

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
APRIL 1, 2024
REORGANIZATIONAL MEETING**

10,060

The Reorganization Meeting of the Board of Trustees of the Village of Warwick was held on Monday, April 1, 2024, at 7:30 p.m. in Village Hall, 77 Main Street, Warwick, NY. Present was: Mayor, Michael J. Newhard. Trustees: Barry Cheney, Carly Foster, Thomas McKnight, and Mary Collura. Also, present was Village Clerk, Raina Abramson. Others present, John Collura, John O'Connor, Jenn O'Connor, Lynn Cheney, George Foster, Alora Foster and Adira Foster.

The Mayor called the meeting to order and led in the Pledge of Allegiance. The Village Clerk held the roll call.

Mayor Newhard began by acknowledging the swearing-in ceremony for the two elected officials, Mary Collura and Barry Cheney, and congratulated them on their election. He also mentioned the reorganization meeting, during which the Board would vote on appointments for the official year.

Oath of Office of Newly Elected Official

Village Clerk, Raina Abramson, administered the Oath of Office to the newly elected officials for the Office of Trustee with single five-year terms to create biennial odd year elections: Mary Collura & Barry Cheney.

Trustee Cheney expressed gratitude for the smooth and straightforward campaign process. He appreciated the turnout for the uncontested election, noting it as a good sign of community engagement. Trustee Cheney reassured residents of his commitment to serving them to the best of his ability and encouraged them to reach out if needed.

Trustee Collura expressed gratitude to everyone who supported her, including the Board, friends, family, and voters. She conveyed her anticipation for another five years of service to the Village.

Mayor Newhard expressed appreciation for the Trustees' ongoing dedication to serving the Village and acknowledged their valuable contributions.

Appointments for the Official Year 2024 of the Village of Warwick

Village Clerk, Raina Abramson, read the Appointments for the Official Year 2024 of the Village of Warwick.

Appointments for the Official Year 2024 of the Village of Warwick

Attorney to the Village Board – Drake Loeb, PLLC – Stephen J. Gaba, Esq.
Attorney to the Planning Board – Law Office of Elizabeth Cassidy, PLLC – Elizabeth K. Cassidy, Esq.

Alternate Attorney to the Planning Board – Naughton & Torre, LLP – Ashley N. Torre, Esq.
Attorney to the Zoning Board of Appeals – Naughton & Torre, LLP - Ashley N. Torre, Esq.
Labor Relations – Keane & Beane, P.C. – William Kang
Bond Counsel – Norton Rose Fulbright US LLP
Village Engineer – Engineering & Surveying Properties, PC
Water System and Facilities Engineer – Barton & Loguidice
Engineer Responsible for Reservoir Resources and Dam Safety – Tectonic Engineering
Accountant – Michael Vernieri
Computer Consultant – TCG Solutions, Kevin Brand
Computer Programmer – Edmunds & Associates, BAS, Municipity
Web-Site Maintenance – Searchlight Consulting
Court Prosecutor – Rametta & Rametta, LLC - Robert Rametta, Esq.
Registrar of Vital Statistics - Eileen Astorino (Term 1/1/22 – 12/31/25 approved 12/20/21)
Deputy Registrar of Vital Statistics – Carolyn Purta (Term 1/1/22 – 12/31/25 approved 12/20/21)
Consulting Engineer to the Building Department - Martin Roger’s Consulting Engineers

*The FY 2024-25 Professional Service Agreements for the period of June 1, 2024 – May 31, 2025, are on file in the Clerk’s Office.

Deputy Mayor – Barry Cheney
Deputy Village Clerk – Jennifer Mante
Deputy Village Treasurer – Denise Bulnes
Public Works Supervisor – Michael Moser
Working Leader – Jason Makuch
Recreation Director – Ron Introini
Assessor – Deborah Eurich
Official Banks – Webster Bank, Orange Bank and Trust
Associate Village Justice – Peter Barlet
Risk Management – Raina Abramson
Emergency Management – Michael Moser, Michael Newhard
911 Coordinator – Kristin Bialosky
Village Newspaper – Warwick Advertiser
Citizens Awareness Panel/Jones Chemical – Michael Newhard, Barry Cheney, Michael Moser.
Records Management Officer – Raina Abramson
Office Personnel Liaison – Raina Abramson
DPW Personnel Liaison – Michael Moser
Village Health Official – Dr. Anthony Martini
Safety Officers: Michael Moser, Boris Rudzinski, Thomas McKnight
Summer Concert Coordinators – John Johansen, Michael Gurvich
Village Historian – Ivy Jordan Tulin
Village Poet Laurette – *TBD*
Village Artists in Residence – *TBD*

Planning Board

Members – 5 Year Terms, Chairman & Alternate - Annual

Chair – Jesse Gallo (Annual Chair Appointment - Member through April 2025)

Member – Scot Brown (Five-Year Appointment - expiring April 2029)

Alternate Member – Vanessa Holland (Annual Appointment - expiring April 2025)

Zoning Board of Appeals

Members – 5 Year Terms, Chairman & Alternate - Annual

Chair – John Graney (Annual Chair Appointment / Member through April 2025)

Member – Margaret Politoski (Five-Year Appointment – expiring April 2029)

Alternate Member – TBD (Annual Appointment)

Architectural and Historic District Review Board

Members – 5 Year Terms, Chairman & Alternate - Annual

Chair – Michael Bertolini (Annual Chair Appointment & Five-Year Appointment – expiring April 2029)

Alternate Member – Glenn Rhein (Annual Appointment – expiring April 2025)

Shade Tree Commission

Members – 3 Year Terms, Commissioner - Annual

Commissioner – Lynn Cheney (Annual Appointment / Member through April 2026)

Member – TBD (Three-Year Appointment – expiring April 2027)

Please see the next page for Trustee liaison roles.

2024 Village Board Liaison Roles

<u>Deputy Mayor</u> <u>Barry Cheney</u>	<u>Trustee</u> <u>Mary Collura</u>	<u>Trustee</u> <u>Thomas McKnight</u>	<u>Trustee</u> <u>Carly Foster</u>
Public Works Operations	Office of the Treasurer	Planning & Zoning / AHDRB / OC Planning	Office of the Clerk
Engineering and Infrastructure Projects	Youth / WYDO / Warwick Valley Community Center / Warwick Valley Prevention Coalition	Environmental	Parks & Recreation
Veterans	Public Health	Albert Wisner Library	Economic Development & Tourism
Code Enforcement / Building Department	Historical Society	Town of Warwick Police Department	Warwick Valley Schools
Emergency Services	Public Interface and Outreach	Technology Oversight / Cybersecurity	Government Efficiency / Policy Development
Citizens Awareness Panel/Jones Chemical	Senior Citizens	Shade Tree Commission	Transportation & Mobility
	Ethics	Safety Committee	

<u>Alternate</u>	<u>Alternate</u>	<u>Alternate</u>	<u>Alternate</u>
Economic Development	Parks & Recreation	Public Works Operations	Youth / WYDO / Warwick Valley Community Center / Warwick Valley Prevention Coalition
Planning & Zoning / AHDRB / OC Planning	Environmental	Code Enforcement / Building Department	Engineering and Infrastructure Projects
Transportation & Mobility	Veterans	Emergency Services	
		Government Efficiency / Policy Development	

Appointments for the Official Year 2024 of the Village of Warwick

A **MOTION** was made by Trustee Foster, seconded by Trustee McKnight and carried to accept the Mayor's recommendations of appointments for the Official Year 2024 of the Village of Warwick.

The vote on the foregoing **motion** was as follows: **APPROVED**

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

Acceptance of Minutes

A **MOTION** was made by Trustee Foster, seconded by Trustee McKnight and carried for the Acceptance of Minutes: March 18, 2024, Work Session & Village Board Meeting.

The vote on the foregoing **motion** was as follows: **APPROVED**

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

Authorization to Pay all Approved and Audited Claims

A **MOTION** was made by Trustee Cheney, seconded by Trustee Foster and Carried for the Authorization to Pay all Approved and Audited Claims in the amount of \$162,604.82.

The vote on the foregoing **motion** was as follows: **APPROVED**

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

Announcement

1. The Village of Warwick completed enough high-impact actions to qualify for a \$10,000 Grant under NYSERDA's Clean Energy Communities program.

Trustee McKnight announced that the Village has fulfilled the requirements for the Clean Energy Communities Program, making them eligible for a \$10,000 grant. This grant is

non-competitive and requires the Village to apply for it and utilize the funds within a specified timeframe.

Trustee Foster inquired as to what the Board thought the funds should be used for.

Trustee McKnight mentioned having several ideas but would prefer to have the discussion during a full work session. Additionally, he noted that the Village is close to reaching the \$50,000 grant mark, although it's uncertain if both grants can be used for the same project due to the separate application processes and timing.

Correspondence

1. Letter from Valerie Lacey regarding Christmas Tree pickup.

Mayor Newhard mentioned discussing the matter with the DPW supervisor to gauge its feasibility and cost-effectiveness. The supervisor indicated that Christmas tree pickup fits into the DPW's schedule without causing significant budgetary or time constraints. Additionally, the trees are mulched and contribute to the compost, which is distributed to the public, creating a beneficial cycle.

Trustee Cheney added that due to a heavy windstorm preceding the tree pickup, the collection period was extended by about a week or two. Residents were also allowed to place branches damaged by the storm at the curb, which were also collected along with the trees.

Trustee Foster highlighted that not everyone may benefit from or require the Christmas tree pickup service, echoing Mike (Moser's) observation that bulk pickup is also not universally utilized. She emphasized Trustee Cheney's previous point, noting that while there are other village services that may not be utilized by everyone, they still contribute to the overall welfare of the community.

Trustee Collura mentioned that the mulch generated from the Christmas tree pickup is also utilized in community gardens and parks.

2. Letter from residents Meridyth Duke, Hanna Giordano, Theresa Mack and Maggie McNeely requesting the Way2Go Warwick initiative include the neighborhoods of Oakland Court, Welling Avenue, Campbell Road and Orchard Street.

Mayor Newhard noted that residents expressed concerns about increased traffic due to the opening of a new restaurant. In response, immediate signage was installed, and radar monitoring was initiated in the neighborhood. Thus far, there have been no significant

complaints or reactions. The Mayor expressed satisfaction with including these neighborhoods in the initiative and emphasized ongoing monitoring of the situation.

Trustee Collura raised a concern about the intersection between Orchard and Welling due to its challenging layout, which often results in incomplete stops by drivers. She expressed the need to monitor this intersection closely amidst ongoing discussions about neighborhood traffic initiatives.

A discussion occurred as to potential solutions; painting the street, crosswalks, and utilizing grant money.

Public Comment - Agenda Items Only

GUIDELINES FOR PUBLIC COMMENT

The public may speak only during the meeting's Public Comment period and at any other time a majority of the Board allows. Speakers must be recognized by the presiding officer, step to the front of the room/microphone, give their name, residency, and organization, if any. Speakers must limit their remarks to three minutes (this time limit may be changed to accommodate the number of speakers) and may not yield any remaining time they may have to another speaker. Board members may, with the permission of the mayor, interrupt a speaker during their remarks, but only for the purpose of clarification or information. The Village Board is not required to accept or respond to questions from the public at meetings but may request that inquiries be submitted in writing to be responded to at a later date. All remarks must be addressed to the Board as a body and not to individual Board members. Interested parties or their representatives may also address the Board by written communications.

Mayor Newhard announced that Lynne Cheney, the Shea Tree Commissioner, was present in the audience. He mentioned that he and Ms. Cheney went to New Paltz to receive the Tree City Award and the Growth Award the previous Thursday, describing it as a wonderful event. He expressed excitement about the Village's 40th year and mentioned upcoming press releases about it. Mayor Newhard highlighted that Arbor Day is approaching and will serve as the kickoff for the celebrations.

Motions

James Quackenbush, Seasonal DPW Laborer

A **MOTION** was made by Trustee Cheney, seconded by Trustee McKnight and carried to hire James Quackenbush to the position of Seasonal Department of Public Works Laborer for up to 40 hours per week for 16 weeks with a start date of May 6, 2024, per the recommendation of DPW Supervisor, Michael Moser. Salary will be based on the FY23-24 & FY24-25 budget.

The vote on the foregoing **motion** was as follows: **APPROVED**

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

**RESOLUTION INTRODUCING A PROPOSED LOCAL LAW
TO REVISE VILLAGE CODE CHAPTER 135 "VEHICLES & TRAFFIC"**

WHEREAS, the Village Board of the Village of Warwick has before it a local law entitled: "A local law amending the Village of Warwick Village Code to add a provision to Chapter 135 'Vehicles & Traffic' allowing amendment of Articles II, III, IV, V, VI, VII, VIII, IX, XI, XII, XIII, XV, XVI and XVII by resolution"; and

WHEREAS, in order to enact the said local law it is necessary to formally introduce it and to hold a public hearing on it,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the movant of this resolution does hereby introduce the proposed local law, and
2. That a public hearing on the proposed local law be set for May 6, 2024, at 7:30 o'clock p.m. and that due notice of the same is directed to be given by publication and posting.

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

The vote on the foregoing resolution was as follows:

Barry Cheney, Trustee, voting Aye

Carly Foster, Trustee, voting Aye

Thomas McKnight, Trustee, voting Aye

Mary Collura, Trustee, voting Aye

Michael Newhard, Mayor, voting Aye

Discussion

The Board deliberated on how adopting this resolution would streamline the process for making minor changes, such as installing meters, creating accessible parking spots, and addressing safety concerns. This approach would result in reduced time and costs associated with implementation.

Facility Use – Memorial Park Pavilion - Warwick Little League Picture Day

A **MOTION** was made by Trustee Foster, seconded by Trustee McKnight and carried to grant permission to Warwick Little League to use the Memorial Park Pavilion and the surrounding area from 8:00 a.m. to 6:00 p.m. to hold Picture Day on April 20, 2024, instead of the previously approved date of April 6, 2024, that was approved by the Village Board on December 4, 2023.

The vote on the foregoing **motion** was as follows: **APPROVED**

Trustee Cheney Abstain Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

Road Closure – 2024 Applefest

A **MOTION** was made by Trustee Foster, seconded by Trustee McKnight and carried to close South Street to Lawrence Avenue, Railroad Avenue, Second Street, Third Street, High Street, Bank Street, Clinton Avenue, Park Avenue, Park Lane, Park Place and Park Way for the benefit of Applefest 2024 on Sunday, October 6, 2024, in coordination with the Warwick Police Department and the Village of Warwick Department of Public Works. The only transportation allowed through Park Lane and Park Place will be the shuttle bus.

The vote on the foregoing **motion** was as follows: **APPROVED**

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

Facility Use Request – Veterans Memorial Park – Warwick Historical Society 5K

A **MOTION** was made by Trustee Foster, seconded by Trustee McKnight and carried to grant permission to The Historical Society of the Town of Warwick to use Memorial Park to hold a George Washington Day 5K and Fun Run on Saturday, July 20, 2024, with set up to begin at 7:00 a.m. and breakdown to be completed by 11:00 a.m. The event will begin at 8:30 a.m. departing from Memorial Park to Forester Avenue, High Street, South Street, Park Lane, Park Place, Burt Street, McFarland Drive, Hudson Street, Long House Road, Aske Street, Bridges Street to White Oak, then exits through Memorial Park back to the finish/starting line per their letter received on March 5, 2024. The event is in coordination with other organizations that regularly use the park for practices and games such as Warwick Little League, Warwick Football & Cheer, Warwick Adult Kickball League and Highlander Rugby. The Warwick Police Department, Warwick EMS, Warwick Fire Department, Warwick Grove and Supervisor Dwyer have been notified and approved the event. Completed park permit, proof of insurance and security deposit have been received.

The vote on the foregoing **motion** was as follows: **APPROVED**

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Abstain

Trustee McKnight Aye Mayor Newhard Aye

Facility Use Request – Stanley-Deming Park – Park Avenue Elementary, 2nd Grade

A **MOTION** was made by Trustee Foster, seconded by Trustee McKnight and carried to grant permission to Park Avenue Elementary to hold a second-grade class picnic in Stanley-Deming Park on Tuesday, June 11, 2024, between 11:00 a.m. to 2:00 p.m. with a rain date of Thursday, June 13, 2024. Request includes use of restrooms. Completed park permit and proof of insurance have been received.

The vote on the foregoing **motion** was as follows: **APPROVED**

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

Facility Use Request – Stanley-Deming Park – Park Avenue Elementary, 3rd Grade

A **MOTION** was made by Trustee Foster, seconded by Trustee McKnight and carried to grant permission to Park Avenue Elementary to hold a third-grade class picnic in Stanley-Deming Park

on Tuesday, June 11, 2024, between 10:00 a.m. to 2:00 p.m. with a rain date of Monday, June 17, 2024. Request includes use of restrooms. Completed park permit and proof of insurance have been received.

The vote on the foregoing **motion** was as follows: **APPROVED**

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

Budget Modification

A **MOTION** was made by Trustee Collura, seconded by Trustee Foster and carried to approve the budget modification request as per the Village Treasurer's memo dated March 27, 2024.

The vote on the foregoing **motion** was as follows: **APPROVED**

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

Schedule of Public Hearing on Tentative Budget for Fiscal Year 2024-2025

A **MOTION** was made by Trustee Collura, seconded by Trustee McKnight and carried to schedule a public hearing on the Tentative Budget for Fiscal Year 2024-2025 on Monday, April 15, 2024, at 7:30 p.m.

The vote on the foregoing **motion** was as follows: **APPROVED**

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

RESOLUTION INTRODUCING A PROPOSED LOCAL LAW TO REVISE THE VILLAGE'S CODE OF ETHICS

WHEREAS, the Village Board of the Village of Warwick has before it a local law entitled: "A local law amending the Village Code of the Village of Warwick by repealing Chapter 9 'Ethics, Code of', and re-enacting the same with revised provisions"; and

WHEREAS, in order to enact the said local law it is necessary to formally introduce it and to hold a public hearing on it,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the movant of this resolution does hereby introduce the proposed local law, and
2. That a public hearing on the proposed local law be set for May 6, 2024 at 7:30 o'clock p.m. and that due notice of the same is directed to be given by publication and posting.

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

The vote on the foregoing resolution was as follows: **APPROVED**

Barry Cheney, Trustee, voting	<u>Aye</u>
Carly Foster, Trustee, voting	<u>Aye</u>
Thomas McKnight, Trustee, voting	<u>Aye</u>
Mary Collura, Trustee, voting	<u>Aye</u>
Michael Newhard, Mayor, voting	<u>Aye</u>

ATTENDANCE AT SCHOOLS AND CONFERENCES

WHEREAS, there is to be held during the coming official year (a) NYCOM's Annual Meeting and Training School (b) NYCOM's Fall Training School (c) NYCOM's Public Works Training School, (d) NYCOM's Winter Legislative Meeting, (e) NYCOM's Regional Training

Events, (f) NYSBOC Building Conferences and Seminars, (g) NY Planning Federation, and (h) Orange County Department of Planning;

WHEREAS, attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefits the municipality;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the following officers and employees are authorized to attend the following schools:

1. Mayor, Michael J. Newhard, Trustees: Barry Cheney, Mary Collura, Carly Foster, Thomas McKnight:
 - a. NYCOM's Annual Meeting and Training School, Fall Training School, Winter Legislative Meeting, and Regional Training Events
2. Village Clerk Raina Abramson, Deputy Clerk Jennifer Mante, Village Treasurer Sadie Becker, Deputy Treasurer Denise Bulnes:
 - a. NYCOM's Fall Training School and Regional Training Events
3. DPW Supervisor, Mike Moser:
 - a. NYCOM's Public Works Training School
 - b. NYSBOC Building Conference
4. Building Inspector/Code Enforcement Officer, Boris Rudzinski and Assistant Building Inspector/Code Enforcement Officer, Tony Pascullo:
 - a. NYSBOC Building Conference
 - b. NYSBOC Building Seminars
5. Village of Warwick Planning Board & Zoning Board of Appeals:
 - a. NY Planning Federation
 - b. Orange County Department of Planning
 - c. NYCOM's Regional Training Events related to Planning & Zoning

2. That this resolution is effective immediately.

Trustee McKnight presented the foregoing resolution which was seconded by Trustee Foster,

The vote on the foregoing resolution was as follows: **APPROVED**

Barry Cheney, Trustee, voting Aye
Carly Foster, Trustee, voting Aye
Thomas McKnight, Trustee, voting Aye
Mary Collura, Trustee, voting Aye
Michael Newhard, Mayor, voting Aye

Final Comments from the Board

Trustee Foster expressed her enthusiasm for the upcoming year, anticipating a busy period ahead.

Adjournment

A **MOTION** was made by Trustee Cheney, seconded by Trustee McKnight and carried to adjourn the Reorganizational Meeting at approximately 8:00 p.m.

The vote on the foregoing **motion** was as follows: **APPROVED**

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye
Trustee McKnight Aye Mayor Newhard Aye