BOARD OF TRUSTEES VILLAGE OF WARWICK FEBRUARY 20, 2018 AGENDA

Call to Order Pledge of Allegiance Roll Call

- 1. Introduction by Mayor Newhard.
- 2. Acceptance of the Minutes of January 23, 2018 and February 5, 2018.
- 3. Acceptance of Reports: Building Inspector (January 2018) and Justice (January 2018).
- 4. Authorization to Pay all Approved and Audited Bills in the amount of \$

Correspondence

- 1. Letter of resignation from Village of Warwick Crossing Guard Elise Schaeffer.
- 2. Letter from Jay R. Myrow regarding a proposed amendment to the Village of Warwick fee schedule.
- 3. Letter from The Warwick Fire Department regarding painting lines and placing no parking signs at the pump/fill station at the entrance of Memorial Park.
- 4. Letter from Orange County regarding the transfer station temporarily suspending the acceptance of electronics waste.
- 5. Letter providing an update on the progress of the Mid-Hudson Streetlight Consortium.

Discussion

1. Warwick Commercial Properties and a request of zone change to office overlay for 4 Overlook Drive.

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. RESOLUTION APPROVING 2018 CDBG

WHEREAS, in association with Warwick Community Bandwagon, Inc., the Village Board has applied for a Community Development Block Grant for proposed improvements to the Warwick Valley Community Center; and

WHEREAS, the Orange County Office of Community Development has provided the Village with a FY-2018 Community Development Municipal Agreement under which the Village will receive funds in the amount of \$50,000 for the said improvements to the Warwick Valley Community Center;

WHEREAS, the Village Board finds that it is in the Village's best interests to enter the said Agreement;

NOW, THEREFORE, BE IT RESOLVED as follows:

- That the proposed improvements to the Warwick Valley
 Community Center constitute a Type II action under SEQRA as maintenance, repair,
 rehabilitation or reconstruction of an existing structure or facility in kind and/or
 upgrading structures to meeting building or fire codes;
- That the Village Board approves and agrees to the FY-2018
 Community Development Municipal Agreement, a copy of which is annexed hereto; and

The vote on the foregoing resolution was as follows:

William Lindberg, Trustee, voting
George McManus, Trustee, voting
Eileen Patterson, Trustee, voting
Michael Newhard, Mayor, voting
2. RESOLUTION APPROVING 2018 CDBG SUBRECIPIENT AGREEMENT
WHEREAS, in association with Warwick Community Bandwagon, Inc., the
Village Board has applied for a Community Development Block Grant for proposed
improvements to the Warwick Valley Community Center; and
WHEREAS, the Orange County Office of Community Development has provided the
Village with a FY-2018 Community Development Subrecipient Agreement under which
Warwick Community Bandwagon, Inc. will undertake improvements to the Warwick Valley
Community Center and the Village will provide pay for such improvements out of grant funds in
the amount of \$50,000 received from the County of Orange;
WHEREAS, the Village Board finds that it is in the Village's best interests to enter the
said Agreement;
NOW, THEREFORE, BE IT RESOLVED as follows:
1. That the Village Board approves and agrees to the FY-2018 Community
Development Subrecipient Agreement, a copy of which is annexed hereto; and
2. That the Village Mayor is authorized to execute the FY-2018 Community
Development Subrecipient Agreement on behalf of the Village.
presented the foregoing resolution which was
seconded by,

Barry Cheney, Trustee, voting

The vote on the foregoing resolution	was as follows:
Barry Cheney, Trustee, voting	
William Lindberg, Trustee, voting	.
George McManus, Trustee, voting	
Eileen Patterson, Trustee, voting	
Michael Newhard, Mayor, voting	

3. RESOLUTION CALLING ON THE VILLAGE OF WARWICK, RESIDENTS AND BUSINESS OWNERS TO ADOPT THE "THINK DIFFERENTLY" INITIATIVE TO ASSIST INDIVIDUALS WITH SPECIAL NEEDS AND THEIR FAMILIES

WHEREAS, the "Think Differently" initiative is about promoting awareness and acceptance of all people, and advocating for the inclusion of all individuals living on the Autism Spectrum, and

WHEREAS, our state and communities are stronger because of our diversity and differences; and

WHEREAS, according to the Center for Disease Control (CD) over 55 million people, or approximately 19% of Americans, have a type of disability or special need; and

WHEREAS, for some people with special needs, the very things that make them unique can also keep them on the sidelines, separate from those who might not understand their differences or uniqueness; and

WHEREAS, it is important to promote and provide guidance to those with special needs on how to access publicly supported services available to them in the community; and

WHEREAS, it is important to encourage and educate the community and businesses on ways they can make facilities and services more accessible and on how to train staff to welcome and support special needs customers and co-workers; and

WHEREAS, the goal of this initiative is to provide a supportive and inclusive environment for individuals of all abilities by supporting community events that expand family friendly opportunities for people with special needs and their families; and

WHEREAS, adopting the "Think Differently" initiative is an important statement that our Village officials, business owners and residents can make to show their support for the differently-abled children and adults with special needs, and their families.

NOW, THEREFORE, BE IT RESOLVED that the Village of Warwick, residents and business owners to adopt the "Think Differently" initiative so that all are better prepared to communicate with, provide for, and support those living on the Autism Spectrum and with special needs.

4. RESOLUTION APPROVING SOFTWARE LICENSING AGREEMENT

WHEREAS, the Village as a need for the software products to assist in its day-to-day operations, and

WHEREAS, the Village has received a proposal from Software Consulting Associates, Inc. to license various municipal software products (hereafter "Municity Software") to the Village at a contract price of \$10,480.00 for the first year for the software, installation, training, maintenance, support and hosting; and

WHEREAS, under the proposal Software Consulting Associates, Inc. will provide maintenance, support, and hosting for the Municity Software at a cost of \$1,330.00 for each of the next two years.

NOW, THEREFORE, BE IT RESOLVED as follows:

The Village Board hereby approves the agreement with Software
 Consulting Associates, Inc. for a licensing agreement for Municity Software, a copy of which is attached; and

2. The Village Board hereby authorizes the Village Mayor to execute the
agreement with Software Consulting Associates, Inc. for the Munity Software.
presented the foregoing resolution which
was seconded by,
The vote on the foregoing resolution was as follows:
The vote on the foregoing resolution was as follows:
Barry Cheney, Trustee, voting
William Lindberg, Trustee, voting
George McManus, Trustee, voting
Eileen Patterson, Trustee, voting
Michael Newhard, Mayor, voting

- 5. Motion to release the final retainage payment to Mancon, LLC in the amount of \$11,106.50 for the construction of the Stanley Deming Gazebo and Pavilion completed in January 2017.
- 6. Motion to advertise and receive bids for Public Water Production System Operator and Wastewater System Operator.
- 7. Motion to approve DPW Supervisor, Mike Moser and Building Inspector/Code Enforcement Officer, Boris Rudzinski to attend the Hudson Valley CEO Educational Conference April 18 through April 20, 2018 at the Poughkeepsie Grand Hotel, Poughkeepsie, NY.

Trustee Lindberg's Motions:

8. Motion to grant permission to the Warwick Fire Department to hold the annual 9/11 Memorial Service in Memorial Park on Tuesday, September 11, 2018 at 6:00 p.m. Proper insurance has been received.

- 9. Motion to grant permission to the Warwick Little League to hold their Opening Day Parade and Picture Day on Saturday, April 7, 2018. The parade will step-off promptly at 10:00 a.m. with lineup beginning at 9:30 a.m. Picture Day activities will utilize the Memorial Park Pavilion and the surrounding area between 8:00 a.m. and 6:00 p.m. Completed park permit, proof of proper insurance and \$100 security deposit has been received.
- 10. Motion to close Church Street on Saturday, April 7, 2018 starting at 9:00 a.m. for the benefit of the Little League Opening Day 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 dropping off participants.
- 11. Motion to grant permission to the Warwick Masonic Lodge #544 to hold their annual Lobster Bake in the Memorial Park pavilion on Sunday, June 10, 2018 from 7:00 a.m. to 8:00 p.m. Tables and chairs and bathrooms are requested. Completed park permit, proof of proper insurance and \$100 security deposit has been received.

Trustee Patterson's Motions:

- 12. Motion to grant permission to the Warwick Valley Chamber of Commerce to hold the 30th annual Warwick Applefest on Sunday, October 14, 2018 from 9:00 a.m. to 5:00 p.m. in the area between Lewis Park and Stanley Deming Park, encompassing High Street, South Street, and the parking lots on South Street and Railroad Avenue/Village Green as per their letter dated February 9, 2018. Proof of proper insurance and detailed map has been received.
- 13. Motion to grant permission to the Chamber of Commerce to use Veterans' Memorial Park for parking for Applefest attendees on Sunday, October 14, 2018 from 6:00 a.m. to 6:00 p.m. Completed park permit, proof of proper insurance and \$100 security deposit has been received.
- 14. Motion to grant permission to the Chamber of Commerce to use Stanley Deming Park on Sunday, October 14, 2018 from 9:00 a.m. to 5:00 p.m. for crafts, non-profit vendors, and kid's activities in connection with Applefest. Completed park permit, proof of proper insurance and \$100 security deposit has been received.
- 15. Motion to grant permission to the Chamber of Commerce to use the First Street parking lot in connection with Applefest on Sunday, October 14, 2018 from 9:00 a.m. to 5:00 p.m.

Trustee McManus' Motions:

16. Motion to grant permission to Park Avenue Elementary School to hold a third-grade picnic in Stanley Deming Park on June 15, 2018 with a rain date of June 18, 2018 from

- 9:00 a.m. to 12:00 p.m. Completed park permit, and proof of proper insurance has been received. Security deposit has been waived.
- 17. Motion to grant permission to Autism Speaks to hold a walk to raise awareness and donations for autism beginning at Stanley Deming Park on Saturday, May 5, 2018 from 11:00 a.m. to 2:00 p.m. with a rain date of Saturday, May 12, 2018. Completed park permit, proof of proper insurance and \$100 security deposit has been received.

Reports:

Trustee Cheney's Report: Liaison to Planning & Zoning, Town of Warwick, Public Works Daily Operations, Engineering and Infrastructure, Green Building Practices/Alternative Energy Options, Citizens Awareness Panel/Jones Chemical, Orange County Planning.

Trustee Lindberg's Report: Liaison to Parks & Recreation, Weekender Bus & Transportation Issues, Traffic and Parking, Liaison to Warwick Fire Department, Safety Committee, Crosswalk & Pedestrian Issues, and Employee Training – Workplace Violence/Sexual Harassment.

Trustee Patterson's Report: Liaison to Merchants, Chamber of Commerce, Tourism, Issues of Public Health, Senior Citizens, Public Interface and Outreach, Government Efficiency, St. Anthony's Community Hospital and Bon Secour, Orange County Department of Health.

Trustee McManus' Report: Liaison to Albert Wisner Library, Warwick Valley Schools, Police, Ethics, Cablevision, Alteva (WVT), Issues of Emergency and Homeland Security, WYDO and Warwick Valley Community Center, Historical Society.

Mayor Newhard's Report

Final Comments from the Floor

Final Comments from the Board

Executive Session, if Applicable

Adjournment

January 31, 2018 Elise Schaeffer 1 Liberty Ct. #18 Warwick, N.Y. 10990

Office of the Mayor Village Clerk's Office 77 Main Street Warwick, N.Y. 10990

Dear Mayor Newhard,

It is with much regret that I am informing you that I have to resign from my position as Crossing Guard. I have no means of transportation at this time, and am unable to get to work.

I am planning on purchasing a vehicle in the near future, at which time I will call you to see if I would be able to continue on again with my position.

I have enjoyed being in your employ, and thank you for the opportunity.

Sincerely yours, The Schaoffer

Elise Schaeffer

RECEIVED

FEB 01 2018

VILLAGE OF WARWICK

VILLAGE CLERKS OFFICE

BLUSTEIN, SHAPIRO, RICH & BARONE, LLP

ATTORNEYS AT LAW

BURT J. BLUSTEIN
MICHAEL S. BLUSTEIN
RICHARD J. SHAPIRO ◆
GARDINER S. BARONE
RITA G. RICH
JAY R. MYROW
WILLIAM A. FRANK
AUSTIN F. DUBOIS ◆ ^ +

10 MATTHEWS STREET GOSHEN, NEW YORK 10924 (845) 291-0011 FAX (845) 291-0021 bsr@mid-hudsonlaw.com www.mid-hudsonlaw.com RAYMOND P. RAICHE^
MARCELLO CIRIGLIANO
DIANA PUGLISI
JEANINE GARRITANO WADESON
BRIAN M. NEWMAN^
MEGAN R. CONROY
REBECCA C. JOHNSON
ARTHUR SHAPIRO
OF COUNSEL
JUSTICE DAVID S. RITTER
Appellate Division (Ret.)
OF COUNSEL
CHARLES A. JUDELSON

1942-2014

ALSO ADMITTED IN PA*
ALSO ADMITTED IN NJ^
MASTER OF LAWS IN TAXATION†
VIA FACSIMILE: (845) 986-6884
and REGULAR MAIL

February 6, 2018

Mayor Michael Newhard Village of Warwick PO Box 369 Warwick, New York 10990

Re:

Village View Subdivision

Proposed amendment to fee schedule for Village Code §145-29(D)(4)

Dear Mayor Newhard:

I represent Robert Silber in his application to the Village Planning Board for cluster subdivision approval on the Village View Subdivision application. Since the plat qualifies for an increase of the initial density shown on the yield plan by seventeen (17) lots, a fee will be owed to the Village as a condition of the special permit that will have to be granted by the Village Board. Right now, the fee is set in the Village Fee Schedule at \$50,000.00 per lot which we consider to be excessive. I believe that number was essentially a carryover of the fee charged in an annexation situation and is not necessarily the proper in the cluster subdivision context.

I know the Village Board has had discussions with respect to amending the Village Fee Schedule accordingly and it is requested that the Board take up this matter as soon as possible so that Mr. Silber may plan accordingly. I would like to have input in the financial terms being considered in adjusting the Fee Schedule. Please advise as to when the Board will be taking up this matter and what proposed changes are being considered. Thank you for your courtesies.

Respectfully,

BLUSTEIN, SHAPIRO, RICH & BARONE, LLP

JAY R. MYROW

cc:

Robert Silber

Steven J. Gaba, Esq. (via email)

Kirk Rother (via email)

REGEIVED

FEB 06 2018

WARWICK FIRE DEPARTMENT

CHIEF – PHIL CIALELLA pcialella@gmail.com

1ST ASST. CHIEF – DANIEL SCHWEIKART engine3dan@yahoo.com

2ND ASST. CHIEF – MICHAEL CONTAXIS wfd634c@yahoo.com

SAFETY OFFICER – CHRIS DIMARCO biggums151@yahoo.com



PRESIDENT – MELISSA STEVENS Melissa_stevens@yahoo.com

VICE PRESIDENT ROBIN KITTNER granada99@gmail.com

SECRETARY – DEB SCHWEIKART debs@warwick.net

TREASURER – BILL LINDBERG lindberg652@gmail.com

February 6, 2018

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

Reference: Pump Station

Dear Board Members

The Warwick Fire Department would like to ask if there could be lines painted and no parking signs placed in Memorial Park at the location of the pump station/fill site at the entrance of Memorial Park.

Please feel free to contact me with any questions.

Thank you.

Melissa Stevens

President

Cell: 845-742-0886

000

Email: grover80@warwick.net

RECEIVED

FEB 06 2018



Orange County Government Office of County Executive Steven M. Neuhaus NEWS RELEASE

For Immediate Release February 6, 2018

Contact: Justin Rodriguez 845.291.3255

Orange County transfer stations temporarily suspend acceptance of electronics waste

Goshen, N.Y. – Effective February 12th, 2018, Orange County is temporarily-suspending the acceptance of electronics waste at the Newburgh and New Hampton Transfer Stations. Electronics waste that will no longer be accepted includes (but is not limited to) the following items:

Televisions, (e.g. Cathode Ray Tubes and flat screens), printers, copy machines, computers, laptops, stereos, speakers, DVD players, VCRs, set top boxes, video game consoles, cell phones, tablets, cables and wires, etc.

The County regrets any inconvenience this suspension in services may cause and looks forward to the resumption of services as quickly as possible. In the meantime, some electronics waste items can be brought to chain electronics retailers for proper disposal and recycling. Please call each retailer before you go for details or call the Orange County Recycling Coordinator at 291-3246 or email esiljkovic@orangecountygov.com.

For additional information on solid waste and recycling, as well as holiday schedules, please visit the Orange County website at www.orangecountygov.com/efs.

###



FEB 06 2018

RECEIVED

FEB 1 3 2018

VILLAGE OF WARWICK VILLAGE CLERKS OFFICE

Mid-Hudson Streetlight • CONSORTIUM

February 6, 2018

Dear Municipal Leader:

This letter provides an update on the progress of the Mid-Hudson Street Light Consortium as it moves to its next phase. Funded by the New York State Energy Research and Development Authority's (NYSERDA) Cleaner Greener Communities Program to help cities, towns, and villages transition to LED street lights, the Consortium began operations in June 2016 and expects to be active through fourth quarter 2018. Member organizations are Courtney Strong Inc. (lead), Citizens for Local Power, Abundant Efficiency LLC, and LightSmart Consulting LLC.

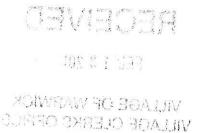
As many municipalities are becoming aware, conversion to LED street lights offers energy savings of up to 65 percent. As such, it is one of the 10 high-impact actions in the NYSERDA Clean Energy Communities program.

In December, the Mid-Hudson Street Light Consortium and the town of Red Hook (Dutchess County) issued a Request for Proposals for installation and (optional) maintenance of LED street lights. Eighteen additional municipalities joined as participants. The town expects to announce the selected bidder within the next 60 days. The selected firm(s) will enter into separate contracts with participating municipalities.

The RFP was developed by the consortium particularly for municipalities with fewer than 400 street lights. As a cost-saving measure, it does not include procurement. Rather, the consortium is assisting communities with LED procurement through the State bid system and other group buying opportunities.

The consortium also drafted a second RFP for communities interested in "turnkey" procurement, installation, and optional maintenance services. The city of Kingston (Ulster County) is expected to be the lead municipality for the turnkey offering and plans to issue the RFP this spring. Municipalities are invited to join the RFP; however, participating does not commit them to a future purchase. It is simply an opportunity to be a named affiliate in a process that will result in advantageous group pricing.

After contractors are selected for both RFPs, the agreed-upon pricing will be available to other communities across New York State for up to one year, under a state procurement law that allows "piggybacking."



Mid-Hudson Streetlight • c o n s o R T I U M •

The RFP activity is taking place concurrently with efforts by communities such as Red Hook and Kingston to purchase street lights from their utility company. In 2008, the New York State Comptroller issued <u>a report</u> that recommended municipal purchase of street lights as an opportunity for substantial cost savings. In 2015, the legislature <u>passed a law</u> setting forth a streamlined process by which municipalities may buy street lights from their utility.

All State utilities also offer an option for municipalities to convert to utility-owned LED lights. While local governments must continue to pay "rent" for their street lights in the form of monthly fixture charges, these charges tend to be lower than the rates for existing lights and communities would see long-term cost savings, especially when combined with energy savings. If a municipality chooses the utility LED conversion option, the Public Service Commission requires local governments pay the remaining undepreciated value of the replacement lights. Most utilities allow on-bill financing of this upfront cost.

Patrice Courtrey Strong

For more information, please don't hesitate to contact me at: pat@courtneystrong.com and www.nystreetlights.org

Sincerely,

Patrice Courtney Strong

Team Lead, Mid-Hudson Street Light Consortium



January 31, 2018

Michael J. Newhard, Mayor Village of Warwick 77 Main Street PO Box 369 Warwick, NY 10990

Dear Mayor,

Over the past year, the reception to "ThinkDIFFERENTLY," Dutchess County's initiative to foster a welcoming and supportive environment for residents with special needs, has been nothing short of amazing. Since my first letter to municipalities across New York State in 2016, dozens of towns, villages and cities — both big and small, from every corner of our state — have adopted "ThinkDIFFERENTLY" resolutions, joining our efforts to change hearts and minds and include every individual of every ability into their communities.

In recent months, I have accepted invitations to travel throughout New York, sharing firsthand the "ThinkDIFFERENTLY" successes we have achieved not only in Dutchess County, but throughout our state; our initiative's website, www.thinkdifferently.net, lists just a few of those many successes. I've met boys and girls, men and women whose lives have been positively impacted by the great work of those who share our "ThinkDIFFERENTLY" spirit and are looking to bring the message to their communities.

While we've made tremendous strides throughout New York, there's still work to be done to ensure all residents of all abilities feel a part of their community, given the same respect as their neighbors.

If your community has already joined our movement and passed a "ThinkDIFFERENTLY" resolution, I thank you for your support; given my personal connection to this initiative, I'm grateful for your efforts to make New York more inclusive to all. If your community has not adopted the enclosed "ThinkDIFFERENTLY" resolution, I respectfully ask you and your board to consider it for adoption.

As the Dutchess County Executive, I feel "ThinkDIFFERENTLY" is a great opportunity to unite residents for a common good, one that protects some of our most vulnerable residents. As the father of a child on the autism spectrum, I want my daughter to grow up in a compassionate society, one that looks past what makes her different and instead lifts her up and looks at her innate ability.

I encourage you to call me at (845) 486-2000 or e-mail me at countyexec@dutchessny.gov, should you need more information. I'm also happy to come to your community and personally share our "ThinkDIFFERENTLY" message with your community. I appreciate your attention to my request, and I look forward to hearing you and your community also "ThinkDIFFERENTLY" about every resident of every ability.

Best regards,

RECEIVED

FEB 08 2018

Marcus J. Molinaro
Dutchess County Executive

Lehman & Getz, P.C. 17 River Street Warwick, NY 10990

(845) 986-7737 Phone

(845) 986-0245 Fax

Date: February 5, 2018

To: Cat Richards

Cc: Raina Abramson, Michael Newhard

From: Karen Emmerich, AICP

Re: Stanley Deming Park Pavilion & Gazebo Project - Final Payment of

Retainage

Village of Warwick, NY

Mike Nunes of Mancon, LLC submitted the final paperwork that we requested so that he can receive his final payment. I've attached our recommendation letter for your reference.

Thanks, Karen



FEB 05 2018



February 5, 2018

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 Retainage

L&G #1800.43

Dear Mayor Newhard and Trustees:

Mancon, LLC completed the Stanley Deming Gazebo and Pavilion project in January of 2017, and submitted its request for the release of its retainage. 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 (bond) = \$222,130 5% of \$222,130 = \$11,106.50

The retainage was held for one year in the event of deficiencies that arose during the construction period. Mancon, LLC has submitted the contractor's affidavit for release of retainage, a voucher for \$11,106.50 and the Contractor's Application for Payment. Copies of these documents are attached.

We inspected the site with Mike Moser, and have reviewed the paperwork submitted by Mancon, LLC, and recommend release of the contractor's retainage of \$11,106.50.

Sincerely,

Lehman & Getz, P.C., Village Engineers

David A. Getz, P.E.

RECEIVED

FEB 0 5 2018

Memo

Date: February 13, 2018

To: Mayor Newhard & The Village Board

From: Cathy Schweizer Re: HVCEOEC Conference

Request a motion to allow **Mike Moser** and **Boris Rudzinski** to attend the Hudson Valley CEO Educational Conference April 18 through April 20, 2018 at the Poughkeepsie Grand Hotel, Poughkeepsie, NY.



FEB 1 3 2018

WARWICK FIRE DEPARTMENT

CHIEF – PHIL CIALELLA pcialella@gmail.com

1ST ASST. CHIEF – DANIEL SCHWEIKART engine3dan@yahoo.com

2ND ASST. CHIEF – MICHAEL CONTAXIS wfd634c@yahoo.com

SAFETY OFFICER – CHRIS DIMARCO biggums151@yahoo.com



PRESIDENT – MELISSA STEVENS Melissa_stevens@yahoo.com

VICE PRESIDENT ROBIN KITTNER granada99@gmail.com

SECRETARY – DEB SCHWEIKART debs@warwick.net

TREASURER – BILL LINDBERG lindberg652@gmail.com

February 6, 2018

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

Reference: 2018 Warwick Fire Department 9/11 Memorial Service

Dear Board Members

Our Annual 9/11 Memorial Service is scheduled for Tuesday September 11 at 6 PM. The Warwick Fire Department would like to ask if we could have our service in Memorial Park at the 9/11 Memorial? Please feel free to contact me with any questions.

Thank you.

Melissa Stevens

President Cell: 845-742-0886

Email: grover80@warwick.net

RECEIVED

FEB 06 2018

N	
Today's Date 2/6/18	Date(s) Requested: 9/11/18
Time of Event: 6pm	
Village Park/Facility Requested: Memoric ****Please use attached map to in	al Park dicated areas to be used****
Information about Group/Organization: Name of Organization or individual:	ck Fire Department
Check One: Non-Profit501(c)3	For ProfitPrivate Event
Proof of Residency: Designated	Contact: Melissa Stevens
Mailing Address: P.O. Box 31, 25 ch	wichst, Warwick, NY10990
Telephone: (Day) 986-1124 (Evening)	(Cell) 742-0886
Information about intended use of Village Face Purpose of Use: 9/11 Memorial Ser	cilities:
Total Participants Expected: Adults Chapter Ch	No.
Village of Warwick Participants: Non-Is an admission fee charged? Yes No If so, what will proceeds be used for:	
Will food be served? NO Will for Please give details:	ood be sold?
Man Sum	s. He/she, on behalf of Arthur Free Loginame hold harmless the Village from and against any and all fees) for bodily injury and/or property damage, to the extent bosed use of Village's property, facilities and/or services ganization).
Signature of Organization's Representative (must be a Village of Warwick Address: P.O. Box 34, Work, NY	7/12 1001
	RECEIVED
	insurance FEB 06 2018

Insurance Received (RA)

WARWICK LITTLE LEAGUE PO Box 153 Warwick, NY 10990

February 5, 2018

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

Re: 2018 Little League Season, Parade and Picture Day

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 2018 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 7. 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 7.

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

RECEIVED

FEB 05 2018

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

FACILITY USE REQUEST
Today's Date 2/2/2018 Date(s) Requested: 6/10/18
Time of Event: 7 AM - 8 PM MEMORIAL PARK Village Park/Facility Requested: PAVILION, BATHROOMS, ELECTRIC, WATER, TABLES
Village Park/Facility Requested: PAVILION, BATHROOMS, ELECTRIC, WATER, TABLE
****Please use attached map to indicated areas to be used**** CHAIRS IN SHED PROPERTY AROUND PAVILION TORPAREM
Information about Group/Organization: Name of Organization or individual: WARWICK MASONIC LODGE # SYY FORM
Check One: Non-Profit For Profit Private Event
Proof of Residency: Designated Contact: PAUL KARAS
Mailing Address: 9 GORDON TERRACE WARWICK, NY 10990
Telephone: (Day)(Evening)(Cell) 845 544-3735
Information about intended use of Village Facilities: Purpose of Use: ANNUAL LOBSTER BALLE
Total Participants Expected: 300 Adults 50 Children How will the event be advertised? PAPER, SOCIAL MEDIA, WORD OF MOUTH Is Village equipment required? Yes No If needed, state type and for what purpose: TABLES, CHAIRS FOR SEATING
Village of Warwick Participants: 100 Non-Resident Participants: 250
Is an admission fee charged? X Yes No If so, what will proceeds be used for: PROCEEDS TO BE DONATED TO LOCAL CHARITIES
Will food be served? YES Will food be sold?
Please give details: CORN, CRABS, CLAMS, HOTDOGS,
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 white Loos Holmann 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
Signature of Organization's Representative (must be a Village of Warwick Resident)
Address: 9 GORDON TERRACE Telephone: 845 544-3735 WARWICK, NY 10990
\$100 sec. deposit rec. + insurance FEB 0 2 2018
RA



Warwick Applefest • P.O. Box 22 • Warwick, New York 10990

February 9, 2018

Mayor Michael Newhard Office of the Mayor Warwick Village Hall P.O. Box 369 Warwick, NY 10990

Dear Mayor Newhard,

On behalf of the Warwick Valley Chamber of Commerce the Applefest Committee requests approval to hold the 30th annual **Warwick Applefest** on Sunday, October 14, 2018.

The proposed schedule of events, Village Facility Use Requests forms, and security deposit checks are enclosed.

Upon approval from your office, all required permits and certificates of insurance will be promptly filed, and arrangements will be made with the Police Department, Ambulance Corps, Fire Department, Department of Public Works, etc. for proper coverage of the event.

Should you have any questions relating to this request, please feel free to contact me.

Thank you for your continued support.

Sincerely,

Cristina Hohmann

Cristina Hohmann
Warwick Applefest 2018 Coordinator
generalinfo@warwickapplefest.com
Cell: 845-988-7818

cc: Mr. M. Sweeton, Warwick Town Supervisor.



FEB 09 2018



Warwick Applefest • P.O. Box 22 • Warwick, New York 10990

Proposed Schedule of Events for Applefest Weekend 2018

Sunday, October 14 / 9 am - 5 pm

- We wish to hold the festival in the area between Lewis Park and Stanley-Deming Park, encompassing High Street, South Street, and the parking lots on South Street and Railroad Avenue/Village Green.
- Additionally, we would like to once again use Memorial Park and the parking lot at Oakland Ave. & First Street for parking.

Village of Warwick, NY - Facility Use Request Additional Notes

Applefest 2018 - Stanley-Deming Park

- We will be sending you a security deposit check in the amount of \$100 for the use
 of Stanley-Deming Park. If you do not have possession of this check by March 1st
 please let me know.
- · Certificate of Insurance attached.
- Before and after "walk-through" of the Stanley-Deming Park area will be made with the Village Supervisor of Public Works and one or more Applefest Committee members.

Applefest 2018 - Memorial Park

- We will be sending you a security deposit check in the amount of \$100 for the use of Memorial Park. If you do not have possession of this check by March 1st please let me know.
- Certificate of Insurance attached.
- Before and after "walk-through" of the Memorial Park area will be made the Village Supervisor of Public Works and one or more Applefest Committee members.



Today's Date			
Date(s) Requested: October 14, 20	<u>18</u>		
Time of Event: 6 AM - 6 PM			
Village Park/Facility Requested: Name	Memorial Park	ated areas to be us	:ed***
Information about Group/Organiz Name of Organization or individu	zation:		
Check One: X Non-Profit	501(c)3	For Profit	Private Event
Proof of Residency:	Designated (Contact: Cristina I	<u>Iohmann</u>
Mailing Address: PO Box 22, Wary	vick, NY 10990	!	
Telephone: (Day)	(Evening)	(Ce	ll) <u>845-988-7818</u>
Information about intended use of	Village Facilit	ies:	
Purpose of Use: Memorial Park will	l be used as parl	king for the festive	ı l.
Total Participants Expected: The	otal is approx.	30,000 (mix of ad	ult and children)
How will the event be advertised? ! Is Village equipment required? If needed, state type and for what !	Yes X I	No	
Village of Warwick Participants:	_XNor	-Resident Partici	ipants: X
Is an admission fee charged? If so, what will proceeds be used for	Yes <u>X</u> No r:		###.
Will food be served?No Please give details:	Will food	be sold?	No
The undersigned is over 21 years of age and has read the agrees to be responsible to the Village for the use and cagree to defend, indemnify and hold harmless the Village (including costs and attorneys' fees) for bodily injury at connection with the actual or proposed use of Village's Signature of Organization's Representative (must be a	are of the facilities. He ge from and against aug nd/or property damage, property, facilities and	/she, on behalf of Appiefer and all liability, loss, dam to the extent permissible b /or services by Applefcst.	st does hereby covenant and ages, claims, or actions
Address: 19 Cropsey St., Waru		elephone: 845-5	
		\$100 sec.	deposit
		t insurar	ice received

Today's Date Date(s) Requested: October 14, 2018 Time of Event: 9 AM - 5 PM Village Park/Facility Requested: Stanley-Deming Park ****Please use attached map to indicated areas to be used**** Information about Group/Organization: Name of Organization or individual: Warwick Appplefest Check One: X Non-Profit 501(c)3 For Profit Private Event Proof of Residency: Designated Contact: Cristina Hohmann Mailing Address: PO Box 22, Warwick, NY 10990 Telephone: (Day) (Evening) (Cell) <u>845-988-7818</u> Information about intended use of Village Facilities: Purpose of Use: Stanley-Deming Park will be used for both, craft, and non-profit vendors, as well as kids activities. Total Participants Expected: The total is approx. 30,000 (mix of adult and children) How will the event be advertised? Social Media, Newspapers, Radio, Etc. Is Village equipment required? ___Yes _X No If needed, state type and for what purpose: Village of Warwick Participants: X Non-Resident Participants: X Is an admission fee charged? ____Yes _X No If so, what will proceeds be used for: Will food be served? Yes Will food be sold? Yes Please give details: Yes, food will be served. All vendors will have a certificate by the board of health. 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 Applefest 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 Applefest. Signature of Organization's Representative (must be a Village of Warwick Resident)

#100 sec. deposit

RA

PACIEIT USE REQUEST
Today's Date 2-6 18 Date(s) Requested: 6 15 18
Time of Event: 9-12 6/18/18 rain
Village Park/Facility Requested:
Information about Group/Organization: Park Ave 3rd grade Name of Organization or individual: Park Ave 3rd grade
Check One:Non-Profit501(c)3 For ProfitPrivate Event
Proof of Residency: Designated Contact:
Mailing Address: 8 Black Walnut Dr. Warwick
Telephone: (Day) 642-7259 (Evening) (Cell) 5 ame
Information about intended use of Village Facilities: Purpose of Use: Picnic for 3rd graders
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? SNACKS Will food be sold? Please give details: SWACKS 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
Signature of Organization's Representative (must be a Village of Warwick Resident) Address: 8 Bacc Wolf Will De Telephone: 845 - 642 - 725 9 RECEIVED
Insurance FEB 06 2018
VILLAGE OF WARWICH

15 High Hill Avenue Warwick, NY 10990 February 5, 2018



VILLAGE OF WARWICK VILLAGE CLERKS OFFICE

Village of Warwick – Warwick Town Hall 132 Kings Highway Warwick NY, 10990

Dear Village Board of Trustees:

I am writing to address the Village Board of Trustees to ask for permission to host a walk that will take place in the Village of Warwick that will raise awareness for autism. I am a senior enrolled at Warwick Valley High School and I am a part of the Senior Project class in my school. My senior project will entail hosting an autism walk and writing an extensive collegiate level research paper on the benefits of exercise, healthy diets, and therapies on the bodies of autistic children. I plan on asking local businesses and restaurants for donations. Those donations and the donations raised from the walk will be given to the foundation "Autism Speaks". I am asking for permission to host the walk in the Village of Warwick because Warwick is the town that I grew up in and I would appreciate it if the Village would allow me to host the walk here and this foundation is very meaningful to me.

I plan for the walk to begin and end at Stanley Deming Park and it would continue through the streets of Warwick. There would not be an entrance fee to walk but I would ask for donations for the foundation. I would sell tee shirts as well, that the participants could wear while they walk. At the end of the walk, I would have refreshments and snacks for the participants to eat after. The entire distance of the walk would be rather short, about a mile, give or take. I don't think it would be necessary to close down any roads in Warwick, I think myself and the participants can walk along the sidewalks. I would like the event to start at Stanley Deming Park at 11:00 AM and the walking portion of it will take less than an hour and it will conclude back at the park with

a small reception. In all I am assuming that the entire event will conclude at 1PM. I will include an attached page which will have the route of the walk and directions.

I would greatly appreciate if the village would allow me to have this opportunity to host this walk. If you have any questions or concerns, please do not hesitate to contact me at either at my number (845)986-7906 or my email taylorhall28@yahoo.com . Thank you for your time and consideration.

Sincerely,

Taylor S. Hall

Taylor Hall

Enclosure

Route of walk:

- Depart from Stanley Deming Park on South Street heading towards Main Street
- While on South Street, take a left onto Main Street and continue on Main Street
- While still on Main Street, take a left onto Railroad Ave
- While on Railroad Ave, take a left on South Street and continue on South Street
- While on South Street, take another left on Main Street to do another circle
- While still on Main Street, take a left onto Railroad Ave
- While on Railroad Ave, take a right on South Street towards the park
- Conclude the walk at Stanley Deming Park

VILLAGE OF WARWICK FACILITY USE REQUEST
Today's Date 2/1/18 Date(s) Requested: EITHER 5/5/1
Time of Event: $11:00-2:00$
Village Park/Facility Requested: Ston Cy Deming Park ****Please use attached map to indicated areas to be used****
Information about Group/Organization: Name of Organization or individual: AUTISM SPEAKS
Check One: Non-Profit 501(c)3 For Profit Private Event - Jundraiser
Proof of Residency OVINERS 11CHN Designated Contact: TOUTON HOLL
Mailing Address: 15 High Hill Avenue Warwick NY 10990
Telephone: (Day)(845)986-7906 (Evening)(845)986-7906 (Cell) (845) 545-4858
Information about intended use of Village Facilities: Purpose of Use: HOLD WOOK HOUSE AWAYENESS AGV AUTSM AND CONATE MONEY TO AUTSM SPEAKS AS M SENIOV POLICE Total Participants Expected: 50 Adults 20 Children Cestimated How will the event be advertised? Flyevs in school How & Social Media & Is Village equipment required? Yes In School How & Spread If needed, state type and for what purpose: N/A Wouth
Village of Warwick Participants: 35 Non-Resident Participants: 35 Cost mated Is an admission fee charged? Yes No If so, what will proceeds be used for: No Contract of the cost of the cos
Will food be served? Yes Will food be sold? No Please give details: Snacks and water
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 AVHSM SPEAKS (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 AVHSM SPEAKS (name organization). Taylor Helle Signature of Organization's Representative (must be a Village of Warwick Resident) Address: 15 HIGH HILL AWNUL Telephone: 845 986 - 7906 - Nome RECEIVED OF AUTOMATICAL AND COMMENT OF AUTO
VILLAGE OF WARWICK VILLAGE CLERKS OFFICE VILLAGE CLERKS OFFICE Tecceived RA