

**WASHINGTON TOWN BOARD
MINUTES
APRIL 10, 2025**

The Town Board of the Town of Washington held their regularly scheduled meeting on Thursday, April 10, 2025, at the Washington Town Hall. The meeting was called to order by Supervisor Gary Ciferri, with the following present: Councilmen Joseph Rochfort, Doug Giles, Michael Murphy, Robert Audia (via zoom) and, Town Clerk Chrissy Briggs, and Attorney for the Town Joseph Eriole.

Supervisor Ciferri opened the meeting with the Pledge of Allegiance.

Elizabeth Logan-Barravle, President of the Millbrook Business Association speaks to the Town Board, in regards to the Town of Washington joining the Millbrook Business Association. Ms. Logan-Barravle explains that joining the MBA is a great way to support local business and become more involved with the local community. The yearly fee is \$250.00. Supervisor Ciferri, along with the Town Board members are all in favor of the Town of Washington joining the Millbrook Business Association for 2025.

Supervisor Ciferri thanks Ms. Logan-Barravle for her excellent presentation and inviting the Town of Washington into the MBA.

Margaret Schnieble and Pam Scott from the Conservation Advisory Commission would like to seek approval to apply for the Hudson River Valley Greenway Grant under the Hudson River Valley Greenway Planning Grant Program for a project entitled "Town of Washington Environmental Protection District to be located in the Town of Washington". The Grant involves funding for a consultant to recommend to the CAC what the next steps are following the Natural Resource Inventory that the Town adopted in 2023, which was a follow up to the Comprehensive Plan. Both the 2015 Comprehensive Plan and the 2023 update to the Comprehensive Plan indicate that the Town should do something to build on the Natural Resource Inventory, which is to create what is known as an Environmental Protection District. If a resident has a property or a project in the Environmental Protection District, the resident can still go forward with the project. However, it would need some additional approval. The Planning Board is very much in favor of the grant and in retaining a consultant. The CAC would talk to other key stakeholders, such as the Dutchess Land Conservancy, to figure out what land in the town is already protected. A Public Hearing would be scheduled for public questions or concerns. Finally, after communications and discussions with key stakeholders the consultant along with the CAC would come up with a list of priorities within the NRI and then figure out what the next steps might be.

The grant is for \$5,000. However, it is a matching grant which would require the Town to match the \$5,000 for a total of \$10,00 to retain a consultant, if the grant is in fact awarded to the Town of Washington.

Councilman Audia states that he is a bit worried having an Environmental Protection District within our town. If you look at our NRI inventory it is basically the whole town. Mr. Audia goes on to state that the towns Zoning and Planning Boards do a great job, especially now that they have the NRI inventory. He is concerned that this could prevent or hinder any reasonable growth. Mr. Audia does not think we need another layer of protection.

Ms. Scott states that if we are approved for the grant and hire a consultant, they will research Environmental Protection Districts and decide what areas qualify or maybe that we do not have a need for it at all. The research would be there to indicate if we need it or not. It is a great next step to follow after the NRI.

On a motion made by Councilman Murphy, and seconded by Councilman Rochfort the Town Board approves the application for a grant under the Hudson River Valley Greenway Planning Grant Program, for a project known as Town of Washington Environmental Protection District and located within this community, and authorizes the CAC to sign the grant application on its behalf. The Town Board has capped the monies matched at \$5,000.

The vote was as follows:

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

WHEREAS, the Town of Washington, through its Conservation Advisory Commission (CAC), is applying to the Hudson River Valley Greenway for a grant under the Hudson River Valley Greenway Planning Grant Program for a project entitled Town of Washington Environmental Protection District to be located in the Town of Washington, NOW, THEREFORE, be it resolved that the governing board of the Town of Washington hereby does approve and endorse the application for a grant under the Hudson River Valley Greenway Planning Grant Program, for a project known as Town of Washington Environmental Protection District to be located in the Town of Washington. and located within this community, and authorizes the CAC to sign the grant application on its behalf.

April 19, 2025

Christine Briggs, Town Clerk

Christine Briggs, Town Clerk

Town Clerk Briggs informs the Town Board that the Bond Anticipation Note for the Bridge NY Project, in the amount of \$1,665,026.00 has expired. A Renewal Bond Anticipation Note, with the Bank of Millbrook, has been executed and is valid until April 2, 2026.

On a motion made by Councilman Murphy, and seconded by Councilman Rochfort the Town Board approves the Renewal Bond Anticipation Note in the amount of \$1,665,026.00 for the Bridge NY Project.

The vote was as follows:

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

Town Clerk Briggs reports that Town Justice Carol Poles has submitted the 2024 Court Audit. Please see the Resolution below.

WHEREAS, the Town of Washington Town Justice Carol Poles had an audit of her books done by the Town of Washington Town Board completed in January 2025 for the fiscal year 2024; and

WHEREAS, the Town Board has reviewed the audit as written; and

NOW, THEREFORE, BE IT RESOLVED THAT the Town Board of the Town of Washington does hereby accept the audit of the books of Town Justice Poles.

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

The above resolution is a true and correct copy of the Resolution on file in the Office of the Town of Washington

Christine Briggs, Town Clerk

Christine Briggs, Town Clerk

Bookkeeper Petrone submits the following April 2025 Budget Amendments:

2025 Budget Amendments for Board Meeting - 4/10/25		
Account	Description	Amount
002680.04.000.00	Insurance proceeds	\$16,754.21

51424.04.000.00	Snow CE	\$16,754.21
Note: Amendment to the expense line to offset with the insurance proceeds		
Account	Description	Amount
71104.01.000.33	Park & Pool Improvement	\$43,537.50
2705.01.000.000	Gifts & Donations	\$11,404.16
4089.01.000.500	ARPA	\$32,133.34
Note: Amendment to cover the Septic Work at the Park & Pool with ARPA and Donations		
Account	Description	Amount
71104.01.000.33	Park & Pool Improvements	\$23,875.00
3389.01.000.00	State Aid	\$23,875.00
Note: Amendment to the budget to record the receipt of the Grant for the composting toilet		

On a motion by Councilman Rochfort, and seconded by Councilman Murphy the Town Board accepts the April 2025 Budget Amendments.

The vote was as follows:

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

Highway Superintendent Spagnola reports the following:

In regards to truck # 8, the insurance claim that was filed has been paid in full except for a \$250 deductible. The truck sustained \$17,000 worth of damage.

Mr. Spagnola looked at a possible grant for Federal Eligible Highways and Local Roads. The grant was for the term hotspots or turn offs. The grant is not for any kind of construction or reconstruction

The boiler at the Highway Department is leaking and we may need to purchase a new one. Superintendent Spagnola is requesting to go out to bid for a new boiler.

On a motion made by Councilman Murphy, and seconded by Councilman Giles the Town Board approves Superintendent Spagnola's request to go out to bid for a new boiler.

The vote was as follows:

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

Lastly, The Highway Department is grading again. They are also grading the Roads for the Millbrook Marathon on Sunday, which could take away from the roads the Highway Department really need to be on. Weather will be an issue as we are expecting 2 inches of rain.

Recreation Director Scalewicz would like to point out that the Eastern Dutchess Roadrunners Club has not come before the Town Board since 2010. They requested to run in the Town of Washington and the Town agreed as a courtesy Ms. Scalewicz would like them to attend a Board Meeting to discuss the marathon, the route they run, and parking as we are using Town road crews to ensure the marathon route is safe. We also should discuss asking them for insurance next year.

Assessor Lisa Evangelista reports the following:

Exemption Counts for 2025:

Agricultural: 211 approvals, 3 denials-late filers, 4 denials – didn't refile, 2 removed per owner

Forestry: 92 approved (8 denials – failed to refile or didn't plan to refile)

Senior: 35 approved (7 new applications, 5 sent 2nd notice letters, 2 denials- over income and residency/foreclosure)

Disability: 5 approved (1 new application)

Volunteer Fire/EMS: 3 approved (1 new application)

Ms. Evangelista continues to work on property reviews and sales for the 2025 roll year, and assisting Kathy with the exemption renewals, and supporting documentation review.

Ms. Evangelista reviewed and approved three new exemption applications (Cary Institute and Innisfree).

Sales for February 2025 Town, outside village: 2 Village: 3

Assessor site parcel reappraisal reviews: 91
Data collector parcels/sites completed: 17/22

Groundskeeper Matthew Purcell reports the following:

Town Park Septic

Having been in contact with Superior Sanitation, decided it was best to push back install of the septic due to weather and the upcoming Millbrook Marathon.

Town Park 14x20 Shed

On Tuesday April 8th Bay Horse Shed installed a gravel pad for the new park shed.

Shed is being delivered on Wed April 16th.

This shed will be used to store the Tractor, attachments and the Scag mower

Town Park Roof Project

Roof has been stripped and Ice and Watered

New soffits were framed and installed

Project should be completed next week if weather is decent

Camp Building Project update

Friday April 8th, Briggs paving was on site and paved new parking spaces and walkway to the front door of the camp building.

HVAC to start tomorrow April 11th

Window Project Town Hall

April 8th was the deadline for RFP

New Beginning Window and Door will be awarded contract

To discuss option for interior paint or stain

On a motion made by Councilman Murphy, and seconded by Councilman Rochfort the Town Board approves staining the wood surrounding the new windows being installed upstairs in the Town Hall, with \$1700. Addendum.

The vote was as follows:

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

Town Park Water

Water was turned on today April 10th

Recreation Director Szalweicz reports the following:

Recreation Commission Meeting

Last Night the Recreation Commission met. Five commissioners were in attendance: Jason Zmudosky, Dawn Tompkins, Arthur Kascak, Heather Ostman, and Aaron Kelly along with Rec Director and Board Member Michael Murphy.

Grants

CDBG - We have received all paperwork for subcontractors to proceed with the work.
Municipal Investment Grant - For senior centers in the County. It will be showing preference to Senior programs offering 18 and more hours. Applications are due May 15th. I have priced out Windows, doors and a kitchen.

Summer hiring

Our Camp Director has been conducting many interviews for Camp Staff.
For lifeguarding I have hung flyers in Millbrook, Stanfordville, Lagrange, Clinton Corners and Salt Point. I have received 2 responses from those flyers.

Camp

June 30th thru August 8th.

Camp will be 9-12. This year we are having some entertainment at camp: magician, Sharon Audubon will be bringing in some animals.

We will be offering after camp camps: Basketball skills, Two 2-week Art Camps, & Tout Unlimited.

Seniors

In the Fall we will be able to open our Senior Center. I have been in touch with the office of the Aging for support.

Easter

Friday, April 11 twilight egg hunt -Event starts at 8pm

Saturday, April 12, 2025 10:30 Kindergarten and under, 11:00 3rd grade to First Grade

Little League

Little league will be playing at our park in the baseball field. They are asking for help with Getting it ready. They would like the town to order clay and asked if highway dept could roll the field. I am checking prices for that.

Upgrades to park

Many of our wood tables and cement grill at the park have seen better days. We budgeted to start replacing these items. I have ordered six tables and grills. They are both metal and the Tables have a green thermoplastic coating. Matt already removed many of the old grills and Put together the tables.

Water is turned on at the park and bathrooms are cleaned and ready for Egg hunt & Marathon.

Millbrook Marathon - this Sunday, April 13 with around 160 runners. Start and finish at the park, Trailer and finish line at basketball court. Arrival and sign in at the building.

Building Inspector Jonathon Ialongo reports the following:

Building:

1. In the month of March: 23 Inspections and Site Visits were conducted, 14 Building Permits were issued and 3 Building Permits were renewed.
2. In the month of March: 1 Certificate of Occupancy was issued and 2 Certificates of Compliance was issued.
3. At the end of March, there were 3 expired Building Permits.
4. There was no Fire Inspections conducted in March.

5. There are 2 cases of Fire Inspections being overdue, or having failed previous inspections.
6. There were no new Building complaints in the month of March.

Zoning:

1. In the month of March: 5 Municipal Searches were requested and completed.
2. 2 Site Visits were conducted.
3. 2 FOIL requests were received and completed in March.
4. There was 1 new Zoning Complaint in March. The complaint is for a property Maintenance and Town Zoning Code violations for debris, garbage and junk accumulated on a neighbor's property. An investigation concluded that the property is in violation. A Compliance Order to Remedy Has been sent to the homeowner on record.

Bookkeeper Petrone reports the following:

Bank reconciliation for the checking and savings accounts for February 2025 have been completed. The March 2025 reconciliations have been started. The Board has been provided with the bank balances. The Board has also been provided with the Municipal Cooperation Resolution for the New York class. We have to vote on that so that we can begin participating. We can follow up with that next meeting.

Transfer stations invoicing and receipts are posted.

The monthly revenue from the Justice Court has been received through March 2025, and the Building Departments March 2025 report, and the Town Clerks March 2025 report.

The Federal and New York State payroll tax returns have been submitted. They were due April 30th. The ARPA Compliance report have been submitted. They were due by 4/30.

Ms. Petrone has started working on the 2024 AFR which is due on 5/1/25.

Ms. Petrone has continued to work with the New York State Auditor. She is not sure if he has completed his initial audit. She will follow up at next month's meeting. We received the 2025 Tax Levy in full from the Tax Collector as well as penalties and interest through March 2025

Ms. Petrone attended a New York State Retirement seminar at the Town of Poughkeepsie Town Hall on 4/8/2025 and will be attending the 2025 NY Association of Towns Conference on 4/22 & 4/23 in Saratoga.

Town Clerk Briggs reports the following:

The Tax checking and credit card accounts have been reconciled for January, February, March, and the checks have been sent to the Bookkeeper, Supervisor, and to Dutchess County. The Town Clerk audits have been reconciled for January, February, March.

The Town would like to welcome Lisa Agnelli, who was hired as the new Planning and Zoning Board Secretary.

We are also required to change our website to end in .gov rather than org. We are in the process of working on that. I will follow up at next month's meeting.

The Clerk's Office has started giving out our spring Hunting and Fishing Licenses. All Town Employees have completed Work Place Violence and Sexual Harassment Training for 2025.

Councilman Murphy reports the following:

Court Report:

In the month of March there were 23 defendants that appeared before the court, for a total of 29 charges. There was one Small Claims case. The total number of fines for that period was \$2,696. Through our office we received from the State the report that in January and February the court had deposited \$2,131 in January, and \$1,184 in February, for a total of \$3,315. The State kept \$1,516, and the town receives \$1,755. The Village of Millbrook did not have any reimbursement to them. We received a letter from the office of the Dutchess County District Attorney, Anthony Parisi. It is a notification to Judge Poles that three individuals have been approved by the District Attorney to be able to oversee cases within our court system. They are Christina Bookless, James Kelly, and Patrick Hickey from Rizzo and Kelly PLLC.

Councilman Giles reports the following:

Planning Board:

WORKSHOP- 443 Valley Farm Road Applicants John Schmidt and Wendy Conway, represented by Crisp Architects, have applied for a Wetlands and Watercourse Permit for a 743 square foot addition to their house that is located within the 100' wetlands buffer. Discussion of comments from Steve Marino. Crisp says all excavated earth will be used elsewhere on large property. Addressed CAC letter, Aaron reported on conversation with Steve Marino. Public Hearing kept open.

Public Hearing -119-125 Butts Hollow Road Parcel Applicant Brendan Johnson of Johnson Surveying LLC, on behalf of property owner Millbrook Special Farm LLC, has applied for preliminary subdivision approval to create 2 lots on a 205.63-acre parcel. Brendan Johnson – updating on where the project stands. Aaron, commented that certain corrections to application were made. Aaron and Richard reported on site visit. The proposed driveway was addressed: it would require crossing an intermittent stream, which would require a wetlands permit. Aaron commented on Steve Marino memo re Wetlands. Pond is manmade. Aaron recommends conditions of Wetlands Permit in any resolution and potentially a tree clearing and if the board is willing, to address the bog turtle and bats. Next month conclude SEQRA, then possibly resolution on subdivision plat.

Public Hearing 3699 Route 44 Parcel # 367384 Applicant Matthew Soleau, as Agent for Edward Jones, on behalf of Hyalite Builders LLC, has applied for a Special use Permit and approval to renovate a professional office. Provided some clerical documentation. Mr. Soleau provided a signage package. Aaron went through comments in memo. public hearing held. Resolution approved.

515 Woodstock Road Parcel # 021055 Applicant Architect Douglas E. Larson, on behalf of the property owners Timothy A. Clear and Johna Lee Clear, has applied for final subdivision approval to create 5 residential lots on a 90.87-acre Parcel. Counsel Jennifer Van Tyle presented. Some conditions need to be met – they have been met. Joe addressed the resolution granting final plat approval and compliance therewith, including deed restrictions that will be recorded against title, and run with the land. The resolution granting final plat was approved. Public Hearing was held.

Councilman Rochfort reports the following:

Zoning Board of Appeals

Sherry Lynn Todd at 3515 Route 82 is requesting a Variance Special use Permit to construct an addition onto her home. Ms. Todd stated that she wanted to increase living space on the second floor of her existing home for her parents to live in. The request included the addition of two bathrooms. Ms. Rolland questioned the accessory use, and if this was indeed a second-floor apartment. Chairman Redl explained that under the Town Code, this fits the description of the accessory use. The existing square footage is 2,300 square feet and the proposed addition would add 1,700 square feet. This would require an Area Variance of 48%.

The Public Hearing was held. There were no comments made from the public.

Chairman Redl made the following motions: to declare a Type 2 Action under SEQR, a frontline setback variance of 23 feet, to award an area of variance based on existing lot size of 5.11 acres, to award an area of variance of 48% increase, to place conditions on approval. The conditions are approving pending site plan, approval from Planning Board, and if conditions change regarding living arrangements. All were in favor and the motions passed.

Chairman Redl discussed the ongoing swimming pool Application for the Yadgard residence at 610 Stanford Road. The Board discussed if the pool should have been moved to a different area? Will the pool have adverse effects on neighborhood for each Variance Request? Chairman Redl made the following motions: to declare a type 2 action under SEQR, to award a 35-foot rear yard setback variance, to award a 9.2-foot side yard setback variance, to award a variance for a lot coverage increase of 2.6%.

All were in favor and the motions passed.

It was discussed that the Applicant pay the appropriate fees within a time period.

Lastly, Chairman Redl made a motion to put in place the following conditions that must be met by the applicant prior to permits being awarded: Site plan approval by the Planning Board, as well as fees to be paid within 30 days. The motion passed.

On a motion made by Councilman Rochfort, and seconded by Councilman Murphy 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

There being no other business on a motion made by Councilman Rochfort, and seconded by Councilman Giles the Town Board entered into Executive Session. At 8:15pm, to discuss Personnel matters.

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 8:45pm.

The vote was as follows:

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

Date: May 7, 2025

Christine Briggs, Town Clerk

Christine Briggs, Town Clerk

Millbrook, NY