

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
AUGUST 15, 2022**

9336

The Regular Meeting of the Board of Trustees of the Village of Warwick was held on Monday, August 15, 2022, at 7:30 p.m. in Village Hall, 77 Main Street, Warwick, NY. Present was: Deputy Mayor, Barry Cheney, Trustees: Corey Bachman, Carly Foster, and Thomas McKnight. Also, present was Village Clerk, Raina Abramson, Village Attorney, Steven Gaba, and DPW Supervisor, Mike Moser. Mayor Michael J. Newhard was absent. Others present: Meghan Carlson, Donna Douglas, Dennis Williams, Town of Warwick Police Chief, John Rader.

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

Acceptance of Minutes

A **MOTION** was made by Trustee McKnight, seconded by Trustee Bachman and carried for the Acceptance of Minutes: August 1, 2022.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Bachman Aye

Trustee McKnight Aye Mayor Newhard Absent

Acceptance of Reports

A **MOTION** was made by Trustee McKnight, seconded by Trustee Bachman and carried for the Acceptance of Reports – July 2022: Clerk’s Office, Tax Collection, Justice Department, Planning and Zoning, and Department of Public Works.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Bachman Aye

Trustee McKnight Aye Mayor Newhard Absent

Authorization to Pay all Approved and Audited Claims

A **MOTION** was made by Trustee Foster, seconded by Trustee Bachman and carried for the Authorization to Pay all Approved and Audited Claims in the amount of \$235,342.80.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Bachman Aye

Trustee McKnight Aye Mayor Newhard Absent

Police Report

Town of Warwick Police Chief, John Rader thanked the Village of Warwick for their support with National Night Out from the application process to the execution with the DPW. Chief Rader said that event was a success, bigger than they thought, which was good, and that they are looking forward to continuing.

Deputy Cheney stated that it was an excellent event, well attended with people who seemed to be enjoying themselves.

Correspondence

1. Letter from Nora Gurvich, Executive Director of The Warwick Historical Society, thanking the Village Board for supporting the George Washington Day 5K and Fun Run.
2. Letter from Penny Steyer regarding the ‘Discussions of Business & the Warwick Valley Farmers’ Market’.

Privilege of the Floor

Please limit your comments to **three (3)** 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.

No comments were made.

Motions

Receipt of Draft Village of Warwick Comprehensive Plan & EAF Referral

A **MOTION** was made by Trustee Cheney, seconded by Trustee Bachman and carried to acknowledge receipt of the draft Village of Warwick Comprehensive Plan dated August 2022 and to authorize Fairweather Consulting to prepare the Environmental Assessment Form (EAF).

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

Trustee Cheney Aye Trustee Foster Aye Trustee Bachman Aye

Trustee McKnight Aye Mayor Newhard Absent

Discussion

Trustee McKnight inquired if the EAF was included in the scope of work for Peter Fairweather. Deputy Mayor Cheney said that he would have to go back and look at that but does not believe so and believes that is what was said in Peter's email to the Village. Deputy Mayor Cheney stated that it will require a change in the scope and cost.

Trustee Foster asked if the Village has a quote from Fairweather Consulting yet. Deputy Mayor Cheney replied, 'not at this point'.

Village Attorney, Stephen Gaba, asked if the Board wanted to table the motion until the Village found out his hourly rate, but thought it was standard. Deputy Mayor Cheney said that the Village knows Mr. Fairweather's hourly rate, and that Mr. Fairweather is not expecting a lot of hours to do it.

Trustee McKnight said that it seemed like a good bit was already filled out from completing these types of forms in the past.

The Board and Village Attorney discussed the length of time it may take Mr. Fairweather to complete the EAF.

Deputy Mayor Cheney stated that since Mr. Fairweather is under contract for the rest of the project, and this was something that was not foreseen when he prepared his scope, to continue to move forward with it.

Village Attorney, Stephen Gaba, explained that if the Village identifies any potential impacts that are moderate to large, the Village will want a study in regard to them. Mr. Gaba said that the EAF, which is all the Board is authorizing right now, is not going to be a pricey document. Mr. Gaba stated that the studies that come at the end, when the Village determines what it wants looked into such as traffic or visual or whatever it may be since it's tough with a Comprehensive Plan because it's all kind of generic as opposed to a specific project, is when the Board is going to have to make a decision on how much to spend.

Deputy Mayor Cheney read Mr. Fairweather's email stating, 'Unless I hear otherwise, this is how I will proceed with the Village's EAF. Note, the Village's plan explicitly indicates that the Village is essentially built out and will have no new large-scale development except through annexation and the plan calls for no changes in the annexation policy. Consequently, the anticipated environmental impact from the plan's enactment will be minimal.'

Village Attorney, Stephen Gaba, said that the Village should not be looking at a lot of studies, but the Village will get a memo from the planner to back up the Village's decision. Mr. Gaba

said that since the Village has a standard rate, he stated that he doesn't think the Village is committing to big cost in going forward tonight.

Trustee Foster inquired about authorizing Mr. Fairweather to a certain amount or less than fifteen hours.

Mr. Gaba said he felt fifteen hours was more than enough to prepare the EAF and since the Village is going to make decisions on the studies and memos that go after that.

Trustee Foster concluded that cost reasonableness is reviewed during invoicing so just by authorizing it to proceed, the Village would still look at the invoice.

Vacation Carry-Over, Mike Moser

A **MOTION** was made by Trustee Cheney, seconded by Trustee Foster and carried to grant permission to DPW Supervisor, Mike Moser, to carry over 5 vacation days.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Bachman Aye

Trustee McKnight Aye Mayor Newhard Absent

Budget Modification

A **MOTION** was made by Trustee Foster, seconded by Trustee Bachman and carried to approve the FY 2022-23 budget modification and transfer request as per the Village Treasurer's letter dated August 8, 2022.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Bachman Aye

Trustee McKnight Aye Mayor Newhard Absent

Parade – Warwick Valley High School Homecoming Parade

A **MOTION** was made by Trustee Foster, seconded by Trustee Bachman and carried to grant permission to the Warwick Valley Central School District to hold a Homecoming Parade on Saturday, September 24, 2022, beginning at 11:30 a.m. as per their letter dated August 1, 2022. Proper insurance is on file. The Warwick Police Department will assist with the event.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Bachman Aye

Trustee McKnight Aye Mayor Newhard Absent

Facility Use – Veterans Memorial Park, Family Kickball Game

A **MOTION** was made by Trustee Foster, seconded by Trustee McKnight and carried to grant permission to William and Andrea Roe to use the Over 35 field in Veterans Memorial Park for a family kickball game on Saturday, August 20, 2022, from 5:00 p.m. to 10:00 p.m., with a rain date of Sunday, August 21, 2022, including use of field lights. Use of bathrooms by the football field must be coordinated and approved by the Warwick Youth Football League. Parking is prohibited in the lot adjacent to the Over 35 Field due to the Fireman’s Field Day event. Event is in coordination with Warwick Little League, Warwick Youth Football & Cheer, Highlander Rugby and the Warwick Fire Department. Completed park permit, proof of insurance, Memorial Park Football/Over 35 Light fee, and security deposit have been received.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Bachman Aye

Trustee McKnight Aye Mayor Newhard Absent

Facility Use – Veterans Memorial Park, Warwick Wildcats Baseball

A **MOTION** was made by Trustee Foster, seconded by Trustee Bachman and carried to grant permission to the Warwick Wildcats Baseball Program to use Cassin and Koch field in Veterans Memorial Park from August 16, 2022, through August 1, 2023, from 5:00 p.m. to 8:00 p.m., in coordination with Warwick Little League. 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 Bachman Aye

Trustee McKnight Aye Mayor Newhard Absent

Refund of Multi-Family Garage Sale Permit #1640-22, Victoria Smith

A **MOTION** was made by Trustee Bachman, seconded by Trustee McKnight and carried to

refund Victoria Smith of 30 Maple Avenue in the amount of \$100 for multi-family garage sale permit # 1640-22 issued on July 26, 2022, due to cancellation of the event scheduled for August 27, 2022 – August 28, 2022.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Bachman Aye

Trustee McKnight Aye Mayor Newhard Absent

Rescind Motion – Appointment of ZBA Member, Wayne Greenblatt – Incorrect Term

A **MOTION** was made by Trustee McKnight, seconded by Trustee Bachman and carried to rescind the motion made on August 1, 2022, appointing Wayne Greenblatt as Zoning Board of Appeals Member with a term of August 1, 2022 to April 5, 2027.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Bachman Aye

Trustee McKnight Aye Mayor Newhard Absent

Appointment of ZBA Member, Wayne Greenblatt

A **MOTION** was made by Trustee McKnight, seconded by Trustee Bachman and carried to appoint Wayne Greenblatt as Zoning Board of Appeals Member with a term of August 1, 2022 to April 6, 2026 to fill the vacancy that occurred during the 5-year term of April 5, 2021 – April 6, 2026.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Bachman Aye

Trustee McKnight Aye Mayor Newhard Absent

Extension of Appointment – Seasonal Laborer, James Quackenbush

A **MOTION** was made by Trustee Cheney, seconded by Trustee Bachman and carried to extend the appointment approved on March 21, 2022, of James Quackenbush to the position of Seasonal Department of Public Works Laborer from July 25, 2022 through October 31, 2022, at a salary

of \$18.00 per hour, up to 20 hours per week, per the recommendation of DPW Supervisor, Mike Moser.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Bachman Aye

Trustee McKnight Aye Mayor Newhard Absent

Reports

DPW Supervisor, Mike Moser's, Report:

The Village of Warwick Department of Public Works has been working on the following projects and assignments since last report, while continuing to maintain a safe workplace:

- All Village-Owned Properties are continuously maintained
- All UDIG 811 utility mark-outs performed
- Multiple days patching of potholes through-out Village; including water excavations, sewer job and work orders
- Replaced signage at parks, parking lots/spaces, and roads
- Replaced hydrant on Hawthorne Ave.
- Collected meter money
- street sweeper is out every Friday
- Installed yard hydrant at Hallowed Ground for Garden Club
- Worked with gardeners at RR Green; tree bags filled
- Removed 83 military banners from telephone poles throughout Village
- Removed incorrectly installed sewer lateral at 16 Galloway Heights, that was installed by the original home builder, so it was there for 40 years trying to run uphill. It was removed and put in the right angle.
- Assisted in set-up of RR Green events: concerts, garden tours etc.
- Replaced rotted corrugated metal drainage pipe on Smith St.
- Construction of bocce court completed; benches installed too
- Volleyball court turned over and ready to use
- Built and installed new bench in Memorial Park by Little League field
- Road painting completed in Warwick Grove, crosswalks and stop lines on Spring St., McEwen, Wheeler, South St. and others
- Repaired water leak on Old Wagon Rd.
- Repaired, painted and reinstalled Stanley Deming Park sign
- Catch basins repaired on William Close, Hawthorne and Lawrence Ave.

- Constructed 2 ramps at WWTP Digester for cleaning project from road millings
- Installed new water service to West St. (house rebuilt from fire)

Mike Moser stated that the DPW has been very busy and that they do fantastic work.

Trustee Foster's Report:

Trustee Foster stated that the Village received the mid-year program summary from Village Recreation Director, Ron Introini, for the recreation programs and provided the following summary:

This was the second-year registration was online and the participant numbers were the highest it's been in the last five years, with a lot of children on the wait list. There were no reported positive COVID cases. Some activities included tie-dye, basketball, volleyball, soccer, dodgeball, obstacle course, scavenger hunt, talent show and sport specific activities such as tennis, football, soccer, basketball, lacrosse, track, and cheerleading. The swim program was very demanding this summer.

There was a lack of the number of applicants per positions, which has not occurred in the past.

Regarding participation, across all programs there were over 1,100 participants with two-thirds coming from the broader Town, which speaks to the value that these programs are providing both the Village and broader community.

The park program had 250 participants and the swim program had 260 participants.

Trustee Bachman's Report: No report.

Trustee McKnight's Report:

Trustee McKnight said that the Village has been able to fill the Alternate position on the Planning Board as well as a full-time member of the Zoning Board but there is still the position of Alternate to the Zoning Board available. Trustee McKnight stated that the Village is also going to need to take a look at the Architectural Review Board and fill out some of the remaining spots there starting in September. Positions are posted on the village's website and resumes can be emailed to clerk@villageofwarwick.org.

Trustee McKnight stated that the Village has a technology footprint and a few upgrades have been made over the years. Trustee McKnight said that he met with Kevin Brand from The Computer Guy who is the Village's IT managed services provider. They spoke about the opportunity to consolidate some of the software licenses that the Village has and eventually

move to more of a cloud-based model over the next 18 months which should increase the reliability and give less reliance on the local hardware. Trustee McKnight explained that each computer has a different shelf life and in the budget the Village spent money on servers, individual desktops, etc. Trustee McKnight said that this is something that he would like to request in the next budget year, not this year, to do the migration and that TCG, the Village's managed service provider, has provided a quote. Trustee McKnight stated that this is a little bit longer term since the Village doesn't have any room in this year's budget.

Deputy Mayor Cheney's Report:

Trustee Cheney said that he wanted to let folks know that the Too Good to Toss community recycle event will be taking place on August 27th and 28th. Trustee Cheney explained that it's Warwick's favorite townwide swap and it's back from the 1-year hiatus due to COVID and last year's modified swap event where households displayed their Too Good to Toss items on their lawns for shoppers to remove, like a more organized bulk trash pickup with better items. Trustee Cheney said that this year it will be back at the basketball court in Stanley-Deming Park. On Saturday, August 27th from 10:00 a.m. to 4:00 p.m. residents of the hamlets, villages, and town are allowed to drop off items. What is received is the categorized under the tent and then on Sunday, August 28th beginning at 10:00 a.m. through 4:00 p.m. individuals are allowed to come and shop for free. Everyone no matter where they live can come and shop for free and can take as many items as can be carried. Trustee Cheney said that the line can get rather long, and that the area gets congested with vehicles. Trustee Cheney stated it's an excellent event that reduces the amount of bulk trash the Village ends up having to pick up and bulk pick up will begin the following Monday. Trustee Cheney asked residents to start planning for the event whether you're going to be a donor or a recipient.

Mayor Newhard's Report: Mayor Newhard was absent.

Final Comments from the Floor

Donna Douglas inquired what week the Village would be picking up on Henry Close. Trustee Cheney confirmed that Henry Close will be picked up in the second phase.

Mike Moser stated that bulk pick up will begin on August 29th on the north side of the Village and September 6th on the south side of the Village. Residents should have items out by the curb on those mornings.

Final Comments from the Board – No comments were made.

Adjournment

A **MOTION** was made by Trustee McKnight, seconded by Trustee Bachman and carried to adjourn the regular meeting at approximately 8:00 p.m.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Bachman Aye

Trustee McKnight Aye Mayor Newhard Absent

Village Clerk, Raina M. Abramson