLASS Investment DB00 Fund	DB00-0240			400,000.00
		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 SW15 Fund	SW15-0201		20,000.00	
		NYCLASS Investment SW15 Fund	SW15-0240			20,000.00
					960,000.00	**960,000.00**

1. Budget Transfer

Subject	**8.1. Budget Transfer Abstract**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution) Information

Motion to approve Budget Transfer Abstract 2025-10.

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe approves Budget Transfer Abstract #2025-10 totaling $45,490.02 for 2025 Expenditure Adjustments.
ABSTRACT OF BUDGET TRANSFERS
TOWN OF MONROE
DATE OF AUDIT: October 6, 2025
ABSTRACT 2025-10
2025 EXPENDITURE ADJUSTMENTS
DATE GL NO. DESCRIPTION Account Trans In Trans Out9/15/2025 Highway Garage Water A000-5132-4240-00 1,000.00
10/6/2025 Town Council Contractual A000-1010-4500-00 3,403.41Town Council educ, dues, meetings A000-1010-4189-00 2,600.00
Town Council Equipment A000-1010-2000-00 500.00
Town Council Printing, Advert & Publishing A000-1010-4102-00 303.41
Supervisor PS Full-Time Emp A000-1220-1020-01 39,431.14
Supervisor PS Part-Time Emp A000-1220-1030-00 39,431.14
Board of Ethics Contractual A000-1470-4500-00 250.00
Public Information Board Docs A000-1480-4500-02 250.00
Shared Services Educ, , Mtgs, Dues A000-1620-4189-00 150.00
Shared Services Other Expenses A000-1620-4109-00 150.00
Shared Services Janitorial Supplies A000-1620-4281-00 1,040.47
Shared ServicesBldg Repair & Maint. A000-1620-4303-00 1,040.47
Senior Center Jolly Seniors A000-7620-4500-01 1,215.00
Senior Center Legal Gen & Admin A000-7620-4010-00 1,215.00
45,490.02 45,490.02

1. 2025-10

ABSTRACT OF BUDGET TRANSFERS

TOWN OF MONROE

DATE OF AUDIT: October 6, 2025 **ABSTRACT 2025-10**

2025 EXPENDITURE ADJUSTMENTS

Requested By:

DATE	GL NO.	DESCRIPTION	Account		Trans In	Trans Out
10/6/2025		Town Council Contractual	A000-1010-4500-00		3,403.41	
		Town Council educ, dues, meetings	A000-1010-4189-00			2,600.00
		Town Council Equipment	A000-1010-2000-00			500.00
		Town Council Printing, Advert & Publishing	A000-1010-4102-00			303.41
		Supervisor PS Full Time Emp	A000-1220-1020-01		39,431.14	
		Supervisor PS Part Time Emp	A000-1220-1030-00			39,431.14
		Board of Ethics Contractual	A000-1470-4500-00		250.00	
		Public Information Board Docs	A000-1480-4500-02			250.00
		Shared Services Educ, , Mtgs, Dues	A000-1620-4189-00		150.00	
		Shared Services Other Expenses	A000-1620-4109-00			150.00
		Shared Services Janitorial Supplies	A000-1620-4281-00		1,040.47	
		Shared ServicesBldg Repair & Maint.	A000-1620-4303-00			1,040.47
		Senior Center Jolly Seniors	A000-7620-4500-01		1,215.00	
		Senior Center Legal Gen & Admin	A000-7620-4010-00			1,215.00
					45,490.02	**45,490.02**

1. New Business

Subject	**9.1. Short Term Rental Application, 95 Walton Terrace (SBL# 18-4-50.2)**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution) Discussion

Review and discussion regarding Short Term Rental Application, 95 Walton Terrace (SBL# 18-4-50.2).

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe

2. New Business

Subject	**9.2. Trunk or Treat**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Information Action (Resolution)

The Town of Monroe Trunk or Treat event will take place on Monday, October 27, 2025, from 6:00 p.m. - 8 p.m. (Rain or Shine) at O&R Park located at 61 O&R Road. Parking will be available at Monroe Park & Ride Commuter Lot B. Access from 17M only. O&R Road will be closed for public safety. Guest transportation to and from the lot will be available via hayride or Dial-A-Ride. Participation is FREE. Sign up as a trunk participant is required. Setup will begin at 4:00 p.m. Candy, food, music and hayrides. Deadline to sign up is October 22. Register at https://monroeny.org/community/trunk-or-treat.
*Please note: Political-themed trunks and/or campaigning are strictly prohibited at this event. Family-friendly themed trunks only.
Any questions, please contact Valerie Bitzer 845-783-1900 x203 or Angelina Olsen 845-783-1900 x137.

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve the Town of Monroe Trunk or Treat event which will take place on Monday, October 27, 2025, from 6:00 p.m. - 8 p.m. (Rain or Shine) at O&R Park located at 61 O&R Road. Parking will be available at Monroe Park & Ride Commuter Lot B. Access from 17M only. O&R Road will be closed for public safety. Guest transportation to and from the lot will be available via hayride or Dial-A-Ride. Participation is FREE. Sign up as a trunk participant is required. Setup will begin at 4:00 p.m. Candy, food, music and hayrides. Deadline to sign up is October 22. Register at https://monroeny.org/community/trunk-or-treat.
*Please note: Political-themed trunks and/or campaigning are strictly prohibited at this event. Family-friendly themed trunks only.
Any questions, please contact Valerie Bitzer 845-783-1900 x203 or Angelina Olsen 845-783-1900 x137.

1. Trunk or Treat 2025

THE TOWN OF MONROE

PROUDLY PRESENTS

Halloween TRUNK OR TREAT

Join us for a spook-tacular evening of trunks, treats, and sweet family fun!

MONDAY | OCTOBER 27TH | 6:00PM – 8:00 PM

LOCATED AT O&R PARK: 61 ORANGE & ROCKLAND ROAD, MONROE, NY 10950

Parking will be available at Monroe Park & Ride Commuter Lot B. Access from 17M only. O&R road will be closed for public safety. Guest transportation to and from the lot will be available via hayride or Dial-A-Bus.

SIGN-UP IS REQUIRED TO HOST A DECORATED TRUNK!

TO RESERVE A SPOT PLEASE VISIT

https://townofmonroeny.gov/Community/Trunk-or-Treat

THE DEADLINE TO RESERVE A SPOT IS OCTOBER 22

DON'T FORGET YOUR FAMILY FRIENDLY COSTUME!

BRING A FLASHLIGHT & A CANDY BAG!

CANDY

FOOD TRUCKS

MUSIC

HAYRIDES

THIS EVENT WILL BE HELD RAIN OR SHINE

3. New Business

Subject	**9.3. Teenager Trends Event Hosted by Monroe-Woodbury Community Coalition**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution) Information

Motion approving use of the Town Hall Meeting Room by the Monroe-Woodbury Community Coalition on November 20th for a Teenager Trends event including discussion on current teenage trends, how parents can support their child, and Narcan training.

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion approving use of the Town Hall Meeting Room by the Monroe-Woodbury Community Coalition on November 20th for a Teenager Trends event including discussion on current teenage trends, how parents can support their child, and Narcan training.

1. Teenager Trends 11202025

TEENAGER TRENDS

Hosted by the Monroe Woodbury Community Coalition

Vaping

Social Media

Packaging

Narcan Training

RSVP by November 17th

Join us on November 20th as we discuss current teenage trends, how parents can support their child, and a Narcan training.

6:00pm Doors open to visit provider tables
6:30-7:00 Topic Discussion
(packaging, vaping, social media)
7:00-7:30 Narcan Training
Hosted at Monroe Town Hall
1465 Orange Turnpike, Monroe, NY

Questions:monroewoodburycc@gmail.com

4. New Business

Subject	**9.4. Monroe Conservation Commission, Request to Host Repair Cafe**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution)

Monroe Conservation Commission, Request to Host Repair Cafe

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe Made a Motion to approve the request of Monroe Conservation Commission to organize and host a Repair Café at Monroe Town Hall on Saturday, December 6, 2025, in conjunction with Repair Café Hudson Valley. 10:00 AM-2:00 PM. Certificate of Insurance has been provided.

1. Monroe Repair Café Flyer Dec 6
2. COI Repair Cafe_Redacted

Sponsored By

MONROE REPAIR CAFÉ

Have Something Broken?

We will have an excellent volunteer team of fixers ready to repair your broken heirlooms and other valued items.

FREE OF CHARGE

Repairs Including:

- Mechanical & Electrical, including lamps
- Jewelry cleaning & repairs
- Stitching & sewing (Clothing, home textiles, soft toys)
- Knife & tool sharpening
- Laptops & Tablets (Tech Support/Simple Repairs)
- Bicycle tune-up & basic repairs

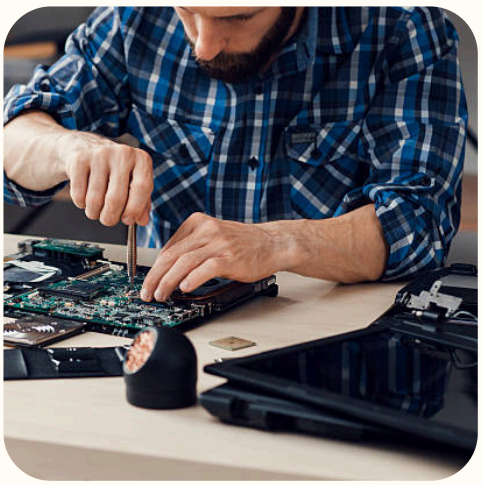
Note: You must be checked in by 1:30PM.
Repairs contingent upon repair team availability

Limit 2 Items per person

Special Thanks to:

New Volunteer fixers and other local residents prepared to help at this event are needed and will be welcome - please text 862-377-4493 if you can help or have questions.

More Information
@MonroeNYRepairCafe



10 AM - 2 PM
6 DEC

MONROE TOWN HALL
1465 ORANGE TURNPIKE
MONROE, NY 10950

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/05/2025

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	CONTACT NAME: Laura Withrow	
Marshall & Sterling Upstate, Inc. 25 Mohawk Avenue Scotia NY 12302	PHONE (A/C, No, Ext): (518) 384-1100	FAX (A/C, No): (518) 384-0193
	E-MAIL ADDRESS: lwithrow@marshallsterling.com	

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Alliance of Nonprofits for Ins	10023
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Sustainable Hudson Valley Inc.
PO Box 145
Rhinebeck NY 12572

COVERAGES **CERTIFICATE NUMBER:** CL251978926 **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	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:	Y	Y	[redacted]	01/09/2025	01/09/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG Liab Incrd Aggregate	$ 1,000,000 $ 500,000 $ 20,000 $ 1,000,000 $ 2,000,000 $ 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 Y / N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] N / A (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	 $ $ $
A	Professional Liability			[redacted]	01/09/2025	01/09/2026	General Aggregate Each Occurrence	$2,000,000 $1,000,000

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

The Town of Monroe is an additional insured on a primary non-contributory basis if required by written contract, per endorsements NIA-061 GL 02 19 & CG 20 26 12/19 & .

Waiver of Subrogation applies per endorsement NIA-026 GL 11 17.

CERTIFICATE HOLDER

Town of Monroe
1465 Orange Tpke
Monroe NY 10950

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

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):
Any person or organization that you are required to add as an additional insured on this policy, under a written contract or agreement currently in effect, or becoming effective during the term of this policy. The additional insured status will not be afforded with respect to liability arising out of or related to your activities as a real estate manager for that person or organization.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. **Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

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ALLIANCE OF NONPROFITS FOR INSURANCE
Part of Nonprofits Insurance Alliance (NIA)

NONPROFITS OWN®

Policy Number: [redacted]

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS (WAIVER OF SUBROGATION)

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):
Any person or organization that you are required to include on this policy, under written contract or agreement currently in effect or becoming effective during the term of this policy, applicable under the terms and conditions of this endorsement, and consistent with the description below that the parties intend. The additional insured status will not be afforded with respect to liability arising out of or related to your activities as a real estate manager for that person or organization.

Where you are so required in a written contract or agreement currently in effect or becoming effective during the term of this policy, we waive any right of recovery we may have against that person or organization, who may be named in the schedule above, because of payments we make for injury or damage.

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ALLIANCE OF NONPROFITS FOR INSURANCE
Part of Nonprofits Insurance Alliance (NIA)

NONPROFITS OWN®

Policy Number: [redacted]

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - PRIMARY AND NON-CONTRIBUTORY - PUBLIC ENTITIES

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

SCHEDULE

Name of Person or Organization:
Any person or organization that you are required to include on this policy, under written contract or agreement currently in effect or becoming effective during the term of this policy, applicable under the terms and conditions of this endorsement, and consistent with the description below that the parties intend. The additional insured status will not be afforded with respect to liability arising out of or related to your activities as a real estate manager for that person or organization.

A. SECTION II – WHO IS AN INSURED is amended to include:

4. Any public entity as an additional insured, and the officers, officials, employees, agents and/or volunteers of that public entity, as applicable, who may be named in the Schedule above, when you have agreed in a written contract or written agreement presently in effect or becoming effective during the term of this policy, that such public entity and/or its officers, officials, employees, agents and/or volunteers be added as an additional insured(s) on your policy, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

a. Your negligent acts or omissions; or
b. The negligent acts or omissions of those acting on your behalf;

in the performance of your ongoing operations.

No such public entity or individual is an additional insured for liability arising out of the sole negligence by that public entity or its designated individuals. The additional insured status will not be afforded with respect to liability arising out of or related to your activities as a real estate manager for that person or organization.

B. SECTION III – LIMITS OF INSURANCE is amended to include:

8. The limits of insurance applicable to the public entity and applicable individuals identified as an additional insured(s) pursuant to Provision A.4. above, are those specified in the written contract between you and that public entity, or the limits available under this policy, whichever are less. These limits are part of and not in addition to the limits of insurance under this policy.

C. With respect to the insurance provided to the additional insured(s), **Condition 4. Other Insurance** of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS** is replaced by the following:

4. Other Insurance

a. Primary Insurance

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This insurance is primary if you have agreed in a written contract or written agreement:

(1) That this insurance be primary. If other insurance is also primary, we will share with all that other insurance as described in **c.** below; or

(2) The coverage afforded by this insurance is primary and non-contributory with the additional insured(s)' own insurance.

Paragraphs (1) and (2) do not apply to other insurance to which the additional insured(s) has been added as an additional insured or to other insurance described in paragraph **b.** below.

b. Excess Insurance

This insurance is excess over:

1. Any of the other insurance, whether primary, excess, contingent or on any other basis:

(a) That is Fire, Extended Coverage, Builder's Risk, Installation Risk or similar coverage for "your work";

(b) That is fire, lightning, or explosion insurance for premises rented to you or temporarily occupied by you with permission of the owner;

(c) That is insurance purchased by you to cover your liability as a tenant for "property damage" to premises temporarily occupied by you with permission of the owner; or

(d) If the loss arises out of the maintenance or use of aircraft, "autos" or watercraft to the extent not subject to Exclusion **g.** of **SECTION I – COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE.**

(e) Any other insurance available to an additional insured(s) under this Endorsement covering liability for damages which are subject to this endorsement and for which the additional insured(s) has been added as an additional insured by that other insurance.

(1) When this insurance is excess, we will have no duty under Coverages **A** or **B** to defend the additional insured(s) against any "suit" if any other insurer has a duty to defend the additional insured(s) against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the additional insured(s)' rights against all those other insurers.

(2) When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

(a) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and

(b) The total of all deductible and self-insured amounts under all that other insurance.

(3) We will share the remaining loss, if any, with any other insurance that is not described in this **Excess Insurance** provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

c. Methods of Sharing

If all of the other insurance available to the additional insured(s) permits contribution by equal shares, we will follow this method also. Under this approach each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any other the other insurance available to the additional insured(s) does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

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5. New Business

Subject	**9.5. Request for Permit Application Refund, #2025-109**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution) Discussion

Discussion regarding request for a refund of half the permit application fee for Building Permit Application #2025-109, 102 Highland Road (SBL#36-7-6.2). The owner decided not to move forward with this project.
Town of Monroe Code: § 23-15, Fees for building permits, subsection (B): If no permit is issued, the applicant shall be entitled to a refund of 50% of the fee paid, provided that no construction has commenced and has not exceeded six months from the date of application.

The Building Inspector has no objection to this request, being that no construction was started and it has only been 30 days.

Refund amount: $2,190.00
Refund to: Meridian Construction Creations Inc. Kim Santos 107 Stage Road — Apt. 1, Monroe, NY 10950

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe

6. New Business

Subject	**9.6. Performance Bond Release, SBL 3-1-19.2**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution) Discussion

Resolution approving the release of the Performance Bond provided to guarantee the work for the project related to the construction of a 100-foot Monopine wireless communications tower at 24 Strauss Lane. As a result of a site visit on September 16, 2025, the Planning Board Engineer has recommended the release of this Performance Bond. The Building Inspector is in agreement.

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe

7. New Business

Subject	**9.7. Return of Escrow, Driveway Permit, 24 Raywood Drive**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution) Discussion

Discussion regarding Highway Department request for approval to return the escrow amount of $5,000 for Driveway Permit #2024-03. The driveway at this address has been inspected and found to meet all current Town Code standards. As such, the Highway Department recommends releasing the bonds.

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe

8. New Business

Subject	**9.8. Road Improvement Petition, Seven Springs Road Realignment**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution) Discussion

Discussion regarding Road Improvement Petition, Seven Springs Road Realignment.

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe

9. New Business

Subject	**9.9. Amendment to Town of Monroe Fee Schedule, re: Tree Removal Permit Fees and Mitigation Fees**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution) Discussion Information

Amendment to Town of Monroe Fee Schedule, re: Tree Removal Permit Fees and Mitigation Fees

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe

1. T.O.M. Fee Schedule Effective as of 1-2-2025

Town of Monroe Fee Schedule Effective as of January 2, 2025

BUILDING DEPARTMENT:

1) Application for a building permit:

A) $200 per thousand for the first $1,000 of estimated costs or fraction thereof
B) $20 per thousand up to $100,000 of estimated costs or fraction thereof
C) $10 per thousand thereafter for each $1,000 of estimated costs or fraction thereof
D) The Building Inspector shall use the market value to determine the estimated cost of construction. In determining said costs, the Building Inspector may make use of personal knowledge and/or experience, assessor's records and knowledge or the use of standard construction estimating books such as Dodge or any other information that is credible.
E) Where the Building Inspector finds that the nature of the structure is a specialized facility (i.e. – a school, emergency center, hospital) and further finds that standard construction estimating books are not a reasonable costing methodology, if a statement offered for filing under penalty of perjury if filed of the actual contracted costs for complete construction, the Inspector may utilize an actual costs methodology in ascertaining the building permit fee. Nothing shall preclude the upward adjustment of the actual fee under the Town Code if the actual construction costs exceed the contracted costs.
F) Building Permit fees will be tripled where application is made for work performed without the applicant having initially secured a building permit and the provisions of paragraph (E) above shall not be applicable to work already completed.

2) Application for all Certificates of Occupancy or letter stating no Certificate of Occupancy or street/road letter or violation search or any combination of the above: $400

A) Copies of individual Certificates of Occupancy: $.25 per page

3) Copies of large items such as construction plans that cannot be reproduced at Town Hall will be charged at the rate of $100 plus the actual cost of reproduction.

4) Application for floodplain development permit:

A) $200 per thousand for the first $1,000 of estimated costs or fraction thereof
B) $20 per thousand up to $100,000 of estimated costs or fraction thereof

C) $10.00 per thousand thereafter for each $1,000 of estimated costs of fraction thereof

5) Operating Permits as per Chapter 23 of Town Code Sec. 23-32: $400 per year.

6) Administrative wetland permit: $200

7) Accessory apartment yearly renewal: $50

8) Building Permit re-inspection fee: $75.00 per re-inspection

9) Cross Connection Control:
A. Initial Application fee: $200.00
B. Yearly Renewal fee: $50.00

10) Rentals, Short Term
A. $500.00 Application Fee: Short Term Rentals
B. $100.00 Inspection Fee: Fire Safety
C. $50.00 Annual Renewal Fee

11) Article II, Residential Rental Permits
A. Application Fee: $500/unit
B. Initial Approved Permit Fee: $100/unit
C. Annual Renewal Fee: $50/unit
D. Initial Inspection/Fire: $100/unit

12) Sewerage System (Ch. 41):
A) $500 (4 lots or less)
B) $1,000 (5 lots or more)
* Including Site Plans (an Escrow will be determined my MHE Engineering)

HIGHWAY DEPARTMENT:

1) Application for town highway curb cut permit: $750

2) Waterline Tapping Fees and Other Service Charges:

A) Fees for tapping of town waterlines varies according to the size of the line being tapped:

i) ¾ inch tap: $800
ii) 1 inch tap: $1,650

iii) 2 inch tap: $6,500
iv) 4 inch tap: $9,100
v) 6 inch tap: $11,700
vi) 8 inch tap: $14,300

B) Water Service Charges:
i) Discontinuation of service: $150
ii) Restoration of service: $150
iii) Special meter reading: $150
iv) Repair and/or replace meter: $200
v) Meter test: $150
vi) Special Turbidity samples: cost plus $150
vii) Rewiring remote readout and resealing meter: $150
viii) Hydrant use: $100 plus $30 per 1,000 gallons or fraction thereof.

PLANNING DEPARTMENT:

Pre-Application Review and Meetings

1) Informal Pre-application meeting fee: $50 per meeting, plus fee associated with cost of Town consultant attendance.

Application Fees

2) Application for Subdivision:
A) Lot Line Adjustment: $250
B) Preliminary Minor (1 to 4 lots) Subdivision: $500 plus $125 for each lot
C) Preliminary Major (5 or more lots) Subdivision: $1,000 plus $250 for each lot
D) Final Minor and Major Subdivision: $250 plus $50 for each lot

3) Application for Site Plan:
A) Residential Development: $500 plus $125 per dwelling unit
B) Nonresidential Development: $500 plus $125 for each 1,000 square feet of gross floor area, or fraction thereof

4) Application for Wetland Permit Regulated by the Planning Board: $1,000

5) Application for Timber harvesting: $500

6) Application for Special Use Permit:
A) Residential Development: $500 plus $50 per dwelling unit

B) Nonresidential Development: $500 plus $50 for each 1,000 square feet of gross floor area, or fraction thereof

7) Application for Accessory Apartment Permit: $150

8) Application for Ridgeline Preservation Overlay District not requiring submission of subdivision, site plan or special use permit application:
A) A residential addition or new structure between 500 square feet and 2,000 square feet: $150
B) A residential addition or new structure exceeding 2,000 square feet: $200
C) All other proposed Applications: $250
D) Applications also involving subdivision, site plan, or special use permit: No additional fee

9) Application for Scenic Road Review not requiring submission of subdivision or site plan: $150. Applications also involving site plan or subdivision do not require an additional fee.

10) Application for Historic Review: $150

11) Application for Architectural Review: $250

12) Tree Preservation Application Fee: $150

Escrow Fees

Upon application to the Town of Monroe Planning Board for any planning action or approval, the applicant shall, in addition to the fee set forth above, deposit with the Town Clerk, an escrow to cover the costs to be incurred by the town for all consultant services, including but not limited to, engineering, planning and legal as well as clerical costs incurred in the processing and reviewing of such application. The Town Clerk (or designee) shall compute the initial escrow charge in accordance with the following schedule:

A) Residential subdivisions: $2,500 per lot for each lot up to 5 lots and $500 per lot for each lot over 5 lots. For subdivisions in excess of 50 lots, 1/3 of the initial fee for lots in excess of 50 lots shall be paid upon application submission; a second 1/3 installment shall be paid within 60 days after application filing; and the third installment shall be paid within 120 days after application filing. Notwithstanding the foregoing, should the amount held on deposit at any time dip below 80% of the initial installment, payment

of any amount necessary to bring the balance to 80% shall be due in addition to the amount of the next installment.

B) Commercial subdivisions: $350 per lot for each lot up to 5 lots and $125 per lot for each lot over 5 lots. Notwithstanding the foregoing, should the amount held on deposit at any time dip below 80% of the initial installment, payment of an amount necessary to bring the balance to 80% shall be due in addition to the amount of the next installment.

C) Multi-Family residential site plans and special permits: $500 per unit for each unit up to 50 units; $250 per unit for each unit over 50 units. For projects in excess of 100 units, 1/3 of the initial fee for units in excess of 50 units shall be paid upon application; a second 1/3 installment shall be paid within 60 days after application filing; and a third installment shall be paid within 120 days after application filing. Notwithstanding the foregoing, should the amount held on deposit at any time dip below 80% of the initial installment, payment of an amount necessary to bring the balance to 80% shall be due in addition to the amount of the next installment.

D) Commercial or other nonresidential site plans and special permits: $2,500 plus $50 per 1,000 square feet of building floor area up to 5,000 square feet. Above 5,000 square feet of building floor area, $150 per additional square foot. Notwithstanding the foregoing, should the amount held on deposit at any time dip below 80% of the initial installment, payment of an amount necessary to bring the balance to 80% shall be due in addition to the amount of the next installment.

E) Wetland Permit (as regulated by the Planning Board): $2,500 per involved lot. Notwithstanding the foregoing, should the amount held on deposit at any time dip below 80% of the initial installment, payment of an amount necessary to bring the balance to 80% shall be due in addition to the amount of the next installment. The escrow includes the cost of conducting the appropriate SEQRA environmental review of an application and all attendant environmental forms and impact statements.

F) Timber harvesting: $500 per involved lot. Notwithstanding the foregoing, should the amount held on deposit at any time dip below 80% of the initial installment, payment of an amount necessary to bring the balance to 80% shall be due in addition to the amount of the next installment. The escrow includes the cost of conducting the appropriate SEQRA environmental review of an application and all attendant environmental forms and impact statements.

G) Accessory Apartment Permit: $500 per involved lot. Notwithstanding the foregoing, should the amount held on deposit at any time dip below 80% of the initial installment, payment of an amount necessary to bring the balance to 80% shall be due in addition to the amount of the next installment. The

escrow includes the cost of conducting the appropriate SEQRA environmental review of an application and all attendant environmental forms and impact statements.

H) Ridgeline Preservation Overlay or Scenic Road Review not involving site plan, subdivision and/or special use permit: $500 per involved lot. Notwithstanding the foregoing, should the amount held on deposit at any time dip below 80% of the initial installment, payment of an amount necessary to bring the balance to 80% shall be due in addition to the amount of the next installment. The escrow includes the cost of conducting the appropriate SEQRA environmental review of an application and all attendant environmental forms and impact statements. Escrow for site plan, subdivision and special use permit shall be as set forth in Sections A through D above, as applicable.

I) Historic Review: $250 per lot. Notwithstanding the foregoing, should the amount held on deposit at any time dip below 80% of the initial installment, payment of an amount necessary to bring the balance to 80% shall be due in addition to the amount of the next installment. The escrow fee includes the cost of conducting the appropriate SEQRA environmental review of an application and all attendant environmental forms and impact statements.

J) Architectural Review: $500 per involved lot. Notwithstanding the foregoing, should the amount held on deposit at any time dip below 80% of the initial installment, payment of an amount necessary to bring the balance to 80% shall be due in addition to the amount of the next installment. The escrow fee includes the cost of conducting the appropriate SEQRA environmental review of an application and all attendant environmental forms and impact statements.

Inspections

A. Any applicant who has received *site plan* approval shall, prior to signing of the plans, deliver to the Town a certified or cashier's check payable to the order of the Town for the inspection fees in the amount of 5% of the amount of the performance security or 5% of the estimated cost of required improvements unless estimated otherwise in writing by the Town Engineer, in order to cover the expense of the Town inspecting the various improvements proposed on the site plan. The inspection fees so deposited may be modified annually as determined by a resolution of the Town Board. Inspection fees are not held in escrow or otherwise considered as deposits with the Town. In the event that improvements are not constructed and no inspections are conducted, an applicant may submit a request, in writing, to the Town Board for a refund, which will not be unreasonably denied.

B. Any applicant who has received *subdivision* approval shall, prior to signing of the plat, deliver to the Town a certified or cashier's check payable to the order of the Town for the inspection fees in an amount estimated by the Town Engineer in order

to cover the expense of the Town inspecting the various improvements proposed. Inspection fees are not held in escrow or otherwise considered as deposits with the Town. In the event that improvements are not constructed and no inspections are conducted, an applicant may submit a request, in writing, to the Town Board for a refund, which will not be unreasonably denied.

TOWN BOARD

1) Fee in lieu of Parkland pursuant to section 277 of the Town Law: $5000 for each building lot within a residential subdivision or for each dwelling unit within a residential site plan.
2) Fee for overdue water bills: 10% of the outstanding balance
3) Administration fee as listed below for each water district, per user, per billing cycle, to pay for administrative costs associated with the water billing:
    - WD#1 (Rye Hill) : $35.00
    - WD#2 (Horizon Heights) : $25.00
    - WD#7 (Oreco Terrace) : $35.00
    - WD#8 (Hoffliss) : $35.00
    - WD#10 (Post Rd) : $35.00
    - WD#12 (Monroe Hills) : $25.00
    - WD#14 (Orchard Hills) : $25.00
    - WD#15 (Smith Farms) : $35.00
    - WD#17 (Old Country Rd) : Not applicable as administered by Kiryas Joel

4) Water Rents - The following rents are per 1000 gallons except for WD#14 which has a quarterly flat rate:
    - WD#1 (Rye Hill) : $13.00
    - WD#2 (Horizon Heights) : $6.00
    - WD#7 (Oreco Terrace) : $13.00
    - WD#8 (Hoffliss) : $13.00
    - WD#10 (Post Rd) : $13.00
    - WD#12 (Monroe Hills) : $10.00
    - WD#14 (Orchard Hills) : $166.00 per quarter (flat rate as no meters)
    - WD#15 (Smith Farms) : $13.00
    - WD#17 (Old Country Rd) : NA-Outside Water District

Water Rent Fees are effective as of 10/1/2020 to coincide with the current billing cycle.

5) CCR Fee - $1,000.00 for filing application with the Town.
6) Town Hall Meeting Room Rental Fees:

Rental Duration	Fee
1-3 days	$850/day

4-6 days	$750/day
7 days or more	$700/day
Not-for-Profit Organization	$400/day

*The Town Board reserves the right to waive the rental fee for community events at their discretion and subject to approval by Town Board resolution. In addition, the Town Board reserves the right to require town provided event security at an additional cost of $175 per event. Individuals interested in reserving the Meeting Room must be at least 25 years of age and submit a completed rental agreement and required Certificate of Insurance. The maximum occupancy for the Meeting Room is 301 people.

Insurance Requirement for Room Rental

A Certificate of Liability Insurance in the amount of $1,000,000 must be provided naming the Town of Monroe as an additional insured. In addition, all certificates must include a Waiver of Subrogation. This certificate is to be submitted no later than (14) business days prior to the event, along with the rental fee.

TOWN CLERK:

1) Application for a Blasting Permit: $300

2) Peddler's Permit

A) 1-week permit: $185.00; (2 checks required – 1 in the amount of $100, and 1 in the amount of $85.00) any additional person under main permit $85.00 (on a separate check)

B) 1-month permit: $285.00; (2 checks required – 1 in the amount of $200, and 1 in the amount of $85.00) any additional person under main permit $85.00 (on a separate check)

C) 6-month permit: $685.00; (2 checks required – 1 in the amount of $600, and 1 in the amount of $85.00) any additional person under main permit $85.00 (on a separate check)

3) Application for Dog Licenses: Includes State Surcharge

A) 1-year license for spayed or neutered dogs: $16.00
3-year license for spayed or neutered dogs: $43.00

B) 1-year license for unspayed or unneutered dogs: $28.00
3-year license for unspayed or unneutered dogs: $74.00

C) Seniors over 65 dog license fees: Includes State Surcharge

- 1-year license for spayed or neutered dogs: $3.00
- 3-year license for spayed or neutered dogs: $9.00
- 1-year license for unspayed or unneutered dogs: $8.00
- 3-year license for unspayed or unneutered dogs: $24.00

D) Late fee: Any dog license renewed after 60 days of due date will have a $5.00 late fee applied to license renewal.
E) Replacement Tag: $3.00
F) Dog Enumeration: $10.00

4) Other Dog Control Fees:
A) For Rabies vaccination: $50.00
B) Replacement dog license tag: $5.00
C) Impoundment fees:
1. First offense: $100.00
2. Second offense: $150.00
3. Third offense: $200.00
D) Boarding: $30.00 per day

5) Copy of CD or Video: $30.00

6) Copy of any Town map:
In house copying: $20.00

Copies processed by outside vendor: Copies of large items such as construction plans that cannot be reproduced at Town Hall will be charged at the rate of $100 plus the actual cost of reproduction.

7) Fee for photocopying a record not exceeding 9 x 14 inches shall be $0.25 per page. Photocopying for an 11x17 page shall be $.50 per page.

8) Marriage Ceremony Performed by Marriage Officer: $75
One-Day Marriage Officiant License: $25
9) Application for Marriage License: $40
A) Certified Marriage Transcript: $10/copy
10) Certified Birth/Death Transcript: $10/copy
11) E-Z Pass Tag: $25
12) T.A.R.A. Spay/Neuter Certificate: (Monroe Residents Only) $25
13) Town of Monroe Property Rental: (Sr. Center) Non-Profit Organization $25, plus C.O.I.
A) Private Residents or Organization: $50, plus C.O.I.
14) Bid Packets: $50
15) Filming Permit: $100
16) Games of Chance: Bingo License: $18.75/occasion
A) Bell Jar License: $25

ZONING BOARD OF APPEALS:

1) Application for an Area Variance: $250.00
2) Application for a Use Variance: $350.00

3) Application for a 280-a Variance: $500.00
4) Application for an Interpretation: $500.00
5) Upon application to the Town of Monroe Zoning Board of Appeals for any action or approval, the applicant shall, in addition to the fee set forth above, deposit with the Town Clerk an escrow to cover the costs to be incurred by the Town for all consultant services, including but not limited to, engineering, planning and legal as well as clerical costs incurred in the processing and reviewing of such application.

A) The Town Clerk (or designee) shall compute the initial escrow amount in accordance with the following schedule:
a) Applications of all types: $2,500.00. Notwithstanding the foregoing, should the amount held on deposit at any time dip below 80% of the initial payment, payment of an amount necessary to bring the balance to 80% shall be due in addition to the amount of the next installment. b) The clerk to the Zoning Board shall have the authority to waive or reduce the initial escrow in those matters where it appears that engineering or other consultant services will not be required. Should such services later be required, an appropriate escrow fee will be fixed by the Zoning Board.

Amendment Dates:

- April 4, 2009
- January 23, 2012
- July 11.2016
- January 7, 2019
- January 14, 2019
- October 7, 2019
- November 7, 2019
- August 31, 2020
- February 22, 2022
- January 3, 2023
- January 9, 2023
- February 6, 2023
- February 15, 2023
- May 1, 2023
- May 15, 2023
- January 2, 2024
- February 5, 2024
- August 12, 2024
- May 19, 2025
- June 2, 2025

10. New Business

Subject	**9.10. Sole Source Vendor Resolution**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution) Discussion

Sole Source Vendor Resolution

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe

11. New Business

Subject	**9.11. Engineering Agreement, Water District 14 Improvements**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution) Discussion

Discussion regarding Engineering Agreement for professional services related to Water District #14 improvements.

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe

12. New Business

Subject	**9.12. Janitorial Services Agreement**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution) Discussion Information

Janitorial Services Agreement

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe

1. Resolution RE Janitorial Services D.O.C. Cleaning

Agenda Item Details

Meeting	Oct 07, 2024 - MONROE TOWN BOARD MEETING AGENDA
Category	12. New Business
Subject	12.11 Agreement for Janitorial Services, Town Buildings
Type	Action (Resolution), Discussion
Recommended Action	2024-# BE IT RESOLVED, that the Town Board of the Town of Monroe

Article XX Right to Renew (pg. 5)

The Town hereby has a right to renew this Agreement and may elect to exercise its right to renew on the same terms and conditions of this Agreement annually for a period of one (1) additional years from the effective termination date of this Agreement.

2023-2025 Agreement.pdf (4,652 KB)

Motion & Voting

2024-#543
BE IT RESOLVED, that the Town Board of the Town of Monroe Made a Motion to renew current agreement with D.O.C. Janitorial Services for Town Buildings for one year from the effective termination date of this Agreement. Current Agreement expires January 1, 2025.

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

13. New Business

Subject	**9.13. Intermunicipal Agreement for Municipalities in the Moodna Commission**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution) Discussion

Resolution approving and authorizing the Supervisor to sign the Intermunicipal Agreement for the municipalities in the Moodna Commission (Town of Chester, Town of Monroe, Village of Monroe). The Moodna Commission has approved the updated agreement.

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe

1. Old Business

Subject	**10.1. Village of Monroe Tax Exemption Request, Items 3 and 4, Town Highway Budget**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Discussion Action (Resolution)

Discuss 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.

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe

1. Village of Monroe Request for Exemption
2. 20250915 Reso Re Village of Monroe highway request - brush cutting

Village of Monroe

7 Stage Road, Monroe, NY 10950

Tel: (845) 782-8341 · Fax: (845) 782-3006

Mayor
Neil S. Dwyer

Trustees
Debra Behringer
Andrew Ferraro
John Karl, III
Martin O'Connor

Clerk
Kimberly Zahra

Treasurer
Anthony Feliz

Attorney
Alyse Terhune

Building Department
845-782-8341 x128

Code Enforcement
845-782-8341 x134

Police Department
Darwin Guzman, Chief
845-782-8644

Department of Public Works
845-782-8341

Water Department
845-782-8341 x122

Planning Board
Jeff Boucher, Ch.

Zoning Board of Appeals
Paul S. Baum, Ch.

Village Historian
Paul Ellis- Graham

September 3, 2025

Town of Monroe
Mr. Anthony Cardone, Supervisor
and Town Board
1465 Orange Turnpike
Monroe, NY 10950

Dear Town Board Members:

Each of us serves our constituents according to fair and equitable application of Local Law. To that end, we are committed to working with our Town Board colleagues to assure that only appropriate taxation of Village taxpayers takes place with regard to their participation in supporting the budget of the Town of Monroe.

Village residents are taxed to support highway maintenance activities that do not directly benefit them. It is the opinion of the Village Board that taxing these residents for that purpose is not appropriate. We therefore request that the Town Board consider exempting Village residents from Items 3 and 4 of the Town Highway budget.

Accordingly, the Village of Monroe Board of Trustees has signed the attached petition urging the Town Board to take the necessary action to exempt these village residents from these elements of taxation. We are confident that upon review of the matter you will agree that relieving Village residents of this item is fair and appropriate.

Your prompt attention in addressing this matter is appreciated.

Very truly yours,

Neil S. Dwyer
Mayor

Village of Monroe Board of Trustees Meeting – Tuesday, September 2, 2025

REQUEST FOR EXEMPTION - TOWN HIGHWAY ITEMS 3 & 4:

RESOLVED, the Board of Trustees, by signed petition, requests the Town Board of the Town of Monroe to exempt residents of the Village of Monroe of taxes for items 3 & 4 of the Town of Monroe Highway Budget as authorized by Section 277 of the Town Highway Law.

On a motion by Trustee Behringer, seconded by Trustee Ferraro

Ayes: Trustees Behringer, Ferraro, and Karl
Nays: None

STATE OF NEW YORK)
VILLAGE OF MONROE) ss
TOWN OF MONROE)

IN THE MATTER OF THE PETITION OF THE 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 TO EXEMPT ALL PROPERTIES IN THE VILLAGE OF MONROE FROM THE LEVY AND COLLECTION OF TAXES FOR ITEMS 3 AND 4 OF THE TOWN HIGHWAY BUDGET AS AUTHORIZED BY SECTION 277 OF THE HIGHWAY LAW.

TO THE HONORABLE SUPERVISOR AND MEMBERS OF THE TOWN BOARD OF THE TOWN OF MONROE:

The petition of the Mayor and Board of Trustees of the Village of Monroe respectfully shows and states:

1. That the Village of Monroe is within the Town of Monroe.

2. That the Town of Monroe annually levies and collects taxes against real property within the Village of Monroe to pay for items provided for by subdivision 3 and 4 of Section 141 of the Highway Law.

3. That taxes levied and collected against real property within the Village of Monroe for subdivision 3 of Section 141 of the Highway Law are used for the purchase, repair and custody of highway machinery, tools and implements used on town highways, which highways are located outside the Village limits.

4. That taxes levied and collected against real property within the Village of Monroe for subdivision 4 of Section 141 of the Highway Law are used for the removal of snow, the cutting of brush and for other miscellaneous items relating to town highway outside the Village limits.

5. That the Village Law provides that the Village of Monroe shall be responsible for the maintenance of village streets and for the purchase of machinery and equipment to be used on village streets and for the removal of snow and the cutting of brush and other miscellaneous items relating to village streets.

6. That the Legislature of the State of New York has provided by law a procedure whereby a Town Board may exempt real property owners in villages from taxes levied by towns for items 3 and 4 of the Town Highway Budget.

7. That such authority to exempt real property owners in villages from such town highway taxes was granted to Town Boards by the State Legislature in recognition of the unjust double burden of taxation paid by village real property owners for the maintenance of highways.

8. That, on information and belief, none of the money levied for the removal of snow from town highways by the town government has been used for the removal of snow from village streets.

9. That, on information and belief, none of the highway machinery and equipment purchased and maintained by the town from taxes levied pursuant to the provisions of the Highway Law have been used for work on village streets but such machinery and equipment is used exclusively on town streets outside the Village.

10. That by reason of the premises herein set forth and alleged, taxes are twice levied and collected against property in the Village of Monroe for highway machinery and equipment, for snow removal and for brush removal and the village real property owners receive only benefits for those taxes levied and collected by the Village of Monroe and receive no benefit from taxes collected by the Town of Monroe.

11. WHEREFORE, the petitioners request that pursuant to the provisions of Section 277 of the Highway Law, the Town Board of the Town of Monroe exempt all property within the Village of Monroe from the levy and collection of taxes levied in such town provided for the subdivisions 3 and 4 of Section 141 of the Town Law beginning with the fiscal year commencing January 1, 2026.

MAYOR AND BOARD OF TRUSTEES,
VILLAGE OF MONROE:

Neil S. Dwyer, Mayor

Debra E. Behringer, Trustee

Andrew Ferraro, Trustee

John Karl III, Trustee

Martin O'Connor, Trustee

Dated: September 3, 2025

RESOLUTION

A Meeting of the Town Board of the Town of Monroe, New York was convened on **September 15, 2025 at 7:00 p.m.**

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

RESOLUTION ___/2025

RESOLUTION AUTHORIZING PARTIAL EXEMPTION OF CERTAIN ITEMS IN HIGHWAY LAW § 141(4) FROM THE LEVY AND COLLECTION OF TAXES IN THE VILLAGE OF MONROE

WHEREAS, the Town of Monroe ("Town") received correspondence and a Petition from the Village of Monroe ("Village"), dated September 2, 2025 requesting that the Town exempt all property within the Village from the levy and collection of taxes levied in the Town as provided for in New York State Highway Law § 141, subdivisions 3 and 4; and

WHEREAS, within the Petition, the Village petition specifically included a request for exemption from taxes levied for the cutting of brush under the provisions of Highway Law § 141(4), under the miscellaneous items provision of those subdivisions; and

WHEREAS, the Town Board has considered the request of the Village and desires to grant a partial exemption only of the levy and collection of taxes levied under subdivision 3 and 4 of Highway Law § 141(4) as it relates to cutting of brush.

NOW THEREFORE BE IT RESOLVED that:

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

Section 2. Without regard to the various inaccurate factual assertions in the Village's Petition, which are not concurred with by the Town, the Town Board hereby approves an exemption from the levy and collection of taxes in the Village limited to brush cutting services as currently provided by the Town, with the understanding that the Village will be responsible for all brush cutting related services in the Village upon the cessation of the levy and collection of taxes by the Town for such purposes.

Section 3. Upon the cessation of the levy and collection of taxes from the Village residents for such purposes, the Town will continue to refrains from providing any such brush cutting services to the Village and/or its residents, except upon payment for such services as shall be agreed upon by the Town and Village.

Section 4. To the extent that any court of law should determine that the Town is not authorized to grant a partial exemption under Highway Law § 277 and

141(4) as set forth herein, the Town expresses that it would deny the Village Petition entirely and withdraw the partial exemption granted herein.

Section 5. The Town Supervisor, employee or town consultant, upon direction of the Town Supervisor, is authorized to take any and all actions necessary to carry out the provisions of this Resolution.

Section 6. This Resolution shall be effective immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	Yea	Nay	Abstain	Absent
Anthony Cardone, Supervisor	[ ]	[ ]	[ ]	[ ]
Dorey Houle, Councilperson	[ ]	[ ]	[ ]	[ ]
Mary Bingham, Councilperson	[ ]	[ ]	[ ]	[ ]
Sal Scancarello, Councilperson	[ ]	[ ]	[ ]	[ ]
Maureen Richardson, Councilperson	[ ]	[ ]	[ ]	[ ]

The Resolution was thereupon duly adopted.

2. Old Business

Subject	**10.2. Village of Harriman Tax Exemption Request, Items 3 and 4, Town Highway Budget**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution) Discussion

Discuss petition submitted by the Village of Harriman Mayor and Board of Trustees on behalf of the property owners of the Village of Harriman 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.

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe

1. Petition - Village of Harriman

Village of Harriman
1 Church Street
Harriman, New York 10926
TEL: (845) 783-4421

MAYOR
Wayne Mitchell

DEPUTY MAYOR
Carol Schneider

TRUSTEES
Reyn Sandoval
Golam Sarker
G. Bruce Chichester

TREASURER
Marie Coimbra

VILLAGE CLERK
Jane Leake

VILLAGE ATTORNEY
J. Benjamin Gailey, Esq.

September 9, 2025

Town of Monroe
Mr. Anthony Cardone, Supervisor
And Town Board
1465 Orange Turnpike
Monroe, NY 10950

Dear Town Board Members:

Each of us serves our constituents through fair and equitable application of local law. In that spirit, we are committed to working collaboratively with the Town Board colleagues to ensure that Village taxpayers are only taxed appropriately regarding their participation in supporting the Town of Monroe's budget.

Currently, Village residents are being taxed to support highway maintenance activities that do not directly benefit them. It is the opinion of the Village Board that imposing this tax on Village residents is not appropriate. Therefore, we respectfully request that the Town Board consider exempting Village residents form Items 3 and 4 of the Town Highway budget.

Accordingly, the Trustees of the Village of Harriman have signed the attached petition urging the Town Board to take the necessary steps to exempt these Village residents from these specific elements of taxation. We are confident that, upon review, you will agree that relieving Village residents of this burden is both fair and appropriate.

We appreciate your prompt attention in addressing this matter.

Regards,

Wayne Mitchell
Mayor

STATE OF NEW YORK)
VILLAGE OF HARRIMAN) ss
TOWN OF MONROE)

IN THE MATTER OF THE PETITION FO THE MAYOR
AND BOARD OF TRUSTEES ON BEHALF
OF THE PROPERTY OWNERS OF THE VILLAGE
OF HARRIMAN REQUESTING THE TOWN BOARD
OF THE TOWN OF MONROE TO EXEMPT ALL
PROPERTIES IN THE VILLAGE OF HARRIMAN FROM
LEVY AND COLLECTION OF TAXES
FOR ITEMS 3 AND 4 OF THE TOWN HIGHWAY
BUDGET AS AUTHORIZED BY SECTION 277 OF
THE HIGHWAY LAW.

TO THE HONORABLE SUPERVISOR AND MEMBERS OF THE TOWN BAORD OF THE TOWN OF MONROE:

The petition of the Mayor and Board of Trustees of the Village of Harriman respectfully shows and states:

1. That the Village of Harriman is within the Town of Monroe.

2. That the Town of Monroe annually levies and collects taxes against real property within the Village of Harriman to pay for items provided for by subdivision 3 and 4 of Section 141 of the Highway Law.

3. That taxes levied and collected against real property with the Village of Harriman for subdivision 3 of Section 141 of the Highway Law are used for the purchase, repair and custody of highway machinery, tools and implements used on town highways, which highways are located outside the Village limits.

4. That taxes levied and collected against real property within the Village of Harriman for subdivision 4 of Section 141 of the Highway Law are used for the removal of snow, the cutting of brush and for other miscellaneous items relating to town highway outside the Village limits.

5. That the Village Law provides that the Village of Harriman shall be responsible for the maintenance of village streets and for the purchase of machinery and equipment to be used on village streets and for the removal of snow and the cutting of brush and other miscellaneous items relating to village streets.

6. That the Legislature of the State of New York has provided by law a procedure whereby a Town Board may exempt real property owners in villages from taxes levied by towns for items 3 and 4 of the Town Highway Budget.

7. That such authority to exempt real property owners in villages from such town highway taxes was granted to Town Boards by the State Legislature in recognition of the unjust double burden of taxation paid by village real property owners for the maintenance of highways.

8. That, on information and belief, none of the money levied for the removal of snow from town highways by the town government has been used for the removal of snow from village streets.

9. That, on information and belief, none of the highway machinery and equipment purchased and maintained by the town from taxes levied pursuant to the provisions of the Highway Law have been used for work on village streets but such machinery and equipment is used exclusively on town streets outside the Village.

10. That by reason of the premises herein set forth and alleged, taxes are twice levied and collected against property in the Village of Harriman for highway machinery and equipment, for snow removal and for brush removal and the village real property owners receive only benefits for those taxes levied and collected by the Village of Harriman and receive no benefit from taxes collected by the Town of Monroe.

11. Wherefore, the petitioners request that pursuant to the provisions of Section 277 of the Highway Law, the Town Board of the Town of Monroe exempt all property within the Village of Harriman from the levy and collection of taxes levied in such town provided for the subdivisions 3 and 4 of Section 141 of the Town Law beginning with the fiscal year commencing January 1, 2026.

MAYOR AND BOARD OF TRUSTEES,
VILLAGE OF HARRIMAN

Wayne Mitchell, Mayor

Carol Schneider, Deputy Mayor

G. Bruce Chichester

Reyna Sandoval

Golam Sarker

1. Public Comment

Subject	**11.1. Rules for Public Comment**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Procedural

Please be advised that any person wishing to speak at a regular public meeting during the public comment period or at a public hearing, must sign the sign-in sheet maintained by the Town Clerk for such purpose no later than 15 minutes after the commencement of the meeting. TOWN OF MONROE MEETING RULES PUBLIC COMMENT PERIODS - RULE 1: Although not required by any statute or law, the Town Board shall include at least one public participation period on the Agenda for regular Town Board meetings. However, nothing shall prohibit the Town Board, by majority vote, from suspending public comment or otherwise limiting public during a regular Town Board meetings where such limitations are determined to be necessary or otherwise conducive to accomplishing the business presently before the Town Board. RULE 2: Public comment during the public participation period of regular Town Board meetings shall be limited to three (3) minutes per speaker and the subject matter of such public comment shall be limited to Town business. 1 Yielding time or otherwise giving time to a speaker to extend the three (3) minute period by another person shall not be permitted. Written comments may be submitted to the Town Clerk in lieu of, or in addition to, a person's oral statement during any public comment period. Such minutes shall become a Town record and the brief nature of the submitted writing may be included in Town Board minutes. However, the full text of such submissions shall not be incorporated into Town Board minutes, unless expressly authorized by resolution of the Town Board. RULE 3: Any person wishing to speak at a regular public meeting during the public comment period or at a public hearing, must sign the sign-in sheet maintained by the Town Clerk for such purpose no later than 15 minutes after the commencement of the meeting. Where a public hearing and public comment period will occur during the same Town Board meeting, a person may sign up to speak on the topic of each and every public hearing and for public comment period consistent with the applicable time limits set forth above. For example, a speaker could speak for five (5) minutes during a public hearing and three (3) minutes during public comment at the same Town Board meeting. However, such person may not use the public hearing time to speak on matters not relevant1 Rule 2 revised by Resolution of the Town Board on 03-06-2017 to add: "and the subject matter of such public comment shall be limited to Town business." to the public

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

questions or otherwise provide relevant information in response to specific comments made by speakers during that session of the public hearing. Further, prior to the close of the public portion of the public hearing, each Town Board member may be allotted up to eight (8) minutes to speak on the issue that is the subject of the Public hearing. However, where the public hearing concerns removal of a Town Officer or employee, Town Board members, if the body making a determination, shall not speak regarding the merits of the proceedings until after the close of the public hearing, when deliberations on removal/discipline have commenced. RULE 11: Written submissions related to public hearings must be made before the close of the public hearing as such time is set by the Town Board. GENERAL RULES APPLICABLE TO ALL PUBLIC MEETINGS AND HEARINGS RULE 12:The Town Clerk shall act as the timekeeper or the Town Board may designate another person to be the timekeeper. RULE 13: Members of the Town Board, speakers and audience members must observe proper decorum at all times. Any statements made during any part of the meeting or during a public hearing by the Supervisor, members of the Town Board, town officials or employees, or members of the general public shall not involve personal, impertinent, or slanderous attacks on individuals, regardless of whether the individual so attacked is an elected official, a town official or employee, or a member of the general public. RULE 14: Neither speakers nor Town Board members shall use public comment periods or other time during such meeting for political campaigning purposes, including promoting their candidacy or speaking out against another candidate. However, nothing shall prohibit a candidate from speaking on a Town-related issue merely because he or she is a candidate for political office. RULE 15: Pursuant to New York State Town Law, the Town Supervisor or Presiding Officer shall control the Town Board meeting. The use of profane, vulgar, inflammatory, threatening, abusive, or disparaging language or racial or ethnic slurs directed at the Supervisor, members of the Town Board, meeting attendees shall not be tolerated and the Town Supervisor shall address any such incidents. Further, any statements, regardless of the nature of the statement, made by a person attending the meeting which is not made during such person’s authorized speaking time shall not be tolerated and the Town Supervisor shall address any such incidents. The Town Board has a right to protect itself from disturbance from attendees at a meeting and may order, by majority vote, removal of an attendee, or there Presiding Officer direct removal of an attendee on his own. Removal at the direction of the Presiding Officer is subject to appeal of another Town Board member, but not to appeal of the attendee. Such appeal is not debatable. RULE 16: In circumstances where the Supervisor/Presiding Officer is not attempting to exert control over the meeting, is temporarily absent, or is the source of the present disorder at the meeting and is failing to preside over

the meeting, such Supervisor/Presiding Officer may then be deemed absent as the Presiding Officer by approval of a majority of the Town Board. In such case, a Town Board member may make a motion to suspend the Rules and appoint the Acting Supervisor to take over the role of Presiding Officer until such time as the Supervisor or original Presiding Officer is able to properly return to performing his/her role as Presiding Officer. If the Acting Supervisor is determined to be absent for presiding purposes, the Town Board member making such motion shall propose another Town Board member to act as the Presiding Officer during the absence of the Supervisor/original Presiding Officer. RULE 17: Comments by speakers must be addressed to the Town Board and shall not be addressed to the audience. Further, attendees may not address the Town Board unless first recognized by the Supervisor or Presiding Officer. RULE 18: Discussion and exchanges between active speakers and attendees/audience members of the public meeting or hearing are prohibited. A speaker may, however, when properly recognized, state agreement or disagreement with the views of prior speakers in his/her comments directed to the Town Board. RULE 19: Banners or other signs are not permitted in the meeting room unless, nor shall distribution of flyers within the meeting room be permitted. Nothing shall prohibit a person from holding a lawful sign or handing out flyers outside of the meeting location. RULE 20: If the Supervisor or Presiding Officer fails to enforce the rules set forth herein, any member of the Town Board may move to require him or her to do so, and an affirmative vote of the majority of the Town Board shall require him or her to do so. Any decision by the Presiding Officer relating to enforcement of the rules set forth herein may be appealed and subsequently overturned by a vote of the majority of Town Board members. Such appeal may be raised by a Town Board member or the affected attendee if properly recognized. RULE 21: Any person who disregards the directives of the Supervisor or the Presiding Officer in enforcing the rules or who generally conducts himself or herself in a boisterous or inappropriate manner while addressing the Town Board thereby disturbs the peace at a such meeting and will be barred from further participation and shall forfeit any balance of time remaining for his or her comments. RULE 22: If a speaker who has violated these rules refuses to step down or to refrain from committing/ continuing such violation(s), the Supervisor or the Presiding Officer may direct the individual to leave the meeting room. If the individual declines and/or refuses to leave the meeting room, the Supervisor or Presiding Officer may request the individual to be removed from the meeting room and charged with disorderly conduct as per the New York State Penal Law. The Supervisor’s determination is subject to the appeal provisions set forth above as well as the absence of the Supervisor/Presiding Officer provisions of these rules. The Town Board may, by resolution, designate the person who will sign

the supporting deposition and/or Court Information document charging the removed person with Disorderly Conduct. RULE 23: The following provisions, as modified herein, of Rule 49 of Robert's Rules concerning "Small Boards" shall apply to the Town Board of the Town of Monroe: a. Members may raise a hand or asked to be recognized, instead of standing when seeking to obtain the floor and may remain seated when making motions or speaking. b. The Presiding Officer need not rise while putting questions to a vote. c. The Presiding Officer may without leaving the chair speak in informal discussions and in debate and may vote on all questions as provided for by Code or law. RULE 24: While there is no statute or applicable regulation that requires an Meeting Agenda to be prepared for Town Board meetings, the Town Board desires to have an Agendas prepared and distributed prior to Town Board meetings. The order of business at regular Town Board meetings shall be as follows: 1. REGULAR MEETING a. Call to Order; Pledge of Allegiance b. Approval of Minutes c. Upcoming Meeting Dates & General Announcements 2. SPECIAL ORDERS 3. DEPARTMENTAL MONTHLY REPORTS (Alphabetical Order) 4. OLD BUSINESS 5. NEW BUSINESS 6. PUBLIC COMMENT 7. EXECUTIVE SESSION (If necessary) 8. ADJOURNMENT: A Board member seeking to take up a matter out of order on the agenda or to introduce a new item of business may request such change on consent of the Town Board, or may (if consent is denied or the member expects the matter to be contested make a motion to suspend the rules for such purpose, identifying the requested change to the Agenda or the new business to be raised. Upon approval of the majority of the Town Board, such business may be taken up immediately by the Town Board. The Presiding Officer shall prepare and cause to be distributed, Town Board meeting Agendas in conformance with the Order of Business, as applicable. Pursuant to Robert's Rules, the Agenda distributed in advance to the Town Board is not binding on the Town Board, except as to the Order of Business set forth above. However, as set forth above, the Meeting Agenda, including the Order of Business and specific Agenda items may be modified upon approval of a majority of the Town Board. The Presiding Officer will announce each Agenda item as it is reached on the Agenda (or amended Agenda). Prior to the business being taken up, a member may move to lay the matter on the table, postpone the matter or refer it to a committee. RULE 25: Recesses may be taken for a stated period of time either upon consent, without objection, or upon approval of a motion by a Town Board member. RULE 26: These Town Board Rules may be amended by a Resolution of the Town Board approved by a majority of the Town Board. RULE 27: The above rules shall take effect at the next ensuing meeting of the Town Board following the adoption of these rules. RULE 28: The Presiding Officer, or any Town Board member, may request an interpretation of these Rules from the Town Attorney. A current copy of these Town

of Monroe Meeting Rules shall be maintained by the Town Clerk and be made available to the public. 6. This Resolution shall be effective immediately. The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows: Yea Nay Abstain Absent Harley Doles, Supervisor [ ] [ ] [ ] [X] Anthony Cardone, Acting Supervisor[X] [ ] [ ] [ ] Gerard McQuade, Councilman [ ] [X] [ ] [ ] Michael McGinn, Councilman [X] [ ] [ ] [ ] Richard Colon, Councilman [X] [ ] [ ] [ ] The Resolution was thereupon duly adopted. TOWN OF MONROE TOWN BOARD MEETING RULES History of adoption and amendments. February 27, 2017: Town Board Rules adopted by Resolution of the Town Board. March 6, 2017: Rule 2 amended by Resolution of the Town Board to add: “and the subject matter of such public comment shall be limited to Town business.”

2. Public Comment

Subject	**11.2. Public Comment**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Procedural Information Discussion

The following residents signed up to speak during Public Comment:

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

Subject	**12.1. Enter into Executive Session**
Meeting Type	October 6, 2025 - Monroe Town Board Meeting Agenda

1. Return to Regular Meeting

Subject	**13.1. Return to Regular Meeting**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	

1. Adjournment

Subject	**14.1. Adjournment of Meeting**
Meeting	October 6, 2025 - Monroe Town Board Meeting Agenda
Type	Action (Resolution)

Adjournment of Meeting

2025-#
BE IT RESOLVED that the Town Board of the Town of Monroe adjourns the meeting of October 6, 2025 at