

**BOARD OF TRUSTEES  
VILLAGE OF WARWICK  
SEPTEMBER 17, 2018  
AGENDA**

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

1. **Continuation of Public Hearing for a special use permit application for the proposed construction of one, forty (40) unit apartment building with associated parking located on Forester Avenue, Warwick, NY, section, block and lot 211-12-1.**
2. Introduction by Mayor Newhard.
3. Approval of Minutes: September 4, 2018
4. Acceptance of Reports: Clerk's Office (August 2018) & Tax Collection Summary (June, July, August 2018), Justice (August 2018)
5. Authorization to pay all approved and audited bills in the amount of \$\_\_\_\_\_.
6. Police Report.

**Correspondence**

1. Letter from Nancy Reinauer of 25 Forester Avenue regarding the proposed construction of one, forty (40) unit apartment building with associated parking located on Forester Avenue, Warwick, NY.
2. Lead agency circulation response letter from the NYS DEC regarding proposed upgrades to the existing Village of Warwick Wastewater Treatment Plant.
3. Letter from John Ingrassia regarding the termination of a Consulting Agreement with the Village of Warwick, dated December 27, 2011.
4. Letter from the Historical Society of the Town of Warwick thanking Mayor Newhard and the Village DPW for assistance throughout the year.

**Privilege of the Floor**

(Please limit your comments to **five (5)** minutes. If reading a document, please submit a copy to the Clerk. 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 accept the proposal from Industrial Appraisal Company in the amount of \$6,960 to provide the Village of Warwick an on-site inspection and appraisal of the buildings, structures, equipment and content for insurance valuation purposes and to provide Annual Revaluation and Maintenance Services at an annual cost of \$685 and annual updating of the Property Inventory and Accounting Cost Record at an annual cost of \$380 and authorize the Mayor to sign the Appraisal Agreement dated September 6, 2018. The last appraisal was conducted in 2010.
2. **MOTION** to accept the proposal from Hickory Tree & Landscaping, Inc. in the amount of \$3,700 for the removal of a large oak tree at 18 Oakland Avenue per the recommendation of the DPW Supervisor and Shade Tree Commissioner, Rob Schuermann.
3. **MOTION** to grant permission to DPW Supervisor, Mike Moser to attend the NYCOM Fall Public Works Training School in Lake Placid, NY from October 15 – 17, 2018 at a cost of \$275 for training and \$750 for lodging.

4. **Resolution Authorizing Settlement of Notice of Claim Filed**

**By Kathleen & Dan Makuch.**

WHEREAS, on or about September 9, 2018, the Village of Warwick received a Notice of Claim from Kathleen and Dan Makuch regarding water damage to their property at 20 North Lynn Street; and

WHEREAS, the Village has conducted an investigation of the claim and finds that it is not frivolous and should be settled rather than incurring the expense of litigation; and

WHEREAS, the Village acknowledges that the property owners' son is an employee of the Village working the Department of Public Works, but such relationship was wholly disregarded and played no role in the Village Board's investigation of or determination to offer a settlement of this claim;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the Village Board authorizes settlement of the said notice of claim for the sum of Four Hundred Two and 47/100 Dollars (\$402.47) representing a payment of \$325.15 for repair of a pool liner plus \$77.32 as partial reimbursement for the water bill to re-fill the pool; and

2. That the proposed settlement shall be contingent upon Mr. & Mrs. Makuch executing a general release in favor of the Village for the water main leak at the edge of 20 North Lynn Street; and

3. That the Mayor is hereby authorized to execute any and all documents necessary to effect the aforesaid settlement.

\_\_\_\_\_ presented the foregoing resolution which was seconded by \_\_\_\_\_,

The vote on the foregoing resolution was as follows:

Barry Cheney, Trustee, voting \_\_\_\_\_

William Lindberg, Trustee, voting \_\_\_\_\_

Michael Newhard, Mayor, voting \_\_\_\_\_

Eileen Patterson, Trustee, voting \_\_\_\_\_

George McManus, Trustee, voting \_\_\_\_\_

**Trustee Lindberg's Motions:**

5. **MOTION** to approve the Treasurer's request for budget transfers and modifications as per the attached spreadsheet.
6. **MOTION** to grant permission to Project Knomad to hold Game of Skate 2018 at the skate park in Veteran's Memorial Park on Sunday, October 7, 2018 from 11:30 a.m. to 6:00 p.m. including access to electricity and two tables and twenty chairs. Completed park permit, \$100 security deposit and the proper insurance have been received.
7. **MOTION** to grant permission to Warwick Playground Dreams to use Stanley Deming Park on October 21, 2018 from 1:00 p.m. to 6:00 p.m. for a family friendly event to

fundraise for the new playground as per their letter and map dated September 12, 2018. Completed park permit, security deposit and proof of proper insurance have been received.

8. **MOTION** to grant permission to the Hispanic Ministry of The Warwick Reformed Church to use Railroad Green on Sunday, September 23, 2018 from 2:00 p.m. to 11:00 p.m., with the event taking place from 3:00 p.m. to 10:00 p.m., for their Annual Hispanic Heritage Month Parade and Celebration per their letter dated August 28, 2018. Completed park permit, security deposit and proof of proper insurance have been received.
9. **MOTION** to grant permission to the Hispanic Ministry of Warwick Reformed Church to have a parade on Sunday, September 23, 2018 starting at 4:00 p.m. per the attached letter and parade route map. The Warwick Police Department has been notified and approved the route.
10. **MOTION** to close Railroad Avenue on Sunday, September 23, 2018 from 2:00 p.m. to 11:00 p.m. for the Annual Hispanic Heritage Month Parade and Celebration.

### **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 Community Hospital, Bon Secour, and Orange County Department of Health.

**Trustee McManus' Report:** Liaison to Albert Wisner Library, Warwick Valley Schools, Police, Ethics, Cablevision, Altea (WVT), and Issues of Emergency and Homeland Security, WYDO and Warwick Valley Community Center, Coalition for Prevention.

### **Mayor Newhard's Report**

### **Final Comments from the Floor**

### **Final Comments from the Board**

### **Executive Session, if applicable**

### **Adjournment**



77 Main Street  
Post Office Box 369  
Warwick, New York 10990  
[www.villageofwarwick.org](http://www.villageofwarwick.org)



(845) 986-2031  
FAX (845) 986-6884  
[mayor@villageofwarwick.org](mailto:mayor@villageofwarwick.org)  
[clerk@villageofwarwick.org](mailto:clerk@villageofwarwick.org)

**VILLAGE OF WARWICK**  
INCORPORATED 1867

**LEGAL NOTICE**

**PLEASE TAKE NOTICE** that the Board of Trustees of the Village of Warwick will hold a Public Hearing on Monday, August 20, 2018 at 7:30 p.m. in Village Hall, 77 Main Street, Warwick, NY for a special use permit application for the proposed construction of one, forty (40) unit apartment building with associated parking located on Forester Avenue, Warwick, NY, section, block and lot 211-12-1.

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**  
**RAINA ABRAMSON**  
**VILLAGE CLERK**

**Dated: July 20, 2018**

Nancy Reinauer  
25 Forester Ave.  
Warwick, NY 10990  
September 3, 2018

Village Board  
Village of Warwick, NY

To Whom It May Concern:

I attended a public hearing on the development of the parking lot in front of Mechanical Rubber. It appeared that a significant new use for the parking lot would create a new traffic pattern for the factory and the street. The American Legion would lose its parking almost entirely. It relies upon that parking for continuation of its functions and fund raising.

I continue to see the emergency vehicles such as fire engines, ambulance and police entering the Forester Avenue /Colonial Avenue intersection. How long do they have to wait for a clearing of that intersection now? Drivers actually turn their cars around before that intersection. There are drivers who avoid that intersection. They do not want to worry about people leaving directional signals on and not turning. The current volume at that intersection at rush hour is significant. If a large Fedex truck is entering 3 Forester Avenue, it causes a backlog of cars.

If there are 40 new apartments on Forester Avenue they could each have 2 cars. Warwick Grove residents have already added numbers of vehicles to the traffic on Forester. There is probably no way to decide how many individuals/ those not in ambulances travel from Greenwood Lake to St Anthony's hospital. How many of those have waited for access to Maple Avenue at the intersection of Forester and Colonial? Forester Avenue is a main thorough fare to the other side of down town Warwick.

Due to the increase in rents some apartment dwellers have had to move to less expensive apartments. Do the numbers of moderately priced rental apartments in Warwick out-weigh the numbers of high-end rents?

Sincerely,

  
Nancy Reinauer

**RECEIVED**

**SEP 06 2018**

**VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE**

# NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Division of Environmental Permits, Region 3  
21 South Platt Corners Road, New Paltz, NY 12561-1620  
P: (845) 256-3054 | F: (845) 255-4659  
www.dec.ny.gov



Department of  
Environmental  
Conservation

September 10, 2018

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

**Re: Village of Warwick Wastewater Treatment Plant  
Lead Agency Circulation Response  
Village of Warwick, Orange County  
CH# 7763**

Dear Mayor Newhard:

The New York State Department of Environmental Conservation (DEC or Department) has reviewed the submitted SEQR Notice of Intent to Serve as Lead Agency from the Village of Warwick for the above referenced project. The Village of Warwick is proposing to upgrade the existing wastewater treatment plant (WWTP) that is serving the Village on 1.0 acres of a 5.9-acre site located on River Street, Village of Warwick, Orange County.

The Department has no objection to the Village of Warwick assuming lead agency status for this project. Based upon our review of your inquiry dated August 7, 2018, we offer the following comments:

## **PROTECTION OF WATERS**

The following stream is located within or near the site you indicated:

<u>Name</u>	<u>Class</u>	<u>DEC Water Index Number</u>	<u>Status</u>
Wawayanda Creek	C(T)	H-139-13-61-9	Protected

A Protection of Waters permit is required to physically disturb the bed or banks (up to 50 feet from stream) of any streams identified above as "protected."

If a permit is not required, please note, however, you are still responsible for ensuring that work shall not pollute any stream or waterbody. Care shall be taken to stabilize any disturbed areas promptly after construction, and all necessary precautions shall be taken to prevent contamination of the stream or waterbody by silt, sediment, fuels, solvents, lubricants, or any other pollutant associated with the project.

**RECEIVED**

**SEP 12 2018**



Department of  
Environmental  
Conservation

-OVER PLEASE -

**VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE**



### **FRESHWATER WETLANDS**

Based upon review of available information, there appears to be wetlands on or near the project site that meet the 12.4 acre size threshold (eligible wetlands) to be regulated by New York State under Article 24 of Environmental Conservation Law. Please contact Mike Fraatz, Bureau of Habitat, at (845) 256-3057 regarding the validation of this wetland.

Eligible wetlands that meet the regulatory criteria but are not shown on the regulatory maps should be afforded the same level of protection as the wetlands that are currently on the regulatory map. Wetlands provide functions and benefits to the people on New York State as outlined in Article 24. All development should be planned to avoid state regulated wetlands and the 100-foot Adjacent Areas to the maximum extent practicable.

### **STATE-LISTED SPECIES**

DEC has reviewed the State's Natural Heritage records. We have determined that the site is located within or near known occurrences of the following state-listed species:

<u>Name</u>	<u>Status</u>
Indiana bat ( <i>Myotis sodalis</i> )	Endangered

Any potential impacts of the proposed project on these species should be fully evaluated during the review of the project pursuant to SEQR. An Article 11, Title 5 Section 535 of Environmental Conservation Law Threatened and Endangered Species Incidental "Take" Permit is required for the incidental taking of any species identified as "endangered" or "threatened", which can include the removal of habitat.

At a minimum, all tree removal associated with this project should occur within the appropriate time of year work window, October 1<sup>st</sup> to March 31<sup>st</sup>, to avoid adverse impacts to Indiana bats. If tree clearing cannot be completed within the acceptable time of year restriction, further review will be required. See the attached Indiana Bat Project Review Fact Sheet for more information. Please note: a project sponsor may not commence site preparation, including tree clearing, until the provisions of SEQR are complied with and all necessary permits issued for the proposed project.

### **SPDES SANITARY PERMIT**

According to the submitted materials, the proposed project may include various WWTP facility upgrades, including an increase in facility capacity. Please note, any facility modifications or expansions, process modifications, or production modifications will require review and approval by the Department. For information on SPDES Sanitary permits, see the DEC website at <http://www.dec.ny.gov/permits/6054.html> or contact DEC Division of Water at (914) 428-2505.

### **SPDES STORMWATER (CONSTRUCTION)**

The submitted documents indicate that approximately 1.0 acres (of the 5.9-acre site) are to be disturbed in order to develop the parcel. Compliance with the current SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-15-002) is required for projects that disturb one or more acres of land. As more than one acre is proposed to be disturbed, the applicant must prepare a Storm Water Pollution Prevention Plan (SWPPP) in accordance with the current SPDES General Permit noted above. For information on stormwater and the general permits, see the DEC website at <http://www.dec.ny.gov/chemical/8468.html>.

### **CULTURAL RESOURCES**

We have reviewed the statewide inventory of archaeological resources maintained by the New York State Museum and the New York State Office of Parks, Recreation, and Historic Preservation. These records indicate that the project is not located within an area considered to be sensitive with regard to archaeological resources. For more information, please visit the New York State Office of Historic Preservation website at <http://www.nysparks.com/shpo/>.

### **OTHER**

Please note that this letter only addresses the requirements for the following permits from the Department: Protection of Waters, State-listed Species, and Freshwater Wetlands. Other permits from this Department or other agencies may be required for projects conducted on this property now or in the future. Also, regulations applicable to the location subject to this determination occasionally are revised and you should, therefore, verify the need for permits if your project is delayed or postponed. This determination regarding the need for permits will remain effective for a maximum of one year unless you are otherwise notified. Applications may be downloaded from our website at [www.dec.ny.gov](http://www.dec.ny.gov) under "Regulatory" then "Permits and Licenses."

It is possible that the DEC permit requirements may change based upon additional information received or as project modifications occur. Please contact this office if you have questions regarding the above information. Thank you.

Sincerely,

*Victoria Lawrence*

Victoria Lawrence  
Division of Environmental Permits  
Region 3, Telephone No. (845) 633-5454

Attachment: Indiana Bat Project Review Fact Sheet

Ecc: Michael Fraatz, NYSDEC

## Indiana Bat Project Review Fact Sheet

### New York Field Office

The following fact sheet is intended to provide information to assist project sponsors, as well as any involved Federal and State agencies, with the review of activities that occur within the likely range of the Indiana bat (*Myotis sodalis*) within the State of New York. This fact sheet can be used to assist with compliance with the Endangered Species Act (ESA) (87 Stat. 884, as amended; 16 U.S.C. 1531 *et seq.*). **PLEASE NOTE - this fact sheet does not apply to wind development projects as they involve many unique considerations.** Contact the U.S. Fish and Wildlife Service (Service) directly for technical assistance for wind projects. In addition, information on evaluating impacts from wind projects on Indiana bats can be found at <http://www.fws.gov/midwest/endangered/mammals/inba/WindEnergyGuidance.html>.

### *Background*

The Indiana bat is federally- and New York State-listed as an endangered species with a range that extends from the Midwest to northeastern and southeastern parts of the United States. Additional information on Indiana bat occurrences can be found at <http://ecos.fws.gov> and <https://www.fws.gov/northeast/nyfo/es/NYSpecies.htm>.

The Indiana bat typically hibernates in caves/mines in the winter and roosts under bark or in tree crevices in the spring, summer, and fall. Suitable potential summer roosting habitat is characterized by trees (dead, dying, or alive) or snags with exfoliating bark, or containing cracks or crevices that could potentially be used by Indiana bats as a roost. The minimum size roost tree observed to date is 2.5 inches diameter breast height (d.b.h.) for males and 4.3 inches d.b.h. for females. However, maternity colonies generally use trees greater than or equal to 9 inches d.b.h. Overall, roost tree structure appears to be more important to Indiana bats than a particular tree species or habitat type. Females appear to be more habitat specific than males presumably because of the warmer temperature requirements associated with gestation and rearing of young. As a result, they are generally found at lower elevations than males may be found. Roosts are warmed by direct exposure to solar radiation, thus trees exposed to extended periods of direct sunlight are preferred over those in shaded areas. However, shaded roosts may be preferred in very hot conditions. As larger trees afford a greater thermal mass for heat retention, they appear to be preferred over smaller trees. Additional information on potentially suitable summer habitat can be found in the Draft Indiana Bat Recovery Plan (Service 2007) at <http://www.fws.gov/northeast/nyfo/es/IndianaBatapr07.pdf> and at <http://www.fws.gov/midwest/endangered/mammals/inba/inbasummersurveyguidance.html>

Streams associated with floodplain forests, and impounded water bodies (ponds, wetlands, reservoirs, etc.) where abundant supplies of flying insects are likely found, provide preferred foraging habitat for Indiana bats, some of which may fly up to 2-5 miles from upland roosts on a regular basis. Indiana bats also forage within the canopy of upland forests, over clearings with early successional vegetation (*e.g.*, old fields), along the borders of croplands, along wooded fencerows, and over farm ponds in pastures (Service 2007). While Indiana bats appear to forage in a wide variety of habitats, they seem to tend to stay fairly close to tree cover.

Threats include disease (white-nose syndrome), habitat loss or degradation, human disturbance, contaminants, and collision with wind turbines.

## Indiana Bat Project Review Fact Sheet

### New York Field Office

#### *Evaluation of Presence or Probable Absence*

To determine whether the proposed project site may be occupied by the Indiana bat, the Service recommends the following analytical approach<sup>1</sup>:

Step 1. Is the proposed project within an area<sup>2</sup> identified by the Service as known or likely to contain Indiana bats?

- No: No further coordination regarding the Indiana bat is necessary at this time.
- Yes: Proceed to Step 2.

Step 2. Is there existing information regarding probable presence/absence of Indiana bats (e.g., proximity to hibernacula, prior summer netting/acoustics)<sup>3</sup>?

- No: Proceed to Step 3.
- Yes: Document existing information and coordinate with the Service.

Step 3. Is there any suitable Indiana bat habitat<sup>4</sup> present within the proposed action project area?

- No: No further coordination regarding the Indiana bat is necessary at this time.
- Yes: Determine whether the proposed project involves any effects to Indiana bats.

#### *Determination of Effects*

Determine for each project whether effects to Indiana bats or their habitat are expected. If there are impacts to habitat while bats are not present, assess the scale and scope of those impacts to determine whether bats returning in the spring may be affected.

For example, consider whether a project may result in temporary or permanent increases in noise, vibration, dust, chemical use, lighting, vehicle use, and general levels of human activity. Also, consider whether a project may result in temporary or permanent loss, degradation, and/or fragmentation of roosting, foraging, swarming, commuting, or wintering habitat.

Certain transportation projects have already been evaluated and processes developed in accordance with a Rangewide Consultation and Conservation Strategy:

<https://www.fws.gov/Midwest/endangered/section7/fhwa/>

#### *Surveys for Indiana Bats*

Should suitable Indiana bat habitat be present and should the proposed project have the potential for impacting Indiana bats, coordinate with the Service to determine whether 1) assuming presence or 2) conducting surveys<sup>5</sup> is the best approach. Due to the limited time frame when bat surveys can be completed and in order to avoid project delays, it is strongly recommended that the project sponsor (or involved Federal agency) contact the Service as early as possible during

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<sup>1</sup> This reflects our current understanding but future studies may require a revision to this guidance.

<sup>2</sup> <https://ecos.fws.gov/ipac/>

<sup>3</sup> <http://www.fws.gov/northeast/nyfo/es/NYSpecies.htm> and <http://www.dec.ny.gov/animals/38801.html>

<sup>4</sup> <http://www.fws.gov/midwest/endangered/mammals/inba/inbasummersurveyguidance.html>

<sup>5</sup> <http://www.fws.gov/midwest/endangered/mammals/inba/inbasummersurveyguidance.html>

## Indiana Bat Project Review Fact Sheet

### New York Field Office

project planning to determine if surveys or additional avoidance and/or minimization measures are appropriate. Should Indiana bat presence be detected, the Service should be contacted immediately for further assistance in determining whether your action may impact Indiana bats. If no bats are detected after protocol surveys, submit the results as soon as possible for our review in accordance with the timeframes agreed upon during the review of the survey scope of work.

### *Conservation Measures*

Conservation measures are designed to minimize the likelihood of adverse impacts or result in beneficial effects to Indiana bats from projects. The following guidance represents general recommendations that may be incorporated into the proposed project design as appropriate.

### Project Siting

- Avoid removing or damaging documented roosts or trees surrounding roosts.
- Avoid impacts to forest patches with documented roosts/foraging use (*e.g.*, forest within 0.25 mile of known roosts).
- Minimize impacts to all forest patches.
- Maintain forest patches and forested connections (*e.g.*, hedgerows, riparian corridors) between patches.
- Maintain natural vegetation between forest patches/connections and developed areas.
- Maintain at least 35%<sup>6</sup> of forest habitat within maternity colony home range<sup>7</sup>.
- Restore and/or protect on- and off-site habitat.
- Avoid impacting potential roost trees to the greatest extent practicable
  - Retain standing live trees that have exfoliating (separated from cambium) bark.
  - Retain black locust, shellbark, shagbark, and bitternut hickories as possible, regardless of size or condition (live, dead, or dying).
  - Retain standing snags as much as possible regardless of species.

### Project Construction

- When >10 miles from a P3 or P4 hibernaculum or >20 miles from a P1 or P2 hibernaculum<sup>8</sup>, but within the summer range of the Indiana bat, the clearing of potential roost trees, generally  $\geq 4$  inches should occur from October 1 through March 31<sup>9</sup>.
- When <10 miles from a P3 or P4 hibernaculum or <20 miles from a P1 or P2 hibernaculum, clearing should be conducted from October 31 to March 31.
- Use bright flagging/fencing to demarcate trees to be cleared.

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<sup>6</sup> Minimum % forest cover within Indiana bat maternity colony home range (NYSDEC unpublished data)

<sup>7</sup> For explanation of how to delineate Indiana bat maternity colony home range, please see the Indiana Bat Section 7 and Section 10 Guidance for Wind Energy Projects document located at <http://www.fws.gov/midwest/Endangered/mammals/inba/index.html>

<sup>8</sup> See Service 2007 for definitions of Priority 1-4 hibernacula. Contact the NYFO for information regarding the closest hibernaculum to your project

<sup>9</sup> Site specific information may allow for deviations from the listed dates. Also, there may be cases (*e.g.*, very small number of trees) when we believe the likelihood of impacts is low regardless of when tree removal occurs.



## Indiana Bat Project Review Fact Sheet

### New York Field Office

#### Project Operations/Maintenance

- Minimize lighting impacts (e.g., limit number of lights, direct lights downward, fully shield lights, use motion sensors or timers).
- Conduct activities in a manner that will minimize impacts to potential drinking water sources for bats.

As we better understand a given proposed project, including any proposed conservation measures for Indiana bats, we may have additional recommendations. Project sponsors should seek assistance from the Service to develop these measures.

#### *Information to Provide to the Service*

The project's environmental documents should identify project activities that might result in impacts to the Indiana bat or their habitat. Information on any potential impacts and the results of any recommended habitat analyses or surveys for the Indiana bat should be provided to the New York Field Office and will be used to evaluate potential impacts to the Indiana bat and/or their habitat, and to determine the need for further coordination or consultation pursuant to the ESA. We encourage the project sponsor to submit these materials as early in the planning process as possible to all appropriate parties (e.g., involved Federal/State agencies, the New York State Department of Environmental Conservation, Service).

Specifically, the following information should be provided:

- whether a Federal agency is involved or not;
- a detailed project description;
- a map of the proposed project area with coarse vegetation cover types (e.g., emergent wetland, open field) in acres;
- a summary table of current vs. proposed future acreage of each cover type;
- provide number or acreage of trees proposed for removal and timing of removal;
- an overlay of the project on the vegetation map;
- a description of the forested area onsite, including the type of forest (e.g., oak-hickory), approximate stand age, and presence of dead or live trees with split branches or trunks or exfoliating bark;
- photographs representative of all cover types on the site and encompassing views of the entire site;
- a topographic map with the project area identified; and
- a summary of proposed conservation measures.

#### References:

U.S. Fish and Wildlife Service. 2007. Indiana Bat (*Myotis sodalis*) Draft Recovery Plan: First Revision. U.S. Fish and Wildlife Service, Fort Snelling, MN. 258 pp.

John A. Ingrassia  
472 Christian Herald Road  
Valley Cottage, New York 10989

August 23, 2018

Mayor Michael Newhard  
Village of Warwick  
77 Main Street  
Warwick, New York 10990

Re: Termination of Consulting Agreement

Dear Mayor Newhard,

As we recently discussed, please consider this letter as notice that I wish to terminate our Consulting Agreement, executed December 27, 2011, in accordance with the terms of the Agreement.

I have enjoyed working with you and the Village Trustees, and hope that the five year labor agreements were beneficial to the Village and satisfactory to you and the trustees.

Thank you for the opportunity to have been of service to the Village of Warwick.

Very truly yours,



John A. Ingrassia

RECEIVED

SEP 04 2018

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE



## The Historical Society of the Town of Warwick

2 Colonial Ave., PO Box 353, Warwick, NY 10990  
845-986-3236~whs@warwick.net~www.warwickhistoricalsociety.org

4 September 2018

Mayor Newhard  
Village of Warwick  
80 Main Street\  
Warwick, New York, 10990

Dear Mayor Newhard:

I wish to thank you and your Public Works Department for all the assistance you have provided the Historical Society this year, most particularly for assuming the responsibility for mowing the lawns of Lewis Park/Old School Baptist Meeting House.

This subject came up at a post Party in the Park meeting on Friday (it took us that long to regroup) when we were reviewing the logistics and other aspects of the event. The lawn was mowed and weed wacked before the tents went up as requested, which was most appreciated. They also delivered, as they always have, the much needed trash cans. We realized however, that, while I think we have expressed our thanks verbally, we had not done so in a formal fashion. Please believe that this was an unintended oversight.

The committee also wanted to acknowledge that we know this has added to the department's workload. We felt that your staff deserved a more tangible expression of our gratitude, and accompany this with something to be shared.

Sincerely,

A handwritten signature in black ink that reads "Cathryn Anders".

Cathryn Anders  
President

cc. Public Works Supervisor

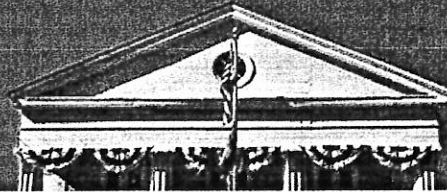
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**SEP 04 2018**

**VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE**

# Village of Warwick

Town of Warwick, Orange County, New York



## APPRAISAL AGREEMENT

September 6, 2018



**Industrial Appraisal**  
— COMPANY —

Two Gateway Center  
603 Stanwix Street, Suite 1500  
Pittsburgh, Pennsylvania 15222  
800-245-2718 / 412-471-1758 FAX  
[www.indappr.com](http://www.indappr.com)

Chad Dupray, Regional Sales Manager  
Phone 716-748-1233, Office 315-458-8939, Email [cdupray@indappr.com](mailto:cdupray@indappr.com)



# Industrial Appraisal — C O M P A N Y —

TWO GATEWAY CENTER, 603 Stanwix St., Suite 1500, Pittsburgh, Pennsylvania 15222  
Phone 800-245-2718 Fax 412-471-1758 [www.indappr.com](http://www.indappr.com)

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September 6, 2018

Email to: [clerk@villageofwarwick.org](mailto:clerk@villageofwarwick.org)

Mrs. Raina Abramson  
Village Clerk  
Village of Warwick  
77 Main Street  
Warwick, New York 10990

Dear Mrs. Abramson:

We welcome the opportunity to submit our proposal to provide an appraisal for the Village of insurance valuation purposes. Under the terms of our agreement, we will conduct an on-site inspection and appraisal of the *buildings/structures and equipment/contents* associated with the property locations listed in the Addendum of the agreement.

When completed, our certified appraisal report will set forth the cost of reproduction new and sound value (actual cash value) of the properties appraised.

When our proposal is accepted, please sign and date the Acceptance Page (Page 4 of the Agreement), Initial the Verification of Property Listing as shown in the Addendum (Page 8 of the Agreement) and return the signed, dated and initialed Agreement to me. Upon receipt, we will proceed promptly in making arrangements to schedule the on-site inspection.

If you wish to have us furnish your insurance agent or broker with a copy of the appraisal summary, please complete and return the attached Form 311, agent authorization (Page 9). Due to the confidential nature of these figures, they will be released only with your written consent.

Should you have any questions, concerns, or if we can be of assistance in any way, do not hesitate to contact me directly at 716-748-1233, office 315-458-8939 or email [cdupray@indappr.com](mailto:cdupray@indappr.com).

Thank you for considering the professional appraisal services of Industrial Appraisal Company. We look forward to be of service to you in your important valuation requirements.

Very truly yours,  
**INDUSTRIAL APPRAISAL COMPANY**

*Chad Dupray*

Chad Dupray  
Regional Sales Manager

CD/mg





# Industrial Appraisal COMPANY

TWO GATEWAY CENTER, 603 Stanwix St., Suite 1500, Pittsburgh, Pennsylvania 15222  
Phone 800-245-2718 Fax 412-471-1758 www.indappr.com

## APPRAISAL AGREEMENT

The Industrial Appraisal Company hereby proposes to provide professional appraisal services for the:

**Village of Warwick**  
77 Main Street  
Warwick, New York 10990

### PROPERTIES TO BE APPRAISED

The properties to be appraised under this agreement will include the **Buildings/Structures and Equipment/Contents** associated with the property locations listed in the Addendum to this agreement.

### PROVISIONS AND SCOPE OF APPRAISAL

The appraisal services and report are to consist of an on-site inspection and certified appraisal of the properties for the purpose of establishing current insurance valuation.

The *buildings/structures and equipment/contents* under appraisement will receive an investigation which will record, as of the date of the appraisal, description and location of the property as well as a depreciation study based upon observed condition and other pertinent influencing factors.

We will provide an impartial statement of *Cost of Reproduction New* and *Sound Value* based upon the following:

***Cost of Reproduction New** is defined as the cost to reproduce the entire property at one time, in new condition of like kind and quality at current market prices for material, labor, cost of freight and installation, contractor's overhead and profit, but without provision for overtime, bonuses and premiums of any kind.*

***Sound Value** is defined as the Cost of Reproduction New less accrued depreciation resulting from observed conditions involving age, utility and remaining serviceable life. Sound Value is often referred to as Actual Cash Value within the insurance industry.*

### REPORT

The report will be arranged in well-defined property classifications.

**A. Buildings/Structures**

The appraisal of the Buildings/Structures will be rendered in condensed form providing description of the components of construction and valuation for the overall structure. The building items excluded in the insurance policy will be segregated for each building appraised. A plat plan of the building outline and general location as well as color photographs will be included.

**B. Equipment/Contents**

The appraisal of the Equipment/Contents, having a replacement cost of **\$1,000.00 and above**, will include detailed description, location and valuation by item. Assets below the unit cost threshold will be included and valued by group classification.

We care about the environment. All Industrial Appraisal Company reports are provided in electronic format. An additional charge will apply for hard copy reports. Please contact Industrial Appraisal Company if a hard copy is required.

## **PROFESSIONAL FEE**

The total fee for the appraisal services outlined herein is:

**SIX THOUSAND NINE HUNDRED AND SIXTY DOLLARS**

**\$6,960.00**

**FEE IS INCLUSIVE OF ALL EXPENSES**

This fee covers work under this contract only, and such items as legal conferences, depositions, court testimony or expansion of the appraisal for purposes not specified in this agreement will be billed at our standard per diem rate to be determined.

## **BILLING PROCEDURE**

The fee quoted for services to be provided currently will be progressively billed as follows:

- 60% of Appraisal Service Fee due upon completion of the on-site fieldwork
- Balance due upon delivery of the completed appraisal report

Unless special arrangements have been made all progressive payments must be in hand before the appraisal results are released for delivery.

This agreement may be terminated by either party at any time given 10 days written notice, however, accumulated fees and costs incurred to the point of termination will be billed through the active period.

## **ANNUAL REVALUATION SERVICE**

The Industrial Appraisal Company will maintain an Annual Revaluation Service for the original appraisal to keep current from year to year the statement of insurable values. This service will provide summary office repricing, redepreciation and revaluation once each year for the property covered by the original appraisal to keep current additions, deletions and transfers that have been reported to the Industrial Appraisal Company. The Industrial Appraisal Company will prepare a new certified appraisal summary containing its opinion of the current Cost of Reproduction New and Sound Insurable Value.

The fee for the Annual Revaluation and Maintenance Service will be **\$685.00**. This charge will be due on the first anniversary and annually thereafter at the beginning of each appraisal protection service year.

## **PROOF OF LOSS SERVICE**

In the event of a loss covered by insurance, provided immediate written notice is given to our Corporate Office, and our Annual Revaluation Service is in effect, the Industrial Appraisal Company will provide updated values, for preparation of proof of loss, of the appraised property as of the date of the loss.

## **TERMS AND CONDITIONS**

### **General**

In the event Industrial Appraisal Company's services are requested to include items not covered by this agreement, these services shall be negotiated between the Village of Warwick and Industrial Appraisal Company.

Fee stated in this agreement are predicated on property as indicated to us without benefit of independent verification. Should the results of our investigation indicate that the scope of the project or the amount of assets to be appraised is greater than indicated, we reserve the right to adjust our fee based on the additional work effort. Correspondingly, if we are requested to include other properties not listed in the information provided, we will identify the cost to provide those additional services in a separate notification.

Performance of this contract and fees developed hereunder are predicated upon reasonable free access to the property and required information and available data to be provided promptly as requested. When formulating our conclusions, we may rely on information provided by the Village of Warwick or others. Should new information become available after a draft or final report has been submitted, we reserve the right to amend or modify our report and the conclusions therein. The fee quoted is contingent upon the on-site inspection being conducted during normal business hours, Monday through Friday. Should it be necessary to conduct the on-site inspection other than during normal business hours, an additional fee may apply.

### **Limitation on Damages**

The Village of Warwick agrees that the Industrial Appraisal Company officers, directors, employees, shareholders, agents and subsidiary or related entities shall not be liable to the Village of Warwick for any claims, liabilities, causes of action, losses, damages (whether compensatory, consequential, special, direct, indirect, incidental, punitive, exemplary, or of any other type), costs and expenses (including, but not limited to reasonable attorneys' fees and expert witness fees and the reasonable time and expenses of Industrial Appraisal Company's personnel involved) in any way arising out of this engagement in any amount greater than the total amount of fees paid by the Village of Warwick to the Industrial Appraisal Company, except to the extent finally and judicially determined to have been the result of bad faith, gross negligence, or intentional or willful misconduct of the Industrial Appraisal Company. This provision shall survive the termination of this agreement for any reason, and shall apply to the fullest extent of the law, whether in contract, statute, tort, strict liability or otherwise.

### **Force Majeure**

Neither Party shall be liable for or deemed to be in default for any delay or failure to perform any act under this Agreement (other than the payment of money) resulting, directly or indirectly, from Acts of God, civil or military authority, acts of public enemy, war, accidents, fires, explosions, earthquake, flood, failure of transportation, strikes or other work stoppages by either Party's employees, or any other cause beyond the reasonable control of such Party.

### **Confidentiality**

To the extent Industrial Appraisal Company, its employees or agents is provided, has access to or comes into possession of, any protected proprietary and/or confidential information of the Village of Warwick (collectively, "Confidential Information"), the Industrial Appraisal Company, its employees and agents shall not, directly or indirectly, acting alone, or with others: (i) disclose to any other person or entity any Confidential Information (unless required by law); or (ii) use any Confidential Information other than for performance of this contract.

Industrial Appraisal Company agrees that upon completion and delivery of the appraisal reports, whether physically or electronically, the appraisals shall be the property of the Village of Warwick. Industrial Appraisal Company agrees to maintain the confidentiality of this Agreement and the information contained in the appraisals unless compelled to disclose such information by judicial process from a court of competent jurisdiction. Industrial Appraisal Company agrees that prior to any disclosure pursuant to judicial process, Industrial Appraisal Company shall notify, and provide a copy of such process to, the Village of Warwick.

### **Property Exclusions**

The appraisal will not include land, landscaping, licensed vehicles, fine arts, antiques, musical instruments, uniforms, consumable supplies, valuable papers, intangible assets, property of third parties, or properties other than those indicated in this agreement.



**ACCEPTANCE AND AUTHORIZATION TO PROCEED**

Neither party to this agreement is bound by any promise, term nor condition, either oral or written, not incorporated in this instrument. Acceptance of this Appraisal Agreement indicates acceptance of the Addendum. This offer for appraisal services **expires after ninety (90) days** at which time it may be renegotiated.

**SUBMITTED** this 6<sup>th</sup> day of **September 2018**

**INDUSTRIAL APPRAISAL COMPANY  
TWO GATEWAY CENTER  
603 STANWIX STREET, SUITE 1500  
PITTSBURGH, PENNSYLVANIA 15222**

*Chad Dupray*

Chad Dupray  
Regional Sales Manager

**ACCEPTED:**

**VILLAGE OF WARWICK  
77 MAIN STREET  
WARWICK, NEW YORK 10990**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

## Memo

**Date:** September 12, 2018

**To:** Mayor Newhard & The Village Board

**From:** Mike Moser, DPW Supervisor

**Re:** Oak Tree 18- Oakland Ave.

Motion to accept proposal from Hickory Tree & Landscaping, Inc. in the amount of \$3700.00 for the removal of Large Oak Tree at 18 Oakland Ave. Per recommendation of the DPW Supervisor and Rob Schuermann, Shade Tree Commissioner.

Three Proposals were obtained:

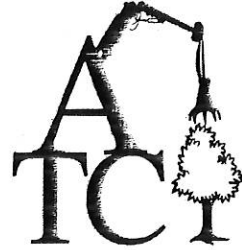
Hickory Tree & Landscaping Inc.	\$3700.00
Acorn Tree & Crane Services, Inc.	\$4400.00
High Point Tree Services, Inc.	\$4650.00

# The Acorn Tree & Crane Service, Inc.

P.O. Box 794  
Hewitt, NJ 07421  
Cell (845) 987-4610  
Office (973) 853-3138

www.acorn-tree-and-craneservice.com

## PROPOSAL



PROPOSAL SUBMITTED TO:

Now

DATE: 6-29-18

DPW@villageofwarwick.org

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

cut as low as possible

Oak Tree - dying - \$4000 -  
front of sterling Bank  
\* stump grinding \$400

SUBTOTAL \_\_\_\_\_

SALES TAX NJ \_\_\_\_\_

SALES TAX NY \_\_\_\_\_

TOTAL DUE 4400-

REMOVE ALL DEBRIS

or leave some  
stark wood whole.

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications involving extra costs will be executed upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon accidents or delays beyond our control including but not limited to weather conditions or unsafe site conditions. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Customer Signature

Authorized Signature

Linda Barrett

Company Title

President

# Proposal

Damien Leven  
(845) 477-0157

# HICKORY

Free Estimates  
(845) 494-8068

Tree & Landscaping, Inc.

P.O. Box 1393 Greenwood Lake, NY 10925

(Home of the real tree men)

www.HickoryTreeServiceNY.com

PROPOSAL SUBMITTED TO Village of Warwick D.P.W.	DATE 8-7-18
ADDRESS 77 Main St. P.O. Box 569	PHONE
WARWICK NY. 10990	DATE OF PLANS
JOB NAME AND LOCATION In front of Sterling National Bank	JOB PHONE

We hereby submit specifications and estimates, subject to all terms and conditions as set forth on both sides, as follows:

Take down large white oak tree  
Remove all debris  
Wood for village remove remaining  
Grind large stump.

1.  
3,700.00

TAX Exempt.

## CONDITIONS

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alternation or deviation from specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation insurance.

**Accepted** The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature


Date

Signature

## MEMO

**Date:** September 11, 2018

**To:** Mayor Newhard & The Village Board

**From:** Cathy Schweizer, DPW Clerk 

**Re:** NYCOM Training

Motion to grant permission to Mike Moser, DPW Supervisor to attend NYCOM Fall Public Works Training School in Lake Placid, NY from October 15 to October 17, 2018 at a cost of \$275.00 for training and \$750.00 for Lodging.

# Public Works Training School Tentative Agenda

*Check back for pending credits: +Wastewater Credit | \*DOH Credit | #PDH Credit*

## Monday, OCTOBER 15, 2018

### 9:00 a.m. PLENARY SESSION

- First-Time Attendee Public Works School Orientation

### 9:30 a.m. CONCURRENT SESSIONS

- Geographic Information Systems and Their Importance in Public Works
- Long-Range Capital Planning

10:30 a.m. Break

### 11:00 a.m. CONCURRENT SESSIONS

- Save \$\$\$ and Enhance Resiliency By Becoming a Water Sense Partner
- Shared Services Success

12:00 p.m. Lunch

### 1:00 p.m. CONCURRENT SESSIONS

- Wastewater Update
- Preventing Sexual Harassment in the Workplace

2:00 p.m. Break

### 2:30 p.m. CONCURRENT SESSIONS

- Social Media as a Communications Tool for the Public Works Department
- Excavator Safety

6:00 p.m. Reception

7:00 p.m. Welcome Dinner

## Tuesday, OCTOBER 16, 2018

### 8:00 a.m. EARLY-RISER ROUNDTABLE DISCUSSION

- Enforcing Safety Standards in the Field

### 9:15 a.m. CONCURRENT SESSIONS

- National Traffic Incident Management Responder Training - Part I
- LED Lighting

9-9-2018

To The Village of Warwick,

Notice of Claim

As you know there was a water main leak at the edge of my property, that we discovered on March 9<sup>th</sup> 2018. Attached is the 5-14-18 letter we sent to the Village Clerk, Raina, which details the incident.

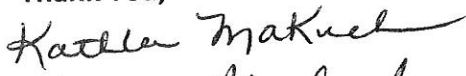

We sustained pool damage because there was so much ground water pressure outside the pool. As stated before, our sub pump starting running around March 1<sup>st</sup> and we could not figure out why, since the ground was frozen. It wasn't until March 9<sup>th</sup> when I was leaving for work, that the water had so saturated the ground that it was now on the surface running down our driveway.

Attached is the pool invoice of \$325.15. Attached are pictures of the pool and the water coming out of the sub pump running through the snow.

We also have the cost of filling our pool back up after the pool company put the liner back into the rails. Mike Moser had told us to send him a picture of our water meter once the pool had filled back up, which we did and is also attached, ( I don't know how many gallons it took or the cost of the water). He took the numbers on the water meter when we started to fill it back up. He knows how much it took. Attached is our water bill with a usage of "22", which is way more than ever.

We are requesting both the \$325.15 and the cost of the water to fill it back up.

Thank You,

Kathleen and Dan Makuch

29 North Lynn St.

Warwick, NY 10990

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



VILLAGE OF WARWICK  
INCORPORATED 1867

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

Sept. 13, 2018

TO: Mayor Newhard & Village Board of Trustees

RE: Daniel & Kathleen Makuch-29 North Lynn St  
Cost of 8 thousand gallons of water to fill pool

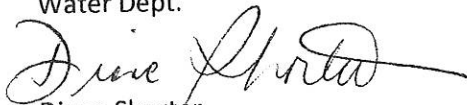
The following is the total water/sewer amount cost for 8 thousand gallons of water:

Water – 8 x \$5.12 = \$40.96

Sewer – 8 x \$4.62 = \$36.96

TOTAL 8<sup>th</sup> Gallons = \$77.32

Village of Warwick  
Water Dept.

  
Diane Shorter  
Water Billing Clerk



**Village of Warwick**

**Treasurer's Request**

**BUDGET MODIFICATIONS  
For Approval at Board Meeting 9/17/2018**


**GENERAL FUND**

TRANSFER TO				TRANSFER FROM		
ACCT CODE	ACCT DESCRIPTION	AMOUNT	NOTES	ACCT CODE	ACCT DESCRIPTION	AMOUNT
A.1410.2000	Village Clerk - Equipment	1,098.00	New printer to replace clerk's old printer not repairable.	A.1410.4750	Village Clerk - Training/Dues	1,098.00
A.3620.4570	Code Enf/Bldg Inspector - Maint. Contracts	4,521.60	Municipity new software was budgeted 17-18. Conversion process delayed to FY18-19 and was not budgeted. 2 installments to pay plus prorated from old software.	A.3620.4650	Code Enf/Bldg Inspector - Spec. Dept Supplies	1,000.00
				A.1990.4950	Contingent	3,521.60
A.5010.2000	Street Admin - Equipment	750.00	New computer to replace DPW Supervisor's old computer hard drive crash.	A.5010.4750	Street Admin - Training/Dues	750.00
A.5010.2000	Street Admin - Equipment	250.00	Switch water billing printer to DPW clerk to replace old printer.	A.5010.4750	Street Admin - Training/Dues	250.00
A.8160.4005	Refuse - Sanitation Fees	6,000.00	Bulk pickup schedule in June new fiscal year (usually in May).	A.1990.4950	Contingent	6,000.00
<b>TOTAL</b>		<b>12,619.60</b>		<b>TOTAL</b>		<b>12,619.60</b>

**WATER & SEWER FUND**

TRANSFER TO				TRANSFER FROM		
ACCT CODE	ACCT DESCRIPTION	AMOUNT	NOTES	ACCT CODE	ACCT DESCRIPTION	AMOUNT
F.8310.2350	Water Admin - Equipment	625.00	New high volume printer needed for water/sewer bill printing. Current printer cannot handle volume properly. This printer will go to DPW Clerk	F.8310.4550	Water Admin - Office Supplies	625.00
G.8110.2350	Sewer Admin - Equipment	625.00		G.8110.4550	Sewer Admin - Office Supplies	625.00
<b>TOTAL</b>		<b>1,250.00</b>		<b>TOTAL</b>		<b>1,250.00</b>

Respectfully submitted,

  
Cathy M. Richards  
Village Treasurer

9/12/18

To: Mayor Michael Newhard and the Board of Trustees

From: Donna Kaminski for Project Knomad/Community 2000

Dear Mayor and Board of Trustees,

I am respectfully requesting to be placed on the docket for Sept. 17, 2018. Project Knomad is seeking approval to hold our annual event – Game of Skate 2018 - within the skate park in Veterans Memorial Park on Sunday, Oct. 7<sup>th</sup>, 2018. Our time needs for this area would be from 11:30am until 6pm with the event taking place from 1 – 5pm.

This event includes skaters skating in the park in 3-4 sessions (approx. total of 8-10 people in teams of 2-4 each session) with spectators on the grass. There will be an entry fee for participation in the competition within the skate park which covers costs and provides prizes for the winners. PK will be selling pizza, packaged snacks and bottled water at a nominal cost to cover our costs and any profits will go toward our next event.

PK will need access to electricity and would like to use two tables and 20 chairs from the park shed. We also ask that the trash bins in the skate park be emptied before the event and clean garbage bags be put in them in preparation. PK will clean up after the event.

Community 2000 is providing the insurance rider and the \$100 refundable deposit. Any questions or requests for additional information can be directed to me, my contact information provided below.

Thank you for your kind attention to this matter. We appreciate your support.

Sincerely,

Donna Kaminski for Project Knomad

845-630-8386

[donnamarieh@hotmail.com](mailto:donnamarieh@hotmail.com)

**RECEIVED**

SEP 12 2018

**VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE**

VILLAGE OF WARWICK  
FACILITY USE REQUEST

Today's Date 9/12/18

Date(s) Requested: 10/7/18

Time of Event: 11:30 am - 6 pm

Village Park/Facility Requested: Skate Park in Veterans Mem Park

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

Information about Group/Organization:

Name of Organization or individual: Project Knomad / Comm 2000

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

Proof of Residency: \_\_\_\_\_ Designated Contact: Donna Kamenski

Mailing Address: P.O. Box 552 Warwick, NY 10990

Telephone: (Day) \_\_\_\_\_ (Evening) \_\_\_\_\_ (Cell) 845-630-8386

Information about intended use of Village Facilities:

Purpose of Use: Annual Game of Skate Event

Total Participants Expected: 20 Adults 30 Children

How will the event be advertised? Posters, Facebook / social media

Is Village equipment required? ☒ Yes ☐ No

If needed, state type and for what purpose: Electricity on 2 tables and approx 20 chairs from pavilion shed - seating + refreshment tables

Village of Warwick Participants: 35 Non-Resident Participants: 15

Is an admission fee charged? ☐ Yes ☒ No

If so, what will proceeds be used for:

proceeds cover costs and prizes

Will food be served? \_\_\_\_\_ Will food be sold? yes

Please give details: pizza, bottled water, packaged snacks

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 Comm 2000 / Project Knomad (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 Comm 2000 / Project Knomad (name organization).

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

Address: 36 Main St. Apt 2F Telephone: 845-630-8386

\$100 security  
+  
insurance  
received

RA

RECEIVED

SEP 12 2018

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE





A component fund of the Community Foundation of Orange and Sullivan

September 12, 2018

Dear Mayor Newhard and Board of Village Trustees:

I would like to follow up on questions and concerns you had expressed regarding our facility use request for Stanley-Deming Park on October 21, 2018.

We are planning a much more low-key event than our Summerfest in the Town Park in August 2017. One thing we learned from our Summerfest event was that our food vendors felt somewhat excluded from the action, which is why we would most likely not be interested in the basketball court as venue for food trucks. We hope a few local restaurants could set up a tent/table that would be incorporated into the general vendor area, surrounding the children's activities set up at the picnic tables under the large trees and family games. Perhaps we could have one or two food trucks set up in the parking area near one of the park entrances? And yes, we would require any food vendors to have the proper health department permits, as we did for local restaurants and food trucks at Summerfest.

Please find attached a map to get a better sense of what we were thinking for our event's vendor set-up. I hope this helps clarify any questions you had. Thank you for your consideration.

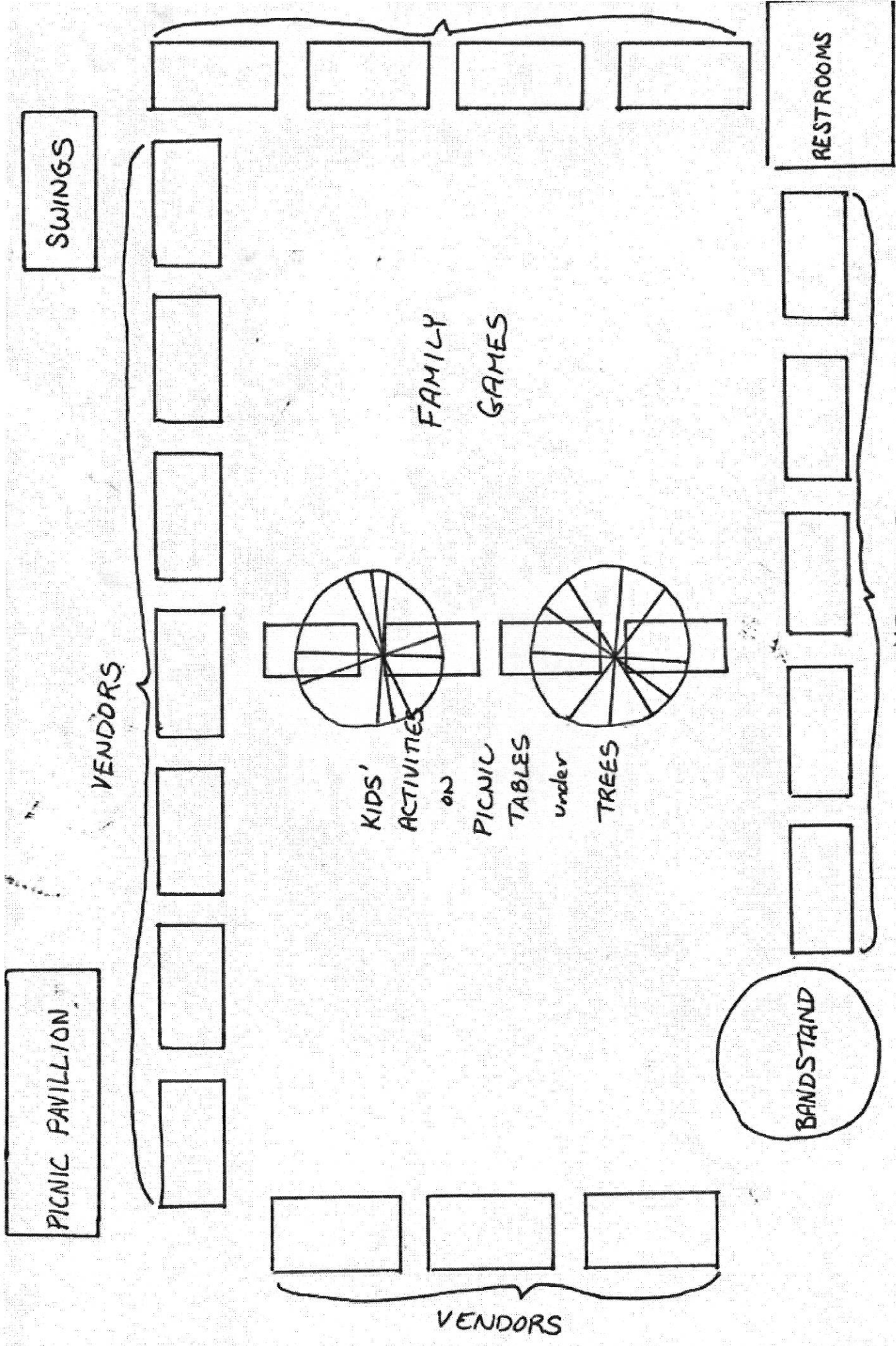
Kind regards,

Hannelore Chambers  
President  
Warwick Playground Dreams

**RECEIVED**

**SEP 12 2018**

**VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE**



SOUTH STREET



A component fund of the Community Foundation of Orange and Sullivan

August 29, 2018

Dear Mayor Newhard and Village Trustees:

Warwick Playground Dreams asks your permission to host a family-friendly event in Stanley-Deming Park on the afternoon of Sunday, October 21, 2018. It would be a simple event along the lines of "Bring Your Parents to the Park Day" and would be centered around children's activities and childhood games, as well as family-friendly music under the bandstand, a talent show and a Laugh-In. We would also like to invite a limited number of vendors and food trucks/ tents from local restaurants to the event as well. We would also sell bottled water, pre-packaged snacks and bake sale items to fundraise for the playground.

Under the name "Community Ties", we would also offer the community an opportunity to sponsor an eco-friendly raffia ribbon on which they could write their family name and tie it to the fence that runs between the park and South Street. The ribbons would stay tied onto the fence for the following week and would be removed by October 29, 2018.

Of course, we would also have a table staffed by our committee members to answer any questions and concerns they might have about the playground project. This event would be a great opportunity for us to further educate and energize the community on-site about the new playground and the different forms of sponsorship, recruit volunteers for Build Week as well as offer another event for children and adults alike to come and enjoy this beautiful park.

Sincerely,

Hannelore Chambers  
President  
Warwick Playground Dreams

**RECEIVED**

**AUG 29 2018**

**VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE**



VILLAGE OF WARWICK  
FACILITY USE REQUEST

Today's Date 8-29-18

Date(s) Requested: 10-21-18

Time of Event: 1-6 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 PLAYGROUND DREAMS

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

Proof of Residency: \_\_\_\_\_ Designated Contact: CHRISTY MILLS

Mailing Address: 104 LAUDATEN WAY, WARWICK NY 10990

Telephone: (Day) \_\_\_\_\_ (Evening) \_\_\_\_\_ (Cell) 845-544-8934

Information about intended use of Village Facilities:

Purpose of Use: FAMILY-FRIENDLY EVENT TO FUNDRAISE FOR  
NEW PLAYGROUND

Total Participants Expected: 200 Adults 300 Children

How will the event be advertised? LOCAL NEWSPAPER + SOCIAL MEDIA, POSTERS

Is Village equipment required? ☐ Yes ☒ No

If needed, state type and for what purpose: JUST RESTROOMS + electric

Village of Warwick Participants: 300 Non-Resident Participants: 200

Is an admission fee charged? ☐ Yes ☐ No ☒ MAYBE IF SO, IT WOULD BE SMALL AMOUNT

If so, what will proceeds be used for: FUNDRAISING FOR PLAYGROUND  
EQUIPMENT

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

Please give details: FEW FOOD TRUCKS OR EVENTS FROM LOCAL RESTAURANTS.  
WE WOULD ALSO LIKE TO SELL BOTTLED WATER, PRE-PACKAGED SNACKS, BAKE

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 PLAYGROUND DREAMS (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 PLAYGROUND DREAMS (name organization).

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

Address: 104 LAUDATEN WAY, WARWICK NY 10990 Telephone: 845-544-8934

\$100 sec. deposit  
+  
insurance  
received-RA

RECEIVED

AUG 29 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.

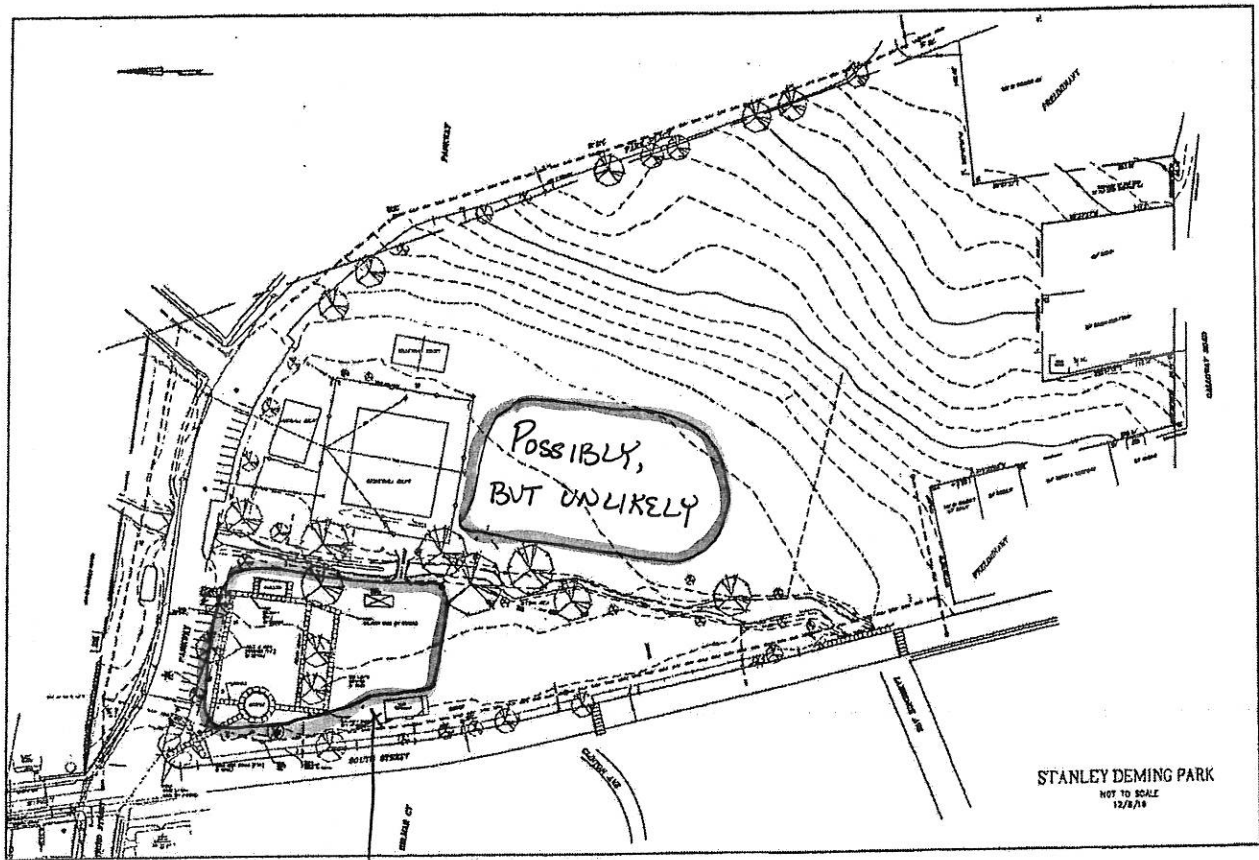
21. Prior to the start of the event, an announcement should be made to your group regarding emergency evacuation procedures, for example pointing out posted procedures, direction for exiting, procedures for emergency helicopter landing, etc.
22. In the event of an accident, please notify the Village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

Christy Mills  
Signature

August 29, 2018  
Date



\*does not include playground area. We will not have any activities on the playground.



# Warwick Reformed Church

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## Pastors

The Rev. Dr. Linden DeBie  
20 Maple Avenue  
Warwick, NY 10990  
954-270-7489

## Church

16 Maple Avenue  
Warwick, NY 10990  
(845) 986-4517

Village of Warwick  
77 Main St.  
Warwick, NY 10990

August 28, 2018

Mayor Newhard, Trustee McManus, Trustee Patterson, Trustee Lindberg, Trustee Cheney:

This year the The Warwick Reformed Church (Hispanic Ministry) is planning our Sixth Annual Hispanic Month Parade and Celebration. The event will be on Sunday, September 23, starting at 4pm at the Warwick Reformed Church, 16 Maple Ave.

We would like to ask permission to have our annual Parade and Celebration on Railroad Green.

The Parade will kick off at 4pm, down Main St., Oakland Ave., and end on Railroad Ave. (*See attached map*) Celebrations will be held on Railroad Ave. and Railroad Green. We will have speeches from local dignitaries, we will be giving awards to outstanding citizens, there will be free food samplings, music and dancing. This is a free event and all are welcome to join us.

We are asking for Railroad Ave. to be closed from 2pm-11pm. This time will include set-up and break down. The Police Department has been notified and will assist with the parade.

We look forward to this event every year and we thank you for your support of the Hispanic Community in Warwick.

Grace and Peace,



Pastor Rolfi Elivo-Lopez



VILLAGE OF WARWICK  
FACILITY USE REQUEST

Today's Date 8/22/18

Date(s) Requested: 8/23

Time of Event: 3 PM - 10 PM

Village Park/Facility Requested: RAIL RD AVE PARK  
\*\*\*\*Please use attached map to indicated areas to be used\*\*\*\*

Information about Group/Organization:

Name of Organization or individual: Warwick Reformed church

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

Proof of Residency: \_\_\_\_\_ Designated Contact: Linda Kurtz

Mailing Address: 16 Maple Ave Warwick NY

Telephone: (Day) 845-986-4517 (Evening) \_\_\_\_\_ (Cell) 845-825-7536

Information about intended use of Village Facilities:

Purpose of Use: Hispanic Heritage Month Celebration

Total Participants Expected: 150 Adults 80 Children

How will the event be advertised? YES

Is Village equipment required? ☒ Yes ☐ No

If needed, state type and for what purpose: PARKING COVER

Village of Warwick Participants: 145 Non-Resident Participants: 45

Is an admission fee charged? ☐ Yes ☒ No

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

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

Please give details: the parking reception area will be in the WRC parking lot. we'll serve food there

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 WRC (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 Reformed Church (name organization).

Linda Kurtz

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

Address: 31 Highland Ave Warwick Telephone: 845-544-0888

\$100 sec. deposit rec. 9/4/18

Insurance RA

RECEIVED

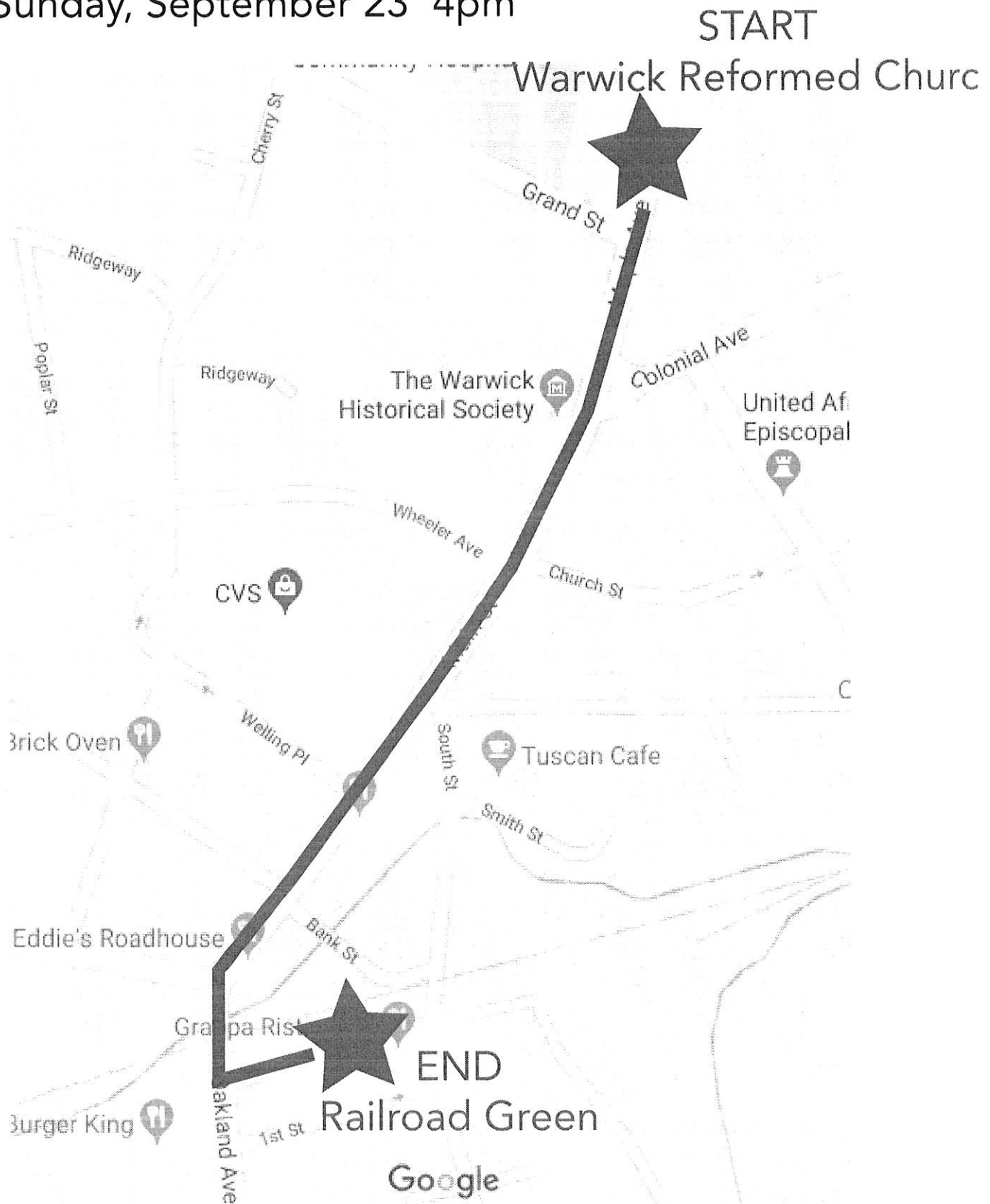
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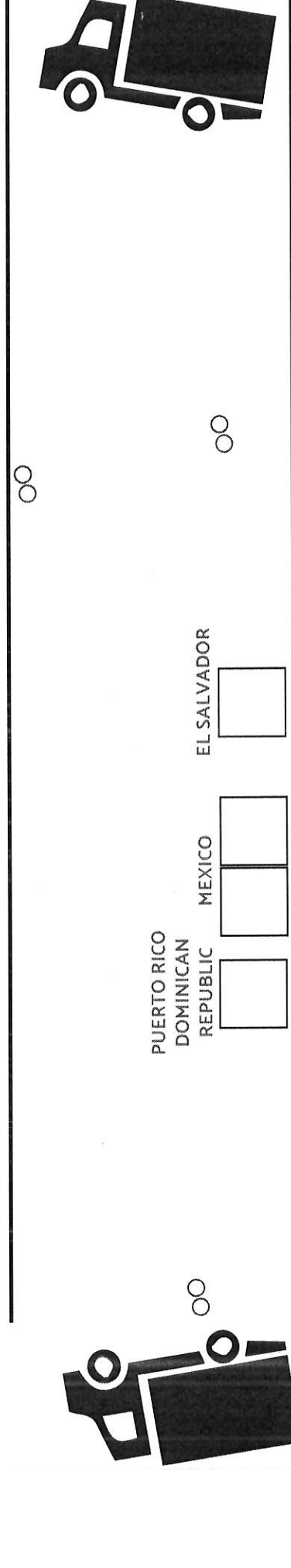
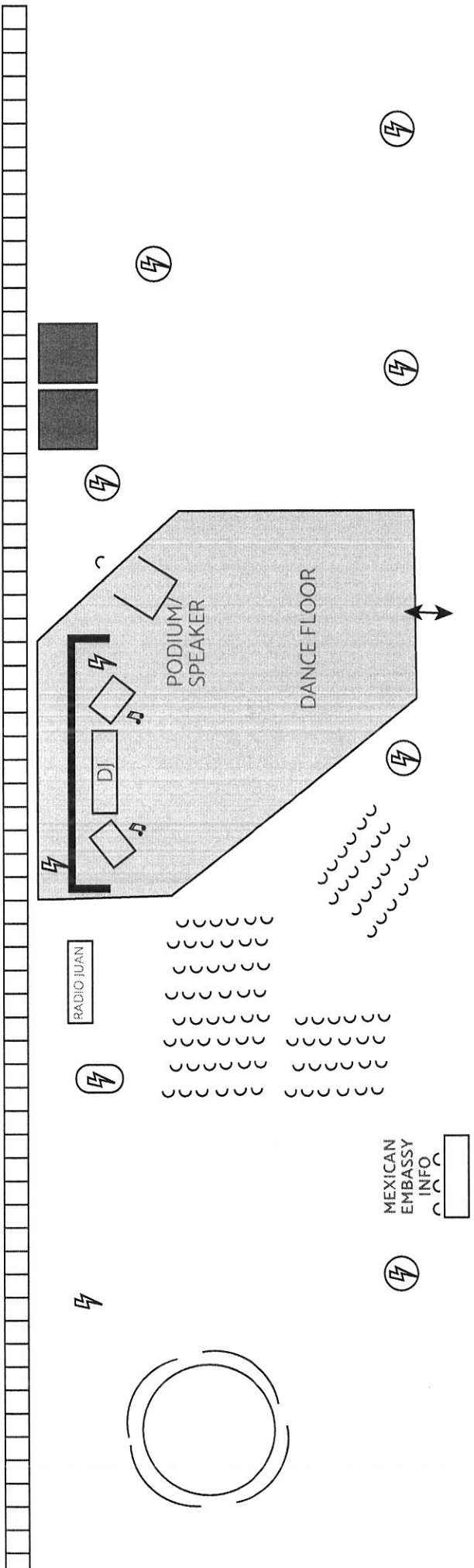
VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE



# Hispanic Heritage Parade Route

Sunday, September 23 4pm





11AM	BAG METERS (INCLUDING ONE BY FLOWER POT)
1PM	DJ ARRIVES RADIO JUAN ARRIVES
2PM	DPW ON SITE STREET CLOSED/BLOCKED SET-UP TENTS, TABLES, CHAIRS FOOD DROP OFF ON SOUTH ST. SIDE SET UP COMPLETE
3PM	PARADE ARRIVES (DPW MOVE TRUCK FOR CHINELOS)
4PM	SPEECHES/AWARDS/DANCES
4:45PM	CELEBRATION CONTINUES
5-6PM	CLEAN UP/BREAK DOWN
6-8PM	
8-9PM	

# WARWICK'S ANNUAL HISPANIC HERITAGE

## Parade and Celebration

National Hispanic Heritage Month  
tú estás invitado

*you're invited*

### SUNDAY, SEPTEMBER 23

4pm

**HISPANIC HERITAGE PARADE**

4:30-8pm

**RAILROAD GREEN  
FOOD TASTINGS  
MUSIC  
DANCING**

*Event made possible by:*

*Spanish Ministry at the Warwick Reformed Church  
WIN  
Village of Warwick*

