

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
MAY 1, 2017
AGENDA**

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

1. Introduction by Mayor Newhard.
2. **Public Hearing on the Tentative Budget of the Village of Warwick for the fiscal year beginning June 1, 2017.**
3. **Public Hearing to consider a zone change for 41 South Street from Limited Office Overlay to Central Business.**
4. Authorization to pay all approved and audited bills in the amount of
\$ _____.

Presentation – Kick Ball League

Discussion

1. Draft of Village Code 145-171
2. Vehicle Use Policy

Correspondence

1. Letter from Orange & Rockland Utilities, Inc. regarding Street Lighting Options.

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 adopt the Budget of the Village of Warwick for the fiscal year beginning June 1, 2017.

2. **MOTION** to change the zone for 41 South Street, Section 211, Block 10, Lot 19 from Limited Office Overlay to Central Business (motion to be fashioned by Village Attorney)
3. **MOTION** to approve Change Order #1 from BDP Industries, Inc. to extend the contract completion date from March 31, 2017 to April 28, 2017, with no change in contract price, for the Belt Filter Press at the Sewage Treatment Plant as per the Village Engineer's recommendation.
4. **MOTION** to approve final retainage payment in the amount of \$9,038.00 to TAM Enterprises, Inc. for the Repairs to Sludge Holding Tank, Wastewater Treatment Plant as per the Village Engineer's recommendation.

Trustee Lindberg's Motions:

5. **MOTION** to grant permission to the Monroe Crusaders 10U to use the Brown Field in Memorial Park for practices and scrimmages on Sundays from May 7th to July 9th, 2017 from 3 p.m. to 5 p.m. The dates of the games will be coordinated with Little League. Completed park permit, proof of proper insurance and security deposit have been received.

Trustee Patterson's Motions:

6. **MOTION** to grant permission to the Mayor to attend the NYCOM Annual Meeting & Training School from May 7th to May 8th, 2017 at a cost of \$475.00.

Trustee McManus' Motions:

7. **MOTION** to grant permission to Warwick Youth Wrestling to hang a banner on West Street from May 17th to May 29th, 2017. Completed banner request, diagram of banner and proof of proper insurance have been received.

DPW Supervisor's Report:

Final Comments from the Board

Executive Session, if applicable

Adjournment

LEGAL NOTICE

PLEASE TAKE NOTICE THAT THE PUBLIC HEARING ON THE TENTATIVE BUDGET OF THE VILLAGE OF WARWICK for the fiscal year beginning June 1, 2017 will be held on Monday, May 1, 2017 at 7:30 p.m. in Village Hall, 77 Main Street, Warwick, NY or as soon thereafter as the matter may be heard, at which time and place all interested persons will be given an opportunity to be heard. Copies of the Tentative Budget will be available for review at the Village Clerk's Office and on the Village's website, www.villageofwarwick.org beginning April 24, 2017.

The compensation proposed to be paid to each member of the Village Board is as follows:

Mayor	\$ 42,155.61
Deputy Mayor	\$ 7,960.87
Trustees	\$ 7,314.03 (each)

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

Dated: April 19, 2017

LEGAL NOTICE

PLEASE TAKE NOTICE that the Board of Trustees of the Village of Warwick will hold a Public Hearing on Monday, May 1, 2017 at 7:30 p.m. in Village Hall, 77 Main Street, Warwick, NY to consider a zone change for 41 South Street from Limited Office Overlay to Central Business.

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: April 19, 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

March 22, 2017

Mayor Michael Newhard &
Board of Trustees

Re: Zone Change for 41 South St.

Dear Mayor Newhard and Board of Trustees:

Per your request the Planning Board has reviewed the Zone change request for 41 South St. from Limited Office Overlay to Central Business. This change is consistent with the Comprehensive Plan. The site is contiguous to both the Light Industry and the Central Business zone. The Planning Board consensus is to recommend the zone change request from Limited Office Overlay to Central Business. As a further note, there also appears to be parking available on site.

RECEIVED

MAR 23 2017

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

Sincerely,

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

George B. Aulen, Chairman
Village of Warwick Planning Board

Feb 24, 2017

Village of Warwick Trusties
77 Main St
Warwick NY 10990

Attn Michael Newhard

Ref: 41 South St.

Dear Trusties

As the owner of the property known as 41 South St. in the village of Warwick I would petition the trusties to extend the zoning of this property from "Limited Office Overlay" (LO) to Central Business District (CB).

The property is next to Kuiken Bros Lumber which is zoned Light Industrial and across the street from the Foot Spa and Tea Bar zoned Central Business.

The proposed use is for a women's boutique

Thank you for your consideration



John Johansen
1486 State Rt 17a
Warwick NY 10990
201-280-4484 ©

JoannR

From: Stephen Gaba <sgaba@drakeloeb.com>
Sent: Wednesday, April 26, 2017 4:22 PM
To: Michael Newhard; JoannR
Cc: Eve Flanigan; Emily R. Grandolfo
Subject: Vehicle Use Policy

Michael and Jo-Ann,

I have reviewed the proposed Vehicle Use Policy for the Village of Warwick. I think is generally very good. Our comments and recommendations are set forth below:

- 1- In the draft policy the Mayor is ultimately responsible for approving Vehicle Use. As we discussed at the April 17th meeting, a possible alternative is Trustee Patterson's recommendation that the Village Board be responsible for approval of the Mayor's use of a vehicle. While this recommendation is a viable option, our recommendation is that the Mayor simply report his personal use to the Village Board to make sure it is within accepted Village protocol for such use.
- 2- The draft policy allows for "limited personal use", although Trustee Patterson's redline recommends no personal use. Both are legitimate positions. However, if the Village Board wants to allow some personal use, we would strongly recommend clarifying this portion of the policy. As written, it is only defined as within thirty (30) miles of the village and not as the primary family vehicle. It does not limit the number of miles or frequency of such use. Furthermore, employees could travel out of state and still be within 30 miles of the village. Also, there should be clarification as to what "primary vehicle" means. In theory, an employee could use the vehicle for 49% of all personal errands and still fall within the policy.
- 3- Section II states that vehicles are to be used for "functional operating purposes" based on the need as established and documented by the Mayor. We think it should provide some explanation as to how the Mayor is to document the need.
- 4- Section III states that Managers/Supervisors assign the vehicles. We feel that there should be some clarification as to how this process works. (i.e., Does the Mayor have to give the Manager/Supervisor written approval each time the Manager/Supervisor approves a car? Or does the Mayor simply authorize the Manager/Supervisor to assign vehicles at his discretion?)
- 5- Section IV states that the operator is to "inspect the vehicle daily," and we feel that it would be helpful if the policy gave some indication as to what such an "inspection" entails. (i.e., Is there a checklist that they are to follow or is it just a visual "once over"? and what are they looking for?)
- 6- Section V allows Department Heads to allow for overnight usage of vehicles for "specific" supervisory personnel, and we recommend that it be revised to specify the personnel covered in some manner.
- 7- Section VII outlines the protocol in the event of an accident. It requires an employee to call his immediate supervisor in the event of an accident, but does not obligate the employee to contact the police. Police reports are often helpful in defending lawsuits arising out of accidents; but at the same time it is unnecessary to call the police for very minor scrape or bump, especially in one vehicle accidents. We recommend that the VB consider adding language stating that the employee shall follow all applicable state laws regarding reporting motor vehicle accidents.

It is our understanding that this policy is to replace/supersede the section of the Employee Handbook pertaining to Vehicle Use. There are a number of items in the Employee Handbook that we believe should be included into the new Vehicle Policy, or at minimum incorporated by reference to the applicable section of the handbook. Those items are:

- 1- The policy for leaving vehicles at the DPW when an employee is on a vacation of a certain length.
- 2- The policy specifying that the doors of the vehicle are to be locked or the vehicle is to be under observation. (The new policy simply says "maintained" and "safe".)
- 3- The policy that employees cannot put political advertisements or bumper stickers on the vehicle.

If you have any questions or comments please let me know.

- Steve

Stephen J. Gaba, Esq.
Member

DRAKE LOEB
ATTORNEYS AT LAW

555 Hudson Valley Avenue, Suite 100
New Windsor, New York 12553

Tel. (845) 458-7310
Fax (845) 458-7311
www.drakeloeb.com

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Pursuant to IRS Regulations, any tax advice contained in this communication or attachments is not intended to be used and cannot be used for purposes of avoiding penalties imposed by the Internal Revenue Code or promoting, marketing or recommending to another person any tax related matter.



Orange and Rockland Utilities, Inc.
One Blue Hill Plaza
Pearl River NY 10965
www.oru.com

April 20, 2017

RECEIVED
APR 26 2017

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

Re: Orange and Rockland Street Lighting Options

Dear Municipal Official:

Recently the New York State Public Service Commission issued an order in Case 16-E-0226 directing Orange and Rockland Utilities, Inc. ("O&R") to offer additional Light Emitting Diode ("LED") street lighting options to municipalities in its service territory.

We are pleased to announce the following changes to Service Classification ("SC") No. 4 – Public Street Lighting – Company Owned:

1. Beginning April 1, 2017, all failed luminaires in SC No. 4 will be converted to LED at no cost to your municipality **if you provide O&R with consent for that conversion**. If you wish to participate, please have authorized personnel in your municipality sign and return the attached consent form.
2. O&R will continue to offer on a calendar year basis, the replacement of up to two percent of its streetlights ("Two Percent System Threshold") on a system-wide basis. **Beginning April 1, 2017, all replacements under the Two Percent System Threshold will apply only to LED conversions.** The replacement of luminaire types other than LED's will no longer be eligible for the Two Percent System Threshold program.
3. To participate in the Two Percent System Threshold program, **your municipality must request replacements** based upon the quantity of non-LED street lighting luminaires in your municipal lighting district.
4. If your municipality wants to replace more street lights with LED street light luminaires than covered by the Two Percent System Threshold allocation, you now have the option to pay O&R to make those additional conversions. The charge to replace with an LED option will be equal to the average undepreciated book cost per fixture. Under this option, the maximum amount of system wide LED luminaire conversions the Company is required to make in any calendar year will not exceed 20% of the non-LED luminaires in O&R's existing system.

To assist you in determining your best option(s) regarding the replacement of existing street lights with LED luminaires, O&R has prepared the attached spreadsheet which compares LED street light costs with the cost of comparable Mercury Vapor and Sodium Vapor streetlight luminaires. You will notice the per month luminaire charges for the new LED luminaire options are lower than the conventional luminaire types. Please keep in mind O&R will not make lighting specification recommendations.

If you are interested in the Two Percent System Threshold or wish to make additional LED conversions **for calendar year 2017 only, O&R must receive your request in writing to replace existing luminaires by July 1, 2017.** Your request must include the quantity and types of LED luminaires to be installed through each program. The request can be submitted to Teri Johnson at johnsonthe@oru.com. O&R will then advise each participating municipality of its options for replacement under or above the Two Percent System Threshold and will provide further instructions to municipalities on entering certain information into the Company's Municipal Street Light Portal.

If you have any questions regarding the matters discussed in this letter, please contact Teri Johnson, Senior Project Manager – New Business Services at 845-577-3193, or johnsonthe@oru.com.

Sincerely,



Neil Winter
Director – Regional
& Community Affairs

AGREEMENT

THIS AGREEMENT ("Agreement") dated as of _____ 20__, by and between ORANGE AND ROCKLAND UTILITIES, INC. ("O&R"), a New York corporation with offices at One Blue Hill Plaza, Pearl River, New York 10965 and the _____ ("Municipality"), a municipal corporation of the State of New York, with offices at _____, New York, _____. O&R and the Municipality are each sometimes referred to individually hereinafter as a "Party" or collectively as the "Parties".

WITNESSETH:

WHEREAS, the Municipality wishes to provide O&R with its consent to replace all failed luminaires under Service Classification No. 4 of O&R's New York Public Service Commission-approved electric tariff ("SC No. 4"), with Light Emitting Diode ("LED") luminaires.

NOW, THEREFORE, in consideration of the mutual representations, covenants and agreements hereinafter set forth, and intending to be legally bound hereby, the Parties agree as follows:

1. The Municipality agrees that O&R will convert all failed luminaires requiring replacement to an LED luminaire at no cost to the Municipality.
2. For replacement purposes, a failed luminaire shall be defined as a luminaire needing replacement and shall not include regular maintenance items such as re-lamping or changing a photocell.
3. Upon the replacement of a failed luminaire with an LED luminaire, O&R shall charge the Municipality the appropriate rate as set forth in SC No. 4.
4. Any notices or communications pursuant to this Agreement will be provided to:

If to O&R: Orange and Rockland Utilities, Inc.
 390 West Route 59
 Spring Valley, NY 10977
 Attention: Theresa Johnson
 845-577-3193
 johnsonthe@oru.com

If to Municipality:

5. This Agreement represents the entire agreement between the Parties with respect to the subject matter hereof and all prior agreements with respect thereto are superseded hereby.

6. Each Party confirms that it is not relying on any oral representations or warranties of the other Party except as specifically set forth herein.

7. This Agreement may not be amended, supplemented, canceled or discharged except by written instrument duly authorized and executed by both Parties.

IN WITNESS WHEREOF, the Parties, intending to be bound, have executed this Agreement as of the date first above written.

ORANGE AND ROCKLAND UTILITIES, INC.

By _____

Jacqueline Frosco

Director – New Business Services

(MUNICIPALITY)

By _____

ORANGE AND ROCKLAND UTILITIES, INC
Comparison of Mercury Vapor, Sodium Vapor and LED Street Light Costs (using SC4 Rates)

Notes:
¹ Luminaires charges are based on rates currently effective under SC4 (as of April 1, 2017)

² Usage charges are based on April 2017, except the Market Supply Charge which is an average for the twelve months ending April 2017

JoannR

From: Stephen Gaba <sgaba@drakeloeb.com>
Sent: Wednesday, April 26, 2017 2:32 PM
To: Michael Newhard; JoannR
Cc: Eve Flanigan; Emily R. Grandolfo
Subject: Redline of Village Code 145-171 re: giving notice of public hearings
Attachments: Redlines of Village Code 145-171.docx

Michael and Jo-Ann,

As per the discussion at the VB's April 17th meeting, attached please find a redline draft of Village Code 145-171 incorporating language requiring mailing of notice of public hearings regarding amendments to the Zoning Code to owners of property within 500' of land affected by the proposed change. You may want to circulate it to the Village Trustees for consideration and discussion at Monday's meeting.

The redline contains three alternate versions of the proposed amendment to the Village Code:

The first version requires petitioners to mail out the notice of public hearing and to submit proof of the mailings to the VB prior to commencement of the public hearing. The proof of mailing could be in form of the certified mailing cards and/or an affidavit of mailing.

The second version requires petitioners to provide the Village Clerk with a list of owners of property within 500' of land affected by the proposed change, and that the Clerk must mail the notice of the public hearing out prior to the hearing, with the petitioner paying the cost of the mailing.

The third version requires that the Village Clerk mail out notice of public hearings on ALL proposed zoning code amendments, whether proposed by a petitioner or instituted by the VB itself, to owners of property within 500' of land affected by the proposed amendments to the Code. If the change was proposed by a petitioner he must pay the mailing costs. Please note that it is my recommendation that the VB does not adopt this version. As we discussed at the VB meeting, it's one thing to require mailing of notice of a particular property owner's request to rezone his land, but it's something else altogether to require the Village to mail out notice of public hearings on all amendments to the Zoning Code it is considering. If the VB does adopt this version, there will be instances of zoning amendments that have village-wide impacts (e.g., a change to Code 145-25 "Demolition or removal") where the Village will be obligated to send notices via certified mail to every property owner in the Village. In addition to imposing mailing costs on the Village, taking on such a responsible for mailing out notices on all zoning amendments will subject local laws amending the Village's zoning code to potential legal challenges on the grounds that the Village allegedly failed to give notice to some of the record owners of affected property.

In any event, if the VB decides to go forward with an amendment to the Code based on one of these three versions, or some version with revised text, the next step would be to prepare a draft local law amending the code and to prepare a VB resolution introducing it and setting a public hearing on it.

If you have any questions or comments let me know.

- Steve

Stephen J. Gaba, Esq.
Member

DRAKE LOEB
ATTORNEYS AT LAW

555 Hudson Valley Avenue, Suite 100
New Windsor, New York 12553

Tel. (845) 458-7310

Fax (845) 458-7311

www.drakeloeb.com

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Pursuant to IRS Regulations, any tax advice contained in this communication or attachments is not intended to be used and cannot be used for purposes of avoiding penalties imposed by the Internal Revenue Code or promoting, marketing or recommending to another person any tax related matter.

VERSION #1: The petitioner must mail out notice of the public hearing.

145-171 Petitions

Petitions to amend this chapter shall be in writing and shall contain a description of the property affected, together with such other information as the Village Board shall require. Such petitions shall include the names and addresses of all owners of real property within five hundred (500) feet of the property affected or any other contiguous property of a petitioner in the same ownership and, further, prior to conducting a public hearing on the proposed amendment to this chapter, the petitioner shall provide the Village Board with proof that notice of the public hearing, including the date, place and time of such public hearing and a summary of the proposed amendment, has been to all such property owners via Certified Mail Return Receipt Requested not less than seven (7) days before the date of such hearing. All petitions for amendment of this chapter, excepting those submitted by the Planning Board or on motion of the Village Board shall be accompanied by a fee in accordance with the Standard Schedule of Fees of the Village of Warwick.

VERSION #2: The petitioner must pay to have the Village mail out notice of the public hearing.

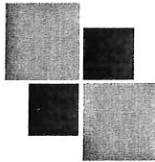
145-171 Petitions

Petitions to amend this chapter shall be in writing and shall contain a description of the property affected, together with such other information as the Village Board shall require. Such petitions shall include the names and addresses of all owners of real property within five hundred (500) feet of the property affected or any other contiguous property of a petitioner in the same ownership. All petitions for amendment of this chapter, excepting those submitted by the Planning Board or on motion of the Village Board shall be accompanied by a fee in accordance with the Standard Schedule of Fees of the Village of Warwick. Upon scheduling a public hearing on the proposed amendment to this Chapter, the Village Clerk shall send written notice of the date, place and time of such public hearing and a summary of the proposed amendment to all owners of real property on the list provided by the petitioner via Certified Mail Return Receipt Requested not less than seven (7) days before the date of such hearing, and the petitioner shall be obligated to pay in advance the costs of mailing such notice.

VERSION #3: Mailing of notice of public hearings is required by the Village for ALL zoning amendments; and if a party petitions for the change he must pay the mailing costs.

145-171 Petitions

Petitions to amend this chapter shall be in writing and shall contain a description of the property affected, together with such other information as the Village Board shall require. Such petitions shall include the names and addresses of all owners of real property within five hundred (500) feet of the property affected or any other contiguous property of a petitioner in the same ownership. All petitions for amendment of this chapter, excepting those submitted by the Planning Board or on motion of the Village Board shall be accompanied by a fee in accordance with the Standard Schedule of Fees of the Village of Warwick. In regard to all proposed amendments to this chapter, whether upon petition, submission by the Planning Board or motion of the Village Board, the Village Clerk shall send written notice of the date, place and time of the public hearing held upon the proposed amendment and a summary of the proposed amendment to the record owners of any real property located within five hundred (500) feet of property affected by the proposed amendment via Certified Mail Return Receipt Requested not less than seven (7) days before the date of such hearing. If the proposed amendment is upon petition, the petitioner shall be obligated to pay in advance the costs of mailing such notice.



LEHMAN & GETZ
CONSULTING ENGINEERS

April 11, 2017

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

Att: Mayor Michael Newhard

Re: Belt Filter Press
Village of Warwick Sewage Treatment Plant
L&G #1800.37

RECEIVED

APR 13 2017

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

Dear Mayor Newhard and Trustees:

The contract for the Belt Filter Press project specified that construction was to start on August 1, 2016 and be completed by March 31, 2017.

Construction began on April 3rd 2017. The contractor has filed a change order request to extend the contract completion date to April 28th, 2017. We recommend the approval of this change order.

Sincerely,

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

VIII-01

CHANGE ORDER

Order No. 1
Date: 4.11.17
Agreement Date: 3.31.17
Name of Project: Belt Filter Press Replacement Project
Owner: Village of Warwick
Contractor: BAP Industries Inc

THE FOLLOWING CHANGES ARE HEREBY MADE TO THE CONTRACT DOCUMENTS:

JUSTIFICATION: To coordinate with plant in order to
limit downtime

CHANGE TO CONTRACT PRICE:

Original Contract Price \$ 204,000 -

Current Contract Price adjusted by previous Change Order \$ 204,000 -

The Contract Price due to this Change Order will be (increased)(decreased)
by \$ -0-

The new Contract Price due to this Change Order will be \$ 204,000 -

CHANGE TO CONTRACT TIME:

The Contract Time will be (Increased) (decreased) by 18 calendar days.

The date for completion of all work will be 4.28.17 (date).

APPROVALS REQUIRED:

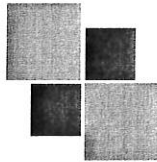
To be effective this Order must be approved by the Municipality.

Requested by: BAP Industries Inc

Recommended by: Dail G. J.
PROJECT ENGINEER/MUNICIPALITY

Approved by: _____

Accepted by: A. J. J. OWNER
CONTRACTOR



LEHMAN & GETZ
CONSULTING ENGINEERS

April 26, 2017

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

Att: Mayor Michael Newhard

Re: Repairs to Sludge Holding Tank
Wastewater Treatment Plant
TAM Enterprises Inc.
L&G #1800.23

Dear Mayor Newhard and Trustees:

TAM Enterprises Inc. completed repairs to the sludge holding tank on April 7, 2016. JCO, the plant operator, has advised us that the tank is functioning well. We recommend that the retainage in the amount of \$9,038.00 be released to TAM.

Sincerely,

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



114 Hartley Road
Goshen, NY 10924
Phone: (845)-294-8882
Fax: (845)-294-8883

Bill To

Village of Warwick
77 Main Street
Warwick, NY 10990

Invoice

Date Invoice #
7/26/2016 45496

P.O. No.

Terms Net 30

Qty	Description	Rate	Amount
	Village of Warwick Sludge Holding Tank Modifications Pay App #2 FINAL Project Completed - 5% Retainage Due	9,038.00	9,038.00

A Service Charge of 1.5%, 18% APR, will be added to all overdue accounts.
Accounts are considered overdue on the 31st day past the invoice date.
You will also be liable for all legal and collection fees.

Total \$9,038.00

Payments/Credit \$0.00

Balance Due \$9,038.00

24 Hour Emergency Service • Hydro Vacuum Excavation • Pump Station, Installation & Maintenance
High Pressure Water Jetting • Video Inspection of Underground Lines • Installation of Water & Sewer Lines
Clearing of Catch Basins • Man-Hole Rehabs • Sewer & Water Plant Rehabs • Confined Space Entry
Pipe Lining Services • Soil Remediation Services • Pipe Location Services • Industrial Tank Pumping
Excavation Services • Emergency Sewer By-pass Pumping • Emergency Utility Services

**VILLAGE OF WARWICK
FACILITY USE REQUEST**

Today's Date 4/23

Date(s) Requested: Sunday May 7 to July 9

Time of Event: Sunday 3-5

Village Park/Facility Requested: Brown Field - Memorial Park.

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

Information about Group/Organization:

Name of Organization or individual: Monroe Crusaders 104

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

Proof of Residency: _____ Designated Contact: Charlotte Tarafalo

Mailing Address: 8 Woodside Drive Warwick, NY 10990

Telephone: (Day) 917-468-1060 (Evening) _____ (Cell) 845-494-9900

Information about intended use of Village Facilities:

Purpose of Use: practices - scrimmages

Total Participants Expected: 7 Adults 24 Children

How will the event be advertised? practice / scrimmages

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

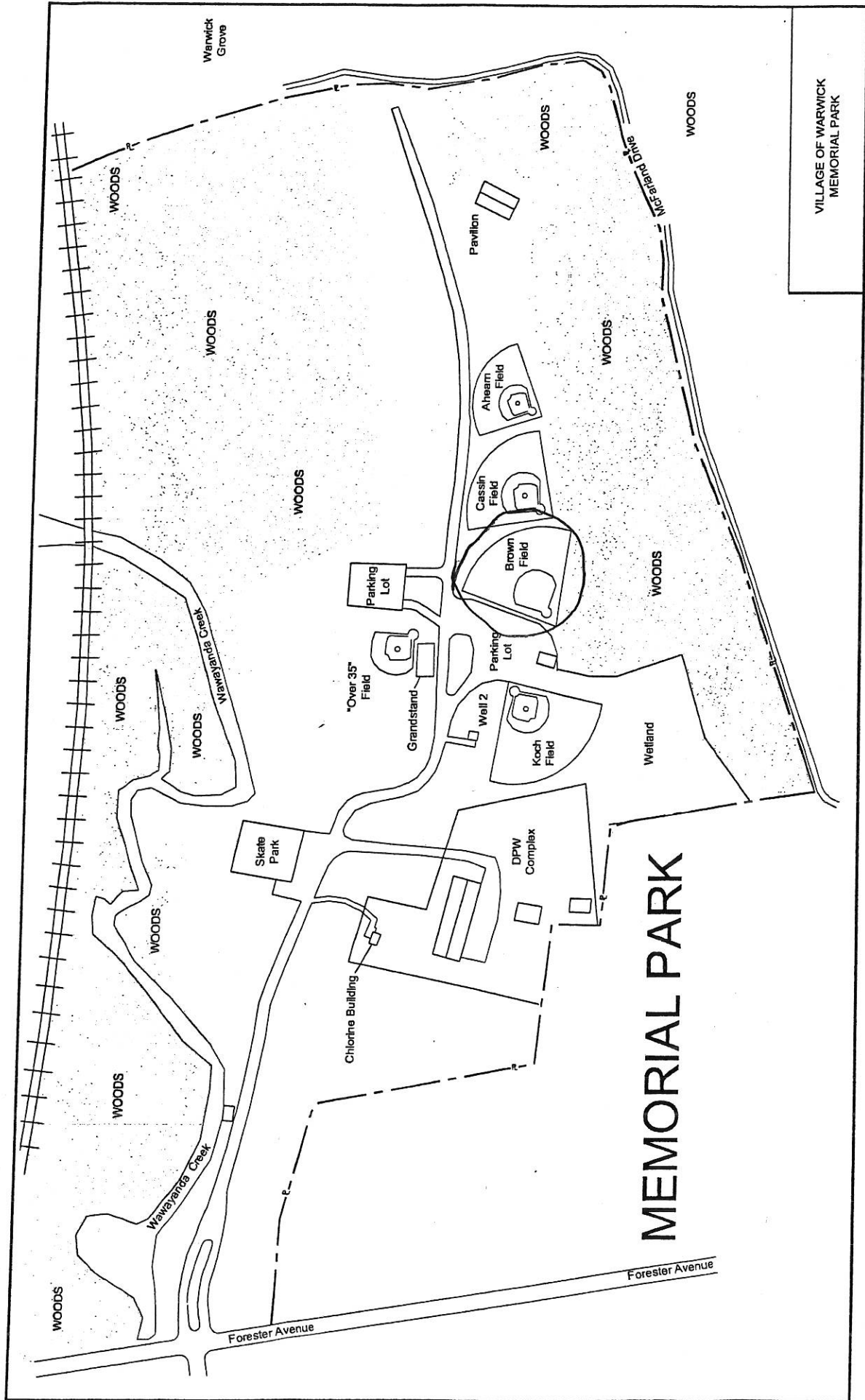
Please give details: _____

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 _____ (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).

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

Address: 8 Woodside Drive Telephone: 917-468-1060

\$100 deposit
Received Barb



MEMORIAL PARK

VILLAGE OF WARWICK
MEMORIAL PARK

RECEIVED

APR 26 2017

Village of Warwick
Banner Request Form

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

Today's Date 4/26/17

Dates Requested May 17 - May 29, 2017

Location Requested:

West Street ✓

Utility Poles _____

First Street _____

Information about Group/Organization:

Name of Organization: Warwick Youth Wrestling - Mike Penner

Mailing Address: P.O. Box 81 Warwick, NY 10940

Telephone: (day) 987-7391 (evening) _____ (cell) 201-390-7071

Dimensions:

Banners over West Street must be 20 feet wide and 3 feet high. Banners must also be designed for wind loads.

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. **Banners that do not meet the above specifications will not be hung; no exceptions.**

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.

Mike Penner
Signature of Village resident

Address: 117 South St. Ext

Telephone: 987-7391

WARWICK YOUTH WRESTLING SUMMER CAMP

Grades 1-8 info@warwickvalleywrest

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