

**BOARD OF TRUSTEES  
VILLAGE OF WARWICK  
FEBRUARY 6, 2017  
AGENDA**

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

1. **Public Hearing to consider the improvements to and extension of Orchard Street creating a connection to River Street and the realignment of River Street for the Howe Street Bridge Reconstruction Project.**
2. Introduction by Mayor Newhard.
3. Approval of January 17, 2017 minutes.
4. Authorization to pay all approved and audited bills in the amount of \$\_\_\_\_\_.

**Correspondence**

1. Letter from George Aulen, Chairman of the Village of Warwick Planning Board regarding a Petition for Zone Change on 4 Overlook Drive.
2. Letter from New York State Department of Environmental Conservation regarding the Village's application to renew the State Pollution Discharge Environmental System permit.
3. Letter from Altice USA regarding programming changes.
4. Letter from United States Environmental Protection Agency regarding Assessment Monitoring under the next Unregulated Contaminants Monitoring Rule.

**Discussion**

1. Adopt-A-Street Program – document review.
2. Sidewalk Liability

**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 go out to bid on the water main valve installation project on the Pioneer Farm property.
2. **MOTION** for Maintenance Bond Regal Utility Services.

**Trustee Lindberg's Motions:**

3. **MOTION** to grant permission to the Warwick Little League to hold their Opening Day Parade and Picture Day on Saturday, April 22, 2017. The parade will step off at 10 a.m. with lineup beginning at 9:30 a.m. The parade route will be Main Street, Railroad Avenue, South Street, Parkway, Park Lane, and then crossing Forester Avenue into Memorial Park. Picture Day activities will be between 8 a.m. and 6 p.m. in the Pavilion. Completed park permit, proof of proper insurance, and \$100 security deposit has been received.
4. **MOTION** to close Church Street on April 22, 2017 starting at 9 a.m. for the benefit of the Little League parade. Barriers to be provided by the Department of Public Works. The parking spaces on the east side of Main Street between High and Church Streets to be designated as "No Parking" so they can be used for drop off of participants.
5. **MOTION** to grant permission to the Warwick Fire Department to use the Men's Over 35 field in Veterans Memorial Park every Sunday in April, May, June and July from 2 p.m. until 8 p.m. for softball games. Completed park permit and proof of proper insurance has been received. Security deposit has been waived.
6. **MOTION** to grant permission to the Warwick Fire Department to hold their Biennial Firefighters' Parade on Saturday, June 10, 2017 at 6 p.m., ending in Veterans Memorial Park. They are also requesting having a reviewing stand outside of Village Hall and also decorating Village Hall as they have done in the past. Completed park permit and proof of proper insurance has been received. Security deposit has been waived.
7. **MOTION** to grant permission to the Warwick Fire Department to use Veterans Memorial Park for their annual carnival from June 17 through June 26, 2017 as per their letter dated January 5, 2017. Completed park permit and proof of proper insurance has been received. Security deposit has been waived.
8. **MOTION** to approve Change Order #2 in the amount of \$1,270.99 for the Stanley Deming Gazebo & Pavilion Project as per the recommendation of the Village Engineer.
9. **MOTION** to approve final payment in the amount of \$92,470.99 to Mancon, LLC for the Stanley Deming Gazebo and Pavilion Project as per the recommendation of the Village Engineer.

**Trustee Patterson's Motions:**

**10. MOTION** to grant permission to Antonio Rivera to carry over 5 vacation days.

**Trustee McManus' Motions:**

**11. MOTION** to grant permission to Park Avenue Elementary School to hold a third grade picnic at Stanley Deming Park on June 16, 2017 with a rain date of June 19, 2017. Completed park permit and proof of proper insurance has been received. Security Deposit has been waived.

**DPW Supervisor's Report:**

**Final Comments from the Board**

**Executive Session, if applicable**

**Adjournment**

### **LEGAL NOTICE**

**PLEASE TAKE NOTICE** that the Board of Trustees of the Village of Warwick will hold a Public Hearing on Monday, February 6, 2017 at 7:30 p.m. in Village Hall, 77 Main Street, Warwick, NY to consider the improvements to and extension of Orchard Street creating a connection to River Street and the realignment of River Street for the Howe Street Bridge Reconstruction Project.

All persons interested in the above subject matter will be given an opportunity to be heard at the above time and place. Persons may appear in person or by agent. All written communications addressed to the Board in connection with the above subject matter must be received by the Board prior to the Public Hearing.

**BY ORDER OF THE BOARD OF TRUSTEES  
VILLAGE OF WARWICK  
JO-ANN ROME  
VILLAGE CLERK**

**Dated: January 25, 2017**

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

January 17, 2017

**RECEIVED**

JAN 20 2017

Mayor Michael Newhard and  
Village Board of Trustees

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE

Re: Petition for Zone Change on 4 Overlook Dr.

The petition for a zone change on 4 Overlook Dr. was reviewed by the Planning Board. The opinion of the Planning Board is that it does not recommend the zone change. The consensus was that the Zone Change is not consistent with the Comprehensive Plan and the concept of the zoning developed from the Comprehensive Plan. The Comprehensive Plan calls for creating the CB & GC zones in the central part of the Village and not the expansion of General Commercial & Central Business zones in the periphery of the Village.

If the Planning Board can be of any further assistance in this matter please contact us.

Sincerely,

A handwritten signature in dark ink, appearing to read "G. B. Aulen", is written over the word "Sincerely,".

George B. Aulen, Chairman  
Village of Warwick Planning Board

# NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Division of Environmental Permits & Pollution Prevention  
625 Broadway, 4th Floor, Albany, New York 12233-1750  
P: (518) 402-9167 | F: (518) 402-9168 | [deppermitting@dec.ny.gov](mailto:deppermitting@dec.ny.gov)  
[www.dec.ny.gov](http://www.dec.ny.gov)

**RECEIVED**

January 11, 2017 JAN 17 2017

Michael J New hard  
Village of Warwick  
PO Box 369  
Warwick, NY 10990

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE

Re: Facility: Warwick STP  
DEC No.: 3-3354-00082  
SPDES No.: NY0023680

Dear Permittee:

On December 19, 2016, the department received your application to renew the referenced State Pollution Discharge Environmental System (SPDES) permit. Prior to moving forward with the administrative procedures required for permit renewal, the department will be undertaking a full technical review of the SPDES discharge to determine the need to incorporate new permit requirements under the Federal Clean Water Act.

Based on your timely and sufficient renewal application submission, your current permit will remain in effect after the expiration date under the provisions of the State Administrative Procedure Act (SAPA), should the department's technical review and the subsequent permit modification not be completed prior to the expiration date of the current permit.

The timing of the department's full technical review will be determined by the ranking of the discharge under the department's Environmental Benefit Permit Strategy (EBPS). The EBPS utilizes a number of criteria to score and rank a wastewater discharge, giving priority for technical review to those discharges with the greatest potential to cause environmental harm. If not already provided prior to the submission of the renewal application, you will receive a "Request for Information" from the department seeking data to be used in the evaluation of the discharge and in the establishment of new provisions proposed for inclusion in the permit. Renewal application procedures, including public notice, will be commenced concurrently with proposed permit modifications. A decision on permit renewal and modification will be made following a consideration of comments from you and the public or after a public hearing, if a hearing is held.



Department of  
Environmental  
Conservation

If you have questions on the revised renewal procedure or SAPA, please contact me at (518) 402-9165. Questions on the federal requirements under the programs listed above and modification of your permit should be directed as follows:

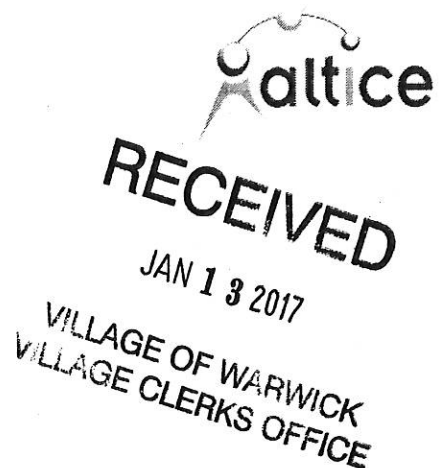
Shayne Mitchell @ (518) 402-8111

Sincerely,



Lindy Sue Czubernat  
Environmental Program Specialist

cc: K. Tang  
S. Mitchell  
S. Karimipour – Region 3  
D. Whitehead – Region 3



January 6, 2017

Hon. Michael Newhard, Mayor  
Village of Warwick  
77 Main Street  
Warwick, NY 10990

Dear Mayor Newhard:

Pursuant to Public Service Law §224-a, Altice USA (the "Company") hereby notifies the Commission of the following programming changes:

- Esquire: Effective February 20, 2017, pursuant to the Company's carriage renewal agreement with NBC Universal executed on December 31, 2016, Esquire network (currently carried on Optimum Preferred tier) will no longer be carried on Optimum's channel lineup. Company's customers will be notified through on-screen messaging (on the affected channel and guide, at least once each hour for no less than 30 days) and bill messages or inserts. Notice will include the customers' right to downgrade or disconnect within 30 days of receipt of notice at no charge and to receive a refund of pre-paid service charges, connection, upgrade or other one-time charges they may have incurred in connection with their service during the prior six months.

If you have any questions please feel free to call me at 914-378-4533.

Sincerely,

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

Dan Ahouse  
Area Director, Government Affairs



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

CINCINNATI, OHIO 45268

Office of Ground Water and Drinking Water

January 04, 2017

RECEIVED

JAN 26 2017

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE

RE: Small PWS Registration for the Fourth Unregulated Contaminant Monitoring Rule

Village of Warwick  
77 Main Street  
Warwick, NY, 10990

Your CRK is: 9E03D7E6

Dear Public Water System:

Your system has been selected for Assessment Monitoring under the next Unregulated Contaminants Monitoring Rule (UCMR 4), as published on December 20, 2016 (81 FR 92666). This letter provides you with information to register for our internet-based reporting system, the Safe Drinking Water Accession and Review System (SDWARS), so that your account will be ready when monitoring begins.

Under the UCMR 4, randomly selected community water systems and non-transient, non-community water systems serving less than 10,000 or fewer persons are selected to monitor for unregulated contaminants. EPA will supply your system with sampling kits and instructions for their use. In some situations, State personnel will do the sampling for your system. Unless you are advised that this is the case, you will be responsible for collecting the samples per EPA's instructions. EPA will pay for the cost of shipping the samples to an EPA-designated laboratory as well as the cost of analysis. Your responsibilities are described further in a notification letter in SDWARS.

Following monitoring, the EPA-designated laboratory will post your analytical results to SDWARS so you can notify the public of the results. To register, go to <http://cdx.epa.gov/preregistration/>, enter the customer retrieval key (CRK) listed above, and follow the directions to complete registration. We recommend you do this as soon as possible as the CRK generally expires in 30 days.

Once a CDX account for SDWARS is established, you may nominate other individuals to serve as representatives for your organization using the Nominate User link in the left sidebar on the main SDWARS page. A new CRK will be generated within SDWARS for the nominee to use in establishing their own account.

For more information, EPA recommends that you review the UCMR 4 Website (<https://www.epa.gov/dwucmr/fourth-unregulated-contaminant-monitoring-rule>).

For questions regarding SDWARS or CDX, please contact the CDX Help Desk at 1-888-890-1995. For implementation or general questions, please contact the UCMR Message Center at 1-800-949-1581 or [UCMR4@glec.com](mailto:UCMR4@glec.com). Thank you for your cooperation.

Sincerely,

A handwritten signature in black ink, appearing to read "Gregory J. Carroll". The signature is fluid and cursive, with the first name "Gregory" and last name "Carroll" being the most prominent parts.

Gregory J. Carroll, Director  
Technical Support Center



## VILLAGE OF WARWICK ADOPT-A-STREET APPLICATION

Please complete all items. (Use NA if not applicable.)

### APPLICANT

ORGANIZATION OR APPLICANT

CONTACT (IF ORGANIZATION)

STREET ADDRESS

CITY, STATE, ZIP

CONTACT E-MAIL

CONTACT PHONE NUMBER

### ROAD ADOPTION PREFERENCES

(1<sup>st</sup> Choice)

ROADWAY

SECTION LENGTH (minimum one mile)

FROM (cross street or address)

TO (cross street or address)

(2<sup>nd</sup> Choice)

ROADWAY

SECTION LENGTH (minimum one mile)

FROM (cross street or address)

TO (cross street or address)

(3<sup>rd</sup> Choice)

ROADWAY

SECTION LENGTH (minimum one mile)

FROM (cross street or address)

TO (cross street or address)

### TERMS AND CONDITIONS

1. Adoption is for a period of 3 years.
2. Sponsors are expected to perform litter pickup along adopted roads in an effort to keep them attractive.
3. The sponsor is responsible for contacting the Village DPW if they are not capable of removing certain items (large items, animal carcasses, etc.)
4. Sponsors should apply for renewal before the end of the adoption period.
5. Adoption is revoked at the discretion of the Village of Warwick should the sponsor fail to meet the terms and conditions.
6. Road clean-up must be performed during daylight hours.
7. Minors participating in clean-up activity must be accompanied by an adult over 18.
8. Participants must adopt a section of roadway a minimum of one mile long.
9. Participating sponsors must fill out an Adopt-a-Street Agreement and Code of Conduct.
10. Sign fee for the 3-year period is \$60. Checks should be made payable to The Village of Warwick and mailed to: Department of Public Works, Village of Warwick, PO Box 369, Warwick, NY 10990

NAME TO APPEAR ON ADOPT-A-STREET SIGN (please print carefully)

LIMIT 30 CHARACTERS INCLUDING SPACES

SIGNATURE

DATE



VILLAGE OF  
WARWICK  
ADOPT-A-STREET  
Safety Rules

Volunteers in the **Village of Warwick ADOPT-A-STREET Program** must comply with the following **ADOPT-A-STREET Safety Rules**. The following list is not all inclusive and is not a substitute for common sense; volunteer group leaders and volunteers agree to make safety the first priority during **ADOPT-A-STREET** clean-ups.

- Be prepared for any unexpected behavior of motorists. Never assume a driver sees you.
- Clean only one side of the road at a time and walk facing on-coming traffic.
- Do not stand or jump on guardrails, drainage pipes, or concrete walls.
- Never enter the roadway to pick up trash.
- Do not wear headphones.
- Do not use, possess, or be under the influence of alcohol or illegal drugs at any time while participating in program activities.
- Do not handle hazardous materials such as car batteries, petroleum products and chemical spills, heavy or unwieldy objects, dead animals, broken glass, needles and drug paraphernalia, or any unidentified questionable items. Such items should be reported to the Village DPW Supervisor as soon as possible.
- Know emergency procedures such as the location of the nearest emergency facility and how to quickly summon the police or an ambulance. In the event of an emergency, dial 911.
- Notify Volunteer Group Leader of all known allergies and any physical infirmities prior to participation.
- Avoid overexertion and heat related problems by drinking water and taking breaks.
- Carpool to the litter pickup site and pull vehicles as far off the side of the road as possible. Vehicles should never be parked on the traveled portion of the roadway.
- Wear long sleeves, long pants, thick-soled shoes or boots, and gloves.
- Perform cleanup activities only during daylight hours and when weather is conducive to good visibility.
- Avoid peak traffic hours and extreme inclement weather conditions.
- Stay clear of all construction areas.
- Avoid all horseplay or demonstrations of any nature. Do not distract drivers.
- Be careful of contact with poisonous plants, stinging insects, or stray/wild animals.
- Report all accidents or injuries to the Volunteer Group Leader immediately.

*If you have any questions, please contact the ADOPT-A-STREET program at 845.986.2031 ext 6.*



VILLAGE OF WARWICK  
ADOPT-A-STREET  
Volunteer Agreement & Code of Conduct

Agreement # \_\_\_\_\_

The Village of Warwick, herein after called the "Village" and \_\_\_\_\_, hereinafter called the "Volunteer Group", are entering into this Agreement to permit the Volunteer Group to contribute toward the effort to control litter and enhance roadside and neighborhood appearance. The Village does hereby authorize the Volunteer Group to participate in the **ADOPT-A-STREET Program** by picking up litter, and conducting other enhancement work if specified, within the assigned section of road. By signature below, the Volunteer Group Leader acknowledges awareness that the safety of volunteers is of primary importance and agrees to the following terms and conditions.

**The Volunteer Group does hereby agree to:**

1. Pick up litter a minimum of two times per year for a period of three years. Additional cleanups may be done as necessary to maintain a neat appearance.
2. Reserve safety kits containing clean-up supplies and materials from the Village of Warwick DPW two weeks in advance of the clean up and pick-up the kits during regular business hours.
3. Conduct activities with safety in mind and any other conditions that may be required by the Village.
4. Instruct each volunteer in the "ADOPT-A-STREET Safety Rules" before participating in roadside activities.
5. Ensure that each volunteer signs a Volunteer Informed Consent/Release form prior to their participation in each cleanup.
6. Leave filled trash bags by the roadside for pickup and disposal by the DPW and provide the DPW with the specific location of the filled trash bags.
7. Treat other volunteers, members of the public, and Village employees with respect and dignity.
8. Provide the Village copies of the Completion Form and Consent/Release agreement with names and signatures of individual Volunteers in the cleanup within seven calendar days following each and every clean-up activity.
9. Return to the DPW in good condition the safety kits, advance warning signs and unused trash bags furnished by the DPW within two business days following each use. Abstain from use of Village equipment/resources for personal use.
10. Report any injuries incurred by volunteers during cleanup activities to the ADOPT-A-STREET program staff within two working days of the injury.
11. Adhere to all Village rules and policies (including the Workplace Violence Prevention Policy, Nondiscrimination and Anti-Harassment Policy and Procedures, and the Village Code of Ethics) and comply with all federal, state and local laws.
12. Not to accept tips, meals, or otherwise accept payment for volunteer work or use the volunteer position to obtain special consideration of any type.

**If, in the sole judgment of the Village, the Volunteer Group is not meeting the terms and conditions of this agreement, the Village may terminate the adoption Agreement immediately and remove the group's ADOPT-A-STREET signs.**

**The Village does hereby agree to:**

1. Provide a list of safety rules to the Volunteer Group Leader prior to the first cleanup.
2. Furnish the Volunteer Group with safety equipment and trash bags for Volunteers to use during cleanup activities.
3. Remove the filled trash bags.
4. Assist the Volunteer Group, in cleaning up litter and/or debris under unusual circumstances (i.e., when large, heavy, or hazardous items are found).
5. Furnish and install an ADOPT-A-STREET sign(s) with the Volunteer Group name or acronym displayed at the assigned area following completion of the first clean-up event.
6. Coordinate, at its discretion, publicity efforts with the Volunteer Group to solicit local media coverage.

### Other Considerations, Terms, and Conditions:

Volunteers shall be 18 years of age or older unless prior approval is granted by the Village as indicated below.

Minors age \_\_\_\_\_ and above may participate in clean-up events: \_\_\_\_\_ YES \_\_\_\_\_ NO

If participation of minors is approved, one supervising adult must be present for every four minors during cleanup events.

It is required that the Volunteer Group have at least one person on the crew with a valid First Aid Card during Clean-up activities.

It is also required that the Volunteer Group have a cellular phone or radio on site in case of emergency.

Recycling is an accepted and encouraged activity. Volunteer groups are responsible for taking recyclable materials to transfer stations.

The Village DPW is authorized to suspend this Agreement temporarily if road maintenance and/or construction is required within the limits of the assigned area. Once these activities have been completed the Volunteer Group will be notified and the Agreement restored.

This Agreement is not assignable or transferable, either in whole or in part.

The term of this Agreement shall commence on: \_\_\_\_\_, and shall be renewed every three years unless terminated by the Village or the Volunteer Group. Upon termination of this Agreement, the ADOPT-A-STREET sign(s) shall be removed and remain the property of the Village.

### VOLUNTEER GROUP INFORMED CONSENT/RELEASE:

On behalf of \_\_\_\_\_, Volunteer Group, I have read the terms and conditions for participation and reviewed the ADOPT-A-STREET safety rules, and I agree and acknowledge the following:

- 1) Volunteers in this program are under the control and supervision of our group and not Village. Our organization will evaluate all Volunteers to determine that they are suitably responsible individuals who will abide by the ADOPT-A-ROAD Safety Rules and use due care and caution while participating in this cleanup program.
- 2) Each Volunteer will be instructed in the ADOPT-A-STREET safety rules prior to participation in the program.
- 3) The Volunteer Group Leader will conduct a safety briefing for all volunteers prior to each cleanup event.
- 4) Volunteers recognize that this program will expose them to traffic along roadways, as well as other potential hazards. It is the Volunteer Group's responsibility to provide the Village with a copy of the ADOPT-A-STREET Volunteer Informed Consent/ Release form with names and signatures of individual Volunteers (or parent/guardian) in the cleanup within seven days following each and every work activity.
- 5) The Volunteer Group and its volunteers, collectively and individually, agree to release and forever discharge Village of Warwick, its officers and employees from all claims, action, or damages of every kind and description which may accrue to or be suffered by any volunteer by reason of their participation in the ADOPT-A-STREET Program or any of its activities in which they participate.

I CERTIFY THAT I AM AUTHORIZED TO SIGN THIS AGREEMENT ON BEHALF OF OUR VOLUNTEER GROUP, AND CONSENT TO ITS TERMS.

#### VOLUNTEER GROUP LEADER

#### VILLAGE OF WARWICK

Signature

Date

Signature

Date

Print Name

Print Name

Organization

Mayor, Village of Warwick

Organization



Village of Warwick – 77 Main Street – Warwick, NY 10990 845.986.2031

**WARWICK LITTLE LEAGUE**  
**PO Box 153**  
**Warwick, NY 10990**

January 16, 2017

Honorable Michael Newhard  
Mayor  
Village of Warwick  
77 Main Street  
Warwick, NY 10990

**RECEIVED**

**JAN 17 2017**

Re: 2017 Little League Season, Parade and Picture Day

**VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE**

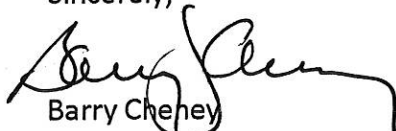
Dear Mayor Newhard and Trustees:

The Warwick Little League requests the Village's permission for use of the Memorial Park and Stanley Deming fields for the 2017 Little League season, which will extend from March 1 to November 15. Little League will be responsible for daily preparation of the fields and is willing to be responsible for scheduling use of the fields with travel baseball and softball teams. Completed applications and insurance certificates have been submitted previously.

In addition the League is requesting permission to hold its Opening Day Parade and Picture Day on Saturday, April 22. The parade will step-off promptly at 10:00 AM with lineup beginning at 9:30 AM. This year we are again asking that Church Street be closed to traffic starting at 9 AM to serve as the parade assembly area with barriers provided by the DPW. Also we request that the parking spaces on the east side of Main Street between High and Church Streets be designated as "No Parking" so they can be used for drop-off of participants. The parade would follow the normal route of Main Street, Railroad Avenue, South Street, Parkway, Park Lane, and then crossing Forester Avenue into Memorial Park. As always you and the Trustees are invited to march or ride in the parade and join us for the opening ceremonies. For Picture Day activities we request use of the Memorial Park Pavilion and the surrounding area between 8 AM and 6PM on April 22.

On behalf of the players and their families thank you for your continued support. If you would like to discuss any aspect of this request please contact me.

Sincerely,

  
Barry Cheney  
Director, Village Liaison

Cc: Mike Moser, Supervisor, Village DPW  
Thomas McGovern, Chief, Warwick Police Department

RECEIVED

JAN 17 2017

VILLAGE OF WARWICK  
FACILITY USE REQUEST  
VILLAGE CLERKS OFFICE

Today's Date 1-17-17

Date(s) Requested: NOV 15, 2017

Time of Event: WARWICK LITTLE LEAGUE

Village Park/Facility Requested: STANLEY DEMING - BALL FIELD  
MEMORIAL PARK BALL FIELDS AND ADJACENT AREAS

\*\*\*\*Please use attached map to indicated areas to be used\*\*\*\*

ON APRIL 22, 2017 8AM - 6 PM PAVILION AREA ONLY

Information about Group/Organization:

Name of Organization or individual: WARWICK LITTLE LEAGUE

Check One: ☐ Non-Profit ☒ 501(c)3 ☐ For Profit ☐ Private Event

Proof of Residency: \_\_\_\_\_ Designated Contact: BARRY CHENEY

Mailing Address: PO BOX 153, WARWICK NY 10990

Telephone: (Day) 201-317-6484 (Evening) SAME (Cell) SAME

Information about intended use of Village Facilities:

Purpose of Use: PRACTICES AND GAMES FOR YOUTH BASEBALL AND  
SOFTBALL

Total Participants Expected: \_\_\_\_\_ Adults 700 Children AS PARTICIPANTS

How will the event be advertised? \_\_\_\_\_

Is Village equipment required? ☒ Yes ☐ No

If needed, state type and for what purpose: MOWING OF FIELDS

Village of Warwick Participants: \_\_\_\_\_ Non-Resident Participants: \_\_\_\_\_

Is an admission fee charged? ☐ Yes ☒ No

If so, what will proceeds be used for: \_\_\_\_\_

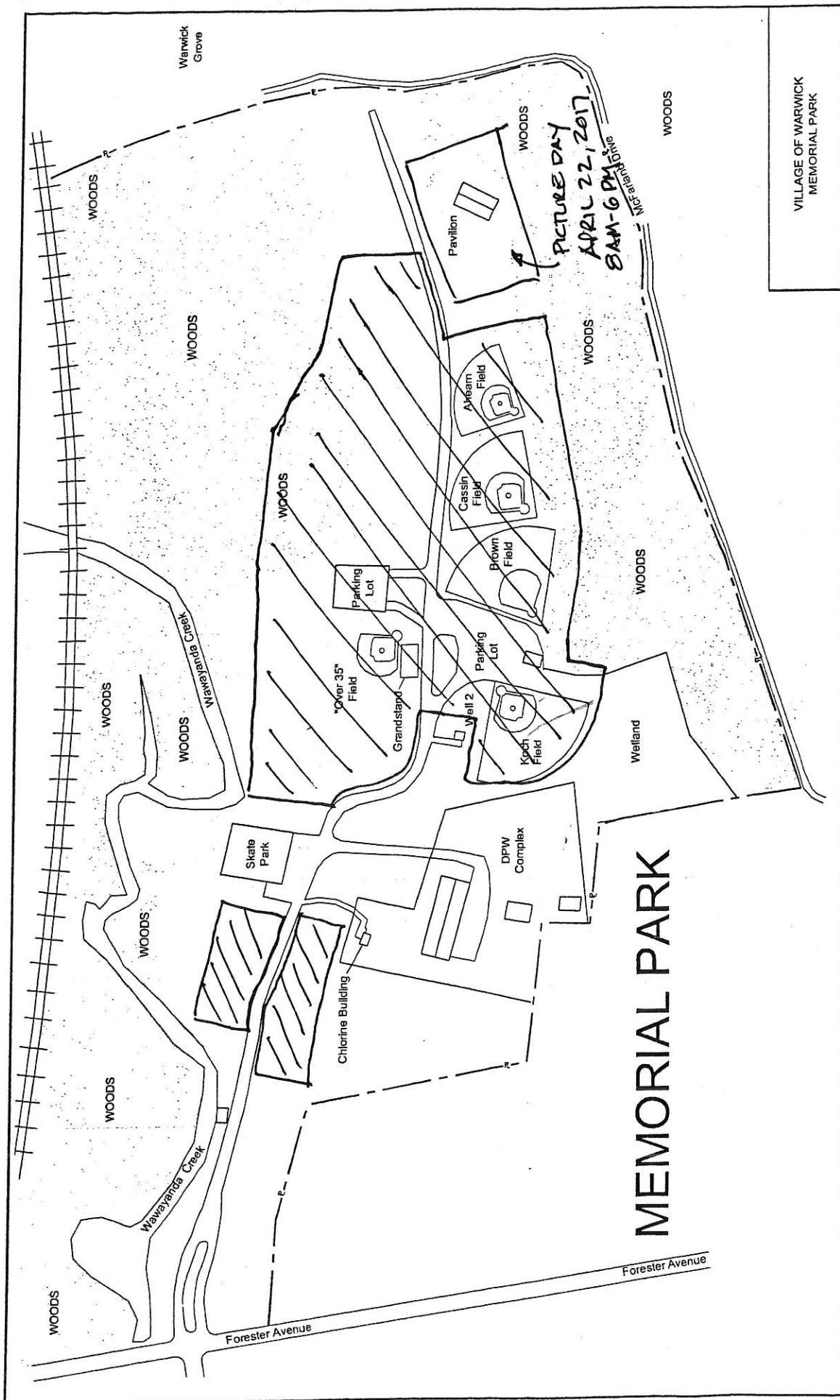
Will food be served? YES Will food be sold? YES

Please give details: SOLD FROM CONCESSION STAND OPERATED BY  
THE LEAGUE

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she agrees to be responsible to the Village for the use and care of the facilities. He/she, on behalf of WARWICK LITTLE LEAGUE (name 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 use of Village's property, facilities and/or services by WARWICK LITTLE LEAGUE (name organization).

Barry Cheney  
Signature of Organization's Representative (must be a Village of Warwick Resident)

Address: 5 PARKWAY Telephone: 201-317-6484



# MEMORIAL PARK

VILLAGE OF WARWICK  
MEMORIAL PARK

PICTURE DAY  
APRIL 22, 2017  
8AM-6PM  
No Release

RECEIVED

JAN 13 2017

VILLAGE OF WARWICK  
FACILITY USE REQUEST

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE

Today's Date \_\_\_\_\_

Date(s) Requested: Every Sunday 11 AM - 8 PM  
See Attached April, May, June and July

Time of Event: 2pm - 8pm

Village Park/Facility Requested: Memorial Park over 35 Field  
\*\*\*\*Please use attached map to indicated areas to be used\*\*\*\*

Information about Group/Organization:

Name of Organization or individual: Warwick Fire Department

Check One: ☒ Non-Profit ☐ 501(c)3 ☐ For Profit ☐ Private Event

Proof of Residency: \_\_\_\_\_ Designated Contact: Melissa Stevens

Mailing Address: P.O. Box 31, 25 Church St. Warwick, NY 10980

Telephone: (Day) 986-1124 ext 244 (Evening) \_\_\_\_\_ (Cell) 742-0886

Information about intended use of Village Facilities:

Purpose of Use: Softball Game

Total Participants Expected: 100 Adults \_\_\_\_\_ Children \_\_\_\_\_

How will the event be advertised? N/A

Is Village equipment required? ☐ Yes ☒ No

If needed, state type and for what purpose: \_\_\_\_\_

Village of Warwick Participants: \_\_\_\_\_ Non-Resident Participants: \_\_\_\_\_

Is an admission fee charged? ☐ Yes ☒ No

If so, what will proceeds be used for: \_\_\_\_\_

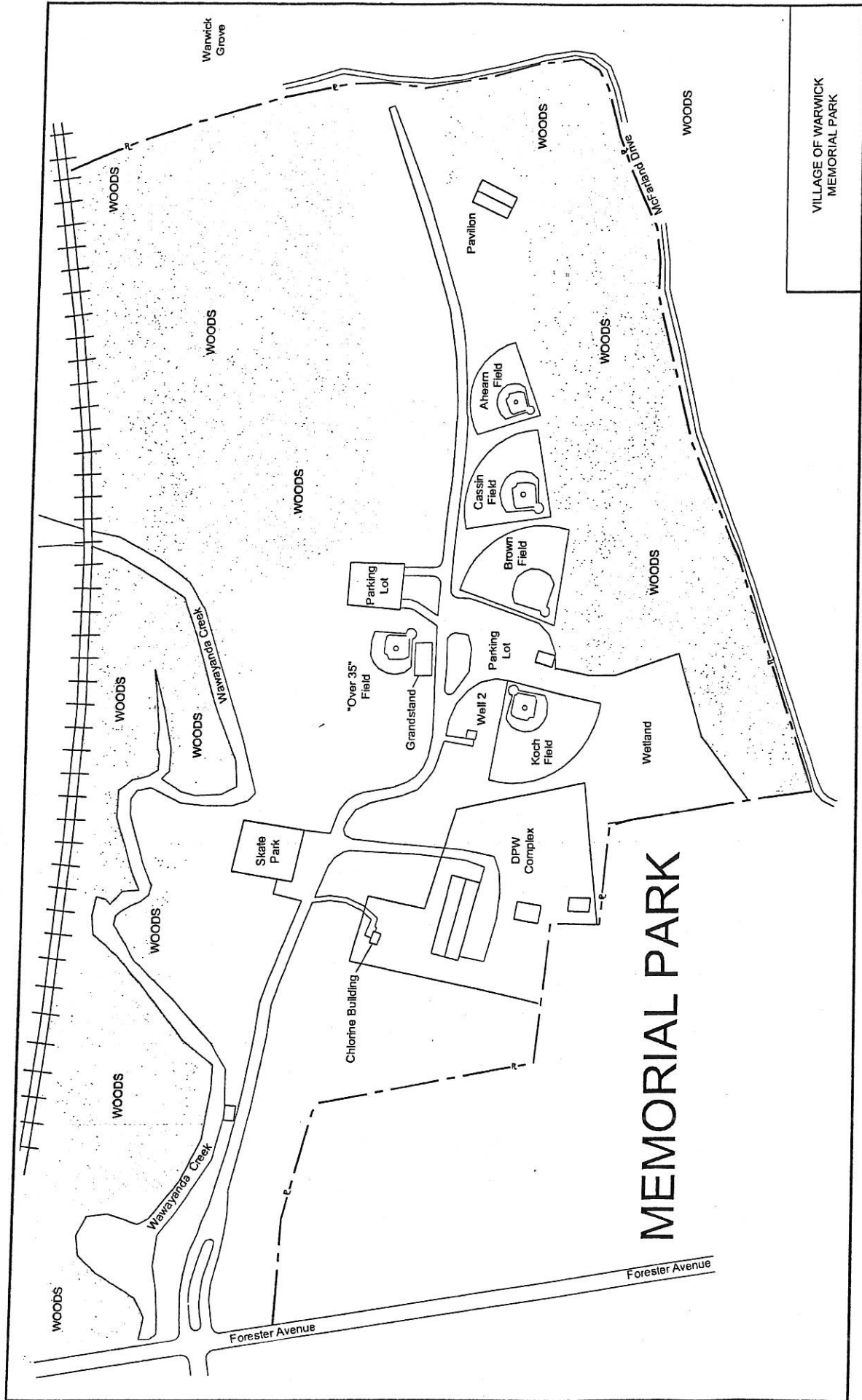
Will food be served? NO Will food be sold? NO

Please give details: \_\_\_\_\_

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she agrees to be responsible to the Village for the use and care of the facilities. He/she, on behalf of Warwick Fire Dept. (name 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 use of Village's property, facilities and/or services by Warwick Fire Dept. (name organization).

Signature of Organization's Representative (must be a Village of Warwick Resident)

Address: P.O. Box 31, 25 Church Street, Warwick Telephone: 986-3473



VILLAGE OF WARWICK  
MEMORIAL PARK

# WARWICK FIRE DEPARTMENT

CHIEF – JASON BRASIER  
FFBrasier@yahoo.com

1<sup>ST</sup> ASSIST. CHIEF – PHIL CIALELLA  
pcialella@gmail.com

2<sup>ND</sup> ASSIST. CHIEF – KEVIN HAGAN  
khagan7937@hotmail.com

SAFETY OFFICER – CHRIS GARDNER  
cgardner@warwickfire.com



PRESIDENT – MELISSA STEVENS  
meliss\_stevens@yahoo.com

VICE PRESIDENT - ROBIN KITTNER  
granada99@gmail.com

SECRETARY – DEB SCHWEIKART  
debs@warwick.net

TREASURER – BILL LINDBERG  
lindberg652@gmail.com

January 5, 2017

Board of Trustees Village of Warwick  
P.O. Box 369  
Warwick, New York 10990

Reference: 2017 Warwick Fire Department Parade

Dear Board Members

Our Biennial Firefighters' Parade is scheduled for Saturday June 10th at 6 PM. The parade committee would like to ask if we could have our reviewing stand outside of Village Hall and also if we could decorate Village Hall as we did for our Biennial Parade in 2015?

Please feel free to contact me with any questions.

Thank you.

Melissa Stevens  
Parade Secretary  
Ph: 845-986-7918  
Email: grover80@warwick.net

RECEIVED

JAN 13 2017

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE

# WARWICK FIRE DEPARTMENT

CHIEF – JASON BRASIER  
FFBrasier@yahoo.com

1<sup>ST</sup> ASSIST. CHIEF – PHIL CIALELLA  
pcialella@gmail.com

2<sup>ND</sup> ASSIST. CHIEF – KEVIN HAGAN  
khagan7937@hotmail.com

SAFETY OFFICER – CHRIS GARDNER  
cgardner@warwickfire.com



PRESIDENT – MELISSA STEVENS  
meliss\_stevens@yahoo.com

VICE PRESIDENT - ROBIN KITTNER  
granada99@gmail.com

SECRETARY – DEB SCHWEIKART  
debs@warwick.net

TREASURER – BILL LINDBERG  
lindberg652@gmail.com

RECEIVED

JAN 13 2017

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE

January 5, 2017

Board of Trustees Village of Warwick  
P.O. Box 369  
Warwick, New York 10990

Reference: 2017 Warwick Fire Department Parade

Dear Board Members

Our Biennial Firefighters' Parade is scheduled for Saturday June 10th at 6 PM. The parade line up area and route of march will be the same as that used in 2012, beginning near Park Avenue School and ending with the fire apparatus staging in Veterans' Memorial Park.

An application for the use of the park is enclosed with this letter along with maps of the park indicating the areas that will be used.

The required insurance certificates will be forthcoming upon approval of the permit.

Please feel free to contact me with any questions.

Thank you.

Melissa Stevens  
Parade Secretary  
Ph: 845-986-7918  
Email: grover80@warwick.net

RECEIVED

JAN 13 2017

VILLAGE OF WARWICK  
FACILITY USE REQUEST

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE

Today's Date \_\_\_\_\_

Date(s) Requested: June 10, 2017

Time of Event: All Day

Village Park/Facility Requested: Memorial Park  
\*\*\*\*Please use attached map to indicated areas to be used\*\*\*\*

Information about Group/Organization:

Name of Organization or individual: Warwick Fire Department

Check One: ☒ Non-Profit ☐ 501(c)3 ☐ For Profit ☐ Private Event

Proof of Residency: \_\_\_\_\_ Designated Contact: Melissa Stevens

Mailing Address: P.O. Box 31, 25 Church Street, Warwick, NY 10990

Telephone: (Day) 986-1124 ext 244 (Evening) \_\_\_\_\_ (Cell) 742-0886

Information about intended use of Village Facilities:

Purpose of Use: Fireman Parade

Total Participants Expected: 800 Adults 200 Children

How will the event be advertised? NO

Is Village equipment required? ☐ Yes ☒ No

If needed, state type and for what purpose: \_\_\_\_\_

Village of Warwick Participants: \_\_\_\_\_ Non-Resident Participants: \_\_\_\_\_

Is an admission fee charged? ☐ Yes ☒ No

If so, what will proceeds be used for: \_\_\_\_\_

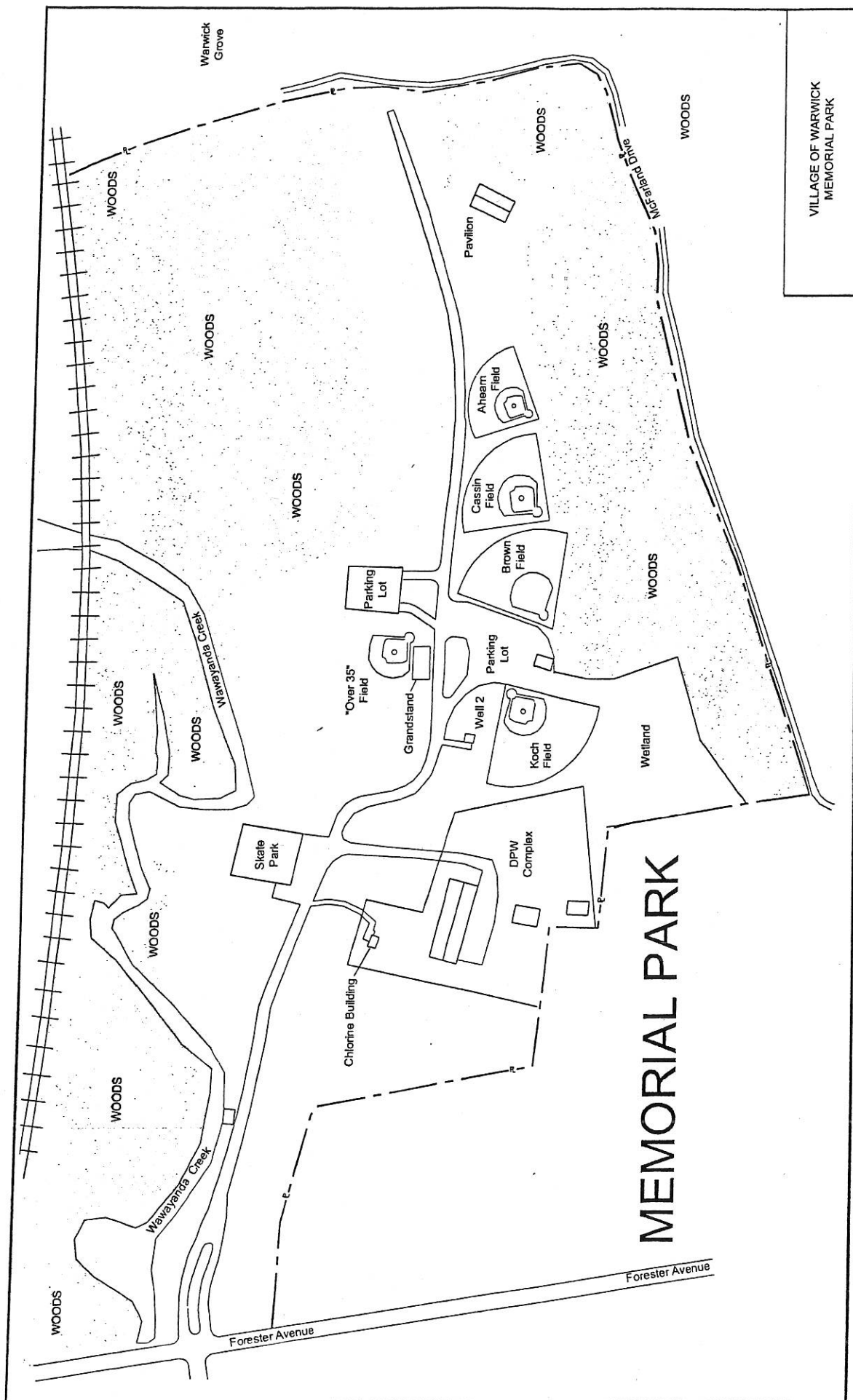
Will food be served? Yes Will food be sold? NO

Please give details: Feeding Parade Participants

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she agrees to be responsible to the Village for the use and care of the facilities. He/she, on behalf of Warwick Fire Dept (name 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 use of Village's property, facilities and/or services by Warwick Fire Departments (name organization).

Signature of Organization's Representative (must be a Village of Warwick Resident)

Address: P.O. Box 31, 25 Church Street, Warwick Telephone: 986-34173



# WARWICK FIRE DEPARTMENT

CHIEF – JASON BRASIER  
FFBrasier@yahoo.com

1<sup>ST</sup> ASSIST. CHIEF – PHIL CIALELLA  
pcialella@gmail.com

2<sup>ND</sup> ASSIST. CHIEF – KEVIN HAGAN  
khagan7937@hotmail.com

SAFETY OFFICER – CHRIS GARDNER  
cgardner@warwickfire.com



PRESIDENT – MELISSA STEVENS  
meliss\_stevens@yahoo.com

VICE PRESIDENT - ROBIN KITTNER  
granada99@gmail.com

SECRETARY – DEB SCHWEIKART  
debs@warwick.net

TREASURER – BILL LINDBERG  
lindberg652@gmail.com

January 5, 2017

Board of Trustees Village of Warwick  
P.O. Box 369  
Warwick, New York 10990

Reference: 2017 Warwick Fire Department Carnival

Dear Board Members

Please be advised that the Warwick Fire Department will be holding its annual carnival once again this year in Veterans Memorial Park. The carnival will run from Wednesday June 21st, to Saturday June 24th, 2017. Set up for the event will begin on Sunday June 17th, and breakdown and clean up will be completed by June 25th. The carnival will be open from 6:00 P.M. to 10:00 P.M. Wednesday through Friday and 6:00 P.M. to 11:00 A.M. on Saturday. Our fireworks display will begin at 10:00 P.M. Saturday night.

An application for the use of the park is enclosed with this letter along with maps of the park indicating the areas that will be used for set up and operation of the carnival.

The required insurance certificates will be forthcoming upon approval of the permit.

Please feel free to contact me with any questions.

Thank you.

Melissa Stevens  
Carnival Secretary  
Ph: 845-742-0886  
Email: grover80@warwick.net

## RECEIVED

JAN 13 2017

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE

# RECEIVED

JAN 13 2017

VILLAGE OF WARWICK  
FACILITY USE REQUEST

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE

Today's Date \_\_\_\_\_

Date(s) Requested: June 17-26, 2017

Time of Event: All Day

Village Park/Facility Requested: Memorial Park  
\*\*\*\*Please use attached map to indicated areas to be used\*\*\*\*

**Information about Group/Organization:**

Name of Organization or individual: Warwick Fire Dept.

Check One: ☒ Non-Profit ☐ 501(c)3 ☐ For Profit ☐ Private Event

Proof of Residency: \_\_\_\_\_ Designated Contact: Melissa Stevens

Mailing Address: P.O. Box 31, 25 Church St. Warwick, NY 10990

Telephone: (Day) 986-1124 ext 244 (Evening) \_\_\_\_\_ (Cell) 742-0886

**Information about intended use of Village Facilities:**

Purpose of Use: Annual Fireman Carnival

Total Participants Expected: 300 Adults 400 Children

How will the event be advertised? Newspaper, Facebook, Posters

Is Village equipment required? ☐ Yes ☒ No

If needed, state type and for what purpose: \_\_\_\_\_

Village of Warwick Participants: Yes Non-Resident Participants: Yes

Is an admission fee charged? ☐ Yes ☒ No

If so, what will proceeds be used for: \_\_\_\_\_

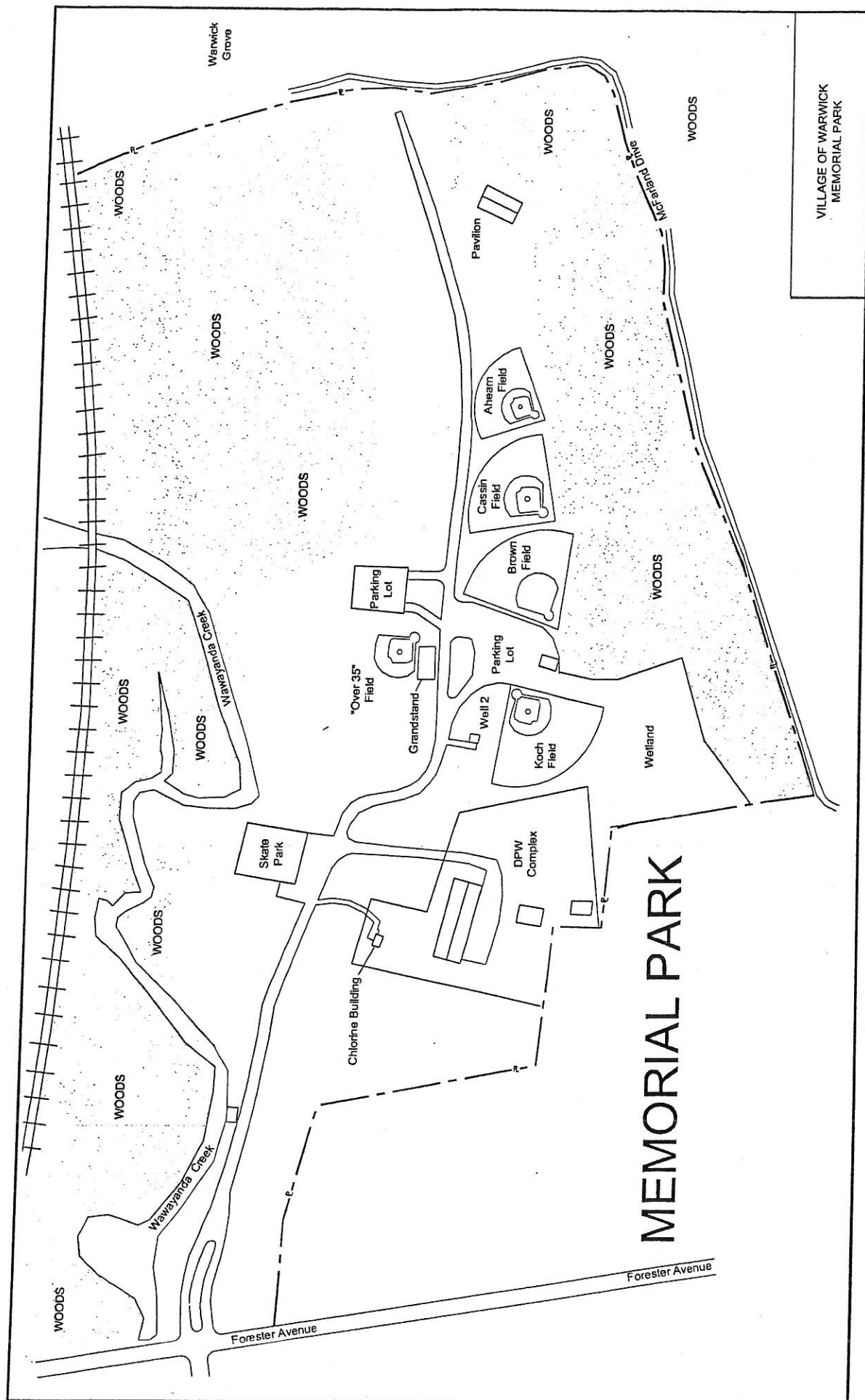
Will food be served? Yes Will food be sold? Yes by local Non-Profits

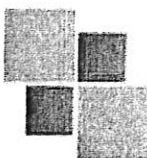
Please give details: local Non-Profits will be selling Food

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she agrees to be responsible to the Village for the use and care of the facilities. He/she, on behalf of Warwick Fire Dept. (name 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 use of Village's property, facilities and/or services by Warwick Fire Department (name organization).

Signature of Organization's Representative (must be a Village of Warwick Resident)

Address: P.O. Box 31, 25 Church Street, Warwick Telephone: 986-3473





LEHMAN & GETZ  
CONSULTING ENGINEERS

January 23, 2017

RECEIVED

JAN 26 2017

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

Att: Mayor Michael Newhard

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE

Re: Stanley Deming Gazebo & Pavilion Project – Change Order #2  
L&G #1800.43

Dear Mayor Newhard and Trustees:

Mancon, LLC, the contractor at Stanley Deming Park that is installing the gazebo and pavilion, has submitted a change order that includes several items. Many of the items on the attached list are work that the company completed at no charge to the Village, and the value of these courtesy items totals \$3,848.12. The chargeable items are items that were requested by the Village, or field changes specified by the engineer after discussion with the contractor, such as enlarging the pavilion slab or specifying the octagonal forms for the gazebo's concrete slab. The cost of these items is \$3,422.29. Therefore, the total cost of the additional work done by the contractor is  $\$3,848.12 + \$3,422.29 = \$7,270.41$ .

There is also a credit of \$2,151.30. The credit is due to the removal of two of the entrance piers from the design plans when it was discovered that one of the piers would be located directly over the sewer main, and there was concern about the weight of the pier, and its footings, on the pipe.

The requested change order is for \$1,270.99 for the additional work needed during construction. The contractor's itemized list is attached for your reference. The summary of the costs and the credits are as follows:

Total Additional Work by the Contractor	= \$7,270.41
Courtesy Credit by Contractor	= (\$3,848.12)
Credit Due Village from Modification of Contract	= <u>(\$2,151.30)</u>
Total Change Order #2 Request	= <b>\$1,270.99</b>

The current contract amount for Mancon, LLC is \$229,289.17. If the Board approves this change order, the new contract price will be \$230,560.16.

If you have any questions, please feel free to contact me.

Sincerely,

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

attachment

# Additional Work

Install Gravel at Pavilion Piers due to water from stream  
 Enlarged Pavilion Slab 12" around Entire Perimeter  
 Temporary Fencing  
 Demo Existing Town Sign  
 Remove and stack Memorial Pavers  
 Additional Rebar cages and uprights at Entry Piers  
 Pick up Anchor Bolts  
 Enlarged Vertical Rebars at Pavilion #5 to #8  
 Utilized 4000 PSI Concrete in lieu of 3500 PSI  
 Unload Pavilion/Gazebo from Truck  
 Removal and Disposal of Pallets and Debris from Gazebo/Pavilion  
 Octagon Forms at Gazebo  
 Extra sawcuts at Pavilion  
 Strip Topsoil and Grade bankrun brought by Village

Labor	Materials	Total
2 men 2 hours \$320.52	4 yds gravel x \$32 = \$128	\$ 448.52
3 men 1 hours \$240.39	2 yds. Concrete x \$125 = \$250	\$ 490.39
2 men 3 hours \$480.78	Fence Rental \$600	\$ 1,080.78
2 men 2 hours \$320.52	None	\$ 320.52
1 man 2 hours \$160.26	None	\$ 160.26
2 men 3 hours \$480.78	Additional Rebars	\$ 480.78
1 man 3 hours \$240.39	Fuel \$25	\$ 25
None	Rebar \$300	\$ 300.00
None	40 yds x \$20 = \$800	\$ 800.00
2 men 3 hours \$480.78	None	\$ 480.78
1 man 8 hours \$641.04	2 dumps \$200 each x 2 = \$400	\$ 1,041.04
2 men 3 hours \$480.78	None	\$ 480.78
1 man 1 hour \$80.13	None	\$ 80.13
1 man 8 hours \$641.04	Diesel Fuel \$200	\$ 841.04
	Total Additional Work	\$ 7,270.41

Courtesy No Charge

Courtesy No Charge

Courtesy No Charge

Courtesy No Charge

Courtesy No Charge

Courtesy No Charge

Courtesy No Charge

## Credit - Delete 2 Entry Piers and Fencing

Fence Panels at Entry  
 Capstones at Piers  
 Concrete Footings

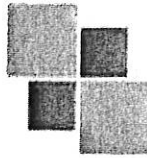
Materials	Total
2 panels @ \$250 each = \$500	\$ 820.52
2 stones @ \$300 each = \$600	\$ 920.52
2 yds. Concrete x \$125 = \$250	\$ 410.26
Total Credit	\$ 2,151.30

\*Please note holes were excavated, forms were rented and completed, rebar cut and installed, electric work complete, stone has already been delivered  
 We had to remove rebar and forms, backfill holes, and remove electrical work and redo  
 Stones that are leftover will be left for pickup by the Village

Total Additional Costs \$ 7,270.41  
 Total Credits \$ 2,151.30

Total Additional Change Order \$ 5,119.11  
 No Charge \$ 3,848.12

Grand Total Additional Costs \$ 1,270.99



LEHMAN & GETZ  
CONSULTING ENGINEERS

February 1, 2017

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

Att: Mayor Michael Newhard

Re: Stanley Deming Park Gazebo & Pavilion Project  
Mancon, LLC - Application for Payment #2 – Final Payment  
L&G #1800.43

Dear Mayor Newhard and Trustees:

Mancon, LLC has completed the Stanley Deming Gazebo and Pavilion project, and has submitted its final payment request, which is attached. Certified payrolls have also been submitted and reviewed. The final payment submittal is for \$92,470.99. The retainage calculation was based on 5% of the original contract amount of \$229,000, minus the cost of the bond (\$6,870). The change orders were not included in the retainage calculation since the work that was done under the change orders was not related to workmanship during the construction of the structures, but was extra work such as unloading the truck, removing the sign and the pavers around the flagpole, and disposal of the pallets. Therefore the retainage calculation is as follows:

$\$229,000 - \$6,870 \text{ (bond)} = \$222,130$   
 $5\% \text{ of } \$222,130 = \$11,106.50$

The retainage will be held for one year in the event of deficiencies that arose during the construction period.

We have reviewed the Application for Payment #2, dated 1/31/17, by Mancon, LLC and recommend approval of the requested payment of \$92,470.99.

Sincerely,

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

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

Public Works Supervisor  
Telephone: 845-986-2081  
Fax: 845-987-1215



Village Justice  
Telephone: 845-986-7044  
Fax: 845-986-2870

Building, Planning, Zoning  
and Historical District  
Review Board  
Telephone: 845-986-9888  
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

**RECEIVED**

JAN 17 2017

### VACATION CARRY OVER

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE

I Antonio Rivera request to carry-over 5 vacation days.  
(Name of employee) (Amount)

The reason time accrued or vacation was not used: Child Care,  
Family, Emergencies, School Functions

under article X sec.2(B) of the Village of Warwick Department of Public Works Collective Bargaining Agreement and the Employee Handbook.

Antn River  
(Signature of employee)

1-17-17  
(Date)

M. Moser  
(Signature of Department Head)

1/17/17  
(Date)

### VILLAGE USE ONLY

☐ Approved by Village Board  
☐ Denied by Village Board

20 days 13 days 3/10/03  
(Time Accrued) (Time Used) (Anniversary Date)

Comments: \_\_\_\_\_

\_\_\_\_\_  
(Board Signature)

\_\_\_\_\_  
(Date)

VILLAGE OF WARWICK  
FACILITY USE REQUEST

Today's Date 1/30/17

Date(s) Requested: 6/16/17  
6/19/17

Time of Event: 10-2

Village Park/Facility Requested: Stanley Demming Park  
\*\*\*\*Please use attached map to indicated areas to be used\*\*\*\*

Information about Group/Organization: Park Ave.  
Name of Organization or individual: \_\_\_\_\_

Check One: ☒ Non-Profit ☐ 501(c)3 ☐ For Profit ☐ Private Event

Proof of Residency: Park Ave Designated Contact: Denise Kipp

Mailing Address: \_\_\_\_\_

Telephone: (Day) 987-3000 (Evening) \_\_\_\_\_ (Cell) \_\_\_\_\_

Information about intended use of Village Facilities:

Purpose of Use: picnic

Total Participants Expected: 20 Adults 100 Children

How will the event be advertised? \_\_\_\_\_

Is Village equipment required? ☐ Yes ☒ No

If needed, state type and for what purpose: \_\_\_\_\_

Village of Warwick Participants: ☒ Non-Resident Participants: ☒

Is an admission fee charged? ☐ Yes ☒ No

If so, what will proceeds be used for: \_\_\_\_\_

Will food be served? lunch Will food be sold? No

Please give details: \_\_\_\_\_

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she agrees to be responsible to the Village for the use and care of the facilities. He/she, on behalf of \_\_\_\_\_ (name 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 use of Village's property, facilities and/or services by \_\_\_\_\_ (name organization).

D. Kipp  
Signature of Organization's Representative (must be a Village of Warwick Resident)

Address: Park Ave. School Telephone: 987-3000

