

**BOARD OF TRUSTEES  
VILLAGE OF WARWICK  
APRIL 2, 2018  
REORGANIZATIONAL MEETING**

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

1. Introduction by Mayor Newhard.
2. Swearing in of Elected Officials.
3. Appointments for the Official Year of the Village of Warwick beginning April 2, 2018.
4. Motion to accept the Mayor's recommendations for appointments.
5. **Public Hearing to discuss projects to be considered for funding under the Orange County Community Development Program.**
6. Authorization to Pay all Approved and Audited Bills in the amount of  
\$\_\_\_\_\_.

**Presentation:**

1. Julia Vargas – Operation Clean Sweep

**Discussion:**

1. Warwick Valley Farmers' Market requests that the Town of Warwick Weekender Bus include a stop at the Farmers' Market on Sunday's from May – November.
2. Warwick Walks

**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 advertise and receive bids for the purchase of a generator for the Homestead Village Sewage Pump Station.
2. **MOTION** to advertise and receive bids for the purchase of odor control equipment for the wastewater treatment plant.
3. **MOTION** to grant permission to Mayor, Michael J. Newhard to attend NYCOM's 109<sup>th</sup> Annual Meeting at Saratoga's Gideon Putnam Hotel from May 6 to May 8, 2018 at a cost of \$285.

**Trustee Lindberg's Motions:**

4. **MOTION** to grant permission to the Warwick Fire Department to use Railroad Green on Sunday, April 29, 2018 from 9:00 a.m. to 4:00 p.m. to hold a Recruit New York Membership event to benefit the Warwick Fire Department. Completed park permit and proof of proper insurance have been received. Security deposit has been waived.
5. **MOTION** to close Railroad Avenue on Sunday, April 29, 2018 from 9:00 a.m. to 4:00 p.m. in connection with the Recruit New York Membership event to benefit the Warwick Fire Department.

**Trustee Patterson's Motions:**

6. **MOTION** to grant permission to the Warwick Valley Humane Society to hang Awareness Go Orange Ribbon Bows for the month of April 2018 to bring awareness for preventing cruelty to all animals. The bows would be hung on each side of Main Street starting at Village Hall, with one bow to hang on the door of Village Hall, then bows per each block area on trees that would be appropriate, extending to Railroad Green. The total number of bows for the trees would be approximately forty (40).
7. **MOTION** to grant permission to Wickham Works, Inc. to use Stanley Deming Park Sunday, April 22, 2018 from 10:00 a.m. to 8:00 p.m. for an Earth Day Festival and Treecycle event. Completed park permit, security deposit and proof of proper insurance have been received.

**Trustee McManus' Motions:**

8. **MOTION** to close Park Avenue on Thursday, April 26, 2018 with a rain date of Friday, April 27, 2018 from 4:00 p.m. to 8:00 p.m. in connection with the Park Avenue Elementary School Sports Day.
9. **MOTION** to grant permission to Park Avenue Elementary School to hold a first-grade picnic on June 12, 2018 with a rain date of June 14, 2018 from 10:00 a.m. to 3:00 p.m. in

Stanley Deming Park. Completed park permit and proof of proper insurance have been received. Security deposit has been waived.

10. **MOTION** to grant permission to Park Avenue Elementary School to hold a second-grade picnic on June 6, 2018 with a rain date of June 7, 2018 from 10:00 a.m. to 3:00 pm. in Stanley Deming Park. Completed park permit and proof of proper insurance have been received. Security deposit has been waived.

**DPW Supervisor's Report**

**Final Comments from the Board**

**Executive Session (if applicable)**

**Adjournment**

**Appointments for the Official Year of the Village of Warwick  
Beginning April 2, 2018**

Attorney to the Village Board – Drake Loeb  
Attorney to the Planning Board – Robert Dickover  
Attorney to the Zoning Board of Appeals – Robert Fink  
Labor Relations – Ron Longo – Keane & Beane  
Bond Counsel – Norton Rose Fulbright  
Village Engineer – Lehman & Getz  
Water System and Facilities Engineer – Barton & Loguidice  
Engineer Responsible for Reservoir Resources and Dam Safety – Tectonic Engineering  
Deputy Mayor – Barry Cheney  
Public Works Supervisor – Michael Moser  
Deputy Clerk/Treasurer – Barbara Ranieri  
Working Leader – James Quackenbush  
Accountant – Michael Vernieri  
Assessor – Richard Hubner  
Recreation Director – Ron Introini  
Shade Tree Commissioner – Robert Scheuermann  
Planning Board – George Aulen (five year term), Karl Scheible (one year term), Kerry Gluckman Boland (one year term – Alternate)  
Zoning Board of Appeals – Lynn Ruvolo (three year term)  
Grant Writer – Linda Smith  
Registrar of Vital Statistics – Melissa Stevens, Carolyn Purta  
Official Banks – Greater Hudson, Sterling Bank  
Alternate to the Village Justice – Peter Barlet  
Risk Management – Raina Abramson  
Emergency Management – Michael Moser, Michael Newhard  
911 Coordinator – Maureen Evans  
Computer Consultant – Kevin Brand  
Computer Programmer – Edmunds & Associates, BAS  
Village Newspaper – Warwick Valley Dispatch  
Web-Site Maintenance – Mark Damia  
Citizens Advisory Panel/Jones Chemical – Barry Cheney, Michael Moser, Joseph Lawler  
Records Management Officer – Raina Abramson  
Office Liaison – Raina Abramson  
DPW Liaison – Michael Moser  
Village Health Official – Dr. Anthony Martini  
Safety Officers: Michael Moser, Boris Rudzinski, William Lindberg  
Summer Concerts – William Iurato

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



Trustee Lindberg: 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: 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: 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, Coalition for Prevention.

77 Main Street  
Post Office Box 369  
Warwick, New York 10990  
www.villageofwarwick.org



(845) 986-2031  
FAX (845) 986-6884  
mayor@villageofwarwick.org  
clerk@villageofwarwick.org

**VILLAGE OF WARWICK**  
INCORPORATED 1867

**LEGAL NOTICE**

The Board of Trustees of the Village of Warwick invites public comments and suggestions regarding projects to be considered for funding under the Orange County Community Development Program. A Public Hearing will be held on Monday, April 2, 2018 at 7:30 p.m. in Village Hall, 77 Main Street, Warwick, NY. Under this Program a variety of physical improvements as listed below are eligible for funding:

1. Acquisition & Disposition of Real Property
2. Public Works, Public Facilities or Site Improvements
3. Code Enforcement (Housing & Health Codes)
4. Clearance, Demolition & Rehabilitation for Public Use or Economic Development
5. Housing Rehabilitation Loan and Grants
6. Special Projects for Elderly & Handicapped
7. Provision of Public Services (Shelters, Clinics, Senior Nutrition, etc.)
8. Payment of Non-Federal Shares of Other Grant Programs
9. Relocation Payments and Assistance

The Village of Warwick will be considering projects to be submitted to the Orange County Community Development Program. The deadline for which is Friday, April 27, 2018.

**BY ORDER OF THE BOARD OF TRUSTEES**  
**VILLAGE OF WARWICK**  
**RAINA ABRAMSON**  
**VILLAGE CLERK**

**Dated: March 13, 2018**

**2019 FUNDING REQUEST**  
**Warwick Community Bandwagon, Inc.**  
**11 Hamilton Avenue**  
**Warwick, New York**  
845-986-6422 Phone 845-986-4496 Fax

March 28, 2018

TO: Mayor Michael Newhard and Warwick Village Board

From: Karen Thomas, Executive Director

The Community Center intends to utilize available 2019 funding to continue renovating and upgrading our 11 Hamilton Avenue facility. In priority order the desired projects are:

**HEATING SYSTEM REPAIRS – \$10,000.00**

Existing room hydraulic heating and thermostatic controls no longer operate correctly and need to be replaced.

**ELECTRICAL UPGRADE AND REPAIRS – \$25,000.00**

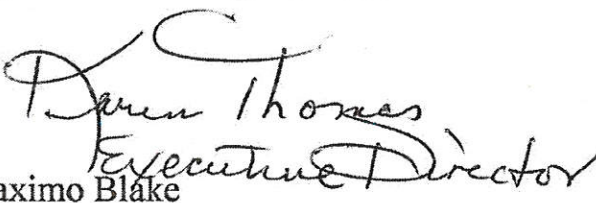
Technological advances require that additional outlets be installed in every room. This is particularly evident in the administrative offices that are currently serviced by single duplex outlets. There are also damaged conduits and outlets that need to be repaired.

**BATHROOM REPAIRS – \$50,000.00**

Installation of institutional bathroom fixtures for the existing first floor bathroom. Existing fixtures are in bad repair and require continual attention

**FLOOR REPAIRS – \$15,000.00**

Continuation of the ongoing flooring repairs that were begun with 2016 HUD / OCCD support. In addition to the obvious aesthetic issues, the floors need repair because they are damaged and subject to trip and fall accidents. This includes: VCT floors with missing and cracked tiles as result of damaged sub-floors, 100 year old T & G wooden floors with areas swollen by moisture and epoxy floors with major divots.

  
cc. Maximo Blake

**RECEIVED**

**MAR 28 2018**

**VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE**

## Raina Abramson

---

**From:** Julia Vargas <jvarg22@gmail.com>  
**Sent:** Monday, March 19, 2018 4:34 PM  
**To:** Raina Abramson  
**Subject:** Agenda for April 2nd Meeting

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hello,

My name is Julia Vargas and I am helping with Operation Clean Sweep this year again. I would like to request permission to be added to the agenda of the April 2nd Village Board Meeting, to briefly talk about Operation Clean Sweep so we can continue to get the community involved. Operation Clean Sweep this year is April 27th thru April 29th.

Thank you in advance for your help.

Julia Vargas

Troop 423, Warwick



VILLAGE OF WARWICK  
FACILITY USE REQUEST

Today's Date 3/27/18

Date(s) Requested: 4/29/18

Time of Event: 9-4pm

Village Park/Facility Requested: Railroad Ave / Green

\*\*\*\*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: Mike Contaxis

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

Telephone: (Day) \_\_\_\_\_ (Evening) \_\_\_\_\_ (Cell) 544-9151

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

Purpose of Use: Recruit NY Membership for Warwick Fire Department.

Total Participants Expected: 100 Adults 50 Children

How will the event be advertised? Newspaper / Radio

Is Village equipment required? ☒ Yes ☐ No

If needed, state type and for what purpose: Barricades

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

Address: P.O. Box 31, Warwick, NY 10990 Telephone: 845-742-0886

Security deposit waived

+  
proof of insurance  
received (RA)

RECEIVED

MAR 28 2018

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE

## **Village of Warwick Facility Use Requirements**

The use of all Village recreational and park facilities shall be subject to the approval and rules of the Village Board of Trustees administered by the Village Clerk or other Board designee.

1. Organizations wishing to use Village facilities shall first apply to the Village Clerk using the prescribed form. Such form shall then be forwarded to the Village Board of Trustees for approval. All forms and insurance information shall be submitted to the Village Clerk for inclusion on the Village Board Meeting Agenda by the Wednesday prior to the upcoming meeting. Meetings normally take place on the first and third Monday of each month.
2. In the event of inclement weather, the Village Board or their designee has the final authority on whether facilities are usable.
3. Intoxicants are not permitted in any Village Parks with the exception of Memorial Park. A Facilities Use Permit is required for all Park use. A request for alcohol in Memorial Park is through Board approval. Additional liability insurance (Host Liquor) will be required if alcohol is part of your event.
4. All posted rules must be adhered to.
5. Profanity, objectionable language, disorderly acts, excessive noise or illegal activities of any kind are absolutely prohibited, and those violating this prohibition will be ejected from the premises.
6. Any damage to Village facilities shall be promptly repaired at the user's expense. No exceptions. If Village personnel are not available, make sure all doors are locked and lights are turned out when leaving.
7. Organizations using the facilities must clean up afterward. It is the responsibility of the permit holder to remove any garbage it generates. The Village may assess a charge for garbage generated from events that is not removed by the Permit Holder. Applicants are urged to bring extra plastic garbage bags to facilitate cleanup.
8. Permits may be revoked at any time.
9. Any organization with youths under 18 years old requires the presence of adequate adult supervision at all times.
10. A deposit of \$100.00 is required at the time the permit application is submitted to the Village Clerk. If the grounds are restored to proper condition, the \$100.00 deposit will be refunded 30 days following the conclusion of the event.

11. A fee as listed on the Village Schedule of Fees will be charged for use of buildings or park lands where admission is being charged.
12. A fee as listed on the Village Schedule of Fees will be charged for use of lights at the parks where admission is being charged.
13. All persons using Village parks must confine any fires to proper fireplaces or portable burners. Before leaving, all fires must be extinguished.
14. Permits must be requested by a Village of Warwick resident. Said resident shall be responsible for the club, team or group to which this permit is issued.
15. Organizations shall indicate areas to be used during event or season on the attached map.
16. In the event of a scheduling conflict, the Village of Warwick will arbitrate a resolution.
17. The emergency telephone number for police is 911 or 986-5000; fire and ambulance 911.
18. No field or building alterations (lining of fields, erecting goal posts or structures, etc.) are allowed without prior approval.
19. The Village of Warwick does not discriminate on the basis of race, color, national origin, physical impairment or sex in its programs or employment services.
20. All users must provide the following insurance. **Insurance certificates must accompany the Facilities Use Permit.**
  - I. Notwithstanding any terms, conditions or provisions, in any other writing between the parties, the permittee hereby agrees to effectuate the naming of the Village as an additional insured on the permittee's insurance policies.
  - II. The policy naming the Village as an additional insured shall:
    - Be an insurance policy from an A.M. Best rated "secure" or better insurer, licensed in New York State.
    - State that the organization's coverage shall be primary and non-contributory coverage for the Village, its Board, employees and volunteers.

- The Village shall be listed as an additional insured by using endorsement CG 2026 or equivalent. A completed copy of the endorsement must be attached to the certificate of insurance.
- At the Village's request, the organization shall provide a copy of the declaration page of the liability and umbrella policies with a list of endorsements and forms. If so requested, the organization will provide a copy of the policy endorsements and forms.

III. The permittee agrees to indemnify the municipality for any applicable deductibles and self-insured retentions.

IV. The insurance producer must indicate whether or not they are an agent for the companies providing the coverage.

V. Required Insurance:

**No less than the following:**

- **Commercial General Liability Insurance**

\$1,000,000 per occurrence/ \$2,000,000 aggregate, with coverage for athletic participants.

**Excess Insurance:**

\$\_\_\_\_\_ each Occurrence and Aggregate. Excess coverage shall be on a follow-form basis.

VI. User acknowledges that failure to obtain such insurance on behalf of the municipality constitutes a material breach of contract and subjects it to liability for damages, indemnification and all other legal remedies available to the municipality. The user is to provide the municipality with a certificate of insurance, evidencing the above requirements have been met, prior to the commencement of work or use of facilities. The failure of the Village to object to the contents of the certificate or the absence of it shall not be deemed a waiver of any and all rights held by the Village.

VII. The Village is a member/owner of the NY Municipal Insurance Reciprocal (NYMIR). The user further acknowledges that the procurement of such insurance as required herein is intended to benefit not only the Village but also NYMIR, as the Village's insurer.

**Individuals:**

Required Insurance:

- **Homeowners Insurance**



Section Two – Liability: \$100,000 limit of liability. Policy shall not exclude the off-premises activities of the insured.

21. Prior to the start of the event, an announcement should be made to your group regarding emergency evacuation procedures, for example pointing out posted procedures, direction for exiting, procedures for emergency helicopter landing, etc.
22. In the event of an accident, please notify the Village Clerk before the end of the next business day.

**FACILITY USER does hereby covenant and agree to defend, indemnify and hold harmless the Village of Warwick 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 the Village of Warwick property, facilities and/or services.**

**I have read the Facilities Use Requirements**

  
Signature

3/27/18  
Date

## Raina Abramson

---

**From:** Suzyn Barron, Pres. <warwickhumane@yahoo.com>  
**Sent:** Friday, March 16, 2018 3:31 PM  
**To:** Raina Abramson  
**Subject:** 2018 GO ORANGE FOR APRIL RAISING Awareness to helping STOP CRUELTY TO ALL ANIMALS MONTH

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good Afternoon  
Hope this finds you all well.

I apologize for the lateness of this request and understand our request for permission would NOT be able to be added to your next board meeting on Monday March 19th however, may we submit the following for your board meeting April 2nd.

The Warwick Valley Humane Society as part of APRIL is Go Orange month to help bring awareness to Preventing Cruelty to ALL Animals, would like to request permission of our Village Board to hang AWARENESS GO ORANGE RIBBON TYPE BOWS along main street in the village of Warwick for the month of April 2018.

We would like to be able to hang these April 3rd or there after the board meeting *if we are granted approval approval at your April 2nd meeting.*

We would like to hang the bows on each side of the street starting at VILLAGE HALL with one bow to hang on the VILLAGE DOOR with your permission - then bows per each block area on trees that would be appropriate extending down to Railroad Green, total number of bows for trees would be approx. 40 styled bows.

Thank you for your time and consideration and support of our Awareness to helping Stop Cruelty to ALL Animals.

Sincerely  
Michelle

VILLAGE OF WARWICK  
FACILITY USE REQUEST

Today's Date March 18th, 2018

Date(s) Requested: SUN · APRIL 22<sup>nd</sup>  
2018

Time of Event: 10-4 pm, 7-8 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: WICKHAM WORKS, INC.

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

Proof of Residency: Sewage bill Designated Contact: JAIME MUNKATCHY

Mailing Address: 18 Church St. Warwick NY 10990 Additional contact:

Telephone: (Day) 347 432 4906 (Evening) n/a (Cell) n/a Melissa Shaw-Smith  
(917) 922-0943

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

Purpose of Use: Earth Day Festival, incl. Treecycle, a community art project.  
Kids craft activities, vendors of up-cycled goods, live music, sculpture display

Total Participants Expected: 500 Adults 200 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: 400 Non-Resident Participants: 300

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).

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

Address: 18 Church St.

Telephone: 347 432 4906

\$100. security deposit + insurance received

(RA)

RECEIVED

MAR 23 2018

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE



## WICKHAM WORKS

EXCHANGE. SHARE. MAKE.

3 Forester Ave, Unit 8  
Warwick, NY 10990

March 2018

Re: Earth Day/Treecycle village permit  
Use of Stanley Deming Park

To the Village of Warwick Trustees,

Treecycle, now in its 3<sup>rd</sup> year, is a collaborative, hands-on, community art project. Facilitated by local artists, the public is invited to create tree sculptures using “art supplies” salvaged from the waste stream. While turning trash into treasure, participants learn about the importance of reducing their environmental footprint, how waste can be reused in fun and creative ways, and why we should bother to recycle. In advance of the event, Wickham Works is conducting workshops with local youth groups including the Green Cub Club at Sanfordville Elementary, the ChangeMakers Club at the Middle School, the Student Youth leadership team at the Community Center, and the Youth Advisory Board at the Albert Wisner Public library. In addition to multiple hands-on making opportunities for all ages at Treecycle, there will be vendors selling goods made from repurposed material, an Eco Raffle, and live music.

Treecycle is produced by Wickham Works, [www.wickhamworks.org](http://www.wickhamworks.org) a non-profit group committed to building community through the arts. We produce immersive experiences that connect artists with the public and allow them to create together. We support local makers by providing opportunities for them to promote and sell their work. We encourage sustainability by using “art supplies” salvaged from the waste stream.

For 2018 Treecycle is partnering with Sustainable Warwick’s successful free community swap, Too Good To Toss (separate permit), under the banner of Earth Day Festival. It will be held in Stanley Deming Park on Sunday, April 21 & 22<sup>nd</sup>, 10AM-4PM, and the festival will culminate in an illuminated walk through the completed sculpture forest at 7PM.

Use of Stanley Deming Park: The plan is to set up the guest artists under the Pavilion where they can have access to power and will be sheltered in the event of rain. Additional kids craft activities will be set up under tents provided by Wickham Works beside the pavilion.

The band shell will be used for live music – four local family-friendly groups and performers.

Booths for local vendors of goods made from up-cycled material and community groups will be set up on the grass area between the band shell and pavilion.

The tree sculptures will be displayed along the basketball fence on the far side of the bridge. See attached map.

We request access to the public restrooms in the playground area for the event.

At the end of the event, all materials and waste from Treecycle will be removed by Wickham Works, no later than 9PM on Sunday, April 22<sup>nd</sup>.

Sincerely,

A handwritten signature in black ink, reading "M. Shaw-Smith". The signature is fluid and cursive, with the first name "M." and last name "Shaw-Smith" clearly legible.

Melissa Shaw-Smith  
Creative Director, Wickham Works  
[mshawsmith@wickhamworks.org](mailto:mshawsmith@wickhamworks.org)  
(917) 922 0943



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17. The emergency telephone number for police is 911 or 986-5000; fire and ambulance 911.
18. No field or building alterations (lining of fields, erecting goal posts or structures, etc.) are allowed without prior approval.
19. The Village of Warwick does not discriminate on the basis of race, color, national origin, physical impairment or sex in its programs or employment services.
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\$1,000,000 per occurrence/ \$2,000,000 aggregate, with coverage for athletic participants.

**Excess Insurance:**

\$\_\_\_\_\_ each Occurrence and Aggregate. Excess coverage shall be on a follow-form basis.

VI. User acknowledges that failure to obtain such insurance on behalf of the municipality constitutes a material breach of contract and subjects it to liability for damages, indemnification and all other legal remedies available to the municipality. The user is to provide the municipality with a certificate of insurance, evidencing the above requirements have been met, prior to the commencement of work or use of facilities. The failure of the Village to object to the contents of the certificate or the absence of it shall not be deemed a waiver of any and all rights held by the Village.

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**I have read the Facilities Use Requirements**

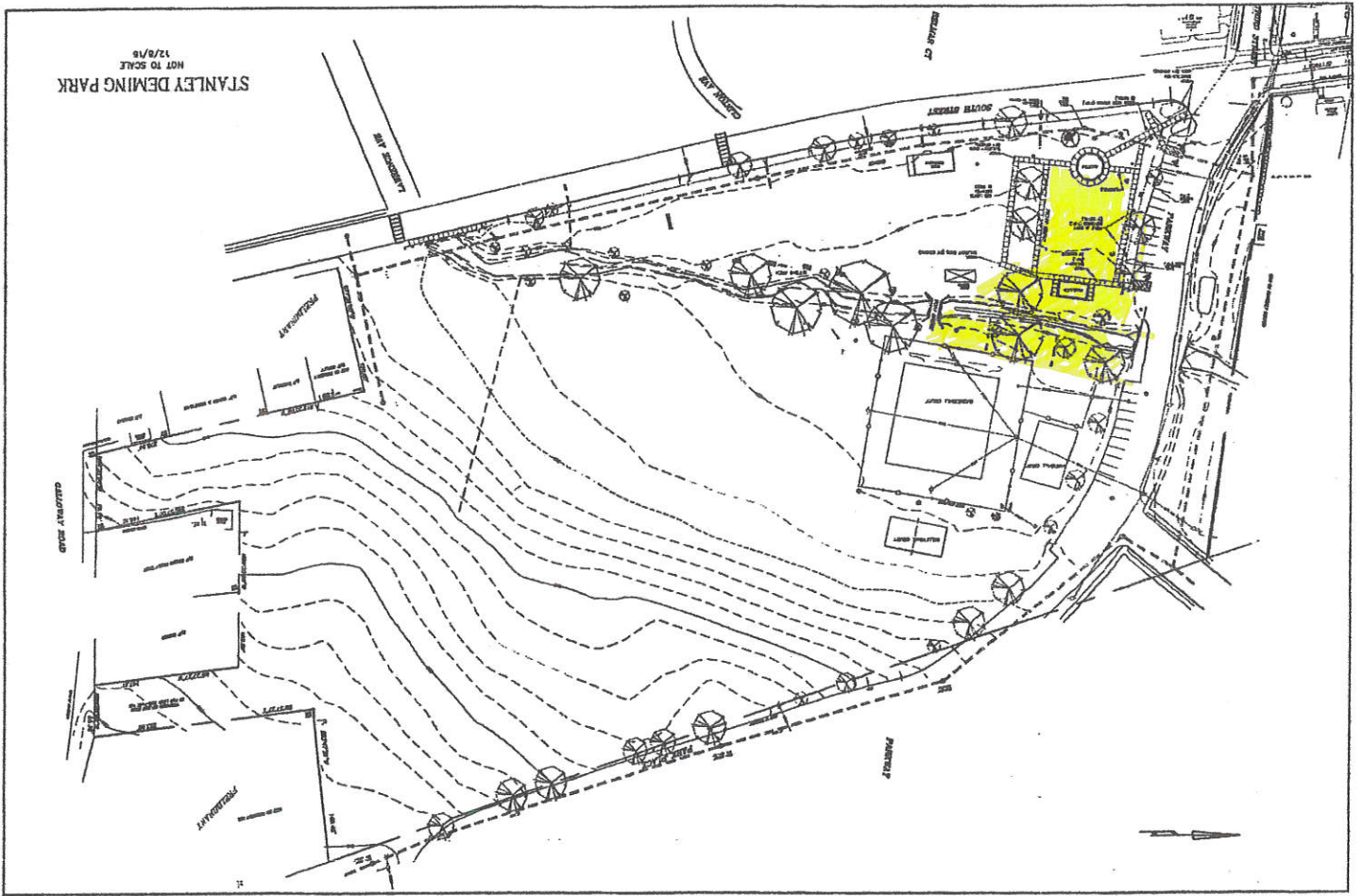
MSW Smith

Signature

March 18' 2018

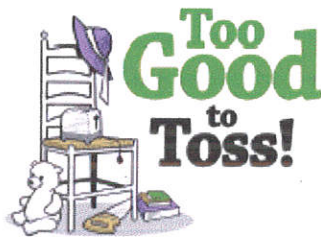
Date





# EARTH DAY FESTIVAL

**APRIL 21-22** Stanley Deming Park, Warwick, NY



Recycle Event! Time to Spring Clean!

**Sat. April 21, 10-4pm** Drop-off donations

**Sun. April 22, 10-4pm** Shop for free!

List of acceptable/unacceptable donations  
at [www.SustainableWarwick.org](http://www.SustainableWarwick.org)



PRODUCED BY: WICKHAM WORKS

**Sun. April 22, 10-4pm**

ReMake: work with artists & turn trash into a magical forest

ReShape: shop for up-cycled goods from local makers

ReKnew: learn practical ways to protect our planet

**Illuminated Sculpture Forest Walk, 7PM**

Suggested Donation \$5/adult, kids free.

 WickhamWorks  
[www.WickhamWorks.org](http://www.WickhamWorks.org)

 SustainableWarwick  
[www.SustainableWarwick.org](http://www.SustainableWarwick.org)

## Raina Abramson

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**From:** Amy Buliung <amybuliung@gmail.com>  
**Sent:** Monday, March 19, 2018 6:40 PM  
**To:** Raina Abramson  
**Subject:** Park Avenue Road Closure

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

To whom it May Concern

My Name is Amy Buliung and I am co- president of the Park Avenue PTA. We will be holding a sports day on Thursday, April 26th from 4pm-8pm (Rain Date of Friday April, 27th at Park Avenue on the fields around the school. We will have many families in attendance and for the safety of our students and families we would like to ask that the road directly in front of the school be closed during this event. So that students may cross the street to use the bathrooms in the school or to go to the different assigned areas. If you have any questions please fee free to call me directly 508-577-5900. If you could please assist us on obtaining permission for this road closure for the 26th or 27th weather permitting it would be greatly appreciated.

Thanks,

Amy Mercer Buliung



VILLAGE OF WARWICK  
FACILITY USE REQUEST

Today's Date 3/29/18

Date(s) Requested: June 6, 7 (rain date)  
2nd grade  
June 12, 14 (rain date)  
1st grade

Time of Event: 10:00-3:00

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

**Information about Group/Organization:**

Name of Organization or individual: 1st & 2nd grade at Park Ave.

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

Proof of Residency: \_\_\_\_\_ Designated Contact: Charleen D'Angelillo

Mailing Address: P.O. Box 595 Park Avenue Warwick NY 10990

Telephone: (Day) 845-987-3000 (Evening) 987-8726 (Cell) 845-234-8102

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

Purpose of Use: Students will use the park for lunch  
and to play on the playground.

Total Participants Expected: 30 Adults 90 Children

How will the event be advertised? A flyer will be sent home w/ each child

Is Village equipment required? ☒ Yes ☐ No

If needed, state type and for what purpose: picnic tables and bathrooms  
should be open.

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? lunches will be brought for each child. Will food be sold? no

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

Students will pack a bag lunch.

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 Park Ave (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 Park Ave School (name organization).

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

Address: 602 The Rise Warwick NY Telephone: 987-8726

RECEIVED

MAR 20 2018

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE

Ins. on file  
Sec. dep. Waived  
Barb

**Village of Warwick  
Facility Use Requirements**

The use of all Village recreational and park facilities shall be subject to the approval and rules of the Village Board of Trustees administered by the Village Clerk or other Board designee.

1. Organizations wishing to use Village facilities shall first apply to the Village Clerk using the prescribed form. Such form shall then be forwarded to the Village Board of Trustees for approval. All forms and insurance information shall be submitted to the Village Clerk for inclusion on the Village Board Meeting Agenda by the Wednesday prior to the upcoming meeting. Meetings normally take place on the first and third Monday of each month.
2. In the event of inclement weather, the Village Board or their designee has the final authority on whether facilities are usable.
3. Intoxicants are not permitted in any Village Parks with the exception of Memorial Park. A Facilities Use Permit is required for all Park use. A request for alcohol in Memorial Park is through Board approval. Additional liability insurance (Host Liquor) will be required if alcohol is part of your event.
4. All posted rules must be adhered to.
5. Profanity, objectionable language, disorderly acts, excessive noise or illegal activities of any kind are absolutely prohibited, and those violating this prohibition will be ejected from the premises.
6. Any damage to Village facilities shall be promptly repaired at the user's expense. No exceptions. If Village personnel are not available, make sure all doors are locked and lights are turned out when leaving.
7. Organizations using the facilities must clean up afterward. It is the responsibility of the permit holder to remove any garbage it generates. The Village may assess a charge for garbage generated from events that is not removed by the Permit Holder. Applicants are urged to bring extra plastic garbage bags to facilitate cleanup.
8. Permits may be revoked at any time.
9. Any organization with youths under 18 years old requires the presence of adequate adult supervision at all times.
10. A deposit of \$100.00 is required at the time the permit application is submitted to the Village Clerk. If the grounds are restored to proper condition, the \$100.00 deposit will be refunded 30 days following the conclusion of the event.

11. A fee as listed on the Village Schedule of Fees will be charged for use of buildings or park lands where admission is being charged.
12. A fee as listed on the Village Schedule of Fees will be charged for use of lights at the parks where admission is being charged.
13. All persons using Village parks must confine any fires to proper fireplaces or portable burners. Before leaving, all fires must be extinguished.
14. Permits must be requested by a Village of Warwick resident. Said resident shall be responsible for the club, team or group to which this permit is issued.
15. Organizations shall indicate areas to be used during event or season on the attached map.
16. In the event of a scheduling conflict, the Village of Warwick will arbitrate a resolution.
17. The emergency telephone number for police is 911 or 986-5000; fire and ambulance 911.
18. No field or building alterations (lining of fields, erecting goal posts or structures, etc.) are allowed without prior approval.
19. The Village of Warwick does not discriminate on the basis of race, color, national origin, physical impairment or sex in its programs or employment services.
20. All users must provide the following insurance. **Insurance certificates must accompany the Facilities Use Permit.**
  - I. Notwithstanding any terms, conditions or provisions, in any other writing between the parties, the permittee hereby agrees to effectuate the naming of the Village as an additional insured on the permittee's insurance policies.
  - II. The policy naming the Village as an additional insured shall:
    - Be an insurance policy from an A.M. Best rated "secure" or better insurer, licensed in New York State.
    - State that the organization's coverage shall be primary and non-contributory coverage for the Village, its Board, employees and volunteers.

- The Village shall be listed as an additional insured by using endorsement CG 2026 or equivalent. A completed copy of the endorsement must be attached to the certificate of insurance.
- At the Village's request, the organization shall provide a copy of the declaration page of the liability and umbrella policies with a list of endorsements and forms. If so requested, the organization will provide a copy of the policy endorsements and forms.

- III. The permittee agrees to indemnify the municipality for any applicable deductibles and self-insured retentions.
- IV. The insurance producer must indicate whether or not they are an agent for the companies providing the coverage.

- V. Required Insurance:

**No less than the following:**

- **Commercial General Liability Insurance**

\$1,000,000 per occurrence/ \$2,000,000 aggregate, with coverage for athletic participants.

**Excess Insurance:**

\$ \_\_\_\_\_ each Occurrence and Aggregate. Excess coverage shall be on a follow-form basis.

- VI. User acknowledges that failure to obtain such insurance on behalf of the municipality constitutes a material breach of contract and subjects it to liability for damages, indemnification and all other legal remedies available to the municipality. The user is to provide the municipality with a certificate of insurance, evidencing the above requirements have been met, prior to the commencement of work or use of facilities. The failure of the Village to object to the contents of the certificate or the absence of it shall not be deemed a waiver of any and all rights held by the Village.
- VII. The Village is a member/owner of the NY Municipal Insurance Reciprocal (NYMIR). The user further acknowledges that the procurement of such insurance as required herein is intended to benefit not only the Village but also NYMIR, as the Village's insurer.

**Individuals:**

Required Insurance:

- **Homeowners Insurance**




Section Two – Liability: \$100,000 limit of liability. Policy shall not exclude the off-premises activities of the insured.


21. Prior to the start of the event, an announcement should be made to your group regarding emergency evacuation procedures, for example pointing out posted procedures, direction for exiting, procedures for emergency helicopter landing, etc.
22. In the event of an accident, please notify the Village Clerk before the end of the next business day.

**FACILITY USER does hereby covenant and agree to defend, indemnify and hold harmless the Village of Warwick 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 the Village of Warwick property, facilities and/or services.**

**I have read the Facilities Use Requirements**



Signature



Date



