

Village of Monroe Board of Trustees Meeting Tuesday, May 19, 2026

VILLAGE OF MONROE
BOARD OF TRUSTEES MEETING
TUESDAY, MAY 19, 2026
(www.villageofmonroe.org)

The second of the bi-monthly meetings of the Board of Trustees was held on Tuesday, May 19, 2026 at 7:00 PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, New York. Mayor Alex Melchiorre called the meeting to order and led in the pledge to the flag. Emergency exits were announced.

Present: Mayor Melchiorre, Trustees Behringer, Mancuso and Peifer
Also present: Attorney Conway and Clerk Zahra
Absent: Trustee Karl

MINUTE APPROVAL: MAY 5, 2026 BOARD MEETING:

On a motion by Trustee Behringer, seconded by Trustee Peifer the Minutes of the May 5, 2026 Board Meeting were approved.

Ayes: Trustees Behringer, Mancuso and Peifer
Nays: None

COMPLETION OF PROBATION – BRYAN BEACH – SERGEANT – POLICE DEPARTMENT:

RESOLVED, the following employee hereby completes their probationary period:

Bryan Beach – effective May 19, 2026

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

On a motion by Trustee Behringer, seconded by Trustee Mancuso

Ayes: Trustees Behringer, Mancuso, and Peifer
Nays: None

RESIGNATION – FULL TIME BUILDING INSPECTOR III / CODE ENFORCEMENT OFFICER – ROBERT WALLNER:

RESOLVED, the Board of Trustees accepts the resignation of Robert Wallner, Full-Time Building Inspector III / Code Enforcement Officer, effective June 2, 2026. The Board wishes him well in his future endeavors.

On a motion by Trustee Mancuso, seconded by Trustee Peifer

Ayes: Trustees Behringer, Mancuso, and Peifer
Nays: None

VOLUNTEER APPOINTMENT – VILLAGE OF MONROE FARMERS MARKET 2026 COORDINATOR – JEREMIAH LACSINA:

(Minutes 05-05-2026)

RESOLVED, the Board of Trustees hereby appoints Jeremiah Lacsina as Volunteer Coordinator for the 2026 Village Farmers Market, to assist with the planning, organization, vendor coordination, and operation of the market for the 2026 season.

On a motion by Trustee Behringer, seconded by Trustee Peifer

Ayes: Trustees Behringer, Mancuso, and Peifer
Nays: None

BUDGET TRANSFERS / MODIFICATIONS:

Tabled for further review until the June 2, 2026 meeting.

**INTER-MUNICIPAL AGREEMENT – VILLAGE OF MONROE & MWCSO
RESOURCE OFFICER (SRO):**

RESOLVED, the Board of Trustees authorize Mayor Melchiorre to enter into an Inter-Municipal Agreement with the Monroe-Woodbury Central School District to provide a School Resource Officer Program in the school's that are within the Village's geographical boundaries, which include North Main Elementary, Pine Tree Elementary and by agreement, Sapphire Elementary. The term of the agreement is from July 1, 2026 to June 30, 2027 and is renewed each year upon mutual consent.

On a motion by Trustee Behringer, seconded by Trustee Mancuso

Ayes: Trustees Behringer, Mancuso, and Peifer

Nays: None

**PAYMENT AUTHORIZATION #1 – ORANGE TURNPIKE, PINE TREE, STILL ROAD,
AND STAGE ROAD INTERSECTION REALIGNMENT PROJECT – AVELLO
ASPHALT & CONSTRUCTION CORP.:**

RESOLVED, the Board of Trustees accepts the recommendation of Barton & Loguidice Engineer, Peter Christiano P.E., PTOE, and approves Payment No. 1 submitted by Avello Asphalt & Construction Corp., for the Orange Turnpike, Pine Tree, Still Road, and Stage Road Intersection Realignment Project in the amount of \$5,700.00, to be allocated from budget line A.5182.4370, Street Lighting Street. All documentation has been reviewed and found complete. Mayor Melchiorre is hereby authorized to sign the voucher for payment.

On a motion by Trustee Behringer, seconded by Trustee Mancuso

Ayes: Trustees Behringer, Mancuso, and Peifer

Nays: None

REFUND REQUEST – BUILDING DEPARTMENT – 4 BLISS TERRACE - SBL: 216-4-7:

RESOLVED, that the Board of Trustees hereby approves the refund of the \$200.00 building permit fee to the property owner of 4 Bliss Terrace, as the fee was paid for electrical work consisting solely of labeling a service panel, for which no electrical permit was required, to be allocated from budget line A.2555, Building Department Fees.

On a motion by Trustee Mancuso, seconded by Trustee Behringer

Ayes: Trustees Behringer, Mancuso, and Peifer

Nays: None

REIMBURSEMENT REQUEST – WALLY'S ICE CREAM:

RESOLVED, the Board of Trustees hereby authorizes reimbursement to Wally's Ice Cream in the amount of Three Thousand Eight Hundred Ninety-Two Dollars and Fifty Cents (\$3,892.50) for damages associated with a sewer lateral repair necessitated as a result of work performed by the Village during an emergency water main repair, allocated from budget line F.8340.4450, Distribution Service Repairs.

On a motion by Trustee Behringer, seconded by Trustee Mancuso

Ayes: Trustees Behringer, Mancuso, and Peifer

Nays: None

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

WHEREAS, as per Village Code Article 1, Section 155A-6G, Grass or other ground cover, trees and shrubbery shall be maintained in a safe condition, free of noxious weeds and otherwise free of nuisance, hazard, debris, litter and unsightly materials as set forth specifically in the Village Code; and

WHEREAS, long-standing violations of the Village’s Property Maintenance Law, Chapter 155A-6G of the Village of Monroe Code, have existed at 13 Lakes Road, New York 10950 SBL 212-2-2; and

WHEREAS, the property owner has been given proper and lawful notice of said violation and has been directed to correct the violation, said notice being provided on March 26, 2026 on the door of the residence and mailed via certified mail, with receipt confirmed as of April 1, 2026; and

WHEREAS, the property owner was afforded the opportunity to either remedy the violation within five (5) days of such notice or contact the Village Clerk by email or letter within five (5) days requesting an appearance before the Board of Trustees to be heard at a regularly scheduled public meeting as to why the Village should not remedy the Violation and assess the cost to the property; and

WHEREAS, the Village Clerk has not been contacted by the owner to request an appearance before the Village Board of Trustees; and

WHEREAS, the owner has not taken steps to correct the violations, and the violations still exists; and

WHEREAS, the Board of Trustees desires to undertake to remedy such violation at the property owner’s cost and expense as authorized pursuant to Section 155-A7 of the Village Code.

NOW, THEREFORE, BE IT RESOLVED that:

Section 1. The above “WHEREAS” paragraphs are incorporated herein by reference.

Section 2. The Village Board hereby authorizes the Village, its contractors or agents to enter upon the property to correct any violation that remains uncorrected on the property as of today, May 19, 2026 and that all costs incurred by the Village, including administrative, legal and corrective costs, be charged to the property owner and such charge shall be added to the tax bill of the property owner if not paid within thirty (30) days of notification to the last known address of the property owner as shown on the Village tax records and such amounts shall be collected in the same manner as an unpaid tax.

Section 3. That the Village Clerk mail a copy of this Resolution after adoption to the property owner by certified mail, return receipt requested and regular mail.

Section 4. The Mayor, and any other Village officer, employee or consultant, as directed by the Mayor, are authorized to take any and all actions necessary to carry out the provisions of this Resolution.

Section 5. This Resolution shall be effective immediately.

On a motion by Trustee Mancuso, seconded by Trustee Peifer

Ayes: Trustees Behringer, Mancuso, and Peifer

Nays: None

VOLUNTEER APPOINTMENT – VILLAGE OF MONROE SUMMER CONCERT SERIES 2026 – PETER DAWSON:

RESOLVED, the Board of Trustees hereby appoints Peter Dawson as Volunteer Coordinator for the 2026 Village of Monroe Summer Concert Series, to assist with the planning, organization, and operation of the concerts for the 2026 season.

On a motion by Trustee Behringer, seconded by Trustee Peifer

Ayes: Trustees Behringer, Mancuso, and Peifer

Nays: None

AUTHORIZATION TO SIGN – MARSHALL & STERLING, INC. – VILLAGE INSURANCE:

RESOLVED, the Board of Trustees hereby authorizes Mayor Melchiorre to execute and sign the proposal and any related documents with Marshall & Sterling Insurance for the procurement of insurance coverage and related services on behalf of the Village, with payment to be charged to the appropriate budget lines as listed in the Village budget for Property/BM insurance including general liability, crime, inland marine, public officials, law enforcement, business auto, umbrella, OCP, and for workers' compensation insurance, all to be paid quarterly. The cyber policy is a single annual payment.

On a motion by Trustee Peifer, seconded by Trustee Behringer

Ayes: Trustees Behringer, Mancuso, and Peifer

Nays: None

EVENT APPLICATION – HACHNUSES SEFER TORAHE:

RESOLVED, the Board of Trustees hereby approves the application submitted by Shia Levy to host a Hachnuses sefer Torahe celebration on Friday, May 22, 2026, from 12:00 PM to 2:00 PM, with the procession beginning at 27 Half Hollow Turn, proceeding along Sutherland Drive, and concluding at 4 Half Hollow Turn. The Building Department, Highway Department, and Police Department have reviewed and signed off on the event application. Additional cost of Police Services is \$552.00, of which 20% is to be paid for by the applicant (\$110.40). Approval is contingent upon submission of a certificate of liability insurance and payment of the required \$50.00 application fee.

On a motion by Trustee Mancuso, seconded by Trustee Peifer

Ayes: Trustees Behringer, Mancuso, and Peifer

Nays: None

TRAFFIC SIGNAL CONTROLLER AT MAPES PLACE AND SPRING STREET – RAY S. PANTEL, INC.:

RESOLVED, the Board of Trustees hereby authorizes the installation and implementation of traffic signal improvements at the intersection of Mapes Place and Spring Street, including the addition of a left-turn arrow for traffic traveling on Spring Street turning onto Mapes Place, the installation of a "No Turn on Red" sign, and related traffic safety signage to be installed by the Department of Public Works, with signal timing and operation to be coordinated with the Police Department in accordance with the traffic study findings. Pantel Electric, a contractor listed on the County bid list, is authorized to perform the installation work for the project, with all associated costs to be allocated from Budget Line A.5182.4370, Street Lighting Street in the amount of \$16,500.00.

On a motion by Trustee Mancuso, seconded by Trustee Peifer

Ayes: Trustees Behringer, Mancuso, and Peifer

Nays: None

MAYOR & TRUSTEE'S REPORT:

Trustee Behringer attended the Open House along with the entire Board. She expressed how much she loves the library and noted that it offers so much more than many residents realize. With a library card, residents can also obtain passes to museums and other attractions.

Trustee Peifer thanked both Jeremiah Lascina and Peter Dawson for volunteering their time. Jeremiah assists with the farmers market, while Peter volunteers with the concerts.

Mayor Melchiorre echoed the Board's praise for the library and the volunteers who support Village events. He said he believes the farmers market and concerts are going to be great for the community. He also invited everyone to join the Memorial Day Parade on Sunday, May 24, with step-off at 1:30 p.m. from Smith's Clove Park to the Monroe Cemetery. Residents are encouraged to come out and support our veterans.

ATTORNEY REPORT:

Nothing to report.

PUBLIC COMMENT: # PRESENT 5 TIME: 7:20 PM

Abraham Cohn thanked the Board for its quick action in approving the traffic signal at Spring Street and Mapes Place, noting that the improvement was long overdue.

Susan Salo stated that the violation at 13 Lakes Road began in 2017 and requested an explanation of the remediation process. It was explained that only the items identified in the resolution could be addressed.

Jeremaiah Lascina thanked the board for continuing the farmers market and also thanked Trustee Karl for supporting efforts to attract additional vendors. He said he is looking forward to a successful season. He also announced that there will be a ribbon-cutting ceremony with the Chamber of Commerce on the opening day of the market and said he would love for the board to attend.

EXECUTIVE SESSION:

On a motion by Trustee Behringer, seconded by Trustee Mancuso, and carried, following a 5-minute recess, the Board convened in Executive Session at 7:25 PM for discussion of litigation.

OPEN SESSION:

On a motion by Trustee Mancuso, seconded by Trustee Peifer and carried, the Open Meeting resumed at 8:05 PM.

ADJOURNMENT:

On a motion by Trustee Mancuso, seconded by Trustee Peifer and carried, no further business, the meeting was adjourned at 8:05 PM.

MONTHLY REPORTS:

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

APRIL 2026 VILLAGE CLERK'S REPORT SUBMITTED BY KIMBERLY ZAHRA, VILLAGE CLERK:

1. Minutes prepared, processed associated correspondence and Legal Notices completed for the April 3rd Special Meeting, April 7th Organizational Meeting, April 7th and April 21st Board of Trustee meetings.

2. Permits issued: Handicap Parking: 12 Garage Sale: 5 Solicitor/Peddling: 0
Road Opening: 0 Blasting Permit: 0 Liquor License: 0 Towing Permits: 0
3. Processed 3 Event Application.
4. Public Hearings Held: 2 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 February 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, Social-Media 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 Village of Monroe calendar.
17. Closed out mailing machine for month 04/30/2026

APRIL 2026 JUSTICE COURT REPORT:

Total Fines: \$23,456.00 Total Surcharges: \$7,263.00 Total Parking: \$3,340.00

Total Civil Fees: \$2,220.00 Bail Poundage Collected: \$30.00

Total Bail Forfeited: \$00.00

Total for April: \$36,309.00

Vehicle & Traffic Tickets: 358 Disposed: 304

Criminal Cases: 32 Disposed: 81 Civil Cases: 0 Disposed: 1

Paid Parking Tickets: 52 Dismissed Traffic Tickets: 66

APRIL 2026 POLICE DEPARTMENT REPORT SUBMITTED BY DARWIN GUZMAN, CHIEF:

CALLS FOR SERVICE

TOTAL INCIDENTS – 1,242

ARRESTS – 38

TRAFFIC REPORT

TRAFFIC TICKETS – 325

PARKING TICKETS – 64

GAS – \$3,944.01 / 1,244 GALLONS

MVA'S – 23

TRAINING

LINDELL & KELM – CPS GRANT

SGT. BERKE – K9 TRAINING

ROONEY & K9 ROSCOE – K9 PATROL SCHOOL

MINUTOLO – BAO

MINUTOLO, LUISI, & PADILLA – ORISKANY: ACTIVE SHOOTER

LUISI – CIT

ROMER – TRU

LINDELL & PARADA – CPS TECHNICIAN TRAINING

SRO COMPASSO – IN-SERVICE A-BLOCK

DET. PAYTON & DET. HANSEN – CRIMES AGAINST CHILDREN SYMPOSIUM

**APRIL 2026 FILTRATION PLANT REPORT SUBMITTED BY WILL OSTROWSKI,
WATER TREATMENT PLANT OPERATOR:**

Production: Lake Mombasha: 29,789,375 30,504,230 Gallons LY 2025
Well #4: 4,883,708 4,230,564 Gallons LY 2025

Consumption: 34,673,083 Gallons / 34,734,794 Gallons LY 2025
Water Samples / Testing: Passed
Rainfall: 3.80"
Reservoir: Full

Miscellaneous:

2 Reservoir Inspections
Final Water Reads
Mark Outs
21 Water Meters Changed
Watermain Break at 6 Sunset Heights
Replaced 2 Check Valves at Pinetree Pump Station
Cleaned all the Floor Drains out at Filter Plant
Annual Calibrations Completed by AquaLogics at Filter Plant
Quarterly Water Billing Meter Reading Completed
Driveway at Filter Plant Topsoiled and Seeded
Driveway Repair and Dock Installed at the Gatehouse
386 St Rt 17M Service Line Repaired

APRIL 2026 DPW SUBMITTED BY ALDO CHIAPPETTA, WORKING LEADER:

- Repaired basins along village roads
- Checked and cleaned drainage basins
- Completed blacktop patch repairs
- Repaired the headwall on Forest Avenue
- Assisted with two water main repairs and blacktop restoration
- Maintained village-owned properties

- Maintained the Lake View property

- Picked up garbage throughout Crane Park and village streets
- Replaced garbage cans around park areas
- Checked playground equipment at Airplane Park
- Completed street sweeping throughout the village
- Continued roadside mowing

- Maintained village equipment

- Removed, cleaned, greased, and stored snow equipment

- Prepared and poured a new concrete base for the generator at the DPW yard

- Completed topsoil work at the water plant after curb installation

- Assisted with Monroe Clean Sweep preparations

- Continued work on the MS4 report

**APRIL 2026 BUILDING / CODE ENFORCEMENT DEPARTMENT SUBMITTED BY
ROBERT J. WALLNER, BUILDING INSPECTOR:**

Building Permits:

Applications (New): 18
BP Issued: 26

Rental Permits issued:	24	
Permits Closed:	18	
Open Permits:		
(Building)	281	(unexpired)
Open Permits:(Rental)	258	

Violations Issued/Complaints:

NOV/OTR	23
Stop Work Order	3
Complaints Received	36
Compl. Resulted in NOV	15

FOIL Requests

Municipal Search Reports

Notes:

Violations issued YTD: 202;

Comparison: Total violations issued 2025: 1133 ;2024: 1244; 2023: 348

Complaints Received YTD: 140; SWO Issued: 8

Comparison: Total Complaints 2025: 710; SWO Issued: 4

BP issued: YTD: 84; **Comparison:** 2025: 752

Planning Board:

Workshop (05/11/26)

386 Rt 17 M - Site Plan

236 High St. - Site Plan

ZBA:

Site visits:

Court:

APRIL 2026 TREASURER'S REPORT SUBMITTED BY DONNA COMBEE, DEPUTY TREASURER:

Treasurer's Report
Village of Monroe
APRIL

Building Permits	\$	12,054
Insurance Recoveries	\$	30,380
Miscellaneous Revenue	\$	142,379

SIGNIFICANT ACTIVITY (EXPENDITURES)

Law Contractual Other Attorney	\$	5,239
Village Hall Contractual	\$	5,725
PD Contractual	\$	5,160
Street Maint Gas Car and Truck	\$	6,066
Street Maint Equipment Maintenance	\$	5,135
Snow Removal General Expense Salt	\$	6,212
Street Lighting Street	\$	10,019
Parks Equipment	\$	20,118
Planning Board Engineer Conctractual	\$	9,495
Serial Bonds Crack Sealer Principal	\$	10,808
Purification Conctractul	\$	14,803
Distribution Contractual	\$	77,967
Serial Bonds Weed Harvester Principal	\$	17,792

Health Insurance

General Fund	\$	195,916
Water Fund	\$	16,439
	\$	<u>212,355</u>
Workers Comp		
General Fund	\$	2,396
Water Fund	\$	2,831
	\$	<u>5,227</u>
Liability Insurance		
General Fund	\$	41,426
Water Fund	\$	11,643
	\$	<u>53,068</u>

STATUS OF FY2026 CONTINGENCY ACCOUNTS

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

COMMENTS:

We have completed 11 months of the fiscal year and expenses should be at 91.7%. The General fund has expended 89.2% and the Water fund has expended 71.4% inclusive of any budget adjustments made by the board.

Respectfully submitted,
Elizabeth Doherty
Treasurer