

**BOARD OF TRUSTEES  
VILLAGE OF WARWICK  
JANUARY 6, 2025**

**10,460**

The Regular Meeting of the Board of Trustees of the Village of Warwick was held on Monday, January 6, 2025, at 7:30 p.m. in Village Hall, 77 Main Street, Warwick, NY. Present was: Mayor, Michael J. Newhard. Trustees: Barry Cheney, Carly Foster, Thomas McKnight and Mary Collura. Also, present was Village Clerk, Raina Abramson.

The 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 Cheney, seconded by Trustee McKnight and carried for the Acceptance of Minutes: December 16, 2024

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

Trustee Cheney Aye    Trustee Foster Aye    Trustee Collura Aye

Trustee McKnight Aye    Mayor Newhard Aye

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

A **MOTION** was made by Trustee Collura, seconded by Trustee Cheney, and carried for the Authorization to Pay all Approved and Audited Claims in the amount of \$445,123.23.

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

Trustee Cheney Aye    Trustee Foster Aye    Trustee Collura Aye

Trustee McKnight Aye    Mayor Newhard Aye

1. **Continuation of the Public Hearing on a proposed Local Law No. 1 of the Year 2025 to amend the Village Code by enacting Chapter 115 entitled "Short-Term Rental Property."**

The Village Clerk read the public hearing notice.

**CONTINUATION OF PUBLIC HEARING**

**PLEASE TAKE NOTICE** that the Village Board of the Village of Warwick will hold the continuation of a public hearing on the 6<sup>th</sup> day of January 2025, at 7:30 p.m., at Village Hall,

77 Main Street, Warwick, NY 10990, on a proposed Local Law No. 1 of the Year 2025 to amend the Village Code by enacting Chapter 115 entitled “Short-Term Rental Property”.

The purpose of this Local Law is to promote the public health, safety, and welfare by establishing a municipal registration and permit requirement for all short-term rental units within the boundaries of the Village of Warwick and by enacting regulations for the administration and enforcement of the Village’s permitting requirement.

A copy of the proposed local law is on file in the office of the Village Clerk and is available for inspection by interested persons during Village Clerk’s business hours, and the proposed local law has also been posted on the Village’s website [www.villageofwarwick.org](http://www.villageofwarwick.org).

The Village Board will at the above date, time and place hear all persons interested in the subject matter hereof. Persons may appear in person or by agent. All written communications addressed to the Board must be received by the Board at or prior to the to the public hearing.

**BY ORDER OF THE BOARD OF TRUSTEES  
VILLAGE OF WARWICK  
RAINA ABRAMSON, VILLAGE CLERK**

Mayor Newhard addressed the Board, noting the absence of public attendees and inquiring whether they were prepared to move forward with a motion on the discussed matter. He asked if the decision should be made during the current meeting or postponed to the next. He mentioned that much of the decision seemed contingent on the readiness of the Building Department, expressing confidence in their ability to be prepared. Mayor Newhard stated that, based on an earlier conversation, the process did not appear overly complex and noted that the development of necessary forms had already been completed, removing one significant hurdle.

Trustee McKnight confirmed the availability of a form and an inspection checklist for the short-term rental application process. He noted that the Building Inspector would need to review and provide any final input before the documents could be finalized. Once completed, the finalized forms would be uploaded to the Village website, and adjustments would need to be made within the Muncity system to incorporate the checklist. Trustee McKnight expressed confidence that, beyond these steps, the process should proceed smoothly.

Mayor Newhard emphasized the need to determine the appropriate fees associated with the process as another important step.

Trustee McKnight agreed, noting that the fee schedule would need to be amended and suggesting that both the fees and the motion could be addressed simultaneously. He proposed that the next meeting would likely be the appropriate time to finalize these matters.

Mayor Newhard clarified that the fee schedule amendment and the motion did not necessarily need to be completed simultaneously.

Trustee Cheney added that the matter being discussed would need to be filed with the Secretary of State, unlike the fees, which would only require a resolution by the Board.

Trustee McKnight inquired about the timeline for the local law to take effect, seeking clarification on when it would officially be implemented.

Mayor Newhard responded, stating that the local law would take effect in two weeks.

Trustee Foster mentioned finding two typos in the document, noting that while one may not be a significant issue, the other could be confusing. She pointed out a typo under the "Registered Agent" section, noting the phrase "an agent of the property owner who at is able to respond" as being unclear and in need of correction.

Trustee Collura suggested correcting the typo by eliminating the word "at" from the phrase.

Trustee Foster agreed and identified another issue on page 10, section three, where the text stated: "Only owner-occupied properties may be used for short-term rentals. Owners need not be present on the property during short-term rentals." She then noted that a subsequent sentence reads: "Provided, however, that properties located in the central business zone used for short-term rentals need not be owner-occupied, if the Registered Agent is able to respond and attend." Trustee Foster suggested that this sentence appeared to have been affected by a copy-paste error, leading to confusion, and recommended it be clarified.

Trustee McKnight asked whether the section should be rewritten as one long sentence.

Trustee Foster clarified how the sentence on page 10, section three, should be revised. She suggested it should state: "Owners need not be present on the property during short-term rentals, provided that they are able to access the property within 30 minutes." She further explained that the subsequent sentence should address properties in the Central Business Zone, specifying: "Properties located in the Central Business Zone used for

short-term rentals need not be owner-occupied if the registered agent is able to respond and attend." She indicated that the second half of the sentence had likely been cut off.

Additionally, Trustee Foster raised a concern about the definition of bedrooms in the document. She noted that it states, "All bedrooms shall have kitchen access," and questioned whether this requirement was necessary. She also suggested defining what constitutes a kitchen, asking whether it needs to include an oven, as this aspect seemed unclear to her.

Trustee Collura suggested that the requirement for bedrooms to have kitchen access might be intended to prevent the use of unsuitable spaces, such as basements or attics, as bedrooms. She noted that this provision likely stems from basic building code requirements related to living quarters.

Trustee Foster questioned the necessity of the kitchen access requirement for bedrooms, pointing out that in establishments like bed and breakfasts, bedrooms typically do not have direct kitchen access.

Mayor Newhard interpreted the kitchen access requirement as ensuring that bedrooms are part of a complete, inclusive unit that also includes access to sanitary facilities such as a sink, running water, and a shower or tub. He explained that the intent might be to prevent situations where a bedroom is isolated and lacks essential amenities like a kitchen and bathroom.

Trustee Collura agreed with Mayor Newhard's interpretation, stating that it made sense to her.

Trustee Foster raised further concerns about the kitchen access requirement, questioning whether it was necessary since many Airbnb rentals consist solely of a bedroom and do not always provide kitchen access. She acknowledged that while the requirement made sense conceptually, it might not align with all rental scenarios. She admitted not reviewing prior drafts to confirm if the language was previously included but suggested it was worth revisiting.

Trustee Foster emphasized that if the kitchen access requirement were to remain, the Board should consider defining what qualifies as a "kitchen." She pointed out that some properties might feature only a kitchenette, equipped with minimal facilities such as a sink, microwave, small fridge, and coffee maker, which could still meet the needs of guests. She noted this as a potential source of ambiguity and recommended clarifying it to prevent future questions or misunderstandings.

Trustee Collura shared her thoughts on potential scenarios involving new builds specifically designed for use as Airbnbs or accessory units. She expressed concern about whether the current language in the document adequately addressed such cases and whether this was something the Board might want to regulate or avoid. She acknowledged that her thoughts were aimed at trying to anticipate and address potential issues that could arise in the future.

Trustee McKnight responded to Trustee Collura's concerns, explaining that creating an accessory structure specifically for use as an Airbnb would likely require approval from the Planning Board and possibly the Zoning Board for a variance. He noted that there are already numerous regulations in place to address such scenarios. Trustee McKnight added that if someone were to navigate the entire process and receive all necessary approvals, they would also incur higher taxes on the property. He expressed confidence that the existing regulatory framework was sufficient to address potential issues. Mayor Newhard redirected the conversation back to the topic of kitchen access.

Trustee McKnight suggested that removing the kitchen access requirement would likely not be an issue, as the original intent seemed to focus on the idea of boarding within someone's home. He found it reasonable to eliminate the phrase "and kitchen access" to simplify the provision.

He also addressed Trustee Foster's earlier point about the cut-off sentence regarding owner presence, agreeing that it was incomplete. He supported clarifying the language to state that owners "need not be present, provided they can be there within 30 minutes." Trustee McKnight emphasized the need for this provision to be stated clearly and reiterated both for general cases and properties in the Central Business Zone.

Trustee Foster reiterated her concern, noting that the structure of the sentence appeared to result from a copy-paste error.

Trustee McKnight agreed that correcting the sentence would be straightforward and easy to address.

Trustee McKnight asked if everyone was comfortable with the proposed inspection cadence of every two years, seeking confirmation or feedback from the Board.

Mayor Newhard expressed his approval of the two-year inspection cadence, stating that it made sense and would be less burdensome for both the Building Department and the applicants.

Trustee Cheney agreed with the two-year inspection schedule but suggested monitoring its effectiveness. He emphasized the importance of ensuring that property conditions do not deteriorate to the point of creating safety concerns over the two-year period. Trustee Cheney noted that if such issues arise, the Board might need to consider moving to an annual inspection schedule.

Mayor Newhard noted that online regulations and reviews could also serve as an informal monitoring tool. He explained that since property owners aim to attract customers, reviews play a significant role. Negative reviews, such as comments indicating poor conditions, could act as a red flag, potentially alerting the Village to issues that need to be addressed.

Trustee McKnight expressed confidence that the Building Department could be prepared by the time the local law takes effect if the Board were to pass it.

Mayor Newhard asked the Board if everyone felt comfortable proceeding with the motion already listed on the agenda.

Trustee Cheney expressed his willingness to move forward with the motion but noted ongoing concerns about the owner-occupied provision. He referenced a Supreme Court case from Texas that had struck down similar provisions, highlighting the potential legal vulnerability. Trustee Cheney emphasized that the Board had been addressing this issue with full awareness of its implications.

Trustee Foster recalled that the Board had considered their definition of "owner-occupied" as distinct from the issue addressed in the Supreme Court case. She pointed out that the inclusion of a Registered Agent as part of the definition differentiated their approach, noting that it did not go against interstate commerce.

Mayor Newhard emphasized the need for the Board to remain aware of potential legal challenges and to monitor the situation closely. He added that it would be important to observe any related guidance or rulings that might emerge from New York State.

Trustee Cheney commented that the issue seemed to align more with a registration process rather than broader regulatory concerns. He mentioned that the Association of Counties had become involved, primarily focusing on tax collection rather than establishing specific short-term rental laws, as counties are unlikely to legislate in this area.

Village Clerk Raina Abramson sought clarification, confirming her understanding that the phrase "and kitchen access" should be removed from the definition of "bedroom." She

noted that she was prepared to send the revision to Village Attorney Stephen Gaba for correction.

Trustee Foster clarified to remove the phrase unless Village Attorney Stephen Gaba was referencing to a specific code. She noted that she did not believe this language had been included in earlier drafts.

Trustee Collura referenced the code, noting that it specifies a landlord's obligation to supply heat. She asked if access to a bathroom and water was also included in the code, and confirmed that it was.

Trustee Foster suggested that many of the issues being discussed would likely be addressed through the referenced inspection and the New York State Village Code, specifically the Property Maintenance Code.

Trustee Cheney addressed the owner-occupant issue, referencing the Village's definition, which requires either the record owner or the owner's registered agent to reside at the property for at least six months of the calendar year. He noted that if the property were a single standalone unit, someone living there would need to vacate for it to be rented out. Trustee Cheney expressed uncertainty about whether this provision would sufficiently address the concerns raised by the Supreme Court's interstate commerce decision.

Trustee Foster suggested that property owners could address the requirement by paying someone to reside on the property. For example, if the property included a mother-in-law suite attached to the main house, the registered agent could reside there to meet the occupancy requirement.

Trustee Cheney agreed that the arrangement described by Trustee Foster could work in cases where there is an additional dwelling, such as a mother-in-law suite. However, he pointed out that in situations involving only a single standalone dwelling unit, the Village's requirement might conflict with the Supreme Court's decision in the Texas case. He expressed concern that this provision could still be legally problematic.

Trustee Foster reflected on the broader implications of allowing short-term rentals, noting that Village Attorney Stephen Gaba had indicated that the Village is not obligated to permit them. She highlighted the importance of reasonable expectations regarding zoning, particularly in residential areas. Trustee Foster pointed out that when someone rents or buys a house in a residential zone, they typically expect it to be free from commercial uses.

She suggested that if this issue became a significant concern, the Village could respond by prohibiting short-term rentals in residentially zoned areas. This would mitigate the risk of negatively impacting residents who might otherwise expect a purely residential environment. Trustee Foster emphasized that this approach could align with legal considerations to protect the character of residential zones and uphold residents' expectations.

Trustee Cheney highlighted a potential planning and land use concern, noting that allowing short-term rentals could reduce the availability of long-term rental properties. He emphasized that this shift might impact the affordability of housing for potential residents, suggesting that the Board should carefully consider these implications as they move forward.

Trustee Foster stated that the inclusion of a Registered Agent provision addresses some of the concerns related to the interstate commerce clause. She noted that the Registered Agent could be a lessee of the property, providing a mechanism for compliance without entirely restricting the use of the property. Trustee Foster emphasized that this approach does not prevent the owner's use of the property but instead requires them to take additional steps, such as leasing it and forming an agreement with the lessee. She believed this distinction could help mitigate legal challenges tied to owner occupancy requirements.

#### **Close Public Hearing – Chapter 115 “Short-Term Rental Property”**

A **MOTION** was made by Trustee Foster, seconded by Trustee Collura and carried to close the Public Hearing on a proposed Local Law No. 1 of the Year 2025 to amend the Village Code by enacting Chapter 115 entitled "Short-Term Rental Property."

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

Trustee Cheney Aye    Trustee Foster Aye    Trustee Collura Aye

Trustee McKnight Aye    Mayor Newhard Aye

#### **Correspondence**

1. Letter from NYS Department of Environmental Conservation Water Quality Improvement Project Program notifying the Village of Warwick of a grant award in the amount of \$2,340,488 for the 2024 Dam Safety Repair/Rehabilitation Project.



Trustee Cheney provided an update on the Village's reservoir system and outlined planned improvements to enhance safety and operations. He explained that Tectonic, the Village's engineering firm, had been working on the project for several years. While some funds had been set aside, the addition of a grant has now made it possible to move forward.

Trustee Cheney explained that the Village's reservoir system consists of three dams in series, with water flowing from one to the next. The lower dam was classified as a high-hazard dam, prompting an engineering assessment that determined spillway and impoundment capacity improvements were necessary. The planned work includes:

**Lower Dam:** Reconstructing the existing spillway, lowering it by 3.3 feet, which will also lower the normal water surface elevation by the same amount. Additionally, the outlet water tower will be replaced, and the raw water draw piping will be reconfigured.

**Upper and Middle Reservoirs:** Less extensive work will be done on these reservoirs, including the installation of a second spillway at the upper reservoir to improve water flow management.

Trustee Cheney acknowledged the permanent loss of water storage capacity in the lower reservoir due to the 3.3-foot reduction in its water level. He suggested considering dredging the reservoir during the construction period, as it would already be out of service. He noted that sediment buildup over the last 20 years could be removed, potentially offsetting some of the lost capacity. Trustee Cheney expressed hope that the challenges encountered during the last dredging effort would not be repeated.

Trustee Foster asked whether the reduction in capacity from the lower reservoir would be offset, potentially by improvements or additions at the upper reservoir. She inquired if, over time, the project would result in a net increase in the Village's overall water supply.

Trustee Cheney confirmed that it would result in a net increase.

It was clarified that the water tank was not included in the grant coverage.

2. Letter from the NYS Department of Environmental Conservation Office of Climate Change notifying the Village of Warwick that the Climate Vulnerability Assessment and Climate Adaption Plan project has been selected to receive a Climate Smart Communities grant award in the amount of \$25,000.

Trustee McKnight explained that the actions included in the consolidated funding application submitted in July were chosen because they are complex tasks that require significant work and specialized expertise. He highlighted that advancing these actions contributes to the Village's Climate Smart Communities (CSC) program by earning points toward the next certification level. Additionally, these actions would have previously counted toward the Clean Energy Communities program, which could help earn grant money, though that funding source is no longer available. Despite this, Trustee McKnight emphasized that the progress remains positive and will still benefit the Village.

3. Resignation letter from Village of Warwick DPW employee, Matthew Santiago.

Mayor Newhard expressed his gratitude for Mr. Santiago's contributions, commending him as a great employee, and wished him success in his future endeavors.

### **Announcements**

1. Warwick's Winter Wiggle

Trustee Foster shared details about a free community gathering event scheduled for Saturday, January 25, from 4:30 to 7:30 p.m. at the lodge in Mountain Lake Park, formerly Kutz Camp, located at 46 Bowen Road. She described it as a fun, family-friendly event for children of all ages, featuring square dancing, live music, arts and crafts, and mental health resources. Local restaurants will provide finger foods and refreshments, and there will also be community updates and opportunities for engagement.

The event aims to bring the community together, particularly during the post-holiday period when many people experience seasonal blues. Trustee Foster highlighted the generosity of the Town of Warwick in offering free municipal bus service for transportation to and from the event. Reservations for the Dial-A-Bus can be made directly, with RSVPs required by Friday, January 24, and the usual \$2.50 fee waived for attendees.

This collaborative event is organized by Warwick Cares, the Warwick Valley Community Center, and the Warwick Valley Prevention Coalition, with support from both the Town and Village of Warwick. It is funded in part by the Drug-Free Communities program and the New York State Office of Addiction Services. Trustee Foster emphasized that the event is alcohol-free and encouraged everyone to attend for a vibrant and uplifting community experience.

2. Tourism Center Mural Winner

Trustee Collura announced that the Village had received a grant from the Orange County Legislature for a mural in the Tourism Center, located next door at 75 Main Street. She explained the selection process, starting with a call to artists that resulted in about eight submissions. The panel reviewed the submissions and selected three finalists based on their style and the examples they provided. The finalists were asked to create mock-ups of their proposed designs, and a winner was chosen.

Trustee Collura revealed that the selected artist was Judy Pedersen and presented her work. She also shared the members of the selection panel, which included herself; Stephanie Keegan, Executive Director of the Chamber of Commerce; Nicole Hixon, a local artist; and Jelena, a Chamber employee who will frequently see the mural.

Trustee Collura added that the selection panel sought a design with a whimsical quality, and Judy Pedersen's work perfectly captured that vision.

Mayor Newhard expressed his enthusiasm for Judy Pedersen's mural, noting that it was his first time seeing the mock-up because he had been intentionally kept out of her studio during its creation. He praised the mock-up, commenting on how impressive the final piece would be.

He explained that the mural would not be painted directly onto the wall but instead reproduced on vinyl. The production and installation would be handled by Raven Lake Studios, a local business located on Church Street Extension. Mayor Newhard highlighted this as a great opportunity to support a local business and shared his excitement for the project.

Trustee Collura congratulated Judy Pedersen and expressed the Board's excitement for the project. She thanked Judy for beautifully capturing Warwick's whimsical charm in her design.

**Executive Session**

A **MOTION** was made by Trustee Collura, seconded by Trustee Cheney and carried to enter into Executive Session to discuss collective negotiations pursuant to Article 14 of the Civil Service Law.

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

Trustee Cheney Aye      Trustee Foster Aye      Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

**In Executive Session:** Mayor, Michael Newhard and Trustees Barry Cheney, Mary Collura, Carly Foster and Thomas McKnight.

### **Exit Executive Session**

A **MOTION** was made by Trustee Cheney, seconded by Trustee McKnight, and carried to exit Executive Session at approximately 8:15 p.m.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

### **Discussions**

1. Village of Warwick Holidays.

Mayor Newhard clarified that the discussion was intended to address matters related to staff. He noted that the topic had been discussed but would be revisited in a future meeting for further deliberation. He indicated that this was the purpose of the Executive Session.

2. Proposed stop signs at certain intersections in the Village of Warwick.

Trustee McKnight provided an overview referencing the Safe Streets for All initiative and the Transportation Safety Action Plan. He explained that one of the key focuses of the plan was to analyze and understand vehicle speeds throughout the Village. This analysis was based on data collected from three signs placed around the Village to monitor traffic. The data is being used to determine appropriate measures, such as the installation of stop signs, to improve safety.

Mayor Newhard noted that the traffic monitoring signs on West Street were not functioning.

Trustee McKnight clarified that the traffic monitoring signs on West Street were operational, but he had turned off the display to assess whether the absence of a visible speed deterrent would provide a clearer understanding of its actual effectiveness.

Trustee Foster mentioned that the existing traffic monitoring signs were purchased prior to securing the current contract. She believed that there was budget available to purchase two additional signs.

Trustee McKnight explained that his goal is to place one traffic monitoring sign on each side of West Street—one for eastbound and one for westbound traffic—to capture data on both inbound and outbound traffic. He noted that another sign had been installed at Forester Avenue near the entrance to Veterans Memorial Park. Trustee McKnight shared that, as expected, the data aligns with anecdotal observations that speeding occurs in these areas. However, having concrete data points provides a more accurate understanding of the situation.

Trustee Foster commented on the speeding issue, noting that vehicles have been observed traveling well over 50 miles per hour on Forester Avenue.

Trustee McKnight explained that the Department of Transportation (DOT) uses the 85th percentile of speed as a metric to evaluate consistent speeding while filtering out outliers. Based on this data, he suggested the Board might want to consider installing a four-way stop sign near the entrance to Veterans Memorial Park. He noted that the intersection in question is at the bottom of a hill in both directions, which leads to consistent speeding.

Trustee McKnight highlighted the importance of addressing traffic safety as part of the Village's new park plan, which aims to improve facilities and attract more visitors. He noted that this increased activity could further emphasize the need for traffic calming measures.

He shared an analysis of traffic patterns on Forester Avenue during a specific period, observing a significant difference in vehicle volume between northbound/inbound traffic (approximately 38,000 vehicles) and southbound traffic toward the school (approximately 25,000 vehicles). This discrepancy suggested that many drivers might be cutting through the Village. He also noted that the speeding issue is most pronounced during normal rush hours, based on the hourly breakdown of speed data. Trustee McKnight suggested that a stop sign on Forester Avenue could help slow traffic and address the frequent complaints from residents about speeding in that area.

He then shifted attention to another intersection, West Street at Pond Hill. He expressed concern about the safety of students at a bus stop located at this intersection, as they are

required to cross West Street. Trustee McKnight highlighted similar speeding issues and traffic violations at this location, further emphasizing the need for measures to improve safety.

Trustee Foster noted that a vehicle was recorded traveling at 65 miles per hour on Pond Hill, highlighting the severity of the speeding issue in that area.

Trustee McKnight acknowledged that some high speeds on West Street could be from emergency vehicles but noted the consistent issue of vehicles traveling over 50 mph, more than double the speed limit, highlighting the need for safety measures. He added that while Village Cove and Pond Hill have stop signs, West Street did not. It was noted that a crosswalk is located on West Street, adding another consideration for improving safety measures at that location.

Trustee McKnight reminded the Board that the Village's home rule authority allows traffic-related resolutions, like adding stop signs, without a public hearing, though a hearing remains optional. He noted the required state filing was completed in early 2024.

Mayor Newhard expressed interest in the proposed measures, noting that they could effectively help slow traffic. He inquired about the existing stop signs further up on Forester Avenue and whether they had been considered as part of the discussion.

Trustee McKnight acknowledged that he did not have speed data for the area further up on Forester Avenue but noted that it is one of the Village's highest crash areas. He referenced crash data included in the Transportation Safety Action Plan, provided by Trustee Foster, and suggested that the crashes are likely due to the confusing intersection configuration.

After discussions with the police chief, Trustee McKnight shared a counterintuitive recommendation: removing one of the stop signs on Forester Avenue to give Forester the right of way. Under this proposal, vehicles coming from Campsite or McFarland would remain at stop signs and be required to wait, potentially creating a clearer and safer traffic flow.

Trustee Cheney suggested adding a stop sign at Burt Street for northbound traffic on Forester Avenue.

Trustee Foster agreed with the suggestion, noting that it made sense, especially given the presence of a crosswalk in the area.

Mayor Newhard explained that the reason for the current stop sign configuration was not primarily due to traffic from McFarland or Campsite but to slow down vehicles entering the Village at high speeds, often around 50 mph, coming off Route 17A. He noted that this measure had been somewhat effective. However, he suggested maintaining a stop sign at Campsite Way to ensure continued traffic calming in that area.

Trustee Foster noted that the issue of speeding and cutting the curve in the area is a significant concern. She mentioned previous discussions about fixing the curve and making overall improvements to the area, which could include installing a stop sign to address these issues.

Trustee Foster suggested using the "Safe Streets for All" planning process and temporary stop signs to collect "before and after" data, enabling informed, safety-focused decisions. She noted that this data-driven approach would support the planning process and align with broader safety goals, pending clarification from Chief Rader on enforceability.

Trustee Collura expressed concern about the potential confusion that could arise from changing the stop sign configuration. She noted that it often takes time for drivers to adjust to new stop signs and worried that people coming out of McFarland or the library, accustomed to vehicles stopping, might assume the same and inadvertently cause incidents.

Trustee Foster emphasized the importance of addressing speeding in areas with abrupt transitions to 20 mph zones. She noted that \$7,800 had been budgeted for two additional speed data detectors and confirmed that, with the contract in place, funding requests could now be submitted.

Trustee McKnight offered to obtain a quote for speed data detectors matching the existing ones and sought clarification on whether the funds would be reimbursed or directly released.

Trustee Foster clarified that the funding operates on a cost-reimbursable basis. She explained that the Village would make the purchase first and then submit a reimbursement request to recover the expenses.

Trustee Cheney inquired about larger, more advanced speed signs with dynamic features to address speeding more effectively. He also expressed concern that the current signs, placed too high on poles, might be overlooked by drivers.

The Board discussed investing in advanced speed signs with features like dynamic responses, green light displays, and customizable messages to improve traffic safety.

Suggestions included trailer-mounted signs at high-speed transition zones, such as where Galloway Heights Road meets Forester Avenue, to alert drivers entering lower-speed areas like school zones.

Costs for advanced signs were estimated at \$3,929 each or \$6,300 for two, while the current budget allocated \$7,850 for two basic signs. More expensive options would require a budget modification. The Board expressed openness to exploring these options to enhance public safety.

Switching topics, Trustee Cheney suggested reevaluating the intersection at Memorial Park Drive and Forester Avenue, particularly the angled crosswalks, to improve safety and functionality. He and DPW Supervisor Mike Moser proposed extending the sidewalk straight across Memorial Park Drive, then turning left to connect to a new crosswalk directly across Forester Avenue.

The redesign would include installing a curb drop to create a more logical and efficient pedestrian connection. Trustee Cheney noted that this change would reduce vehicle wait times on Forester Avenue by eliminating the diagonal pedestrian route and improve both pedestrian safety and traffic flow.

Mayor Newhard agreed, emphasizing that the solution involves more than just adding a sign. He noted that any changes must make sense geometrically to ensure both functionality and safety.

Trustee Foster suggested implementing the proposed improvements as a demonstration project under the grant, incorporating a creative crosswalk design. She noted that while the grant was submitted as a bulk expense, it includes \$30,000 for site deployment and \$15,000 for items like radar signs and printing, which could support the project.

Trustee McKnight asked if he should draft a resolution to install two stop signs on Forester Avenue to initiate the process.

Trustee Foster asked about the data collected so far, stressing the need to align actions with the grant's scope. She noted the potential to include in-kind time in the project and emphasized following the original plan: collecting baseline data, deploying a solution, and gathering post-deployment data to evaluate effectiveness.

The Board discussed the project timeline, noting that three weeks of data had already been collected and debating whether to gather more. They suggested conducting the study in April to align with busier periods, though factors like road repainting and involving an artist could extend the timeline.



Trustee Foster proposed installing stop signs near the park immediately due to safety concerns, emphasizing the need for action in this unique situation. Trustee McKnight agreed, citing two new buildings that will bring more traffic and residents. Trustee Foster also highlighted the importance of elderly residents crossing the street. Trustee McKnight noted that three weeks of data might be sufficient but suggested temporarily reinstalling the signs if more data is needed.

Trustee Cheney suggested rotating the traffic monitoring signs between Forester Avenue and West Street, spending three to four weeks at each location. This approach would gather intermittent data from both sites to support more informed decision-making.

Trustee Foster questioned whether the Board should proceed with installing stop signs on Forester Avenue near the park, emphasizing the critical need for safety measures in that area.

Trustee Cheney observed reduced activity in the area and suggested implementing the sidewalk changes before installing the four-way stop, recommending the measures be introduced together. He noted that concrete work likely couldn't begin until March or April but emphasized that preparations could start in the meantime.

Mayor Newhard agreed with Trustee Cheney, emphasizing that implementing the sidewalk changes and stop signs together as a complete package would have a greater impact and be more visually significant for the public. He suggested revisiting the matter in March.

The Board agreed to gather additional information regarding traffic patterns and explore the possibility of purchasing additional speed monitoring signs within the budget. They decided to reevaluate the situation in a few months based on the data collected.

### **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.

**No comments.**

**RESOLUTION ENACTING SHORT TERM RENTAL LOCAL LAW - AMENDED**

WHEREAS, the Village Board has before it a proposed local law entitled: "A local law to amend the Village Code by enacting Chapter 115 entitled 'Short Term Rental Property'; and

WHEREAS, following due notice the Village Board held a public hearing on the proposed local law and heard all persons interested in the subject matter thereof;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the Village Board hereby adopts the above local law; and
2. That the said local law shall be published, posted and filed in the office of the Secretary of State in Albany as required by applicable law.

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

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

Barry Cheney, Trustee, voting \_\_\_\_\_

Carly Foster, Trustee, voting \_\_\_\_\_

Thomas McKnight, Trustee, voting \_\_\_\_\_

Mary Collura, Trustee, voting \_\_\_\_\_

Michael Newhard, Mayor, voting \_\_\_\_\_

**Discussion**

Trustee Foster suggested modifying the definition section by changing "owner occupied" to "owner or Registered Agent occupied" in the title. This adjustment would provide additional clarity and ensure consistency throughout the document.

The Board agreed to amend the motion.

**RESOLUTION ENACTING SHORT TERM RENTAL LOCAL LAW**

WHEREAS, the Village Board has before it a proposed local law entitled: "A local law to amend the Village Code by enacting Chapter 115 entitled 'Short Term Rental Property'; and

WHEREAS, following due notice the Village Board held a public hearing on the proposed local law and heard all persons interested in the subject matter thereof;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the Village Board hereby adopts the above local law as amended; and
2. That the said local law shall be published, posted and filed in the office of the Secretary of State in Albany as required by applicable law.

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

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

Barry Cheney, Trustee, voting Aye

Carly Foster, Trustee, voting Aye

Thomas McKnight, Trustee, voting Aye

Mary Collura, Trustee, voting Aye

Michael Newhard, Mayor, voting Aye

**Discussion**

The Board expressed their gratitude to former Trustee Bill Lindburg for his significant contributions to drafting the Village's Short-Term Rental Code, acknowledging that he laid the foundation for its development.

**Vacation Carry Over – Boris Rudzinski**

A **MOTION** was made by Trustee Cheney, seconded by Trustee McKnight and carried to grant permission to Village of Warwick Employee, Boris Rudzinski, to carry over 5 vacation days.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

**Engineering & Surveying Properties – Project Management of Photovoltaic System**

A **MOTION** was made by Trustee Cheney, seconded by Trustee McKnight and carried to accept the proposal from Engineering & Surveying Properties for project management services for the installation of a photovoltaic system at the DPW Garage in Veterans Memorial Park located at 24 Memorial Park Drive with a not-to-exceed cost of \$10,000 without prior written authorization from the Village of Warwick Board of Trustees and authorize the mayor to sign the same. Funds are appropriated in budget code A1440.4000.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

**Facility Use Request – Veterans Memorial Park Pavilion, Warwick Valley Gardeners**

A **MOTION** was made by Trustee Foster, seconded by Trustee Collura and carried to grant permission to the Warwick Valley Gardeners to use the Veterans Memorial Park Pavilion on Tuesday, July 15, 2025, for a membership meeting between 6:00 p.m. and 8:30 p.m. Request

includes use of a portable speaker and use of restrooms. Completed park permit, security deposit, and insurance have been received.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

**Facility Use Request – Chase Bank Parking Lot, Warwick Valley Chamber of Commerce**

A **MOTION** was made by Trustee Foster, seconded by Trustee McKnight and carried to grant permission to The Warwick Valley Chamber of Commerce to hold Operation Clean Sweep on Saturday, April 26, 2025, from 9:00 a.m. to 2:00 p.m., with setup to take place at 8:00 a.m. and breakdown to be completed by 4:00 p.m. Request includes use of the far end of the Chase Bank Parking Lot for a shredding event and other collection stations. The event is in coordination with the Lions Club and Girl Scouts. Completed facility use permit, proof of insurance, and security deposit have been received.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Abstain

Trustee McKnight Aye Mayor Newhard Aye

**2025 General Village Election – Location & Polling Hours**

A **MOTION** was made by Trustee Foster, seconded by Trustee McKnight and carried to hold the General Village Election at the Goodwill Hook & Ladder Company, 25 Church Street Extension, on Tuesday, March 18, 2025. The polls will be open from 9:00 a.m. to 9:00 p.m.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

**Budget Modification**

A **MOTION** was made by Trustee Collura, seconded by Trustee Cheney and carried to approve the budget modification request as per the Village Treasurer's memo received December 31, 2024.

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

Trustee Cheney Aye    Trustee Foster Aye    Trustee Collura Aye

Trustee McKnight Aye    Mayor Newhard Aye

**Waive the Reading - Resolution Agreeing to Maintain and Repair Lighting Facilities Adjusted by the State of New York Via State-let Contract**

A **MOTION** was made by Trustee Cheney, seconded by Trustee Foster and carried to waive the reading of the 'Resolution Agreeing to Maintain and Repair Lighting Facilities Adjusted by the State of New York Via State-let Contract.'

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

Trustee Cheney Aye    Trustee Foster Aye    Trustee Collura Aye

Trustee McKnight Aye    Mayor Newhard Aye

**Discussion**

Trustee Cheney provided an update on the long-awaited project to repave the state highway through the Village. The project will include repaving starting at Van Duzer Place on Maple Avenue, extending to the south end of the Village on Route 94, and from Oakland Avenue along Galloway Road to the Village limits. He clarified that the overall project is much larger, but this portion focuses specifically on areas within the Village. Trustee Cheney noted that the project includes the installation of new lighting facilities, and the Village will assume responsibility for maintaining these facilities for a period of 25 years.

Mayor Newhard elaborated on the lighting facilities included in the project, explaining that most of the new lighting pieces will be installed at the intersection of Colonial Avenue and Route 94. He noted that the fixtures will be historic lamp posts, matching the style of those currently in place at Railroad Green. Mayor Newhard mentioned that the

project designates several of these lamp posts for installation.

Trustee Cheney added that three of the historic lamp posts are planned to be installed along the Buckbee Center, with one located across the street. He noted that additional lamp posts are designated for Route 94, also known as Main Street.

Mayor Newhard shared that he had spoken with the project designers and advocated for additional historic lamp posts on the opposite side of Colonial Avenue, near the Mobil station. He noted that the station typically turns off its lights around 9 or 10 p.m., leaving the area in darkness. Mayor Newhard emphasized that, aesthetically, having historic lamp posts only on one side of the street would not create a cohesive look. He expressed satisfaction that the designers had agreed to add more lamp posts to create a complete and balanced appearance. Mayor Newhard praised their willingness to listen and cooperate, noting that while not all requests were granted, they were receptive to well-reasoned suggestions.

**Resolution Agreeing to Maintain and Repair  
Lighting Facilities Adjusted by the State of New York Via State-let Contract**

WHEREAS, the New York State Department of Transportation proposes the construction, reconstruction, or improvement of Routes 94 & 17A Paving and Improvements in the Village of Warwick located in Orange County (PIN 8002.24, SH 93, SH 1736, and SH 9318) (hereinafter the “Project”); and

WHEREAS, the Village of Warwick approves of the Project and desires to have lighting features installed along Route 94 and 17A within the geographical jurisdiction of the Village of Warwick; and

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the Project the installation of additional lighting features along Route 94 and 17A pursuant to Article II, Section 10, Subdivision 24, of the State Highway Law, as shown on the contract plans relating to the Project; and

WHEREAS, the State will provide for the construction of the above-mentioned work, as shown on the contract plans relating to the Project at no cost to the Village of Warwick provided that the Village of Warwick agrees to energize, maintain and repair such lighting features for a period of twenty five (25) years or until such time as the Commissioner New York State Department of Transportation, at the Commissioner’s discretion, determines that such lighting facilities and/or the maintenance of such facilities is no longer necessary for such State Highway.

NOW, THEREFORE, it is hereby resolved as follows:

1. That the Village of Warwick approves of the Project and desires to have the above-mentioned work performed on the Project; and
2. That the Village of Warwick will maintain or cause to be maintained the above stated lighting facilities for a period of twenty-five (25) years as above stated and as shown on the contract plans; and
3. That the Village Mayor, Michael J. Newhard, is hereby authorized to sign any and all documentation that are or may become necessary as a result of the Project as it relates to the Village of Warwick, and
4. That the clerk of the Village of Warwick is hereby requested and directed to transmit five (5) certified copies of this resolution to the New York State Department of Transportation.

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

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

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

**Waive the Reading - Resolution Granting the State of New York Authority to Perform Water Facilities Adjustments for the Village and Agreeing to Maintain Water Facilities Adjusted Via State-let Contract**

A **MOTION** was made by Trustee Cheney, seconded by Trustee Foster and carried to waive the reading of the 'Resolution Granting the State of New York Authority to Perform Water Facilities Adjustments for the Village and Agreeing to Maintain Water Facilities Adjusted Via State-let



Contract.’

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

Trustee Cheney Aye    Trustee Foster Aye    Trustee Collura Aye

Trustee McKnight Aye    Mayor Newhard Aye

### **Discussion**

Trustee Cheney provided updates on two key components of the infrastructure project. He explained that the pump station at Colonial Avenue and Maple Avenue will be replaced, which requires the current station to be abandoned. Additionally, he noted that a culvert on Galloway Road is being replaced. This culvert currently carries a water line under the creek bed, and the water line will be addressed as part of the replacement work.

### **Resolution Granting the State of New York Authority to Perform Water Facilities Adjustments for the Village and Agreeing to Maintain Water Facilities Adjusted Via State-let Contract**

WHEREAS, the New York State Department of Transportation proposes the construction, reconstruction, or improvement of Routes 94 & 17A Paving and Improvements in the Village of Warwick located in Orange County (PIN 8002.24, SH 93, SH 1736, and SH 9318) (hereinafter the “Project”); and

WHEREAS, the Village of Warwick approves of the Project and desires to have paving and improvement features installed along Rt 94 and 17A within the geographical jurisdiction of the Village of Warwick; and

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the Project height adjustment of municipal water and sewer manhole facilities and the relocation and adjustment to water mains and appurtenances, pursuant to Section 10, Subdivision 24, of the State Highway Law, as shown on the contract plans relating to the Project and meeting the requirements of the Village; and

WHEREAS, the service life of the relocated, adjusted, and/or replaced utilities has not been extended; and

WHEREAS, the State will provide for the reconstruction of the above-mentioned work, as shown on the contract plans relating to the above-mentioned project at no cost to the Village

of Warwick.

NOW, THEREFORE, it is hereby resolved as follows:

1. That the Village of Warwick approves of the above-referenced relocation of and adjustment to the water mains and appurtenances and the above-referenced work performed on the Project and shown on the contract plans relating to the Project; and
2. That the Village of Warwick will maintain or cause to be maintained the adjusted facilities performed as above-stated and as shown on the contract plans; and
3. That the Village Mayor, Michael J. Newhard, is hereby authorized to sign any and all documentation that are or may become necessary as a result of the Project as it relates to the Village of Warwick, and
4. That the clerk of the Village of Warwick is hereby requested and directed to transmit five (5) certified copies of this resolution to the New York State Department of Transportation.

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

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

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

**Waive the Reading - Resolution Agreeing to Maintain and Repair Landscaping Facilities Adjusted by the State of New York Via State-let Contract**

A **MOTION** was made by Trustee Cheney, seconded by Trustee Collura and carried to waive

the reading of the ‘Resolution Agreeing to Maintain and Repair Landscaping Facilities Adjusted by the State of New York Via State-let Contract.’

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

Trustee Cheney Aye    Trustee Foster Aye    Trustee Collura Aye

Trustee McKnight Aye    Mayor Newhard Aye

### **Discussion**

Mayor Newhard returned to the topic of the intersection at Route 94 and Colonial Avenue, noting that the monument currently located there will be moved to a new location in front of the Buckbee Center. He explained that the Village is gaining property in front of the Buckbee Center, which will be transformed into a pocket park. As part of the resolution, the landscaping of this area is included, and the Village will assume responsibility for its maintenance.

### **Resolution Agreeing to Maintain and Repair Landscaping Facilities Adjusted by the State of New York Via State-let Contract**

WHEREAS, the New York State Department of Transportation proposes the construction, reconstruction, or improvement of Routes 94 & 17A Paving and Improvements in the Village of Warwick located in Orange County (PIN 8002.24, SH 93, SH 1839, and SH 1746) (hereinafter the “Project”); and

WHEREAS, the Village of Warwick approves of the Project and desires to have landscaping features installed along Rt 94 and 17A within the geographical jurisdiction of the Village of Warwick; and

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the Project the installation of landscaping features along Routes 94 & 17A pursuant to Article II, Section 10, Subdivision 35, of the State Highway Law, as shown on the contract plans relating to the Project; and

WHEREAS, the State will provide for the construction of two mini-gardens and relocation of the boulder memorial and Sanford Memorial Fountain, as shown on the contract plans relating to the Project at no cost to the Village of Warwick provided that the Village of Warwick agrees to maintain and repair such landscape features for a period of twenty five (25) years or until such time as the Commissioner New York State Department of Transportation, at

the Commissioner's discretion, determines that such landscaping facilities and/or the maintenance of such facilities is no longer necessary for such State Highway.

NOW, THEREFORE, it is hereby resolved as follows:

1. That the Village of Warwick approves of the Project and desires to have the above-mentioned work performed on the Project; and
2. That the Village of Warwick will maintain or cause to be maintained the above stated landscaping facilities for a period of twenty-five (25) years as above stated and as shown on the contract plans; and
3. That the Village Mayor, Michael J. Newhard, is hereby authorized to sign any and all documentation that are or may become necessary as a result of the Project as it relates to the Village of Warwick, and
4. That the clerk of the Village of Warwick is hereby requested and directed to transmit five (5) certified copies of this resolution to the New York State Department of Transportation.

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

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

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

**RESOLUTION APPROVING AGREEMENT FOR  
NYSERDA SOLAR GRANT**

WHEREAS, the Village of Warwick has been awarded a Clean Energy Communities Program grant from the New York State Energy Research & Development Authority (“NYSERDA”) in the amount of \$150,000 for installation of a solar array on the roof of the Department of Public Works building at 24 Memorial Park Drive in the Village; and

WHEREAS, the Village Board has before it a proposed Agreement with NYSERDA accepting the grant and setting forth the terms and provisions for planning, purchase and installation of the said solar array; and

WHEREAS, the Village Board finds the terms and conditions of the said Agreement to be acceptable.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the Village Board hereby approves the said agreement, a copy of which is annexed hereto; and
2. That the Mayor is authorized to execute the said Agreement and any documents necessary to carry out the terms and provisions thereof.

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

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

Barry Cheney, Trustee, voting	<u>Aye</u>
Carly Foster, Trustee, voting	<u>Aye</u>

Thomas McKnight, Trustee, voting Aye

Mary Collura, Trustee, voting Aye

Michael Newhard, Mayor, voting Aye

**Public Comment – *Non-Agenda Items***

No Comments.

**Final Comments from the Board**

Trustee Cheney provided updates on several topics. He shared the positive news that the drought alert had been lifted by the state, and as of December 27, all the Village reservoirs were full and overflowing, marking a complete recovery. He noted that this level of recovery often doesn't occur until later in the year, such as January, February, or even March. However, Trustee Cheney encouraged residents to continue practicing water conservation by monitoring for leaks and ensuring efficient use of dishwashers and washing machines, emphasizing the benefits of conserving water despite the potential impact on revenue.

He also provided an update on the Street Light LED Conversion project. The paperwork has been finalized, and the Village now owns the street lights. Previously, issues with street lights were handled by Orange and Rockland, but they are now managed by the DPW. Residents can report any street light problems by calling the Village at 845-986-2031 and selecting option 6 to reach the DPW directly. Trustee Cheney announced that a meeting with the project manager and contractors is scheduled in about two weeks, with the actual conversion expected to take place between mid-February and the end of March, at which point the project should be completed.

Trustee Foster provided an update on the RAISE grant, which is due at the end of the month. She suggested sticking as closely as possible to the initial scope of the proposal, where the project was highly rated, to ensure the best chance of success. However, she noted that some adjustments would be necessary, such as consulting with the team working on the feasibility study for the multi-use trail to discuss potential changes. She mentioned that she would send an email to address this during the week. Additionally, Trustee Foster indicated that the plan would involve reducing the amount of space allocated for sidewalks on Galloway Road, but she affirmed that all other aspects of the original scope remain relevant. Trustee Foster recommended moving forward with the

minor adjustments to the proposal and proceeding with the resubmission of the RAISE grant.

Mayor Newhard provided an update on grants, noting that while the Village is not yet under contract, it is expected that by the next meeting, a contract will be in place with the Town to engage Millennium Strategies for their services. He expressed optimism about this development.

Trustee Foster mentioned that she had sent a draft Memorandum of Agreement (MAU) to the relevant parties for their review. She noted the importance of following up on it, as MAUs are required for multiple grants.

### **Executive Session**

A **MOTION** was made by Trustee Collura, seconded by Trustee Foster and carried to enter into Executive Session to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

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

Trustee Cheney Aye    Trustee Foster Aye    Trustee Collura Aye

Trustee McKnight Aye    Mayor Newhard Aye

**In Executive Session:** Mayor, Michael Newhard and Trustees Barry Cheney, Mary Collura, Carly Foster, Thomas McKnight, and Raina Abramson.

### **Exit Executive Session**

A **MOTION** was made by Trustee McKnight, seconded by Trustee Cheney and carried to exit Executive Session and resume the regular meeting.

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

Trustee Cheney Aye    Trustee Foster Aye    Trustee Collura Aye

Trustee McKnight Aye    Mayor Newhard Aye

**Adjournment**

A **MOTION** was made by Trustee McKnight, seconded by Trustee Cheney and carried to adjourn the regular meeting at approximately 10:00 p.m.

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

Trustee Cheney Aye    Trustee Foster Aye    Trustee Collura Aye

Trustee McKnight Aye    Mayor Newhard Aye

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Raina M. Abramson, Village Clerk