

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
APRIL 4, 2022
REORGANIZATIONAL MEETING**

**LOCATION:
VILLAGE HALL
77 MAIN STREET, WARWICK, NY**

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

1. Introduction by Mayor Newhard.
2. Swearing in of the newly elected officials for the Office of Mayor with a five-year term, Michael J. Newhard and Offices of Trustee with a five-year term, Carly Foster & Thomas McKnight.
3. Appointments for the Official Year 2022 of the Village of Warwick.
4. **MOTION** to accept the Mayor's recommendations for appointments for the Official Year 2022 of the Village of Warwick.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Bachman ___

Trustee McKnight ___ Mayor Newhard ___

5. Acceptance of Minutes: February 22, 2022, and March 7, 2022.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Bachman ___

Trustee McKnight ___ Mayor Newhard ___

6. Authorization to Pay all Approved and Audited Claims in the amount of \$_____.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Bachman ___

Trustee McKnight ___ Mayor Newhard ___

Announcement

- 1. Village of Warwick Easter Egg Hunt – Veterans Memorial Park, Saturday, April 16, 2022, at 10:00 a.m.

Correspondence

- 1. Letter from the Arbor Day Foundation congratulating Warwick on earning a 2021 Tree City USA recognition and receiving a Growth Award.

Discussion

- 1. Facility Use Fees and Security Deposits - Warwick Valley Fire Department and Warwick Valley Central School District.

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 for engineering services from Barton & Loguidice dated February 18, 2022, for the Relocation of the Maple Avenue Water Booster Station and authorize the Mayor to sign the amendment to the Master Services Agreement with Barton & Loguidice at a not to exceed without prior authorization amount of \$98,000.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Bachman ___

Trustee McKnight ___ Mayor Newhard ___

- 2. **MOTION** to hire Andrew D’Alessandro to the position of Full-Time Laborer at the current Collective Bargaining Agreement rate of \$18.00 per hour, subject to increase with the June 1, 2022, Collective Bargaining Agreement rates. Start date to be determined by DPW Supervisor, Mike Moser.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Bachman ___

Trustee McKnight ___ Mayor Newhard ___

3. **MOTION** to advertise for the position of Part-Time Assistant Building Inspector III.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Bachman ___

Trustee McKnight ___ Mayor Newhard ___

Trustee Bachman's Motions

4. **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, and e) NYCOM's Regional Training Events ; and

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, Corey Bachman, Carly Foster, Thomas McKnight:

1. 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:

2. NYCOM's Fall Training School and Regional Training Events

3. DPW Supervisor, Mike Moser:

3. NYCOM's Public Works Training School
2. That this resolution is effective immediately.

_____ presented the foregoing resolution which was
 seconded by _____,

The vote on the foregoing resolution was as follows:

Barry Cheney, Trustee, voting _____

Carly Foster, Trustee, voting _____

Thomas McKnight, Trustee, voting _____

Corey Bachman, Trustee, voting _____

Michael Newhard, Mayor, voting _____

Trustee Foster's Motions

5. **MOTION** to schedule a public hearing on the Tentative Budget for Fiscal Year 2022-2023 on Monday, April 18, 2022, at 7:30 p.m.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Bachman ____

Trustee McKnight ____ Mayor Newhard ____

6. **MOTION** to authorize Riverkeeper, Inc. to clear the Veterans Memorial area of the Wawayanda Creek on Saturday, May 7, 2022. Request includes the Village of Warwick to provide garbage bags and garbage bag pickup following the event. Proper insurance has been received.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Bachman ____

Trustee McKnight ____ Mayor Newhard ____

7. **MOTION** to grant permission to Park Avenue Elementary School to hold a first-grade picnic in Stanley-Deming Park on June 14, 2022, with a rain date of June 15, 2022, from

12:15 p.m. to 2:30 p.m. Completed park permit and proof of proper insurance have been received. Request to waive security deposit has been received.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Bachman ___

Trustee McKnight ___ Mayor Newhard ___

8. **MOTION** to grant permission to the Warwick Adult Kickball League to hang seven (7) 2’x3’ sponsor banners on the fence surrounding the over 35 field at Veterans Memorial Park for the period of May 13, 2022, through July 22, 2022. Proper insurance has been received.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Bachman ___

Trustee McKnight ___ Mayor Newhard ___

9. **MOTION** to schedule a Public Hearing for Monday, May 2, 2022, to discuss projects considered for funding under the FY-2023 Community Development Block Grant Program.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Bachman ___

Trustee McKnight ___ Mayor Newhard ___

Trustee McKnight’s Motions

10. **MOTION** to acknowledge receipt of the Standardized Notice Form from the New York State Liquor Authority for an on-premises liquor license for the Blarney Station located at 10 Railroad Avenue, Warwick, NY 10990 and authorize the Village Clerk to submit a letter notifying the New York State Liquor Authority that there are (no) objections to this notification and application.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Bachman ___

Trustee McKnight ___ Mayor Newhard ___

11. GOVERNING BODY FAIR HOUSING RESOLUTION

The Village of Warwick supports Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Law) and the New York State Human Rights Law. It is the policy of the Village of Warwick to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, religion, ancestry, sex (including pregnancy), national origin, nationality, familial status, marital or domestic partnership status, affectional or sexual orientation, atypical hereditary cellular or blood trait, genetic information, liability for military service, mental or physical disability, perceived disability, AIDS/HIV status and Lawful Income or Source of Lawful Rent Payment (Section 8). The Village of Warwick further objects to discrimination in the sale, rental, leasing, financing of housing or land to be used for construction of housing, or in the provision of brokerage services because of race, color, religion, ancestry, sex, national origin, handicap or disability as prohibited by Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Law) and the New York State Human Rights Law. Therefore, the Municipal Council of the Village of Warwick do hereby approve the following resolution.

BE IT RESOLVED, that within available resources, the Village of Warwick will assist all persons who feel they have been discriminated against under one of the aforementioned categories, to seek equity under federal and state laws by filing a complaint with the New York State Human Rights Division and the U.S. Department of Housing and Urban Development, as appropriate.

BE IT FURTHER RESOLVED, that the Village of Warwick shall publicize this resolution and through this publicity shall cause owners of real estate, developers, and builders to become aware of their respective responsibilities and rights under the Federal Fair Housing Law, the New York State Human Rights Law, and any local laws or ordinances.

BE IT FURTHER RESOLVED, that the municipality will at a minimum include, but not be limited to: (1) the printing and publicizing of this resolution, a fair housing public notice and other applicable fair housing information through local media, community contacts and placement on the Municipal website and in other social media; (2) distribution of posters, flyers, and any other means which will bring to the attention of those affected, the knowledge of their respective responsibilities and rights concerning equal opportunity in housing.

_____ presented the foregoing resolution which was
seconded by _____,

The vote on the foregoing resolution was as follows:

Barry Cheney, Trustee, voting _____

Carly Foster, Trustee, voting _____

Thomas McKnight, Trustee, voting _____

Corey Bachman, Trustee, voting _____

Michael Newhard, Mayor, voting _____

Final Comments from the Board

Executive Session, if applicable

Adjournment

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



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

VILLAGE OF WARWICK

INCORPORATED 1867

Appointments for the Official Year 2022 of the Village of Warwick

Attorney to the Village Board – Stephen Gaba
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 – Engineering & Surveying Properties, PC
Water System and Facilities Engineer – Barton & Loguidice
Engineer Responsible for Reservoir Resources and Dam Safety – Tectonic Engineering
Accountant – Michael Vernieri
Grant Writer – Linda Smith
Computer Consultant – TCG Solutions, Kevin Brand
Computer Programmer – Edmunds & Associates, BAS, Muncity
Web-Site Maintenance – Walling Technology, Mark Damia
Court Prosecutor – Robert Rametta
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)

*The FY 2022-23 Professional Service Agreements for the period of June 1, 2022 – May 31, 2023 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 – Maureen Evans
Village Newspaper – Warwick Advertiser
Citizens Awareness Panel/Jones Chemical – Michael Newhard, Barry Cheney, Michael Moser, Joseph Lawler
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, Corey Bachman
Summer Concert Coordinator – William Iurato
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 2023)
Member – Bill Olsen (Five-Year Appointment – expiring April 2027)
Member – Bryan S. Barber (To Fill Vacancy of a Five-Year Term – expiring April 2026)
Member – Scot Brown (To Fill Vacancy of a Five-Year Term – expiring April 2024)
Alternate Member – VACANT (Annual Appointment)

Zoning Board of Appeals

Members – 5 Year Terms, Chairman & Alternate - Annual

Chair – John Graney (Annual Chair Appointment / Member through April 2025)
Member – Jonathan Burley (Five-Year Appointment – expiring April 2027)
Member – Dylan Giebler (To Fill Vacancy of a Five-Year Term – expiring April 2026)
Alternate Member – VACANT (Annual Appointment)

Architectural and Historic District Review Board

Members – 5 Year Terms, Chairman & Alternate - Annual

Chair – Michael Bertolini (Annual Chair Appointment / Member through April 2024)
Member – Matthew Finn (Five-Year Appointment – expiring April 2027)
Alternate Member – Andrew Avila (Annual Appointment)

Shade Tree Commission

Members – 3 Year Terms, Commissioner - Annual

Commissioner – Robert Scheuermann (Annual Appointment)
Member – Robert Scheuermann (Three-Year Appointment – expiring April 2025)

2022 Village Board Liaison Roles

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

| <u>Alternate</u> | <u>Alternate</u> | <u>Alternate</u> | <u>Alternate</u> |
|----------------------|--------------------|--|---|
| Economic Development | Parks & Recreation | Public Works Operations | Planning & Zoning / AHDRB / OC Planning |
| | | Code Enforcement / Building Department | Engineering and Infrastructure Projects |
| | | Transportation & Mobility | Veterans |
| | | Environmental | Emergency Services |

Warwick Advertiser

March 11, 2022

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

RECEIVED

MAR 14 2022

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

Dear Mayor Newhard,

This letter requests that the Village designate the Warwick Advertiser its official newspaper to carry legal notices.

Much like the Village, the Warwick Advertiser is over 150 years old and would be proud to carry the Village's public notices. We are weekly and hold a second class (now called a periodical) United States Postal Service permit.

Let me know if you need any more information from us.

Thank you for your confidence.

Sincerely,



Jeanne Straus
President & Publisher

Jesse N. Gallo
17 McEwen Street, Warwick, NY 10990
(914) 980-4057
jgallo@cenhud.com

RECEIVED

MAR 08 2022

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

March 8, 2022

Submitted via e-mail

Mayor Michael Newhard and
Village Board Trustees
77 Main Street
Warwick, NY 10990

Re: Appointment to Planning Board Chairman – 2022-2023

Dear Mayor Newhard and Village Board Trustees:

I would like to take this opportunity to express my desire to be considered for the Chairman of the Planning Board position.

If you have any questions, please feel free to contact me.

Thank you in advance for your time and consideration in this matter.

Sincerely,



Jesse N. Gallo
Village of Warwick
Planning Board

14 Clinton Ave
Warwick NY 10990

March 2, 2022

Mayor Michael Newhard and
Village Board Trustees
77 Main Street
Warwick, New York 10990

Re: Re-appointment Planning Board – 2022-2027

Dear Mayor Newhard and Village Board Trustees:

I would like to take this opportunity to express my desire to be re-appointed to the Village Planning Board.

If you have any questions regarding my re-appointment, please feel free to contact me.

Thank you in advance for your time and consideration in this matter.

Respectfully,


William Olsen,
Village of Warwick
Planning Board

RECEIVED

MAR 10 2022

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

March 16, 2021

Mayor Michael Newhard and
Village Board Trustees
77 Main Street
Warwick, New York 10990

Re: Appointment to the Planning Board

Dear Mayor Newhard and Village Board Trustees:

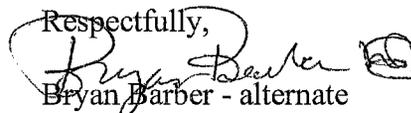
I understand that a position has opened on the Planning Board.

I would like to take this opportunity to express my desire to be appointed as a permanent member to the Planning Board.

If you have any questions regarding my appointment, please feel free to contact me.

Thank you in advance for your time and consideration in this matter.

Respectfully,

A handwritten signature in black ink that reads "Bryan Barber". To the right of the signature is a small, circular stamp or mark.

Bryan Barber - alternate
Village of Warwick
Planning Board

March 16, 2021

Mayor Michael Newhard and
Village Board Trustees
77 Main Street
Warwick, New York 10990

Re: Appointment to the Planning Board

Dear Mayor Newhard and Village Board Trustees:

I understand that a position has opened on the Planning Board. I would like to take this opportunity to express my desire to be appointed to the Planning Board.

If you have any questions regarding my appointment, please feel free to contact me.

Thank you in advance for your time and consideration in this matter.

Respectfully,



T. Scot Brown
Village of Warwick
Zoning Board of Appeals

March 2, 2022

Mayor Michael Newhard and
Village Board Trustees
77 Main Street
Warwick, New York 10990

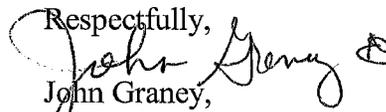
Re: Re-appointment as the ZBA Chairman - Annually

Dear Mayor Newhard and Village Board Trustees:

I would like to take this opportunity to express my desire to be re-appointed as the ZBA Chairman.

If you have any questions regarding my re-appointment, please feel free to contact me.

Thank you in advance for your time and consideration in this matter.

Respectfully,

John Graney,
Village of Warwick
ZBA

March 16, 2022

Mayor Newhard and
Village Board of Trustees
77 Main Street
Warwick, NY 10990

Dear Mayor Newhard & Village Trustees:

It is with much regret that I resign as a member of the Village of Warwick Zoning Board of Appeals. It has been a privilege to work with such dedicated people and to serve my community.

Thank you for your time and consideration in this matter.

Sincerely,



T. Scot Brown
Village of Warwick
Zoning Board of Appeals

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MAR 16 2022

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

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MAR 23 2022

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

March 22, 2022

Mayor Michael Newhard and
Village Board Trustees
77 Main Street
Warwick, New York 10990

Re: Appointment to the Zoning Board of Appeals

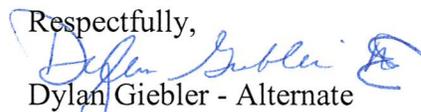
Dear Mayor Newhard and Village Board Trustees:

I understand that a permanent position has opened and I would like to take this opportunity to express my desire to be permanently appointed to the Zoning Board of Appeals.

If you have any questions regarding my appointment, please feel free to contact me.

Thank you in advance for your time and consideration in this matter.

Respectfully,


Dylan Giebler - Alternate
Village of Warwick
Zoning Board of Appeals

March 2, 2022

Mayor Michael Newhard and
Village Board Trustees
77 Main Street
Warwick, New York 10990

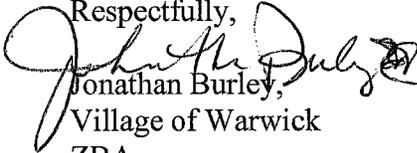
Re: Re-appointment as the ZBA member – 2022-2027

Dear Mayor Newhard and Village Board Trustees:

I would like to take this opportunity to express my desire to be re-appointed as the ZBA Chairman.

If you have any questions regarding my re-appointment, please feel free to contact me.

Thank you in advance for your time and consideration in this matter.

Respectfully,

Jonathan Burley,
Village of Warwick
ZBA

March 2, 2022

Mayor Michael Newhard and
Village Board Trustees
77 Main Street
Warwick, New York 10990

Re: Re-appointment as the AHDRB Chairman - Annually

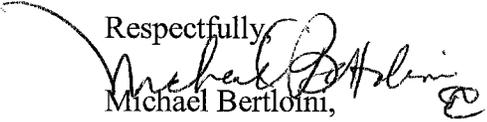
Dear Mayor Newhard and Village Board Trustees:

I would like to take this opportunity to express my desire to be re-appointed as the AHDRB Chairman.

If you have any questions regarding my re-appointment, please feel free to contact me.

Thank you in advance for your time and consideration in this matter.

Respectfully,


Michael Bertloini,
Village of Warwick
AHDRB

March 2, 2022

Mayor Michael Newhard and
Village Board Trustees
77 Main Street
Warwick, New York 10990

Re: Re-appointment Architectural and Historic Review Board – 2022-2027

Dear Mayor Newhard and Village Board Trustees:

I would like to take this opportunity to express my desire to be re-appointed as an Architectural and Historical Review Board member.

If you have any questions regarding my re-appointment, please feel free to contact me.

Thank you in advance for your time and consideration in this matter.

Respectfully,

A handwritten signature in black ink, appearing to read "Matthew Finn", with a circular mark at the end of the signature.

Matthew Finn,
Village of Warwick
ARB

March 2, 2022

Mayor Michael Newhard and
Village Board Trustees
77 Main Street
Warwick, New York 10990

Re: Re-appointment Architectural and Historic Review Board alternate – 2022-2023

Dear Mayor Newhard and Village Board Trustees:

I would like to take this opportunity to express my desire to be re-appointed as an Architectural and Historical Review Board alternate member.

If you have any questions regarding my re-appointment, please feel free to contact me at your earliest convenience.

Thank you in advance for your time and consideration in this matter.

Respectfully,

A handwritten signature in black ink, appearing to read "Andrew Avila".

Andrew Avila,
Village of Warwick
AHRB

Easter Egg Hunt

**Sponsored by the Village of Warwick Recreation
and the Warwick Fire Department**

**Saturday, April 16th, 2022
at Veterans Memorial Park
Start Time: 10:00 am sharp**

3 Age Groups:

3 and Under

4-6 years old

7-12 years old

**Come see the Easter Bunny at the Park!
Prizes will be given out for finding the
Golden Egg for each age group!**

**Admission: Please bring a non-perishable
food item to support the Warwick Food
Pantry**



Mayor Michael Newhard
77 Main St
Warwick, NY 10990

Dear Tree City USA Community Member,

On behalf of the Arbor Day Foundation, I congratulate Warwick on earning recognition as a 2021 Tree City USA and receiving a Growth Award. We are so thrilled that Warwick takes pride in creating a community that places unique value on the planting and caring of trees.

Warwick is part of an incredible network of more than 3,600 Tree City USA's, with a combined total population of 155 million. The Tree City USA program is one of the Arbor Day Foundation's earliest programs. We are proud to partner with the U.S. Forest Service and the National Association of State Foresters to maintain this community.

Over the last few years, it has become increasingly clear of the value and importance that trees hold for our future. Cities and towns across the globe are facing challenges when it comes to air quality, water resources, personal health and well-being, and energy use. Warwick shows its residents and peers that they are forward-thinking and eager to combat these issues. By showing your dedication to urban forestry, you demonstrate a commitment to a brighter, greener future.

We hope you are as excited as we are to share this accomplishment with your local media and your residents. Enclosed in this packet is a press release for you to distribute at your convenience.

State foresters will receive the Tree City USA recognition materials and coordinate on how to distribute them. We will forward information about your awards to your state forester's office to facilitate the presentation. Your community's Arbor Day ceremony would be the best time to mention the Tree City USA award.

Again, we are excited to celebrate your commitment to the people and trees of Warwick and thank you for helping us plant, nurture and celebrate trees.

Best Regards,

A handwritten signature in black ink, appearing to read 'DL' or 'Dan Lambe'.

Dan Lambe
Arbor Day Foundation Chief Executive

RECEIVED

MAR 23 2022

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE



February 18, 2022

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

Re: Proposal for Engineering Services
Relocation of the Maple Avenue Water Booster Station

File: P702.4212

Dear Mayor Newhard:

Barton & Loguidice, D.P.C. (B&L) is pleased to provide this proposal for preliminary engineering, final design, bidding and construction related services for the Maple Avenue Water Booster Station Improvement project. The NYSDOT has indicated to the Village that NYS Route 94 (Maple Avenue) is scheduled to be repaved in the summer of 2023. The Maple Avenue booster pumping station is located at the intersection of Colonial Avenue and Maple Avenue (NYS Route 94). The station was identified for relocation in our "Water Storage Tank Consolidation Evaluation Report", dated November 2017 and "Preliminary Engineering Report, Water System Improvements", dated July 2021. The booster pumping station could be moved from Maple Avenue to Grand Street in order to allow future consolidation of the Chelsea Gardens and Valley View pressure zones. This proposal is to provide preliminary engineering services along with engineering design, bidding and construction related services for the installation of a new booster pumping station along Grand Street to replace existing Maple Avenue booster pumping station. The intent is to relocate this station prior to NYSDOT repaving the roadway in 2023.

Scope of Services

B&L proposes to provide the following scope of services:

Preliminary Design Services

- *Survey and Base Mapping Services*
Survey and base mapping services will be required for design. B&L will retain the services of a qualified professional surveyor to prepare base mapping for the project area. All surveys will include all evident planimetric and topographic features such as one-foot contour intervals, structures, landscaping, trees, overhead utilities, poles, underground utility evidence etc. Property lines and roadway right of ways will be shown from tax maps and available infrastructure mapping provided to B&L from the Village.



Deed research/boundary survey is included in this proposal as it is likely that the Village will have to purchase land for the proposed booster pumping station location along Grand Street.

Underground utilities will be located and shown based on existing utility mapping and Dig Safely New York mark-outs. Horizontal and vertical datum will be state plane coordinates by static GPS processed by OPUS or NYSNET. A benchmark will be set at the site for use by the Contractor.

- *Subsurface Investigations*

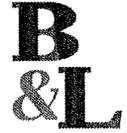
B&L will retain the services of qualified geotechnical subcontractor to complete soil borings and geotechnical analysis at the project site. Boring logs documenting subsurface conditions will be prepared for use in design and bidding phases of the project. A total of one (1) soil boring to an estimated depth of 30-feet will be advanced at the booster pump station site, or until practical refusal in which a 5-foot core sample will be taken. Split spoon testing will be conducted in accordance with ASTM D 1586 "Standard Methods for Standard Penetration Test (SPT) and Split Barrel Sampling of Soils."

A geotechnical report will be prepared indicating allowable soil bearing capacity, estimated settlement, lateral earth pressures, as well as Seismic Site Classification and will be used to design the PS vault or pre-fab building.

- *SEQR Documentation*– This project should be classified as an Unlisted under the State Environmental Review Act which will require B&L to fill out the necessary forms and complete a coordinated review with all interested and involved parties. The anticipated involved and interested parties include NYS Department of Environmental Conservation (NYSDEC), NYS Office of Parks, Recreation, and Historic Preservation (OPRHP), Orange County Planning and NYS Department of Transportation (NYSDOT). B&L will provide the following services in order to assist the Village in completing the SEQR process:

- Prepare the appropriate Environmental Assessment Form (EAF) for use by the Village Board in reviewing the environmental aspects of the project and in seeking lead agency status. We will attend one (1) meeting to review environmental aspects identified in the EAF.
- During preparation of the EAF, pre-screening will be completed with NYS Office of Parks, Recreation, and Historic Preservation (OPRHP) to identify potential cultural resource impacts as well as the U.S. Fish & Wildlife Services' National Heritage Program to identify any.

Note: At this time it is unknown if OPRHP will require an Archeological Survey as it is anticipated that the proposed pump station will be located within an existing pre-disturbed area. Therefore, services for an archeological survey is not included in this proposal. Should OPRHP require a Phase 1 archeological survey, B&L can provide these additional services under separate authorization by the Village Board. It is also unknown if there are any endangered or threatened species within the project area. Therefore, this proposal does not include a habitat assessment. If it is determined through the SEQR process that there may be endangered or threatened species within the project area B&L can provide a habitat assessment as an additional service under separate authorization by Village Board.



- *Wetlands Assessment*

For the purposes of this proposal it is assumed that no wetlands are present at the proposed site and a wetland delineation is not included in this proposal. If a wetland delineation is determined to be needed for the proposed area, B&L can provide these services as an additional service under separate authorization by Village Board.

Design Services

A Final Basis of Design Report for the Booster Pumping Station Improvements will be prepared. The Final Basis of Design Report will serve to identify the specific design criteria for the project, and will satisfy the requirements of regulatory agencies. B&L will include two (2) options for the booster pumping station, (i.e., above-grade building or below grade vault) as well as the need for a Pressure Reducing Valve along Maple Avenue.

B&L will prepare design plans and technical specifications assuming a new pre-fabricated booster pumping station. The design will be in general conformance with the New York State Department of Health (NYSDOH) design standards as defined in "Recommended Standards for Water Works", except any variations approved by NYSDOH.

B&L will also prepare Contract and Bidding Documents for the project. The project will be bid and constructed with appropriate prime contracts in accordance with New York State public bidding laws. A project manual will be prepared that will include bidding forms and requirements, general conditions, contractual requirements, and will define the duties and responsibilities of the Village, Engineer and Contractor. Due to timing and possible lead-time on the equipment, the Village may choose to pre-purchase the pre-fabricated pumping station.

Three (3) meetings are included during the design phase of the project, kick-off, 50% design and 95% design. It is anticipated that two (2) meetings will be conducted via telecommunication.

Permits and Approvals – B&L will prepare and submit the appropriate permit applications along with the 100% complete Contract Documents to the following agencies for review and approval:

- a. Orange County Health Department - Plan review and approval
- b. NYSDOH - Plan review and approval
- c. NYSDEC - Notice of Intent (NOI) for stormwater construction activity

B&L will address any comments and/or questions these agencies may have as deemed appropriate. Note that any fees associated with any of these permit applications or agency approvals would be paid directly by the Village and are not included herein.



Bidding Services

B&L will assist the Village in bidding the project. Bid assistance will include preparation of Advertisement for Bid(s) for publication by the Village in its official newspaper, notifying potential bidders of advertisement publication, assisting with contract document distribution, addressing contractor questions during the bid phase and preparing responses as appropriate, preparing addenda as required and issuing the same to contractors.

Upon receipt of the bids by the Village, B&L will attend the bid opening and then tabulate the bids, review the qualifications of the low bidder for each contract, or if necessary as many as the three (3) lowest bidders and prepare a recommendation of award to the Village for each contract.

For the purposes of Village and agency approval, five (5) copies of Contract Documents will be provided. Additional sets would be provided at cost, if required. The bidding documents will be uploaded and distributed by REV.

B&L will issue a Notice of Award to each successful bidder upon the Village's direction.

Construction Services

Construction Administration

- B&L will prepare conformed copies of the successful bidder's submittal for contract execution.
- Conduct a pre-construction conference with the Contractor(s).
- Review shop drawings and submittals for the material and equipment to be incorporated into the project for conformance with the Contract Documents.
- Attend monthly project meetings with contractor representatives, make periodic site visits to the project site during construction of the project, and advise the Village regarding construction related issues (total of two (2) meetings).
- Review contractor's payment applications and submit same to the Village for processing and prepare change orders, if necessary.
- Attend a final field meeting and complete final review of the completed construction, and prepare a report on any deficiencies, corrective actions required etc. as determined at said review.
- Prepare completed construction drawings based on information compiled by B&L personnel and the Contractors. We will deliver two (2) hard copy sets and one electronic copy (AutoCAD, latest version) of the drawings.

Construction Observation

- Conduct full-time, on-site construction observation (CO) of the work in progress to assist the Village in determining if the work is, in general, proceeding in accordance with the Contract Documents. The CO will not advise on, issue directions regarding or assume control over, safety



precautions and programs in connection with the work. It is anticipated that construction of the proposed improvements will require six (6) months with actual field construction of up to two (2) months.

- B&L will provide up to 120 hours of observation services. Additional hours beyond the assumed amount would be billed at our standard billing rate at the time of service.
- The CO would prepare a daily report with photographs that would record the Contractor's hours at the job site, daily activities, and progress of work.
- The CO will be present during the pipe installation, booster pumping station installation, and restoration to verify that is in accordance with the Village Standards, Plans, Contract Documents and intended function.
- The CO will verify material matches approved submittals.
- The CO will inform the Village in writing of any operations and procedures that may lead to delay in construction.
- The CO will be present during system testing and maintain a log and file of tests and related reports.

The amount of time required for construction administration and observation is dependent on the Contractor's progress and final scope of the construction project. Based on our experience, we have estimated what we feel is a reasonable time frame for completion of the work, and have estimated the time required for construction administration and observation accordingly.

Fee for Services

The proposed fee for engineering services outlined above would be as follows:

| | |
|---|-----------------|
| Preliminary Design Services (Lump Sum) | \$14,500 |
| SEQR (\$2,000) | |
| Survey Allowance (\$7,500) | |
| Geotechnical Allowance (\$5,000) | |
| Final Design (Lump Sum) | \$46,000 |
| Bidding Services (Lump Sum) | \$ 4,500 |
| Construction Administration Services (Lump Sum) | \$19,000 |
| Construction Observation Services (Time and Expense) | \$13,200 |
| Expenses (Lump Sum) | \$ 800 |
| TOTAL | \$98,000 |

We would not exceed this amount unless the Village first authorized a modification of the scope and fee. B&L will have the ability to reallocate engineering fee between phases, if needed. If construction observation hours exceed the allocation above, or if the construction period extends beyond the assumed timeframe, further construction observation and administration would be provided as an additional service.

Hon. Michael J. Newhard, Mayor
Village of Warwick
February 18, 2022
Page 6



Thank you for the opportunity to be of continued service to the Village of Warwick. If you have any questions, please feel free to contact our office.

Sincerely,

BARTON & LOGUIDICE, D.P.C.

A handwritten signature in black ink, appearing to read 'Donald H. Fletcher'.

Donald H. Fletcher
Senior Vice President

JAB2/tlh

Authorization

Barton & Loguidice, D.P.C. is hereby authorized by the Village of Warwick to proceed with the services described herein in accordance with the terms and conditions of Master Services Agreement.

Authorized Printed Name

Authorized Signature

Date

MEMORANDUM

TO: MAYOR NEWHARD & THE VILLAGE BOARD
FROM: MIKE MOSER DPW SUPERVISOR 
SUBJECT: DPW LABORER HIRE
DATE: MARCH 29, 2022

Request a motion to hire **Andrew D'Alessandro** to the position of Full Time Laborer at the current Collective Bargaining Agreement rate of \$18.00 per hour subject to increase with the new June 1, 2022, Collective Bargaining Agreement rates. Start date to be determined by the DPW Supervisor.

Raina Abramson

From: Christina Thomas <cthomas10021@gmail.com>
Sent: Friday, March 25, 2022 3:12 PM
To: Raina Abramson
Cc: Michael Newhard; Geoffrey Howard; Janet Phillips
Subject: Fwd: ATTACHED - Certificate of Insurance
Attachments: 2021 to 2022 MASTER CERTIFICATE - Village of Warwick.pdf

Raina,

Here is the certificate of insurance for the Village of Warwick for the Riverkeepers event on May 7th this year.

As you may recall from previous years this is where Sustainable Warwick teams up with Riverkeepers to clean up a local waterway, in this case the Wawayanda Creek.

I will come back to you nearer the time with a request for garbage bags and garbage pick up.

At the moment we are planning to clear the Memorial Park area of the creek.

Thank you and do let me know if you have any questions.

Christina Thomas

----- Forwarded message -----

From: Katie Leung <kleung@riverkeeper.org>
Date: Fri, Mar 25, 2022 at 12:48 PM
Subject: ATTACHED - Certificate of Insurance
To: Christina Thomas <cthomas10021@gmail.com>

Hello Christina,

Please see the attached for the certificate to send to Village of Warwick.

Thank you for your leadership in organizing a Sweep project - will be back in touch soon!

Warmly,
Katie

--

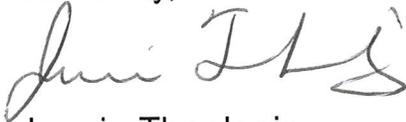
Katie Leung
Volunteer and Outreach Coordinator

To: The Village of Warwick

March 28, 2022

The First Grade classes at Park Avenue Elementary are very excited to be planning our picnic at Stanley Deming again! We kindly ask, as it was in previous years, that the security deposit fee is waived since we are a local school. We have been enjoying this year end event for over 20 years and are very appreciative of all the Village does to make this event fun for students year after year.

Sincerely,



Jennie Theologis
First Grade Teacher
(845)494-6504
jtheologis@wvcasd.org

RECEIVED

MAR 28 2022

VILLAGE OF WARWICK
CLERK

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



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MAR 28 2022
VILLAGE OF WARWICK
CLERK
(845) 986-2031
(845) 986-6884
mayor@villageofwarwick.org
clerk@villageofwarwick.org

VILLAGE OF WARWICK
INCORPORATED 1867

Facility Use Request Form
For Gatherings of Less Than 200 People

ONLY USE THIS FORM IF YOUR EVENT WILL HAVE 200 PEOPLE OR LESS

Date Request Submitted: 3/24/22

Title of Event: Park Avenue Elem. First Grade Picnic

Purpose of Event: End of the Year Celebration

SECTION 1: REQUESTED VILLAGE-OWNED PROPERTY

Railroad Green Stanley-Deming Park Lewis Woodlands

Veterans Memorial Park Veterans Memorial Park Pavilion

**Please use the attached map to indicate the specific area(s) to be used within each park.*

Village of Warwick Parking Lots - check all that apply:

South Street Lot 1st Street Lot Chase Lot (non-permit only)
 Spring Street Lot Wheeler & Spring St. Lot Upper CVS Lot Lower CVS Lot

Village of Warwick Streets: _____

SECTION 2: DATE AND TIME REQUESTED

Date(s) Requested: 6/14/22 Rain Date Requested: 6/15/22

Arrival Time: 12:15 Departure Time: 2:30

Event Start Time: 12:15 Event End Time: 2:30

SECTION 3: APPLICANT INFORMATION

Check one: Non-Profit Organization Commercial/Business Organization Family
**For-profit activities are prohibited.*

Applicant's Name/Responsible Party: Park Avenue Elem. / Jennie Theologis
**Person of responsibility representing the organization must be a Town of Warwick resident.*

Mailing Address of Responsible Party: 30 North St.
10 Park Avenue Warwick, NY

Email Address: jtheologis@wvcsd.org Cell Phone: (845) 494-6504

Proof of Town of Warwick Residency of Responsible Party: Driver's License Utility Bill

Name of Organization (if Applicable): Park Avenue Elem.

Name of Organization's Director(s)/Officer(s): Bill Biniaris

Organization's Phone: (845) 987-3170 Email Address: vbiniaris@wvcsd.org

Mailing Address of Organization: 10 Park Avenue Warwick, NY

Physical Address of Organization: Same

SECTION 4: EVENT INFORMATION

Maximum Number of People Intended at the Event: 120

* If greater than 200 people, at any given time DO NOT complete this form. See instructions.

of Adults: 20 # of People Under 18: 100

Expected Number of Vehicles Intended at the Event: about 15

Please explain the parking plan for the event: We will walk down from our school. Some parent volunteers will park at Stanley Deming

WILL YOUR EVENT INCLUDE:

CHECK YES OR NO

| | |
|---|---------------------|
| Greater than 200 people at any given time <i>If yes, DO NOT complete this form. Please complete form: FACILITY USE PERMIT APPLICATION FOR GATHERINGS GREATER THAN 200 PEOPLE</i> | Yes ___ No <u>X</u> |
| Music / Loudspeakers / Sound System <i>If yes, explain: _____</i> <i>Location of Music/Loud Speakers/ Sounds System: _____</i> | Yes ___ No <u>X</u> |
| Parade, walk, road race, etc. <i>Request must include in writing a clear layout of the intended route AND a letter from the Warwick Police Department approving the route and police resources.</i> | Yes ___ No <u>X</u> |
| Tent(s) <i>Include a map detailing the placement of the tent(s).</i> <i>Date & time tent will be set up: _____</i> <i>Date & time tent will be removed: _____</i> | Yes ___ No <u>X</u> |

| | |
|--|---|
| RVs, Campers, Food Trucks, etc. <i>If yes, explain:</i> _____ | Yes ___ No <input checked="" type="checkbox"/> |
| Admission Fee to Be Charged <i>If yes, please list the admission fee:</i> _____ | Yes ___ No <input checked="" type="checkbox"/> |
| Alcohol <i>Host Liquor Liability Insurance is required.</i> | Yes ___ No <input checked="" type="checkbox"/> |
| Food will be served or sold <i>If yes, explain the method of food distribution and disposal of trash:</i> _____ _____ <i>*A permit is required from the Orange County Department of Health when offering or selling any food to the public. It is the applicant's responsibility to contact the Orange County Department of Health to obtain necessary permits. Contact the Orange County Department of Health for further information. *Applicants must provide a drawing to scale showing where the food will be served/sold and where trash will be disposed.</i> | Yes ___ No <input checked="" type="checkbox"/> <i>*Students will bring their own bag lunch</i> |
| Rides: Mechanical Carnival Rides, Bounce House, Inflatable Slide, etc. <i>If yes, explain:</i> _____ <i>Additional contract(s) and/or insurance is required.</i> | Yes ___ No <input checked="" type="checkbox"/> |
| Portable Toilets <i>Placement of portable toilets must be detailed on the map that is required with the application.</i> | Yes ___ No <input checked="" type="checkbox"/> |
| Other <i>Please explain:</i> _____ | Yes ___ No ___ |

SPECIAL REQUESTS:
CHECK YES OR NO

| | |
|---|--|
| Road Closure <i>List road(s):</i> _____ <i>Closed between the hours of _____ and _____</i> <i>Number of 'No Parking' meter bags requested, if applicable:</i> _____ | Yes ___ No <input checked="" type="checkbox"/> |
| Use of Village-owned tables and chairs <i>Veterans Memorial Park Pavilion Only. No. of Tables _____ No. of Chairs _____</i> | Yes ___ No <input checked="" type="checkbox"/> |
| Use of Electricity | Yes ___ No <input checked="" type="checkbox"/> |
| Use of Memorial Park Football/Over 35 Field Lights <i>Additional fee required for use of field lights.</i> | Yes ___ No <input checked="" type="checkbox"/> |
| Use of Memorial Park Pavilion Lights | Yes ___ No <input checked="" type="checkbox"/> |

| | |
|---|---|
| Use of Village of Warwick Restrooms <i>Memorial Park and <u>Stanley Deming Park only.</u></i> | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| Other Please explain: _____ | Yes <input type="checkbox"/> No <input type="checkbox"/> |

SECTION 5: FEES/SECURITY DEPOSIT

Fees and Security Deposit are Due Upon Application / Checks payable to: The Village of Warwick

- \$200 Security Deposit - (*Must be a Separate Payment*)
- Memorial Park Football/Over 35 Field Lights (circle one) - \$10 per day or \$300 per season

TOTAL FEES: \$ _____ (excluding security deposit)

SECTION 6: INDEMNITY & HOLD HARMLESS

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 of Warwick for the use and care of the facilities. He/she, on behalf of Park Ave. Elem. (Name of Organization) 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 Village's property, facilities and/or services by Park Avenue Elem. (Name Organization).

Jennie Theologis
 Printed Name of Applicant/Responsible Party

[Signature]
 Signature of Applicant/Responsible Party

3/24/22
 Date

Clerk Use Only: Security Deposit Check # _____ Certificate of Insurance Host Liquor Liability NA
 Fees Received NA Park Map(s) NA Police Dept. Approval (if applicable) NA



March 28, 2022

To the village of Warwick,

We are a nonprofit established league playing in Warwick, NY which strongly encourages positive involvement in the community and social networking while having fun. Our league has been in practice for 6 years.

This year we are seeking approval to allow sponsors to hang 2x3 banners advertising their business on our fence down at the over 35 field at Memorial park. Or on the fence that is front of the grand stand.

We would be responsible for securing the banners and ask that they stay for the for the period of May 13th - July 22nd.

All funds to be donated to the Backpack foundation.

Sincerely,

Carl Short

RECEIVED
MAR 24 2022
VILLAGE OF WARWICK
CLERK

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



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

VILLAGE OF WARWICK

INCORPORATED 1867

Village of Warwick - Banner Request Form

Today's Date 3/10/22 Date's Requested 5/13 - 7/24
Location Requested: West Street _____ First Street _____ Village Parks _____ Utility Poles Fence
Name of Organization: Warwick Adult League Kickball
Mailing Address: 17 Division St
Telephone: (Day) _____ (Evening) _____ (Cell) 845-545-0209
Email: WarwickKick @ COMAD.com

7 BANNERS on
the fence surrounding
the over 35
field at
Memorial Park

Banner Dimensions and Specifications:

- Banners over **West Street** must be 20 feet wide and 3 feet high. Banners must also be designed for wind loads AND must include 'D' rings.
- Banners by the **First Street Parking Lot** must be 6 feet wide and 3 feet high.
- Banners at **Village Parks** are allowed only if your event is happening at the park. They must be no larger than 16 feet wide and 3 feet high.
- Banners on **Utility Poles** must be 2 feet wide by 5 feet high.

Diagram and/or picture of banner showing content must accompany this permit.

Request must be submitted with required Certificate of Liability Insurance which includes:

- \$1,000,000 per occurrence / \$2,000,000 aggregate
- Certificate Holder: Village of Warwick, 77 Main Street, Warwick, NY 10990
- Description must state: "This certificate is issued in connection with the hanging of the 'Name of Banner' on 'Location Hanging Banner' from 'Dates Requested'. This certificate is issued subject to all policy terms, conditions, limitations, exclusions and language."

Banner Request Forms must be signed by a Village resident.

Banners may be hung for a **maximum** of two weeks only. ***Banners that do not meet the above specifications will not be hung; no exceptions.**

***Banner Request Form, Certificate of Insurance, and Picture of Banner must be submitted in one complete packet to the Village of Warwick in order to be presented to the Mayor for approval at least 2 weeks prior to the date's requested.**

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she, on behalf of the 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 banner hanging.

[Signature]
Signature of Village Resident

17 Division St
Address

845-545-0209
Telephone



OFFICE OF COMMUNITY DEVELOPMENT

Nicole Andersen, Director
40 Matthews Street, Suite 307A
Goshen, NY 10924

Tel: (845) 615-3820 • Fax: (845) 360-9093

Email: CommDev@orangecountygov.com

Steven M. Neuhaus
County Executive

February 07, 2022

Dear Urban County Consortium Member:

We are pleased to announce the start of the FY-2023 Community Development Block Grant (CDBG) Municipal Grant Application process. The application will only be transmitted via email and is also available on the Community Development website at <https://www.orangecountygov.com/192/Community-Development>. Please feel free to share the information with any other interested party.

Enclosed with this letter is the FY-2023 CDBG Program Year Calendar. Please take a few moments to review all important deadline dates as several key dates have been changed. Any municipality that submits an application for funding must hold a public hearing to inform citizens of the opportunity to apply for federal funding, review its community development needs, and obtain citizen input, particularly from people with low to moderate income, on which activities should be included in funding proposal and application, and authorize the Municipal Official to submit an application. All municipal applications are to be submitted to the Office of Community Development (OCD) no later than 4:00 PM, Friday, June 24, 2022.

NOTE: We no longer are requiring hard copies of the application – please submit electronically only.

At least one representative from the Applicant/Municipality must attend a **MANDATORY VIRTUAL Application Workshop on Thursday, March 24, 2022 from 9:30 a.m. to 11:30 noon via Microsoft Teams**. There can be no exceptions to the application deadline or attendance at the meeting. We suggest that the Municipal Official, Primary Contact, Project Manager and Engineer (if applicable) attend. To register and be sent the Microsoft Teams Invite, e-mail a list of Attendees with their Contact Information to nandersen@orangecountygov.com, by Friday, **March 11, 2022**.

Thank you for your continued interest in this important program and we look forward to assisting you with your FY-2023 municipal application. If you have any questions, please do not hesitate to contact me at (845) 615-3819 or nandersen@orangecountygov.com.

Sincerely,

Nicole Andersen

Nicole Andersen
Director of Community Development

**The Law Office of
JOHN E. ZIOBRO**

P.O. Box 738
Warwick, New York 10990

Physical Address: 23 West Street, Warwick, New York 10990
Telephone: (845) 986-1700
Telefax: (845) 986-1744
Email: jz@ziobrolaw.com

RECEIVED

MAR 30 2022

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

March 28, 2022

Village of Warwick
Village Hall
77 Main Street
P.O. Box 369
Warwick, NY 10990

RE: In The Matter of Simone-CCR, Inc. DBA Blarney Station
Application for a Liquor License

Dear Town Clerk:

Enclosed please find the Notice Form for Providing 30-Day Advance Notice to a Local Municipality regarding the Simone-CCR, Inc. Liquor License Application

If you have any questions, please do not hesitate to contact my office. Thank you.

Very truly yours,



JOHN E. ZIOBRO

JEZ/dh

Enclosure

cc: Matthew Spain (via email)
Christopher Riat (via email)

Standardized NOTICE FORM for Providing 30-Day Advance Notice to a Local Municipality or Community Board

1. Date Notice Sent:

1a. Delivered by:

2. Select the type of Application that will be filed with the Authority for an On-Premises Alcoholic Beverage License:
For premises outside the City of New York:

RECEIVED

MAR 30 2022

New Application Removal Class Change

For premises in the City of New York:

New Application New Application and Temporary Retail Permit Renewal Alteration Removal

VILLAGE OF WARWICK VILLAGE CLERKS OFFICE

Class Change Method of Operation Corporate Change

For **New** and Temporary Retail Permit applicants, answer each question below using all information known to date

For **Renewal** applicants, answer all questions

For **Alteration** applicants, attach a complete written description and diagrams depicting the proposed alteration(s)

For **Corporate Change** applicants, attach a list of the current and proposed corporate principals

For **Removal** applicants, attach a statement of your current and proposed addresses with the reason(s) for the relocation

For **Class Change** applicants, attach a statement detailing your current license type and your proposed license type

For **Method of Operation Change** applicants, although not required, if you choose to submit, attach an explanation detailing those changes

Please include all documents as noted above. Failure to do so may result in disapproval of the application.

This 30-Day Advance Notice is Being Provided to the Clerk of the Following Local Municipality or Community Board:

3. Name of Municipality or Community Board:

Applicant/Licensee Information:

4. Licensee Serial Number (if applicable): Expiration Date (if applicable):

5. Applicant or Licensee Name:

6. Trade Name (if any):

7. Street Address of Establishment:

8. City, Town or Village: , NY Zip Code:

9. Business Telephone Number of applicant/ Licensee:

10. Business E-mail of Applicant/Licensee:

11. Type(s) of alcohol sold or to be sold: Beer & cider Wine, Beer & Cider Liquor, Wine, Beer & Cider

12. Extent of Food Service: Full Food menu; full kitchen run by a chef/cook Menu meets legal minimum food requirements; food prep area required

13. Type of Establishment:

Seasonal Establishment Juke Box Disc Jockey Recorded Music Karaoke

14. Method of Operation: Live Music (give details i.e., rock bands, acoustic, jazz, etc.):

Patron Dancing Employee Dancing Exotic Dancing Topless Entertainment

Video/Arcade Games Third Party Promoters Security Personnel

Other (specify):

15. Licensed Outdoor Area: None Patio or Deck Rooftop Garden/Grounds Freestanding Covered Structure
(check all that apply) Sidewalk Cafe Other (specify): _____

