

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
JANUARY 3, 2017
AGENDA**

**Call to Order
Pledge of Allegiance
Roll Call**

1. Introduction by Mayor Newhard.
2. Approval of December 19, 2016 minutes.
3. Authorization to pay all approved and audited bills in the amount of \$_____.

Discussion

1. Warwick Commercial Properties, LLC – Petition for Zone Change for 4 Overlook Drive.
2. Local Law – Water Shut Off

Announcement

1. Christmas Tree Pickup – The Village of Warwick will pick up Christmas trees starting January 3. Trees must be placed by the curb before this date to ensure removal. Trees may also be dropped off until January 31st at the Town of Warwick Chip Site on Public Works Drive. If you have any questions, please call the Village Hall at 986-2031 Ext. 6.

Correspondence

1. Letter from Village Engineer, David Getz to establish substantial completion date for the Spring Street Drainage Improvement Project.
2. Letter from Village of Warwick Code Enforcement Official, Daniel Kelly, regarding his resignation due to retirement.

Privilege of the Floor

(Please limit your comments to **five (5)** minutes. Please note all remarks must be addressed to the Board as a body and not to individual Board members. Please state your name clearly before Speaking). These rules are taken from the Handbook for Village Officials – New York State Conference of Mayors and Municipal Officials.

Motions:

Trustee Cheney's Motions:

1. **MOTION** to schedule a Public Hearing for Monday, February 6, 2017 at 7:30 p.m. in Village Hall to consider changing Section 141-40 of the Village Code titled "Time Limit for Nonpayment; Discontinuance of water services – penalties."
2. **MOTION** to schedule a Public Hearing for Monday, February 6, 2017 at 7:30 p.m. in Village Hall to consider a zone change for 4 Overlook Drive (SBL 214-10-4.1) from Residential to General Commercial.
3. **MOTION** to approve Change Order #3 for the Spring Street Drainage Project in the amount of \$9,430.00.
4. **MOTION** to appoint Deborah Sattler and Amelia Lawlor as Election Inspectors for the upcoming Village Election to be held in Village Hall on Tuesday, March 21, 2017 from 7:30 a.m. to 9:30 p.m. at the rate of \$11.00 an hour.
5. **MOTION** to appoint Janet Fivehouse as Alternate Election Inspector for the upcoming Village Election to be held in Village Hall on Tuesday, March 21, 2017 from 7:30 a.m. to 9:30 p.m. at the rate of \$11.00 an hour.

Trustee Lindberg's Motions:

6. **MOTION** to grant permission to the Village of Warwick Court to utilize a portion of the awarded Justice Court Assistance Program Grant in the amount of \$3,000.00 as a deposit to Dwayne's Glass Works, LLC in order to begin the installation process of two bullet resistant windows in the Court Clerk's office.

Trustee Patterson's Motions:

7. **MOTION** to authorize the Mayor to execute the 2017 Service Agreement with Partners in Safety to administer random drug and alcohol testing for Village employees.

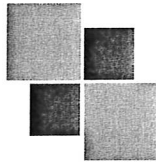
Trustee McManus' Motions:

8. **MOTION** to grant permission to Warwick Valley Wildcats Youth Lacrosse to hang a banner on West Street from January 13th through 27th, 2017. Completed banner request, image of banner and proof of proper insurance has been received.

DPW Supervisor's Report:**Final Comments from the Board****Executive Session, if applicable****Adjournment**

Christmas Tree Pickup Announcement

The Village of Warwick will pick up Christmas trees starting January 3. Trees must be placed by the curb before this date to insure removal. Trees may also be dropped off until January 31 at the Town of Warwick Chip Site on Public Works Drive. If you have any questions, please call the Village Hall at 986-2031 Ext 6.



LEHMAN & GETZ
CONSULTING ENGINEERS

RECEIVED

December 13, 2016

DEC 20 2016

Village of Warwick Board of Trustees
77 Main Street
Warwick, NY 10990

VILLAGE OF WARWICK
VILLAGE CLERK'S OFFICE

Attn: Mayor Michael Newhard

Re: Spring Street Drainage Improvements
Regal Utility Services
L&G #1800.32

Dear Mayor Newhard and Trustees:

Our office has completed our inspections of the construction at the Spring Street Drainage project. We have established that the date of substantial completion is November 18, 2016.

We have requested that Regal Utility Services, Inc. post a one-year maintenance bond for the project, per the contract price of \$302,766.64.

Sincerely,

Lehman & Getz, P.C., Village Engineers
David A. Getz, P.E.

CC Regal Utility Services, Inc.

Office of the Mayor
Board of Trustees
Village Clerk
Treasurer
Telephone: 845-986-2031
Fax: 845-986-6884

Public Works Supervisor
Telephone: 845-986-2031
Fax: 845-987-1215



OFFICE OF THE CORPORATION
MEETINGS HELD 1ST & 3RD MONDAY OF EACH MONTH

Village of Warwick

77 MAIN STREET
P.O. BOX 369
ORANGE COUNTY

Warwick, NY 10990

Village Justice
Telephone: 845-986-2031
Fax: 845-986-2870

Building, Planning, Zoning
and Historical District
Review Board
Telephone: 845-986-2031
Fax: 845-987-1215

December 29, 2016

Honorable Michael Newhard
Village of Warwick Board of Trustees

On January 27th, 2017, I will resign from my position as full time Code Enforcement Officer of the Village of Warwick as I will be retiring.

It has been my privilege to serve the residents of the Village of Warwick and I am grateful to the Village Board for your support.

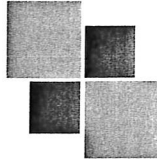
My transition will be at the discretion of the Board and I will be available on a part time basis starting January 30, 2017 if needed.

Thank you for your consideration.

Sincerely:

A handwritten signature in black ink, appearing to read "Daniel Kelly", is written over a horizontal line.

Daniel Kelly
Village of Warwick Code Enforcement Official



LEHMAN & GETZ
CONSULTING ENGINEERS

December 13, 2016

Village of Warwick Board of Trustees
77 Main Street
Warwick, NY 10990

RECEIVED

Att: Mayor Michael Newhard

DEC 20 2016

Re: Spring Street Drainage Improvements
Regal Utility Services – Change Order #3 Request
L&G #1800.32

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

Dear Mayor Newhard and Trustees:

Existing Catch Basin #6, located at McEwen Street and Spring Street, was specified on the contract plans to be replaced with a new precast concrete structure. During construction, the contractor exposed the existing structure, and we found it to be a large structure with an unusual shape. As a result, a custom structure was needed to replace it and provide for the necessary pipe connections. We discussed the situation with Mike Moser of the DPW, and he concurred with the need for a custom structure.

The attached request for Change Order #3 covers the additional costs for providing the custom structure. We recommend the approval of this change order in the amount of \$9,430.00.

Sincerely,

Lehman & Getz, P.C., Village Engineers
David A. Getz, P.E.



Justice Court Village of Warwick

77 MAIN STREET P.O. BOX 369
WARWICK, NEW YORK 10990
(845) 986-2031 FAX (845) 986-2870

Village Justice
JEANINE GARRITANO WADESON

Court Clerk
KAREN

December 19th, 2016

Dear Mayor and Board of Trustees,

The Village of Warwick Court is asking for approval to utilize a portion of the awarded Justice Court Assistance Program Grant in the amount of \$3,000 as a deposit to Dwayne's Glass Works, LLC in order to begin the installation process of two bullet resistant windows in the Court Clerk's office.

Thank you for your consideration.

Sincerely,

Karen Vermillion

Clerk of the Court

Dwayne's Glass Works, LLC
8 Bridge Street
Suite A
Florida, NY 10921
(845) 651-1800 / Fax (845) 651-1808
Fed. ID# 202806876

Village of Warick Court
77 Main st.
Warwick, NY 10990

Inv. #	WO DGW0008554	Date	12/16/2016
Cust. #	8459862031	Price Cat	1RTL
P.O. #		Sold By	DWAYNE
Fed Tax #		Inst'l By	

(845) 986-2031 Fax: () -

Qty	Part	Thickness	Description	List	Price	Total
2	BULLET	1	30 X 30 Bullet Resistant Acrylite Level 1 transaction windows, Fully assembled with clear anodized frames, 2" black Plastic laminated counter top (22 wth recessed deal tray & 10" dish speak-thru	3353.00	3017.70	6035.40
1	MISC	1/16	Prices Includes Labor for removal of old windows, Installing new, caulk as needed, haul away waste boxing & freight charge	376.00	376.00	376.00
Leadtime 3-4 weeks \$3000.00 Deposit Requested on Order Balance due upon completion						

Thank You For Choosing DWAYNE'S GLASS WORKS "To Serve & Reflect"

SPECIAL INSTRUCTIONS

See Karren

All material sold on this invoice is guaranteed to be as specified, and is not safety glazed material unless so marked. It is sold with the understanding that this material will not be glazed in a "hazardous location" as defined by the Consumer Product safety Commission. All merchandise returned for credit, refund or exchange must be in resaleable condition, authorized for return, accompanied by this receipt and may be subject to a restocking fee. No returns will be authorized for special orders, cut flat glass, incorrect measurements by customer.

Dwayne's Glass Works assumes no responsibility for glass breakage, improper useage, failure of products on account of building construction or design, faulty installation not installed by Dwayne's Glass Works.

Quotes are good for 30 days. Dwayne's Glass Works reserves the right to void any quotation for price or terms in the event that the customer to whom such quotation is made changes the order with respect to any factor reflected in price or other terms originally ordered or quoted.

Terms of payment are 30 days from Invoice date. A service charge of 1.500% per month (18.000% annum) will be added to past due accounts.

Labor	0.00
Subtotal	6411.40
Tax	0.00
Total	6411.40
Balance	6411.40

RECEIVED BY:

The glass listed has been replaced / repaired with like kind and quality to my entire satisfaction, and I authorize my Insurance Company to pay the "Above named Repair / Glass Company" directly for the glass and installation charges, or repairs.



RECEIVED

DEC 19 2016

December 14, 2016

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

Mr. Michael Newhard
Village of Warwick
P.O. Box 369
Warwick, NY 10990

Dear Michael,

We wish you the best for this Holiday Season and thank you sincerely for your on-going confidence in our services.

We are pleased to inform our clients that we are not increasing our drug or alcohol testing fees in the upcoming year. We have done our best to absorb the rise in the cost of our services, however, there will be a slight increase in the cost of physicals due to the increased administrative burden.

As an added feature, we are happy to offer our clients online access to all exam results (federal and non-federal). If you do not already have access to our software and would like it, please call our office or send an e-mail requesting this access. We have received positive feedback on the electronic medical software which allows clients same-day access to DOT exams and medical cards.

Enclosed is a signed copy of your 2017 Service Agreement and an updated employee list for your review. Additionally, we have enclosed a Registration Information sheet that we ask you to complete in order to ensure that your account information is up to date. To continue services going into next year, please sign and date the bottom section of the Service Agreement and return it to our corporate address: 800 Route 17M, Middletown, New York, 10940, no later than February 1, 2017. You may also e-mail your signed agreement to Renewal@partnersinsafety.com.

Should you have any questions or concerns, please do not hesitate to call us.

We want to thank you once again for your continued loyalty and business.

Sincerely,

A handwritten signature in black ink, appearing to read "Ursula Clancy".

Ursula Clancy
President
Rockland County
55 Old Nyack Turnpike, Suite 401
Nanuet, NY 10954
845-624-3882

Corporate Office
800 Route 17M
Middletown, NY 10940
845-341-0515

Westchester County
15 North Broadway, Suite D
White Plains, NY 10601
914-285-0434

New York City
408 West 45th Street
New York, NY 10036
212-727-8637

Village of Warwick

Banner Request Form

Today's Date _____

Dates Requested 1/13 - 1/27/2017

Location Requested: _____

West Street ✓

Utility Poles _____

First Street _____

Information about Group/Organization:

Name of Organization: WV Wildcats Youth Lacrosse

Mailing Address: 26 Southwyck Drive Warwick NY 10990

Telephone: (day) _____ (evening) _____ (cell) 201 452 3854

Dimensions:

Banners over West Street must be 20 feet wide and 2 to 3 feet high. A package of clothesline rope must be provided with the banner.

Banners by the First Street Parking Lot must be 6 feet wide and 3 feet high.

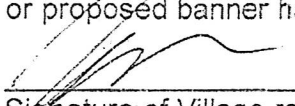
Banners on utility poles must be 2 feet wide by 5 feet high.

Banners may be hung for a maximum of two weeks only.

Diagram and/or picture of banner showing content must accompany this permit.

Permit must be submitted with required certificate of liability insurance to be presented to the Board of Trustees for approval. Board meetings are the 1st and 3rd Mondays of every month and permit must be received by close of business the Wednesday before the Board meeting. Permit must be signed by a Village resident.

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she, on behalf of the organization does hereby covenant and agree to defend, indemnify and hold harmless the Village from and against any and all liability, loss, damages, claims, or actions (including costs and attorneys' fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed banner hanging.


Signature of Village resident

Address: 52 Southern Lane

Telephone: 845-544-4572



December 1, 2016

To the attention of:

Mayor Michael Newhard and Town of Warwick

Re: Banner display on West Street, January 13-27, 2017

The WV Wildcats Youth Lacrosse League is requesting permission for use of West Street to display a hanging banner from January 13-27, 2017 promoting League registration, open to boys and girls grades K-8, for the Spring 2017 season.

Attached please find the required Certificate of Insurance and photo of the banner.

Thank you,

Alicia Orlando
WV Wildcats Communications Director
845-544-2409
wwildcatslacrosse@gmail.com



WELCOME TO WILDCAT COUNTRY!
WARWICK'S NEWEST YOUTH LACROSSE LEAGUE
REGISTRATION NOW OPEN
www.wvwildcatlacrosse.org

