

**FIRST MEETING OF THE MONTH
(ZOOM VIDEO MEETING DUE TO THE
CORONAVIRUS PANDEMIC)**

TOWN BOARD TOWN OF MARLBOROUGH

AUGUST 10, 2020 7:00 PM

MINUTES OF MEETING

Present: Supervisor Lanzetta
Councilman Molinelli
Councilman Corcoran
Councilman Baker
Councilman Koenig

Colleen Corcoran, Town Clerk
Danielle Cherubini, Deputy Town Clerk
Thomas Corcoran, Building Inspector/Ulster County Legislator
Police Chief Gerald Coccozza
Mark Reynolds, Southern Ulster Times Reporter

ITEM #1 Call to order - Pledge of Allegiance

ITEM #2 Moment of Silence

ITEM #3 Motion to approve agenda

Councilman Corcoran made a motion to amend the agenda to add letter A) Planning Board Resignation Letter to New Business. Motion seconded by Councilman Koenig.

Councilman Corcoran made a motion to approve the agenda as amended. Motion seconded by Councilman Koenig.

ITEM #4 Motion to approve minutes from the July 27, 2020 Town Board Meeting
Councilman Molinelli made a motion to approve minutes from the July 27, 2020 Town Board meeting. Motion seconded by Councilman Koenig.

*Yea*s: 5 *Nay*s: 0 *Carried*

ITEM #5 Authorize payment of bills
Councilman Molinelli made a motion to authorize payment of the abstract in the amount of \$331,125.25. Motion seconded by Councilman Baker.

*Yea*s: 5 *Nay*s: 0 *Carried*

ITEM #6 Comments on the agenda
No comments on the agenda.

ITEM #7 Presentations
No presentations.

ITEM #8 Report of Departments and Boards
A) SUPERVISOR - ALPHONSO LANZETTA

Supervisor's Report August 2020

Attended Ulster County Meeting of Supervisors via ZOOM

Met with Joe DeSole and his son, Joey, to discuss an Eagle Scout Project

Met with Brendon O'Reilly to meet the new director of the Soccer League, Deanna Menser

Had a meeting with Robert Pollock & consultants, Ulster County IDA and Lisa Berger from Ulster County Economic Development, via ZOOM

Met with Ulster County Executive Pat Ryan, Ulster County Economic Development Lisa Berger and Robert Pollock & consultants, via ZOOM

Set up ZOOM meeting for proposed Dollar General Project in Milton, with Ulster County Planning for a Gateway discussion

Spent several days coordinating and working on the building of the Community Playground at Schantz Park

Several conference calls to discuss Milton Landing South Pier progression

Working on payment information, with Cathy Wilklow (Highway Department Secretary), for the Milton Train Station Park

Respectfully submitted,
Al Lanzetta

B) BUILDING INSPECTOR - THOMAS CORCORAN

THOMAS CORCORAN - BUILDING INSPECTOR
MONTHLY REPORT - BUILDING DEPARTMENT
MONTH OF: JULY 2020

CERTIFICATE OF OCCUPANCY	3	STOP WORK ORDER	0
REQUEST FOR INFORMATION	26	ZBA APPLICATION	0
TRAILER PARK RENEWALS	0	ORDER TO REMEDY	10
BUILDING EXTENSIONS	6	COMPLAINTS	26
FIRE INSPECTIONS	0	BURN PERMITS ISSUED	11
FIRE CALLS	2	CLOTHING BIN RENEWALS	0
 TOTAL MILEAGE	 953	 TOTAL GAS USAGE	 68 Gals.

BUILDING PERMITS

ADDITION / RENOVATION	2	POOL / HOT TUB	4
BARN	0	ROOF	4
BURNING	11	SHED	4
CARPORT / GARAGE	1	SIGNS	0
DECK/STAIRS	4	SINGLE FAMILY	2
DEMOLITION	1	SOLAR PANELS	4
ELECTRICAL / HVAC	6	TANK INSTALL / REMOVAL	4
FURNACE / BOILER	1	WIRELESS COMMUNICATION	0
GENERATOR		WOOD / PELLET STOVE	0
 TOTAL PERMITS	 48	 EST. COST OF BUILDINGS	 \$847,776.00

MONTHLY REVENUE

CERTIFICATE OF OCCUPANCY	\$450.00
PERMIT EXTENSIONS	\$1,198.50
BUILDING PERMITS	\$4,635.86
REQUEST FOR INFORMATION	\$2,400.00
TOTAL BUILDING FEES	\$8,684.36
 FIRE INSPECTIONS	 \$0.00
TRAILER PARK RENEWALS	\$0.00
TOTAL FIRE FEES	\$0.00
 BURNING FEES	 \$65.00
 ZBA APPLICATIONS	 \$0.00
ZBA ESCROW	\$0.00
TOTAL FEES	\$8,749.36

Some of the Board members had a brief discussion with Mr. Corcoran about work on a property on Route 9W.

C) POLICE CHIEF - GERALD COCOZZA

Police Department
Town of Marlborough

MEMORANDUM

To: Town Board of the Town of Marlborough

From: Chief Cocozza

Date: August 10, 2020

Subject: Activity Summary for the Month of July 2020



Following is a summary of the activity of the Police Department for the month of July 2020

<u>MOTOR VEHICLE ACCIDENT</u>	July 20	Yr. Date 20	July 19	Yr. Date 19
Personal injury	2	27	4	42
Fatal	0	0	0	0
Property Damage	18	97	18	29
Report Not Required	-	-	0	37
Total	20	124	Total 22	108

<u>SUMMONSES ISSUED</u>				
Vehicle and Traffic	13	534	211	667
Parking	3	77	2	42

<u>COMPLAINT ACTIVITY</u>				
Total Blotter Entries	1142	8153	400	2301
Total Arrests	8	88	16	118

TOTAL TELEPHONE CALLS 1789 12851 1689 12107

POLICE DEPARTMENT OVERTIME HOURS payroll 15 & 16

Full Time Officer Overtime	(see attached)	(see attached)
Full Time Officer Grant O/T	(see attached)	(see attached)
Part Time Officer Overtime	(see attached)	(see attached)
Part Time Officer Gant O/T	(see attached)	(see attached)
Full Time Dispatchers Overtime	0 (\$ 33	8 (\$345) 35
Part Time Dispatchers Overtime	24 (\$816) 136	4 (\$89) 76
<u>Police Mileage</u>	10596	94687
		9707
		79487

Police Department
Town of Marlborough



MEMORANDUM

Activity Summary for the month of July 2020

Page 2.

Police Department Payroll 15 & 16 Regular Hours

	July 20	Yr. Date		July 19	Yr. Date
Full Time Police Officer	1145	9026.5		960	7918
Part Time Police Officer	675	5631.25		784.25	7430
Full Time Dispatcher	320	2240		320	2400
Part Time Dispatcher	400	2939		477	3287.25
Traffic Officer	0	193		21	478

Police Department Fuel Consumption

Police	1104.330	5579.102	1297.995	7493.061
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Police Officer Overtime (these figures are not exact and are intended for budget use and tracking)
 Figures are up to date of last payroll

Line Item	Yr. to Date	Budgeted	remaining	% utilized
Admin	\$177	\$4,000	\$3,823	4%
DARE	\$569	\$3,930	\$3,361	14%
F/T Court	\$45	\$4,385	\$4,340	1%
F/T Holiday *	\$1,142	\$40,475	\$39,333	3%
F/T Investigations	\$692	\$8,712	\$8,020	8%
F/T Shift Cover	\$839	\$18,000	\$17,161	5%
F/T Training	\$52	\$6,218	\$6,166	1%
P/T Court	\$22	\$6,216	\$6,194	0%
P/T Holiday *	\$1,945	\$816	(\$1,129)	238%
P/T Investigations	\$1,543	\$7,650	\$6,107	20%
P/T Shift Cover	\$562	\$27,519	\$26,957	2%
P/T Training	\$0	\$8,070	\$8,070	0%
F/T Firearms training	\$0	\$3,345	\$3,345	0%
P/T Firearms training	\$0	\$4,192	\$4,192	0%
FT Special detail	\$338	\$4,310	\$3,972	8%
PT Special Detail	\$570	\$3,264	\$2,694	17%
Total	\$8,496	\$151,102	\$142,606	6%
*Holiday	\$3,087	\$41,291	\$38,204	7%

Police Officer Grant Overtime (these figures are not exact and are intended for budget tracking only)
Figures are up to date of last payroll

Line Item	Yr. to Date	Budgeted	remaining	% utilized
Grant Funds				
BUNY (buckle up NY)	\$0	\$1,920	\$1,920	0%
DWI (driving while intoxicated)	\$463	\$4,000	\$3,537	12%
PTS (police traffic services)	\$93	\$3,840	\$3,747	2%

There was a brief discussion with regard to ordering COVID-19 cleaning and safety supplies.

D) HIGHWAY SUPERINTENDENT – JOHN ALONGE

SUPERINTENDENT OF HIGHWAYS

*Town of Marlborough
1650 Route 9W, P.O. Box 305
Milton, New York 12547*



John Alonge
Highway Superintendent

Phone: 845-795-2272 x 6
Fax: 845-795-6037
Cell: 845-849-5549

Supervisor Lanzetta
Town Clerk Colleen Corcoran
Town Board Members

Monthly Report for July 2020

ROADS: We continued to prepare Chestnut Lane, Hampton Road and Prospect Street for paving which included litter patrol. On 7/6 through 7/14 we milled or reclaimed and then paved these roads. We were also able to add Rue De Vin to the paving project. We then finished up by fixing driveways and drainage ditches that were affected by the paving. We put millings from this project on all the shoulders along the roads in Town. We spent a few days screening these millings for future use. Also we repaired a black top swale on Ridge Road.

DRAINAGE: We under took the Town owned easement project at 284 Ridge Road. We replaced 340' x 12" pvc pipe. We ditched Old Post Road and replaced all rip rap.

BRUSH/WEEDS: We continued mowing throughout the Town. We flail mowed all guide rails in both Hamlets and weed wacked around all street signs.

LANDFILL: We mowed the Landfill and also sent truck loads of the millings to place on the road way leading to the building on site.

FUEL USEAGE: Gas: 335.791 gallons Diesel: 1385.714 gallons

Respectfully submitted,

John Alonge
Highway Superintendent

JA/cw

There was a brief discussion about the placement of millings at the town park.

E) WATER SUPERINTENDENT - CHARLIE MUGGEO

WATER SUPERINTENDENT
TOWN OF MARLBOROUGH
1650 ROUTE 9W, PO BOX 305
MILTON, NY 12547

CHARLES MUGGEO
WATER SUPERINTENDENT

FAX (845) 795-2031
PHONE (845) 795-5100

DATE: 8/10/2020

TO: SUPERVISOR AL LANZETTA
TOWN BOARD MEMBERS
TOWN CLERK

RE: MONTHLY REPORT FOR JULY

Water consumption totaled 18.018 million gallons, which is a daily usage of 581,000. Compared to last month 17.130 million gallons, which is a daily usage of 571,000. Compared to a year ago water consumption was 16.7 million gallons for the month, which is a daily usage of 539,000.

SUMMARY FOR THE MONTH

HYDRANTS: We weed wacked around hydrants.

VALVE BOXES: We repaired valve boxes on Watson Ave. and Milton Turnpike.

CURB BOXES: Had to replace a curb box and stem on Dock Rd. in Milton.

TOWN PARK: We disinfected and turned on water at both buildings at the park. We rebuilt and maintained sewer pumps and chlorine pumps.

SEWER: We had to repair manholes on Dock Rd. in Milton and had to adjust risers on sewer manholes for paving on Prospect St. and Dock Rd.

SERVICE LINE INSPECTIONS: Inspected 4-inch service line for the Middle School Project.

RERSERVIOR: Had to cut up a couple of trees that fell.

CLOSINGS: 7

MARKOUTS: 50

Gallons of Gas: 240

Gallons of Diesel: 15

Mileage for the month: 1,750

F) TOWN CLERK - COLLEEN CORCORAN

08/03/2020

Town Clerk Monthly Report Monthly Report
July 01, 2020 - July 31, 2020

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Account Description	Fee Description	Account#	Qty	Local Share
building Dept/ Burn permits	Burn Permits	00-2110	1	100.00
			Sub-Total:	\$100.00
Conservation	Conservation	A1255	1	1.38
			Sub-Total:	\$1.38
Dog Licensing	Female, Spayed	A2544	18	90.00
Dog Licensing	Male, Neutered	A2544	10	50.00
Dog Licensing	Male, Unneutered	A2544	4	40.00
			Sub-Total:	\$180.00
General Fund	Water Service	2144SW	1	225.00
			Sub-Total:	\$225.00
LANDFILL FEES	T/s Permits	00-2130	7	225.00
LANDFILL FEES	T/s Punch Cards	00-2130	44	2,545.00
			Sub-Total:	\$2,770.00
Marriage Lic.	MARRIAGE LICENSE FEE	00-1255	1	17.50
			Sub-Total:	\$17.50
Misc Fees	Building Fees\Building Dept	00-2110	1	19,795.12
Misc Fees	Fire Fees/Building Dept	00-2110	1	350.00
			Sub-Total:	\$20,145.12
MISC. FEES	Accident Reports	00-1255	13	65.00
MISC. FEES	Burgular Permits	00-2590	1	20.00
MISC. FEES	Certified Copies	00-1255	4	130.00
			Sub-Total:	\$215.00
			Total Local Shares Remitted:	\$23,654.00
Amount paid to: NYS Ag. & Markets for spay/neuter program				40.00
Amount paid to: NYS Environmental Conservation				23.62
Amount paid to: State Health Dept. For Marriage Licenses				22.50
Total State, County & Local Revenues:	\$23,740.12		Total Non-Local Revenues:	\$86.12

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Colleen Corcoran Town Clerk, Town of Marlborough during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Supervisor _____ Date _____

Town Clerk _____ Date _____

G) WASTEWATER TREATMENT FACILITY- ANTHONY FALCO

Water Quality Management, Inc.
P.O. Box 733
Marlboro, NY 12542

August 6, 2020

For the month of July 2020, both the Marlboro and Milton Wastewater Treatment Plants complied with all SPDES requirements. The following are monthly statistics for both plants;

Marlboro WWTP

- Average Daily Flow = **79,000** gallons per day.
 - (About 45% of design capacity.)
- Average BOD removal = **95%**
- Average Suspended Solids removal = **85%**

Milton WWTP

- Average Daily flow = **27,000** gallons per day.
 - (About 49% of design capacity)
- Average BOD removal = **99%**
- Average Suspended Solids removal = **95%**

Both the Marlboro and Milton plants operated normally during the month of July. There were no significant events or changes that took place this month but we are constantly making small improvements. Zimmermann Instruments visited both locations and performed the yearly flow meter calibration. Please feel free to contact us at any time for more information or concerns. Stay safe and be healthy.

Thank you,
Julian Falco
Water Quality Management, Inc.

H) DOG CONTROL OFFICER - ANDREW MCKEE

21 Milton Turnpike
Marlborough, New York, 12547

Town of Marlborough Dog Control

Andrew McKee-Dog Control Officer

Monday, August 3, 2020

July Monthly Report

Monthly Report - 7/1/2020 through 7/31/2020

Overview:

We received a total of 15 calls this month including 5 calls to service from Marlborough PD, State Police and Ulster County Sheriff

Responded to 2 active complaints and/or cases which are now closed or resolved

We currently have 2 open cases that have been addressed but are ongoing or un-resolved.

0 appearance tickets were issued this month

We Impounded 0 dogs this month.

There were 0 Dog Bites Reported this month.

We currently have 0 dog in the kennel

We have 0 case in the Marlborough Justice Court at this time

End of report.

I) ASSESSOR - CINDY HILBERT

Assessor's Office

Memo

To: Town Board
From: Cindy Hilbert
CC: Colleen Corcoran
Date: August 10, 2020
Re: **August** Report

We prepared 10 property tax estimates.

We worked on the school Pro-rated and Omitted tax relevies

We processed 46 real property transfers. We are working with several law offices to process the Trusts which were filed.

We have several pending Small Claims Hearings (SCARs) which will be assigned to hearing officers and scheduled for later this month.

We are starting to process our building permits for the upcoming assessment roll (2021)

J) PLANNING - CHRIS BRAND

Town of Marlborough

Planning Board Review

July 2020

Meeting: July 6, 2020 / 7:30 PM / Meeting Held via Zoom Video Conference

Approval of Stenographic Minutes for 6/15/2020

Approval for the above minutes was granted unanimously.

ATTENDEES

Chris Brand, Manny Cauchi, Steve Clarke, Cindy Lanzetta, Joe Lofaro, James Garofalo

AGENDA

Eric Affuso Subdivision, 46 Reservoir Road, Marlboro: Sketch, Subdivision

- The applicant reappeared and provided an updated EAF and revised survey. The Town of Marlborough Highway Superintendent provided a letter approving the proposed driveway. However, some members of the board questions the language contained therein and requested clarification for the Highway Superintendent. Questions regarding future development concerns and the buffer and/or berm required for subdivisions in AG District were discussed. A Public Hearing was scheduled for the project on August 3, 2020.

***** Discussion without Lawyer, Engineer, and/or Stenographer*****

Stephanie Popper, 35 Hudson Terrace, Marlboro, Bed and Breakfast

Justin McCarthy, 12 3rd Street, Milton, Bed and Breakfast

- Both applicants sought guidance with short term rentals at the above addresses. Town Supervisor Lanzetta stated the Town was currently in the

process of reviewing short term rental legislation. Both applicants were advised to put a hold on their plans until new legislation was approved.

NEXT Deadline

Friday, July 10, 2020

NEXT Scheduled Meeting

Monday, July 20, 2020

Meeting: July 20, 2020 / 7:30 PM / Meeting Held via Zoom Video Conference

Approval of Stenographic Minutes for 7/6/2020

Approval for the above minutes was granted unanimously, with a correction made to on page 15 properly identifying a town resident who spoke at the above meeting.

ATTENDEES

Chris Brand, Manny Cauchi, Cindy Lanzetta, Joe Lofaro, James Garofalo

AGENDA

Santini Lawn Care Corp, 229 Mt. Zion Road, Marlboro: Sketch, Site Plan

- The applicant appeared with a proposal for Commercial Use at the above address. The application was deficient in several areas and the proposed use does not seem allowable as presently proposed. The applicant was strongly advised to seek the assistance of a licensed professional to help navigate the approval process.

*** Discussion without Lawyer, Engineer, and/or Stenographer***

Short Term Rentals

- The Board discussed Short Term Rentals in the Town of Marlborough in situations other than approved B&Bs. Board members were encouraged to read legislation from surrounding municipalities and provide the Town Board feedback ASAP.

Planning Board Application Checklist

- The Board discussed the current application checklist provided by the Town. The Board discussed creating separate applications for Subdivisions, Site Plans, and Lot Line Revisions. The updated checklist should provide future applicants with a simplified process and include relevant portions of existing Town Code, DEC Information, and design guidelines. The Board will continue to work on this.

NEXT Deadline

Friday, July 24, 2020

NEXT Scheduled Meeting

Monday, August 3, 2020 via Zoom

Respectfully Submitted,

Chris Brand, Chairman, Town of Marlborough Planning Board

ITEM #9 Report of Committees

A) RECREATION COMMITTEE

Councilman Molinelli reported that there were complaints about one of the bocce teams not wearing masks and he will address the problem.

B) EMERGENCY MANAGEMENT PREPAREDNESS COMMITTEE

No report.

C) CONSERVATION ADVISORY COMMITTEE

No report.

D) IT COMMITTEE

Councilman Corcoran reported that a new computer was ordered for \$740.00 for the Highway Secretary.

E) MILTON TRAIN STATION FOUNDATION

No report.

F) MILTON LANDING CITIZENS COMMITTEE

Councilman Koenig stated that the landing is being used and appreciated.

Supervisor Lanzetta stated that he ordered a COVID sign for the dog park.

There was a brief discussion about installing a water line at the dog park.

G) MARLBORO HAMLET ECONOMIC DEVELOPMENT COMMITTEE

No report.

H) MEET ME IN MARLBOROUGH

No report.

I) HAMLET OF MILTON ASSOCIATION COMMITTEE

Councilman Koenig stated he will contact the committee about the fall get togethers.

J) TRANSFER STATION REVIEW COMMITTEE

Councilman Baker stated that he will talk to Larry Fuhrmann about how he feels about opening the Transfer Station on Sundays.

ITEM #10 Old Business

A) Tomvac Rehabilitation Update

No new information.

B) LWRP

No new information.

C) Water District Improvements (Milton Turnpike/Cross Rd)

Supervisor Lanzetta stated that there are residents that have wells that are drying up and would like town water; he explained what he suggested to the residents which turns out not to be feasible at this time.

D) Short Term rentals

Supervisor Lanzetta stated that he will distribute to the Board for review what Tom Corcoran proposed regarding short term rentals.

A summary of the proposal is as follows:

- *The owner of the home must live in town*
- *Minimum amount of time would be 30 days or more with no maximum (less than 30 days would be a bed and breakfast)*
- *The Town Board would establish a fee*

ITEM #11 New Business

A) Planning Board Resignation Letter

Supervisor Lanzetta read a resignation letter from Ben Trapani, Planning Board Member which stated he will be resigning as of September 30, 2020 although he would be willing to stay until there is a replacement.

Councilman Corcoran made a motion to accept Ben Trapani's resignation from the Planning Board. Motion seconded by Councilman Molinelli.

The Board appreciated Mr. Trapani's efforts and wished him the best.

Councilman Koenig made a motion to advertise for the vacant seat on the Planning Board. Motion seconded by Councilman Baker.

Yeas: 5 Nays: 0 Carried

ITEM #12 Correspondences

Supervisor Lanzetta read a resignation letter from Police Officer Arthur Terwilliger.

Councilman Koenig made a motion to accept the resignation of Police Officer Arthur Terwilliger. Motion seconded by Councilman Baker.

Yeas: 5 Nays: 0 Carried

The Board thanked Officer Terwilliger for his years of service.

ITEM #13 Public Comments

Mark Reynolds asked for clarification with regard to Robert Pollock and his proposed projects.

Supervisor Lanzetta explained that Mr. Pollock has a Main Street, Milton project that would be retail with apartments above it. The other is the Buttermilk extension project that would include a convention center and treehouses.

There was a discussion with regard to when Town Hall will reopen with regular hours. The Board agreed that August 31, 2020 would be an appropriate day to open.

Supervisor Lanzetta stated that he will speak to the gentleman who cleans to see if that works.

ITEM #14 Resolutions

A). Resolution # 65 To appoint a part time police dispatcher

ITEM #15 Adjournment

Councilman Koenig made a motion to adjourn the meeting at 8:07 p.m. Motion seconded by Councilman Molinelli.

*Yea*s: 5

*Nay*s: 0

Carried

Respectfully submitted,

Danielle Cherubini

Deputy Town Clerk

August 10, 2020

A). Resolution # 65 To appoint a part time police dispatcher

Supervisor Lanzetta proposes the following:

Whereas, the Police Committee has interviewed for the position of part time police dispatcher, and

Whereas, it is the recommendation of the Police Committee as well as the Chief of Police to appoint Donald Yonta as part time police dispatcher.

Now therefore be it resolved that Donald Yonta be appointed as part time police dispatcher effective immediately.

And moves for its adoption

Councilman Corcoran	Yes
Councilman Molinelli	Yes
Councilman Koenig	Yes
Councilman Baker	Yes
Supervisor Lanzetta	Yes