

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
DECEMBER 18, 2023
AGENDA**

**LOCATION:
VILLAGE HALL
77 MAIN STREET, WARWICK, NY
TIME: 7:30 P.M.**

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

1. Introduction by Mayor Newhard.
2. Acceptance of Minutes: October 16, 2023, November 6, 2023 & November 20, 2023 work session.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Collura ___
Trustee McKnight ___ Mayor Newhard ___

3. Acceptance of Reports – November 2023: Clerk’s Office, Justice Department, Planning and Zoning, Department of Public Works, and Building Department, including October 2023 Justice Reports and October 2023 Building Department Open Complaint report.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Collura ___
Trustee McKnight ___ Mayor Newhard ___

4. 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 Collura ___
Trustee McKnight ___ Mayor Newhard ___

5. Police Report.

Announcements

1. 2023 Village of Warwick Christmas Eve Sing-along & Apple Eve Event.
2. Christmas tree pickup – The Village of Warwick will start picking up Christmas trees on January 2nd for approximately 2 weeks. Trees must be placed by the curb to ensure removal. Trees may also be dropped off until January 31st at the Town of Warwick chip site at Public Works Drive.
3. 2024 Village of Warwick calendar of holidays and meeting dates for the Village Board, Planning Board, Zoning Board of Appeals, and Architectural and Historic District Review Board.
4. The Village of Warwick received the Hudson Valley Regional Council Momentum Award in recognition for Climate Smart Communities certification and related environmental actions.
5. The Village of Warwick has been awarded \$406,167 through the second round of Safe Streets 4 All grants, towards the Village's Planning and Demonstration Activities plan to slow down Warwick.

Correspondence

1. Letter of resignation from Billing Control Clerk, Debra Pawliczak.
2. Letter from Kim Williams regarding Main Street parking.

Discussion

1. Professional Agreements.
2. Draft Code of Ethics.
3. Draft Short-Term Rental Code.

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.

Motions

Trustee Cheney’s Motions

1. **MOTION** to approve and authorize payment to the Town of Warwick in the amount of \$17,405.50, 50% of the shared cost, for the purchase of a Hot Patcher Dump Trailer. The total cost of the Hot Patcher Dump Trailer is \$34,811.00. This is an unbudgeted item. Funds to be allocated in budget code A5110.2350.

The vote on the foregoing motion was as follows:

Trustee Cheney ___ Trustee Foster ___ Trustee Collura ___

Trustee McKnight ___ Mayor Newhard ___

2. **MOTION** to authorize Payment #6 in the amount of \$19,832.95 to TAM Enterprises, Inc. for the South Street sidewalk replacement project, including the sidewalk construction between Lawrence Avenue and Galloway Road. The scope of the work covered by this application was included in Change Order #2 previously approved by the Village Board on October 2, 2023. Funds are appropriated in budget code A5110.4400 in the FY2023-24 budget.

The vote on the foregoing motion was as follows:

Trustee Cheney ___ Trustee Foster ___ Trustee Collura ___

Trustee McKnight ___ Mayor Newhard ___

3. **MOTION** to advertise and receive proposals for the materials and construction of a pole barn building at 24 Memorial Park Drive.

The vote on the foregoing motion was as follows:

Trustee Cheney ___ Trustee Foster ___ Trustee Collura ___

Trustee McKnight ___ Mayor Newhard ___

Trustee Foster’s Motions

4. **MOTION** to grant permission to the Albert Wisner Public Library to use Stanley-Deming Park to hold the 2024 Children’s Book Festival on Saturday, October 12, 2024, from 11:00 a.m. to 4:00 p.m. as per their letter dated November 29, 2023. Permission to include: three (3) food trucks to be parked on the grass between the creek and the handball courts on the west side of the park; additional 6-8 garbage cans placed near the

food trucks and festival tents; a 3' x 12' banner to be hung on the fence by the entrance of Stanley-Deming Park at the intersection of South Street and Parkway, from Sunday, September 29, 2024, through Saturday, October 12, 2024; Festival tents to be set up beginning at 9:00 a.m. on Friday, October 11, 2024, and removed by 1:00 p.m. Sunday, October 13, 2024; use of Stanley-Deming restrooms; Uncle Brothers Band to perform a free children's concert under the bandstand from 11:30 a.m. to 3:00 p.m. during the event; in coordination with DPW Supervisor, Mike Moser, use of designated parking in the large section of the grass behind the basketball courts and additional temporary accessible parking spaces designated by the Village on Parkway, close to the entrances of Stanley-Deming Park; if possible for the DPW to provide spotlights for the setup date of Friday, October 11th. Approval contingent upon providing the Village of Warwick with certificates of insurance naming the Village as an additional insured from all food truck vendors at least 30 days prior to the event and obtaining permission of the Warwick Valley Central School District to use the Park Avenue School for parking and providing such documentation 60 days prior to the event. Completed facility use permit, proof of insurance, and security deposit have been received.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Collura ___
Trustee McKnight ___ Mayor Newhard ___

5. **MOTION** to hire Savanna DeLucia and Skyler Blanton as part of the FY 2023-24 special event staff at a rate of \$15.00 per hour for the Christmas Eve Sing-along and Easter Egg Hunt per the recommendation of Village of Warwick Recreation Director, Ron Introini.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Collura ___
Trustee McKnight ___ Mayor Newhard ___

6. **MOTION** to acknowledge receipt of the Standardized Notice Form from the New York State Liquor Authority for an on-premises liquor license to Craft Beer Celler, located at 93-95 Main Street, Suite 2, 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, and waive the thirty (30) day notice requirement of the filing of a New York State Liquor License Application.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Collura ___
Trustee McKnight ___ Mayor Newhard ___

Trustee McKnight’s Motions

7. RESOLUTION INTRODUCING A PROPOSED LOCAL LAW ESTABLISHING A COMMUNITY CHOICE AGGREGATE PROGRAM

WHEREAS, the Village Board of the Village of Warwick has a local law before it entitled: “A local law to amend the Village Code by enacting a new Chapter 60 entitled ‘Community Choice Aggregation Program’”, 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 January 15, 2024 at 7:30 o'clock p.m. and that due notice of the same is directed to be given by publication and posting.

_____ 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	_____
Mary Collura, Trustee, voting	_____
Michael Newhard, Mayor, voting	_____

Reports

Trustee Cheney's Report: Liaison to Public Works Operations, Engineering and Infrastructure Projects, Veterans, Code Enforcement / Building Department, Emergency Services, Citizens Awareness Panel/Jones Chemical. Alternate liaison to Economic Development, Planning & Zoning / AHDRB / OC Planning, Transportation & Mobility.

Trustee Foster's Report: Liaison to Office of the Clerk, Parks & Recreation, Economic Development & Tourism, Warwick Valley Schools, Government Efficiency / Policy Development, Transportation & Mobility. Alternate liaison to Youth / WYDO / Warwick Valley Community Center / Warwick Valley Prevention Coalition, Engineering and Infrastructure Projects.

Trustee Collura's Report: Liaison to Office of the Treasurer, Youth / WYDO / Warwick Valley Community Center / Warwick Valley Prevention Coalition, Public Health, Historical Society, Public Interface and Outreach, Senior Citizens, Ethics. Alternate liaison to Parks & Recreation, Environmental, Veterans.

Trustee McKnight's Report: Liaison to Planning & Zoning / AHDRB / OC Planning, Environmental, Albert Wisner Library, Town of Warwick Police Department, Technology Oversight / Cybersecurity, Shade Tree Commission, Safety Committee. Alternate liaison to Public Works Operations, Code Enforcement / Building Department, Emergency Services, Government Efficiency / Policy Development.

Mayor Newhard's Report

Public Comment – *Non-Agenda Items*

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

2023 Christmas Sing-along & Apple Eve

The Christmas Eve Sing-along will take place on Sunday, December 24, 2023, at 5:00 p.m. at the Old School Baptist Meeting House.

The Village of Warwick's Annual Apple Eve event will take place on Sunday, December 31, 2023, on Railroad Green beginning at 11:30 p.m., in time for the dropping of the Apple at midnight. Everyone is invited to welcome in the New Year, so bring your noisemakers and join the fun!

The apple was created by John Redman and made its debut in 2017 to welcome in the Village's Sesquicentennial year. Apple Eve has since become a beloved tradition – we hope to see you there!

Christmas Tree Pickup

The Village of Warwick will start picking up Christmas trees on January 2 for approximately two weeks. Trees must be placed by the curb to insure removal. Trees may also be dropped off until January 31 at the Town of Warwick Chip Site on Publics Works Dr.

**2024 Village of Warwick Board Meetings
Village Hall – 77 Main Street, Warwick, NY**

January 2, 2024 (Tuesday) - 7:30 p.m.
January 16, 2024 (Tuesday) - 7:30 p.m.

February 5, 2024 - 7:30 p.m.
February 20, 2024 (Tuesday) - 7:30 p.m.

March 4, 2024 - 7:30 p.m.
March 18, 2024 - 7:30 p.m.

April 1, 2024 - 7:30 p.m.
April 15, 2024 - 7:30 p.m.

May 6, 2024 - 7:30 p.m.
May 20, 2024 - 7:30 p.m.

June 3, 2024 - 7:30 p.m.
June 17, 2024 (Tuesday) - 7:30 p.m.

July 1, 2024 - 7:30 p.m.
July 15, 2024 - 7:30 p.m.

August 5, 2024 - 7:30 p.m.
August 19, 2024 - 7:30 p.m.

September 3, 2024 (Tuesday) - 7:30 p.m.
September 16, 2024 - 7:30 p.m.

October 7, 2024 - 7:30 p.m.
October 21, 2024 - 7:30 p.m.

November 4, 2024 - 7:30 p.m.
November 18, 2024 - 7:30 p.m.

December 2, 2024 - 7:30 p.m.
December 16, 2024 - 7:30 p.m.

**VILLAGE OF WARWICK
2024 LIST OF HOLIDAYS**

Holiday	Date of Holiday	Date Holiday is Observed by Village Hall
New Year's Day	Monday, January 1, 2024	Monday, January 1, 2024
Martin Luther King, Jr.	Monday, January 15, 2024	Monday, January 15, 2024
Presidents' Day	Monday February 19, 2024	Monday February 19, 2024
Good Friday	Friday, March 29, 2024	Friday, March 29, 2024
Memorial Day	Monday, May 27, 2024	Monday, May 27, 2024
Juneteenth	Wednesday, June 19, 2024	**Wednesday, June 19, 2024
Independence Day	Thursday, July 4, 2024	Thursday, July 4, 2024
Labor Day	Monday, September 2, 2024	Monday, September 2, 2024
Columbus Day	Monday, October 14, 2024	Monday, October 14, 2024
Veterans' Day	Monday, November 11, 2024	Monday, November 11, 2024
Thanksgiving Day	Thursday, November 28, 2024	Thursday, November 28, 2024
Day After Thanksgiving	Friday, November 29, 2024	Friday, November 29, 2024
Christmas Day	Wednesday, December 25, 2024	Wednesday, December 25, 2024

* In the event a designated holiday occurs on a Saturday, the holiday shall be observed on the preceding Friday.

In the event a designated holiday occurs on a Sunday, the holiday will be observed on the following Monday.

**Village Hall is open. Board meetings to be rescheduled.

**PLANNING BOARD MEETING
2024 SCHEDULE**

2nd TUESDAY OF THE MONTH @ 7:30PM

JANUARY-----9th

FEBRUARY-----13th

MARCH-----12th

APRIL-----9th

MAY-----14th

JUNE-----11th

JULY-----9th

AUGUST-----13th

SEPTEMBER-----10th

OCTOBER-----8th

NOVEMBER-----12th

DECEMBER-----10th

**ZONING BOARD OF APPEALS
2024 SCHEDULE**

4th TUESDAY OF THE MONTH @ 7:00PM

- JANUARY -----23rd**
- FEBRUARY-----27th**
- MARCH-----26th**
- APRIL-----23rd**
- MAY-----28th**
- JUNE-----25th**
- JULY-----23rd**
- AUGUST-----27th**
- SEPTEMBER-----24th**
- OCTOBER-----22nd**
- NOVEMBER-----26th**
- DECEMBER-----19th (Thursday)**

**ARCHITECTURAL AND HISTORIC REVIEW BOARD
2024 CALENDAR**

1ST TUESDAY OF THE MONTH @ 4:30PM

JANUARY -----2nd

FEBRUARY-----6th

MARCH-----5th

APRIL-----2nd

MAY-----7th

JUNE-----4th

JULY-----2nd

AUGUST-----6th

SEPTEMBER-----3rd

OCTOBER-----1st

NOVEMBER-----5th

DECEMBER-----3rd

RECEIVED

DEC 13 2023

VILLAGE OF WARWICK
CLERK

December 13, 2023

Debra Pawliczak

845-401-4487

debrapawliczak@yahoo.com

Dear Mayor Newhard:

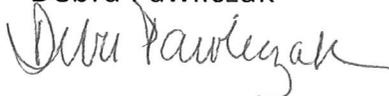
Please accept this letter as formal resignation that I am leaving my position with the Village of Warwick, as water billing clerk. My last day is Wednesday December 27, 2023.

Thank you for the opportunities you have provided me with during my time with the department.

If I can be of any assistance during my transition, please let me know.

Sincerely,

Debra Pawliczak

A handwritten signature in cursive script that reads "Debra Pawliczak".

Raina Abramson

From: Kim Williams <shantilifeshop@gmail.com>
Sent: Thursday, December 14, 2023 9:32 AM
To: Raina Abramson
Subject: Fwd: PARKING

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

From: Kim Williams <shantilifeshop@gmail.com>
Date: Thu, Dec 14, 2023 at 9:31 AM
Subject: PARKING
To: Michael Newhard <mayor@villageofwarwick.org>, <cheney@villageofwarwick.org>, <tmcknight@villageofwarwick.org>, <foster@villageofwarwick.org>, <collura@villageofwarwick.org>

To Whom It May Concern,

I hope this letter finds you well. I am writing to express my concerns regarding the ongoing issue of parking on the main street in Warwick Village. As a business owner on the main street, I have observed a persistent problem that affects not only my business but also the overall experience for customers in the area.

One of the primary issues is the limited availability of parking spaces for customers. Many individuals who work on the main street or in the surrounding area consistently occupy metered parking spaces throughout the day, leaving little to no room for customers to park. This has become a significant obstacle for my business, as customers often report that they were unable to find parking, resulting in missed opportunities for sales.

I have brought this matter to the attention of the parking attendant on several occasions, but unfortunately, I have not received a response or seen any improvement in the situation. It appears that people who work in the area are using metered parking spaces without consideration for the impact on local businesses.

Additionally, I have personally spoken to my neighbors about the importance of not parking on the main street to ensure that parking spaces remain available for customers. However, it seems that these efforts have not been successful, as there continues to be a lack of awareness or willingness to address the issue.

I would like to suggest a potential solution to alleviate the parking problem in the area. I have noticed a building with parking for sale on West Street, and I propose that the village consider purchasing this property to provide dedicated parking for workers. This could help alleviate the strain on metered parking spaces and contribute to a more positive environment for businesses and customers alike.

Furthermore, there appears to be a growing concern about individuals living on the main street, which may contribute to the shortage of available parking spaces. I believe it is crucial for the village to address and rectify these issues promptly to maintain the vitality of local businesses.

I appreciate your attention to this matter and look forward to seeing positive changes in the parking situation on the main street. Your efforts in addressing these concerns will undoubtedly contribute to the continued success and prosperity of Warwick Village.

Thank you for your time and consideration.

Raina Abramson

Subject: RE: Hot Box purchase

Begin forwarded message:

From: Mike Moser <dpwsupervisor@villageofwarwick.org>

Date: December 14, 2023 at 2:20:52 PM EST

To: Michael Newhard <mayor@villageofwarwick.org>

Subject: Hot Box purchase

Good Afternoon Sir

As per our conversation earlier regarding our share or hot box asphalt trailer:

I was contacted by Ben Asterino regarding potential purchase of hot box trailer and if Village would be interested in shared service. I agreed with the arrangement not knowing if/when purchase would happen as it was Town budget time and I thought it was for consideration. I met with you regarding the purchase and agreed that a shared service would work well with this purchase

Soon afterwards the Town purchased trailer and both Village and Town began usage, it is very helpful piece of equipment. Not knowing when purchase was to happen we were unable to put into budget as it would be for the upcoming year.

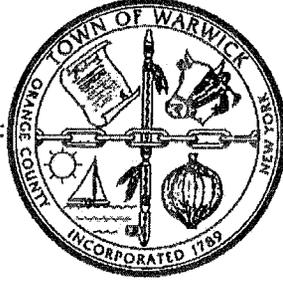
Can funding be used from street equipment line to cover unanticipated cost?

Let me know if there is something else for me to do

Thank You

Mike

TOWN OF WARWICK



132 KINGS HIGHWAY
WARWICK, NEW YORK 10990

TOWN HALL TELEPHONE (845) 986-1124
POLICE DEPT. TELEPHONE (845) 986-5000
RECEIVER OF TAXES (845) 986-1125
PUBLIC WORKS TELEPHONE (845) 986-3358
TOWN HALL FAX (845) 986-9908
SUPERVISOR msweeton@townofwarwick.org
TOWN CLERK clerk@townofwarwick.org

December 13, 2023

Village of Warwick
PO Box 369
77 Main Street
Warwick, NY 10990

INVOICE

50% share of Hot Patcher Dump Trailer

Invoice 20230441	\$	34,811.00
50% portion		50%
Total Due		<u>\$17,405.50</u>

Please send check made payable to Town of Warwick at 132 Kings Hwy Warwick, NY 10990 in the amount of \$17,405.50 by December 31, 2023. Please contact Bonnie Kane, Town Comptroller at (845) 986-1120 X3 or via email at comptroller@townofwarwick.org should you have any questions.

Sincerely,

Michael P. Sweeton
Supervisor

MPS: bsk

VILLAGE OF Warwick
 PO Box 36
 Warwick, NY 10990

Purchase
 Order No.

VOUCHER

DEPARTMENT

CLAIMANT'S
 NAME
 AND
 ADDRESS

TOWN OF WARWICK
 132 KINGS HIGHWAY
 WARWICK, NY 10990

TERMS:

DO NOT WRITE IN THIS BOX

DATE VOUCHER RECEIVED		
FUND - APPROPRIATION	AMOUNT	
		\$17,405.50
		\$0.00
	TOTAL	\$ 17,405.50

Vendor's
 Ref. No.

DATES	QUANTITY	DESCRIPTION OF MATERIALS OR SERVICES	UNIT PRICE	AMOUNT
		50% share of Hot Patcher Dump Trailer 50% portion	\$17,405.50	\$ 17,405.50
			TOTAL	\$ 17,405.50

CLAIMANT'S CERTIFICATION

I, Michael Sweeton, certify that the above account in the amount of \$ 17,405.50 is true and correct, that the item, services and disbursements charged were rendered to or for the municipality on the dates stated; that no part has been paid or satisfied; that taxes from which the municipality is exempt are not included; and that the amount claimed is actually due.

12/20/2023
 DATE


 SIGNATURE

Town Supervisor
 TITLE

(Space below for municipal use)

DEPARTMENT APPROVAL

The above services or materials were rendered or furnished to the municipality on the dates stated and the charges are correct.

APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.

DATE AUTHORIZED OFFICIAL
 prepared by:

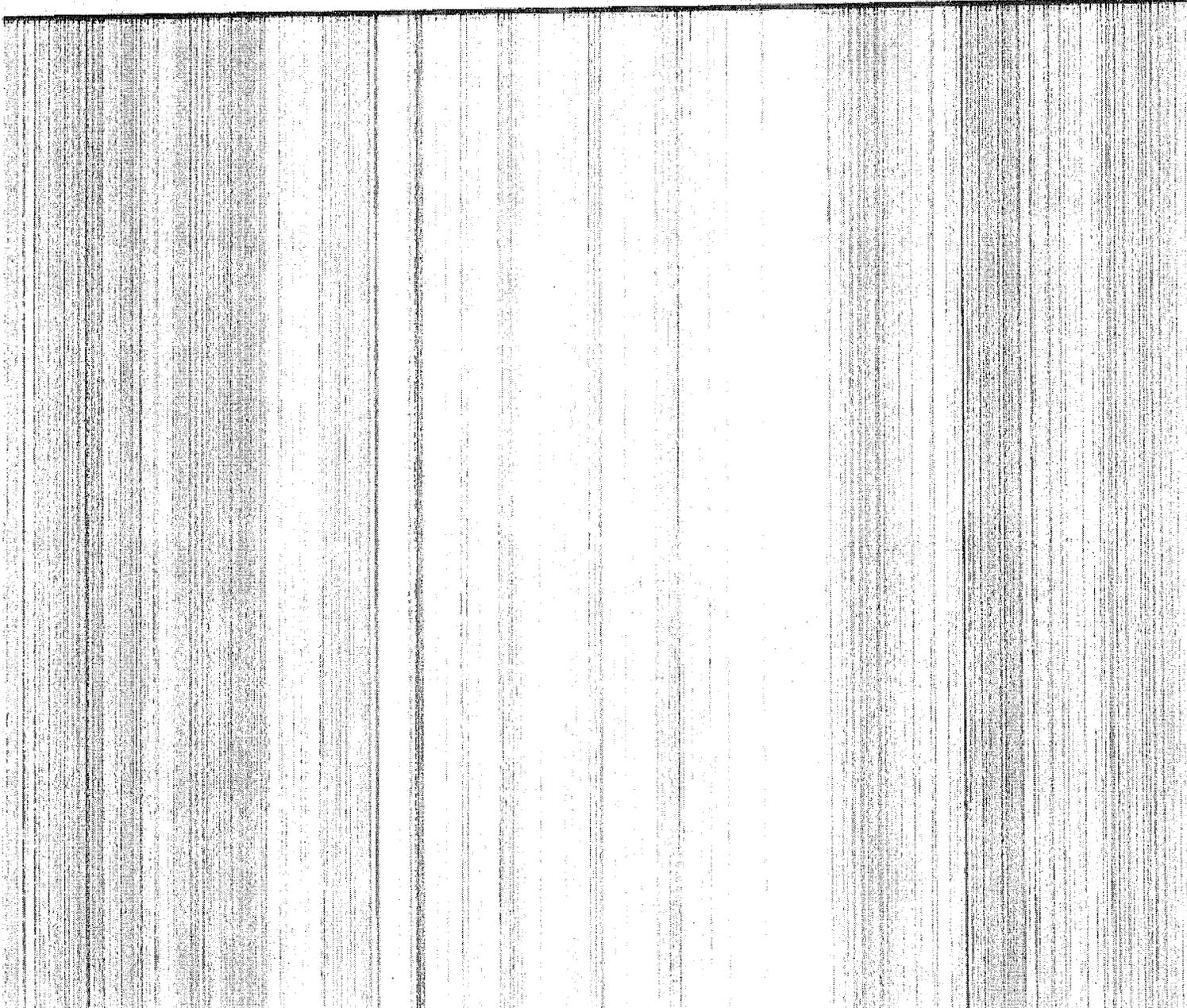
DATE AUDITING BOARD

PAYMENT RECORD
MCGRATH MUNICIPAL-EQUIPMENTLLC

CHECK NO. 064922

ACCOUNT NO.		VENDOR			CHECK NO.	
VOUCHER	INVOICE NUMBER	INVOICE DATE	INVOICE AMOUNT	AMOUNT PAID	DESCRIPTION	
00078917	20230441	04/26/2023	34,811.00	34,811.00	315 042.00-3150-200	
CHECK TOTAL					\$34,811.00	

Check Date: 04/28/2023





McGrath Municipal Equipment, LLC
PO Box 422
Springfield, NJ 07081

(973) 258-1947
(973) 404-8821 fax

April 25, 2023

20230441

Invoice

Highway Department
Town of Warwick
132 Kings Highway
Warwick, NY 10990

PO - 36247

Qty	Item No	Model Description and Options	Price
1	MI10258	Falcon 3 Ton Asphalt Hot Patcher Dump Trailer	\$ 34,811.00
		Total	\$ 34,811.00

Date: 04/27/2023
Time: 2:20:05PM

Statement of Expenditures, Encumbrances & Appropriations

TOWN OF WARWICK

For Period Ending 04/30/2023
Selecting on FUND from DA2 to DA2

User: BONNIE
Page: 1

ACCOUNT	DESCRIPTION	OBJ	ORIGINAL BUDGET	APPROPRIATIONS	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	UNENCUMBERED BALANCE	PERCENT USED
DA2.00.1980.489	PAYMENT OF MTA PAYROLL TAX	499	471.00	471.00	34.89	138.84	332.16	29.48
DA2.00.5130.130	MACHINERY - FULL TIME	130	130,000.00	130,000.00	10,275.84	40,886.56	89,113.44	31.45
DA2.00.5130.200	EQUIPMENT	200	217,500.00	217,500.00			217,500.00	
DA2.00.5130.409	COMMUNICATION EXP	409	2,500.00	2,500.00		519.21	1,980.79	20.77
DA2.00.5130.419	FEES C.D.L.	419	1,200.00	1,200.00		167.00	1,033.00	13.92
DA2.00.5130.422	GAS & OIL	422	10,000.00	10,000.00	486.73	3,952.86	6,047.14	39.53
DA2.00.5130.432	MAINT. CONT RADIOS	432	40,000.00	40,000.00		10,188.00	29,812.00	25.47
DA2.00.5130.436	MAINTENANCE	436	25,000.00	25,000.00	3,584.55	10,646.69	14,353.31	42.59
DA2.00.5130.438	EQUIPMENT RENTAL-SPECIAL	438	5,000.00	5,000.00			5,000.00	
DA2.00.5130.456	REPAIRS	456	80,000.00	80,000.00	3,685.21	23,935.70	56,064.30	29.92
DA2.00.5130.459	REPAIRS- OUTSIDE	459	20,000.00	20,000.00		887.13	19,112.87	4.44
DA2.00.5130.466	SPECIAL DEPT. SUPPLIES TOOLS	466	5,000.00	5,000.00	207.99	883.23	4,116.77	17.56
DA2.00.9010.800	FRINGES-RETIREMENT	800	19,802.00	19,802.00		22,120.00	2,318.00-	114.71
DA2.00.9030.800	FRINGES-SOC.SEC.	800	9,945.00	9,945.00	784.96	3,123.32	6,821.68	31.41
DA2.00.9040.800	FRINGES-WORKER'S COMP	800	7,974.00	7,974.00		2,347.30	5,626.70	29.44
DA2.00.9055.800	FRINGES-DISABILITY	800	220.00	220.00	40.08	70.21	149.79	31.91
DA2.00.9060.800	FRINGES-MEDICAL	800	71,738.00	71,738.00	329.39	22,755.06	48,982.94	31.72
DA2.00.9730.600	DEBT SERVICE PRINCIPAL	600	222,092.00	222,092.00	73,000.00	73,000.00	149,092.00	32.87
DA2.00.9730.700	DEBT SERVICE INTEREST	700	31,639.00	31,639.00	7,040.00	7,040.00	24,599.00	22.25
	Report totals		900,081.00	900,081.00	99,469.64	222,661.11	677,419.89	24.74



Montgomery Office:
71 Clinton Street
Montgomery, NY 12549
phone: (845) 457-7727
fax: (845) 457-1899

Goshen Office:
262 Greenwich Ave, Suite B
Goshen, NY 10924
phone: (845) 457-7727

www.EngineeringPropertiesPC.com

December 5, 2023

VILLAGE OF WARWICK BOARD OF TRUSTEES
77 MAIN STREET
WARWICK, NY 10990

ATT: MAYOR MICHAEL NEWHARD

Re: South Street Sidewalk Replacement Project
Application for Payment #006
W.O. #1804.09

Dear Mayor Newhard and Trustees:

We have reviewed Application for Payment #006, dated 11/29/23, from TAM Enterprises, Inc. for the South Street sidewalk replacement project. We recommend approval of the requested payment of \$19,832.95. The scope of the work covered by this application was included in Change Order #2, previously approved by the Village. This includes the sidewalk construction between Lawrence Avenue and Galloway Road.

The balance amount to finish the project, including retainage, is \$30,180.04.

We have enclosed a signed copy of the payment application form.

Sincerely,
Engineering & Surveying Properties, P.C., Village Engineers

David A. Getz, P.E.



AIA Document G702 - 1992

Application and Certificate for Payment

TO OWNER: Village of Warwick
77 Main Street
Warwick, NY

PROJECT: South Street Sidewalk Replacement Project

APPLICATION NO: 006

PERIOD TO: November 30, 2023

CONTRACT FOR: General Construction

CONTRACTOR: TAM Enterprises Inc.
114 Hartley Road
Goshen, NY 10924

VIA ARCHITECT:

Distribution to:
OWNER: ARCHITECT:
CONTRACTOR: FIELD: OTHER:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703*, Continuation Sheet, is attached.

- 1. ORIGINAL CONTRACT SUM \$128,814.18
- 2. NET CHANGE BY CHANGE ORDERS \$67,673.39
- 3. CONTRACT SUM TO DATE (Line 1 ± 2) \$196,487.57
- 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$175,050.56

5. RETAINAGE:

- a. 5.00 % of Completed Work (Column D + E on G703) \$8,753.03
- b. 0 % of Stored Material (Column F on G703) \$0.00

Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$8,753.03

6. TOTAL EARNED LESS RETAINAGE \$166,307.53
(Line 4 Less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$146,474.58
(Line 6 from prior Certificate)

8. CURRENT PAYMENT DUE \$19,832.95

9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$30,180.04

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$24,819.36	\$0.00
Total approved this Month	\$42,854.03	\$0.00
TOTALS	\$67,673.39	\$0.00
NET CHANGES by Change Order		\$67,673.39

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: D. L. F. Date: 11/29/23
By: Christina Marie Vasquez
State of: New York
County of: Orange
Subscribed and sworn to before me this 29 November 2023 day of November
Christina Marie Vasquez
Notary Public, My Commission Expires 09-06-2026
Qualified in Orange County

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$19,832.95
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: D. L. F. Date: 12/5/23

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

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AIA Document G703 - 1992

Continuation Sheet

AIA Document G702®, Application and Certification for Payment, or G732™, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 0006
 APPLICATION DATE: November 30, 2023
 PERIOD TO: November 30, 2023
 ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Bonds and insurances	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00	150.00
	Submittals	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00	150.00
	Mobilization	5,914.00	5,914.00	0.00	0.00	0.00	5,914.00	0.00	295.70
	Maintenance and protection of traffic	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.00	300.00
	Demolishing	7,400.00	7,400.00	0.00	0.00	0.00	7,400.00	0.00	370.00
	Concrete curbing install	18,487.00	18,487.00	0.00	0.00	0.00	18,487.00	0.00	924.35
	Concrete sidewalk install	17,400.00	17,400.00	0.00	0.00	0.00	17,400.00	0.00	870.00
	ADA drop curbs with detectable warning tabs	4,200.00	4,200.00	0.00	0.00	0.00	4,200.00	0.00	210.00
	ADA sidewalk ramps	5,400.00	5,400.00	0.00	0.00	0.00	5,400.00	0.00	270.00
	Step related work	4,750.00	4,750.00	0.00	0.00	0.00	4,750.00	0.00	237.50
	Modular black retaining wall	31,230.00	31,230.00	0.00	0.00	0.00	31,230.00	0.00	1,561.50
	Resetting of bluestone	4,505.00	4,505.00	0.00	0.00	0.00	4,505.00	0.00	225.25
	Sign installation	3,078.00	3,078.00	0.00	0.00	0.00	3,078.00	0.00	153.90
	Pedestrian crosswalk	5,200.00	5,200.00	0.00	0.00	0.00	5,200.00	0.00	260.00
	Topsoil seed and mulch restoration	2,750.00	2,750.00	0.00	0.00	0.00	2,750.00	0.00	137.50
	Demobilization	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00	150.00
	Project closeout	3,500.18	3,500.18	0.00	0.00	0.00	3,500.18	0.00	175.01
	CO# 1 - Additional Work	24,819.36	24,819.36	0.00	0.00	0.00	24,819.36	0.00	1,240.97
	CO# 2 - Installation of Trench Drain, Curb & Sidewalk, Asphalt & Landscaping work	42,854.03	0.00	21,427.02	0.00	0.00	21,427.02	21,427.01	1,071.35

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A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G+C)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)							
		0.00	0.00		0.00	0.00	0.00	0.00%	0.00	0.00
	GRAND TOTAL	\$196,487.57	\$153,633.54		\$21,427.02	\$0.00	\$175,060.56	89.09%	\$21,427.01	\$8,753.03

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Pole Barn for DPW, Village of Warwick, NY

I. ADVERTISEMENT FOR BIDS

Sealed proposals will be received by the Village of Warwick, New York, until noon (local time) on Friday, January 19, 2024 for the "Pole Barn for DPW". Bids will be publicly opened and read aloud at noon on January 19, 2024 at the offices of the Village Clerk, Village of Warwick, 77 Main Street, Warwick, New York.

The work consists of furnishing all necessary materials and constructing a pole barn building at 24 Memorial Drive in the Village of Warwick. Information for Bidders, Drawings, Specification, and Contract Documents for the proposed work are on file and publicly exhibited at the Village Hall, 77 Main Street, Warwick, New York, Telephone Number (845) 986-2031. The said drawings and specifications may be reviewed at the Village Clerk's office.

Copies of the bid package and plans are available in digital or paper format and may be obtained at the Office of the Village Clerk at the above address during normal business hours. Persons shall leave their name, mailing address and phone number upon receipt of same, along with a \$75.00 deposit for each paper set. The deposit shall be in the form of check or money order made payable to the Village of Warwick, to be refunded upon return of the said documents in good condition within ten days after receipt of bids.

Each bid shall be submitted in accordance with the Instruction to Bidders and must be accompanied by an acceptable form of Bid Guarantee in an amount equal to at least five (5) percent of the amount of the Bid payable to the Village of Warwick as a guarantee that if the Bid is accepted, the Bidder will execute the Contract and file acceptable Performance and Labor, Material Payment Bonds, and Certificate (s) of Insurance in a timely manner after the award of the Contract.

Bids shall be enclosed in a sealed opaque envelope bearing the name and address of the bidder, addressed to the Village of Warwick, 77 Main Street, Warwick, NY 10990, and endorsed "Pole Barn for DPW."

OWNERS RIGHTS RESERVED:

The Village of Warwick, hereinafter called the Owner, reserves the right to reject any and all bids and to waive any formality or technicality in any bid in the interest of the Owner.

STATEMENT OF NON-COLLUSION:

Bidders on the Contracts are required to execute a non-collusion bidding certificate pursuant to Section 103d of the General Municipal Law of the State of New York.

The Village of Warwick hereby notifies all Bidders that it will affirmatively insure that in regard to any Contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and any applicant for employment will not be discriminated against on the grounds of age, race, creed, color, religion, national origin, sexual orientation, military status, sex, disability, predisposing genetic characteristics, marital status or domestic violence victim status.

By order of the Board of Trustees

Village of Warwick
Raina Abramson, Village Clerk
clerk@villageofwarwick.org



ALBERT WISNER
PUBLIC LIBRARY

November 29, 2023

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

To the Hon. Mayor Michael Newhard and the Village Board of Trustees,

Together with my colleagues Judy Pedersen and Emily Wilson, I am writing to request permission to hold the 2024 Warwick Children's Book Festival at Stanley-Deming Park on Saturday, October 12, 2024 from 11:00am to 4:00pm.

We further request:

- Permission to invite 3 food trucks to be on the premises during the Festival. The proposed location is marked on the map attached, near the handball court. This is the same location used for the 2021 and 2022 Festivals, and the space was fully adequate. We are also requesting additional 6-8 garbage cans from the village to be placed near the food truck area, as well as near the festival tents. In the past, DPW has graciously worked with us to dispose of any garbage.
- Permission to hang a 3'x12' banner by the entrance of Stanley-Deming Park, at the intersection of South Street and Parkway, from Sunday September 29 through Saturday, October 12 (2 weeks). Please see the Village of Warwick Banner Request Form attached.
- Permission for the Festival's tents to be set up beginning at 9:00am on Friday, October 11 and removed by 1:00pm on Sunday, October 13.
- Permission for Festival visitors to use the restrooms at Stanley-Deming Park.
- Permission for the Uncle Brothers Band (2 musicians – 1 guitar, 1 keyboard or saxophone) to perform a free children's concert under the bandstand from 11:30pm-3:00pm.

As in 2021 and 2022, we intend to seek permission from the Warwick Valley Central School District to use the parking lots adjacent to Park Avenue School for any combination of authors, illustrators and Festival guests. Additionally, with Village approval, we hope to implement the parking arrangement conceived by DPW's Mike Moser and Mayor Newhard, piloted at the 2022 Festival. A large section of the grass behind the basketball courts at Stanley-Deming Park (see map) will be designated for parking. Priority will be given to authors and illustrators participating, although if space allows, visitors could park there as

well. This was successful at the 2022 Festival. We also anticipate that other visitors will seek to park in the South Street parking lot and on neighborhood streets.

Additionally, we are requesting permission for a few additional temporary handicap parking spots to be designated by the town on Parkway, between the Stanley-Deming Park entrances, at the Village's and DPW's discretion. This is to aid any authors or illustrators who need handicap parking accommodations, while still allowing for necessary spots to be available for the general public.

In 2024, we will alert the police, fire department, and EMS of the upcoming event, along with NJ Transit if necessary. No outdoor lights or signs are requested for the event itself, although if the Village DPW has spotlights to lend on the evening of Friday, October 11 for extra light during set-up, we would be grateful for that support. Additionally, the Festival does not require camping/housing facilities or street closures.

Enclosed are the completed and signed Facility Use Permit Application for Gatherings Greater than 200 people on Village-Owned Property, a copy of my NYS driver's license as proof of Town residency, a map of Stanley-Deming Park showing the proposed Festival layout, a banner request form, an insurance certificate from Seely & Durland and a deposit check. Please note, *we are aware* that the insurance certificate expires 9/15/2024, and we will provide you with an updated certificate then.

If you require additional information, or have any questions before making a decision on this application, please do not hesitate to call me at Albert Wisner Public Library at (845) 986-1047, ext. 102. My colleagues and I greatly appreciate your continued support of the Warwick Children's Book Festival and thank you very much for your consideration.

Sincerely,



Lisa Laico
Library Director



VILLAGE OF WARWICK

INCORPORATED 1867

FACILITY USE PERMIT APPLICATION FOR GATHERINGS GREATER THAN 200 PEOPLE ON VILLAGE-OWNED PROPERTY

Date Request Submitted: 11/29/23

Title of Event: Warwick Children's Book Festival 2024

Purpose of Event: Outreach & Fundraiser, Albert Wisner Public Library

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: Sat. 10/12/2024 Rain Date(s) Requested: n/a

Arrival Time: 7AM Departure Time: 7PM

Event Start Time: 11AM Event End Time: 4PM

SECTION 3: APPLICANT INFORMATION

Check one: Non-Profit Organization Commercial/Business Organization Family

**For-profit activities are prohibited.*

Applicant's Name/Responsible Party: Lisa Laico

**Person of responsibility representing the organization must be a Town of Warwick resident.*

Mailing Address of Responsible Party: 1 McFarland Drive, Warwick, NY 10990

Residential Address of Responsible Party: 11 West Ridge Rd, Warwick, NY 10990

Email Address: lcaico@rds.org Cell Phone: 845.987.2881

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

Name of Organization (if Applicable): Albert Wisner Public Library

Organization's Phone: 845.986.1047 Email Address: n/a

Name of Organization's Director(s)/Officer(s): Lisa Laico

Mailing Address of Organization: above

Physical Address of Organization: above

SECTION 4: EVENT INFORMATION

Maximum Number of People Intended at the Event: 1500
of Adults: 1000 # of Under 18 Yrs. Old: 500

Expected Number of Vehicles Intended at the Event: 250-300

Please explain the parking plan for the event: use of field adjacent to basketball courts

WILL YOUR EVENT INCLUDE:

CHECK YES OR NO

Greater than 200 people at any given time <i>If no, DO NOT complete this form. Please complete form: FACILITY USE PERMIT APPLICATION FOR GATHERINGS OF LESS THAN 200 PEOPLE.</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Music / Loudspeakers / Sound System <i>If yes, explain:</i> <u>Uncle Brothers Band (2 people/musicians)</u> <i>Location of Music/Loud Speakers/ Sounds System:</i> <u>Bandstand</u>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
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 <input type="checkbox"/> No <input checked="" type="checkbox"/>
Tent(s) <i>Include a map detailing the placement of the tent(s).</i> Date & time tent will be set up: <u>Friday 10/14/24 9:00 Am</u> Date & time tent will be removed: <u>Sunday 10/13/24 1pm</u>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

RVs, Campers, Food Trucks, etc. If yes, explain: <u>3 Food Trucks adjacent to handball ct, as approved in 2021 + 2022</u>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Admission Fee to Be Charged <u>φ</u> If yes, please list the admission fee: _____	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Alcohol Host Liquor Liability Insurance is required.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Food will be served or sold If yes, explain the method of food distribution and disposal of trash: <u>(see food trucks)</u>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p><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.</i></p> <p><i>*Applicants must provide a drawing to scale showing where the food will be served/sold and where trash will be disposed.</i></p>	
Rides: Mechanical Carnival Rides, Bounce House, Inflatable Slide, etc. If yes, explain: _____ Additional contract(s) and/or insurance is required.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Portable Toilets Placement of portable toilets must be detailed on the map that is required with the application.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Other Please explain: _____	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

SPECIAL REQUESTS:

CHECK YES OR NO

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

INDEMNITY & HOLD HARMLESS

FACILITY USER does hereby covenant and agree to defend, indemnify and hold harmless the Village of Warwick from and against any and all liability, loss, damages, claims, or actions (including costs and

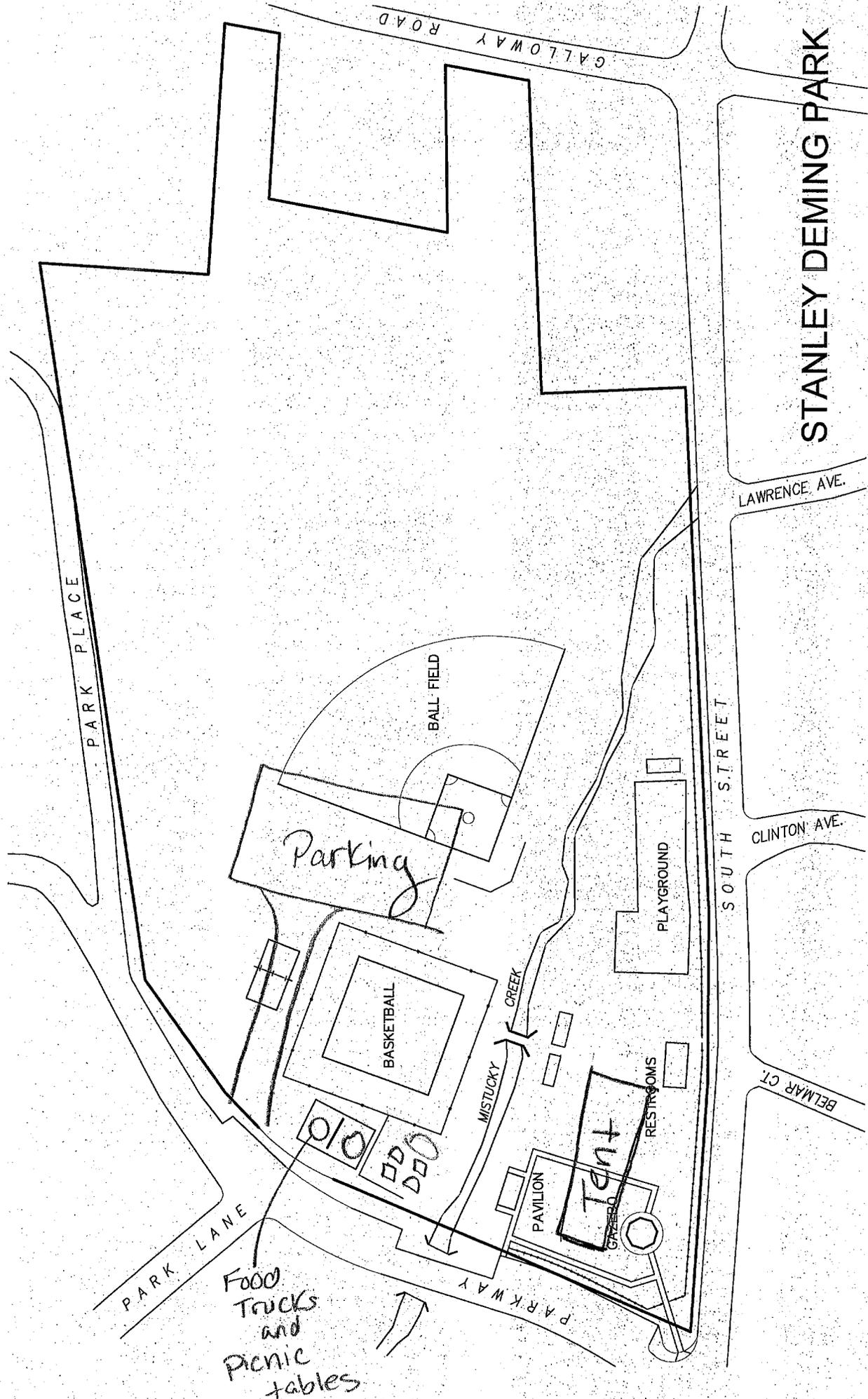
attorneys' fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of the Village of Warwick property, facilities and/or services. I have read and understand the Facilities Use Requirements:

Lisa Laio
Printed Name of Applicant/Responsible Party

Lisa Laio
Signature of Applicant/Responsible Party

11/30/23
Date

STANLEY DEMING PARK



GALLOWAY ROAD

PARK PLACE

BALL FIELD

Parking

BASKETBALL

PLAYGROUND

SOUTH STREET

LAWRENCE AVE.

CLINTON AVE.

BELMAR CT.

MISTUCKY CREEK

RESTROOMS

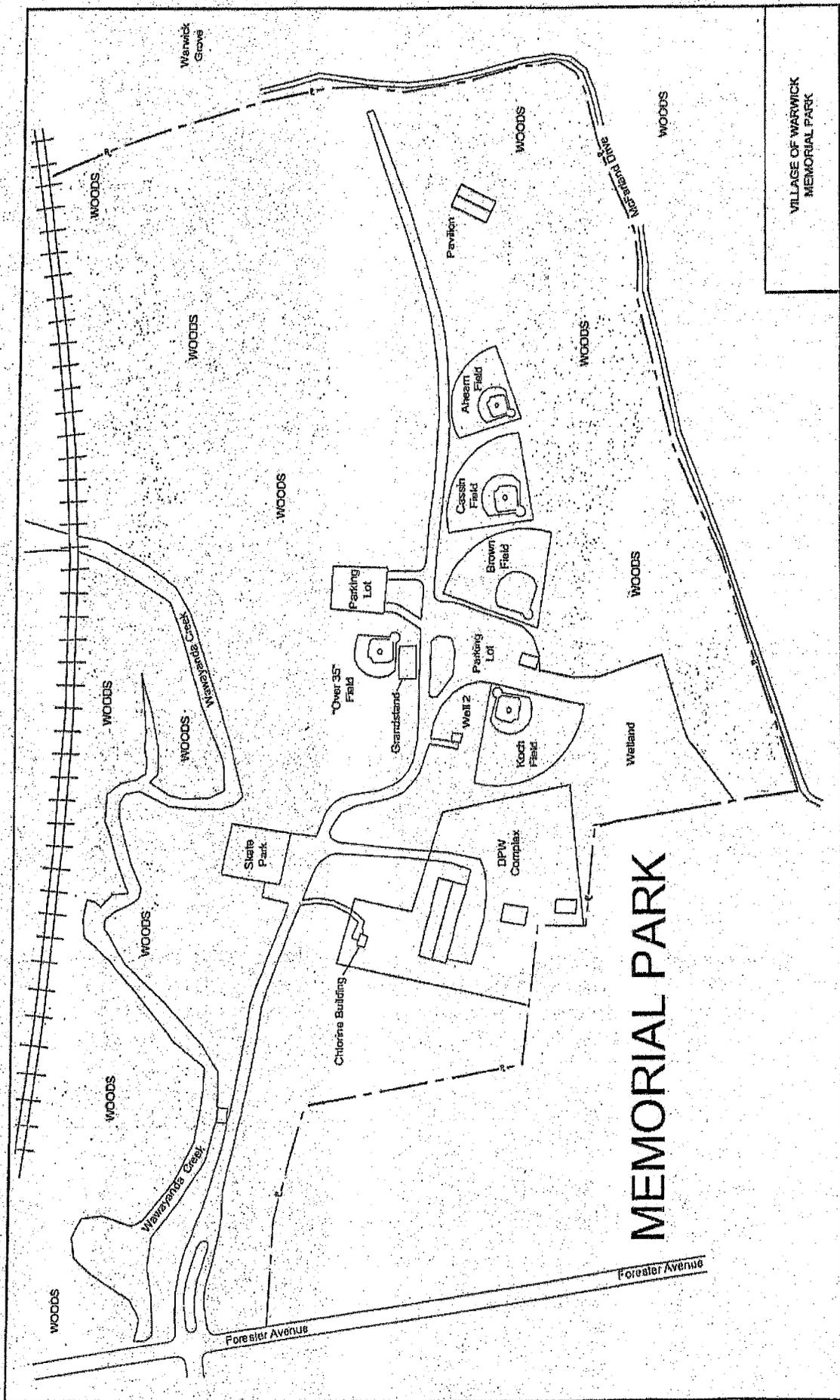
PAVILION

TENT

GRASS

PARKWAY

Food Trucks and Picnic tables



VILLAGE OF WARWICK
MEMORIAL PARK

MEMORIAL PARK

Forester Avenue

Forester Avenue

Skid Run

Warwick Grove

WOODS



VILLAGE OF WARWICK
INCORPORATED 1867

Village of Warwick - Banner Request Form

Today's Date 11/29/2023 Date's Requested 9/29/23 - 10/12/23

Location Requested: West Street _____ First Street _____ Village Parks Utility Poles _____

Name of Organization: Albert Wisner Public Library

Mailing Address: 1 McFarland Drive, Warwick NY 10990

Telephone: (Day) 845.986.1047 (Evening) 845.987-2881 (Cell)

Email: Uaico@rcfs.org

Banner Dimensions and Specifications:

- All West Street, First Street and Park banners must include wind slits, grommets, and 'D' rings with stitched webbing around the ring. Please see examples.
- Banners over West Street must be 20 feet wide and 3 feet high.
- 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.

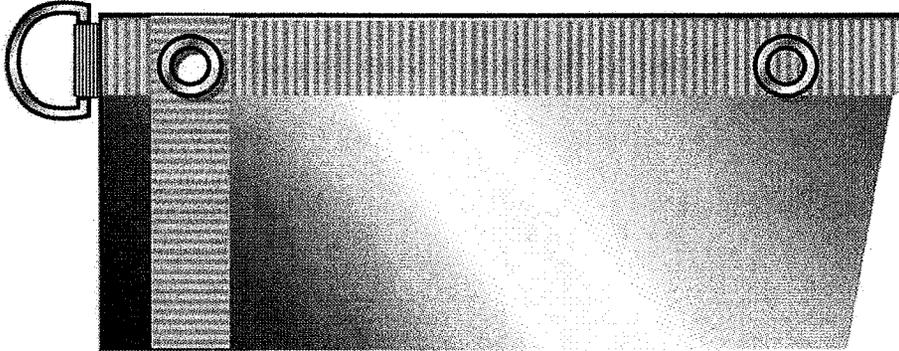
**Banners that do not meet the above specifications will not be hung; no exceptions.*

***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.**

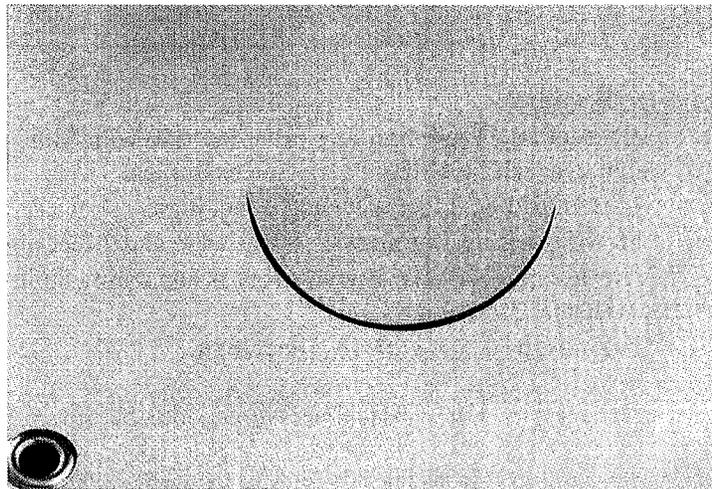
***Banners must be pickup at Village Hall within two weeks of scheduled removal or will be subject to disposal.**

***West Street, First Street and Park banners must include:**

Webbing on Top & Bottom/D-Ring on Each Corner/Grommets

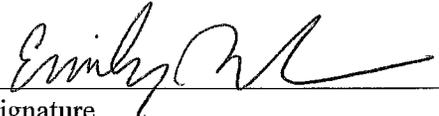


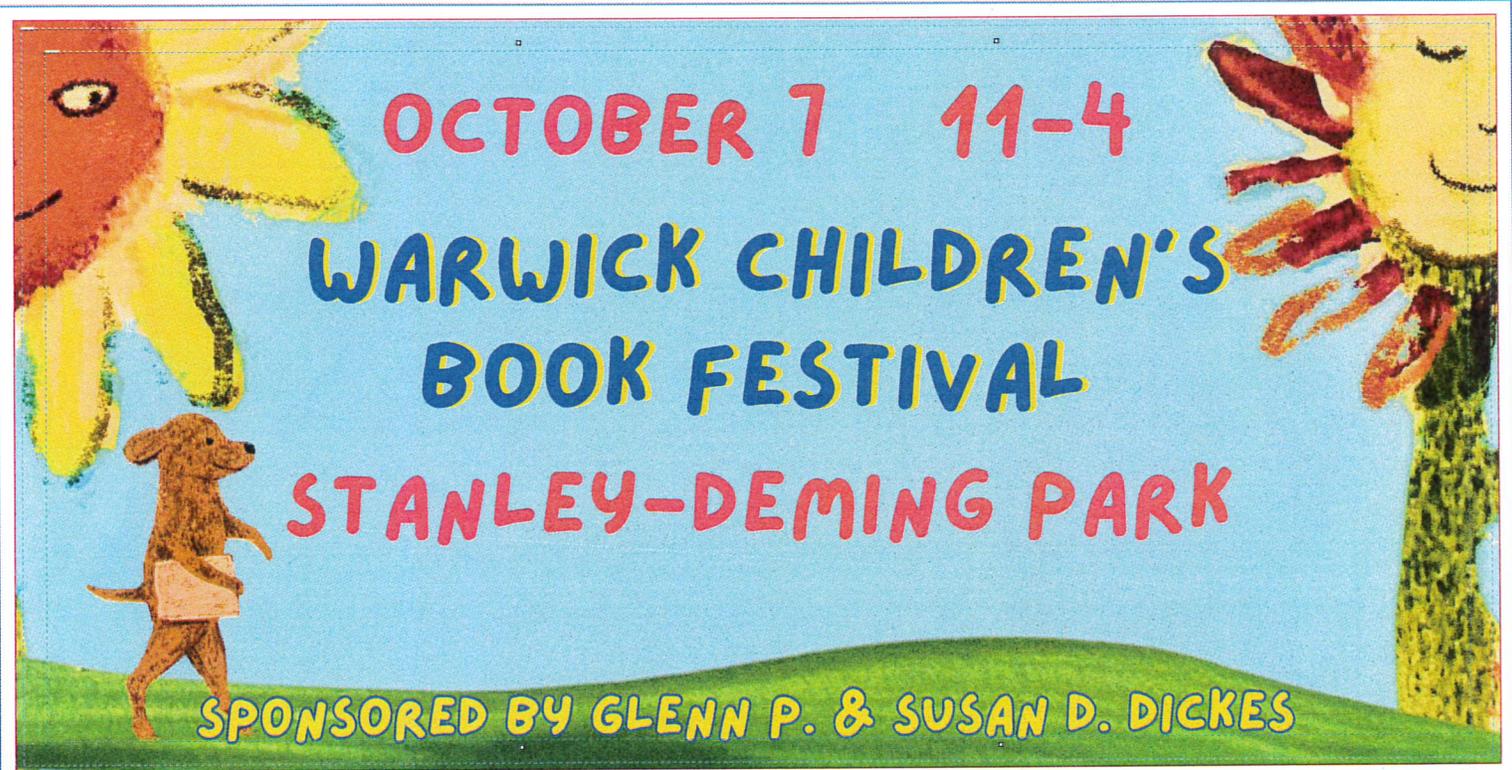
Wind Slits



****Banners that do not meet the above specifications will not be hung; no exceptions.***

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, indemnity 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.

<u>Emily Wilson</u> Printed Name of Village of Resident	<u></u> Signature
<u>15 Smith St. Apt 3</u> Address	<u>(845) 492-1543</u> Telephone
Warwick NY	



exact design TBD but it will be comparable
w- look and feel to this, used in 2023.

Raina Abramson

From: Josh Roth <rothjov@gmail.com>
Sent: Wednesday, December 13, 2023 7:43 AM
To: Raina Abramson
Subject: Craft Beer Cellar - Liquor License Class Change Notification and Waiver Request
Attachments: Standardized Notice Form Craft Beer Cellar.pdf

Dear Raina,

Very nice speaking to you yesterday. I am writing to formally notify you of the Craft Beer Cellar's intention to pursue a liquor license class change, effective around February of 2024. We currently hold a Tavern Wine on-premise license that allows us to serve beer, wine, and cider. With this change, we aim to obtain an On-premise Liquor license, enabling us to expand our offerings to include a curated cocktail menu alongside our existing tap beer, wine, and cider selection.

We believe this change aligns perfectly with the evolving tastes of our clientele and will allow us to provide a more diverse and dynamic beverage experience. Expanding our license will enable us to:

- Enhance customer satisfaction and retention: Offering a wider range of drinks will attract new customers and cater to current patrons' evolving preferences, driving loyalty and retention.
- Boost local partnerships: We plan to source various spirits from within the Warwick community, supporting local businesses and contributing to the economic dynamism of the village.
- Elevate the dining experience: A well-crafted cocktail menu complements our existing food offerings, enhancing the overall dining experience for our guests.

To facilitate this transition, we kindly request your assistance in acquiring a waiver form from the New York State Liquor Authority. This form would allow us to bypass the standard waiting period, enabling us to expedite the class change and minimize any potential disruption to our business operations.

We have attached the standardized notice form outlining the details of our proposed license change. We are confident that we meet all the necessary requirements and qualifications for the On-premise Liquor license.

We look forward to discussing this request further with you at your earliest convenience. Please do not hesitate to contact me if you require any additional information or documentation. My cell is (201)-396-9058 and this is my personal email.

Thank you for your time and consideration.

Sincerely,

Joshua Roth



OFFICE USE ONLY

Original Amended Date _____

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

1. Date Notice Sent:

1a. Delivered by:

RECEIVED

DEC 18 2023

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:

- New Application Removal Class Change

For premises in the City of New York:

- New Application New Application and Temporary Retail Permit Renewal Alteration Removal
- Class Change Method of Operation Corporate Change

VILLAGE OF WARWICK
CLERK

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: (check all that apply) 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: (check all that apply) None Patio or Deck Rooftop Garden/Grounds Freestanding Covered Structure
 Sidewalk Cafe Other (specify):

OFFICE USE ONLY		
<input type="radio"/> Original	<input type="radio"/> Amended	Date _____

16. List the floor(s) of the building that the establishment is located on:

17. List the room number(s) the establishment is located in within the building, if appropriate:

18. Is the premises located within 500 feet of three or more on-premises liquor establishments? Yes No

19. Will the license holder or a manager be physically present within the establishment during all hours of operation? Yes No

20. If this is a transfer application (an existing licensed business is being purchased) provide the name and serial number of the licensee:

<input type="text" value="N/A"/>	<input type="text" value="N/A"/>
Name	Serial Number

21. Does the applicant or licensee own the building in which the establishment is located? Yes (if YES, SKIP 23-26) No

Owner of the Building in Which the Licensed Establishment is Located

22. Building Owner's Full Name:

23. Building Owner's Street Address:

24. City, Town or Village: State: Zip Code:

25. Business Telephone Number of Building Owner:

Representative or Attorney Representing the Applicant in Connection with the Application for a License to Traffic in Alcohol at the Establishment Identified in this Notice

26. Representative/Attorney's Full Name:

27. Representative/Attorney's Street Address:

28. City, Town or Village: State: Zip Code:

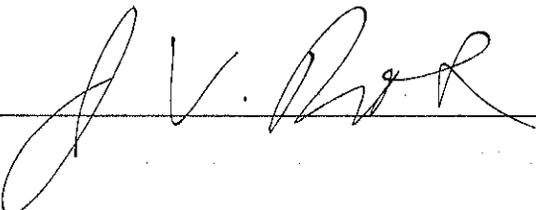
29. Business Telephone Number of Representative/Attorney:

30. Business E-mail Address of Representative/Attorney:

I am the applicant or licensee holder or a principal of the legal entity that holds or is applying for the license. Representations in this form are in conformity with representations made in submitted documents relied upon by the Authority when granting the license. I understand that representations made in this form will also be relied upon, and that false representations may result in disapproval of the application or revocation of the license.

By my signature, I affirm - under **Penalty of Perjury** - that the representations made in this form are true.

31. Printed Principal Name: Title:

Principal Signature: 

VILLAGE OF WARWICK

LOCAL LAW NO. __ OF THE YEAR 2024

A local law to amend the Village Code by enacting a new Chapter 60 entitled "Community Choice Aggregation Program".

Section 1. Purpose:

The purpose of this Local Law is to promote the public health, safety and welfare by establishing a Community Choice Aggregate Program allowing Village residents to incur lower utility costs.

Section 2. Amendment of Code:

The Village Code of the Village of Warwick is hereby amended to enact a new Chapter 60 entitled "Community Choice Aggregation Program" which shall read as follows:

§ 60-1 Purpose and Authority.

Under Section 10(1)(ii)(a)(12) of the New York Municipal Home Rule Law and determinations of the New York State Public Service Commission municipalities, including the Village of Warwick, are empowered to establish Community Choice Aggregation Programs ("CCA"). The purpose of a CCA is to benefit residents of the municipality by reducing energy costs, providing energy cost certainty, and promoting deeper penetration of energy efficiency and renewable energy resources. This Chapter establishes a CCA program that will allow the Village, in partnership with other municipalities, to put out for bid the total amount of natural gas and/or electricity being purchased by Eligible Consumers within the Village. Eligible consumers will have the opportunity to lower their overall energy costs, to spur clean energy innovation and investment, to improve customer choice and value, and to help protect the environment.

§ 60-2 Definitions.

For purposes of this Chapter, and unless otherwise expressly stated or unless the context otherwise requires, the terms in this Chapter shall have the meanings employed in the State of New York Public Service Commission's Uniform Business Practices or, if not so defined there, as indicated below:

AGGREGATED DATA

Aggregated Data shall mean aggregated and anonymized information including the number of consumers by service class, the aggregated peak demand (kW) (for electricity) by month for the past 12 months, by service class to the extent possible, and the aggregated energy

(kWh) for electricity or volumetric consumption for gas by month for the past 12 months by service class.

CCA ADMINISTRATOR

CCA Administrator shall mean the Village of Warwick or its duly authorized CCA Administrator authorized to request aggregated and customer-specific data to competitively solicit suppliers for the aggregated demand for electricity and/or natural gas on behalf of default consumers, and to offer participating consumers additional opportunities to participate or enroll in programs or projects related to distributed energy resources. The CCA Administrator is responsible for program organization, administration, procurement, communications, and for meeting all requirements for program implementation specified in the Public Service Commission Community Choice Aggregation Order (PSC CCA Order), unless otherwise specified.

COMMUNITY CHOICE AGGREGATION (CCA)

Community Choice Aggregation (CCA) shall mean a Village-sponsored program, either alone or in concert with other municipalities, under which the aggregate buying power of individual energy customers within a defined jurisdiction is used in order to secure alternative energy supply contracts on a community-wide basis, while allowing consumers not wishing to participate in the program to opt out.

CUSTOMER-SPECIFIC DATA

Customer-Specific Data shall mean customer specific information, personal data and utility data for all consumers in the Village eligible for opt-out treatment based on the terms of PSC CCA Order and the CCA program design including the customer of record's name, mailing address, telephone number, account number, and primary language, if available, and any customer-specific alternate billing name, address, and phone number.

DATA SECURITY AGREEMENT shall mean an agreement between the Distribution Utility and the Village that obligates each party to meet, collectively, (i) all national, state and local laws, regulations or other government standards relating to the protection of information that identifies or can be used to identify an individual Eligible Consumer with respect to the CCA Administrator or its representative's processing of confidential utility information; (ii) the Distribution Utility's internal requirements and procedures relating to the protection of information that identifies or can be used to identify individual Eligible Consumer with respect to the CCA Administrator or its representative's processing of confidential utility information; and (iii) the PSC CCA Order and PSC rules, regulations and guidelines relating to confidential data.

DEFAULT CONSUMERS

Default Consumers shall mean customers of electricity and/or natural gas within opt-out-eligible service classes (as delineated in the PSC CCA Order) who receive supply service from the distribution utility as of the date the supply contract goes into effect.

DEFAULT SERVICE

Default Service shall mean supply service provided by the Distribution Utility to consumers who are not currently receiving service from an energy service company (ESCO). Eligible Consumers within the Village that receive Default Service, and have not opted out, will be enrolled in the Program as of the Effective Date.

DISTRIBUTED ENERGY RESOURCES (DER)

Distributed Energy Resources (DER) shall mean local renewable energy projects, community-distributed generation (e.g., shared solar), peak demand management, energy efficiency, demand response, energy storage, community resilience microgrid projects, and other innovative Reforming the Energy Vision (REV) initiatives that further engage and/or reduce cost of service for participating consumers, optimize system benefits, and/or address infrastructure and demand challenges within the geography of the CCA Program.

DISTRIBUTION UTILITY

Distribution Utility shall mean the owner or controller of the means of distribution of the natural gas or electricity in the Village. The distribution utility also serves as the default supplier of electricity and natural gas preceding the establishment of a CCA Program.

ELIGIBLE CONSUMERS

Eligible Consumers shall mean eligible customers of electricity and/or natural gas who receive Default Service from the Distribution Utility as of the Effective Date, or New Consumers that subsequently become eligible to participate in the Program, at one or more locations within the geographic boundaries of the Village, except those consumers who receive Default Service and have requested not to have their account information shared by the Distribution Utility. For the avoidance of doubt, all Eligible Consumers must reside or be otherwise located at one or more locations within the geographic boundaries of the Village, as such boundaries exist on the effective date of the ESA.

ENERGY SERVICES COMPANY (ESCO)

Energy Services Company (ESCO) shall mean an entity duly authorized to conduct business in the State of New York as an ESCO.

NEW CONSUMERS

New Consumers shall mean consumers of electricity that become Eligible Consumers after the effective date of the ESA, including those that opt in or move into the Village.

PARTICIPATING CONSUMERS

Participating Consumers shall mean default consumers who have not opted out, and non-default consumers of any service class that have voluntarily enrolled in the program.

PSC CCA ORDER

PSC CCA Order shall mean the PSC's Order Authorizing Framework for Community Choice Aggregation Opt-Out Program, issued on April 21, 2016, in Case 14-M-0224, "Proceeding on Motion of the Commission to Enable Community Choice Aggregation Programs."

PROGRAM ORGANIZER

Program Organizer shall mean the group responsible for initiating and organizing the CCA. This group will typically secure buy-in from local governments and engage in preliminary outreach and education around CCA. The Program Organizer may be a non-profit organization, local government, or other third party. The Program Organizer and the CCA Administrator may be the same.

PUBLIC SERVICE COMMISSION (PSC)

Public Service Commission (PSC) shall mean the New York State Public Service Commission.

SUPPLIERS

Suppliers shall mean ESCOs that procure electric power and natural gas for participating consumers in connection with this article or, alternatively, generators of electricity and natural gas or other entities who procure and resell electricity or natural gas.

§ 60-3 Program authorized.

- A. A CCA Program is hereby authorized by the Village, whereby the Village may implement a CCA Program to the full extent permitted by the PSC CCA Order, as set forth more fully herein.
- B. The Village may enter into contracts with one or more suppliers for electric and/or natural gas supply and other services on behalf of default consumers.

- C. The Village may enter into agreements and contracts with other municipalities, nonprofits, consultants, and/or other third parties to
- (i) develop and implement the CCA Program;
 - (ii) act as CCA Administrator, and/or
 - (iii) develop offers of opt-in distributed energy resources (DER) products and services to Participating Consumers, including opportunities to participate in local renewable energy projects, shared solar, energy efficiency, microgrids, storage, demand response, energy management, and other innovative Reforming the Energy Vision (REV) initiatives and objectives designed to optimize system benefits, target and address load pockets/profile within the CCA zone, and reduce costs for CCA customers.
- D. The operation and ownership of the utility service shall remain with the distribution utility. The Village's participation in a CCA Program constitutes neither the purchase of a public utility system, nor the furnishing of utility service. The Village shall not take over any part of the electric or gas transmission or distribution system and will not furnish any type of utility service, but will instead negotiate with suppliers on behalf of participating consumers.

§ 60-4 Eligibility.

- A. All consumers within the Village, including residential and non-residential, regardless of size, shall be eligible to participate in the CCA Program.
- B. All default consumers shall be enrolled on an opt-out basis. Default consumers will have the right to opt out before the supply contract goes into effect, or unenroll any time thereafter with no penalty. Those that do not opt out before the supply contract goes into effect will be enrolled automatically.
- C. All non-default consumers within the Village, regardless of service class, shall be eligible to participate in the CCA Program on an opt-in basis.
- D. New Consumers shall be enrolled on an opt-out basis.

§ 60-5 Opt-out process.

- A. A program notification letter, printed on Village letterhead, shall be mailed to default consumers at least thirty (30) days prior to customer

enrollment. The letter shall include information on the CCA Program and the contract signed with the selected supplier(s), including specific details on rates, services, contract term, cancellation fee, and methods for opting out of the CCA Program. The letter shall explain that consumers that do not opt out will be enrolled in the program under the contract terms and that information on those consumers, including energy usage data, will be provided to the ESCO.

- B. After the thirty-day opt-out period, all consumers shall have the option to unenroll from the CCA Program at any time without penalty.

§ 60-6 Data protection requirements.

- A. The Village, or CCA Administrator on its behalf, may request aggregated data and customer-specific data from the distribution utility.
- B. Customer-specific data shall be protected in a manner compliant with, collectively:
 - (1) All national, state and local laws, regulations or other government standards relating to the protection of information that identifies or can be used to identify an individual that apply with respect to the Village or its representative's processing of confidential utility information;
 - (2) The utility's internal requirements and procedures relating to the protection of information that identifies or can be used to identify an individual that apply with respect to the Village or its representative's processing of confidential utility information; and
 - (3) The PSC CCA Order and PSC rules, regulations and guidelines relating to confidential data.
- C. For the purpose of protecting customer data, the Village shall enter into an agreement with the distribution utility that obligates each party to meet, collectively:
 - (1) All national, state and local laws, regulations or other government standards relating to the protection of information that identifies or can be used to identify an individual default consumer or participating consumer with respect to the CCA Administrator or its representative's processing of confidential utility information;
 - (2) The distribution utility's internal requirements and procedures relating to the protection of information that identifies or can be used to

identify individual default consumer or participating consumer with respect to the CCA Administrator or its representative's processing of confidential utility information; and

(3) The PSC CCA Order and PSC rules, regulations and guidelines relating to confidential data.

§ 60-7 CCA Advisory Committee.

- A. A CCA Advisory Committee is hereby established.
- B. The CCA Advisory Committee shall develop and review CCA related proposals, report to the Village Board on the same, monitor and report to the Village Board on the Village's progress in establishing a CCA program, and assist in preparation of all agreements related to establishment of the CCA;
- C. The CCA Advisory Committee shall consist of members appointed by resolution of the Village Board; the members shall serve at the pleasure of the Village Board, without compensation; and the Committee and the terms of office of its members shall continue until such time as the Committee is dissolved by resolution of the Village Board;
- D. The CCA Advisory Committee shall meet at such times and on such dates as it determines is appropriate, it shall establish its own rules of procedure, and it shall determine its own Chairman from its membership by majority vote.

§ 60-8 Administration fee.

The Village or CCA Administrator may collect, or cause to be collected, funds from customer payments to pay for administrative costs associated with running the CCA Program.

§ 60-9 Reporting.

- A. Annual reports shall be filed with the Warwick Village Board by March 31 of each year and cover the previous calendar year.
- B. Annual reports shall include, at a minimum: number of consumers served; number of consumers cancelling during the year; number of complaints received; commodity prices paid; value-added services provided during the year (e.g., installation of DER or other clean energy services); and administrative costs collected. The first report shall also include the number of consumers who opted out in response to the initial opt-out letter or letters.

- C. If a CCA supply contract will expire less than one year following the filing of the annual report, the report must identify current plans for soliciting a new contract, negotiating an extension, or ending the CCA Program.

Section 3. Severability:

If any part or provision of this local law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of this local law or the application thereof to other persons or circumstances, and the Village Board of the Village of Warwick hereby declares that it would have passed this local law or the remainder thereof had such invalid application or invalid provision been apparent.

Section 4. Effective Date:

This Local Law shall become effective upon filing with the Secretary of State of the State of New York subsequent to having been duly adopted by the Village Board.

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
DECEMBER 18, 2023
ADDENDUM NO. 1 & NO. 2**

1. **MOTION** to advertise for the position of Full-Time Billing Control Clerk in accordance with Civil Service requirements.

The vote on the foregoing motion was as follows:

Trustee Cheney ___ Trustee Foster ___ Trustee Collura ___
Trustee McKnight ___ Mayor Newhard ___

2. **MOTION** to amend the motion enacted on December 19, 2022, to authorize HVEA Engineers to prepare a resubmission of the application for the Bridge NY program current round for the Wheeler Ave Culvert replacement as an amendment to the existing authorization in place between HVEA Engineers and the Village of Warwick at no increase in the cost stated in the original motion.

The vote on the foregoing motion was as follows:

Trustee Cheney ___ Trustee Foster ___ Trustee Collura ___
Trustee McKnight ___ Mayor Newhard ___