

THE MEETING TONIGHT IS FOR THE CONDUCT OF TOWN BUSINESS BY THE TOWN BOARD. THE PUBLIC IS INVITED TO PARTICIPATE AT THE ITEMS MARKED ON THE AGENDA "PUBLIC COMMENT." DURING THAT SEGMENT OF THE MEETING, IF YOU HAVE A QUESTION OR COMMENT FOR THE SUPERVISOR, PLEASE RAISE YOUR HAND AND WAIT TO BE ACKNOWLEDGED. PLEASE STATE YOUR FULL NAME AND LIMIT YOUR REMARKS TO THREE MINUTES. THANK YOU FOR YOUR ANTICIPATED COOPERATION

FIRST MEETING OF THE MONTH  
TOWN BOARD TOWN OF MARLBOROUGH  
21 MILTON TURNPIKE, MILTON NY  
AUGUST 11, 2025 7:00 PM

ITEM #1 Call to order - Pledge of Allegiance

ITEM #2 Moment of Silence

ITEM #3 Motion to approve agenda

ITEM #4 Motion to approve minutes from July 28, 2025 Town Board Meeting

ITEM #5 Authorize payment of bills

ITEM #6 Comments on the agenda

ITEM #7 Report of Departments and Boards

ITEM #8 Presentation

A). Al Lanzetta-Frank Skartados Community Center Commemoration

ITEM #9 Old Business

ITEM #10 New Business

A). MS4 public meeting

ITEM #11 Correspondences

ITEM #12 Public Comments

ITEM #13 Resolutions

A). Resolution #71 To appoint a part-time police dispatcher

B) Resolution # 72 To establish standard workdays for elected and appointed officials and report them to NYSLRS (New York State Local Retirement System)

C). Resolution # 73 To introduce a Local Law of the year 2025

ITEM #14 Adjournment

August 11, 2025

A). Resolution #71 To appoint a part-time police dispatcher

Supervisor Corcoran proposes the following:

Whereas, the Town of Marlborough Police Department has an open position for a part time police dispatcher, and

Whereas, it is the recommendation of the Chief of Police to appoint Joseph Scacciaferro.

Be it resolved, that Joseph Scacciaferro be appointed effective immediately.

And moves for its adoption

Councilmember Molinelli	_____
Councilmember Sessa	_____
Councilmember Cauchi	_____
Councilmember Zambito	_____
Supervisor Corcoran	_____

August 11, 2025

B) Resolution # 72 To establish standard workdays for elected and appointed officials and report them to NYSLRS (New York State Local Retirement System)

Supervisor Corcoran proposes the following:

See Attached

And moves for its adoption

Councilmember Molinelli	____
Councilmember Sessa	____
Councilmember Cauchi	____
Councilmember Zambito	____
Supervisor Corcoran	____

Received Date
8.8.2025

**Standard Work Day and  
 Reporting Resolution for  
 Elected and Appointed Officials**

Employer Location Code  
 3 0 6 6 8

**RS 2417-A**

(Rev. 12/23)

BE IT RESOLVED, that the Town of Marlborough

(Name of Employer)

/ 30668 (Location Code)

report the officials to the New York State and Local Retirement based on their record of activities:

hereby established the following standard work days for these titles and will

(Rev. 12/23)

**SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE**

Elected Officials:

Name	Social Security Number	NYSLRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
Scott Corcoran	6694	R13024005	Supervisor	1/1/24-12/31/25	7	20	<input type="checkbox"/>	Bi-weekly	<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>
							<input type="checkbox"/>		<input type="checkbox"/>

Appointed Officials:


I, Colleen Corcoran (Name of Secretary or Clerk), secretary/clerk of the governing board of the Town of Marlborough of the State of New York, (Circle one)

do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 11<sup>th</sup> day of Aug, 20 25 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Town of Marlborough on this 11<sup>th</sup> day of Aug, 20 25.

Colleen Corcoran (Signature of Secretary or Clerk)

Affidavit of Posting: I, Colleen Corcoran (Name of Secretary or Clerk) being duly sworn, deposes and says that the posting of the Resolution began on

Aug. 12, 2025 (Date)

and continued for at least 30 days. That the Resolution was available to the public on the:

Employer's website at: Town of Marlborough.org  
 Official sign board at: Town of Marlborough  
 Main entrance Secretary or Clerk's office at: Town of Marlborough

Page 1 of 1 (for additional rows, attach a RS 2417-B form.)  
 (seal)

August 11, 2025

C). Resolution # 73 To introduce 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 special use to section 155-12(b) “r-1 residential district”, adding an additional special 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:

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(B) “R-1 Residential District” of the Code is amended as follows [deletions are stricken and additions are underscored]: (3) Permitted accessory uses shall be the same as in the R District, with additional permitted accessory uses as follows:

Section 3. Section 155-12(B) “R-1 Residential District” of the Code is amended to add an additional permitted accessory use as follows [deletions are stricken and additions are underscored]: (3)(a) Detached Accessory Dwelling Unit.

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 R-1 and R-Ag-1 Districts within the Town. 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-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, sleeping, water, and sanitary facilities for use by the occupants 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.

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

- 1) No on-street parking shall be permitted.
- 2) No detached ADU is permitted on parcels being utilized for multifamily dwelling units.
- 3) No detached ADU is permitted on parcels being utilized for commercial or industrial purposes.
- 4) No detached ADU is permitted on vacant property or property which does not contain a principal residential unit.
- 5) 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.
- 6) 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 has determined that the action to amend the Town of Marlborough Zoning Law is a Type I Action under the New York State Environmental Quality Review Act (SEQRA); and.

WHEREAS, that because only the Town Board can consider and adopt changes to the Town Code, it is the only involved agency, and the Board hereby declares 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 amendments must be referred to the Ulster County Planning Board for review and recommendation pursuant to General Municipal Law § 239-m; and

WHEREAS, the Town Board refers this matter to the Town of Marlborough Planning Board pursuant to Town Code § 155-49.

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 proposed local law. The

following resolution which was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_, who moved its adoption:

WHEREAS, on August 11, 2025, \_\_\_\_\_ has 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(B) "R-1 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."

RESOLVED, that a public hearing be held in relation to the proposed changes as set forth in the form of notice, hereinafter provided, at which hearing parties of interest and citizens shall have an opportunity to be heard. The public hearing will be held on August 25, 2025 at 7:00 o'clock p.m., Prevailing Time, and that notice of said meeting 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 August 25, 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(B) "R-1 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  
                  August 11, 2025

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COLLEEN CORCORAN, TOWN CLERK

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

Supervisor Corcoran \_\_\_\_\_

Councilman Molinelli \_\_\_\_\_

Councilman Cauchi \_\_\_\_\_

Councilman Zambito \_\_\_\_\_

Councilwoman Sessa \_\_\_\_\_

DATED: Milton, New York

August 11, 2025

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COLLEEN CORCORAN, TOWN CLERK