

**BOARD OF TRUSTEES MEETING**  
**TUESDAY, JANUARY 18, 2022**  
[www.villageofmonroe.org](http://www.villageofmonroe.org)

The second of the bi-monthly meetings of the Board of Trustees was held on Tuesday, January 18, 2022 at 7:00 PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, New York. Mayor Neil Dwyer called the meeting to order and led in the pledge to the flag. Emergency exits were announced.

**Present:** Mayor Dwyer; Trustees Alley, Behringer and Karl  
**Also present:** Attorney Terhune, Deputy Clerk Zahra, Police Chief Guzman, Treasurer Murray, Building Inspector Cocks, and Water Plant Operator Mabee

**MINUTE APPROVAL: DECEMBER 7, 2021 BOARD MEETING:**

On a motion by Trustee Alley, seconded by Trustee Karl, the Minutes of the December 7, 2021 Board Meeting were approved.

**Ayes:** Trustees Alley, Behringer and Karl  
**Nays:** None

**MINUTE APPROVAL: DECEMBER 21, 2021 Board Meeting:**

On a motion by Trustee Alley, seconded by Trustee Karl, the Minutes of the December 21, 2021 Board Meeting were approved.

**Ayes:** Trustees Alley, Behringer and Karl  
**Nays:** None

**MINUTES APPROVAL: JANUARY 4, 2022 BOARD MEETING:**

On a motion by Trustee Behringer, seconded by Trustee Alley, the Minutes of the January 4, 2022 Board Meeting were approved.

**Ayes:** Trustees Alley, Behringer and Karl  
**Nays:** None

**BUDGETARY TRANSFERS / MODIFICATIONS:**

On a motion by Trustee Karl, seconded by Trustee Behringer, and carried, it was:

**RESOLVED**, the Board of Trustees authorized the Treasurer to make the following fund transfers / modifications to balance the budget:

From:	Description	To:	Description	Amount	
	None				
<b>Budget Modifications</b>					
A.2115	Planning Board Fees	A.8025.450	Plan Bd Enginner Contract	3,400.00	Raise Revenue/Expense lines re planning board fees collected/engineer contractual
A.2260	Police Services	A.3120.123	PD OT Officers	1,164.16	Raise Revenue/Expense lines re OT reimbursement from business
A.2705	Gifts & Donations	A.5110.400	St Maint Asphalt	824.13	Raise Revenue/Expense lines re DOT grant
F.2770	Miscellaneous Revenue	F.8320.410	Source General Expense	200.00	Raise Revenue/Expense lines re 34 Lakeview Drive landscaping

**VILLAGE ELECTION 3/15/22 – ELECTION INSPECTORS /POLLING WORKERS / MACHINE OPERATORS:**

On a motion by Trustee Behringer, seconded by Trustee Alley, it was:

**RESOLVED, the Board of Trustees hereby appoint the following certified County approved workers to serve as Election Inspectors / Poll Workers and Machine Operators for the March 15, 2022 Village Election. The polls will be open form 9 AM to 9 PM. Compensation for Chairman is \$150.00. Poll Workers and Machine Operators is \$125.00.**

**Machine Operators:**

**Ronald Rendano, Chairman, 40 Woodcock Road, Monroe, NY  
Gregory Valentin, 107 Second Avenue, Monroe, NY**

**Poll Workers (Inspector):**

**Robin Vandunk, 385 Harriman Heights Road, Harriman, NY  
John Graham, 10 North Main Street, Monroe, NY  
Seema Qaiser, 919 Lakes Road, Monroe, NY  
Dawn Postiglione, 53 Jay Mar Court, Monroe, NY**

**Alternate:**

**Arlene Maher, 69 Lois Lane, Monroe, NY**

**Ayes: Trustees Alley, Behringer and Karl  
Nays: None**

**INTRODUCTION OF LOCAL LAW #1 OF 2021 – OVERRIDE TAX LEVY LIMIT ESTABLISHED BY GENERAL MUNICIPAL LAW 3-C & SCHEDULING OF PUBLIC HEARING:**

**On a motion by Trustee Karl, seconded by Trustee Behringer, it was:**

**BE IT RESOLVED that an introductory Local Law, titled “A LOCAL LAW TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED BY GERNERAL MUNICIPAL LAW 3-C” is hereby introduced by Mayor Dwyer before the Board of Trustees of the Village of Monroe, County of Orange, State of New York; and**

**BE IT FURTHER RESOLVED that copies of the aforesaid proposed Local Law be laid upon the desk of each member of the Board of Trustees; and**

**BE IT FURTHER RESOLVED that the Board of Trustees shall hold a public hearing on said proposed local law at the Village Hall, 7 Stage Road, Monroe, New York at 7:00 PM on February 1, 2022; and**

**BE IT FURHER RESOLVED that the Village Clerk shall publish or cause to be published a public notice in the official newspaper of the Village of Monroe no later than five (5) days prior thereto.**

**Ayes: Trustees Alley, Behringer and Karl  
Nays: None**

**RESIGNATION: BRYAN WILLIAMS, P/T DISPATCHER:**

**On a motion by Trustee Behringer, seconded by Trustee Karl, it was:**

**RESOLVED, the Board of Trustees accepted the resignation of Bryan Williams, P/T Dispatcher, of the Monroe Police Department effective January 21, 2022. Both the Board of Trustees and Monroe Police Department wished Bryan well in his future endeavors.**

**Ayes: Trustees Alley, Behringer and Karl**

Nays: None

**VILLAGE ELECTIONS WEBINAR – DEPUTY CLERK ZAHRA:**

On a motion by Trustee Karl, seconded by Trustee Behringer, it was:

**RESOLVED**, the Board approved the attendance of Deputy Clerk Zahra for the Village Elections Webinar hosted on Wednesday, January 19, 2022 from 10:00AM to 12:00PM with a cost of \$25.00 to be allocated from budget line A.1410.4720 – Clerk Education. This webinar is an interactive presentation that covers the independent body nominating process, voter registration, absentee ballot applications, ballot preparation, election inspector appointment and training, poll watchers, election day procedures, dealing with voters not on the registration list, canvassing the vote, the clerk’s post-election responsibilities, and the availability of election records.

Ayes: Trustees Alley, Behringer and Karl

Nays: None

**PAYMENT AUTHORIZATION – LAKE STREET REVITALIZATION PROJECT – CONTINUED:**

This topic was carried over to Executive Session.

**COMPLETION OF PROBATIONARY PERIOD – SERGEANT J. MALGIERI:**

On a motion by Trustee Behringer, seconded by Trustee Alley, it was:

**RESOLVED**, Sergeant James Malgieri has hereby completed his probationary period effective January 19, 2022. The necessary MSD-426-B will be submitted to OC Department of Human Resources.

Ayes: Trustees Alley, Behringer and Karl

Nays: None

**SOMNI, INC – NY STATE LIQUOR AUTHORITY 30 DAY WAIVER REQUEST:**

A NYS Liquor Authority 30 Day Waiver Request application from Somni Inc, was sent over to the Village of Monroe from the Town of Monroe. This restaurant is relocating into a Town owned property in the Village of Monroe, 15 Lake Street. This request has now brought attention to the Building Department that a new business will be going into our downtown. Jim Cocks, Building Inspector, has not seen any filing for any kind of permit for this restaurant going in the downtown. The Building Inspector explained that a Land Use Determination form must be filed with the Building Department. Once that has been filed they would be referred to the Planning Board and need to fill out a Special Use application.

It was decided the Town of Monroe would be notified by the Building Department that a Land Use Determination form needs to be filed, as Somni, Inc would be relocating to 15 Lake Street, a Town owned property.

Mayor Dwyer did not want to hold the successful business owner back by not signing off on the thirty (30) day waiver request for the NYS Liquor Authority so it was decided to sign off with a contingency that a proper application to the Village of Monroe be filled out within five business days.

On a motion by Trustee Behringer, seconded by Trustee Karl for discussion, it was:

**WHEREAS, Somni, Inc. located at 15 Lake Street, Monroe, NY has applied for a permit to have on-premises alcoholic beverages sooner than the thirty (30) day period required by the New York State Liquor Authority law; and**

**WHEREAS, the Board of Trustees of the Village of Monroe takes no exception to the approval of the Liquor License and hereby waives its right to a thirty (30) day hold on the license application for Somni, Inc;**

**NOW THEREFORE BE IT RESOLVED, the Board of Trustees waive its right to require a thirty (30) day hold on the Somni, Inc. license application contingent upon submitting a proper application to the Village of Monroe within the next five business days.**

**Ayes: Mayor Dwyer, Trustees Alley and Behringer**

**Nays: Trustee Karl**

**DISCUSSION – WATER RATE REVIEW – AL NATOLI:**

**Mayor Dwyer and Trustee Karl spoke with Al Natoli, P.C., Law Offices of Albert A. Natoli, P.C., 233 Broadway, Suite 900, New York, NY 10279-0815. He will prepare and recommend adjustments to the rates charged for water services to properties within the Village and to Town districts and individual outside the Village.**

**On a motion by Trustee Karl, seconded by Trustee Behringer, it was:**

**RESOLVED, the Board of Trustees authorize Mayor Dwyer to sign an agreement with Al Natoli, P.C., Law Offices of Albert A. Natoli, P.C., 233 Broadway, Suite 900, New York, NY 10279-0815 to do a water rate review and not to exceed the amount of \$12,000.00 in consulting fees. The fees will be allocated from budget line F/8340.4500, Distr. Contractual.**

**Ayes: Trustees Alley, Behringer and Karl**

**Nays: None**

**DISCUSSION – NOISE ORDINANCE:**

**Noise is a challenging issue, as everyone hears sounds differently. The Board and the Police Department have been working together discussing the noise ordinance. There was discussion of a sound level meter, a device used to measure sound pressure. An acceptable measurement that is not harmful to human hearing seems to be 50 decibels. These devices range from \$50.00 to \$300.00. This device would provide the Police Department not only a decibel measure, but a standard measurement and guidance to successfully enforce and prosecute a noise complaint.**

**There was a discussion on trucks and use of their engine brakes. Attorney Terhune suggested a local law prohibiting the use of engine brakes and creating a truck route with exceptions of local deliveries.**

**Any concerns and suggestions should be sent to the Deputy Clerk, they will then be sent to Attorney Terhune to review and create a local law that is more enforceable.**

**MAYOR & TRUSTEE'S REPORT:**

**Trustee Behringer thanked the DPW and Police Department for all of their hard work. She also shared how to get a free COVID-19 test kits sent to your home through the mail for free. The Mayor asked that the link for this be sent out on constant contact and put on the Village of Monroe website.**

Trustee Karl asked if any complaints had been filed for dumping snow into the streets. Mayor Dwyer will put an insert in the upcoming water bills to remind residents not to discharge snow into the streets along with the snow and ice removal code for streets and sidewalks. Trustee Karl also thanked Rich Winters, NY Rural Water, for his assistance in finding water leaks in the distribution system.

**ATTORNEY'S REPORT:**

Nothing to report.

**PUBLIC COMMENT:** \_\_\_\_\_ **# PRESENT 1** **TIME: 8:20 PM**

No comment from the public.

**EXECUTIVE SESSION:**

On a motion by Trustee Behringer, seconded by Trustee Karl and carried, following a 5-minute recess, the Board convened in Executive Session at 8:20PM for discussion of Attorney Client.

**OPEN SESSION:** on a motion by Trustee Behringer, seconded by Trustee Karl and carried, the Open Meeting resumed at 9:54PM.

**APPOINTMENT OF SPECIAL LEGAL COUNSEL:**

On a motion by Trustee Behringer, seconded by Trustee Alley, it was:

**RESOLVED**, the Board of Trustees authorize Mayor Dwyer to sign an engagement agreement with Cokinos, Robert MacPherson, Principal, 82 E. Allendale Road, Suite 6, Saddle River, NJ 07458. Payment for this special legal counsel will be allocated from budget line A/1420.4510, Legal, Other Attorney.

**Ayes:** Trustees Alley, Behringer and Karl

**Nays:** None

**ADJOURNMENT:**

On a motion by Trustee Behringer, seconded by Trustee Alley and carried, no further business, the meeting was adjourned at 10:02PM.

Respectfully Submitted,

Kimberly Zahra

Deputy Clerk

**MONTHLY REPORTS:**

On a motion by Trustee Karl, seconded by Trustee Behringer, with all in favor, the department monthly reports were accepted and filed.

**DECEMBER 2021 VILLAGE CLERK'S REPORT SUBMITTED BY ANN-MARGRET BAXTER, VILLAGE CLERK:**

1. Minutes prepared, processed associated correspondence and Legal Notices completed for the December 7<sup>th</sup> and December 21<sup>st</sup> Board of Trustee's Meeting.
2. Permits issued: Handicap Parking: 13 Garage Sale: 0 Solicitor/Peddling: 0 Road Opening: 1 Blasting Permit: 0 Liquor License: 0 Towing Permits: 0
3. Processed 0 Event Applications.
4. Public Hearings Held: 1
5. Closed out mailing machine for month on 12/30.
6. Bi-Weekly payroll worksheets completed and submitted.
7. Collected November water rents.
8. Required paperwork filed with O.C. Department of Human Resources.
9. Oversee updates and maintenance, of Village Website and Constant Contact. (11 sent)
10. Daily retrieval of messages left during the day and after hours. Forwarded messages and responded as required.
11. Vouchers completed as required. Transmittal of money collected completed and bank deposits done.
12. Scan and email pertinent information to Board and Attorney.

**DECEMBER 2021 JUSTICE COURT REPORT:**

Total Fines: \$27,015.00 Total Surcharges: \$7,311.00 Total Parking: \$3,305.00  
Total Civil Fees: \$2,412.00 Bail Poundage Collected: \$0.00 Total Bail Forfeited: \$0.00  
*Total for December: \$40,043.00*

Vehicle & Traffic Tickets: 292 Disposed: 321  
Criminal Cases: 22 Disposed: 36 Civil Cases: 1 Disposed: 0  
Paid Parking Tickets: 70 Dismissed Traffic Tickets: 65

**DECEMBER 2021 POLICE DEPARTMENT REPORT SUBMITTED BY DARWIN GUZMAN, CHIEF:**

**CALLS FOR SERVICE**

TOTAL CALLS – 2,151  
CASES/CRIMINAL OFFENSE – 128  
ARRESTS – 53

**TRAFFIC REPORT**

TRAFFIC TICKETS – 278  
PARKING TICKETS – 49  
GAS – \$2,833.47 / 1,110.18G  
MVA's – 29

**TRAINING**

WPV - Zelenoy  
Harassment - Zelenoy  
SFST Performance / Impaired Drug / DUI - Freeman  
EMT Original - Hansen

EMT Refresher – Gayler / Farningham

K-9 - Berke

Bloodborne Pathogens / Hazardous Chemicals - Lindell

Datamaster – Farningham / Lindell

Law Enforcement Updates / Practice / Procedure – Guzman / Young / Grosso

**DECEMBER 2021 FILTRATION PLANT REPORT SUBMITTED BY ERNEST MABEE,  
CHIEF OPERATOR:**

Production: Lake Mombasha: 33,847,372                      27,653,804 Gallons LY 2020  
Well #4: 4,765,119    4,978,220 Gallons LY 2020

Consumption: 38,612,491 Gallons / 32,632,024 Gallons LY 2020

Water Samples / Testing: Passed

Rainfall: 1.90”

Reservoir: -1

**Miscellaneous:**

Mark Outs

2 Reservoir Inspections

Final Water Reads

Daily Equipment Maintenance at Plant and Well

Weekly and Monthly Water Testing to Lab, All Results Good

Updated Diamond Maps

Three Water Main Breaks – Owen Dr., O’Sullivan, and Forestdale

Rich Winters here to locate Water Main Breaks

Link Seal to Filter 5 Replaced

Replaced Chlorine Lines at Well #4

**DECEMBER 2021 DPW SUBMITTED BY LARRY GIUDICE, HEAVY EQUIPMENT  
OPERATOR:**

1. Garbage removal in Village and around ponds eight times.
2. Fuel light towers.
3. Put out Christmas lights and decorations.
4. Put lawn mowers and leaf machines away for the season.
5. Took down Veteran Banners.
6. Set-up for Winter Fest.
7. Installed two new signs – Police Vehicles Only.
8. Cleaned up and used leaf blower at 34 West Mombasha.
9. Installed new drainage on Mine Road.
10. Cleaned out easements in Maple Knolls.
11. Leaf pick-up.
12. Check streams in Village.
13. Repaired lights between ponds.
14. Cleaned stream between Franklin Avenue and the Park.
15. Cleaned stream between Spring Street and Clark Street.
16. Repaired and blacktopped water main breaks on Forestdale Avenue and O’Sullivan Lane.
17. Salted Village roads one time.
18. Checked roads for icy spots.
19. Repaired and blacktopped water main break on Owen Drive.
20. Picked papers in the park.
21. Cleaned trucks.
22. Cleaned shop.

**DECEMBER 2021 BUILDING DEPARTMENT AS SUBMITTED BY ASSISTANT BUILDING INSPECTOR PROULX:**

<b>Building Permits Issued:</b>	<b>30</b>
<b>Rental Inspections Completed:</b>	<b>2</b>
<b>Title Searches Completed:</b>	<b>46</b>
<b>Violations Issued:</b>	<b>6</b>
<b>Warnings Issued:</b>	<b>12</b>
<b>Building Permit Inspections Performed:</b>	<b>88</b>
<b>C.O's Issued:</b>	<b>21</b>
<b>Complaint Inspections:</b>	<b>76</b>
<b>Fire Inspections:</b>	<b>1</b>

**Open, active building permits: 481**

**FOIL Requests: 5**

<b>Building Permit Fees:</b>	<b>\$ 34,087.75</b>
<b>Rental Permit Fees:</b>	<b>0.00</b>
<b>Fire Inspection Fees:</b>	<b>0.00</b>
<b>Title Search Fees:</b>	<b><u>3,900.00</u></b>
<b>Total Collected Fees:</b>	<b>\$ 37,987.75</b>

**Monthly Assessor's Report**

**Monthly report to FD for Solar**

**Daily cash deposits to Clerk**

**Bi Monthly mailing for expired permits**

**Attendance at Planning Board Meetings, Village Board, and ZBA Meetings**

**MONROE FIRE DISTRICT OFFICERS 2021:**

**Commissioners: Thomas Sullivan – Chairman, Jason Kalter – Vice Chairman, John Centofanti, Pat Patterson, Tom Lowe**

**Secretary: Kathleen Aherne**

**Treasurer: Richard Goldstein**

**Chief Rich Lenahan, 1<sup>st</sup> Ass't Chief Jon Dolch, 2<sup>nd</sup> Asst. Chief John Scherne**



**DECEMBER 2021 TREASURER'S REPORT SUBMITTED BY CATHERINE MURRAY:**

Treasurer's Report Village of Monroe December 2021
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**SIGNIFICANT ACTIVITY (REVENUES)**

Bank interest	695
Utility Gross Receipts Tax	22,220
Rental Real Property	7,366
Building Permits	40,538
Fines & Forfeited Bail	27,422

**SIGNIFICANT ACTIVITY (EXPENDITURES)**

Law Contractual/Other Atty	7,244
PD Uniform Allowance	5,129
PD Contractual	7,421
St Maint Equipment Maintenance	10,665
Parks Contractual	7,695
Parks General Maintenance	8,826
Police - NYS Retirement	527,825
Distribution Contractual (water)	138,706
Bond Water System Principal & Interest	
NYS Retirement - General Fund	276,722
- Water Fund	69,180
	345,902
Liability Insurance - General Fund	37,383
- Water Fund	10,506
	47,889
Health Insurance - General Fund	156,237
- Water Fund	17,420
	173,657

**STATUS OF FY2021 CONTINGENCY ACCOUNTS**

**CURRENT BALANCE**

General Fund Appropriation -budgeted	\$133,239	133,239
Water Fund Appropriation -budgeted	\$25,000	25,000

**COMMENTS:**

We have completed 7 months of the fiscal year and expenses should be at 58.3%. The expenses are at 57.2% for the General Fund and 77.8% for the Water Fund.

Respectfully submitted,  
Catherine Murray  
Treasurer