

THOMAS CORCORAN - BUILDING INSPECTOR
MONTHLY REPORT - BUILDING DEPARTMENT
MONTH OF: MARCH 2025

CERTIFICATE OF OCCUPANCY	5	STOP WORK ORDER	1
REQUEST FOR INFORMATION	14	FIRE CALLS	0
TRAILER PARK RENEWALS	0	ORDER TO REMEDY	6
BUILDING EXTENSIONS	7	COMPLAINTS	23
FIRE INSPECTIONS	11	CLOTHING BIN RENEWALS	2
TOTAL MILEAGE	1,911	TOTAL GAS USAGE	114 Gals

BUILDING PERMITS

ADDITION / RENOVATION	9	MULTI FAMILY RESIDENCE	1
BLASTING	1	ROOF	6
BURNING	1	SHED	5
CARPORT / GARAGE	2	SIGNS	1
DECK/STAIRS	3	SINGLE FAMILY	1
DEMOLITION	0	SOLAR PANELS	2
ELECTRICAL / HVAC	2	TANK INSTALL / REMOVAL	0
FURNACE / BOILER	5	WIRELESS COMMUNICATION	0
MOBILE HOME	1	WOOD / PELLET STOVE	0
TOTAL PERMITS	40	EST. COST OF BUILDINGS	\$1,516,930.00

FEES COLLECTED

CERTIFICATE OF OCCUPANCY	\$875.00
PERMIT EXTENSIONS	\$1,859.00
BUILDING PERMITS	\$11,173.26
REQUEST FOR INFORMATION	\$2,800.00
TOTAL BUILDING FEES	\$16,707.26
FIRE INSPECTIONS	\$980.00
TRAILER PARK RENEWALS	\$0.00
TOTAL FIRE FEES	\$980.00
BURNING FEES	\$0.00
TOTAL FEES	\$17,687.26

**Police Department
Town of Marlborough**

MEMORANDUM

To: Town Board of the Town of Marlborough

From: Chief Cocozza

Date: April 14, 2025

Subject: Activity Summary for the Month of March 2025



Following is a summary of the activity of the Police Department for the month of March 2025

<u>MOTOR VEHICLE ACCIDENT</u>	March 25	Yr. Date 25	March 24	Yr. Date 24
Personal injury	8	16	3	6
Fatal	0	0	0	0
Property Damage	18	56	17	53
Total	26	72	Total	20
				59

SUMMONSES ISSUED

Vehicle and Traffic 89 208 134 403
Parking 0 27 7 13

COMPLAINT ACTIVITY

Total Blotter Entries	1624	4391	1152	3431
Total Arrests	21	50	30	52

TOTAL TELEPHONE CALLS

1347 3918 1111 3341

POLICE DEPARTMENT OVERTIME HOURS payroll 7 & 8

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 (\$0) 18.25	10.25 (\$417) 26.25
Part Time Dispatchers Overtime	0 (\$0) 72	0 (\$0)32
<u>Police Mileage</u>	13664	39458
		12752
		36048

**Police Department
Town of Marlborough**



MEMORANDUM

Activity Summary for the month of March 2025

Page 2.

Police Department Payroll 7 & 8 Regular Hours

	March 25	Yr. Date		March 24	Yr. Date
Full Time Police Officer	952	2864		1120	3384.75
Part Time Police Officer	1297	3823		1403.5	3910.5
Full Time Dispatcher	320	960		480	1928
Part Time Dispatcher	488	1381		313.5	961.5
Traffic Officer	0	0		81	201

Police Department Fuel Consumption

Police	1365.590	3910.053	1231.57	2502.288
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Use of Force

0 -use of force	YTD 0 - use of force	0- use of force
0- Hands	YTD 1 – hands	0- Hands
0- Taser	YTD 0- Taser	0Taser

Civilian Complaints 0

Civilian Complaints 0

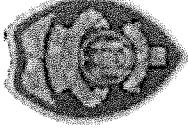
Incident Breakdown By Month Report

Print Date/Time: 04/09/2025 08:53
 Login ID: ivanamburgh.maripd
 Year: 2025

Marlborough Town Police Department
 ORI Number: NY0555800
 Incident Type: All

Incident Type	January	February	March	April	May	June	July	August	September	October	November	December	Yearly
	#	%	#	%	#	%	#	%	#	%	#	%	#
7 Digit Call	4	28.6	6	42.9	2	14.3	0	0.0	0	0.0	0	0.0	0.0
911 Abandoned	2	22.2	5	55.6	1	11.1	1	11.1	0	0.0	0	0.0	0.0
911 Misdirial	1	33.3	1	33.3	0	0.0	0	0.0	0	0.0	0	0.0	0.0
911 No Voice Call	0	0.0	1	20.0	4	80.0	0	0.0	0	0.0	0	0.0	0.0
Accident Personal	4	22.2	4	22.2	8	44.4	2	11.1	0	0.0	0	0.0	0.0
Accident Property	23	39.0	15	25.4	18	30.5	3	5.1	0	0.0	0	0.0	0.0
Alarm Burglary	25	30.9	18	22.2	28	34.6	10	12.3	0	0.0	0	0.0	0.0
Alarm Panic	0	0.0	1	50.0	1	50.0	0	0.0	0	0.0	0	0.0	0.0
Animal	8	21.6	16	43.2	8	21.6	5	13.5	0	0.0	0	0.0	0.0
Assist EMS	68	30.6	68	30.6	65	29.3	21	9.5	0	0.0	0	0.0	0.0
Assist Fire	13	28.9	13	28.9	11	24.4	8	17.8	0	0.0	0	0.0	0.0
Assist Other	2	16.7	5	41.7	3	25.0	2	16.7	0	0.0	0	0.0	0.0
ATV Complaint	0	0.0	1	50.0	1	50.0	0	0.0	0	0.0	0	0.0	0.0
Burglary	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0.0
Child Abuse	0	0.0	1	50.0	1	50.0	0	0.0	0	0.0	0	0.0	0.0
Civil Matter	2	33.3	2	33.3	1	16.7	1	16.7	0	0.0	0	0.0	0.0
Criminal Mischief	3	42.9	2	28.6	1	14.3	1	14.3	0	0.0	0	0.0	0.0
Custody Dispute	1	25.0	0	0.0	3	75.0	0	0.0	0	0.0	0	0.0	0.0
Disabled Vehicle	10	47.6	8	38.1	2	9.5	1	4.8	0	0.0	0	0.0	0.0
Disorderly	0	0.0	3	100.0	0	0.0	0	0.0	0	0.0	0	0.0	0.0
Dispute	6	30.0	7	35.0	4	20.0	3	15.0	0	0.0	0	0.0	0.0
Domestic Dispute	21	39.6	15	28.3	14	26.4	3	5.7	0	0.0	0	0.0	0.0
Erratic Vehicle	10	37.0	4	14.8	11	40.7	2	7.4	0	0.0	0	0.0	0.0
Eviction	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0.0
Fire Investigation	0	0.0	0	0.0	1	100.0	0	0.0	0	0.0	0	0.0	0.0
Fraud	5	45.5	2	18.2	3	27.3	1	9.1	0	0.0	0	0.0	0.0

Incident Breakdown By Month Report

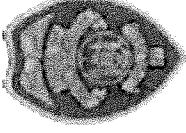


Print Date/Time: 04/09/2025 08:53
Login ID: ivanamburgh.marpd
Year: 2025

Marlborough Town Police Department
ORI Number: NY0555800
Incident Type: All

Incident Type	January		February		March		April		May		June		July		August		September		October		November		December		Yearly	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Harassment	5	38.5	1	7.7	6	46.2	1	7.7	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
Information	2	16.7	4	33.3	5	41.7	1	8.3	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
Juvenile	0	0.0	0	0.0	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
Larceny	5	45.5	4	36.4	1	9.1	1	9.1	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
Local Law	0	0.0	1	25.0	2	50.0	1	25.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Lock Out	10	38.5	4	15.4	9	34.6	3	11.5	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
Lost or Missing	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
Mental Health - Law	0	0.0	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
New Call	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	0	0.0
Noise Complaint	0	0.0	1	33.3	1	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
Open Door	0	0.0	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
Police Public	3	25.0	3	25.0	6	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
Police Station	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	0	0.0
Property Check	895	30.0	802	26.9	1073	35.9	216	7.2	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Property Lost	3	30.0	4	40.0	3	30.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Property Retrieval	3	60.0	1	20.0	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
Psychiatric	2	18.2	2	18.2	5	45.5	2	18.2	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Public Service	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
Road Hazard	10	32.3	5	16.1	15	48.4	1	3.2	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
School Check	118	37.3	98	31.0	86	27.2	14	4.4	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
School Incident	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	0	0.0
Serve Papers	0	0.0	2	66.7	0	0.0	1	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
Sex Offense	2	66.7	1	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	0	0.0
Shots Fired	0	0.0	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
Special Detail	13	38.2	7	20.6	13	38.2	1	2.9	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
Suspicious	31	44.3	12	17.1	18	25.7	9	12.9	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

Incident Breakdown By Month Report



Print Date/Time: 04/09/2025 08:53
Login ID: ivanamburgh.marpd
Year: 2025

Marlborough Town Police Department
ORI Number: NY0555800
Incident Type: All

Incident Type	January			February			March			April			May			June			July			August			September			October			November			December			% Totals
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%			
Traffic Complaint/	10	17.5	30	52.6	12	21.1	5	8.8	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	57
Traffic Stop	93	26.5	103	29.3	137	39.0	18	5.1	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	0	0.0	0	0.0	0	0.0	0	0.0	351
Transport	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	1		
Trespass	0	0.0	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	2		
Unknown Police	0	0.0	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	2		
Unwanted Subject	0	0.0	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	3				
Vehicle	4	50.0	2	25.0	2	25.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	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				
Warrant Execution	3	42.9	1	14.3	3	42.9	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	7				
Welfare Check	26	35.1	16	21.6	26	35.1	6	8.1	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	0	0.0	0	0.0	74				
Total:	1453	30.7	1314	27.7	1624	34.3	348	7.3	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	4759				

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	\$0	\$3,229	\$3,229	0%
DARE	\$1,646	\$4,656	\$3,010	35%
F/T Court	\$0	\$6,243	\$6,243	0%
F/T Holiday *	\$4,847	\$53,652	\$48,805	9%
F/T Investigations	\$628	\$9,364	\$8,736	7%
F/T Shift Cover	\$955	\$21,849	\$20,894	4%
F/T Training	\$0	\$8,419	\$8,419	0%
P/T Court	\$127	\$7,401	\$7,274	2%
P/T Holiday *	\$7,865	\$3,943	(\$3,922)	199%
P/T Investigations	\$1,182	\$7,915	\$6,733	15%
P/T Shift Cover	\$2,971	\$27,719	\$24,748	11%
P/T Training	\$0	\$8,194	\$8,194	0%
F/T Firearms training &laser	\$0	\$7,814	\$7,814	0%
P/T Firearms training &Taser	\$0	\$11,174	\$11,174	0%
FT Special detail	\$100	\$9,419	\$9,319	1%
PT Special Detail	\$100	\$6,644	\$6,544	2%
Total	\$20,421	\$197,635	\$177,214	10%
*Holiday	\$12,712	\$57,595	\$44,883	22%

Police Officer Grant Overtime (these figures are not exact and are intended
 Figures are up to date of last payroll

Line Item	Yr. to Date	Budgeted	remaining	% utilized
Grant Funds				
BUNY (buckle up NY)	\$0	\$614	\$614	0%
DWI (driving while intoxicated)	\$1,208	\$7,000	\$5,792	17%
PTS (police traffic services)	\$539	\$2,948	\$2,409	18%

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 March 2025

This month we continued to work on our building installing new sheet rock in the storage room, locker room, lunch room and the ambulance room. We also installed the new sidewalks and concrete pads around the building.

We had a crew out with the chipper, cutting brush and trees on all the roads which we are planning to pave this year. The planned roads are Barbara Jean Dr., Lauria Dr., Little Brook Rd., Ivy Ln., Beth Dr., Hillside Dr., Kris Korner, Hudson Bluff Circle, Hudson Bluff Dr., Riverwood Dr., Sandra Dr., McLaughlin Dr., Pleasant View Dr., Mt. Rose Rd., James St. and Warren St. in Marlboro.

We started working on the Dog Park building, installing siding. Also installed a new shed at the sewer building on Dock Rd. in Milton.

We assisted the Water Department with water main breaks at 1931, 1934 & 1984 Route 9W.

Fuel Usage: Gas: 29.498 gal. Diesel: 823.98 gal.

Respectfully submitted,

John Alonge, Highway Superintendent

JA/cm

**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: 4/14/2025

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

RE: MONTHLY REPORT FOR MARCH

Water consumption totaled 13,062,000 gallons, which is a daily usage 421,340. Compared to last month 11,672,000 gallons, which is a daily usage of 416,857. Compared to a year ago water consumption was 13,076,000 gallons for the month, which is daily usage of 421,806.

SUMMARY FOR THE MONTH

BILLING: Had to alleviate problems with a numerous amount of bills. Also, we had to go to customers houses to help them find leaks. If there are any problems with bills feel free to contact us.

CURB BOXES: We had to repair a curb box and stem valves on Western Ave.

METERS: We replaced 12 meters, because of battery failure.

TOWN PARKS: We removed the floating Christmas tree in the back pond and started to prepare the park for the spring season.

WATER MAINS: We had to repair 3 water main breaks on 9W in Milton. Two 4 inch size mains and one 8 inch main with the assistance of the Highway Dept.

Cliff and myself attended two classes for reviewing our water certification.

SEWER LINE INSPECTIONS: 0

SERVICE LINE INSPECTIONS: 0

CLOSINGS: 2

MARKOUTS: 25

Gallons of Gas: 290

Gallons of Diesel: 15

Mileage for the month: 2,155

Account Description	Fee Description	Account#	Qty	Local Share
building Dept/ Burn permits	Burn Permits	00-2110	1	35.00
				Sub-Total: \$35.00
Conservation	Conservation	A1255	4	5.80
				Sub-Total: \$5.80
Dog Licensing	Female, Spayed	A2544	7	35.00
Dog Licensing	Female, Unspayed	A2544	2	20.00
Dog Licensing	Male, Neutered	A2544	11	55.00
Dog Licensing	Male, Unneutered	A2544	3	30.00
				Sub-Total: \$140.00
General Fund	Water Service	SW.2655.000	1	3,000.00
				Sub-Total: \$3,000.00
LANDFILL FEES	T/s Permits	00-2130	3	228.00
LANDFILL FEES	T/s Punch Cards	00-2130	15	1,452.00
				Sub-Total: \$1,680.00
Misc Fees	Building Fees\Building Dept	00-2110	1	9,139.45
Misc Fees	Fire Fees/Building Dept	00-2110	1	1,140.00
Misc Fees	YRP Zumba	00-2025	4	250.00
				Sub-Total: \$10,529.45
MISC. FEES	Accident Reports	00-1255	15	75.00
MISC. FEES	Bank Fees (NSF)	00-1256	2	105.00
MISC. FEES	Burgular Permits	00-2590	1	20.00
MISC. FEES	Certified Copies	00-1255	9	360.00
MISC. FEES	Community Rm. w/ Kitchen	00-2001	2	1,200.00
MISC. FEES	Foi Requests	00-1255	3	9.50
MISC. FEES	Hometown Hero	00-1255	2	515.00
MISC. FEES	Junkyard Licenses	00-2590	3	1,200.00
MISC. FEES	Park Fees	00-2001	1	450.00
				Sub-Total: \$3,934.50
Park and Rec Fees	Train Station Fee	2001	1	450.00
				Sub-Total: \$450.00
				Total Local Shares Remitted: \$19,774.75
Amount paid to: NYS Ag. & Markets for spay/neuter program				33.00
Amount paid to: NYS Environmental Conservation				99.20
Total State, County & Local Revenues:	\$19,906.95			Total Non-Local Revenues: \$132.20

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

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

April 4, 2025

For the month of March 2025, both the Marlboro and Milton Wastewater Treatment Plants complied with all of the SPDES requirements. The following are monthly statistics for both plants;

Marlboro WWTP

- Average Daily Flow = **139,000** gallons per day.
 - (79% of design capacity.)
- Average BOD removal = **98%**
- Average Suspended Solids removal = **91%**

Milton WWTP

- Average Daily flow = **26,000** gallons per day.
 - (About 47% of design capacity)
- Average BOD removal = **99%**
- Average Suspended Solids removal = **91%**

Both the Marlboro and Milton Treatment Plants operated normally during the month of March without any major changes or events. With the help of Gary and the rest of the Highway Department we were able to replace the outdoor chlorine storage shed at the Milton facility. The new shed is not only safer and more functional for chemical storage, but is a visual improvement to the Milton Landing overall. We greatly appreciate the Highway Departments assistance with this much-needed upgrade. During the month H.A Schreck also finished repairs on the broken Milton EQ Pump. It is currently back in use and have not seen any issues so far. 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.

March 2025

TOWN OF MARLBOROUGH PLANNING BOARD REVIEW

CHAIR: Chris Brand, **MEMBERS:** Fred Callo, Steve Jennison, John LaMela, Cindy Lanzetta, Joe Lofaro, Bob Troncillito,

March 2025 Financial Report	
Application Fees	\$1,300
Escrow Fees	\$8,300
Recreation Fees	\$4,000
Invoices	\$10,728.26

March 3, 2025
Regular Meeting 7:00 PM

Approval of Minutes

The minutes for the February 3, 2025, meeting were approved.

Announcements

None

Communications

None

Public Hearings

Hill Top Farms BnB Linda Caradonna
798 Lattintown Rd, Milton

24-2022 PUBLIC HEARING SITE PLAN
102.2-2-24

Technical Comments

1. The application is for a Bed and Breakfast under Code Section 155-32.4.
2. A total of five parking spaces have been depicted addressing the requirements of Section 155-27. One for each of the three rental bedrooms and two for the residential use.
3. The Planning Board previously questioned whether the pool would be available for guest use and whether Ulster County Health Department approval for use of the pool would be required.

4. The project was adjourned from the January 2025 Planning Board meeting. The Public Hearing was held open until 3 March 2025.

5. The plans should be updated identifying the applicant shall comply with annual inspection and permitting requirements. Note should be added to the plan.

Board Actions

The Board adjourned the Public Hearing until the April 7, 2025, meeting as the applicant did not send out any of the required mailings.

Bradley Rosen 2 Lot SD
184 Plattekill Rd, Marlboro

24-2021 **PUBLIC HEARING**
108.2-9-36

SUBDIVISION

Technical Comments

1. The project proposes a two-lot subdivision creating one new building lot of 5.89 acres on a balanced parcel of 45.1 acres. The proposed lot is currently bisected by South Street and Plattekill Road from the balance parcel.

2. The applicant's representative have provided a scope analysis response to our previous comments.

3. A waiver was granted for topography and detailed survey on the balance parcel.

4. The site location map on the plans have been revised.

5. Ulster County Health Department approval for water and sewer has been received. Comment the

6. Applicant's representative identifies an email from Ulster County DPW regarding the location of the driveway.

7. Recreation fee for one new lot is required.

8. Fire Department turnarounds have been located at the end of the driveway of the proposed residence.

Board Actions

The Public Hearing was opened and closed. The Board authorized their attorney to draft a Resolution of Approval for the next regular meeting.

Ongoing Application Review

Laurell Diorio 2 Lot SD
Hidden Acres Dr. Marlboro

24-2020
108.2-2-37

SKETCH

SUBDIVISION

Technical Comments

1. The applicant's representative have identified that an Access and Maintenance Agreement will be established between Lots 1 and 2 for that portion of the private roadway, which requires it. Agreement should be submitted to the Planning Board Attorney's office for review.

2. The Code Enforcement Officer has opined that only the rear yard setback variance is required.

3. Comments from the Highway Superintendent on the access drive should be solicited.

4. The residential driveway locations have been shown on the plans.

5. Health Department approval for subsurface sanitary sewer disposal systems is required. The applicant's representative have identified these have been submitted.

6. The well location on Lot 2 has been revised to comply with required setbacks.

7. Applicant's representatives have stated that agricultural notes have been added to the plans. These could not be located.

8. Upon return from the ZBA the project should be scheduled for a public hearing for the Planning Board.

Board Actions

The Board scheduled a Public Hearing for the May 5, 2025, meeting to provide the applicant with sufficient time to complete the ZBA process.

Michael DiViesti 6-8 DiViesti Dr, Marlboro	23-1026 108.4-7-14	FINAL	SUBDIVISION
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Technical Comments

1. While the ZBA granted a lot frontage variance of 145.55 feet for the South Street frontage. Town Code Section 130.14.16(A) states "that lots enjoying frontage variances on a public street or highway shall not be eligible to increase the number of lots on a private road". Private road specifications are in the Roadway Specification Section 130. This section of code is outside the zoning chapter of the code. Town Board relief would be required for items outside the zoning code. ZBA has authority to grant variances to zoning code sections.
2. At the 3 July 2024 meeting issues regarding extinguishment of the easements were discussed. Status of these easements should be addressed. A similar comment was made at the 21 January 2025 meeting.
3. No new construction is proposed for the subdivision of the two existing houses on one single parcel. Existing utilities will continue to serve the parcels.
4. Applicants are requested to confirm water service for each of the structures as independent. A well is depicted on Parcel B. Water service should be confirmed for Parcel A.
5. It is unclear if a Maintenance Agreement exists for DiViesti Drive.

Board Actions

The Board approved the EAF and Negative Declaration for this application. The Board also authorized their attorney to prepare a Resolution of Approval for the next meeting. The Planning Board also authorized their attorney to draft a memo to the Town Board to defer to the judgment of the Town Board on whether to grant a waiver of the road frontage requirements described in section 130.14-16(A) of the Code of the Town of Marlborough with respect to applicant's proposed Parcel "B".

Nathason BnB 69 Bingham Rd Marlboro	25-1000 108.4-8-36	FINAL	SITE PLAN
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Technical Comments

1. This office has no further comments regarding this matter. These comments have been addressed. Project is before the Board for final approval.

Board Actions

The Board approved the Resolution of Approval for this Minor Site Plan application.

Technical Comments

1. Ulster County Health Department approval for the subsurface sanitary sewer disposal system is required. Applicants have submitted plans to Ulster County Health and are awaiting their review.
2. NYSDOT approval for the site access driveway is required. The applicants have responded that NYSDOT has responded with comments which have been addressed by the applicants engineer and resubmitted.
3. Emergency vehicle turnarounds have been addressed on the site. Applicant's representatives identify a response from the Milton Fire Chief that the turnouts are acceptable.
4. The Planning Board declared its intent for Lead Agency Notice of Intent was submitted to interested and involved agencies on 7 November 2024. The Town of Marlborough Planning Board can now declare its intent for Lead Agency.
5. The project must be submitted to Ulster County Planning for review.
6. A SWPPP has been submitted for the project which is under review by this office.
7. A landscaping plan has been submitted. Planning Board should review landscaping plan with regard to it being acceptable. It is suggested that the landscape table be modified to show the number of each species of trees proposed.
8. A Stormwater Facilities Maintenance Agreement should be required for long term operation and maintenance of the stormwater management facilities.
9. The SWPPP contains a City of New York Department of Environmental Protection form which is not required on west of Hudson watersheds.
10. A MS4 no jurisdiction form is included in the SWPPP which can be removed.
11. The submitted SWPPP does not contain:
 - Appendices D. Pre and Post Development Flow Rate Comparison Table
 - Appendices E. WQV & RRV Calculations
 - Appendices F. Pre and Post Development Watershed Calculations
 - Appendices G. Hydrographs with 110 and 100 Year Storm Event

This information is required to complete review of the SWPPP.

Board Actions

The Board declared its intent for Lead Agency. The Board also moved to send the application to the Ulster County Planning Board once the updated SWPP is received, reviewed, and deemed acceptable by MHE representative Pat Hines.

New Application Review

None

Special Topics Discussion

None

Adjournment

NEXT SCHEDULED MEETING: Monday, March 17, 2025

March 17, 2025
Regular Meeting 7:00 PM

Announcements

Members Lofaro, Lanzetta, Callo and Jennison all submitted training hours for completed courses.

Communications

None

Public Hearings

None

Ongoing Application Review

Michael DiViesti 6-8 DiViesti Dr, Marlboro	23-1026 108.4-7-14	FINAL	SUBDIVISION
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Technical Comments

1. The project has received Zoning Board of Appeals variances for lot frontage and a Town Board waiver from the private road's specifications permitting the additional lot on a private roadway.
2. The Town Boards approval is conditioned on an Access and Maintenance Agreement.
*[**Note: The Town Board removed this condition]*
3. Highway Superintendent issue letter stating no issue / impact with Town Road access point.

Board Actions

The Board approved a Resolution of Approval for this Subdivision. The Board also approved \$2,000 in recreation fees.

Jeff Aldrich 6 LOT SD Milton Turnpike, Milton	24-2017 103.1-1-33.210	SKETCH	SUBDIVISION
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Technical Comments

1. The project proposes a 6-lot subdivision with 4 of the lots accessing off a proposed private roadway. The applicant is seeking relief from the Town Board regarding ownership to the center line of the private road. Status of the Town Boards approval of the request should be addressed.
2. The applicant's representatives are requested to review the private road versus Town Road specifications. Any plans for future Town Roadway would require installation of curbing consistent with the Town of Marlborough's roadway standards. Applicants' representatives should evaluate whether a proposed town road should be constructed at this time.
3. The Planning Board previously requested an ultimate build out plan for the project.
4. Highway Superintendent's approval of road location on single driveway is required.
5. We believe the Town Board should be added as an applicant for the lot line portion.
6. Health Department approval for subsurface sanitary sewer disposal systems is required.
7. A Stormwater Pollution Prevention Plan must be submitted as project will disturb greater than 1 acre and construct a roadway.
8. Roadway design, details, stormwater management and roadway profiles should be provided.
9. The Planning Boards Attorney comments regarding modification of the special use permit for the solar farm should be received.
10. The Planning Board may wish to assume lead agency for review of the project. A Notice of

Intent for Lead Agency should be circulated if the Board declares its intent.

11. A cursory review of the Common Access Agreement does not include Lot 6, the balance parcel. Noted that Lot 6 could apply for construction of a single-family residence at some time in the future. In addition, the agreement may want to address potential future conversion of the roadway to a public street. Conversion of the roadway to a public street must address Town Code Street Specifications in place at that time. See comment above regarding curbing.
12. Plans should be submitted to the jurisdictional Fire Department for review and comment.

Board Actions

The Board agreed to hold a Preliminary Conference with the applicant, their representatives, and all other interested parties on April 21, 2025, at 6:30. All community stakeholders will be invited to attend this meeting.

New Application Review

Barger Properties 2 Lot SD	25-1001	SKETCH	SUBDIVISION
55 Cross Rd, Marlboro	108.4-1-12		

Technical Comments

1. The project proposes a 2-lot subdivision of a 2.8 +/- acre parcel of property. Project will result in 1 new building lot as proposed Lot 2 contains an existing residence.
2. The existing structure on proposed Lot 2 has insufficient side yard setback. Thirty-five feet is required where 20.5 exists. Referral to the Zoning Board of Appeals is required.
3. The parcel contains a large gravel area proposed to be removed. Details of the removal and remediation of the gravel area should be added on the plans. A permit from Ulster County DPW will be required for any work within the County right-of-way. Ulster County DPW will be included in any lead agency circulation.
4. Approval of the subsurface sanitary sewer disposal system by Ulster County is required. It is requested that the lowest sewerable elevation of the proposed house be identified along with inverts for the septic tank and distribution box filling is required for the subsurface sanitary sewer disposal system to function at its proposed location.
5. Sight distance at proposed driveway should be depicted.
6. The detail sheet contains a detail for a well while the plans depict a connection to the municipal water system. Details for the municipal water system connection should be added to the plans. Approval from the Water Superintendent for connection should be received.
7. The EAF identifies 0.46 acres of disturbance. Limits of disturbance should be identified on the plans. Any disturbance greater than 1 acre requires an NYSDEC Construction Stormwater SPDES Permit. The EAF submitted should be signed by the appropriate party.

Board Actions

The Board moved and approved referring this applicant to the ZBA due to insufficient side yard setbacks.

Special Topics Discussion

Creighton Manning Professional Service (Traffic Report on Someplace Upstate)

Board Actions

The Board agreed unanimously to retain Creighton Manning Professional Services for all professional traffic engineering consulting services for the 2025 calendar year, including review for the Someplace Upstate application.

Procedural Memo

Board Actions

After discussion, the Board agreed with the reimplementation of utilizing the Preliminary Conference as prescribed in Section 155-31-C and updated in the March 4, 2025 Procedural Memo sent out by the Chairman in response to the special joint meeting held on March 3, 2025, with members of the Town Board, Planning Board, jurisdictional Fire Departments, and the Planning Board's attorney and engineering representatives.

Public Comment

Mr. James Garafalo questioned what measures the Board was utilising to ensure applicants complete approved projects with all elements presented and approved. After discussion, the Board requested Pat Hines provide pricing and procedures to implement post approval review services, which would necessitate Post Approval Escrow Accounts for projects requiring these services.

*[**Note: The Public Comment portion of this meeting was mistakenly included on the agenda for this meeting, and was honored as it was published as such. The Board does not plan to continue this practice moving forward.]*

Adjournment

NEXT SCHEDULED MEETING: Monday, April 7, 2025.

Respectfully Submitted,

Chris Brand

Chairman Town of Marlborough Planning Board