

Village of Monroe Board of Trustees Meeting July 15, 2025

VILLAGE OF MONROE  
BOARD OF TRUSTEES MEETING  
TUESDAY, JULY 15, 2025  
([www.villageofmonroe.org](http://www.villageofmonroe.org))

The second of the bi-monthly meetings of the Board of Trustees was held on Tuesday, July 15, 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, and O'Connor  
Also present: Attorney Terhune and Clerk Zahra  
Absent: Trustee Karl

**MINUTE APPROVAL: JUNE 17, 2025 BOARD MEETING:**

On a motion by Trustee Behringer, seconded by Trustee Ferraro, the Minutes of the June 17, 2025 Board Meeting were approved.

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

**BUDGETARY TRANSFERS / MODIFICATIONS:**

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

\$91.00 FROM: A.3389, Other Public Safety  
TO: A.3120.2500, PD Other Equipment  
Raise revenue and accounts RE: Sale of PD Equipment

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

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

**COMPLETION OF PROBATION – BUILDING / CODE ENFORCEMENT  
DEPARTMENT – E. ALEGRIA & E. MEDINA:**

RESOLVED, the following employees hereby complete their probationary period:

Elena Alegria – effective July 15, 2025  
Emily Medina – effective July 15, 2025

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

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

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

**APPOINTMENT – SEASONAL LABORER – WATER DEPARTMENT – J. CASTANA:**

RESOLVED, the Board of Trustees approves the appointment of Jacob Castana, Monroe, New York 10950, to the position of Seasonal Laborer for the Water Department. Jacob will be transferring to this position from seasonal intern at Village Hall. Preapproval has been given from Orange County Department of Human Resources with an effective date of July 7, 2025 at \$20.00/hour.

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

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

**RESIGNATION – F. ARMSTRONG – SCHOOL RESOURCE OFFICER (SRO):**

**RESOLVED, the Board of Trustees accepts the resignation of School Resource Officer Francis Armstrong, effective July 10, 2025. The Board wishes Officer Armstrong well in his future endeavors.**

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

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

**RESOLUTION AUTHORIZING CLIMATE SMART COMMUNITIES FUNDING REQUEST FOR THE MILL POND SEDIMENT REMOVAL PROJECT AND PLEDGING MATCHING FUNDS:**

WHEREAS, the Village of Monroe hereby requests financial assistance from the New York State Department of Environmental Conservation (NYSDEC) Climate Smart Communities (CSC) Grant Program pursuant to Environmental Conservation Law Article 54, Title 15; and

WHEREAS, the Village of Monroe has participated in the Orange County Climate Adaptation Plan and the All-Hazard Mitigation Plan and desires to build on these efforts; and

WHEREAS, the Mill Ponds provide an important resource to the Village and the Ramapo River watershed. The Village has invested considerable resources in the removal of sediments from the South Pond and desires to further remove sediments from the North Pond; and

WHEREAS, the Climate Smart Communities (CSC) program provides funding for climate adaptation measures including dredging/sediment removal to preserve the improve storm resiliency and natural benefits that Mill Pond provides to the Ramapo River watershed; and

WHEREAS, the Village has secured a preliminary estimate for the cost of design, permitting and construction of the dredging. That cost is estimated at approximately \$2.4 million (2027 dollars) and the Village will seek funding support for this work.

THEREFORE, BE IT RESOLVED, that Village of Monroe hereby authorizes Mayor Dwyer, to act on its behalf in submittal of an application through the Consolidated Funding Application (CFA) program requesting \$1,000,000 in funds to be used for the Millpond Sediment removal project.

BE IT FURTHER RESOLVED, the Village of Monroe certifies that it has identified matching funds of \$1,000,000 from the general fund pursuant to the requirements of Environmental Conservation Law Article 54 Title 15.

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

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

**RESOLUTION AUTHORIZING THE SUBMISSION OF A CFA APPLICATION FOR RTP FUNDING:**

WHEREAS, the Village of Monroe seeks to improve regional bike connectivity, enhance recreational opportunities, and improve residents' access to the regional Heritage Trail through enhancements to the Crane Park trail system and Millpond Parkway corridor; and

WHEREAS, the Village of Monroe has developed a comprehensive project to implement trail improvements and safety upgrades in Crane Park, including a new multi-use path, ADA-compliant features, landscaping, and a safer pedestrian crossing to Airplane Park and the

Heritage Trail; and

WHEREAS, the New York State Office of Parks, Recreation, and Historic Preservation administers the Recreational Trails Program (RTP) under the Consolidated Funding Application (CFA), which supports the development and maintenance of recreational trail facilities; and

WHEREAS, the total cost of the Village of Monroe's trail improvement project is estimated at \$1.2 Million, and the Village is requesting \$300,000 in federal RTP funding to support implementation; and

WHEREAS, the Village of Monroe will provide in excess of the required 20% match of \$100,000 in local funds to fulfill the RTP grant requirements;

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Monroe hereby authorizes Mayor Dwyer to act on its behalf in the submission of a CFA application to the RTP program for \$300,000, and to execute all financial and administrative processes related to the grant, including contracts, certifications, and reporting requirements;

BE IT FURTHER RESOLVED that the Village of Monroe certifies it has identified and will commit the required matching funds toward the implementation of this project.

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

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

**Nays: None**

**REFUND REQUEST - BUILDING PERMIT FEE – SBL #207-4-9:**

The property owner at 68 Franklin Avenue, SBL #207-4-9, submitted an application for a building permit on July 22, 2024 with payment in the amount of \$649.50. The submitted permit application was for a 24' X 18.5' rear two-story addition with basement to the existing two-story two-family residence. The property is located in the SR-10 District and according to the Table of District Uses and Bulk Regulations, SR-10 the existing two-family dwelling is not a permitted use. The existing two-family dwelling is a preexisting nonconforming structure and use and is permitted to remain as is without any additions or alternations as per Village Code 200-62 and 200-63.

The property owner is requesting a refund for the building permit fee in the amount of \$574.50, due to the denial of the building permit application. This amount reflects the total permit fee paid, less the \$75.00 application fee.

**RESOLVED**, the Board of Trustees hereby authorizes the refund of the building permit fee paid in connection with the proposed rear addition to the two-family dwelling located in the SR-10 Zoning District, SBL #207-4-9, in the amount of \$574.50, due to the denial of the building permit application.

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

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

**Nays: None**

**BUILDING / CODE ENFORCEMENT POLICY AND PROCEDURES MANUAL:**

Tabled for further review.

**UPDATED FEE SCHEDULE - BUILDING / CODE ENFORCEMENT DEPARTMENT:**

Tabled for further review.

**INTRODUCTORY LOCAL LAW OF 2025 – AMENDMENT TO CHAPTER 200, ZONING, UNSAFE BUILDINGS & SCHEDULING OF PUBLIC HEARING:**

**BE IT RESOLVED** that an introductory Local Law, titled “Amendment to Chapter 200, Zoning, Unsafe Buildings” 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 August 19, 2025; and

**BE IT FURTHER 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 ten (10) days prior thereto.

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

**Ayes:** Trustees Behringer, Ferraro, and O’Connor

**Nays:** None

**DISCUSSION - 13 LAKES ROAD:**

The introductory local law, Amendment to Chapter 200, Zoning, Unsafe Buildings was discussed in regards to the condition at 13 Lakes Road.

**INTRODUCTORY LOCAL LAW OF 2025 – AMENDMENT TO CHAPTER 155A, PROPERTY MAINTENANCE LAW & SCHEDULING OF PUBLIC HEARING:**

**BE IT RESOLVED** that an introductory Local Law, titled “Amendment to Chapter 155A, Property Maintenance Law” 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 August 19, 2025; and

**BE IT FURTHER 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.

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

**Ayes:** Trustees Behringer, Ferraro, and O’Connor

**Nays:** None

**AUDITOR DESIGNATION – PKF O’CONNOR DAVIES ACCOUNTANTS AND ADVISORS:**

**RESOLVED**, the Board of Trustees authorizes Mayor Dwyer to sign the letter of engagement with PKF O’Connor Davies Accountants and Advisors for the purpose of an audit in an amount not to exceed \$75,000.00 allocated from budget line A1320.4500, Auditor Contractual.

**On a motion by Trustee O’Connor, seconded by Trustee Ferraro**

**Ayes:** Trustees Behringer, Ferraro, and O’Connor

**Nays:** None

**MAYOR & TRUSTEE’S REPORT:**

**Mayor Dwyer thanked all of the vendors that participated in the Independence Day Celebration on Thursday, July 3<sup>rd</sup>. He also thanked all emergency services and our DPW. Thank you to the Town of Monroe and the Village of Harriman for their contribution to the fireworks provided by Garden State Fireworks. Lastly, he thanked Trustee Karl for all of his efforts in planning the successful Independence Day Celebration. Mayor Dwyer also announced the acquisition of Kloiber's Pond. The acquisition helps to protect the watershed.**

**Trustee Behringer commented that the firework celebration and display was incredible. She also said come out to the summer concerts and enjoy a nice night out. While you are at the concert be sure to support the local businesses and grab a bite to eat and check out the downtown.**

**ATTORNEY'S REPORT:**

**Nothing to report.**

**PUBLIC COMMENT: # PRESENT 4 TIME: 7:26PM**

**Email received from Julia Kole 7/1/25 to be placed in Public Comment:**

I know the traffic and speeding on stage road comes up because I see the speed trackers but never any solutions to the speeding on the road.

My neighbors had a serious accident and still nothing to abate the speeding.

I would like to request that a 3 way stop sign be put at rye hill road and that a 2 way stop sign be put at the entrance from orange turnpike.

My house is 15 feet from stage road which is more like a super highway in the morning and evening with a steady throng of traffic all day long.

I can't walk my dog. It's hard to garden the front of my house. There's tons of pedestrian traffic and yet people are still zooming around. It's dangerous and scary.

Thank you for your time and consideration.

I would like this letter read at your next board meeting.

Thank you.

Happy 4th!

Julia

**Carol Sotiropoulos, resident of Monroe, spoke about her concerns for ICE. She feels that Chief Guzman is doing the right thing by following the guidelines delineated in the state Attorney General's memorandum. She doesn't want local police cooperating with ICE beyond what they are required by law to do.**

**Abraham Cohn, Village resident, thanked the Board for the 4<sup>th</sup> of July celebration. He realizes the logistics of planning such an event. He also inquired about the dredging bags and what are we doing with them. He also suggested placing a mirror, for safety reasons, by the exit between Village Hall and the Town of Monroe owned building. He feels it would be beneficial. He also suggested running a contest on the Village website for songs to be played throughout the Village speakers, the top 15 or 20 picked should be played. It's an idea for community engagement. Mr. Cohn would also like the trees and brush lining Spring Street looked at for trimming.**

**Yosie Dresner, Village resident of Windgate Woods, feels targeted by Parking Enforcement Officer Pino. After reviewing other local municipalities codes in the area, the Village of**

Monroe, is the only municipality that prohibits commercial vehicles from parking on the street during the day. Mr. Dresner, a school bus driver with a big family, likes to go home with the bus on his breaks from his bus route to give his children some love. He wants to know why he cannot park the bus on his driveway when he comes home on his break. Anytime he does bring the bus home to stop and see his family, he is ticketed, even if only for a few minutes. There must be a solution to this issue.

Joel Teller, Village resident, thanked Mayor Dwyer and the Board for keeping the community safe. He is concerned that lights in the area of Freeland Street are always going out during storms. He does acknowledge that O & R responds quickly to the outages, but would like to see O & R address any issues as to why this is happening. He also feels that signs should be placed in Windgate Woods for No Parking / No Standing / No Commercial Parking, so that people can physically see what is not allowed. Mr. Teller drives a school bus for a living and would like to come home with his bus on his breaks to see his family without being ticketed. He would like to negotiate with the Village to come to a solution. He also handed in petitions to support school bus drivers and their right to park near their homes, which are attached to the minutes.

#### **ADJOURNMENT:**

On a motion by Trustee O'Connor, seconded by Trustee Behringer and carried, no further business, the meeting was adjourned at 8:30 PM.

#### **MONTHLY REPORTS:**

On a motion by Trustee Ferraro, seconded by Trustee O'Connor, with all in favor, the department monthly reports were accepted and filed.

Respectfully submitted,

Kimberly Zahra  
Village Clerk

#### **JUNE 2025 VILLAGE CLERK'S REPORT SUBMITTED BY KIMBERLY ZAHRA, VILLAGE CLERK:**

1. Minutes prepared, processed associated correspondence and Legal Notices completed for the June 3<sup>rd</sup> and June 17<sup>th</sup> Board of Trustee meetings.
2. Permits issued: Handicap Parking: 11 Garage Sale: 3 Solicitor/Peddling: 0  
Road Opening: 0 Blasting Permit: 0 Liquor License: 0 Towing Permits: 0
3. Processed 2 Event Applications.
4. Public Hearings Held: 1 Due Process Hearing: 0
5. Bi-Weekly payroll worksheets completed and submitted.
6. Bi-Weekly payroll worksheets for Highway and Water Departments completed and submitted.
7. Collected May water rents.
8. Required paperwork filed with O.C. Department of Human Resources.
9. Processed FOIL requests.
10. Provided Notary Services.
11. Oversee updates and maintenance, of Village Website and Constant Contact.
12. Daily retrieval of messages left during the day and after hours. Forwarded messages and responded as required.
13. Vouchers completed as required. Transmittal of money collected completed and bank deposits done.
14. Scan and email pertinent information to Board and Attorney.
15. Scan documents into DOCUWARE.
16. Maintain calendar for Mayor Dwyer.
17. Closed out mailing machine for month 06/30/25.
18. Edmunds virtual meeting for Water Software.

19. Prepared concert contracts and vouchers for Summer Concert Series.
20. Processed Village Tax Payments FY2025/2026.
21. Processed and recorded picket fences post sales for Airplane Park.

**JUNE 2025 JUSTICE COURT REPORT:**

Total Fines: \$35,813.00 Total Surcharges: \$8,652.00 Total Parking: \$5,780.00  
Total Civil Fees: \$3,177.000 Bail Poundage Collected: \$00.00  
Total Bail Forfeited: \$00.00  
*Total for June: \$53,422.00*

Vehicle & Traffic Tickets: 353 Disposed:392  
Criminal Cases: 49 Disposed: 44 Civil Cases: 1 Disposed: 1  
Paid Parking Tickets: 115 Dismissed Traffic Tickets: 72

**JUNE 2025 POLICE DEPARTMENT REPORT SUBMITTED BY DARWIN GUZMAN,  
CHIEF:**

**CALLS FOR SERVICE**

TOTAL CALLS – 1,187  
ARRESTS – 51

**TRAFFIC REPORT**

TRAFFIC TICKETS - 288  
PARKING TICKETS – 122  
GAS – \$2,667.80 / 1,083.86 GALLONS  
MVA'S - 28

**TRAINING**

ROMER- TRU TRAINING  
BEACH – TRU TRAINING  
SGT. MALGIERI – FBI MALEEDS  
SGT. BERKE – K9 TRAINING  
SGT. BERKE – RADAR / LIDAR INSTRUCTOR  
DEPARTMENT WIDE – FIRE TRAINING CENTER PATROL TACTICS

**JUNE 2025 FILTRATION PLANT REPORT SUBMITTED BY WILL OSTROWSKI,  
WATER TREATMENT PLANT OPERATOR:**

Production: Lake Mombasha: 35,199,162 33,903,254 Gallons LY 2024  
Well #4: 3,908,837 5,831,277 Gallons LY 2024

Consumption: 39,107,999 Gallons / 39,734,531 Gallons LY 2024  
Water Samples / Testing: Passed  
Rainfall: 5.61”  
Reservoir: FULL

**Miscellaneous:**

4 Reservoir Inspections  
Final Water Reads  
Mark Outs  
38 Water Meters Changed  
Chlorine Line Repaired at Water Filtration Plant  
Driveway / Drainage / Guardrail at Water filtration Plant  
Driveway at the Gatehouse was Paved  
Rapid Pump came to Inspect Lift Pump #3  
Water Leak at 6 Mine Road  
Raw Water and Filter #3 Turbidimeter Serviced

**JUNE 2025 DPW SUBMITTED BY ALDO CHIAPPETTA, WORKING LEADER:**

- Repaired Basins along Village roads
- Maintained Village equipment
- Checked and cleaned basins
- Picked garbage throughout Crane Park
- Maintain Lakeview property
- Street sweeping throughout Village
- Worked on MS4 Report
- Maintained all Village owned property
- Change out garbage cans around park area
- Blacktop repairs
- Wee Doo used in the Millponds
- Worked at Airplane Park
- Water Plant drainage
- Started cleaning up the dredging project
- Gatehouse prep for blacktop

**JUNE 2025 BUILDING / CODE ENFORCEMENT DEPARTMENT SUBMITTED BY RONALD SVRCHEK, CODE ENFORCEMENT OFFICER:**

Building Permits Issued:	6
Title Searches Completed:	11
Building Permit Inspections performed:	31
C.O's Issued:	10
Complaint Inspection	59
Violations Found	53
Rental Inspection	32
Fire Inspection	7
Open, active building permits	500
FOIL Requests	2
Building Permit Fees:	\$14,998.73
Title Search Fees	\$ 2,100.00
Fire Inspections	\$ 0.00
Rental Permit	<u>\$ 175.00</u>
Total Fees Collected (Building Dept.)	\$17,273.73

- Monthly Assessor's report filed
- Bi Monthly mailing for expired permits

**JUNE 2025 TREASURER'S REPORT SUBMITTED BY ANTHONY FELIZ:**

Treasurer's Report Village of Monroe June 2025
--

Real Property Taxes	7,510,116
PILOTs	112,134

Building Permits		\$13,374
Metered Water Sales		\$50,690
Misc Rev Water	\$	23,825

**SIGNIFICANT ACTIVITY (EXPENDITURES)**

PD Contractual		\$5,329
Celebrations General Exp		\$13,220
Purchase of Land Water	\$	10,000

Health Insurance - General Fund		177,539
- Water Fund		13,883
		<hr/> 191,421

Workers Comp. - General Fund		3,595
- Water Fund		4,580
		<hr/> 8,174

Liability Insurance - General Fund		41,426
- Water Fund		11,643
		<hr/> 53,068

**STATUS OF FY2024 CONTINGENCY ACCOUNTS**

**CURRENT BALANCE**

General Fund Appropriation -budgeted	\$160,000	160,000
Water Fund Appropriation -budgeted	\$51,500	51,500

**COMMENTS:**

We have completed 1 month of the fiscal year and expenses should be at 8.3%. The General fund has expended 1.8% and the Water fund has expended 1.2% inclusive of any budget adjustments made by the board.

Respectfully submitted,  
 Anthony Feliz  
 Treasurer