

WORKSHOP MEETING  
TOWN BOARD TOWN OF MARLBOROUGH  
21 MILTON TURNPIKE, MILTON NY  
JANUARY 24, 2022 7:00 PM  
MINUTES OF MEETING

Present: Supervisor Corcoran  
Councilman Molinelli  
Councilman Zambito  
Councilwoman Sessa  
Councilman Cauchi

Also Present: Colleen Corcoran, Town Clerk  
Thomas Corcoran, Building Inspector/Ulster County Legislator  
Gerald Coccozza, Chief of Police

ITEM #1 Call to order - Pledge of Allegiance

ITEM #2 Moment of Silence

ITEM #3 Motion to approve agenda  
***Councilman Molinelli made a motion to approve the agenda. Motion seconded by Councilman Cauchi.***

***Yeas: 5                      Nays: 0                      Carried***

ITEM #4 Motion to approve minutes from the January 10, 2022, Town Board Meeting  
***Councilman Cauchi made a motion to approve minutes from the January 10, 2022 Town Board Meeting. Motion seconded by Councilman Molinelli.***

***Yeas: 5                      Nays: 0                      Carried***

ITEM #5 Authorize payments of bills  
*Supervisor Corcoran stated that there are two abstracts.*  
***Councilman Molinelli made a motion to authorize payment of the first abstract in the amount of \$285,422.90. Motion seconded by Councilwoman Sessa.***

***Yeas: 5                      Nays: 0                      Carried***

***Councilman Molinelli made a motion to authorize payment of the second abstract in the amount of \$780,910.32. Motion seconded by Councilman Cauchi.***

***Yeas: 5                      Nays: 0                      Carried***

ITEM #6 Presentations  
*No presentations.*

ITEM #7 Comments on the agenda

*Mark Reynolds asked for an explanation about who will receive payment for the Verizon cell tower to be located at Marlboro High School.*

ITEM #8 New Business

A). Verizon Wireless Cell Tower-50 Cross Rd, Marlboro High School-Motion for Supervisor to Sign

*Supervisor Corcoran explained that the agreement that he will sign is to set up an escrow account for the soft costs for the Planning Board process and contract with a third party to perform testing. The Verizon fees from the tower will be paid to the school district not the town.*

*Councilman Cauchi asked for clarification on whether the town or the applicant will be paying the third party fees since the Planning Board requested additional testing.*

*Supervisor Corcoran explained that the applicant would pay the fees.*

***Councilman Molinelli made a motion to allow the Supervisor to sign the agreement to set up an escrow account for the proposed Verizon Cell Tower to be located at 50 Cross Road, Marlboro, NY. Motion seconded by Councilwoman Sessa.***

***Yeas: 5                      Nays: 0                      Carried***

B). Quest Lab proposal-Asbestos Abatement Management-Motion for Supervisor to Sign  
*Supervisor Corcoran explained that the asbestos abatement bid went out. Quest Lab is a third party that must oversee the project and inspect and take samples. The (worst case) estimate is \$9,550.00.*

***Councilman Cauchi made a motion to allow the Supervisor to sign the Quest Lab proposal for asbestos abatement management in the amount of (up to) \$9,550.00. Motion seconded by Councilman Zambito.***

***Yeas: 5                      Nays: 0                      Carried***

C). John Behan-Milton Landing Park-Motion for Supervisor to Sign

***Councilman Cauchi made a motion to allow the Supervisor to sign the agreement with John Behan, Behan Planning & Design, to continue working with the Town on the Milton Landing Park Revitalization. Motion seconded by Councilman Molinelli.***

***Yeas: 5                      Nays: 0                      Carried***

ITEM #9 Workshop topics

A). 2022 Code Book review and updates

*Supervisor Corcoran stated a few items in the code book that the town should have updated in the code book and are being looked at by the town engineer:*

- 1. Change off-street parking space size from 10 x 20 to 9 x 18*
- 2. Minimum distance between structures - the code currently states 1 ½ times the height of a building between structures for all zones – the change would apply this to all zones except C-1 which are the hamlets and would then require zero setback.*

*Tom Corcoran added that they will need to go over the state code outline and also delete the word "boarding house" from the code (boarding houses are not allowed at all so it causes confusion).*

*Supervisor Corcoran explained that he would like to get a committee together preferably with Planning Board Chairman Chris Brand (and the Planning Board), Councilman Zambito, Councilman Cauchi, and Tom Corcoran to go over the code book and suggest updates to the Board.*

**B). Police Chief request for 3<sup>rd</sup> Sergeant**

*Supervisor Corcoran explained that there were 3 sergeants prior to 2008 and that position was never filled again. Chief Coccozza is requesting a 3<sup>rd</sup> sergeant for the A Line so all the shifts have a supervisor; so there is another person who can do discovery paperwork (unfunded mandated from the state); so there is at least a someone who can be in charge if all of the current superiors were to retire (two are eligible and one is very close).*

*Chief Coccozza explained that he had figured out a way to make the cuts to his already created 2022 budget to accommodate the sergeant's additional pay of about \$10,000.00. The majority would be cutting the URGENT Officer back from 3 days to 2 days per week and also some small cuts. Or, if possible, they could use the discovery money that he should receive from the District Attorney's Office soon which is about \$14,000.00; that money was spent in 2021. As it looks now, Officer Sotanski would become the 3<sup>rd</sup> sergeant.*

*Supervisor Corcoran asked all of the Board members their opinion about hiring a third sergeant. The Board agreed with all of the ideas; some were concerned with cutting the URGENT Officer hours but the Chief explained how it will work out. Supervisor Corcoran stated that he will talk to the Budget Officer to see if there is another way to come up with the money and he will also talk with the attorney to get a resolution together.*

**C). TOMVAC Renovation**

*Supervisor Corcoran stated that Engineer Phil Bell and Architect Ciro Interrante are working on a plan to make sure they stay within the \$800,000.00 budget.*

**D). Employee Handbook Updates**

*Supervisor Corcoran explained that the non union employees had some things taken away in the past and he asked the Board if they would like to reinstate them. One is a 5 day vacation day buyout for non union employees that were hired before 1/1/2013 and have been with the town for at least 17 years and get 5 weeks vacation. Another give back would be increasing personal days from 2 to 3. There isn't an actual snow policy in the handbook so he would like to implement the policy that if the school has a two hour delay or closure the town has a two hour delay. Working from home has become a necessity since COVID started; there is no policy and he would like to incorporate it into the handbook. Compensation time is not allowed as per the handbook but has been allowed; Supervisor Corcoran is going to check with legal to see what can be done. Lastly, the Board will look at possibly getting or paying for cell phones for certain employees.*

**ITEM #10 Correspondence**

*No correspondence.*

**ITEM #11 Public Comment**

*Mark Reynolds asked what the cost and scope of John Behan's work is and if there is an update on the south pier.*

*Supervisor Corcoran explained that the scope of the work is pictured in the original plans with some changes such as the CSX crossing and the kayak launch; also*

*he can contact Mr. Reynolds about Mr. Behan's fees. There is no update on the pier except that town is waiting for the welding certificate from Arben Group and if they don't do it the town will have a third party do it and deduct the cost from Arben's final check that the town is holding.*

*Ted Millar, Marlborough Democratic Committee, stated that there will be a virtual meeting about the Milton Hamlet Revitalization headed by Robert Pollock on February, 2, 2022 at 8:00 p.m.*

*Maribeth King asked if the size of off street parking spots will change on existing spots. Tom Corcoran explained that the existing spaces stay the same and all new ones would conform to the new code.*

*Supervisor Corcoran asked how a business that already has an existing site plan who would like/need the new size parking spaces get them.*

*Tom Corcoran stated they would generally need to apply for a new site plan.*

*Maribeth King commented on some of the employee handbook items.*

#### ITEM #12 Resolutions

A). Resolution #26 Authority to grant exemptions on the 2022 town assessment roll

B). Resolution #27 To appoint a Zoning Board Member

#### ITEM # 13 Executive Session

*Supervisor Corcoran stated that the Board will hold an executive session with regard to the Planning Board Secretary's hours (full time or part time). He asked that Councilman Zambito recuse himself from the session due to conflict of interest. This will be a discussion only and no decisions will be made.*

***Councilman Molinelli made a motion to enter executive session to discuss a part time or full time position for the Planning Board Secretary at 8:19 p.m. Motion seconded by Councilman Cauchi.***

***Yeas: 5                      Nays: 0                      Carried***

***Councilman Molinelli made a motion to exit executive session and resume the regular meeting at 8:51 p.m. Motion seconded by Councilman Cauchi.***

***Yeas: 5                      Nays: 0                      Carried***

ITEM#14 ADJOURNMENT

*Councilman Molinelli made a motion to adjourn the meeting at 8:52 p.m. Motion seconded by Councilwoman Sessa.*

*Yeas: 5*

*Nays: 0*

*Carried*

*Respectfully submitted,  
Danielle Cherubini  
Deputy Town Clerk*

January 24, 2022

A). Resolution #26 Authority to grant exemptions on the 2022 town assessment roll.

Supervisor Corcoran proposes the following:

**WHEREAS**, on December 26, 2021, Governor Kathy Hochul issued **Executive Order No. 11**, declaring a State disaster emergency for the entire State of New York due to the COVID-19 pandemic; and

**WHEREAS**, this State disaster emergency has resulted in limited hours in municipal offices in the Town of Marlborough and rendered senior citizens and individuals with disabilities residing in Marlborough homebound. These factors combined have made it difficult, if not impossible, for many in these populations to file their real property tax exemption applications in person and many, further, lack the ability to file such applications online; and

**WHEREAS**, in recognition of the above problems caused by the pandemic, Governor Hochul issued Executive Order No. 11.1 on December 26, 2021, thereby extending Executive Order No. 11. This extension of the Governor's Executive Order modifies subdivisions 7, 7-a and 8 of section 459-c of the Real Property Tax Law and subdivisions 5, 5-a, 5-b, 5-c and 6 of section 467 of the Real Property Tax Law, the effect of which permits the governing body of an assessing unit (i.e., the Town Board of the Town of Marlborough ) to adopt a Resolution directing the Assessor to grant exemptions on the 2022 assessment roll to all property owners who received such exemptions on the 2021 assessment roll (i.e., senior citizens and individuals with disabilities with limited income), thereby dispensing with the need for such persons to file renewal applications to request such exemptions, and further dispensing with the requirement that assessors mail renewal applications to such persons; and

**WHEREAS**, Executive Order 11.1 further allows the governing body of said assessing unit, in any such Resolution, at its option, to include procedures by which its Town Assessor may require a renewal application to be filed if she has reason to believe that an owner who qualified for the exemption on the 2021 assessment roll may have since changed his or her primary residence, added another owner to the deed, transferred the property to a new owner or died; and

**WHEREAS**, pursuant to said Executive Order, the Town Board of the Town of Marlborough wishes to adopt such Resolution directing the Town Assessor of the Town of Marlborough to grant exemptions on the 2022 assessment roll to all eligible senior citizens and individuals with disabilities with limited income, and granting the Town Assessor of the Town of Marlborough the authority to require renewal applications for due cause, as discussed above, utilizing procedures outlined below;

**NOW THEREFORE, BE IT RESOLVED**, pursuant to the authority granted by Executive Order No. 11.1, issued by the Governor of the State of New York, that the Town Board of the Town of Marlborough hereby directs the Town Assessor of the Town of Marlborough to:

1. Grant exemptions on the 2022 assessment roll to all individuals who received the senior exemption on the 2021 assessment roll and all individuals who received the exemption on the 2021

assessment roll because they were recognized as a person with disabilities and limited income, thereby dispensing with the need for any such individuals to file renewal applications for such exemptions, except that;

2. The Town Assessor may, in her sole discretion, require a renewal application to be timely filed with her office if she has reason to believe that any such individual, who qualified for the aforementioned exemption on the 2021 assessment roll, may have since changed their primary residence, added another owner to the deed for the relevant property, transferred such property to a new owner or died. If the Town Assessor requires such renewal application be filed, she shall notify the owner of the subject property of such requirement by regular mail, with such notice shall contain instructions on how to file the renewal application. Said renewal exemptions may be returned by mail to PO Box 305, Milton, New York 12547, or by making an appointment to drop off said paperwork at the Town Assessor's Office, at 21 Milton Turnpike, Suite 200, Milton, New York 12547.

And moves for its adoption:

Councilman Molinelli	Yes
Councilwoman Sessa	Yes
Councilman Cauchi	Yes
Councilman Zambito	Yes
Supervisor Corcoran	Yes

January 24, 2022

B). Resolution #27 To appoint a Zoning Board Member

Supervisor Corcoran proposes the following:

Whereas, a vacancy has occurred on the Zoning Board with Dave Zambito being appointed as a Town Board Member, and

Whereas, the current board wishes to fill the vacancy, and

Whereas, the Town Clerk has posted an ad in the official newspaper seeking an interested person to fill the vacancy.

Now therefore be it resolved, that Andrew Nikola is hereby appointed to fill the Zoning Board Seat effective immediately with a term ending date of December 31, 2023

And moves for its adoption:

Councilman Molinelli	Yes
Councilwoman Sessa	Yes
Councilman Cauchi	Yes
Councilman Zambito	Yes
Supervisor Corcoran	Yes