

FIRST MEETING OF THE MONTH  
TOWN BOARD TOWN OF MARLBOROUGH  
21 MILTON TURNPIKE, MILTON NY  
FEBRUARY 14, 2022 7:00 PM  
MINUTES OF MEETING

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

Also Present: Danielle Cherubini, Deputy Town Clerk  
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 the minutes from the January 24, 2022 Town Board Meeting

***Councilwoman Sessa made a motion to approve the minutes from the January 24, 2022 Town Board Meeting. Motion seconded by Councilman Molinelli.***

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

ITEM #5 Authorize payment of bills

***Councilman Molinelli made a motion to authorize payment of the abstract in the amount of \$1,788,502.06. Motion seconded by Councilman Cauchi.***

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

ITEM #6 Comments on the agenda

***No comments on the agenda.***

ITEM #7 Presentations

A). Victoria Ciaglia-FCCLA project-Little Local Libraries

*Supervisor Corcoran presented a photo of Victoria Ciaglia's project for the public to see while she presented the information.*

*Victoria Ciaglia stated that she is a part of the FCCLA school program, and she chose a community service project as a part of her commitment. The community service project is to build little local libraries and place them around town, specifically at the Town Park playground and at the Train Station. People can borrow and return books. The libraries can be moved if necessary.*

*Supervisor Corcoran added that there is currently one in front of Supply Captain which and it is made from an old newspaper dispenser.*

***Councilwoman Sessa made a motion to allow Victoria Ciaglia to place Little Local Libraries around the Town of Marlborough for the purpose of giving the community an opportunity to borrow and return books and fulfill a community service project commitment. Motion seconded by Councilman Molinelli.***

***Yeas: 5***

***Nays: 0***

***Carried***

*Councilwoman Sessa asked Ms. Ciaglia if she was accepting book donations and if so where can they be brought.*

*Ms. Ciaglia said yes and books can be dropped off at 26 Western Avenue, Marlboro.*

*Supervisor Corcoran encouraged Ms. Ciaglia to forward any information she had to the Town to be put on the website and Facebook.*

*At this time, Supervisor Corcoran read Resolution #30 - To promote Michael Sotanski to Police Sergeant. He reiterated from prior meetings why the Town is going to now have a third sergeant.*

*After the roll call, Supervisor Corcoran presented a Marlborough Police Department coin to Sergeant Sotanski. The Board and congratulated him, and photos were taken.*

ITEM #8 Report of Departments and Boards  
A) SUPERVISOR – SCOTT CORCORAN

**Supervisor's Report February 2022**

Met with Bob Pollock to discuss the Milton mainstreet project as well as future plans for the expansion of Buttermilk Falls Spa, Henrys and possible convention center.

With the help of Chief Coccozza, Jen Vanamburgh, Tina Rosa, Charlie Gent, Marshall Bellizzi and the Highway Dept we moved the remaining files and items from TOMVAC into the newly refurbished storage space at the Highway Dept. Thank you to Donny, Mike and all the Highway employees who not only refurbished our new storage area with shelving but also painted the offices and hallway.

Met with Olivia Leach from Spectrum News with Allan Koenig and Howard Baker to discuss the Milton Landing and Pier for a news story aired on Spectrum News.

Met with Peter Hoffman at the Milton Train Station to discuss installing a camera system at Milton Landing for an online train watching organization.

Met with Todd McNutt from Rose and Kiernan to go over all the Towns property, buildings, equipment, and vehicle insurance estimates for 2022.

Met with the Milton Landing Committee, John and Cynthia Behan, Deputy Supervisor Appler and Councilman Zambito to discuss the progress on the Train Station walkway along Dock Road. We also discussed the future plan on how to utilize the LWRP \$560,000 grant the Town received for the Milton Landing park project.

Attended the Monthly Ulster County Association of Town Supervisors and City Mayors meeting to discuss the ongoing Covid -19 pandemic cases, Covid test kit distribution and also received an update from Mark Rider from the County Executive's office.

Met with Bayside project team team from Reiger and Baxter with Deputy Supervisor Appler and Councilwoman Sessa to discuss their PILOT request to the Ulster County IDA Board.....Total tax estimate without PILOT is \$7,340,474 ...with Pilot \$4,363,252 over (15) years .... \$2,976,222 savings over (15) years.

Met with Superintendent Mike Brooks to discuss Town and School district shared building security needs and custodial changes.

Met with Councilman Zambito, Tina Rosa and Christina Wilklow to discuss possible updates and changes to the employee handbook.

Met with John Litts from GPI Engineering, Design and Construction to discuss the possibility of adding an additional on-call town engineering firm for the Town.

Met with Victoria Ciaglia and her mother Melinda to discuss Victoria's library book sharing project at locations around the Town and the Town Parks.

Had multiple meetings with Chief Cocozza, Councilman Mollinelli and Building Inspector Corcoran about the replacement of Police and Building Dept. vehicles.

Met with the TOMVAC committee members Phil Bell, Ciro Interrante, Deputy Supervisor Appler, Councilman Zambito, John Alonge, Gary Lazaroff, Charlie Muggeo, Bruno Keller and Lenny Scaturro to discuss the final plans for the TOMVAC renovation.

Met with Sewer Plant Superintendent Julian Falco, Deputy Supervisor Appler, Councilman Zambito, Charlie Muggeo and Bruno Keller to discuss the removal of the press machine to create a storage garage for the Water Department.

Helped host Covid Vaccine Clinic with Ulster County Legislator Corcoran, Ulster County Health Department and the Marlboro Central School District.

Attended an on-line community Zoom discussion with Bob Pollock and community members to discuss the Milton Hamlet mainstreet project.

Met with Assistant Superintendent Rosanne Mele from the school district with Chief Cocozza to discuss the extension of our SRO contract and possible building updates.

Met with the Town Recreation Committee with Councilwoman Sessa, Arlette Porpiglia, Jenna Lazaroff and Tara Coupart to discuss the 2022 recreation agenda.

Attended the Marlboro Central School District safety committee meeting.

Held a group Dept. meeting with all Town Dept. heads to discuss 2022 goals and projects.

Had an online Zoom meeting with Eric Dussault from American Cruises and Brandee Nelson from Tighe & Bond Engineering to discuss the Milton Pier fender pile design, pile system cost and a possible private/public franchise agreement work project.

Respectfully submitted,

Scott Corcoran

Supervisor  
Town of Marlborough

*Supervisor Corcoran explained in more detail regarding the Bayside project that there is an interested buyer, and they are trying to get a PILOT program finalized by the Industrial Development Agency. They would like the backing of the school and the town. The proposed PILOT is for 15 years and a 2.976 million dollar tax reduction which is significantly less than Bayside's original PILOT proposal.*

*Supervisor Corcoran presented a slideshow of photos of town employees working on offices and properties to make improvements and save the taxpayers money.*

B) BUILDING INSPECTOR - THOMAS CORCORAN

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

CERTIFICATE OF OCCUPANCY	6	STOP WORK ORDER	0
REQUEST FOR INFORMATION	12	ZBA APPLICATION	1
TRAILER PARK RENEWALS	0	ORDER TO REMEDY	10
BUILDING EXTENSIONS	7	COMPLAINTS	25
FIRE INSPECTIONS	14	BURN PERMITS ISSUED	16
FIRE CALLS	0	CLOTHING BIN RENEWALS	0
TOTAL MILEAGE	1,408	TOTAL GAS USAGE	88 Gals

**BUILDING PERMITS**

ADDITION / RENOVATION	4	POOL / HOT TUB	0
BARN	0	ROOF	3
BURNING	16	SHED	3
CARPORT / GARAGE	1	SIGNS	2
DECK/STAIRS	1	SINGLE FAMILY	0
DEMOLITION	0	SOLAR PANELS	3
ELECTRICAL / HVAC	2	TANK INSTALL / REMOVAL	0
FURNACE / BOILER	0	WIRELESS COMMUNICATION	0
GENERATOR	0	WOOD / PELLET STOVE	0
TOTAL PERMITS	35	EST. COST OF BUILDINGS	\$255,632.00

**FEES COLLECTED**

CERTIFICATE OF OCCUPANCY	\$1,000.00
PERMIT EXTENSIONS	\$1,130.00
BUILDING PERMITS	\$4,509.90
REQUEST FOR INFORMATION	\$2,300.00
<b>TOTAL BUILDING FEES</b>	<b>\$8,939.90</b>
FIRE INSPECTIONS	\$1,145.00
TRAILER PARK RENEWALS	\$0.00
<b>TOTAL FIRE FEES</b>	
<b>BURNING FEES</b>	<b>\$30.00</b>
ZBA APPLICATIONS	\$300.00
ZBA ESCROW	\$700.00
<b>TOTAL FEES</b>	

*There was a brief discussion about the number of complaints and how they might be submitted.*

C) POLICE CHIEF - GERALD COCOZZA

Police Department  
Town of Marlborough

MEMORANDUM

To: Town Board of the Town of Marlborough  
From: Chief Cocozza  
Date: February 14, 2022  
Subject: Activity Summary for the Month of January 2022



Following is a summary of the activity of the Police Department for the month of January 2022

<u>MOTOR VEHICLE ACCIDENT</u>	January 22	Yr. Date 22	January 21	Yr. Date 21
Personal injury	8	8	4	4
Fatal	0	0	0	0
Property Damage	26	26	21	21
Total	34	34	25	25

<u>SUMMONSES ISSUED</u>				
Vehicle and Traffic	57	57	62	62
Parking	1	1	2	2

<u>COMPLAINT ACTIVITY</u>				
Total Blotter Entries	1471	1471	1694	1694
Total Arrests	20	20	20	20

<u>TOTAL TELEPHONE CALLS</u>	1956	1956	1906	1906
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POLICE DEPARTMENT OVERTIME HOURS payroll 02 & 03

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 Grant O/T	(see attached)	(see attached)		
Full Time Dispatchers Overtime	8 (\$372) 8	0 (\$)	0	0
Part Time Dispatchers Overtime	25 (\$674) 25	24 (\$624)	24	24
Police Mileage	8980	8980	9912	9912

Police Department  
Town of Marlborough



**MEMORANDUM**

Activity Summary for the month of January 2022

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**Police Department Payroll 2 & 3 Regular Hours**

	January 22	Yr. Date	January 21	Yr. Date
Full Time Police Officer	1209	1209	1176	1176
Part Time Police Officer	1160.75	1160.75	1098.5	1098.5
Full Time Dispatcher	324	324	480	480
Part Time Dispatcher	564	564	328.25	328.25
Traffic Officer	65	65	48	48

**Police Department Fuel Consumption**

Police	1173.421	1173.421	1170.601	1170.601
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**Use of Force**

0-use of force	YTD 0 - use of force
2-deer	YTD 2 - deer
0 - Animal	YTD 0 - animal
0- Hands	YTD 0 - hands

Civilian Complaints 0



## Incident Breakdown By Month Report



Print Date/Time: 02/11/2022 11:19  
Login ID: jvanamburgh.maripd  
Year: 2022

Marlborough Town Police Department  
ORI Number: NY055800  
Incident Type: All

Incident Type	January	February	March	April	May	June	July	August	September	October	November	December	Yearly Totals
7 Digit Call	4 100.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	4
911 Abandoned	1 100.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	1
911 Misdial	0 0.0	1 100.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	1
911 No Voice Call	2 100.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	2
Accident Personal	8 88.9	1 11.1	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	9
Accident Property	26 81.3	6 18.8	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	32
Alarm Burglary	16 94.1	1 5.9	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	17
Alarm Panic	1 100.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	1
Animal	4 100.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	4
Assist EMS	70 72.2	27 27.8	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	97
Assist Fire	18 66.7	9 33.3	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	27
Assist Other	2 50.0	2 50.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	4
ATV Complaint	0 0.0	1 100.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	1
BOLO	1 100.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	1
Bomb Threat	1 100.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	1
Burglary	0 0.0	1 100.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	1
Civil Matter	0 0.0	2 100.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	2
Criminal Mischief	4 80.0	1 20.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	5
Disabled Vehicle	3 42.9	4 57.1	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	7
Dispute	6 100.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	6
Domestic Dispute	9 69.2	4 30.8	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	13
Erratic Vehicle	7 87.5	1 12.5	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	8
Error	1 100.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	1
Fight	4 100.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	4
Fraud	6 85.7	1 14.3	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	7
Harassment	2 40.0	3 60.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	0 0.0	5





# Incident Breakdown By Month Report

Print Date/Time: 02/11/2022 11:19  
 Login ID: jvanamburgh.marlpd  
 Year: 2022

Marlborough Town Police Department  
 ORI Number: NY055800  
 Incident Type: All

Incident Type	January	February	March	April	May	June	July	August	September	October	November	December	Yearly Totals
Information	5 71.4 2 28.6	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	7
Larceny	2 40.0 3 60.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	5
Lock Out	4 36.4 7 63.6	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	11
Lost or Missing	1 100.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	1
Mental Health Law	1 100.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	1
New Call	1 100.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	1
Open Door	1 33.3 2 66.7	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	3
Police Public	4 80.0 1 20.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	5
Police Station	5 83.3 1 16.7	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	6
Property Check	1059 74.2 368 25.8	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	1427
Property Found	0 0.0 1 100.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	1
Property Lost	2 100.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	2
Psychiatric	0 0.0 1 100.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	1
Public Safety	1 100.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	1
Road Hazard	5 55.6 4 44.4	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	9
School Check	107 81.1 25 18.9	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	132
Serve Papers	2 100.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	2
Suicide or	0 0.0 1 100.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	1
Suspicious	11 64.7 6 35.3	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	17
Traffic Complaint/	3 60.0 2 40.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	5
Traffic Stop	44 88.0 6 12.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	50
Trespass	1 50.0 1 50.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	2
Unknown Police	1 100.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	1
Vehicle	2 100.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	2
Welfare Check	13 52.0 12 48.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	25
Total:	1471 74.3 508 25.7	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	0 0.0 0 0.0	1979

**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	\$226	\$3,162	\$2,936	7%
DARE	\$0	\$4,110	\$4,110	0%
F/T Court	\$0	\$2,984	\$2,984	0%
F/T Holiday *	\$3,053	\$37,311	\$34,258	8%
F/T Investigations	\$242	\$8,086	\$7,844	3%
F/T Shift Cover	\$2,896	\$17,797	\$14,901	16%
F/T Training	\$0	\$6,133	\$6,133	0%
P/T Court	\$207	\$4,457	\$4,250	5%
P/T Holiday *	\$3,550	\$12,228	\$8,678	29%
P/T Investigations	\$147	\$6,980	\$6,833	2%
P/T Shift Cover	\$3,907	\$16,238	\$12,331	24%
P/T Training	\$0	\$6,576	\$6,576	0%
F/T Firearms training & laser	\$0	\$5,247	\$5,247	0%
P/T Firearms training & Taser	\$0	\$7,076	\$7,076	0%
FT Special detail	\$0	\$9,762	\$9,762	0%
PT Special Detail	\$0	\$12,201	\$12,201	0%
<b>Total</b>	<b>\$14,228</b>	<b>\$160,348</b>	<b>\$146,120</b>	<b>9%</b>
*Holiday	\$6,603	\$49,539	\$42,936	13%

**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	\$2,000	\$2,000	0%
DWI (driving while intoxicated)	\$0	\$2,500	\$2,500	0%
PTS (police traffic services)	\$0	\$3,500	\$3,500	0%

*Chief Coccozza thanked the Board for approving the Sergeant. He added that the Train Station had to have an upgrade to the dialer that will enable the burglar and fire system to work properly.*

## 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 Corcoran  
Town Clerk Colleen Corcoran  
Town Board Members

#### **Monthly Report for January 2022**

At the Highway Department building we constructed new file rooms for storage for the Supervisor's Office, the Court and the Police Department. We also constructed rooms for the DARE program and their supplies. In between winter storms we demoed the TOMVAC building and transferred all the records and equipment to these new storage rooms. We also patched and painted all the hallway walls.

#### **Highlights for the month:**

1. We started the New Year picking up Christmas trees and doing our litter patrols in both hamlets.
2. On 1/3 we ditched along Sands Dock Road.
3. Several days were spent chipping brush on Bingham Rd., Hampton Hills Dr., Mt. Zion Rd., Old Indian Rd. and Baileys Gap Rd. We also continued to flail mow in both hamlets.
4. There were several winter storms this month:
  - 1/5 - Freezing rain, all trucks were sent out salting.
  - 1/7 - Light snow, called all men in at 4 am to plow and salt.
  - 1/9 - Freezing rain & sleet, all men in at 5:30 am.
  - 1/16, 17 & 18 - Predictions were 4"- 8" of snow. Sent 4 trucks out to pretreat. Freezing rain and wind chill temperatures created very icy conditions.
  - 1/20 - Light snow, had all trucks out plowing and salting.
  - 1/25 - Light snow, all men in at 4 am, plowing and salting
  - 1/29 - Nor'easter - 6" of snow, all men in at 5 am, plowing and salting.
5. On 1/31 we assisted the Water Department with a water main break on 9W, by Stewarts.

**Fuel Usage:** Gas: 140 gallons      Diesel: 2,211 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: 2/14/2022**

**TO: SUPERVISOR SCOTT CORCORAN  
TOWN BOARD MEMBERS  
TOWN CLERK**

**RE: MONTHLY REPORT FOR JANUARY**

Water consumption totaled 16,324 million gallons, which is a daily usage of 526,580  
Compared to last month 15,591 million gallons, which is a daily usage of 502,935  
Compared to a year ago water consumption was 15.953 million gallons for the month,  
which is a daily usage of 514,612.

**SUMMARY FOR THE MONTH**

**BILLING:** Bills were mailed out this month, if you have any problems or questions feel free to give us a call.

**CURB BOXES:** We had to repair a curb box on Western Ave.

**METERS:** We had to replace three frozen meters and turn off frozen service lines at three houses.

**SERVICE LINES:** We had to repair service lines on Prospect St., Western Ave. and Dock Rd. in Milton.

**SEWER:** We had to repair a sewer riser on a manhole on Maple Ave. and Dock Rd. in Milton. We had to jet service line on North Young Ave.

**WATER MAINS:** We had to repair an 8 inch water main on Milton Turnpike & 9W in Milton with the help of the Highway Dept.

**CLOSINGS:** 8  
**MARKOUTS:** 16  
**Gallons of Gas:** 265  
**Gallons of Diesel:** 25  
**Mileage for the month:** 2,100

# F) TOWN CLERK - COLLEEN CORCORAN

02/01/2022

## Town Clerk Monthly Report Monthly Report January 01, 2022 - January 31, 2022

Page 1

Account Description	Fee Description	Account#	Qty	Local Share
building Dept/ Burn permits	Burn Permits	00-2110	1	45.00
			<b>Sub-Total:</b>	<b>\$45.00</b>
Conservation	Conservation	A1255	2	1.11
			<b>Sub-Total:</b>	<b>\$1.11</b>
Dog Licensing	Female, Spayed	A2544	4	20.00
Dog Licensing	Female, Unspayed	A2544	1	10.00
Dog Licensing	Male, Neutered	A2544	5	25.00
Dog Licensing	Male, Unneutered	A2544	2	20.00
			<b>Sub-Total:</b>	<b>\$75.00</b>
General Fund	Towing Licenses	00-2590	7	1,750.00
General Fund	Water Service	2144SW	3	6,050.00
			<b>Sub-Total:</b>	<b>\$7,800.00</b>
LANDFILL FEES	T/s Permits	00-2130	17	950.00
LANDFILL FEES	T/s Punch Cards	00-2130	25	1,540.00
			<b>Sub-Total:</b>	<b>\$2,490.00</b>
Misc Fees	Building Fees\Building Dept	00-2110	1	11,000.10
Misc Fees	Fire Fees\Building Dept	00-2110	1	985.00
			<b>Sub-Total:</b>	<b>\$11,985.10</b>
MISC. FEES	Accident Reports	00-1255	14	70.00
MISC. FEES	Certified Copies	00-1255	6	120.00
MISC. FEES	Park Fees	00-2001	1	300.00
			<b>Sub-Total:</b>	<b>\$490.00</b>
			<b>Total Local Shares Remitted:</b>	<b>\$22,886.21</b>
Amount paid to:	NYS Ag. & Markets for spay/neuter program			18.00
Amount paid to:	NYS Environmental Conservation			18.89
<b>Total State, County &amp; Local Revenues:</b>	<b>\$22,923.10</b>		<b>Total Non-Local Revenues:</b>	<b>\$36.89</b>

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
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## G) WASTEWATER TREATMENT FACILITY- JULIAN FALCO

Water Quality Management, Inc.  
P.O. Box 655  
Marlboro, NY 12542

February 7, 2022

For the month of January 2022, both the Marlboro and Milton Wastewater Treatment Plants complied with most of the SPDES requirements. The Milton facility did not meet the 85 percent removal of TSS. The following are monthly statistics for both plants;

### Marlboro WWTP

- Average Daily Flow = **107,000** gallons per day.
  - (About 61% of design capacity.)
- Average BOD removal = **97%**
- Average Suspended Solids removal = **91%**

### Milton WWTP

- Average Daily flow = **28,000** gallons per day.
  - (About 51% of design capacity)
- Average BOD removal = **99%**
- Average Suspended Solids removal = **84%**

Both the Marlboro and Milton treatment plants operated normally during the month of January without any major changes or events. The low TSS percent removal at the Milton facility was likely due to the changes in temperature and a low Influent TSS value. I will include this explanation with my monthly DMR report to the DEC. We have also made a change from the two plastic trash bins to a small dumpster. This is due to the Ulster County Resource Recovery agency no longer accepting the screening we remove from the treatment process. This will result in a small increase in price from Lamela Sanitation. We have also met with Dennis Larios and decided on the items we should upgrade this year. They are as follows;

1. Improve Influent Channel Hydraulics to prevent storm overflows
2. Replacement of Motor Control Center due to obsolescence of parts/equipment
3. Oxidation Ditch Rotors and Rotor Covers- these are your main treatment drivers
4. Clarifier Splitter Box Control Gates/Valves
5. Screw Pump Control Valves at Base of Screw Pump Assembly Structure
6. Oxidation Ditch Effluent Weir Assembly (precise scope to be determined)

The items are listed in order of importance. It is important to know that these items will not increase the capacity of the Marlboro plant. They are necessary to ensure the proper function of the facility. Overall, both wastewater treatment plants are in good working order but are getting older. If you need any additional information, please do not hesitate to contact me.

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      Bethany Wager-McKee Deputy Dog Control Officer

Wednesday, February 2, 2022      January 2022 Monthly Report

### Monthly Report – 1/1/2022 through 1/31/2022

#### Overview:

We received a total of 11 calls this month including 3 calls to service from the New York State Police and Ulster County Sherriff.

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

We currently have 1 open case or complaint.

We Impounded 0 dogs this month.

no appearance tickets were issued this month

We have 0 Dangerous Dog cases in progress in the Marlborough Justice Court

We regret to inform you that due to an unfortunate event in Pennsylvania, there will be 6 more weeks of winter. Punxsutawney Phil, the official groundhog did see his shadow this year.

End of report.

## I) ASSESSOR - CINDY HILBERT

*No report.*

J) PLANNING - CHRIS BRAND

Town of Marlborough

# Planning Board Review

## January 2022

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January 2022 Financial Report	
January 2022 Application Fees	\$0
January 2022 Escrow Fees	\$1,052.70
January 2022 Recreation Fees	\$0
January 2022 Invoices	\$6,503.40

Meeting: January 3, 2022

### ATTENDEES

Chris Brand, Steve Clarke, Cindy Lanzetta, Joe Lofaro, Bob Troncillito, James Garofalo, Steve Jnnnison

### AGENDA

#### Tonsing, 20 Walnut Lane, Milton: Public Hearing, Subdivision

- A Public Hearing was opened and closed with one resident raising concerns about flooding on an adjoining parcel. Setbacks were discussed. The Board unanimously approved the SEQRA Negative Declaration and Notice of Determination of Non-Significance as well as a Resolution of Approval for the project.

#### Pollock Site Plan, 39 Main Street, Milton: Sketch, Site Plan

- The Board continued their review of this extensive project proposal. Parking, Fire Department connections, water and sewer connections, geotechnical reporting, UC DPW access, Central Hudson utilities, signage

and building spacing were all discussed. A Public Hearing for the project was scheduled for February 7, 2022.

**Frankos STR, 387 Lattintown Rd., Marlboro: Sketch, Site Plan**

- The applicant asked to reschedule due to COVID.

**Verizon Marlboro High School, 50 Cross Road, Marlboro: Sketch, Site Plan**

- Wireless Engineer Mike Musso submitted a Task Order for review. Discussion of a balloon test was held. Mr. Musso will act as liaison and coordinate the test, which was tentatively scheduled for January 29, 2022, or the next available weather day. Mr. Musso will draft a Completeness Memo in order for the town to avoid any possible time constraint violations. The Board authorized Chairman Brand to execute and authorize the above by unanimous vote.

**\*\*\* Conceptual Site Plan Discussion with Engineer\*\*\***

- The Board discussed the Qiang Subdivision approval process. Member Lanzetta pointed out discrepancies regarding non-conforming lots. Chairman Brand and the Planning Board Attorney will review with the Town of Marlborough Code Enforcement Officer to clarify.

**NEXT Deadline**

Friday, January 7, 2022

**NEXT Scheduled Meeting**

Tuesday, January 18, 2022

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**Meeting: January 18, 2022 / 7:30 PM**

**ATTENDEES**

Chris Brand, Steve Clarke, Cindy Lanzetta, Bob Troncillito, Joe Lofaro, James Garofalo, Steve Jennison

## **AGENDA**

### **Approval of Stenographic Minutes for 12/20/2021 & 1/3/2022**

Approval for the 1/3/2022 minutes was granted unanimously. Approval of the 12/20/2021 minutes was tabled until the next meeting

### **Blasher Hafred, 346 Mt. Zion Rd., Marlboro: Public Hearing, Minor Site Plan**

- The Public Hearing was opened and closed with no input from the community. The applicant addressed all outstanding issues. The Board unanimously approved a Resolution of Approval be drafted for a vote at the February 7, 2022, Meeting.

### **Frankos STR, 387 Lattintown Rd., Marlboro: Sketch, Site Plan**

- The applicant will address several minor issues and return for a Public Hearing on March 7, 2022. The Board unanimously approved a Resolution of Approval be drafted for a vote at this meeting.

## **NEXT Deadline**

Friday, January 21, 2022

## **NEXT Scheduled Meeting**

Monday, February 7, 2022

Respectfully Submitted,

Chris Brand, Chairman, Town of Marlborough Planning Board

## ITEM #9 Report of Committees

### A) RECREATION COMMITTEE

*Councilwoman Sessa reported that the new committee met on February 8<sup>th</sup>. The committee members in attendance were herself, Scott Corcoran, Arlette Porpiglia, Jenna Lazaroff, and Tara Coupart. The committee decided to hold the Easter Egg Hunt outdoors at Cluett Schantz Park on April 9<sup>th</sup> with a rain date of April 10<sup>th</sup>. 6,000 pre filled Easter bags will be ordered and the plan is to have face painting, a magician, a DJ and the Easter Bunny. They plan to use a sign-up genius to get an idea of the number of attendees. The committee discussed planning to schedule the whole year of events and posting for the community to see. They also discussed: summer camp, concerts/movies in the park, a farmers appreciation parade, a town swim program, sleigh riding under the stars and an ice rink for next winter. The next meeting is scheduled for Tuesday, March 8<sup>th</sup> at Kedem Winery.*

### B) EMERGENCY MANAGEMENT PREPAREDNESS COMMITTEE

*Supervisor Corcoran and Councilman Zambito plan to meet with the committee in mid March to go over emergency procedures.*

### C) CONSERVATION ADVISORY COMMITTEE

*There was a brief discussion with Mici Simonofsky and a couple of the Board members about the next CAC project. It was decided that the Board could decide on what they will ask the CAC to do and Councilwoman Sessa will communicate with Ms. Simonofsky.*

### D) IT COMMITTEE

*Supervisor Corcoran explained that the town purchased their own laptops for the Town Board and also one for Danielle Cherubini to work from home when necessary. Danny Brooks will be programming them soon.*

### E) MILTON TRAIN STATION FOUNDATION

*Supervisor Corcoran reported that the decking is rotting and he would like to replace it with Trex decking. He and Gael Appler Jr. volunteered to build the deck; they welcome any other volunteers.*

### F) MILTON LANDING CITIZENS COMMITTEE

*No report.*

### G) MARLBORO HAMLET ECONOMIC DEVELOPMENT COMMITTEE

*No report.*

### H) MEET ME IN MARLBOROUGH

*Supervisor Corcoran read the MMiM report from Sheila Mannese which stated that they are going to:*

- *Send out a welcome wagon letter to new residents*

- *Look to bring back the Blossom Street Fair in the Hamlet of Milton*
- *Keep the annual calendar up to date*
- *Promote February and Valentine's Day events*
- *Work to include the FFA (Future Farmers of America) in the Marlboro High School*

**I) HAMLET OF MILTON ASSOCIATION COMMITTEE**

*Councilwoman Sessa reported that the committee will be working on the spring event and flowers.*

**J) TRANSFER STATION REVIEW COMMITTEE**

*No report.*

*At this time Supervisor Corcoran asked for a motion to amend the agenda to add Letter C) Extend Agreement for Pier with Tighe & Bond to New Business.*

***Councilman Molinelli made a motion to amend the agenda to add Letter C) Extend Agreement for Pier with Tighe & Bond to New Business. Motion seconded by Councilman Zambito.***

***Yeas: 5***

***Nays: 0***

***Carried***

**ITEM #10 Old Business**

**A). Tomvac Rehabilitation Update**

*Supervisor Corcoran stated that the bids were received for the asbestos abatement. The engineer is looking over the low bid carefully to make sure all is well.*

**B). South Pier Update**

*Supervisor Corcoran stated that the town is still waiting for the welding certificate from Arben Group. He also explained that the town is still discussing design of the fender pile system and cost with American Cruise Lines who may pay for the system. A nine fender pile system is being looked into so it can accommodate other types of boats and ships. Wood piles instead of steel are being considered.*

*The total cost of everything to date regarding the pier is 1.81 million dollars minus the grant money for \$313,000.00.*

*The pier is closed to pedestrians and boats for now until the welding certificate is received.*

*CSX is asking for final design plans for the park but the town will need final design plans from them for the pedestrian crosswalk in order to give them a final. CSX will need to submit that by sometime in March.*

ITEM #11 New Business

A). Greenman-Pedersen, Inc-on call engineering agreement

***Councilman Molinelli made a motion to authorize the Supervisor to sign an agreement with Greenman-Pedersen, Inc. for on call engineering services. Motion seconded by Councilman Cauchi.***

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

B). Medical Director for Summer Camp- Motion to Advertise

*Supervisor Corcoran stated that the previous medical director has retired. The county requires that the town camp has a medical director at the camp all day. He would like to advertise for the position and increase the pay to \$20.00 per hour. Town employees are eligible to enroll their children in the camp at half the price.*

***Councilwoman Sessa made a motion to advertise for a Summer Camp Medical Director with the rate of pay of \$20.00 per hour. Motion seconded by Councilman Cauchi.***

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

C). Extend Agreement for Pier with Tighe & Bond

***Councilman Cauchi made a motion to sign the extended agreement with Tighe & Bond for the Milton Landing Pier for services outlined in their proposal not to exceed \$4,950.00. Motion seconded by Councilman Zambito.***

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

ITEM #12 Correspondences

*Supervisor Corcoran read correspondence from Ed Mackey requesting the use of the Train Station at no charge for the high school track team officials for a few meetings. The Supervisor asked for a motion to waive the fee and just asked Mr. Mackey to contact the Town Clerk's Office to schedule the dates.*

***Councilwoman Sessa made a motion to waive the fee for the use of the Milton Train Station for meetings for the high school track team officials. Motion seconded by Councilman Zambito.***

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

*Supervisor Corcoran stated that John and Cynthia Behan from Behan Planning dedicated a plaque for the town in memory of Tony Falco that will be displayed in Town Hall.*

ITEM #13 Public Comments

*Mici Simonofsky stated that the Board is doing a good job and the reports are thorough. She wishes more people would attend the meetings.*

ITEM #14 Resolutions

A). Resolution #28 To amend the Town of Marlborough Employee Handbook  
*Supervisor Corcoran stated that it came up that the Planning Board Secretary has no benefits for the part time position. Councilwoman Sessa suggested that the position mimic vacation time as full time employees do.*

***Councilwoman Sessa made a motion to amend the employee handbook to include that the Planning Board Secretary receive tiered vacation time earned commensurate with years worked as outlined for full time employees. Motion seconded by Councilman Molinelli.***

***Yeas: 4                      Nays: 0                      Abstain: 1 (Zambito)                      Carried***

*There was a brief discussion and clarification on the tiered time off for the part time position. After clarification, the Board voted on the following motion:*

***Councilwoman Sessa made a motion to override that last motion and update the Town of Marlborough Employee Handbook to include that the Planning Board Secretary be entitled to tiered vacation time as follows:***

<b><i>Date of Hire</i></b>	<b><i>Vacation Time (Working Days)</i></b>
<b><i>After 3 years of service</i></b>	<b><i>5 (25 Hours)</i></b>
<b><i>After 7 years of service</i></b>	<b><i>10 (50 Hours)</i></b>
<b><i>After 14 years of service</i></b>	<b><i>15 (75 Hours)</i></b>

***Motion seconded by Councilman Molinelli.***

***Yeas: 4                      Nays: 0                      Abstain: 1 (Zambito)                      Carried***

*Councilman Cauchi questioned what the Board decided to do about the letter that the Planning Board Chairman wrote about increasing the secretary's hours. Supervisor Corcoran stated that her current hours will suffice; there is a backup secretary for when she is not there in the afternoon.*

- B). Resolution #29 To appoint an Ethics Board Chairman  
C). Resolution #30 To promote Michael Sotanski to Police Sergeant



ITEM #15 Adjournment

*Councilman Molinelli made a motion to adjourn the meeting at 8:42 p.m. Motion seconded by Councilman Cauchi.*

*Yeas: 5*

*Nays: 0*

*Carried*

*Respectfully submitted,  
Danielle Cherubini  
Deputy Town Clerk*

February 14, 2022

A). Resolution #28 To amend the Town of Marlborough Employee Handbook

Supervisor Corcoran proposes the following:

Whereas, the Town Board of the Town of Marlborough adopted the Town of Marlborough Employee Handbook by resolution on June 25, 2012, and

Whereas, the Town Board wishes to amend the handbook to include the following updates.

### **311 Holidays**

#### **UPDATE to Add:**

#### **311 Holidays**

The following are holidays and dates of observance for all regular, full-time employees **and planning board secretary (5 hours)**. Such employees shall be paid at the employee's regular rate for these days.

*Juneteenth (amended 02/14/2022)*

### **312 Vacation**

#### **UPDATE to Add:**

Each full-time employee hired prior to January 1, 2013, who has reached 17 years of service shall be entitled to a buyout of five (5) unused vacation days per calendar year. Each such employee shall be entitled to only one (1) buyout in a calendar year.

*The Planning Board Secretary*

*Date of Hire*

*Vacation Time  
(Working days)*

*After 3 years of service            5 (25 hours)*

*After 7 years of service            10 (50 Hours)*

*After 14 years of service            15 (75 Hours)*

### **316 Personal Leave**

#### **UPDATE to Add:**

*Three (3) days of personal leave is permitted per year. Unused personal leave cannot be carried over into the next calendar year and must be taken in increments of no less than two (2) hours.*

A one-day notice of the request to take personal leave time shall be given by the employee to his/her Supervisor, except in the case of an emergency.

Employees shall not be paid for unused personal leave upon any termination of employment.

#### **ADD:**

### **418 Town Hall Snow Closing (inclement weather) Policy**

**Town Hall will follow the (MCSD) Marlboro Central School District delays and closings for inclement weather as follows**

- 1. When MCSD has a One-hour delay, Town Hall is on a One-hour delay**
- 2. When MCSD has a Two-hour delay, Town Hall is on a Two-hour delay**
- 3. When MCSD Closes, Town Hall will remain on a Two-hour delay**

**In cases of serious emergency or when the operation of Town facilities could be hazardous to the lives of employees, the Supervisor may declare an emergency day and close Town Hall.**

**In the case Town Hall is not closed and an employee needs to take the day off, the said employee will need to utilize personal time for any hours not allocated in the snow policy.**

**Notification will be sent out to residents via Town Facebook and Town Website.**

### **419 Cell Phone Reimbursement Policy**

**Each Town Board Council member, the Town Supervisor, the supervisor secretary, and the Town Budget officer shall be reimbursed thirty dollars (\$30.00) a month for his/her cell phone use. The onetime payment of (\$360.00) for the year will be paid in the last payroll of the year.**

#### **420 Work from Home Policy**

**Each employee who has been issued a laptop for the purpose of emergency work from home use, can only do so with the permission of the Supervisor.**

#### **421 Comp Time Policy**

- 1. Comp time needs to be approved by the Dept. head and the Supervisor**
- 2. Comp time needs to be used within the calendar year it was approved**
- 3. Comp time cannot be accrued from year to year**
- 4. Any unused Comp time not used in a calendar year will be lost**

And moves for its adoption:

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

February 14, 2022

B). Resolution #29 To appoint an Ethics Board Chairman

Supervisor Corcoran proposes the following:

Whereas, the Town of Marlborough as adopted a Code of Ethics in 2009, and

Whereas, the code states that the Town needs a Board of five members appointed by the Town Board, and

Whereas, we currently have two open positions, one being a chairperson, and

Whereas, it is the recommendation to appoint James Kuha as the Ethics Board Chairman effective immediately with a term ending date of December 31, 2025

And moves for its adoption:

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

February 14, 2022

C). Resolution #30 To promote Michael Sotanski to Police Sergeant

Supervisor Corcoran proposes the following:

Whereas, the Town of Marlborough Police Department is looking to fill a Sergeant position, and

Whereas, Michael Sotanski began his employment with the Town of Marlboro Police Department on July 9, 2012, and

Whereas, Michael has been an asset to the Department, and Community, and

Whereas, Michael has taken and passed the Ulster County Civil Service Sergeant exam.

Be it resolved, that Michael Sotanski be promoted to Police Sergeant effective March 1, 2022.

And moves for its adoption:

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