

Town of Washington
Town Board
Minutes
July 10, 2025

The Town Board of the Town of Washington held their regular monthly meeting on Thursday, July 10, 2025, at the Washington Town Hall. The meeting was called to order by Supervisor Gary Ciferri with the following present: Councilmen Michael Murphy, Joseph Rochfort, Robert Audia, Doug Giles, Town Clerk Chrissy Briggs, and Attorney for the Town Kyle Barnett.

Supervisor Ciferri opened the meeting with the Pledge of Allegiance.

Clerk Briggs discussed the Standard Work Day Resolution for Employees. It is a requirement from NYS Retirement that establishes the hours worked by employees. This Resolution confirms that these hours worked are accurate based on our record keeping. We are required to submit this resolution to NYS Retirement.

BE IT RESOLVED that the Town of Washington Location code 30312 hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body.

Title Town Clerk/Deputy Town Clerk/Deputy Tax Collector	6 hours a day
Bookkeeper to the Supervisor	6 hours a day
Court Clerk	3 hours a day
Building Inspector	7 hours a day
Assessor	6 hours a day
Recreation Director	8 hours a day
Groundskeeper/Maintenance	8 hours a day
H/MED & MED	8 hours a day

On this 8th day of May 2025

Christine Briggs

Date enacted: July 10, 2025

Christine Briggs clerk of the governing board of the Town of Washington of the State of New York, 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 8th day of May, 2025 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

I further certify that the full board, consists of 5 members, and that 5 of such members were present at such meeting and that 5 of 5 such members voted in favor of the above resolution.

Councilman Rochfort made a motion, seconded by Councilman Murphy to accept and submit the Standard Work Day Resolution.

The vote was as follows:

Supervisor Ciferri	Aye
Councilman Audia	Aye
Councilman Giles	Aye
Councilman Murphy	Aye
Councilman Rochfort	Aye

Town Clerk Briggs submits the Inter-Municipal Agreement between the Village of Millbrook and the Town of Washington to Establish NYS Route 44 as the designated Truck Route for the Town and Village. Tim Collopy is in attendance on behalf of the Village of Millbrook. (please see attached)

Councilman Audia makes a motion, seconded by Councilman Murphy to accept the INTER-MUNICIPAL Agreement.

The vote is as follows:

Supervisor Ciferri	Aye
Councilman Audia	Aye
Councilman Giles	Aye
Councilman Murphy	Aye
Councilman Rochfort	Aye

Highway Superintendent Spagnola reports the following:

The Highway Department has received several calls regarding Route 82 South. The road conditions have been horrible for years. Superintendent Spagnola has reached out to the State to speak to the Regional Director to inquire about fixing the road and has not had much feedback. Mr. Spagnola will keep the Board updated on this topic as it progresses.

Guide rails on Overlook Road, Butts Hollow Road, and Stanford Road should be going in the end of this week or beginning of next week.

Blacktopping on Jameson Hill is complete.

Capping Bontecou Road and Sutton Road and clearing ditches.

Superintendent Spagnola went out to bid on a large truck. The price was \$172,797 for the cab and chassis only. Mr. Spagnola will update the Town Board when he gets the body of the truck figured out.

As a result of a summer storm there was damage to the Highway Garage. The Village Building Inspector, the Insurance Company, and the engineers were on site. A plan will be made and the Town Board will be updated. The garage is tarped and it was nice of Schuylar Woods to step in and help out.

Highway Superintendent Spagnola goes on to report that the Town Board needs to make a decision in regards to Oak Summit Road. The choices are whether to close the road down or to move the existing road.

On a motion made by Councilman Rochfort, and seconded by Councilman Audia the Town Board agreed to close Oak Summit Road during construction.

The vote was as follows:

Supervisor Ciferri: AYE
Councilman Audia: AYE
Councilman Murphy: AYE
Councilman Rochfort: AYE
Councilman Giles: AYE

Councilman Giles recommends forming a committee to start looking into the Highway Garage funding and to discuss its location. There is equipment that does not fit in the building and the building itself is old and very much dated. The committee would look into applying for grants as well as considering changing the location of the garage. At some point the State or the County offered the Highway Garage some property down near their building with a 99-year lease. Also, the State encourages collegiality between municipalities. This committee may think about talking to the Village regarding a joint location for both the Village and Town on the same site. This will all be discussed further within the committee. The Town Board unanimously agreed to form a Highway Committee. Councilman Giles will be updating the Town Board on the progress of this committee.

Bookkeeper Petrone reports the following:

- Bank reconciliations for the checking and savings accounts for May 2025 have been completed and June is still being worked on.
- The Board has been provided with the current Bank of Millbrook and the NYCLASS balances.
- Transfer Station invoices have been posted.
- The Board will be provided with the June's Supervisor's Report once it has been reconciled.
- The Board has been provided with the Employee PTO time balances.
- The monthly revenue from the Justice Court has been received through June 2025.
- The Building Department and Town Clerk reports have received through June 2025.
- The NYS-45 and 941 Payroll Tax Forms have been submitted.

Ms. Petrone attended a seminar in Fishkill on June 17. Prevailing wages was one of the discussions. Municipalities should be using contractors that have been certified and registered

with the Department of Labor. You can look on their website to see which contractors are registered. When going out to bid the contractor must submit their certificate with the Bid paperwork.

Bookkeeper Petrone is requesting the use of \$33,595.84 from the Capitol Donation's bank account, along with using \$9,941.66 from Fund Balance for the emergency repair septic work at the Town Pool.

Councilman Rochfort makes a motion, seconded by Councilman Audia to approve the use of \$33,595.84 from the Capitol Donation's bank account, along with \$9,941.66 from Fund Balance for the emergency repair septic work at the Town Pool.

The vote was as follows:

Supervisor Ciferri: AYE

Councilman Audia: AYE

Councilman Murphy: AYE

Councilman Rochfort: AYE

Councilman Giles: AYE

Assessor Evangelista reports the following:

- The 2025 Final Assessor Roll is available online, and there's a copy of the Roll Book in the Town Clerk and Assessor office, available to the public for review.
- 2025 Change in total assessed value from prior to current roll: + \$ 24,381,931 *
- 2024 Assessor roll net change: + \$ 12,365,938
- *Note this number can still change, due to SCAR and Cert/Article 7 cases
- Data Collector position is still open and accepting resumes.
- Assessor worked on preparation for timely filing of the final roll. Also, preparation for grievance day and deliberation, gathering data and putting together comps, etc. to present to the Board.
- The Assessor's office has been working on various tasks this past month, that don't require updates to RPS, since the new roll year was still not available at the time of this report.
- Sales for May 2025 Town, outside village: 3 (0-res,0-vacant) Village: 1
- Assessor site parcel reappraisal reviews: n/a
- Assessor sales reviews: 0
- Data collector parcels/sites completed: Michael: n/a

Recreation Director Szallewicz reports the following:

- Kathleen Barton from the Chamber Foundation is requesting to host a youth program at the Town Park free of charge. The program will take place on August 8 from 8am-12:30. The Town Board is in favor of allowing this program to take place
- Toddler Program starts 9/5/2025 - 6/12/25
- Camp – 4 residents and 35 non-residents attended
- Both Pre - K and C2C also has 6 campers attend
- Arts and Crafts session one – 12 kids
- Arts and Crafts session two – 5 kids
- Basketball 9- kids

- Currently the Town of Washington is providing summer employment for 31 camp staff and 15 pool staff.

Grants - CDBG - work is finished, payment process.

MIG - Waiting to hear back

Seniors - Lake George trip scheduled for July 19, 2025, 40 registered \$10/\$63 closed

Resorts World Catskill - August 17, 2025, 31 registered \$10/\$35 available

Senior Lunch - Friday June 20th Noon successful

Senior program coming in the Fall

Park - Pool is now open 7 days a week

Pool passes will be available for sale until July 13th 2025.

Family pool pass – 37 sold

Adult pass - 1 non- resident

Senior pass - 9 sold ---5 resident and 4 non- residents

Facility Rental - 18

NY Yankee tickets available for sale September 27th game time 1:05pm \$75 per ticket which includes 90 minutes all you can eat food and non-alcoholic beverages.

The Recreation Commission meet on July 9th. The Commissioners made a motion for camp 2026 to be offered 9am - 3pm, with the option of early drop off from 7:45am-9am and late pick up from 3pm-4pm. The resolution for fees will be submitted at next month's meeting. Please see below for the Change of Hours Resolution.

Town of Washington Town Board

Town Board Resolution 7001/2025

Re: Updated hours for 2026 Town of Washington Summer Camp

WHEREAS the Town of Washington intends to operate summer camp programs open to its residents and members of the public; and

WHEREAS there will be changes in hours of operation for the Town of Washington Summer Camp; As follows: Three two-week sessions will be offered from 9 am-3 pm Early drop off available from 7:45 am - 9 am Late pick up from 3pm - 4pm And now therefore, be it

RESOLVED that the Town Board of the Town of Washington hereby approves following 2026 Summer Camp Hours Three two-week sessions will be offered from 9 am - 3 pm Early drop off available from 7:45 am-9 am Late pick up from 3pm-4pm the

RESOLVED that the Town Board of the Town of Washington does hereby designate and appoint the above hours for the 2026 Town of Washington Summer Camp

MOTIONED BY: Councilman Murphy

SECONDED BY: Councilman Rochfort

Date: July 10, 2025

Roll Call:

Councilman Audia	AYE
Councilman Giles	AYE
Councilman Murphy	AYE
Councilman Rochfort	AYE
Supervisor Ciferri	AYE

Town Clerk Briggs reports the following:

- The Town Clerk's Office generated total of \$10,808.83 in revenue for the month of June.
- Tax collection is complete. The Town of Washington collected over \$ 8 million in property taxes.
- The Clerk's Office has reconciled with the County and the Tax Roll is available in the Town Clerk's Office.

Councilman Giles reports the following:

Planning Board meeting on was July 1st. There were five applicants on the agenda.

1. Singer-Tworkowski: 471 Butts Hollow Road. Previously approved and signed Lot Line Change Map correction
2. Schmidt & Conway: 443 Valley Farm Road – Continued Public Hearing Applicants John Schmidt and Wendy Conway are represented by Jimmy Crisp & Darrin Conrad, Crisp Architects, and have applied for site plan approval, and a wetlands and watercourse permit for a 743 square foot addition to their house that is located within the 100' wetlands buffer. The applicants received a Special Use Permit from the ZBA, conditioned on their receiving a Site Plan approval from the Planning Board. They have also applied for a Wetlands Permit. Aaron Werner, AKRF prepared a Resolution of Approval, which has been circulated before the meeting. The Resolution makes the PB approval subject of the Site Plan, Wetlands Permit, and Erosion & Sediment Control Plan conditional on the following conditions:
 - Issuance of a final Certificate of Occupancy shall be conditioned on the satisfactory completion and inspection of site conditions against the final plans; AND
 - complete payment of all municipal fees and the Town's consulting costs. Planning Board members all had the chance to review the Resolution. Motion to adopt the Resolution of Approval: Motion PASSED
3. Killearn Road Improvements – Public Hearing Application from the Town of Washington Board for approval of resurfacing work on Killearn Road, a designated scenic road, and applied for a Wetlands & Watercourse Permit in connection with those improvements, which is required because some of the work is within the wetland buffers. There were numerous comments from the Public asking questions about the process being proposed, the timeline for the project, whether the oil and stone option would wear off over time to show tar, whether the road height would change, and whether the project had the potential to make road runoff into a particular pond worse than before. The Public Hearing was then kept open until next month to hear back from the CAC.

4. Alexander & Renee Casertano: 20 Short Road Property owners, Alexander and Renee Casertano have authorized Anthony Frisenda, Frisenda Architects, LLC as Applicant are seeking for a site plan approval from the Planning Board to expand a preexisting, nonconforming single family residential home on a 1.2-acre parcel located at 20 Short Road. The Casertano's previously received 3 variances from the ZBA, which are conditioned on the PB granting site plan approval. A Public Hearing for August 5th.
5. Town of Stanford – Notice of Intent to Establish Lead Agency - Millbrook Boy's Dorm – Update the Town of Stanford held a Public Hearing on the matter on Wednesday, June 25, 2025. After that, they found that there were no significant adverse environmental impacts and adopted both a Negative Declaration and a resolution granting conditional approve.

Applicant Fees Subcommittee - Update Adam and Eric are looking into how we can improve the Planning Board application fee and escrow fee structure. This discussion will continue in future meetings.

Councilman Giles would like to discuss the Right to Farm Law and potentially adopt it. The overall purpose of this law is to eliminate nuisance lawsuits or potential problems. Town Attorney Kyle Barnett will do some research and report back to the board next month for discussion.

Councilman Murphy reports the following:

Court update- in June, there were 32 defendants that came before the court bringing in a revenue of \$ 3,175. The year-to-date court revenue allocated to the town is \$8,912 compared to \$12,251. This time last year.

Ethics Committee update- Councilman Murphy Spoke with Laura Allen, Head of the Ethics Committee. The committee has been meeting periodically and there have been no issues. Ms. Allen had been in communication with Town Clerk Briggs to try to schedule some upcoming annual presentations.

Recreation Strategic Planning Committee update- The Committee met on June 23rd. Michael Olivette, Data Collector had taken a drone video of the 24.9 acres of land at the Town Park. The committee was able to watch and review the footage. Councilman Murphy thanks Mr. Olivette for supplying the footage. The committee also reviewed the history of the park. The committee is in phase one right now and will be meeting again on August 21st.

Councilman Rochfort reports the following:

In regards to Killearn Road the intent is for the Town of Washington to act as the lead agency for the SEQR review. The SEQR review was circulated to all the necessary agencies and boards. The town has a 30 day wait period for any feedback, recommendations, or questions. Mr. Rochfort will follow up on this matter at next month's meeting. ZBA met and had two items on the agenda.

1. 322 Valley Farm Road- the ongoing application to construct a two-car garage with office space above the garage. The zone and variances were approved.
2. 35 Maple Hill Drive - requesting variances for front yard, side yard and to increase lot coverage in order to construct an addition to the existing garage of 284.6 sq. ft. to the single-family home on a 0.46-acre property in the RH-1 zoning district. This addition will change the existing 1 car bay to a 2-car bay. There will be no bathroom, no effect to private well in front of the house, and no effect to septic in the back of the house. Project was approved.

Council Audia reports the following: Councilman Audia and Jimmy Brownell met with Vincent from Royal Carting at the Transfer Station regarding garbage containers and compactors. Councilman Audia will update the board on this ongoing discussion at next month's meeting. The air conditioning unit in the Town Hall is working. However, it is an old unit. Councilman Audia is going to explore getting the AC unit replaced and potentially putting in next year's budget. A few residents have complained about trees that can potentially fall on their property. Highway Superintendent Spagnola is aware of this issue. We have to figure out if the trees are taken down by the property owners or the Town of Washington. Mr. Audia will follow up on this matter as it is ongoing.

There being no other business on a motion made by Councilman Audia, and seconded by Councilman Giles the Town Board will review and pay claims.

The vote was as follows:

Supervisor Ciferri:	AYE
Councilman Audia:	AYE
Councilman Murphy:	AYE
Councilman Rochfort:	AYE
Councilman Giles:	AYE

On a motion made by Councilman Rochfort, and seconded by Councilman Audia the Town Board entered into Executive Session at 7:30pm for Attorney Client Privilege.

The vote was as follows:

Supervisor Ciferri:	AYE
Councilman Audia:	AYE
Councilman Murphy:	AYE
Councilman Rochfort:	AYE
Councilman Giles:	AYE

On a motion made by Councilman Audia and seconded by Councilman Giles the Town Board exited Executive Session at 8:00pm.

The vote was as follows:

Supervisor Ciferri:	AYE
---------------------	-----

Councilman Audia:	AYE
Councilman Murphy:	AYE
Councilman Rochfort:	AYE
Councilman Giles:	AYE

On a motion made by Councilman Murphy and seconded by Councilman Giles the Town Board closed the meeting at 8:02pm.

The vote was as follows:

Supervisor Ciferri:	AYE
Councilman Audia:	AYE
Councilman Murphy:	AYE
Councilman Rochfort:	AYE
Councilman Giles:	AYE

Date: August, 2025

Christine Briggs
Christine Briggs
Town Clerk
Millbrook, NY