

WORKSHOP MEETING
TOWN BOARD TOWN OF MARLBOROUGH
21 MILTON TURNPIKE, MILTON NY
NOVEMBER 24, 2025 7:00 PM
MINUTES OF MEETING

Present: Supervisor Corcoran
Councilman Zambito
Councilwoman Sessa
Councilman Cauchi

Also Present: Colleen Corcoran, Town Clerk
Stephanie Masten, 2nd Deputy Town Clerk
Mici Simonofsky, CAC Chair
Arlette Zambito, Recreation Committee Chair

ITEM #1 Call to order - Pledge of Allegiance

ITEM #2 Moment of Silence

Supervisor Corcoran asked for a special moment of silence to remember Councilmember Ed Molinelli who passed away earlier on this day, November 24, 2025.

Supervisor Corcoran stated that Councilman Molinelli always gave the board honest feedback and was involved in youth baseball and also started the bocce league. He read a resignation letter from Councilman Molinelli that was written before he passed. The Board will announce at the next meeting who will fill the vacant seat on the Town Board. That individual will be sworn in on January 1, 2026 and serve for one year and would need to run for office in 2026.

Supervisor Corcoran stated that there will be a swearing in ceremony prior to the Reorganization meeting which will be held on January 1, 2026 at 12:00 p.m.

ITEM #3 Motion to approve agenda

Councilman Cauchi made a motion to approve the agenda. Motion seconded by Councilwoman Sessa.

Yeas: 4 Nays: 0 Carried

ITEM #4 Motion to approve minutes from the November 10, 2025 Town Board Meeting

Councilman Cauchi made a motion to approve minutes from the November 10, 2025 Town Board Meeting. Motion seconded by Councilman Zambito.

Yeas: 4 Nays: 0 Carried

Motion to approve minutes from the November 10, 2025 Public Hearing

Councilwoman Sessa made a motion to approve minutes from the November 10, 2025 Public Hearing. Motion seconded by Councilman Zambito.

Yeas: 4 Nays: 0 Carried

ITEM #5 Authorize payment of bills-\$376,744.98

Councilman Cauchi made a motion to authorize payment of the abstract in the amount of \$376,744.98.

Motion seconded by Councilwoman Sessa.

Yeas: 4 Nays: 0 Carried

ITEM #6 Supervisor Updates

Supervisor Corcoran gave the following updates:

- *The CSX crosswalk project is moving forward*
- *Working with Dave Corrigan (NYSDOT) for school signs*
- *Attended MS4 training with other town employees*
- *A town representative is needed for the Environmental Management Council*
- *He and Mici Simonofsky met with Central Hudson to discuss electric charges for the EV Chargers*
- *The cap repair at the landfill was finalized*
- *Officer Fulton conducted the NARCAN training class*
- *He met with Julian Falco to discuss the construction of the sewer plant; they need to work with the engineers and the DEC to satisfy DEC requirements*
- *Continuing discussions with the Historical Society about the 250th celebration*
- *Had discussions to go over the ADU law*
- *Attended a gateway meeting to discuss the Summit Drive project*
- *Attended the Senior Citizen Thanksgiving Luncheon*
- *The county inspected our water and systems and the town meets Board of Health standards*
- *Spoke with Quality Bus; they will provide free transportation for summer camp*
- *Spoke about the need to get the word out about Citizen of the Year*
- *HEAP subsidies are delayed; contact the county for any issues*
- *Pickleball courts are completed*

ITEM #7 Presentation

No presentations.

ITEM #8 Comments of the agenda

No comments on the agenda.

ITEM #9 Reports of Committees

Mici Simonofsky read the CAC report which is incorporated into the minutes as follows:

**CONSERVATION ADVISORY COMMITTEE
REPORT TO TOWN BOARD
November 24, 2025**

We continue our documentation to submit for Bronze Certification.

Our November meeting was held in conjunction with the Zoning Board of Appeals meeting to follow the appeal in regards to the Ridgeline. A copy of our comments is included with this report. We emphasize that the environmental issues should not be ignored and that consideration must be given to the consequences to natural waterways, soil erosion, wildlife habitat, and change to agricultural lands if development of the ridgeline is allowed. From an environmental point of view, these are the reasons for the creation of both the Ridgeline Protection Code and Steep Slopes Code. These laws must be obeyed.

We are eager to see the EV chargers hooked up by Central Hudson, hopefully by the end of the month.

We note that Ms. Koszarek's term on the Ulster County Environmental Management Council is expiring and that she is unable to continue to be Marlborough's representative there. We have no recommendation for a nominee for the post at this time, but hope to assist the Board in finding an interested person for the role.

I want to remind residents who live within the Marlboro Fire District that there is a vote to approve a bond issue that would allow for the expansion of the Marlboro firehouse and bring the building in compliance with all OSHA and other regulatory codes. The improvements there are solely needed, including a new roof, additional garaging, and facilities for gender friendly restrooms that accommodate decontamination showering needs for our volunteers. Please vote at the Marlboro firehouse tomorrow, November 25, from 6-9 PM to support our firefighters. They have proven time and time again that their quick and successful response to all types of disasters and needs in our community are only the result of their commitment to training, equipment preparation, and team building. They need a facility that allows them to do that safely and efficiently.

Respectfully submitted,
Mici Simonofsky, Chair

Arlette Zambito reported that the Festival & Holiday Lights Parade has over 20 organizations participating. The festivities will be from 4-6 p.m. in the park and the parade will kick off at 5:30 p.m. There will be many activities. The Grinch movie will be shown on December 14th at 11:00 a.m. at the Community Center and the Grinch will be in attendance.

ITEM #10 New Business

Supervisor Corcoran stated that 9 people applied for the open Planning Board positions. The Board will likely make the recommendation known at the next meeting.

ITEM #11 Workshop Topics-Open Board discussion

No workshop discussion.

ITEM #12 Correspondence

Supervisor Corcoran read the following correspondence:

A letter from the Marlboro Free Library requesting use of the Train Station on December 17, 2025 at no charge.

Supervisor Corcoran made a motion to allow the Marlboro Free Library use of the Train Station on December 17, 2025 at no charge. Motion seconded by Councilman.

Yeas: 4 Nays: 0 Carried

A resignation letter from Part Time Dispatcher Brandon Compasso which will be effective December 5, 2025.

ITEM #13 Public Comment

No public comment.

ITEM #14 Resolutions

A). Resolution #94 To adopt Local Law #3 of the year 2025

B). Resolution # 95 To reintroduce a Local Law of the year 2025 a local law of the town of Marlborough, ulster county, New York, amending various provisions of chapter 155 “zoning” of the code of the town of Marlborough as follows: amending section 155-1 “terms defined”, adding an additional permitted accessory use to section 155-12(a) “r residential district”, adding an additional permitted accessory use to section 155-12(c) “r-ag-1 rural agricultural district”, and adding a new section 155-32.6 “detached accessory dwelling units on single-family properties.”

Supervisor Corcoran stated that the R zone was included in the re-introduction of this law. The Board had contemplated included attached dwellings; however, it ultimately decided to limit it to detached accessory dwelling units at this time because it would contradict other zoning laws. The Ulster County Planning Board recommended that ADU’s be permitted regardless of area variance if there is adequate water and sewer, that all types of accessory units be included and to include the C zone.

ITEM #15 Adjournment

Councilman Cauchi made a motion to adjourn the meeting at 7:49 p.m. Motion seconded by Councilwoman Sessa.

Yeas: 4 Nays: 0 Carried

*Respectfully submitted,
Danielle Cherubini
Deputy Town Clerk*

November 24, 2025

A). Resolution #94 To adopt Local Law #3 of the year 2025

Supervisor Corcoran proposes the following:

WHEREAS, on October 27, 2025, a local law was introduced to be known as “Local Law No 3 of 2025, A LOCAL LAW OF THE TOWN OF MARLBOROUGH, ULSTER COUNTY, NEW YORK AMENDING SECTION 137, “TAX EXEMPTION FOR SENIOR CITIZENS” OF THE CODE OF THE TOWN OF MARLBOROUGH”; and

WHEREAS, this action to amend the Town Code is a Type II Action under the New York State Environmental Quality Review Act (“SEQRA”) requiring no environmental review; and

WHEREAS, a public hearing on the proposed local law was held on November 10, 2025, at 7:00 p.m., prevailing time; and

WHEREAS, notice of the public hearing was given pursuant to the requirements of the Municipal Home Rule Law of the State of New York; and

WHEREAS, the Town Board has weighed and considered comments from the public on the proposed Local Law; and

WHEREAS, said local law has been on the desks of the members of the Town Board of the Town of Marlborough for at least seven (7) days, exclusive of Sunday.

NOW, THEREFORE, BE IT ENACTED by the Town Board of the Town of Marlborough that the Code of the Town of Marlborough (the “Code”) is amended as follows:

Section 1. Section 137-2 “Qualifications for exemption” of the Code is amended as follows [deletions are stricken and additions are underscored]: No exemption shall be granted unless: A. The income of the owner or the combined income of the owners, excluding any income

payable to either or both of them as veterans disability compensation (as defined in Title 38 of the United States Code), of the property for income tax purposes for the income tax year (meaning the twelve-month period for which the owner or owners filed a federal income tax return or, if no income tax return was filed, for the calendar year) does not exceed the maximum income and percentages granted as follows:

Income	Percentage of Assessed Valuation Exempt From Taxation
\$21,000 <u>\$29,000</u> or less	50%
More than \$21,001 <u>\$29,000.01</u> but less than \$22,000 <u>\$29,999.99</u>	45%
More than \$22,001 <u>\$30,000</u> but less than \$23,000 <u>\$30,999.99</u>	40%
More than \$23,001 <u>\$31,000</u> but less than \$24,000 <u>\$31,999.99</u>	35%
More than \$24,001 <u>\$32,000</u> but less than \$24,900 <u>\$32,899.99</u>	30%
More than \$24,901 <u>\$32,900</u> but less than \$25,800 <u>\$33,799.99</u>	25%
More than \$25,801 <u>\$33,800</u> but less than \$26,700 <u>\$34,699.99</u>	20%
More than \$26,701 <u>\$34,700</u> but less than \$27,600 <u>\$35,599.99</u>	15%
More than \$27,601 <u>\$35,600</u> but less than \$28,500 <u>\$36,499.99</u>	10%
More than \$28,501 <u>\$36,500</u> but less than \$29,400 <u>\$37,399.99</u>	5%

Section 3. If any of these sections of this local law shall be held unconstitutional, invalid, or ineffective, in whole or in part, such determination shall not be deemed to affect, impair, or invalidate the remainder of this law.

Section 4. This local law shall be effective upon filing with the Secretary of State.

IT IS FURTHER RESOLVED that the Town Clerk shall file a certified original of this local law in the office of the Town Clerk and one (1) certified copy in the Office of the Secretary of State, State of New York, such certified copy to have attached thereto a certificate that it contains the correct text of the enactment of this local law.

The foregoing resolution was duly put to a vote which resulted as follows:

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

DATED: Milton, New York
November 24, 2025

COLLEEN CORCORAN, TOWN CLERK

November 24, 2025

B). Resolution # 95 To reintroduce a Local Law of the year 2025 a local law of the town of Marlborough, Ulster County, New York, amending various provisions of chapter 155 “zoning” of the code of the town of Marlborough as follows: amending section 155-1 “terms defined”, adding an additional permitted accessory use to section 155-12(a) “r residential district”, adding an additional permitted accessory use to section 155-12(c) “r-ag-1 rural agricultural district”, and adding a new section 155-32.6 “detached accessory dwelling units on single-family properties.”

Supervisor Corcoran proposes the following:

BE IT ENACTED by the Town Board of the Town of Marlborough that the Code of the Town of Marlborough (the “Code”) is amended as follows:

Section 1. Section 155-1 “Terms defined” of the Code is amended to add a definition under “DWELLING” as follows [deletions are stricken and additions are underscored]: F. DETACHED ACCESSORY. A detached accessory dwelling unit (“ADU”) is independently habitable and exists separately from the primary residence on a single lot. A detached ADU provides the basic requirements of shelter, heating, cooking, and sanitation, is subordinate to the primary residence in terms of size, location, and appearance, and has separate access from any other dwelling unit or use.

Section 2. Section 155-12(A) “R Residential District” of the Code is amended to add an additional permitted accessory use as follows [deletions are stricken and additions are underscored]: (3) Permitted accessory uses shall be: (f) ~~Other accessory uses and structures customarily appurtenant to a principal permitted use.~~ Detached Accessory Dwelling Unit (refer to §155-32.6(B) for specific restrictions in the R Residential District).

Section 3. Section 155-12(A) “R Residential District” of the Code is amended as follows [deletions are stricken and additions are underscored]: (3)(g) Other accessory uses and structures customarily appurtenant to a principal permitted use.

Section 4. Section 155-12(C) “R-Ag-1 Rural Agricultural District” of the Code is amended to add an additional permitted accessory use as follows [deletions are stricken and additions are underscored]: ~~(3)(g) Other accessory uses and structures customarily appurtenant to a principal permitted use.~~ Detached Accessory Dwelling Unit.

Section 5. Section 155-12(C) “R-Ag-1 Rural Agricultural District” of the Code is amended as follows [deletions are stricken and additions are underscored]: ~~(3)(h) Other accessory uses and structures customarily appurtenant to a principal permitted use.~~

Section 6. Chapter 155 Article VI “Supplementary Regulations Governing Certain Uses” of the Town of Marlborough Code is amended to add a new Section 155-32.6 as follows: 155-32.6 Detached accessory dwelling units on single-family properties.

A. Purpose. The purpose of this section is to encourage the development of small dwelling units that are accessory and clearly subordinate to the principal dwelling and do not change the residential character of the neighborhood, in order to provide housing that responds to increasing housing costs, changing family needs, and smaller households, while supporting more efficient use of existing infrastructure and protecting and preserving property values.

B. Applicability. A detached accessory dwelling unit (“ADU”) shall be permitted as an accessory use to a single-family dwelling in the R-1 and R-Ag-1 Districts within the Town. A detached ADU shall also be permitted as an accessory use to a single-family dwelling in the R District on properties served by Town water and sewer. One (1) detached ADU shall be permitted with one (1) single-family home on a single lot. Where applicable, the establishment of an ADU shall not be deemed to be an expansion of a nonconforming use.

C. Creation. A detached ADU may be created through new construction or conversion of an existing structure.

D. Density. ADUs shall not be included in the calculation of permitted density.

E. Applications for applicable permits must meet the following criteria:

- 1) The Applicant must demonstrate that the ADU complies with all development and design standards of this section.
- 2) The Applicant must demonstrate that the proposed modifications comply with applicable buildings and fire safety codes.
- 3) The Applicant must provide certification by the Ulster County Department of Health that the water supply and sewage disposal facilities are adequate for the projected number of residents.

F. Occupancy and Use: The primary dwelling unit or the detached ADU must be the primary residence of the property owner.

- 1) Use and occupancy standards for an ADU shall be the same as those applicable to a primary dwelling on the same lot.

G. Design. If not addressed in this section, development standards in the underlying R, R-1, or R-Ag-1 zoning district apply. All ADUs must meet the following requirements:

- 1) The lot containing the detached ADU must contain the minimum acreage for the zoning district as set forth in Town §155 - Attachment 2, Schedule I, Lot, Yard and Height Regulations.
- 2) The detached ADU must be self-contained with cooking and sleeping facilities separate from the principal dwelling unit.
- 3) The detached ADU shall have a maximum of two bedrooms.
- 4) The detached ADU shall contain no more than 900 square feet of gross floor area and no less than 400 square feet of gross floor area. Area shall be measured from the center line of the interior wall. The 900 square foot maximum may be adjusted via variance granted by the Zoning Board of Appeals to reasonably accommodate the existing lot shape or structure being converted to the ADU.
- 5) The building coverage of the ADU may not be larger than the building coverage of the primary dwelling.

- 6) Ingress and egress. Detached accessory dwelling units shall have only one exterior front entrance. All other exterior entrances shall be located at the side or rear of the building.
- 7) Parking. Lots containing an ADU must have two off-street parking spaces in addition to the number of spaces otherwise required for a single-family residential use. No on-street parking shall be permitted.

H. Prohibitions. The following prohibitions shall apply to all detached ADU applications:

- 1) No detached ADU is permitted on parcels containing two-family or multi-family dwelling units.
- 2) No detached ADU is permitted on parcels being utilized for commercial or industrial purposes.
- 3) No detached ADU is permitted on vacant property or property which does not contain a principal residential unit.
- 4) The detached ADU may not be used for Short Term Rentals under §155-32.3 or Bed-and-Breakfasts under §155-32.4 of this chapter.
- 5) No detached ADU may be partitioned off, sold, or separated from the lot which contains the principal dwelling unit unless the subdivided lots are both in conformance with the minimum acreage and setback requirements of the underlying zoning district.

I. Administration and Enforcement. The Code Enforcement Officer shall administer and enforce the provisions of this chapter.

- 1) No building shall be occupied until a certificate of occupancy has been issued by the Code Enforcement Officer where required. Prior to the issuance of a certificate of occupancy, the Code Enforcement Officer shall conduct a site visit to verify that the ADU and parcel are in compliance with this chapter.
- 2) The Code Enforcement Officer shall deny any permit which would result in a violation of any provision of this chapter or a violation of the conditions or terms of any variance granted by the Zoning Board of Appeals.

- 3) The Code Enforcement Officer shall issue a cease-and-desist order on any work in progress or on the use of any premises, either of which are in violation of the provisions of this chapter.

Section 7. If any of the sections of this local law shall be held unconstitutional, invalid, or ineffective, in whole or in part, such determination shall not be deemed to affect, impair, or invalidate the remainder of this law.

Section 8. Pursuant to Section 22 of Municipal Home Rule Law of the State of New York, this local law shall modify and supersede any provisions of state statute which are inconsistent with the terms of this local law.

Section 9. This local law shall be effective upon filing with the Secretary of State.

WHEREAS, the Town Board introduced the first iteration of this Local Law (the “First Proposed Local Law”) at its regular August 11, 2025 meeting; and

WHEREAS, the Board reviewed and adopted a Full Environmental Assessment Form (“FEAF”) Part 1 pursuant to the State Environmental Quality Review Act (“SEQRA”); and

WHEREAS, after review, the First Proposed Local Law was revised to correct a minor typographical error, to acknowledge the Town of Marlborough Code provision requiring referral to the Marlborough Planning Board for comment, and to clarify that detached ADUs will not be permitted on properties containing either two-family or multi-family units; and

WHEREAS, at the August 11, 2025 meeting, the Town Board determined that the action to amend the Town of Marlborough Zoning Law is a Type I Action under SEQRA; and.

WHEREAS, because only the Town Board can consider and adopt changes to the Town Code, it is the only involved agency, and the Board declared that it is the Lead Agency for purposes of coordinating the environmental review of this matter pursuant to Article 8 of the Environmental Conservation Law; and

WHEREAS, the Board duly noticed a public hearing to be held at the normal September 8, 2025 meeting at which those who wish to be heard on the First Proposed Local Law would be heard; and

WHEREAS, the Town Board directed the Clerk to refer the First Proposed Local Law to the Ulster County Planning Board for review and recommendation pursuant to General Municipal Law § 239-m; and

WHEREAS, the Town Board referred the First Proposed Local Law to the Town of Marlborough Planning Board for comment pursuant to Town Code § 155-49; and

WHEREAS, a public hearing was held on September 8, 2025, at which all those who wished to be heard, for or against the First Proposed Local Law, were heard; and

WHEREAS, pursuant to the comments received from the public at the duly-noticed public hearing and from the Town of Marlborough Planning Board, the First Proposed Local Law was amended to allow detached ADUs as a permitted accessory use in the R Residential District on properties which are served by Town water and sewer, in addition to the R-1 and R-Ag-1 Districts; and

WHEREAS, the First Proposed Local Law was also revised to clarify the number of parking spaces required for lots containing ADUs (the revised Local Law is to be known as the “Second Proposed Local Law”); and

WHEREAS, these revisions require re-introduction, consideration of an amended FEAF Part 1, re-referral to the Ulster County Planning Board pursuant to General Municipal Law § 239-m, re-referral to the Town of Marlborough Planning Board pursuant to Town Code § 155-49, and a duly-noticed public hearing.

Supervisor Corcoran advised the Town Board that, pursuant to the Municipal Home Rule Law of the State of New York, it will be necessary to hold a public hearing upon this amended proposed local law. The following resolution which was offered by Supervisor Corcoran and seconded by Councilwoman Sessa, who moved its adoption:

WHEREAS, on November 24, 2025, Supervisor Corcoran has re-introduced this local law for the Town of Marlborough, to be known as “Town of Marlborough Local Law No. ____ of the Year 2025, A LOCAL LAW OF THE TOWN OF MARLBOROUGH, ULSTER COUNTY, NEW YORK, AMENDING VARIOUS PROVISIONS OF CHAPTER 155 “ZONING” OF THE CODE OF THE TOWN OF MARLBOROUGH AS FOLLOWS: AMENDING SECTION 155-1 “TERMS DEFINED”, ADDING AN ADDITIONAL PERMITTED ACCESSORY USE TO SECTION 155-12(A) “R RESIDENTIAL DISTRICT”, ADDING AN ADDITIONAL PERMITTED ACCESSORY USE TO SECTION 155-12(C) “R-AG-1 RURAL AGRICULTURAL DISTRICT”, AND ADDING A NEW SECTION 155-32.6 “DETACHED ACCESSORY DWELLING UNITS ON SINGLE-FAMILY PROPERTIES.”

NOW, THEREFORE, BE IT RESOLVED, that the Town Board has considered and adopts the amended FEAF Part 1 pursuant to SEQRA.

BE IT FURTHER RESOLVED, that the Town Board directs its Secretary to refer this Second Proposed Local Law to the Ulster County Planning Board and the Town of Marlborough Planning Board for comment.

BE IT FURTHER RESOLVED, that a public hearing in relation to the Second Proposed Local Law shall be held on December 8, 2025 at 7:00 o’clock p.m., Prevailing Time, and that notice of said hearing shall be published in the official newspaper of general circulation in the Town of Marlborough, by the Town Clerk, at least ten (10) days before such hearing and that notice shall be in the following form:

NOTICE OF PUBLIC HEARING

TAKE NOTICE, that the Town Board of the Town of Marlborough will hold a public hearing at the Town Hall facilities at 21 Milton Turnpike, Milton, New York on December 8, 2025 at 7:00 o'clock, p.m., prevailing time, on proposed Local Law No. ____ of the Year 2025, A LOCAL LAW OF THE TOWN OF MARLBOROUGH, ULSTER COUNTY, NEW YORK, AMENDING VARIOUS PROVISIONS OF CHAPTER 155 "ZONING" OF THE CODE OF THE TOWN OF MARLBOROUGH AS FOLLOWS: AMENDING SECTION 155-1 "TERMS DEFINED", ADDING AN ADDITIONAL PERMITTED ACCESSORY USE TO SECTION 155-12(A) "R RESIDENTIAL DISTRICT", ADDING AN ADDITIONAL PERMITTED ACCESSORY USE TO SECTION 155-12(C) "R-AG-1 RURAL AGRICULTURAL DISTRICT", AND ADDING A NEW SECTION 155-32.6 "DETACHED ACCESSORY DWELLING UNITS ON SINGLE-FAMILY PROPERTIES."

TAKE FURTHER NOTICE, that copies of the aforesaid proposed local law will be available for examination at the office of the Clerk of the Town of Marlborough, 21 Milton Turnpike, Milton, New York, 12547 between the hours of 8:00 a.m. to 4:00 p.m. on all business days between the date of this notice and the date of the public hearing.

TAKE FURTHER NOTICE, that all persons interested and citizens shall have an opportunity to be heard on said proposal at the time and place aforesaid.

DATED: Milton, New York
 November 24, 2025

COLLEEN CORCORAN, TOWN CLERK

The foregoing resolution was duly put to a vote which resulted as follows:

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

DATED: Milton, New York
November 24, 2025

COLLEEN CORCORAN, TOWN CLERK