

**FIRST MEETING OF THE MONTH
(ZOOM VIDEO MEETING DUE TO THE
CORONAVIRUS PANDEMIC)**
TOWN BOARD TOWN OF MARLBOROUGH
OCTOBER 12,2020 7:00 PM
MINUTES OF MEETING

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

Also Present Rosemary Wien, Resident
Jerry Wein, Resident
Mark Reynolds, Southern Ulster Times Reporter
Brandee Nelson, Project Manager, Tighe and Bond

ITEM #1 Call to order - Pledge of Allegiance

ITEM #2 Moment of Silence

ITEM #3 Motion to approve agenda

Councilman Baker make a motion to amend the agenda to add the following items to New Business, A) Mobile Life Contract, B) Playground Donation of \$500.00. Motion seconded by Councilman Koenig.

Yeas: 5 Nays: 0 Carried

Councilman Molinelli made a motion to approve the agenda as amended. Motion seconded by Councilman Baker.

ITEM #4 Motion to approve minutes from the September 28, 2020 Town Board Meeting
Councilman Corcoran made a motion to approve minutes from the September 28, 2020 Town Board meeting. Motion seconded by Councilman Baker.

Yeas: 5 Nays: 0 Carried

Motion to approve minutes from the September 28, 2020 Public Hearing
Councilman Koenig made a motion to approve minutes from the September 28, 2020 Public Hearing. Motion seconded by Councilman Molinelli.

Yeas: 5 **Nay**s: 0 **Carried**

ITEM #5 Authorize payment of bills
Councilman Corcoran made a motion to authorize payment of the abstract in the amount of \$121,092.74. Motion seconded by Councilman Baker.

Yeas: 5 **Nay**s: 0 **Carried**

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

ITEM #7 Presentations

A). Brandee Nelson Tighe & Bond-South Pier Project

Brandee Nelson explained that there has been a change order due to the fact that when Arben Group began demolition on the pier in July they discovered that there was significant rotting of many of the timber piles. Although, the timber piles were treated with Creosote years ago it only penetrated about 2 inches and the centers are rotten. The rotten wood pilings will be replaced with larger and longer (80 foot) but fewer steel pilings. The change order originally came in at about \$250,000.00 so after discussions and negotiations the change order was reduced down to around \$75,000.00. The savings is because they removed the fender system that was included in the design to accommodate the SS Columbia for which now seems to be some years before it will be sea worthy. They will still prepare the frame for the future fender system. The pier will still have the floating dock system that can accommodate the Clearwater. The new contract price for the pier project would be \$1,653,648.00. Permits have been amended with the NYS Department of Environmental Conservation and no amendments were needed for the Army Corp of Engineers. Ms. Nelson briefly explained the design (with photos) and process of how the old pilings will be removed and the new pilings installed. Arben Group will be able to start drilling the piles with a vibratory hammer the first week of November. Then the plan is to begin again in the spring to finish the deck and railing.

ITEM #8 Report of Departments and Boards

A) SUPERVISOR - ALPHONSO LANZETTA

Supervisor's Report October 2020

Met with Mark Shulman to discuss development ideas.

Weekly meeting with South Pier Restoration team.

Met with Councilman Baker & Shawn Stewart to discuss potential development idea.

Met with Councilman Baker, Planning Board Chairman Brand, and Code Enforcement Officer Corcoran to discuss Short Term Rentals.

Met with Ken Haverland, from Tokio Marine, in regard to insurance risk mitigation for the Town.

Met with Mobile Life representatives, Budget Director Wilklow, and Councilman Corcoran to discuss the Budget for 2021.

Attended Grand Opening of Chestnut Petroleum Project on Rt. 9W in Marlboro.

Worked several weekends on the new all-inclusive playground at Cluett Schantz Park.

Conference call with Ulster County Board of Supervisors.

Continued meeting with Councilman Corcoran, Budget Director Wilklow and any additional personnel necessary to complete tentative budget for 2021.

Respectfully,

Al Lanzetta

B) BUILDING INSPECTOR - THOMAS CORCORAN

**THOMAS CORCORAN - BUILDING INSPECTOR
MONTHLY REPORT - BUILDING DEPARTMENT
MONTH OF: SEPTEMBER**

CERTIFICATE OF OCCUPANCY	5	STOP WORK ORDER	1
REQUEST FOR INFORMATION	23	ZBA APPLICATION	0
TRAILER PARK RENEWALS	0	ORDER TO REMEDY	10
BUILDING EXTENSIONS	6	COMPLAINTS	32
FIRE INSPECTIONS	23	BURN PERMITS ISSUED	10
FIRE CALLS	2	CLOTHING BIN RENEWALS	0
 TOTAL MILEAGE	 1,266	 TOTAL GAS USAGE	 88 Gal.

BUILDING PERMITS

ADDITION / RENOVATION	4	POOL / HOT TUB	8
BARN	0	ROOF	4
BURNING	10	SHED	8
CARPORT / GARAGE	1	SIGNS	0
DECK/STAIRS	3	SINGLE FAMILY	3
DEMOLITION	1	SOLAR PANELS	4
ELECTRICAL / HVAC	1	TANK INSTALL / REMOVAL	2
FURNACE / BOILER	1	WIRELESS COMMUNICATION	0
GENERATOR	1	WOOD / PELLET STOVE	1
 TOTAL PERMITS	 52	 EST. COST OF BUILDINGS	 \$1,035,742.00

MONTHLY REVENUE

CERTIFICATE OF OCCUPANCY	\$750.00
PERMIT EXTENSIONS	\$1,536.50
BUILDING PERMITS	\$8,940.93
REQUEST FOR INFORMATION	\$2,300.00
TOTAL BUILDING FEES	\$13,527.43
 FIRE INSPECTIONS	 \$1,635.00
TRAILER PARK RENEWALS	\$0.00
TOTAL FIRE FEES	\$1,635.00
 BURNING FEES	 \$45.00
 ZBA APPLICATIONS	 \$0.00
ZBA ESCROW	\$0.00
TOTAL FEES	\$15,207.43

C) POLICE CHIEF - GERALD COCOZZA

Police Department
Town of Marlborough

MEMORANDUM

To: Town Board of the Town of Marlborough

From: Chief Cocozza

Date: October 12, 2020

Subject: Activity Summary for the Month of September 2020



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

<u>MOTOR VEHICLE ACCIDENT</u>	September 20	Yr. Date 20	September 19	Yr. Date 19
Personal Injury	7	41	9	55
Fatal	0	0	0	1
Property Damage	11	131	15	56
Report Not Required	-	-	3	48
Total	18	172	Total 28	160

<u>SUMMONSES ISSUED</u>				
Vehicle and Traffic	84	665	155	993
Parking	6	84	0	42

<u>COMPLAINT ACTIVITY</u>				
Total Blotter Entries	1386	10869	294	2964
Total Arrests	13	117	14	151

TOTAL TELEPHONE CALLS 1806 14657 1668 15481

POLICE DEPARTMENT OVERTIME HOURS payroll 19 & 20

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	26.5 (\$1142) 71.5
Part Time Dispatchers Overtime	16 (\$544) 152	26 (\$578) 110
<u>Police Mileage</u>	8759	113791
		12415 104881

Police Department
Town of Marlborough



MEMORANDUM

Activity Summary for the month of September 2020

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Police Department Payroll 19 & 20 Regular Hours

	September 20	Yr. Date	September 19	Yr. Date
Full Time Police Officer	1120	11266.5	1215	10173
Part Time Police Officer	860	7255.5	1179.75	9348.25
Full Time Dispatcher	320	2880	320	3040
Part Time Dispatcher	464	3838	331.5	4047.75
Traffic Officer	0	193	72	570

Police Department Fuel Consumption

Police	1032.975	7672.422	1433.403	9977.71
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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	\$229	\$4,000	\$3,771	6%
DARE	\$569	\$3,930	\$3,361	14%
F/T Court	\$45	\$4,385	\$4,340	1%
F/T Holiday *	\$1,309	\$40,475	\$39,166	3%
F/T Investigations	\$748	\$8,712	\$7,964	9%
F/T Shift Cover	\$1,175	\$18,000	\$16,825	7%
F/T Training	\$52	\$6,218	\$6,166	1%
P/T Court	\$22	\$6,216	\$6,194	0%
P/T Holiday *	\$2,045	\$816	(\$1,229)	251%
P/T Investigations	\$2,052	\$7,650	\$5,598	27%
P/T Shift Cover	\$576	\$27,519	\$26,943	2%
P/T Training	\$208	\$8,070	\$7,862	3%
F/T Firearms training	\$0	\$3,345	\$3,345	0%
P/T Firearms training	\$0	\$4,192	\$4,192	0%
FT Special detail	\$416	\$4,310	\$3,894	10%
PT Special Detail	\$570	\$3,264	\$2,694	17%
Total	\$10,016	\$151,102	\$141,086	7%
*Holiday	\$3,354	\$41,291	\$37,937	8%

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

<u>Line Item</u>	<u>Yr. to Date</u>	<u>Budgeted</u>	<u>remaining</u>	<u>% utilized</u>
Grant Funds				
BUNY (buckle up NY)	\$0	\$1,920	\$1,920	0%
DWI (driving while intoxicated)	\$463	\$2,000	\$1,537	23%
PTS (police traffic services)	\$233	\$3,840	\$3,607	6%

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 September 2020

ROADS: On 9/4 we repaired the black top at the Municipal Parking lot at Captain Supply. On 9/9 we installed a new black top swale on Prospect St. On 9/10 we replaced a guide rail at the corner of White St. and Western Ave that was taken down by a car accident. We rented a crack sealer and on 9/14 we started crack sealing Bailey's Gap, Mahoney Rd., Sherman Dr., South St., Briarwood Lane, Old Post Rd., Frozen Ridge Rd., Willow Tree Rd., Conklin's Hill and Gabriety Road. We continued to do catch basin and pipe end patrols. We also did litter patrols.

DRAINAGE: We replaced a 40' x 12" pvc driveway pipe with a new catch basin on Anna Pl. On 9/15 we installed 10' x 12" solid pvc pipe and a 60' x 8" perforated pvc driveway pipe with a new catch basin on Conklin Hill Rd. On 9/16 we installed 40' x 12" pvc pipe with a new catch basin on Ridge Road. We replaced 20' x 12" of pvc pipe on the access road of Mt. Zion and Old Indian Rds. We installed a new catch basin on Billesimo Dr. We ditched Hudson Terrace.

BRUSH/WEEDS: We continued mowing along all the Town roads, we also mowed the Landfill cap. On 9/4 we flail mowed the pipe ends on St. James Rd. of tree and brush, removed leaves and tree limbs.

SHARED SERVICES: The last 2 weeks of September we assisted the NYS DOT with hauling millings created with their Rt. 44/55 repaving project. We were able to secure some of the millings to be used at our landfill. On 9/24 we assisted the Town of Gardiner with their blacktop project.

FUEL USEAGE: Gas: 218.440 gallons Diesel: 1303.126 gallons

Respectfully submitted,

John Alonge, Highway Superintendent

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: 9/14/2020

**TO: SUPERVISOR AL LANZETTA
TOWN BOARD MEMBERS
TOWN CLERK**

RE: MONTHLY REPORT FOR SEPTEMBER

Water consumption totaled 18.004 million gallons, which is a daily usage of 600,000. Compared to last month 18.101 million gallons, which is a daily usage of 583,000. Compared to a year ago water consumption was 16.350 million gallons for the month, which is a daily usage of 545,000.

SUMMARY FOR THE MONTH

HYDRANTS: We had to repair hydrants on Lattintown Rd. and Plattekill Rd.
METERS: Water had to be turned off and meter replaced in two homes because of stolen meters.

VALVE BOXES: Had to repair two valve boxes on Grand St.

SERVICE LINE INSPECTIONS: Inspected one on Orchard View Drive and two on Highland Ave.

BILLING: Bills went out. If there are any questions or any problems, feel to give us a call. Remember, bills can also be paid online. Go to: www.townofmarlboroughny.org

CLOSINGS: 5

MARKOUTS: 35

Gallons of Gas: 180

Gallons of Diesel: 0

Mileage for the month: 1,575

G) WASTEWATER TREATMENT FACILITY- ANTHONY FALCO

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

October 5, 2020

For the month of September 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 = **78,000** gallons per day.
 - (About 45% of design capacity.)
- Average BOD removal = **99%**
- Average Suspended Solids removal = **95%**

Milton WWTP

- Average Daily flow = **29,000** gallons per day.
 - (About 53% of design capacity)
- Average BOD removal = **99%**
- Average Suspended Solids removal = **99%**

Both the Marlboro and Milton plants operated normally during the month of September without any major changes or events. We did receive the annual DEC Comprehensive Inspection Reports for both Marlboro and Milton. Both plants received the highest overall inspection rating; Satisfactory.

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

AndrewMcKee-DogControlOfficer

Wednesday, September 30, 2020 **September Monthly Report**

Monthly Report - 9/1/2020 through 9/30/2020

Overview:

Total number of Calls – 14

Number of Police Calls (from Marlborough Police and Ulster County Sheriff) - 7

Number of open cases - 2

Number of Stray Dogs Impounded and/or Seized - 1

Number of appearance Tickets issued - 0

We currently have 1 dog in the kennel

There were no Dog Bites reported this month.

On September 28th we had our 8th consecutive successful New York State Department of Agriculture and Markets inspection.

I) ASSESSOR - CINDY HILBERT

Assessor's Office

Memo

To: Town Board
From: Cindy Hilbert
CC: Colleen Corcoran
Date: October 12, 2020
Re: **October** Report

We prepared 3 property tax estimates.
We processed 21 real property transfers.
We mailed out our exemption renewal applications the end of September.
We processed the water and sewer district reevaluations.
We are continuing to do field review of the new construction and sales.

J) PLANNING - CHRIS BRAND

Town of Marlborough

Planning Board Review

September 2020

Meeting: September 8, 2020 / 7:30 PM / Meeting Held via Zoom Video Conference

ATTENDEES

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

AGENDA

Special Workshop Meeting for Consideration and Review of Short Term Rentals and Modification of Site Plan Checklist for Site Plan Applications

- The members of the Board held an in depth initial discussion of Short Term Rental Legislation for approval in the Town of Marlborough to address deficiencies in this area of the Town Code at the present time. The Board examined the Short Term Rental Laws from the Towns of Woodstock and Marbletown, in addition to a draft mockup of Short Term Rental Law provided by the Town of Marlborough Code Enforcement Officer. The Board concluded the following:

Three types of Short Term Rental Usages should be allowable in proposed Town Legislation.

- 1- Owner Occupied Room Rental [B&B type usage]
- 2- Owner Occupied Room Rental including Habitable Accessory Structures situated on the same parcel.
- 3- Non Owner Occupied / Designated Host Rentals with Owner / Designated Host residing within 10 miles of the Short Term Rental Property. [Marlborough residency not required]

The Board agreed all three Short Term Rental classifications should require initial Planning Board Review and a Special Use Site Plan Approval in order to begin operation and receive permitting. Each classification should also be limited to no more than 2 guests per bedroom in all dwellings with no maximum cap. (Children under 12 excluded in calculations)

The Board also came to consensus on the following general provisions for Short Term Rentals:

- 1- There should be no limitations placed upon the duration of the rental [under 30 days] or yearly usage. Short Term Rentals can be rented for 1-29 nights.
- 2- Short Term Rental Legislation should include language similar to Marlbletown's Application Process Letter G: "Three violations within any given 12 month period or portion thereof will be grounds for permit termination."
- 3- Short Term Rental "Owner" should be clarified as an individual, not a corporation or LLC.
- 4- Short Term Rental Legislation should include language similar to Woodstock's Zoning Amendment Letter F: "The Town Board will set caps on the number of both owner occupied STRs and non owner occupied STRs permitted within the Town and the fee schedule on an annual basis."
- 5- Short Term Rental Legislation should be wary of language similar to Marlbletown's Application Process Letter N: "Temporary Structures, Tents, Trailers, and RVs are not contemplated in this regulation and are prohibited for the purpose of STRs." This is to ensure any proposed legislation does not negate any previously approved Special Use Site Plans such as Mazzstock
- 6- The Self Inspection Checklist should require, not suggest, fire extinguishers. Additionally, clearly labeled water shutoffs should be required.
- 7- The Application for Short Term Rental Certification should not include tenant information as this is the STR's Owner's responsibility to keep track of renter information, not the Town.

The Board also held significant discussion regarding whether or not the number of Short Term Rentals an individual can operate should be capped. However, a clear consensus was not reached

In conclusion, the members of the Planning Board are in full agreement for the need of newly drafted legislation to address the need for Short Term Rentals within the Town of Marlborough to enhance tourism and provide economic opportunities for its residents, while at the same time, ensuring the health and safety of all involved.

On behalf of the members of the Planning Board, I look forward to working together to meet the aforementioned end results.

Due to the lengthy meeting time, discussion of the Site Plan Checklist for Site Plan Applications was tabled until our next scheduled meeting.

Respectfully Submitted,

Chris Brand, Chairman, Town of Marlborough Planning Board

Meeting: September 21, 2020 / 7:30 PM / Meeting Held via Zoom Video Conference

Approval of Stenographic Minutes for 7/20/2020, 8/3/2020, 8/17/2020

Approval for the above minutes was granted unanimously

ATTENDEES

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

AGENDA

Pond View, 19 Sunrise Drive, Milton: Public Hearing, Lot Line

- The public hearing was opened and adjourned until the October 5, 2020 Meeting of the Planning Board. In the interim, the applicant will complete the unfinished application checklist and provide the driveway agreement between all involved land owners.

Young, David & Susan, 50 Mill House Road. Marlboro: Preliminary, Subdivision

- The applicant received unanimous approval via resolution for the four lot subdivision. \$4,000 in Recreation Fees were also approved via resolution.

Marlboro on Hudson, Hudson Circle, Marlboro: Extension, Site Plan

- The Board agreed to allow for an extension to run through October 20, 2021, for the project.

Chevers Bed and Breakfast, 45 Cross Road, Marlboro: Sketch, Site Plan

- The applicant did not complete the necessary application requirements and will return at a subsequent meeting. The applicant was advised to secure the assistance of a licensed professional.

Independent Solar LLC, 206 Milton Turnpike, Milton: Sketch, Site Plan

- The Board declared intent to act as Lead Agency for this Type 1 Action. The Board requested the applicant provide more detailed visual analysis of the site as well as additional screening to lessen visual impacts from all sides. The applicant's decommissioning plan for the site was deemed inadequate by Town Engineer Pat Hines. The applicant will address these, and multiple other technical concerns, and return.

Guarino S/D, Lattintown Road, Marlboro: Sketch, Subdivision

- The Board declared intent to act as Lead Agency for this Unlisted Action. The Board requested the applicant provide clarification on the proposed driveways, DEC Wetlands, and rights to a pond, which is currently depicted spanning two separate lots.

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

Rich Schultz, Route 9W HD/R1, Milton: Subdivision

- Mr. Schultz sought guidance on how best to develop a parcel. At question was whether or not to subdivide the parcel for business and residential use. Mr. Schultz will begin a Site Plan Application for review.

Review of Site Plan Checklist Modifications

- The discussion was tabled until the next meeting.

NEXT Deadline

Friday, September 25 2020

NEXT Scheduled Meeting

Monday, October 5, 2020

Respectfully Submitted,

Chris Brand, Chairman, Town of Marlborough Planning Board

ITEM #9 Report of Committees

A) RECREATION COMMITTEE

Supervisor Lanzetta reported that the playground at the park is finished. Councilman Corcoran stated that youth baseball is still on.

B) EMERGENCY MANAGEMENT PREPAREDNESS COMMITTEE

No report.

C) CONSERVATION ADVISORY COMMITTEE

No report.

D) IT COMMITTEE

Supervisor Lanzetta reported that he needs a Windows 10 computer.

E) MILTON TRAIN STATION FOUNDATION

Supervisor Lanzetta reported that there will be a ceremony for Glenn Clarke at the Train Station on November 1st.

F) MILTON LANDING CITIZENS COMMITTEE

No report.

G) MARLBORO HAMLET ECONOMIC DEVELOPMENT COMMITTEE

No report.

H) MEET ME IN MARLBOROUGH

Supervisor Lanzetta reported that MMiM had a successful Farmers Market and the videos are coming along nicely.

I) HAMLET OF MILTON ASSOCIATION COMMITTEE

Councilman Koenig reported that he believes that the spring flowers will be switched out with the fall flowers.

J) TRANSFER STATION REVIEW COMMITTEE

No report.

ITEM #10 Old Business

A) Tomvac Rehabilitation Update

Supervisor Lanzetta stated that all is done and he is waiting to hear about the grant monies. He just received a \$12,500.00 check from an old grant for the Train Station park.

B) LWRP

No new information.

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

No new information.

D) Short Term Rentals

Supervisor Lanzetta stated that STR's will be discussed at the workshop meeting.

ITEM #11 New Business

A) Mobile Life Contract

Councilman Corcoran made a motion to allow the Supervisor to sign the one year contract with Mobile Life. Motion seconded by Councilman Koenig.

Yea: 5

Nays: 0

Carried

B) Playground Donation of \$500.00

Councilman Molinelli made a motion to accept a donation of \$500.00 from Dave Zambito for the inclusive playground at Cluett Schantz Park. Motion seconded by Councilman Koenig.

*Yea*s: 5

*Nay*s: 0

Carried

ITEM #12 Correspondences

No correspondence.

ITEM #13 Public Comments

No public comment.

ITEM #14 Resolutions

No resolutions.

ITEM #15 Adjournment

Councilman Koenig made a motion to adjourn the meeting at 7:13 p.m. Motion seconded by Councilman Corcoran.

*Yea*s: 5

*Nay*s: 0

Carried

Respectfully submitted,

Danielle Cherubini

Deputy Town Clerk