

**BOARD OF TRUSTEES  
VILLAGE OF WARWICK  
APRIL 1, 2019  
REORGANIZATIONAL MEETING**

**8060**

The Annual Reorganizational Meeting of the Board of Trustees of the Village of Warwick was held on Monday, April 1, 2019 at 7:30 p.m. in Village Hall, 77 Main Street, Warwick, NY. Present were: Mayor, Michael J. Newhard, Trustees: Barry Cheney, William Lindberg, Eileen Patterson and George McManus. Also present were: DPW Supervisor, Michael Moser and Village Clerk, Raina Abramson. Others present: Joe Lawler, Kerry Demetroules, Karen Thomas, Youth Advisory students from the Warwick Valley Community Center, Maryann Benedict, Carolynn Cassata, Alfredo Pacheco, Michael Helme, and others.

The Mayor called the meeting to order and led in the Pledge of Allegiance.

The Clerk held the roll call.

Mayor Newhard: A couple things, tonight is our annual reorg meeting. It's always the first meeting of April and so this is happening throughout the entire State of New York and all our villages, so we are all connected in that way. I would like to take a moment and introduce to everybody and to the members of the Board our new Deputy Clerk, Maryann Benedict, Maryann, hi and thank you for coming.

And so, we are going to read roll call, not a roll call but appointment for the official year of the Village of Warwick beginning April 1, 2019. Raina, who is our Village Clerk, will read those appointments and also this year it's not just appointments it's also policies and procedure, I'm going to give a recap of the policies and procedures that we have refined, defined over this past year and a half. So, Raina please:

**Appointments for the Official Year of the Village of Warwick Beginning April 1, 2019**

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 – William Kang – 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  
Assessor – Richard Hubner  
Accountant – Michael Vernieri  
Grant Writer – Linda Smith  
Registrar of Vital Statistics - Eileen Astorino  
Deputy Registrar - Melissa Stevens

**Village of Warwick**  
**Board of Trustees**  
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Sub-Deputy Registrar - Carolyn Purta  
Computer Consultant – TCG Solutions, Kevin Brand  
Computer Programmer – Edmunds & Associates, BAS, Municipity  
Web-Site Maintenance – Mark Damia

\*All Professional Agreements, including fees are on file in the Clerk's Office

Deputy Mayor – Barry Cheney  
Public Works Supervisor – Michael Moser  
Village Clerk – Raina Abramson  
Deputy Village Clerk – Maryann Benedict  
Village Treasurer – Cathy Richards  
Deputy Village Treasurer – Denise Bulnes  
Working Leader – James Quackenbush  
Recreation Director – Ron Introini  
Shade Tree Commissioner – Robert Scheuermann  
Official Banks – Connect One Bank, Sterling Bank  
Associate Village Justice – Peter Barlet  
Risk Management – Raina Abramson  
Emergency Management – Michael Moser, Michael Newhard  
911 Coordinator – Maureen Evans  
Village Newspaper – Warwick Valley Dispatch  
Citizens Awareness Panel/Jones Chemical – Mayor, Michael Newhard, 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 Concert Coordinator – William Iurato  
Village Historian – Ivy Jordan Tulin  
Village Poet Laurette – Donna Haley  
Village Artists in Residence – Elliot Belokostolsky & Peter Liepke

**Planning Board**

Members – 5 Year Terms, Chairman & Alternate - Annual

**Member** – Karl Scheible (Five Year Appointment – expiring March 31, 2024)  
**Alternate** – Kerry Boland (Annual Appointment)

**Zoning Board of Appeals**

Members – 5 Year Terms, Chairman & Alternate - Annual

**Chair** – John Graney (Annual Chair Appointment /Member through March 31, 2020)

**Members** –

- Jonathan Burley (\*Extend term by two years, expiring March 31, 2022)
- John Prego (\*Extend term by three years, expiring March 31, 2023)
- John MacDonald (Five Year Appointment – expiring March 31, 2024)

\*To create a five-year staggered term

**Architectural and Historic Review Board**

Members – 5 Year Terms, Chairman & Alternate - Annual

**Chair** – Michael Bertolini (Annual Appointment)

**Alternate** – Kerri Foley (Annual Appointment)

**Members** –

- Michael Bertolini (Five Year Appointment – expiring March 31, 2024)
- Jane Glazman (\*Four Year Appointment – expiring March 31, 2023)
- Chris DeHaan (\*Two Year Appointment – expiring March 31, 2021)
- Matthew Finn (\*Extend term by two years, expiring March 31, 2022)

\*To create a five-year staggered term

Trustee Cheney: 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: 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.

Mayor Newhard: So, as I mentioned before I'm going to do also a policy recap, policies and procedures, and as I mentioned earlier to you as a group that we made a determination that whenever we heard the expression, "that's the way we've always done it", to relook at our

policies that are in place and that have been in place for potentially a long time. And so, when we hear that phrase we say, ok, then let's take a close look at that. And that has been the catalyst for doing a lot of internal changes, but also changes that really touched the public in many ways and you'll hear about that. So, some of the changes include:

**Village of Warwick**  
**2018-19 Annual Recap Policies and Procedures**

- Collections Procedure
  - Duplicate numbered receipts books are now being utilized in all departments that collect funds.
  - Deposit reports accompany all checks or cash to be deposited
  - Monthly reports from each department are provided to the Treasurer for reconciliation
  - Monthly reports from the Clerk's Office, Justice Department, Building, Planning and Zoning Departments are provided to the Village Board for review.
  - Revenue deposits are now entered into the Edmunds system immediately
  
- Recreation Program
  - Recreation Manual is now on file
  - Receipt books will be utilized for each program
  - Registration fees collected are submitted with a report detail
  - Staff, Camper and Fee Collection reports will be maintained in the Clerk's Office
  - Background checks for all staff over the age of 18 will be performed
  
- Reserve Accounts (8)
  - Water Debt Reserve Fund
  - Dam Repair Reserve Fund
  - Waste Facility Reserve Fund
  - Sewer Debt Reserve Fund
  - Unemployment Insurance Payment Reserve Fund
  - Parking Lot Reserve Fund
  - Infrastructure Reserve Fund
  - Equipment Reserve Fund
  
- Adopted Policies
  - Sexual Harassment Policy and Complaint Procedure
  
- Policies in Process
  - Procurement Policy
  - Investment Policy

- Procedures
  - Revision and updates to the escrow reconciliation and recording process in both the Clerk's Office and Planning and Zoning
  - Professional Agreements are obtained / updated annually
  - New interoffice safety procedures have been implemented
  - New cataloging / database process for records located at the off-site vault
  - Corrected and enhanced employee profiles / database
  - Revamp of the Village / Town fuel procedure is in process
  - A summary of three written quotes for purchases \$2,000 - \$19,999 signed off by the department head and attached to the voucher for Board approval
  - Update to check signature procedure
  - Updated online banking transfer approval procedure
  - Creation procedural manuals for important administrative functions such as payroll and water billing
  - Implemented policy and procedure relating to overtime
  
- Employee Handbook Updates/Revisions
  - Sexual Harassment Policy and Complaint Procedure
  - Increased insurance buyout
  - Clarification of Retiree Health Insurance Benefits
  - Revisions to:
    - Section 2.0 Employee Classifications
    - Section 3.5 Behavior Policy
    - Section 4.0 Operational Policy
    - Section 6.3 Compensation Rates
  
- Water Department
  - Reduction of water/sewer bill mailings
  - Implemented Water/Sewer bill dispute procedure
  - By mid-summer residents will be able to pay their water/sewer bill via credit or debit card in Village Hall. They will also be able to view their water/sewer account online via a secure pin and make a payment via credit or debit card /or E-check 24 hours a day / 7 days a week.
  - Updated the in-office record keeping procedure
  - Enhanced database records
  
- Village Taxes
  - Village tax information is now available online. Residents can view a 5-year history.
  - Beginning June 1, 2019 residents will be able to pay their taxes via credit, debit, or E-check or pay their taxes in person at Village Hall via credit or debit card.

- Grants
  - Wastewater Treatment Plant EFC Grant - \$3,062,500.00
  - Bucket Truck - \$75,000
  - Memorial Park - McFarland Drive Walkway & Parking Lot - \$50,000
  - Orange County Tourism - \$2,500
  - Municipal Zero-Emission Vehicle & ZEV Infrastructure Rebate Program - \$8,000
  - Stanley Deming Handicap Accessible Playground Surfacing - \$75,000
  - Memorial Park Parking Lot - \$50,000
  
- Justice Court
  - Court fines and parking tickets are now payable online
  
- Village Hall Employees
  - Separation of Deputy Clerk/Treasurer position
  - Addition of a Full-Time Deputy Clerk & Full-Time Deputy Treasurer
  - Addition of a Part-Time Court Clerk
  
- Planning, Zoning, Architectural Review Board
  - Researched and updated terms of appointment

Mayor Newhard: That's a lot and it's been some sweeping changes but we are not done because we understand that to be good government and serve the people of this community, this is what we really are obliged to do and we do it readily because we know that it makes us stronger and a better village.

**Approval of the Acceptance of Appointments for the Official Year of the Village of Warwick Beginning April 1, 2019**

A MOTION was made by Trustee Patterson, seconded by Trustee Lindberg and carried to accept the Mayor's recommendations for appointments. Five Ayes

**Approval of the Acceptance of the Planning Board Chair Appointment for the Official Year of the Village of Warwick Beginning April 1, 2019**

A MOTION was made by Trustee Patterson, seconded by Trustee Lindberg and carried to appoint George Aulen as the Chairman of the Planning Board until September 2019. Four Ayes, One Nay (Trustee McManus)

Mayor Newhard: Thank you ladies and gentlemen. So tonight, we also have a lot going on that's why you guys are here. But before we get going, we have a Public Hearing to discuss projects to be considered for funding under the Orange County Community Development Program.

**Public Hearing to discuss projects to be considered for funding under the Orange County Community Development Program**

The Village Clerk read the public notice:

**LEGAL NOTICE**

The Board of Trustee 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 1, 2019 at 7:30 p.m. in Village Hall, 77 Main Street, Warwick, NY. The purpose of this Public Hearing is to:

1. Inform citizens of the opportunity to apply for funding.
2. Review the community development needs.
3. Obtain citizen input, particularly from low to moderate income persons on which activities should be included in funding proposals and application.

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 26, 2019.

**Discussion**

Mayor Newhard: So, I open it up to the audience if anybody has any ideas about a funding project for Community Development. Over time Community Development has become much more defined and refined as to what they will fund and what they will not fund as to very specific criteria which makes it much more of a challenge.

Ok, can I have a motion to close the public hearing?

Trustee Patterson: I'm just surprised there is not a suggestion for some kind of improvement to the Community Center.

Mayor Newhard: There are always suggestions.

Karen Thomas: There are always suggestions. It will be forthcoming.

Mayor Newhard: So, can I have a motion to close the public hearing.

**Public Hearing – 2020 Orange County Community Development Program**

A **MOTION** was made by Trustee McManus, seconded by Trustee Patterson and carried to close the Public Hearing to discuss projects to be considered for funding under the Orange County Community Development Program. Five Ayes

**Authorization to Pay all Approved and Audited Bills**

A **MOTION** was made by Trustee McManus, seconded by Trustee Patterson and carried to authorize to pay all Approved and Audited Bills in the amount of \$259,209.67. Five Ayes

**Presentation**

Mayor Newhard: And so tonight we have a presentation from the Warwick Valley Community Center Youth Leadership Program. Henry, I am going to ask you to come up and speak to our Board.

**1. Warwick Valley Community Center Youth Leadership Program**

Henry Prevost spoke about the Warwick Valley Community Center Youth Leadership program and the variety of service-oriented projects that they are exposed to which help them develop their leadership skills. Henry opened the floor to approximately twenty members of the program. They introduced themselves to Board members and talked about how long they have been in the program, their accomplishments and opportunities the program afforded them. Kerry Demetroules presented an award from the County Executive. The award Kerry presented was for outstanding leadership, volunteerism and citizenship and this year they nominated Travis Stella, who won first place.

**2. HeatSmart Warwick**

Carolyn Cassata from Sustainable Warwick spoke about the HeatSmart program. HeatSmart is part of the wider state campaign through funding called the Clean Heating and Cooling Campaign. Carolyn spoke about the benefits of the HeatSmart program and savings it provides. Michael Helm, who was an early adopter of the technology also spoke about the benefits and savings the program provides. He also spoke about how it will reduce our carbon footprint. Six handouts about the program were provided to us which are displayed in Village Hall.

**Correspondence**

Memo from Village Clerk regarding record retention.

**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.

Mayor Newhard: We will open it up to the privilege of the floor if anybody would like to speak to the Board tonight, we are all ears.

Joe Lawler: I will quickly.

Mayor Newhard: Ok

Joe Lawler: Good evening ladies and gentlemen.

Mayor Newhard: Good evening.

Trustee Paterson: Good evening, Joe.

Joe Lawler: Two things I wanted to bring up, I didn't see anything on the agenda about spring cleanup. I know Mike wanted to forget about it.

Mike Moser: I was so .... I'm waiting for the end of May; I just have a couple (inaudible).

Mayor Newhard: Thank you.

Joe Lawler: Who is the rep for the program you have going on about the streetlights? Taking over the streetlights in the Village?

Mayor Newhard: Barry is consuming a lot of the leg work on it.

Joe Lawler: Ok, then I will contact Barry, I don't want to tie you up. I know you have a full meeting tonight.

Mayor Newhard: Ok, we do have a full meeting tonight.

Joe Lawler: Thank you and welcome to the spring.

Mayor Newhard: And you missed your reappointment to the Citizens Awareness Panel.

Joe Lawler: Ok, there you go.

Mayor Newhard: You came in right after it. Thank you for doing that, I appreciate it.

Joe Lawler: No problem.

**Scheduling of a Public Hearing – Tentative Budget for Fiscal Year 2019/20**

A **MOTION** was made by Trustee Cheney, seconded by Trustee Lindberg and carried to schedule a public hearing on the Tentative Budget for Fiscal Year 2019/20 on Monday, April 29, 2019 at 7:30 p.m. Five Ayes

**RESCINDED Road Closure – Church Street / Little League Parade**

A **MOTION** was made by Trustee Cheney, seconded by Trustee Lindberg and carried to rescind the motion made on February 19, 2019 to close Church Street on Saturday, April 6, 2019 starting at 9 a.m. for the benefit of the Little League parade. Five Ayes

**Road Closure – High Street / Little League Parade**

A **MOTION** was made by Trustee Cheney, seconded by Trustee Lindberg to close High Street on Saturday, April 6, 2019 starting at 9 a.m. for the benefit of the Little League parade. Barriers to be provided by the Department of Public Works. The parking spaces on the east side of Main Street between High and Church Streets to be designated as "No Parking" so they can be used for drop-off of participants. Five Ayes

**Resolution Revising Village Employee Handbook – Section 2.6**

WHEREAS, it is appropriate for the Village Board to periodically review and revise the Employee Handbook of the Village of Warwick to update the policies and procedures set forth therein in order to better serve the needs of the Village, its employees and the community; and

WHEREAS the Village Board has before it a proposal to make certain revisions to the Employee Handbook; and

WHEREAS, the Village Board has reviewed and considered the said revisions, and finds them to be necessary and proper at this time;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That Section 2.6, "Architectural Review Board" of the Employee Handbook of the Village of Warwick is hereby deleted in its entirety and replaced with the attached revised text.

2. That the aforesaid revisions to the Employee Handbook shall be retroactively effective *nunc pro tunc* as of June 1, 2018.

Trustee Cheney presented the foregoing resolution, which was seconded by Trustee Lindberg,

The vote on the foregoing resolution was as follows:

Barry Cheney, Trustee, voting Aye

William Lindberg, Trustee, voting Aye

Eileen Patterson, Trustee, voting Aye

George McManus, Trustee, voting Aye

Michael Newhard, Mayor, voting Aye

**Discussion Prior to Vote:**

Trustee Paterson: Where is section 2.2?

Mayor Newhard: It should be in our packet.

Trustee Paterson: It's not that I don't believe you, but I want to look at it.

Mayor Newhard: Yeah, of course.

Trustee Paterson: Oh, ok, so it is just that explanation.

Mayor Newhard: Right, what happened was that there was a description of the ARB and the AHRB and they were becoming confused, especially as far as the dates.

Trustee Patterson: Ok, so we no longer have an Architectural Review Board. We have an ADHRB, AHDRB. Ok thank you, that is all I was wondering about.

**Background Check Screening Services – JDP Palantine, LLC (JDP)**

A **MOTION** was made by Trustee Cheney, seconded by Trustee Lindberg and carried to authorize the Mayor to accept the proposal from JDP Palantine, LLC (JDP) and enter into a Screening Service Agreement with same for background check services. Five Ayes

**Budget Modification – Treasurer’s Request**

A **MOTION** was made by Trustee Lindberg, seconded by Trustee Cheney and carried to approve the budget modifications as per the Village Treasurer's letter dated March 27, 2019. Five Ayes

**Facility Use Request – Stanley Deming / Park Avenue Elementary School Third Grade**

A **MOTION** was made by Trustee Lindberg, seconded by Trustee McManus and carried to grant permission to Park Avenue Elementary School to hold a third-grade picnic in Stanley Deming Park on June 21, 2019 with a rain date of June 24, 2019 from 9 a.m. to 11:30 a.m. Completed park permit, and proof of proper insurance have been received. Security deposit has been waived. Five Ayes

**Facility Use Request – Stanley Deming / Park Avenue Elementary School First and Second Grade**

A **MOTION** was made by Trustee Lindberg, seconded by Trustee Cheney and carried to grant permission to Park Avenue Elementary School to hold a first-grade picnic in Stanley Deming Park on June 7, 2019 with a rain date of June 11, 2019 and a second grade picnic on June 5, 2019 with a rain date of June 14, 2019 from 10:00 a.m. to 2:00 p.m. Completed park permit, and proof of proper insurance have been received. Security deposit has been waived. Five Ayes

**Facility Use Request – Stanley Deming / Bright Beginnings Preschool**

A **MOTION** was made by Trustee Lindberg, seconded by Trustee Cheney and carried to grant permission to Bright Beginnings Preschool to use Stanley Deming Park on June 17, 2019, with a rain date of June 18, 2019, at 10:00 a.m. for a fun day for students and families. Completed park permit, security deposit and proof of proper insurance have been received. Five Ayes

**Facility Use Request - Memorial Park / Warwick Adult Kickball League**

A **MOTION** was made by Trustee Lindberg, seconded by Trustee Cheney and carried to grant permission to Warwick Adult Kickball League to use the T-Ball, Over 35 and Football Fields in Memorial Park every Friday from May 10 through July 19, 2019 (excluding Carnival days) from 6:45 p.m. until 9:30 p.m. pending coordination with the Little League for kickball games. Completed park permit, security deposit and proof of proper insurance have been received. Five Ayes

**FY-2020 Orange Urban County Consortium Community Development Program  
Resolution – Handicap Accessible Walkways within Stanley-Deming Park**

The Village of Warwick is hereby submitting its Application for consideration under the FY-2020 Orange Urban County Consortium Community Development Program and the chief elected official or executive officer is hereby authorized to submit this Application for Handicap Accessible Walkways within Stanley-Deming Park as described in the proposal. Input from citizens and groups has been received and considered and an application has been prepared which addresses their community concerns. They further certify that they have read and understood the Orange Urban County Consortium Community Development Guidelines for the FY-2020 program year and have met all of its applicable requirements and that the information contained in the Application is accurate and true to the best of their knowledge. If awarded CDBG funds, the Municipality shall implement the activities in a manner to ensure compliance with all applicable federal, state, and local laws and regulations.

Trustee Lindberg presented the foregoing resolution, which was seconded by Trustee Cheney,

Barry Cheney, Trustee, voting	Aye
William Lindberg, Trustee, voting	Aye
Eileen Patterson, Trustee, voting	Aye
George McManus, Trustee, voting	Aye
Michael Newhard, Mayor, voting	Aye

**FY-2020 Orange Urban County Consortium Community Development Program  
Resolution – Rehabilitation of Sidewalks on South Street**

The Village of Warwick is hereby submitting its Application for consideration under the FY-2020 Orange Urban County Consortium Community Development Program and the chief elected official or executive officer is hereby authorized to submit this Application for the rehabilitation of sidewalks on west side of South Street between Second and Third Street to become handicap accessible as described in the proposal. Input from citizens and groups has been received and considered and an application has been prepared which addresses their community concerns. They further certify that they have read and understood the Orange Urban County Consortium Community Development Guidelines for the FY-2020 program year and have met all of its applicable requirements and that the information contained in the Application is accurate and true to the best of their knowledge. If awarded CDBG funds, the Municipality shall implement the activities in a manner to ensure compliance with all applicable federal, state, and local laws and regulations.

Trustee Lindberg presented the foregoing resolution, which was seconded by Trustee Cheney,

Barry Cheney, Trustee, voting	Aye
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William Lindberg, Trustee, voting   Aye  
Eileen Patterson, Trustee, voting   Aye  
George McManus, Trustee, voting   Aye  
Michael Newhard, Mayor, voting   Aye

**Discussion Prior to Vote:**

Trustee Paterson: We can apply for two different projects?

Mayor Newhard: We are applying for two different, we can only apply for one, but we do need a resolution for whichever we apply for. And they are both being looked at by the Community Development office to ensure that one or the other is applicable. Because their guidelines have become so restrictive. So...

Trustee Paterson: So, they don't require us to only submit one, they are guiding us until we actually submit it, is that it?

Mayor Newhard: They require us only to submit one.

Trustee Paterson: But they're guiding us to help us determine which is best.

Mayor Newhard: Yes, they are guiding us to determine which is best.

Trustee Paterson: Oh, that's awesome, ok.

Mayor Newhard: So, we will all vote.

**Warwick Valley Chamber of Commerce - Applefest 2019**

A **MOTION** was made by Trustee Patterson, seconded by Trustee McManus and carried to grant permission to the Warwick Valley Chamber of Commerce to hold the 31st annual Warwick Applefest on Sunday, October 6, 2019 from 9 a.m. to 5 p.m. in the area between Lewis Park and Stanley Deming Park, encompassing High Street, South Street, and the parking areas on South Street and Railroad Avenue as per their letter dated March 18, 2019. Proof of proper insurance and detailed map have been received. Five Ayes

**Stanley Deming Park - Warwick Valley Chamber of Commerce - Applefest 2019**

A **MOTION** was made by Trustee Patterson, seconded by Trustee McManus and carried to grant permission to the Chamber of Commerce to use the east side of Stanley Deming Park on Sunday, October 6, 2019 from 9 a.m. to 5 p.m. for crafts, food, non-profit vendors, and entertainment in connection with Applefest. Completed park permit, proof of proper insurance and \$100 security deposit have been received. Five Ayes

**Veterans' Memorial Park - Warwick Valley Chamber of Commerce - Applefest 2019**

A **MOTION** was made by Trustee Patterson, seconded by Trustee McManus and carried to grant permission to the Chamber of Commerce to use Veterans' Memorial Park for parking for Applefest attendees on Sunday, October 6, 2019 from 6 a.m. to 6 p.m. Completed park permit, proof of proper insurance and \$100 security deposit have been received. Five Ayes

**Railroad Green - Warwick Valley Chamber of Commerce - Applefest 2019**

A **MOTION** was made by Trustee Patterson, seconded by Trustee McManus and carried to grant permission to the Chamber of Commerce to use Railroad Green on Sunday, October 6, 2019 from 9 a.m. to 5 p.m. in connection with Applefest. Completed park permit, proof of proper insurance and \$100 security deposit have been received. Five Ayes

**Parking Lot Closure – First Street Parking Lot / Applefest 2019**

A **MOTION** was made by Trustee Patterson, seconded by Trustee McManus and carried to grant permission to the Chamber of Commerce to have exclusive use of the First Street parking lot in connection with Applefest on Sunday, October 6, 2019 from 9 a.m. to 5 p.m. Five Ayes

**Road Closures – Applefest 2019**

A **MOTION** was made by Trustee Patterson, seconded by Trustee Lindberg and carried to close Railroad Avenue, South Street from Main Street to Belmar Court, First Street, Second Street, Third Street from Belmar Court to South Street and Parkway, from Parklane to South Street for the benefit of Applefest on Sunday, October 6, 2019 from 6:00 a.m. to 6:00 p.m. Five Ayes

**Discussion Prior to Vote:**

Trustee Paterson: Just a question, why aren't we closing roads?

Mayor Newhard: I guess it's...

Trustee Paterson: I mean we clearly have time, but...

Mayor Newhard: Yeah

Trustee Paterson: We need to have motions. They can't ask us to close the road, but we will close it as our suggestion for the benefit of the event. If we need to close South Street from Main to Third, Railroad Avenue...

Mayor Newhard: I don't know if we ever, we've always given motions and permission to use those areas, including the streets encompassing High Street, South Street, and parking lots so by its very nature...

Trustee Paterson: So, would this be one of those times where it's what we always done?

Mayor Newhard: Yeah, I didn't say that, you said it.

Trustee McManus: So, wouldn't the police normally close it off because of...

Trustee Paterson: Yeah.

Trustee McManus: Public safety and we will lead the motion to then close roads.

Trustee Paterson: Oh, well we close them for so many things I just assumed this would be one of them.

Trustee McManus: We could, I'm just saying they can close the road regardless of what we say.

Mayor Newhard: Well, I don't mind, it's belts and suspenders and I think it's ok. So, we could just go over, why don't we just do a roster of the roads. I mean it would be, South Street, Railroad Ave.

Trustee Paterson: That's it, South Street from Main Street to Third. Is it Third or is it ...

Michael Moser: Yeah, they usually close up to Belmar or, we put a truck at Belmar, we go up Clinton or Belmar to get away from us.

Trustee Paterson: So, Third, what about Parkway? Is it Parkway?

Michael Moser: Yes,

Mayor Newhard: Parkway to Parklane is closed.

Michael Moser: Yes

Trustee Paterson: Ok, so I would like to make a motion to close Railroad Avenue, South Street from Main Street to Belmar...

Mike Moser: First Street.

Trustee McManus: First Street.

Trustee Paterson: First Street and its entirety.

Mike Moser: Second Street.

Trustee McManus: Second Street.

Trustee Paterson: Second street is closed?

Mike Moser: Coming in one way, the long way. Can't come in on the South Street side...

Trustee Paterson: Oh, ok. Second street, Third....

Trustee McManus: Third is closed obviously....

Mike Moser: Belmar up where it ties in is usually open.

Trustee Paterson: Right, so Third from Belmar to South...

Mayor Newhard: Right.

Trustee Paterson: And Parkway from Parklane to South...

Mike Moser: Right.

Trustee Paterson: For the benefit of, I just remembered all the roads, for the Applefest... the benefit of Applefest on Sunday, October 6, 2019 from 9:00 a.m. to 5:00 p.m. or earlier? 6:00 a.m. to 6:00 p.m.

Mike Moser: One of them said 6:00 a.m. to 6:00 p.m. and the last one was 9:00 a.m. to 5:00 p.m., so 6:00 a.m. to 6:00 p.m.

Mayor Newhard: 6:00 a.m. to 6:00 p.m., I think it's 6:00 a.m. to 6:00 p.m.

Trustee Paterson: 6:00 a.m. to 6:00 p.m.

Mike Moser: Makes sense to me.

Trustee McManus: No, because people who come in set up in the parking lot so it can't be closed at 6:00 a.m.

Trustee Paterson: Well, they come in to set up the booths so....

Mike Moser: It's closed to traffic not closed to users.

Trustee McManus: It's not closed traffic until around like 8:00 a.m. when they tell all the vendors they have to abandon the parking lots.

Trustee Paterson: Oh, ok, so 8:00 a.m. to 6:00 p.m.

Trustee McManus: It's pretty tough to ride down that road at that time but it's not closed to traffic until the vendors leave parking lots after they set up.

Trustee Paterson: Well, I don't think it hurts to make it 6:00 p.m. and then we could allow the volunteers to police who comes in.

Mike Moser: Right. We put up the closed to local traffic only so only the vendors will go in.

Mayor Newhard: Right, at what time?

Mike Moser: It's usually 6:00 a.m., 6:30 a.m. by the time we get them all out.

Trustee Paterson: Alright, so 6:00 a.m. to 6:00 p.m.

Mayor Newhard: Ok, so do I have a second?

**Parade – Warwick Valley Chamber of Commerce / OCN Y Pride Parade**

A **MOTION** was made by Trustee McManus, seconded by Trustee Cheney and carried to grant permission to the Warwick Valley Community Center to hold the 7<sup>th</sup> Annual Warwick OCN Y Pride Parade on Sunday, June 9, 2019. The parade will promptly step off at 1:30 p.m., with lineup beginning at the Community Center per the letter dated March 12, 2019. The parade route will be as follows: Hamilton Avenue, Orchard Street, Oakland Avenue, Railroad Avenue, South Street, Main Street, Oakland Avenue, Orchard Street, Hamilton Avenue arriving back at the Warwick Valley Community Center at 2:30 p.m. Completed park permit, proof of proper insurance, security deposit, and Town of Warwick Police Department approval have been received. Five Ayes

**Warwick Valley Humane Society**

A **MOTION** was made by Trustee McManus, seconded by Trustee Patterson and carried to grant permission to the Warwick Valley Humane Society to hang approximately forty (40) Awareness Go Orange Ribbon Bows on trees throughout the business district on Main Street for the month of April 2019 to bring awareness for preventing cruelty to all animals. Five Ayes

**Part-Time Court Clerk – Janis Goldberg**

A **MOTION** was made by Trustee McManus, seconded by Trustee Lindberg and carried to hire Janis Goldberg to the position of Part-Time Court Clerk at a rate of \$15.00 per hour effective April 2, 2019. Five Ayes

**Discussion**

Trustee Paterson: This says April 8<sup>th</sup>?

Mayor Newhard: Oh, they changed it, she starts April 2<sup>nd</sup>.

Trustee McManus: The boss over here told me the new date.

Mayor Newhard: Keeping everyone in line.

**Advertise – Part-Time Court Attendant / Bailiff**

A **MOTION** was made by Trustee McManus, seconded by Trustee Patterson and carried to advertise for a Part-Time Court Attendant / Bailiff. Five Ayes

**Hathorn House, LLC – Receipt of Outside Water Agreement**

A **MOTION** was made by Trustee Cheney, seconded by Trustee Patterson and carried to acknowledge receipt of the application of Hathorn House, LLC, for an outside user water agreement for certain real property located at 21 Hathorn Road, Section Block and Lot 52-1-5.22 Warwick, N.Y.; to set an escrow amount of \$3,000 on proceedings to review, approve and record the proposed agreement; and, as the Village is willing to enter into the said agreement provided that it supersedes any and all prior provisions for water service at the subject property, to refer the application to the Village Attorney for preparation of an Outside User Agreement acceptable to the Village Board. Five Ayes

**DPW Supervisor's Report**

Mike Moser: Ok, it's been awhile since you heard it, I'm sorry if you hear it again.

- All village owned properties were continuously maintained.
- The Stanley Park project is underway, the equipment removal has been completed, construction fence installed, the mounds of moldy mulch has been removed. Grating has started, we replaced the drainage line that was concreted into the footing of the old equipment. We installed drainage under the swing set to resolve that standing water issue. A tractor trailer full of equipment was delivered today. We met with David Getz (the Village Engineer) and the surveyor this morning to plan out the next couple steps we got to do.
- The order control unit was installed at the wastewater plant, is up and running. Any and all snow events were taken care of including the clearing of main street and other roads.

- All Dig Safe 811 utility mark ups were performed. We built some table and chairs for the court room.
- Met with the historical society for the water and sewer services on Forrester Avenue at the church. Laying out the sewer connection now.
- Attended a fire hydrant involve course.
- Asphalt patching of potholes continues.
- Repaired the water leak on Forrester, that ditch still needs to be hot asphalt hopefully this week.
- Guys attended a Dig Safe 811 training course.
- One of the back flow preventors were installed in the little league field. Continuing the infiltration investigation working to resolve the high inflow issue.
- Assisted the library with the bird box project.
- Removed some dead trees from the parks, Homestead Village Drive, trimmed them on Spring Street and Wheeler.
- Installed crosswalk signs on West Street by Wheeler.
- I attended a code enforcement training in Monticello and Chester.
- The sweeper is out removing the winter debris from the streets.
- Submitted a preliminary budget for DPW to the treasurer.
- Helped the gardeners at Railroad Green.
- Hopefully the asphalt plant will be opening tomorrow, we can start using the hot stuff again.
- Still waiting on Orange and Rockland for the gas line at Homestead Village generator.
- House at 50 Orchard Street was demolished today.

Mayor Newhard: Ah, finally. Ok, and that will become our village beach front property. Get out your towels. Very good and Bill did you want to mention something about the playground equipment?

Mike Moser: Oh, I'm sorry....

Trustee Lindberg: Yeah, the playground equipment came up very abrupt, so....

Mike Moser: Not....

Trustee Paterson: What does that mean?

Mike Moser: The first set of equipment, the smaller stuff that was closer to the end of the park down by....

Trustee Paterson: The existing equipment?

Mike Moser: Yeah, the first set that we took apart came apart relatively ok. The posts were relatively ruined because the cement was bound up. We have parts that could be retro-fitted to other things so that's there. The second set, the colossal big set that was closest to the bathrooms, we waited for tools and parts, we called the company, we tried everything we could. So, on the last-ditch effort we strategically cut pieces where maybe something could be salvaged. Underneath there was a little screen where a kid can put a head through, like a dinosaur and stuff like that, you know take a picture, that kind of stuff. We saved that, we saved some rounds, we saved anything that maybe someday you could think you'd want to use for something. But otherwise it was scrapped. It was, the platforms were ruined, and you couldn't, you know, no one feels comfortable and I'm sure that no insurance company will let you use it again, so unfortunately it got its full use, but it's gone.

Trustee Paterson: There's no saving money...

Mike Moser: And I know Trustee Lindberg wanted me to break the news to you because he sent me an email today and I forgot to mention it.

Trustee Paterson: I'm not at all surprised to hear that honestly, I hope the firetruck....

Mike Moser: We tried everything, the guys were there for days, and we tried every tool, we went everywhere we could, they tried, there were special torque screws and they had a safety pin, you know like a safety magnet and even the ones they sent us slipped off them. We couldn't catch a break.

Trustee Paterson: So, the firetruck is ok?

Mike Moser: The firetruck is ok, the rock wall, everything that was going back in the originally first pieces we took out are still ....

Mayor Newhard: The metal slide?

Mike Moser: Yeah, all still fine...

Trustee Paterson: Those were the only ones I expected to really survive.

Mike Moser: And still onsite, everything else we took offsite so that decisions can be made later, whatever happens.

Mayor Newhard: When I saw you actually pull out some of those posts with the large masses of cement that surrounded them, I was like, oh forget this.

Mike Moser: That's why that one drainage pipe we had was replaced. It was cemented right into the concrete pipe that went underneath the park so when we...it was a learning experience.

Mayor Newhard: Yeah, well. You did...And the....

Mike Moser: The pool

Mayor Newhard: The pool,

Trustee Lindberg: I thought it was much bigger than that?

Trustee Paterson: You were much smaller.

Mayor Newhard: I thought it was much smaller. So...

Trustee Paterson: And was that still there? You didn't take it out?

Mike Moser: We didn't take it out yet, we were with Mr. Schmick this morning about the surveying of it. We have to lay out 300, 600, 300 holes that we plotted throughout that park. So, we're going to decide. I'd rather leave it as a base than, because I'm afraid if we pull it out it's four inches or at least four inches - six inches of concrete. Filling that hole and what's underneath it...

Trustee Paterson: We have three weeks before the build week starts so it seems bad timing to be making a major change like that. Structural change protentional to the foundation of the....

Mike Moser: From our meeting today, I think we are almost to grade. There are a couple spots we got to bring down. We made it temporary driveway to get the pod that's coming and some other things in and out. That will have to be removed before any of the equipment can be built. But as of now, I'm sure, everything that is the way it is. We're going to build up from there and level out to where the existing ground is up by South Street itself.so it won't really be you know, one of these going into the park and one of these going into the equipment. It should kind of be a, we're hoping for a one percent slope.

Trustee Paterson: Great.

Trustee Lindberg: They've done a pretty good job.

Mayor Newhard: Final comments from the floor?

Trustee Lindberg: I just have one comment. My biannual comment about the park and with baseball. The speed limit in Memorial Park is 15 mph and now we have some speed bumps to help control some of the speed. But I want to add to that, the speed limit in the village in Warwick is 25 mph unless it's marked. And in the school Park Ave is 20 mph, so I would just encourage people to think about the safety of pedestrians and themselves and go 25 mph on village streets and also, it's very important to stop at stop signs. And it's very important to stop at a red light. And as people are hurrying these days more and more, I see less and less of that. So, 25 mph, right on red after you stop, stop signs - stop, red lights - stop. Too many people, no left out of here, so um....

Trustee Paterson: And also, important to note that going from here to High Street is not straight it's still left.

Mayor Newhard: It's still left, yeah.

Trustee Paterson: I'm sorry to Church, it's still a left and then a right.

Trustee Cheney: You're only allowed to make a right turn out of Wheeler onto Main.

Trustee McManus: It's also very important to stop for stopped school buses.

Trustee Paterson: Oh right

Trustee McManus: Gets past every day,

Trustee Paterson: Really?

Trustee McManus: Every day.

Mayor Newhard: That is terrible.

Trustee Lindberg: So, just a reminder.

Mayor Newhard: Thank you, a good reminder.

Mayor Newhard: Well thank you ladies and gentlemen. Can I have a motion to close the board meeting?

**Adjournment**

A **MOTION** was made by Trustee Cheney, seconded by Trustee Patterson and carried to adjourn the meeting at approximately 8:35 p.m. Five Ayes.

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Raina Abramson, Village Clerk