

**Village of Monroe Board of Trustees Meeting – Monday, November 3, 2025**

**VILLAGE OF MONROE  
BOARD OF TRUSTEES MEETING  
MONDAY, NOVEMBER 3, 2025  
([www.villageofmonroe.org](http://www.villageofmonroe.org))**

The first of the bi-monthly meetings of the Board of Trustees was held on Monday, November 3, 2025 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 Behringer, Ferraro, Karl, and O'Connor  
Also present: Attorney Terhune and Clerk Zahra**

**DUE PROCESS HEARING 11.3.2025 – 7:00PM  
UNSAFE BUILDING – 13 LAKES ROAD – SBL #212-2-2**

A Due Process Hearing was held on Monday, November 3, 2025 at 7:00PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, NY. The hearing was held to review the violation issued by the Village of Monroe Code Enforcement Officer on the following property within the Village of Monroe: 13 Lakes Road (TM# 212-2-2). The Board received a memorandum from Ronald Svrcek, Code Enforcement Officer, dated October 30, 2025, regarding the violations issued to said Property and heard testimony from the CEO Svrcek as to the unsafe condition, specifically, the storage of propane tanks inside the building located on the Property which, in the CEO's expert opinion, constitute an imminent danger, among other hazards.

**Present: Mayor Dwyer, Trustees Behringer, Ferraro, Karl, and O'Connor  
Also present: Attorney Terhune and Clerk Zahra**

**On a motion by Trustee Behringer, seconded by Trustee O'Connor, and carried, the hearing was opened at 7:04 PM.**

The reason for the “due process” hearing is that only the owner of the property that has been issued this violation is allowed to speak. No public comment is allowed. No one appeared to speak on behalf of the property owner.

Code Enforcement Officer Svrcek reported unsafe conditions at 13 Lakes Road, including missing windows, evidence of raccoon activity, unsecured doors, a partially collapsed roof, siding debris in the street, and visible propane tanks located inside the building at the right rear corner.

**With no further comments or questions, on a motion by Trustee Behringer, seconded by Trustee Ferraro and carried, the due process hearing was closed at 7:20 PM.**

**MINUTE APPROVAL – OCTOBER 21, 2025 BOARD MEETING:**

**On a motion by Trustee Karl seconded by Trustee O'Connor, the Minutes of the October 21, 2025 Board Meeting were approved.**

**Ayes: Trustees Behringer, Ferraro, Karl, and O'Connor  
Nays: None**

**POLICE DEPARTMENT PROMOTION – DOUGLAS HANSEN – DETECTIVE:**

**RESOLVED, the Board of Trustees accepts the recommendation of Police Chief Guzman and approves the promotion of Police Officer Douglas Hansen to the position of Detective effective November 4, 2025. As per the agreement between the Village of Monroe Police Benevolent Association, the “detective salary” is \$120,867.00. The necessary MSD 426-B will be submitted to Orange County Department of Human Resources.**

**On a motion by Trustee Behringer, seconded by Trustee Karl**

**Ayes: Trustees Behringer, Ferraro, Karl and O'Connor  
Nays: None**

**COMPLETION OF PROBATION – TINA TRIPOLI – JUSTICE COURT:**

**RESOLVED**, the following employee hereby completes their probationary period:

**Tina Tripoli, Clerk to Village Justice – effective November 7, 2025**

**The necessary MSD-426B will be submitted to OC Department of Human Resources.**

**On a motion by Trustee O'Connor, seconded by Trustee Karl**

**Ayes: Trustees Behringer, Ferraro, Karl and O'Connor**

**Nays: None**

**CERTIFICATION OF UNPAID VILLAGE TAXES:**

**RESOLVED**, the Board of Trustees is authorized to sign and certify the “Unpaid Village Tax Return” upon verification by Treasurer Feliz that the unpaid tax amount of \$287,673.21 is correct. It is further;

**RESOLVED**, that upon verification and certification, the document is to be submitted to Orange County Department of Finance by November 15, 2025.

**On a motion by Trustee O'Connor, seconded by Trustee Behringer**

**Ayes: Trustees Behringer, Ferraro, Karl and O'Connor**

**Nays: None**

**OFFICES TO BE FILLED @ MARCH 18, 2026 ELECTION:**

**RESOLVED**, the Board of Trustees designate the following offices to be filled pursuant to Section 104-104, subdivisions 3 (a) of the Election Law, at the Village Election to be held on Wednesday, March 18, 2026, located at 7 Stage Road.

<b>MAYOR</b>	<b>1 POSITION</b>	<b>4 YEAR TERM</b>
<b>TRUSTEE</b>	<b>2 POSITIONS</b>	<b>4 YEAR TERMS EACH</b>

**On a motion by Trustee Ferraro, seconded by Trustee Karl**

**Ayes: Trustees Behringer, Ferraro, Karl and O'Connor**

**Nays: None**

**COMPLIMENTARY HOLIDAY PARKING IN THE METERED CENTRAL BUSINESS DISTRICT:**

**RESOLVED**, the Board of Trustees declares “Complimentary Holiday Parking” from December 1, 2025 through January 2, 2026 in the Central Business District of the Village.

**On a motion by Trustee Ferraro, seconded by Trustee Behringer**

**Ayes: Trustees Behringer, Ferraro, Karl and O'Connor**

**Nays: None**

**DISCUSSION: GARBAGE PAILS IN RESIDENTIAL AREAS:**

The objective of this discussion is to ensure that garbage and recycling pails are placed, stored, and collected in a manner that keeps streets, sidewalks, and public spaces safe, accessible, and visually appealing. We are faced with ongoing challenges with garbage pails being left on sidewalks or in the street before and after collection. This interferes with street cleaning, snow removal, and traffic flow, obstruct pedestrian access, and create visual clutter and contribute to littering or pest problems. Pails should be placed behind the curb line, not blocking sidewalks or driveways. Empty pails should be removed from the curbside within 24 hours after collection. Garbage containers should be stored on resident's property in the garage or side yard. Multifamily properties should provide a designated storage area screened from public view.

Interstate Waste should also be more courteous and ensure that trash pails are returned curbside and not left in the street after they are emptied. The Board has asked that a letter be drafted and sent to the Town of Monroe Board in hopes for their support with this issue.

**PAYMENT AUTHORIZATION #3 – VAN KEUREN BOOSTER PUMP STATION PROJECT – ELECTRIC CONSTRUCTION:**

**RESOLVED**, the Board of Trustees accepts the recommendation of Village Engineer, David Higgins P.E., and approves Payment No. 3 submitted by TAM Enterprises, Inc., for the Van Keuren Booster Pump Station project, electric construction, in the amount of \$10,610.93, to be allocated from budget line F.8340.4500, Distribution Contractual. All documentation has been reviewed and found complete. Mayor Dwyer is hereby authorized to sign the voucher for payment.

**On a motion by Trustee Karl, seconded by Trustee O'Connor**

**Ayes: Trustees Behringer, Ferraro, Karl and O'Connor**

**Nays: None**

**PERMISSION TO ATTEND NYCOM WEBINARS / ZBA MEMBERS:**

**RESOLVED**, the Board of Trustees approves the attendance of the ZBA Members and the ZBA Secretary to webinars being hosted by New York Conference of Mayors on the dates listed: November 20<sup>th</sup> – Gaining Access: Understanding the Laws Regarding Accessing Private Property, December 4<sup>th</sup> – What Does it all Mean? An Overview of the Process for Divining What Local Zoning Terms Mean?, December 11<sup>th</sup> – Understanding and Dealing with the Special Land Use Laws Governing Religious and Educational Properties, December 18<sup>th</sup> – Signs, Signs, Everywhere are Signs. Cost of the webinar registrations are to be allocated from budget line A.8010.4720, Zoning Education in amount not to exceed \$520.00.

**On a motion by Trustee O'Connor, seconded by Trustee Behringer**

**Ayes: Trustees Behringer, Ferraro, Karl and O'Connor**

**Nays: None**

**DEPARTMENT OF PUBLIC WORKS SURPLUS – AUCTIONS INTERNATIONAL:**

**WHEREAS**, State Law requires equipment no longer needed by a municipality be sold at fair market value after declaring it surplus and no longer needed.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Trustees accepts the recommendation of Working Leader Chiappetta and declares the following equipment surplus to the needs of the Village and authorizes it to be auctioned through Auctions International, to the highest bidder. Equipment to be auctioned is as follows:

- 2012 F350 Crew Cab - VIN 1FT8W3B69CEB36512 – Mileage – 103,804
- 2008 F150 - VIN 1FTRF14W18KE23809 – Mileage – 108,497
- Stihl Chainsaw 200T
- Old Jumping Jack
- Old Plate Tamper
- Ryobi Power Washer
- 2 Koshin Trash Pumps – Was replaced – Water Department
- Old Snow Blower Toro Power Max 826LE – Water Department

**On a motion by Trustee Karl, seconded by Trustee O'Connor**

**Ayes: Trustees Behringer, Ferraro, Karl and O'Connor**

**Nays: None**

**DISCUSSION: VILLAGE OF MONROE SIGNS:**

**RESOLVED**, the Board of Trustees authorizes the purchase of two Village of Monroe signs made using high density urethane foam (HDU), top quality material for outdoor signs, from RShapes.com. The dimensions of the signs are 66" X 33" oval, and a 71" wide ribbon, the thickness is 1.5" at the oval and 2.5" at the ribbon. The lead time is 4 to 6 weeks. The costs per sign is \$2,000.00 totaling \$4,000.00, with a 50% deposit due at order and 50% at sign delivery, to be allocated from budget line A.7110.2010, Parks Crane Parks Improvement.

**On a motion by Trustee Ferraro, seconded by Trustee Karl**

Ayes: Trustees Behringer, Ferraro, Karl and O'Connor  
Nays: None

**TRI-COUNTY NYSBOC TRAINING – BUILDING / CODE ENFORCEMENT DEPARTMENT – EDLYN PEREZ:**

**RESOLVED**, the Board of Trustees approves the attendance of Edlyn Perez to the Tri-County NYSBOC training class, to be held November 11<sup>th</sup> through November 14<sup>th</sup>, 2025, at the Best Western located at 503 Washington Avenue, Kingston, New York. The total cost of this training is \$450.00 including meals and will be allocated from budget line A.3620.4720, Building Department Education. A Village vehicle will be utilized for transportation to the training daily.

On a motion by Trustee O'Connor, seconded by Trustee Behringer

Ayes: Trustees Behringer, Ferraro, Karl and O'Connor  
Nays: None

**DPW – REQUEST TO PURCHASE – EQUIPMENT TRAILER:**

Aldo Chiappetta, DPW Working Leader, received estimates for an equipment trailer in the amount of \$8,266.00 from Paul Congelosi Trailer Sales, Inc., Montgomery, New York, and \$6,895.00 from Roxbury Trailer Sales, Kenvil, New Jersey.

**RESOLVED**, the Board of Trustees approves the purchase of a new equipment trailer, 7 X 18 Sure-Trac from Roxbury Trailer Sales, Kenvil, New Jersey, for the Department of Public Works, to be allocated from budget line A.5110.2500, Street Maintenance Other Equipment.

On a motion by Trustee Ferraro, seconded by Trustee Karl

Ayes: Trustees Behringer, Ferraro, Karl and O'Connor  
Nays: None

**DPW – REQUEST TO PURCHASE – FISHER SNOWPLOW:**

Aldo Chiappetta, DPW Working Leader, received estimates for a Fisher Snowplow in the amount of \$7,795.00 from Automotive Audio LTD., Newburgh, New York, and \$7,600.00 from Rockland Truck Equipment, Haverstraw, New York.

**RESOLVED**, the Board of Trustees approves the purchase of a new Fisher Snowplow from Rockland Truck Equipment, Haverstraw, New York, for the Department of Public Works, to be allocated from budget line A.5142.2400, Snow Removal Equipment.

On a motion by Trustee O'Connor, seconded by Trustee Behringer

Ayes: Trustees Behringer, Ferraro, Karl and O'Connor  
Nays: None

**DPW & WATER DEPT – REQUEST TO PURCHASE – JUMPING JACK WACKER & PLATE TAMPER:**

**RESOLVED**, the Board of Trustees approves the purchase of a Jumping Jack Wacker BS68 in the amount of \$3,095.00 and a Plate Tamper Wacker 1550AW in the amount of \$1,995.00 from Marshall Machinery, Middletown, New York, to be utilized in the Department of Public Works and Water Department. The total cost of these purchases, \$5,090.00, will be split between budget lines A.5110.2500, Street Maintenance Other Equipment and F.8340.2500, Distribution Other Equipment.

On a motion by Trustee Ferraro, seconded by Trustee Karl

Ayes: Trustees Behringer, Ferraro, Karl and O'Connor  
Nays: None

**VILLAGE OF MONROE BOARD OF TRUSTEES RESOLUTION CONCERNING VIOLATION OF PROPERTY MAINTENANCE – 13 LAKES ROAD SBL #212-2-2:**

Property Location: 13 Lakes Road / SBL #212-2-2 / Monroe, NY 10950

A due process hearing before the Board of Trustees was held on November 3, 2025, regarding a violation from the Village of Monroe Code Enforcement Officer for the immediate remedying of an unsafe condition at the premises identified as 13 Lakes Road, Village of Monroe (the "Property"). The Board received a memorandum from Ronald Svrcek, Code Enforcement Officer, dated October 30, 2025, regarding the violations issued to said Property and heard testimony from the CEO Svrcek as to the unsafe condition, specifically, the storage of propane tanks inside the building located on the Property which, in the CEO's expert opinion, constitute an imminent danger, among other hazards.

Having heard the testimony of CEO Svrcek, the Board of Trustees authorizes CEO Svrcek to remove the propane tanks to eliminate the hazard and take such other actions to remove other imminent hazards and secure the Property such that it is no longer a threat to the health and safety of Village residents and, furthermore, that costs may be assessed to the Property owner, but the owner failed to appear.

Therefore, be it Resolved, that pursuant to the authority vested in the Village by PMCNYS [NY] §108.1–108.2, PMCNYS [NY] §103.2–103.2.1, and Village Code §200-67, the Board of Trustees hereby authorizes the Code Enforcement Officer to take the following actions:

**Remove the propane tanks and remedy any other imminent hazards.**

**On a motion by Trustee Karl, seconded by Trustee O'Connor**

**Ayes: Trustees Behringer, Ferraro, Karl and O'Connor**

**Nays: None**

**EVENT APPLICATION – VILLAGE OF MONROE WINTER FESTIVAL 2025:**

**RESOLVED**, the Board of Trustees approves the event application submitted by Mayor Dwyer to hold the 2025 Winter Festival, an outdoor community gathering with music, activities, sleigh rides, tree lighting, Santa and Mrs. Claus. The event will be held on Sunday, November 30, 2025 from 3PM to 6PM on Lake Street between ponds. Approval and sign-off have been done by the DPW, Building Department, and the Police Department. The Village's insurance carrier, Marshall & Sterling will be notified.

**On a motion by Trustee Behringer, seconded by Trustee Ferraro**

**Ayes: Trustees Behringer, Ferraro, Karl and O'Connor**

**Nays: None**

**MAYOR & TRUSTEE'S REPORT:**

Mayor Dwyer announced that Veterans Day will be observed on November 11th, honoring all veterans at American Legion Post 488. Ceremonies will begin there, and all are welcome to attend.

Trustee Behringer said that honoring our veterans is very important and encouraged everyone to thank a veteran for their service. She suggested dropping off a card at the American Legion to show appreciation to a veteran. She also commented on the recent Fall Festival at Smith's Clove Park, noting what a great time it was, featuring a pie-eating contest, chili cook-off, food trucks, and music.

Trustee Ferraro thanked the Girl Scouts for their scarecrows. He and Mayor Dwyer took a picture with their "new hire," Griffin the Scarecrow. He also noted that there are still unpaid picket fence posts for Airplane Park, and unfortunately, without payment, the fence posts cannot be held. Payment must be made by December 1.

Trustee Karl asked that residents rake their leaves to the edge of their property and not place them in the street. He also reminded residents that brush should not be commingled, and there is no parking from 10 p.m. to 6 a.m. from November 1st through April 1st.

Trustee O'Connor said that the kids on Halloween were very respectful in his neighborhood and that it was a fun time.

**ATTORNEY'S REPORT:**

Nothing to report.

**PUBLIC COMMENT:**

**# PRESENT 0**

**TIME: 8:10 PM**

**No public comment.**

**EXECUTIVE SESSION:**

**On a motion by Trustee Behringer, seconded by Trustee O'Connor, and carried, following a 5-minute recess, the Board convened in Executive Session at 8:10 PM for discussion of Personnel.**

**OPEN SESSION:**

**On a motion by Trustee Ferraro, seconded by Trustee Behringer, and carried, the Open Meeting resumed at 9:05 PM.**

**AUTHORIZATION OF SALARY ADJUSTMENT FOR ALDO CHIAPPETTA, DPW WORKING LEADER:**

**WHEREAS, pursuant to Article XXVIII, Section (6) of the collective bargaining agreement, the individual serving as the Working Leader receives an increase of \$2.00 per hour above the base pay scale; and**

**WHEREAS, the Village recognizes that Aldo Chiappetta has been serving as the Department of Public Works (DPW) Working Leader and has undertaken additional duties and responsibilities in that capacity; and**

**WHEREAS, the Board of Trustees wishes to provide Mr. Chiappetta with additional compensation for these duties without making a permanent change to the collective bargaining agreement;**

**NOW, THEREFORE, BE IT RESOLVED, that in recognition of these additional duties, the Village of Monroe Board of Trustees hereby approves an hourly rate of \$52.77 for Aldo Chiappetta, DPW Working Leader, effective June 1, 2025; and**

**BE IT FURTHER RESOLVED, that this rate reflects a \$5.00 per hour increase above his current rate of \$47.77 per hour; and**

**BE IT FURTHER RESOLVED, that this rate shall remain in effect for the duration of Mr. Chiappetta's service as Working Leader, and in the event he separates from the Village or no longer serves in that capacity, the pay shall revert to the rate set forth in Article XXVIII, Section (6) of the collective bargaining agreement; and**

**BE IT FURTHER RESOLVED, that nothing herein shall be interpreted as a requirement that the Village maintain a Working Leader position.**

**On a motion by Trustee Ferraro, seconded by Trustee Behringer**

**Ayes: Trustees Behringer, Ferraro, Karl, and O'Connor**

**Nays: None**

**ADJOURNMENT:**

**On a motion by Trustee Ferraro, seconded by Trustee Behringer and carried, no further business, the meeting was adjourned at 9:05 PM.**

**Respectfully Submitted,**

**Kimberly Zahra  
Village Clerk**