

77 Main Street  
Post Office Box 369  
Warwick, NY 10990  
[www.villageofwarwick.org](http://www.villageofwarwick.org)



(845) 986-2031  
FAX (845) 986-6884  
[mayor@villageofwarwick.org](mailto:mayor@villageofwarwick.org)  
[clerk@villageofwarwick.org](mailto:clerk@villageofwarwick.org)

## VILLAGE OF WARWICK

INCORPORATED 1867

### **Village of Warwick Village Board Meeting – March 7, 2022**

Pursuant to New York State Chapter 1 of the Laws of 2022 public bodies may conduct meetings and public hearings either remotely pursuant to the requirements of Chapter 1 or in-person following CDC and New York State Department of Health guidance; therefore, the Village of Warwick Village Board meetings will be conducted virtually through Zoom Videoconference until further notice.

#### **To View the Meeting:**

**YOUTUBE LIVE** - The public may view the meeting live on the Village of Warwick, NY YouTube channel: <https://www.youtube.com/channel/UCK7D7KGbZF6nYfbcWGH6-VA>

**VILLAGE'S WEBSITE** – The public may view the meeting a day or so after its completion by going to the village's website: [www.villageofwarwick.org](http://www.villageofwarwick.org)

#### **To Comment - During Privilege of the Floor Only:**

**VIA EMAIL OR MAIL** - Comments may be sent to the Village Board prior to the Village Board Meeting via email to: [clerk@villageofwarwick.org](mailto:clerk@villageofwarwick.org) or via mail: Village of Warwick, Attn: Village Clerk, P.O. Box 369, Warwick, NY 10990. Please indicate in your correspondence that you wish to have your comments read during privilege of the floor. Please limit your comments to **three (3) minutes**.

**BOARD OF TRUSTEES  
VILLAGE OF WARWICK  
March 7, 2022  
AGENDA**

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

1. Introduction by Mayor Newhard.
2. Acceptance of Minutes: January 18, 2022 and February 7, 2022.

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

Trustee Cheney \_\_\_ Trustee Lindberg \_\_\_ Trustee Bachman \_\_\_  
Trustee McManus \_\_\_ Mayor Newhard \_\_\_

3. Authorization to Pay all Approved and Audited Claims in the amount of \$\_\_\_\_\_.

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

Trustee Cheney \_\_\_ Trustee Lindberg \_\_\_ Trustee Bachman \_\_\_  
Trustee McManus \_\_\_ Mayor Newhard \_\_\_

**Announcements**

1. The Village Election will take place on Tuesday, March 15, 2022, at the Goodwill Hook & Ladder Co., 25 Church Street Ext., Warwick, NY. The polls will be open from 9:00 a.m. to 9:00 p.m.
2. The Board of Trustees of the Village of Warwick will hold Budget Work Sessions for FY 2022-2023 at Village Hall, 77 Main Street, Warwick, NY 10990 during the following dates and times: Tuesday, March 8, 2022 at 9:30 a.m., Wednesday, March 9, 2022 at 9:30 a.m., and Thursday, March 10, 2022 at 2:00 p.m. The public is invited to attend.
3. The 2022 Village of Warwick Easter Egg Hunt will take place Saturday, April 16, 2022, at 10:00 a.m. in Veterans Memorial Park.

**Discussion**

1. Application to the New York State Liquor Authority for an on-premises liquor license.

**Privilege of the Floor**

**VIA EMAIL OR MAIL** - Comments may be sent to the Village Board prior to the Village Board Meeting via email to: clerk@villageofwarwick.org or via mail: Village of Warwick, Attn: Village Clerk, P.O. Box 369, Warwick, NY 10990. Please indicate in your correspondence that you wish to have your comments read during privilege of the floor. Please limit your comments to **three (3) minutes**.

**Motions**

**Trustee Cheney’s Motions:**

1. **MOTION** to renew the contract with JCO, Inc. to provide services to operate and maintain the wastewater system and the water production system as set forth in the existing contract for an additional one (1) year period (June 1, 2022, through May 31, 2023) and direct the Mayor to execute said change to the contract.

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

Trustee Cheney \_\_\_ Trustee Lindberg \_\_\_ Trustee Bachman \_\_\_  
Trustee McManus \_\_\_ Mayor Newhard \_\_\_

2. **MOTION** to go out to bid for chemical delivery for the Village of Warwick Water and Sewer Plant, to include delivery to the Water Plant, Well #2, Well #3, and the Micro Filtration Plant. Bids will be for FY June 1, 2022, through May 31, 2023. Bid opening to be held April 5, 2022, at 12 p.m., as per the recommendation of DPW Supervisor, Mike Moser.

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

Trustee Cheney \_\_\_ Trustee Lindberg \_\_\_ Trustee Bachman \_\_\_  
Trustee McManus \_\_\_ Mayor Newhard \_\_\_

3. **MOTION** to go out to bid for refuse pickup and delivery of a 30-yard refuse container on an as per need basis. Bids will be for FY June 1, 2022 through May 31, 2023. Bid opening to be held April 5, 2022 at 12 p.m., as per the recommendation of DPW Supervisor, Mike Moser.

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

Trustee Cheney \_\_\_ Trustee Lindberg \_\_\_ Trustee Bachman \_\_\_  
Trustee McManus \_\_\_ Mayor Newhard \_\_\_

4. **MOTION** to go out to bid for the following on-call services: Electrical, Plumbing, and HVAC. Bids will be for the period of June 1, 2022 through May 31, 2024. Bid opening to be held April 6, 2022 at 12:00 p.m. at Village Hall, as per the recommendation of the DPW Supervisor, Mike Moser.

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

Trustee Cheney \_\_\_ Trustee Lindberg \_\_\_ Trustee Bachman \_\_\_  
Trustee McManus \_\_\_ Mayor Newhard \_\_\_

5. **MOTION** to go out to bid for Electrical Power Supply for the Village of Warwick for the period of June 1, 2022, through May 31, 2024. Bid opening to be held April 7, 2022, at 12:00 p.m. at Village Hall, as per the recommendation of the Building Inspector, Boris Rudzinski.

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

Trustee Cheney \_\_\_ Trustee Lindberg \_\_\_ Trustee Bachman \_\_\_  
Trustee McManus \_\_\_ Mayor Newhard \_\_\_

6. **MOTION** to go out to bid for Natural Gas Supply for the Village of Warwick for the period of June 1, 2022, through May 31, 2024. Bid opening to be held April 7, 2022, at 12:00 p.m. at Village Hall, as per the recommendation of the Building Inspector, Boris Rudzinski.

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

Trustee Cheney \_\_\_ Trustee Lindberg \_\_\_ Trustee Bachman \_\_\_  
Trustee McManus \_\_\_ Mayor Newhard \_\_\_

7. **MOTION** to accept the proposal from TAM Enterprises dated February 22, 2022, for repairs to Wastewater Treatment Plant RBC Unit #10 for shaft repair and idler bearing replacement at a cost not to exceed \$12,580 based on the recommendation of JCO Contract Operator Keith Herbert and DPW Supervisor Michael Moser. Funds are appropriated in budget code G8120-4400 in the 2021-22 budget.

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

Trustee Cheney \_\_\_ Trustee Lindberg \_\_\_ Trustee Bachman \_\_\_  
Trustee McManus \_\_\_ Mayor Newhard \_\_\_

**8. RESOLUTION APPROVING EXTENSION OF COVID-19 HARDSHIP  
DEFERRED PAYMENT AGREEMENTS FOR MUNICIPAL WATER & SEWER  
SERVICES**

WHEREAS, the COVID-19 pandemic resulted in a state of emergency being declared within the State of New York; and

WHEREAS, one of the state-wide measures taken as a result of the said state of emergency was a moratorium on utility service shutoffs, which included a right for persons who incurred COVID-19 related hardships to enter into deferred payment agreements ("DPAs") regarding any arrears on municipal central water and sewer service charges; and

WHEREAS, pursuant to the Guidance received from the New York State Department of Public Service, municipalities are to continue offering COVID-19 related DPAs through June 30, 2022;

WHEREAS, the Village of Warwick has received requests from property owners to enter into DPAs based upon Covid-19 related hardships; and

WHEREAS, the Village has prepared revised forms for DPAs to reflect the said extension which may be utilized for such purposes, copies of which are annexed hereto;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the Village Board hereby approves the revised DPA forms for use by the Village in Covid-19 related hardship cases;
2. That the Village Board hereby authorizes the Mayor to complete and execute such DPAs on any requests for a Covid-19 related hardship DPA that were received by the Village on or before June 30, 2022;
3. That any property owner who requests a DPA but fails to return a properly executed copy to the Village Clerk within thirty (30) days after such DPA was mailed or otherwise provided to the property owner shall be deemed to have irrevocably rejected the DPA; and
4. That until June 30, 2022 the Village shall continue to include notice in all water and sewer bills of customers' right to enter into a DPA and, further, shall provide thirty (30) days' notice of the Village's intent to relevely prior to relevely on unpaid/overdue charges.

\_\_\_\_\_ presented the foregoing resolution which was  
seconded by \_\_\_\_\_,

The vote on the foregoing resolution was as follows:

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

William Lindberg, Trustee, voting \_\_\_\_\_

George McManus, Trustee, voting \_\_\_\_\_

Corey Bachman, Trustee, voting \_\_\_\_\_

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

**Trustee Lindberg's Motions:**

9. **MOTION** to grant permission to Highlander Rugby to use the football field between the parking lot and Over 35 Field in Veterans Memorial Park for practices on Tuesdays and Thursdays from 7:00 p.m. to 9:00 p.m. from March 8, 2022, through December 31, 2022, and to use the football field in Veterans Memorial Park for games on weekends, in coordination with Warwick Youth Football, including use of the football snack shack. Request includes use of restrooms and field lights for the season. It is the responsibility of Highlander Rugby to enforce that parking is in the designated parking lot and not in the grass on the entrance roads. All activities must be in accordance with the Orange County and NYS Departments of Health. Completed facility use permit, proof of proper insurance, security deposit and Memorial Park Football/Over 35 Field Light fee have been received.

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

Trustee Cheney \_\_\_\_ Trustee Lindberg \_\_\_\_ Trustee Bachman \_\_\_\_

Trustee McManus \_\_\_\_ Mayor Newhard \_\_\_\_

10. **MOTION** to grant permission to Wickham Works to hang a 3' x 6' banner along the fence enclosing Stanley-Deming Park for the purpose of the Earth Fest Warwick 2022 event for the period of April 16, 2022, through April 30, 2022.

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

Trustee Cheney \_\_\_\_ Trustee Lindberg \_\_\_\_ Trustee Bachman \_\_\_\_

Trustee McManus \_\_\_\_ Mayor Newhard \_\_\_\_

11. **MOTION** to grant permission to Wickham Works to use the east side of Stanley-Deming Park, from 9:00 a.m. on Friday, August 26, 2022, through Monday, August 29, 2022 for the 2022 Too Good to Toss event. Permission to include use of the basketball court and lawn area around the handball court, use of restrooms and water fountains, blocking off 18 parking spaces near the entrance of the basketball court, and posting no parking signs

and/or yellow tape to discourage parking in the grass. Village of Warwick DPW to provide 15+ orange parking cones, 10 reflective vests for parking volunteers, 4 garbage cans for basketball court, and pickup of leftover items on Monday, August 29, 2022. All activities must be in accordance with the Orange County and NYS Departments of Health. Completed facility use permit, proof of proper insurance, security deposit, permission from Park Avenue Elementary to use the school parking lot has been received. The Warwick Police Department, Warwick Fire Department, and Ambulance Corps have been notified and approve of the event.

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

Trustee Cheney \_\_\_ Trustee Lindberg \_\_\_ Trustee Bachman \_\_\_  
Trustee McManus \_\_\_ Mayor Newhard \_\_\_

12. **MOTION** to grant permission to the Excelsior Hose Company No. 1 to hold a coin toss on Saturday, March 19 and Sunday, March 20, 2022, from 10:00 a.m. to 3:00 p.m. on Route 94/Oakland Ave. near the entrance to the Village in front of 27A Oakland Ave. Completed facility use permit, proof of proper insurance, and security deposit have been received.

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

Trustee Cheney \_\_\_ Trustee Lindberg \_\_\_ Trustee Bachman \_\_\_  
Trustee McManus \_\_\_ Mayor Newhard \_\_\_

**Trustee Bachman's Motions:**

13. **MOTION** to acknowledge receipt of the Standardized Notice Form from the New York State Liquor Authority for an on-premises liquor license to Boneyard Cantina to be located at 17 Main Street, Warwick, NY 10990 and authorizes the Village Clerk to submit a letter notifying the New York State Liquor Authority that there are (no) objections to this notification and application.

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

Trustee Cheney \_\_\_ Trustee Lindberg \_\_\_ Trustee Bachman \_\_\_  
Trustee McManus \_\_\_ Mayor Newhard \_\_\_

**Trustee McManus' Motions:**

14. **MOTION** to grant permission to Joshua Rodrigues, Life Scout Troop #45 of Warwick, to build an information kiosk for an Eagle Scout project. Project will be in cooperation with Warwick Skatepark Initiative and will be installed at the site of the new skatepark in Memorial Park with the assistance of the Village of Warwick DPW.

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

Trustee Cheney \_\_\_ Trustee Lindberg \_\_\_ Trustee Bachman \_\_\_

Trustee McManus \_\_\_ Mayor Newhard \_\_\_

**Final Comments from the Board**

**Executive Session (if applicable)**

**Adjournment**

77 Main Street  
Post Office Box 369  
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mayor@villageofwarwick.org  
clerk@villageofwarwick.org

**VILLAGE OF WARWICK**  
INCORPORATED 1867

**LEGAL NOTICE**

The General Village Election for the Village of Warwick will be held on Tuesday, March 15, 2022, at the Goodwill Hook & Ladder Co., 25 Church Street Extension, Warwick, NY. The polls will be open from 9:00 a.m. to 9:00 p.m. Candidates nominated to fill the offices of one (1) Mayor and two (2) Trustees for five-year terms are:

Michael Newhard – Mayor (5 Year Term)  
50 Maple Avenue  
Warwick, NY 10990

Eileen P. Patterson – Mayor (5 Year Term)  
7 South Lynn Street  
Warwick, NY 10990

Matthew Sullivan – Mayor (5 Year Term)  
33 Galloway Road  
Warwick, NY 10990

Joseph Amaturro – Trustee (5 Year Term)  
161 West Street  
Warwick, NY 10990

Carly Foster – Trustee (5 Year Term)  
28 Hawthorn Avenue  
Warwick, NY 10990

Lugene Maher – Trustee (5 Year Term)  
52 Woodside Drive  
Warwick, NY 10990

Thomas H. McKnight – Trustee (5 Year Term)  
28 Overlook Drive  
Warwick, NY 10990

Brian Torpie – Trustee (5 Year Term)  
105 South Street  
Warwick, NY 10990

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

**Dated: February 16, 2022**

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



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

**VILLAGE OF WARWICK**  
INCORPORATED 1867

**PUBLIC NOTICE**  
**BUDGET WORK SESSIONS**

The Board of Trustees of the Village of Warwick will hold Budget Work Sessions for FY 2022-2023 at Village Hall, 77 Main Street, Warwick, NY 10990 during the following dates and times: Tuesday, March 8, 2022 at 9:30 a.m., Wednesday, March 9, 2022 at 9:30 a.m., and Thursday, March 10, 2022 at 2:00 p.m.

The public is invited to attend.

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

**Dated: February 25, 2022**

## Raina Abramson

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**From:** Recreation  
**Sent:** Friday, February 25, 2022 12:34 PM  
**To:** Raina Abramson  
**Subject:** Egg Hunt Letter

To: The Village Board

From: Ron Introini-Recreation Director

Date: February 25, 2022

The Village of Warwick Recreation Department and the Warwick Fire Department will be hosting the 2022 Easter Egg Hunt on Saturday, April 16th at 10am. It will take place at Veterans Memorial Park on the large softball field. The outfield will be divided up into 3 age groups: 3 and under, 4-6 and 7-12 year olds. Candy filled eggs, assorted candy and a golden egg will be dispersed in each age group areas. As a donation we are asking the community to bring a non-perishable food item to help support the Warwick Food Pantry.

Sent from my iPhone

*The Law Office of*  
**Stacy L. Weiss, PLLC.**

110 East 59<sup>th</sup> Street, 23<sup>rd</sup> Floor  
New York, NY 10022  
Toll Free: 1 877 LIQ-LAW1  
Tel: 212-521-0828  
Fax: 212-521-0826

STACY L. WEISS, ESQ.  
slweissattorney@aol.com  
www.stacyweisslaw.com

THE RICHARD L. ROSEN  
LAW FIRM, PLLC.  
*Of Counsel*

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February 23, 2022

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

To Whom It May Concern:

Please be advised that **17 MAIN WARWICK NY LLC** is applying for an On-Premises Liquor License to be located at 17 Main Street, Warwick, NY 10990.

Enclosed please find an original Standardized Notice Form from the New York State Liquor Authority. Please contact this office with any questions.

Thank you for your attention to this matter.

Very Truly Yours,



Stacy L. Weiss

OFFICE USE ONLY
Original Amended Date

RECEIVED

FEB 28 2022

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

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

1. Date Notice Sent: FEBRUARY 23, 2022 1a. Delivered by: Certified Mail Return Receipt Requested

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

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: VILLAGE OF WARWICK, NY - VILLAGE CLERK

Applicant/Licensee Information:

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

5. Applicant or Licensee Name: 17 MAIN WARWICK LLC

6. Trade Name (if any): BONEYARD CANTINA

7. Street Address of Establishment: 17 MAIN STREET

8. City, Town or Village: WARWICK, NY, NY Zip Code: 10990

9. Business Telephone Number of applicant/ Licensee: 201-697-7806

10. Business E-mail of Applicant/Licensee: BONEYARDWARWICK@GMAIL.COM

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: Bar/Tavern

- Seasonal Establishment Juke Box Disc Jockey Recorded Music Karaoke

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

- Patron Dancing Employee Dancing Exotic Dancing Topless Entertainment
Video/Arcade Games Third Party Promoters Security Personnel

Other (specify):

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

<b>OFFICE USE ONLY</b>		
<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:  
   

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:

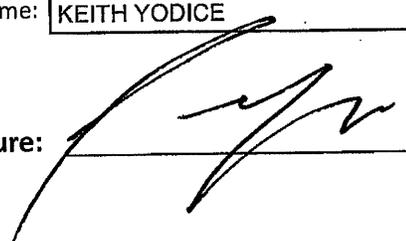
30. Business E-mail Address of Representative/Attorney:

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: \_\_\_\_\_





**Pending On Premises Liquor Licenses within 750 feet**

<b>Name</b>	<b>Address</b>	<b>Distance</b>
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No Active On Premises Liquor Licenses within 750 feet

**Active On Premises Liquor Licenses within 750 feet**

<b>Name</b>	<b>Address</b>	<b>Distance</b>
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HIGH POINT WARWICK INC Ser #: 2193673	17 MAIN ST SUITE 301 WARWICK, NY 10990	108 ft
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EDDIEBOYZ FOODS LLC Ser #: 2163544	18 MAIN STREET WARWICK, NY 10990	123 ft
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YESTERDAYS INC Ser #: 2008538	29 MAIN STREET WARWICK, NY 10990	161 ft
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DYK RESTAURANT LLC Ser #: 2142254	32 34 MAIN ST BANK ST & WELLING PL WARWICK, NY 10990	242 ft
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JOHN SEAN AND ROBERT INC Ser #: 2129814	4 SPRING ST AKA 22 WEST ST WARWICK, NY 10990	257 ft
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**Active On Premises Liquor Licenses within 750 feet**

<b>Name</b>	<b>Address</b>	<b>Distance</b>
O'CONNELKE RESTAURANT LLC Ser #: 2159342	10 RAILROAD AVENUE SOUTH STREET & OAKLAND AVENUE WARWICK, NY 10990	312 ft
RISTORANTE GRAPPA INC Ser #: 2194039	22B RAILROAD AVE WARWICK, NY 10990	347 ft
FDI RESTAURANT GROUP LLC Ser #: 2221059	14 RAILROAD AVE WARWICK, NY 10990	356 ft
ANDI-ANA-ARBER LTD Ser #: 2224598	22 SPRING ST WARWICK, NY 10990	374 ft
AJ WARWICK INC Ser #: 2179107	48 MAIN ST WARWICK, NY 10990	422 ft
FANNIES FARM TO TABLE CAFE LLC Ser #: 2205368	28 RAILROAD AVE SUITE 1A WARWICK, NY 10990	468 ft

**Nearest Liquor Stores****Address****Distance****Name****Address****Distance**

PECKS WINE & SPIRITS INC  
Ser #: 2008236

1 BANK STREET  
WARWICK, NY 10090

467 ft

B & R WINE & LIQUOR LTD  
Ser #: 2008273

153 SOUTH ROUTE 94  
AKA 153STATE ROUTE 94 SOUTH  
WARWICK, NY 10990

1.74 mi

GINGERS SPIRITS LLC  
Ser #: 2207294

583 5 RTE 94 N  
WARWICK, NY 10990

2.37 mi

DISCOUNT LIQUORS LLC  
Ser #: 2506248

1900 STATE ROUTE 3 W LOT B  
T/O GRANBY  
FULTON, NY 13069

4.17 mi

BLACK BEAR WINE AND SPIRITS INC  
Ser #: 2158553

1172 STATE RT 17A  
UNIT A  
GREENWOOD LAKE, NY 10925

4.17 mi

VILLAGE WINE COMPANY LTD, THE  
Ser #: 2125348

150 WINDERMERE AVE  
ROUTE 17A & WILLOW ST  
GREENWOOD LAKE, NY 10925

4.22 mi

YONAS HAILE  
Ser #: 2189212

40 LAKE ST  
MONROE, NY 10950

4.47 mi

### 8 Closest Liquor Stores

Name	Address	Distance
RINALDI LIQUORS INC Ser #: 2008246	164 N MAIN STREET FLORIDA, NY 10921	5.61 mi

### Schools within 500 feet

Name	Address	Distance
No Schools within 500 feet		

### Churches within 500 feet

Name	Distance
No Churches within 500 feet	

VILLAGE OF WARWICK  
WASTEWATER TREATMENT SYSTEM  
OPERATION AND MAINTENANCE AGREEMENT

THIS AGREEMENT is made and entered into the 27 day of April, 2018 by and between the Village of Warwick, located at 77 Main Street, P.O. Box 369, Warwick New York 10990, hereinafter referred to as the "CLIENT" and JCO, Inc. hereinafter referred to as the "CONTRACTOR" having its principal offices at P.O. Box 616, 110 Sullivan Street, Wurstboro, NY 12790 in the following manner:

Witnesseth

WHEREAS, the CLIENT requires professional services to operate and maintain the Village of Warwick Sewage Treatment Facility (Plant Class 3) and Pump Stations in conformance with procedures mandated by governmental regulatory agencies and to assure the preservation of the health and welfare of the surrounding communities; and

WHEREAS, the Village of Warwick is the owner and manager of the previously mentioned Sewage Treatment Facility and Pump Stations, which are located in the Village of Warwick, County of Orange and State of New York; and

WHEREAS, the CONTRACTOR has the requisite qualifications (Grade 3), experience, and expertise for the operation and maintenance of said Sewage Treatment Facility and Pump Stations in compliance with the objectives of the CLIENT; and

WHEREAS, the parties have agreed to the scope of the services to be provided by the CONTRACTOR and the CLIENT as well as the compensation for services;

NOW, THEREFORE, in consideration of the mutual Agreements contained and subject to the terms and conditions herein stated, it is hereby understood and agreed by the parties as follows:

Scope of Work and Performance of Services by the CONTRACTOR

1. Maintenance and Operation Services:

The CONTRACTOR will supply professional services to operate and maintain the previously mentioned Sewage Treatment Facility and Pump Stations in the Village of Warwick, County of Orange, as required, to insure proper operation and maintenance of the existing facility pump stations, commencing on **June 1, 2018 and ending May 31, 2021**. The Village may renew this contract for two (2) additional successive periods of one (1) year each (**June 1, 2021 through May 31, 2022 and June 1, 2022 through May 31, 2023**) on the same terms and conditions set forth herein.

2. Compliance With State and Local Laws Regarding Operation:

The quantities and skill categories of personnel, applicable man-hours, materials and techniques that shall be utilized to perform the assignment represent those which to the CONTRACTOR's best knowledge and professional experience in the performance of previous work of an identical nature, which will adequately conform to recognized Environmental Protection Agency operations procedures and to the New York State and Orange County mandated standards for the operation and maintenance of the systems, as set forth in the following and in the course of daily, weekly,

monthly and quarterly task activities. The **minimum chief operator certification** for the plant shall be a Grade 3 per State Regulation 6NYCRR Part 650.

3. Demonstrate Wastewater System Compliance with Regulations:

The CONTRACTOR shall perform, record and implement the appropriate action necessary as derived from visual, sensory and biochemical observations taken of critical key elements in each process limit area to determine the presence or absence of plant compliance within the permissible range of quality parameters prescribed by the New York State Department of Environmental Conservation and the Orange County Health Department. Such records shall be delivered to CLIENT every 60 days. If compliance is not found, such compliance will be obtained, if within the scope of this Agreement; if without, the CONTRACTOR will make its professional recommendations as to those steps necessary to obtain compliance. Proof of such compliance or record of the recommendations shall be made in writing and delivered to CLIENT within 10 days of the discovery of non-compliance.

4. Schedule Routine Operation and Maintenance of Plant:

The CONTRACTOR shall operate and maintain the Sewage Treatment Facility and Pump Stations in a program, on a frequency in accordance with prevailing operations practice, and daily series of "hands-on" inspections performed with appropriate tools and special test equipment. Records of such routine operations and performed regular maintenance shall be kept by CONTRACTOR in the regular course of business and shall be available for inspection by CLIENT upon 3 hours notice to CONTRACTOR.

5. Compliance with SPDES Permit:

The CONTRACTOR will maintain and operate the previously described facilities so that effluent discharged there from meets the weighted monthly SPDES Permit limitations. The CONTRACTOR will not be responsible to meet these effluent values unless, at all times, the plant's influent is free from abnormal or biologically toxic substances which cannot be treated or removed in the Village's Wastewater Treatment Facilities using the existing processes, nor will the CONTRACTOR be responsible to meet these effluent values if discharges into the Village's sewer system violate the Village's Industrial Pretreatment Program, or Ordinance, nor will the CONTRACTOR be responsible to meet these effluent values if the flow, influent BOD, pH, and suspended solids fail to conform with the design loadings.

6. Responsibility for Failure to Meet Regulations:

The CONTRACTOR shall be liable for all fines which may be imposed by a regulatory agency for the CONTRACTOR'S caused violations of current standards established by the regulatory agency within the scope of this contract. The CONTRACTOR reserves the right to contest any such fines in administrative proceedings and/or in court prior to any payment by the CONTRACTOR at its sole cost and expense, provided the CLIENT is not thereby prejudiced in any way. The CONTRACTOR shall not be liable for fines or damages in relation to the collection system and pump stations except for those caused by its negligence and nonfeasance.

7. Process Improvement:

The CONTRACTOR will be responsible for analyzing operational data to determine changes and improvement for more efficient operation. Findings shall be included within monthly reports to be submitted to CLIENT.

8. Onsite Inspections:

The CONTRACTOR shall be onsite for all State agency and County Health Department site inspections as requested by the CLIENT or any state or county inspector. The CONTRACTOR will be responsible for responding to all regulatory inspection reports and address all deficiencies reported for the water production system.

9. Maintain Facility Cleanliness:

The CONTRACTOR shall conduct its assignments and maintain each work place in clean, sanitary and hygienic conditions after use.

10. Provide Emergency Services:

The CONTRACTOR will provide a twenty-four (24) hour, seven (7) day per week emergency on-call service. The distance between the CONTRACTOR and wastewater system shall be such that in the event of an emergency the CONTRACTOR is able to reach the wastewater system within one hour of first notification of emergency. The CONTRACTOR is responsible to provide staffing resources to respond to emergencies, after hours or otherwise, at the facilities it is responsible to maintain and implement the necessary corrective action.

11. Provide Additional Services:

Additional assignments may be carried out under this Agreement with the mutual consent of both parties. The cost of same shall be separately negotiated.

12. Authorization for Corrective Maintenance:

The CONTRACTOR will obtain written authorization for any corrective maintenance from the CLIENT'S designated representative prior to proceeding. The cost of any corrective maintenance will be negotiated in addition to the terms of this Agreement.

13. Record Compilation:

All records compiled, together with the information and material gathered by the CONTRACTOR, in pursuing the objectives of this Agreement, including written reports and all other data in a like manner shall become and remain the property of the CLIENT. Records shall be kept on all operational, maintenance, and administrative matters of all water system activities. Monthly reports to CLIENT will be required in writing, notifying client of all wastewater system activities completed including but not limited to dates times and locations of samples taken, analysis results, regular maintenance completed, other maintenance or repairs performed operational problems, a daily log of activities by all on site employees etc.

14. Assist in Yearly Budget:

The CONTRACTOR shall assist in the preparation and presentation of that portion of the CLIENT'S budget corresponding to the substance of the Agreement at public hearings, Board meetings, etc. that the CLIENT may hold in reference to the facility.

15. Follow all Applicable Laws:

All applicable provisions of the laws of the Federal Government, the State of New York and/or the County of Orange are deemed to be incorporated in and made part of this Agreement.

16. Compliance with State and Federal Labor Laws:

The CONTRACTOR shall comply with all applicable provisions of the United States and New York State Labor Law, the Worker's Compensation Law, State Unemployment Insurance Law, Federal Social Security Law, and any and all rules and regulations pertaining to the operation and

maintenance of municipal sewage treatment facilities promulgated by the Department of Labor and/or the Industrial Commissioner of New York and all amendments and additions thereto. This includes but is not limited to compliance with New York State Department of Labor law related to the payment of Prevailing Wages. For tasks requiring payment of prevailing wage rates the CONTRACTOR must submit to CLIENT certified payroll for the period in which the task is performed.

17. Oversee/Coordinate Any Necessary Contracted Services:

The CONTRACTOR shall exchange information developed during the course of the work with such consultants as the CLIENT may choose to employ as pertinent to the objectives of the Agreement and shall work with the consultants so as to produce a unified recommended approach to the comprehensive wastewater treatment planning objectives of the CLIENT. The CONTRACTOR will be responsible for advising the Village of the need for services, obtaining goods or services in accordance with the CLIENT'S Procurement Policy, and confirming that the services were delivered as ordered.

18. Report Costs and Flow and Level of Treatment Data:

The CONTRACTOR shall submit, if required, to the CLIENT variance reports reflecting variations of costs and flow and level of treatment occurring during each reporting period in the course of implementing this Agreement, together with data pertinent to the program objectives of the CLIENT.

19. Furnish and Staff Wastewater Facilities:

The CONTRACTOR is responsible for providing personnel to carry out daily routine operations and maintenance seven (7) days per week, three hundred sixty-five (365) days per year including but not limited to: fully staffing the water treatment systems, the pump stations and storage tanks. The CONTRACTOR is responsible for fully staffing and providing vehicle(s) for the operation of the facilities cited including routine shift coverage as well as emergency response and alarm response events.

20. Safety

The Contractor must have an organized safety program in full compliance with applicable federal state and local regulations.

21. Employee Changes

Contractor must communicate as soon as possible, and if possible prior to, when an employee is being moved, changed, terminated or replaced for any reason. If the employee is not leaving the company, then the Contractor must provide a reason in advance to why the employee is being moved/transferred or replaced.

22. Financial Stability

The CLIENT has the right at any time to ask for adequate assurances from the CONTRACTOR and CONTRACTOR'S failure to provide such assurances shall be deemed a breach and will allow the CLIENT to immediately terminate this agreement.

23. Additional Storage:

Any storage required by the CONTRACTOR that is in addition to storage available in the plants is the responsibility of the CONTRACTOR.

24. Insurance Requirements

A. Notwithstanding any terms, conditions or provisions, in any other writing between the parties, the contractor hereby agrees to effectuate the naming of the municipality as an additional insured on the contractor's insurance policies, with the exception of workers' compensation and N.Y. State Disability insurance.

B. The policy naming the municipality as an additional insured shall:

- Be an insurance policy from an A.M. Best rated "secured" or better insurer, authorized to conduct business in New York State. A New York licensed insurer is preferred. The decision to accept specific insurers lies exclusively with the municipality.
- State that the organization's coverage shall be primary and non-contributory coverage for the municipality, its Board, employees and volunteers.
- The municipality shall be listed as an additional insured by using endorsement CG 20 10 11 85 or equivalent. Examples of equivalent ISO additional insured endorsements include using **both** CG 20 33 10 01 and CG 20 37 10 01 **together**. A completed copy of the endorsement must be attached to the certificate of insurance.
- The certificate of insurance must describe the specific services provided by the contractor (e.g., remediation or abatement services) that are covered by the commercial general liability, environmental and the excess policies.
- At the Municipality's request, the contractor shall provide a copy of the declaration page of the liability and umbrella policies with a list of endorsements and forms. If so requested, the contractor will provide a copy of the policy endorsements and forms.

C. The contractor agrees to indemnify the municipality for any applicable deductibles and self-insured retentions.

D. Required Insurance:

No less than the following:

- Commercial General Liability Insurance  
\$1,000,000 per occurrence/ \$2,000,000 general and products/completed operations aggregates. The general aggregate shall apply on a per-project basis.
- Automobile Liability  
\$1,000,000 combined single limit for owned, hired and borrowed and non-owned motor vehicles.
- Workers' Compensation, Employers Liability and NYS Disability Insurance  
Statutory Workers' Compensation, Employers' Liability Insurance and NYS Disability Insurance for all employees. Proof of coverage must be on the approved specific form, as required by the New York State Workers' Compensation Board. ACORD certificates are not acceptable.
- Environmental Contractors Liability Insurance  
With coverage for the services rendered for the municipality, including, but not limited to removal, replacement enclosure, encapsulation and/or disposal of hazardous materials, along with any related pollution events, including coverage for third-party liability claims for bodily injury, property damage and clean-up costs. \$2,000,000 per occurrence/ \$2,000,000, including products and completed operations. If a retroactive date is used, it must pre-date the inception of the contract. If the contractor is using motor vehicles to be used for transporting hazardous materials, the Contractor shall provide pollution liability broadened coverage (ISO endorsement CA 9948 or equivalent) as well as proof of MCS 90.

- Excess Insurance  
\$3,000,000 each Occurrence and Aggregate. Excess coverage shall be on a follow-form basis.

E. Contractor acknowledges that failure to obtain such insurance on behalf of the municipality constitutes a material breach of contract and subjects it to liability for damages, indemnification and all other legal remedies available to the municipality. The contractor is to provide the municipality with a certificate of insurance, evidencing the above requirements have been met, prior to the commencement of work or use of facilities.

F. The municipality is a member/owner of the NY Municipal Insurance Reciprocal (NYSIR). The contractor further acknowledges that the procurement of such insurance as required herein is intended to benefit not only the municipality but also the NYSIR, as the municipality's insurer.

#### 25. Indemnification

To the fullest extent permitted by law CONTRACTOR shall indemnify, hold harmless, and defend CLIENT and its agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorney's fees arising out of or resulting from the performance of this agreement, any condition created in or by the performance of this agreement or any accident injury or damage whatsoever occurring in connection with the performance of this agreement, but only to the extent that any such claim, damage, loss or expense (a) is attributable to bodily injury, sickness, disease or death, or to damage to or destruction of tangible property, including loss of use resulting therefrom, and (b) is caused in whole or in part by any act or omission of CONTRACTOR or anyone directly or indirectly employed by it or anyone for whose acts it may be liable, regardless of whether it is caused in part by the negligent act or omission of CLIENT or any of its agents or employees. Notwithstanding the foregoing, CONTRACTOR'S obligation to indemnify CLIENT shall not extend to claims, damages, losses, or expenses attributed to the sole negligence of the CLIENT.

To the fullest extent permitted by law CLIENT shall indemnify, hold harmless, and defend CONTRACTOR and its agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorney's fees arising out of or resulting from the performance of this agreement, any condition created in or by the performance of this agreement or any accident injury or damage whatsoever occurring in connection with the performance of this agreement, provided that any such claim, damage loss or expense (a) is attributable to bodily injury, sickness, disease or death, or to damage to or destruction of tangible property, including loss of use resulting therefrom, and (b) is caused in whole or in part by any act or omission of CLIENT or anyone directly or indirectly employed by it or anyone for whose acts it may be liable, regardless of whether it is caused in part by the negligent act or omission of CONTRACTOR or any of its agents or employees. Notwithstanding the foregoing, CLIENT'S obligation to indemnify CONTRACTOR shall not extend to claims, damages, losses, or expenses attributed to the sole negligence of the CONTRACTOR.

#### Services to Be Furnished By the CLIENT

The following will be the responsibility of the CLIENT and are to be furnished free-of-charge to the CONTRACTOR:

- All work associated with the supply of fresh, clean, potable water daily to the job site.
- Adequate space to carry out routine control tests and observations.

- Light and power to all spaces and equipment.
- Adequate fire protection, security lock-up systems and intruder preventive safeguards.
- Any taxes, fiscal assessments or any form of charges by local, county, state, or federal authorities.
- Manpower and related costs to provide routine and preventive maintenance of the collection system.
- Qualified designated representative to certify and authorize work schedules and requirements, as well as any corrective maintenance required which is not within the scope of this Agreement.
- Prompt action on the CONTRACTOR'S requests for authorizations and approvals so as to permit an orderly and expeditious progress in execution of the work.
- The disposal of waste materials, including sludge, arising from the proper operation of the facility. If the CONTRACTOR is required to remove and dispose of such materials, the cost of doing so shall be borne by the CLIENT in a separate Agreement.
- Provide safe, accessible entry and exit to each work site for the passage of the CONTRACTOR'S personnel and vehicles. This shall include the removal and disposal of snow precipitations and extraneous obstacles or debris, limited to roadways and parking lots.
- The CLIENT has the option to provide additional labor to carry out any maintenance not within the scope of this Agreement.
- The cost of all chemicals and special equipment necessary to maintain compliant operation.
- The CLIENT shall examine all studies, reports, and other documents as may be presented by the CONTRACTOR, obtain advice of an attorney and such other consultants as the CLIENT may deem appropriate for such examination and render in writing decisions pertaining thereto in a reasonable time when so required by the CONTRACTOR.
- The CLIENT shall have the Village Engineer conduct an annual review of the performance of the CONTRACTOR in meeting the duties and obligations of the CONTRACTOR under the terms of this Agreement.
- The CLIENT reserves the right to inspect the premises, review the books and records of the CONTRACTOR regarding the facilities covered by this Agreement at the sole discretion of the CLIENT.

### Cost of Services to be Provided by the CONTRACTOR

The cost to the CLIENT for the Operations and Maintenance services as described herein to be provided by the CONTRACTOR is itemized in Schedule A.

The terms of payment for the CONTRACTOR'S services outlined herein shall be thirty-six (36) payments payable each month and commencing at the execution of the Agreement.

The CLIENT shall pay the CONTRACTOR for corrective maintenance services rendered within thirty (30) days of presentation by the CONTRACTOR to the CLIENT of a voucher acceptable to the CLIENT.

Unless otherwise requested in writing, the CLIENT shall mail all payments to the CONTRACTOR at its principle address herein or as hereinafter amended

The above prices are firm except as they may be changed by governmental decrees or requirements tending to affect man-hour rates subsequent to the Operations and Maintenance assignment. In such case, the CONTRACTOR reserves the right for fair settlement with the CLIENT of reimbursement for any increased costs which may result from same.

It is understood between the parties that the prices agreed to herein are based upon existing mandated regulatory standards and that in the event such standards shall be materially increased or require significant additional services, compensation for the same shall be separately negotiated.

If the CLIENT observes or otherwise becomes aware of any fault or defect in the services of the contractor or nonconformance with the substance and intent of this Agreement, the CLIENT shall give prompt written notice thereof to the CONTRACTOR. CONTRACTOR agrees to respond to CLIENT within 48 hours of receipt of any such notice. Such response shall include findings of the CONTRACTOR inspection of the noticed issue, a plan and time frame to bring the non-conforming issue into compliance and an estimate of the costs of such plan.

EITHER PARTY, HERETO, upon evidence of negligent acts, substantial misfeasance or nonfeasance in the performance of the Agreement within the limitations of the existing facility, the injured party may serve a Notice of Grievance to the other party requesting satisfactions thereof within fifteen (15) working days of the notification date. Failing which, the aggrieved party may invoke termination of this Agreement by serving written Notice of Cancellation by registered mail through the United States Postal Service.

The fee for this contract is \$12,434.92 per month.

The term of this Agreement will end **May 31, 2021**, unless sooner terminated as set forth herein. The Village may renew this contract for two (2) additional successive periods of one (1) year each (**June 1, 2021 through May 31, 2022 and June 1, 2022 through May 31, 2023**) on the same terms and conditions set forth herein.

The fees under this Agreement will be adjusted annually on June 1, in accordance with the Consumer Price Index for the Northeast Region, for the previous twelve (12) month period.

---

PRINTED NAME: Jeffrey J Rysinger  
POSITION: President  
SIGNATURE: Jeffrey Rysinger  
DATE: 4/23/18

**VILLAGE OF WARWICK**

PRINTED NAME: Michael Newhard  
POSITION: Mayor  
SIGNATURE: Michael J. Newhard  
DATE: 4/27/18

## SCHEDULE A

The Contractor Shall Provide the Following Basic Services as Described Herein:

### Wastewater System Contracted Services

#### I. TYPE OF PROJECT

TYPE A: Complete operation of the Sewage Treatment Plant by Contract;

#### II. DESCRIPTION OF WORK TO BE PERFORMED IN TYPE A

To operate the Wastewater Treatment Plant on River Street, a Class 3 Plant, which treats one million gallons per day (1 MGD), and the Village's seven (7) Pump Stations.

- To maintain the treatment plant and equipment in top working order;
- To maintain the pump stations in top working order;
- To maintain the buildings and grounds at each area above in a clean, safe manner;
- To perform routine lawn maintenance with lawn mower and trimmer provided by the CLIENT;
- To perform routine painting to maintain the finish on the new facility with paint provided by the CLIENT;
- To maintain twenty-four (24) hour service to the CLIENT for the above areas;
- To perform daily laboratory control testing and analyses to satisfy the regulatory requirements for this plant;
- To collect and transport samples to a New York State approved laboratory as required by our SPDES Permit;
- To provide visual observations of the pump station wet wells on the weekends and appropriately log wet well levels and time of day;
- To perform routine maintenance duties and develop and provide preventive maintenance programs for all equipment;
- To repair all equipment to insure the proper running of this plant and pump station;
- To complete and submit to the CLIENT all reports required by the NYSDEC in a timely manner;
- To complete and submit any report required by the CLIENT;
- To attend any meeting with the Village, NYSDEC, EPA or any other regulatory unit that the CLIENT feels necessary;
- To provide, oversee and/or coordinate any contracted services that are needed at the Sewage Treatment Plant or Pump Stations;
- To insure that all safety procedures are followed by plant personnel and visitors to the plant;
- To assist the CLIENT in preparing the yearly budget for the plant and pump station;
- To maintain the proper insurance coverage at all times as per the Village requirements; and,
- To furnish and staff this plant at all times during the term of the contract to meet the efficiency standards and plant standards of the Village of Warwick and the NYSDEC.

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



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

**VILLAGE OF WARWICK**  
INCORPORATED 1867

**Renew JCO, Inc. Contract for Additional Year - June 1, 2021 – May 31, 2022**

A **MOTION** was made by Trustee Cheney, seconded by Trustee Lindberg, and carried to renew the contract with JCO, Inc. to provide services to operate and maintain the wastewater system and the water production system as set forth in the existing contract for an additional one (1) year period (June 1, 2021 through May 31, 2022) and direct the Mayor to execute said change to the contract.

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

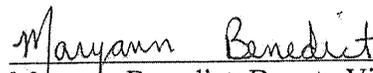
Trustee Cheney Aye Trustee Lindberg Aye Trustee Bachman Aye

Trustee McManus Aye Mayor Newhard Aye

I, MARYANN BENEDICT, Deputy Village Clerk of the Village of Warwick, in the County of Orange, State of New York HEREBY CERTIFY that the above motion was made at a regular meeting of the Village Board of the Village of Warwick duly called and held on Monday, February 1, 2021 and has been compared by me with the original minutes as officially recorded in the Village Clerk's Office in the Minute Book of the Village Board and is a true, complete and correct copy thereof and of the whole of said original minutes so far as the same relate to the subject matter.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Warwick this 3<sup>rd</sup> day of February 2021.

SEAL

  
\_\_\_\_\_  
Maryann Benedict, Deputy Village Clerk

**VILLAGE OF WARWICK  
WATER PRODUCTION SYSTEM  
OPERATION AND MAINTENANCE AGREEMENT**

**THIS AGREEMENT** is made and entered into the 27 day of April, 2018 by and between the Village of Warwick, located at 77 Main Street, P.O. Box 369, Warwick, New York 10990, hereinafter referred to as the "CLIENT" and JCO, Inc. hereinafter referred to as the "CONTRACTOR" having its principal offices at P.O. Box 616, 110 Sullivan Street, Wurstboro, NY 12790 in the following manner:

**Witnesseth**

**WHEREAS**, the CLIENT requires professional services to operate and maintain the Village of Warwick Water Production System (minimum certification IIA plus D) in conformance with procedures mandated by governmental regulatory agencies and to assure the preservation of the health and welfare of the surrounding communities; and

**WHEREAS**, the Village of Warwick is the owner and manager of the previously mentioned Water Production System, located in the Village of Warwick, County of Orange and State of New York; and

**WHEREAS**, the term Water Production System refers to the Water Filtration Plant, the Well # 2 Microfiltration Plant, two groundwater wells, six water storage tanks, and six pump stations, located in the Village of Warwick, County of Orange and State of New York; and

**WHEREAS**, the CONTRACTOR warrants, insures and has provided proof that it has the requisite NYS Department of Health classification qualifications (IIA certification for the treatment plants and D for the distribution system); the requisite experience, and expertise for the operation and maintenance of said Water Supply System in compliance with Local, State and Federal Law, and the objectives of the CLIENT; and

**WHEREAS**, the parties have agreed to the scope of the services to be provided by the CONTRACTOR and the CLIENT as well as the compensation for services;

**NOW, THEREFORE**, in consideration of the mutual agreements contained herein, and subject to the terms and conditions herein stated, it is hereby understood and agreed to by the parties as follows:

**Scope of Work and Performance of Services by the CONTRACTOR**

**1. Maintenance and Operation Services:**

The CONTRACTOR will supply professional services to operate and maintain the previously mentioned Water Production System in the Village of Warwick, County of Orange, as required, to insure proper operation and maintenance of the existing groundwater supply wells, water filtration plant, six water storage tanks, and six pump stations, commencing on **June 1, 2018 and ending May 31, 2021**. The Village may renew this contract for two (2) additional successive periods of one (1) year each (**June 1, 2021 through May 31, 2022 and June 1, 2022 through May 31, 2023**) on the same terms and conditions set forth herein.

2. Compliance With State and Local Laws Regarding Operation:

The quantities and skill categories of personnel, applicable man-hours, materials and techniques that shall be utilized to perform the assignment represent those which to the CONTRACTOR's best knowledge and professional experience in the performance of previous work of an identical nature, which will adequately conform to recognized Environmental Protection Agency operations procedures and to the New York State and Orange County Health Department mandated standards for the operation and maintenance of the water system, as set forth in the following and in the course of daily, weekly, monthly and quarterly task activities. The minimum chief operator certification for the system shall be a grade IIA and D per Part 5 of the New York State Sanitary Code. The CONTRACTOR'S designated operator will provide a copy of a current operator license, post it at the site and will maintain a valid operator certificate while this contract is in effect.

3. Demonstrate Water System Compliance with Regulations:

The CONTRACTOR shall collect, analyze and submit all water system samples and report results required per New York State and the Environmental Protection Agency regulations. Sampling shall be completed at the frequency prescribed in state regulations and shall include all required contaminants. Collected water samples shall be analyzed by a New York State Department of Health certified laboratory. The CONTRACTOR is responsible for maintaining and calibrating the chemical feed equipment as required, to meet water quality regulations. CONTRACTOR shall be responsible for collecting water samples for analyses and testing as described above, or at any other time deemed necessary by CLIENT or CONTRACTOR. The cost of water sample testing and analysis by an outside laboratory will be contracted and paid for by the CLIENT.

4. Schedule Routine Operation and Maintenance of Water Production Systems:

The CONTRACTOR shall operate and maintain the Water Production System in a program, on a frequency in accordance with prevailing operations practice, and daily series of "hands-on" inspections performed with appropriate tools and special test equipment. Records of such routine operations and performed regular maintenance shall be kept by CONTRACTOR in the regular course of business and shall be available for inspection by CLIENT upon 3 hours notice to CONTRACTOR. Responsibilities will include but not be limited to regular maintenance on the water filtration plant, Well # 2 Microfiltration Plant, groundwater supply wells, six water storage tanks, and six pump stations.

5. Responsibility for Failure to Meet Regulations:

The CONTRACTOR shall be liable for all fines which may be imposed by a regulatory agency for the CONTRACTOR's caused violations of current standards established by the regulatory agency within the scope of this contract. The CONTRACTOR reserves the right to contest any such fines in administrative proceedings and/or in court prior to any payment by the CONTRACTOR at its sole cost and expense, provided the CLIENT is not thereby prejudiced in any way or incurs any out of pocket expense.

6. Process Improvement:

The CONTRACTOR will be responsible for analyzing operational data to determine changes and improvement for more efficient operation. Findings shall be included within monthly reports to be submitted to CLIENT.

7. Onsite Inspections:

The CONTRACTOR shall be onsite for all State and County Health Department site inspections as requested by the CLIENT or any state or county inspector. The CONTRACTOR will be

responsible for responding to all health department inspection reports and address all deficiencies reported for the water production system.

8. Maintain Facility Cleanliness:

The CONTRACTOR shall conduct its assignments and maintain each work place in clean, sanitary and hygienic condition at all times. The CONTRACTOR is responsible for maintaining the landscaping at the Water Filtration Plant only. A mower will be provided by CLIENT. Walkways and walking access to facilities will be maintained by the CONTRACTOR. The CONTRACTOR will be responsible for pumping rainwater/floodwater/leakage at the pumping stations.

9. Provide Emergency Services:

The CONTRACTOR will provide a twenty-four (24) hour, seven (7) day per week emergency on-call service. The distance between the CONTRACTOR and water supply system shall be such that in the event of an emergency the CONTRACTOR is able to reach the water system within one hour of first notification of emergency. The CONTRACTOR is responsible to provide staffing resources to respond to emergencies, after hours or otherwise, at the facilities it is responsible to maintain and implement the necessary corrective action.

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Additional assignments may be carried out under this Agreement with the mutual written consent of both parties. The cost of same shall be separately negotiated.

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The CONTRACTOR will obtain written authorization for any corrective maintenance from the CLIENT's designated representative prior to proceeding. The cost of any corrective maintenance will be negotiated in addition to the terms of this Agreement.

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All records compiled, together with the information and material gathered by the CONTRACTOR, in pursuing the objectives of this Agreement, including written reports and all other data in a like manner shall become and remain the property of the CLIENT. Records shall be kept on all operational, maintenance, and administrative matters of all water system activities. Monthly reports to CLIENT will be required in writing, notifying client of all water system activities completed including but not limited to dates times and locations of water samples taken, analysis results, regular maintenance completed, other maintenance or repairs performed operational problems, a daily log of activities by all on site employees etc.

13. Assist in Yearly Budget:

The CONTRACTOR shall assist in the preparation and presentation of that portion of the CLIENT's budget corresponding to the substance of the Agreement at public hearings, Board meetings, etc. that the CLIENT may hold in reference to the facility.

14. Follow all Applicable Laws:

All applicable provisions of the laws of the Federal Government, the State of New York and/or the County of Orange are deemed to be incorporated in and made part of this Agreement.

15. Compliance with State and Federal Labor Laws:

The CONTRACTOR shall comply with all applicable provisions of the United States and New York State Labor Law, the Worker's Compensation Law, State Unemployment Insurance Law, Federal Social Security Law, and any and all rules and regulations pertaining to the operation and

maintenance of municipal water supply facilities promulgated by the Department of Labor and/or the Industrial Commissioner of New York and all amendments and additions thereto. This includes but is not necessarily limited to compliance with New York State Department of Labor law related to the payment of Prevailing Wages. For tasks requiring payment of prevailing wage rates the CONTRACTOR must submit to CLIENT certified payroll for the period in which the task is performed.

16. Oversee/Coordinate Any Necessary Contracted Services:

The CONTRACTOR shall exchange information developed during the course of the work with such consultants as the CLIENT may choose to employ as pertinent to the objectives of the Agreement and shall work with the consultants so as to produce a unified recommended approach to the comprehensive wastewater treatment planning objectives of the CLIENT. The CONTRACTOR will be responsible for advising the Village of the need for services, obtaining goods or services in accordance with the CLIENT'S Procurement Policy, and confirming that the services were delivered as ordered.

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The CONTRACTOR shall submit, if required, to the CLIENT variance reports reflecting variations of costs and consumptions occurring during each reporting period in the course of implementing this Agreement, together with data pertinent to the program objectives of the CLIENT.

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The CONTRACTOR is responsible for providing qualified personnel to carry out daily routine operations and maintenance seven (7) days per week, three hundred sixty-five (365) days per year including but not limited to: fully staffing the water treatment systems, the pump stations and storage tanks. The CONTRACTOR is responsible for fully staffing and providing vehicle(s) for the operation of the facilities cited including routine shift coverage as well as emergency response and alarm response events.

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The Contractor must have an organized safety program in full compliance with applicable federal state and local regulations.

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Contractor must communicate as soon as possible, and if possible prior to, when an employee is being moved, changed, terminated or replaced for any reason. If the employee is not leaving the company, then the Contractor must provide a reason in advance to why the employee is being moved/transferred or replaced.

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The CLIENT has the right at any time to ask for adequate assurances from the CONTRACTOR and CONTRACTOR'S failure to provide such assurances shall be deemed a breach and will allow the CLIENT to immediately terminate this agreement.

22. Additional Storage:

Any storage required by the CONTRACTOR that is in addition to storage available in the facilities is the responsibility of the CONTRACTOR.

23. Insurance Requirements:

A. Notwithstanding any terms, conditions or provisions, in any other writing between the parties, the contractor hereby agrees to effectuate the naming of the municipality as an additional

insured on the contractor's insurance policies, with the exception of workers' compensation and N.Y. State Disability insurance.

B. The policy naming the municipality as an additional insured shall:

- Be an insurance policy from an A.M. Best rated "secured" or better insurer, authorized to conduct business in New York State. A New York licensed insurer is preferred. The decision to accept specific insurers lies exclusively with the municipality.
- State that the organization's coverage shall be primary and non-contributory coverage for the municipality, its Board, employees and volunteers.
- The municipality shall be listed as an additional insured by using endorsement CG 20 10 11 85 or equivalent. Examples of equivalent ISO additional insured endorsements include using both CG 20 33 10 01 and CG 20 37 10 01 together. A completed copy of the endorsement must be attached to the certificate of insurance.
- The certificate of insurance must describe the specific services provided by the contractor (e.g., remediation or abatement services) that are covered by the commercial general liability, environmental and the excess policies.
- At the Municipality's request, the contractor shall provide a copy of the declaration page of the liability and umbrella policies with a list of endorsements and forms. If so requested, the contractor will provide a copy of the policy endorsements and forms.

C. The contractor agrees to indemnify the municipality for any applicable deductibles and self-insured retentions.

D. Required Insurance:

No less than the following:

- Commercial General Liability Insurance  
\$1,000,000 per occurrence/ \$2,000,000 general and products/completed operations aggregates. The general aggregate shall apply on a per-project basis.
- Automobile Liability  
\$1,000,000 combined single limit for owned, hired and borrowed and non-owned motor vehicles.
- Workers' Compensation, Employers Liability and NYS Disability Insurance, Statutory Workers' Compensation, Employers' Liability Insurance and NYS Disability Insurance for all employees. Proof of coverage must be on the approved specific form, as required by the New York State Workers' Compensation Board. ACORD certificates are not acceptable.
- Environmental Contractors Liability Insurance  
With coverage for the services rendered for the municipality, including, but not limited to removal, replacement enclosure, encapsulation and/or disposal of hazardous materials, along with any related pollution events, including coverage for third-party liability claims for bodily injury, property damage and clean-up costs. \$2,000,000 per occurrence/ \$2,000,000 including products and completed operations. If a retroactive date is used, it must pre-date the inception of the contract. If the contractor is using motor vehicles to be used for transporting hazardous materials, the Contractor shall provide pollution liability broadened coverage (ISO endorsement CA 9948 or equivalent) as well as proof of MCS 90.
- Excess Insurance

\$3,000,000 each Occurrence and Aggregate. Excess coverage shall be on a follow-form basis.

E. Contractor acknowledges that failure to obtain such insurance on behalf of the municipality constitutes a material breach of contract and subjects it to liability for damages, indemnification and all other legal remedies available to the municipality. The contractor is to provide the municipality with a certificate of insurance evidencing the above requirements have been met, prior to the commencement of work or use of facilities.

F. The municipality is a member/owner of the NY Municipal Insurance Reciprocal (NYSIR). The contractor further acknowledges that the procurement of such insurance as required herein is intended to benefit not only the municipality but also the NYSIR, as the municipality's insurer.

#### 24. Indemnification

To the fullest extent permitted by law CONTRACTOR shall indemnify, hold harmless, and defend CLIENT and its agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorney's fees arising out of or resulting from the performance of this agreement, any condition created in or by the performance of this agreement or any accident injury or damage whatsoever occurring in connection with the performance of this agreement, but only to the extent that any such claim, damage, loss or expense (a) is attributable to bodily injury, sickness, disease or death, or to damage to or destruction of tangible property, including loss of use resulting therefrom, and (b) is caused in whole or in part by any act or omission of CONTRACTOR or anyone directly or indirectly employed by it or anyone for whose acts it may be liable, regardless of whether it is caused in part by the negligent act or omission of CLIENT or any of its agents or employees. Notwithstanding the foregoing, CONTRACTOR'S obligation to indemnify CLIENT shall not extend to claims, damages, losses, or expenses attributed to the sole negligence of the CLIENT.

To the fullest extent permitted by law CLIENT shall indemnify, hold harmless, and defend CONTRACTOR and its agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorney's fees arising out of or resulting from the performance of this agreement, any condition created in or by the performance of this agreement or any accident injury or damage whatsoever occurring in connection with the performance of this agreement, provided that any such claim, damage loss or expense (a) is attributable to bodily injury, sickness, disease or death, or to damage to or destruction of tangible property, including loss of use resulting therefrom, and (b) is caused in whole or in part by any act or omission of CLIENT or anyone directly or indirectly employed by it or anyone for whose acts it may be liable, regardless of whether it is caused in part by the negligent act or omission of CONTRACTOR or any of its agents or employees. Notwithstanding the foregoing, CLIENT'S obligation to indemnify CONTRACTOR shall not extend to claims, damages, losses, or expenses attributed to the sole negligence of the CONTRACTOR.

#### Services to Be Furnished By the CLIENT

The following will be the responsibility of the CLIENT and are to be furnished free-of-charge to the CONTRACTOR:

- Adequate space to carry out routine control tests and observations.
- Light and power to all spaces and equipment.

- Adequate fire protection, security lock-up systems and intruder preventive safeguards.
- Any taxes, fiscal assessments or any form of charges by local, county, state, or federal authorities.
- Qualified designated representative to certify and authorize work schedules and requirements, as well as any corrective maintenance required which is not within the scope of this Agreement.
- Prompt action on the CONTRACTOR's requests for authorizations and approvals so as to permit an orderly and expeditious progress in execution of the work.
- The disposal of waste materials, including sludge, arising from the implementation of the Operation and Maintenance Program in this Agreement in accordance with a schedule to be agreed upon by the parties herein. If the CONTRACTOR is required to remove and dispose of such materials, the cost of doing so shall be borne by the CLIENT in a separate Agreement.
- Provide safe, accessible entry and exit to each work site for the passage of the CONTRACTOR's personnel and vehicles. This shall include the removal and disposal of snow precipitations and extraneous obstacles or debris, limited to roadways and parking lots.
- The CLIENT has the option to provide additional labor to carry out any maintenance not within the scope of this Agreement.
- The cost of all chemicals and special equipment necessary to achieve the mandated requirements.
- The CLIENT shall examine all studies, reports, and other documents as may be presented by the CONTRACTOR, obtain advice of an attorney and such other consultants as the CLIENT may deem appropriate for such examination and render in writing decisions pertaining thereto in a reasonable time when so required by the CONTRACTOR.
- The CLIENT will supply tools (wrenches, power tools etc.) for regular maintenance and the CONTRACTOR will keep an inventory of all Village property.
- The Village will provide confined space entry equipment, including portable ventilation, gas meters, tripod, and harness.
- The CLIENT will support the CONTRACTOR by supplying items needed for the maintenance of the system.
- The CLIENT will be responsible for payment for all annual maintenance contracts as they relate to chain falls, generators, laboratory bench top calibrations, and flow meter calibrations.
- The CLIENT shall remain responsible for Meter reading.

- The water distribution system excluding the pump stations and storage tanks will be maintained by the CLIENT and will include the maintenance and repair of hydrants and water mains.
- Flushing of water mains shall remain the responsibility of the CLIENT and shall continue to be performed in the evenings, but may be performed at any other time deemed necessary by the CLIENT.
- CLIENT owns a portable generator that it will make available in the event of a power outage. CLIENT will supply additional portable generators if necessary, at no cost to the Contractor.
- CLIENT will provide temporary pumping in the event of a failure of a pumping station.
- The cost of water sample testing and analysis by an outside laboratory will be contracted and paid for by the CLIENT. The CONTRACTOR is responsible for collecting samples.

#### Cost of Services to be Provided by the CONTRACTOR

The cost to the CLIENT for the Operations and Maintenance services as described herein and provided by the CONTRACTOR is itemized in Schedule A.

The terms of payment for the CONTRACTOR's services outlined herein shall be payable each month commencing at the execution of the Agreement. Payment for a partial month shall be prorated based on the actual number of days this Agreement was in force during that month.

The CLIENT shall pay the CONTRACTOR for pre-approved corrective maintenance services rendered within thirty (30) days of presentation by the CONTRACTOR to the CLIENT of a voucher acceptable to the CLIENT.

Unless otherwise requested in writing, the CLIENT shall mail all payments to the CONTRACTOR at its principle address herein or as hereinafter amended

The above prices are firm except as they may be changed by governmental decrees or requirements tending to affect man-hour rates subsequent to the Operations and Maintenance assignment. In such case, the CONTRACTOR reserves the right for fair settlement with the CLIENT of reimbursement for any increased costs which may result from same.

It is understood between the parties that the prices agreed to herein are based upon existing mandated regulatory standards and that in the event such standards shall be materially increased or require significant additional services, compensation for the same shall be separately negotiated.

If the CLIENT observes or otherwise becomes aware of any fault or defect in the services of the contractor or nonconformance with the substance and intent of this Agreement, the CLIENT shall give prompt written notice thereof to the CONTRACTOR. CONTRACTOR agrees to respond to CLIENT within 48 hours of receipt of any such notice. Such response shall include findings of the CONTRACTOR inspection of the noticed issue, a plan and time frame to bring the non-conforming issue into compliance and an estimate of the costs of such plan.



## SCHEDULE A

The Contractor Shall Provide the Following Basic Services as Described Herein:

### Water Production System Contracted Services

#### I. TYPE OF PROJECT

TYPE A: Total operation of the Water Production System by Contract;

#### II. DESCRIPTION OF WORK TO BE PERFORMED IN TYPE A

To operate the Water Filtration Plant, the Well # 2 Microfiltration Plant, two groundwater wells, six water storage tanks, and six pump stations.

- To maintain the facilities and equipment in top working order;
- To maintain the buildings and grounds at each area above in a clean, safe manner;
- To perform routine lawn maintenance with lawn mower and trimmer provided by the CLIENT;
- To perform routine painting to maintain the finish on the facilities with paint provided by the CLIENT;
- To maintain twenty-four (24) hour service to the CLIENT for the above areas;
- To perform daily and other laboratory control testing and analyses to satisfy the regulatory requirements for this plant;
- To collect and transport samples to a New York State approved laboratory;
- To perform routine maintenance duties and develop and provide preventive maintenance programs for all equipment;
- To repair all equipment to insure the proper running of this plant and pump station;
- To complete and submit to the CLIENT all reports required by regulatory agencies in a timely manner;
- To complete and submit any report required by the CLIENT;
- To attend any meeting with the Village, NYSDOH, NYSDEC, Orange County Department of Health, EPA or any other regulatory unit that the CLIENT feels necessary;
- To provide, oversee and/or coordinate any contracted services that are needed at the Sewage Treatment Plant or Pump Stations;
- To insure that all safety procedures are followed by plant personnel and visitors to the plant;
- To assist the CLIENT in preparing the yearly budget for the plant and pump station;
- To maintain the proper insurance coverage at all times as per the Village requirements; and,
- To furnish and staff this plant at all times during the term of the contract to meet the efficiency standards and plant standards of the Village of Warwick and the NYSDEC.

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



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

VILLAGE OF WARWICK  
INCORPORATED 1867

**Renew JCO, Inc. Contract for Additional Year - June 1, 2021 – May 31, 2022**

A **MOTION** was made by Trustee Cheney, seconded by Trustee Lindberg, and carried to renew the contract with JCO, Inc. to provide services to operate and maintain the wastewater system and the water production system as set forth in the existing contract for an additional one (1) year period (June 1, 2021 through May 31, 2022) and direct the Mayor to execute said change to the contract.

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

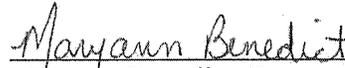
Trustee Cheney Aye Trustee Lindberg Aye Trustee Bachman Aye

Trustee McManus Aye Mayor Newhard Aye

I, MARYANN BENEDICT, Deputy Village Clerk of the Village of Warwick, in the County of Orange, State of New York HEREBY CERTIFY that the above motion was made at a regular meeting of the Village Board of the Village of Warwick duly called and held on Monday, February 1, 2021 and has been compared by me with the original minutes as officially recorded in the Village Clerk's Office in the Minute Book of the Village Board and is a true, complete and correct copy thereof and of the whole of said original minutes so far as the same relate to the subject matter.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Warwick this 3<sup>rd</sup> day of February 2021.

SEAL

  
\_\_\_\_\_  
Maryann Benedict, Deputy Village Clerk

**AGREEMENT FOR DEFERRED PAYMENTS OF WATER  
AND SEWER CHARGES**

**BILLING CYCLE 1**

This Agreement made the \_\_\_ day of \_\_\_\_\_, 2022 by and between the Village of Warwick, with an address at 77 Main Street, Warwick, New York (the "Village") and \_\_\_\_\_, with an address at \_\_\_\_\_, Warwick, New York (the "Property Owner").

WHEREAS the Property Owner is the owner of real property located at \_\_\_\_\_, Warwick, New York 10990, being also designated as Section \_\_\_\_, Block \_\_, Lot \_\_ on the tax map of the Village of Warwick, County of Orange, State of New York (hereinafter the "Property") which receives municipal central water and sewer service from the Village of Warwick; and

WHEREAS, as of the date hereof, the Property Owner owes \$ \_\_\_\_\_ in municipal central water and sewer charges; and

WHEREAS, the Property Owner has claimed a COVID-19 related hardship in regard to the said charges, and wishes to enter into a deferred payment agreement.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. The Property Owner acknowledges that the amount of \$ \_\_\_\_\_ is currently due and payable for municipal central water and sewer service charges; and
2. The Property Owner agrees to pay the said in monthly installments of \$ \_\_\_\_\_ and the Village agrees to accept such payments in full satisfaction of the outstanding bill. The Property Owner acknowledges that the agreement for installment payments is a grace period only for outstanding payments, and that the Property Owner must keep current on all future water and sewer bills while making installment payments.
3. It is agreed between the Village and the Property Owner that the Property Owner may pay the entire amount due hereunder at any time, and thereby discharge its liability for such payments. Provided, however, that no partial payments shall be accepted by the Village; and payments must be made by the Property Owner either in the quarterly payments prescribed hereunder or in tender of the entire amount due hereunder.
4. In order to accept the said repayment installments, the Village shall establish an installment plan on the existing account with a quarterly sewer installment of \$ \_\_\_\_\_ and water installment of \$ \_\_\_\_\_ for the payment \$ \_\_\_\_\_ bill. Ongoing water and sewer charges will continue to be billed from the Property Owner's existing account as well.

5. The Property Owner shall pay the sum of \$ \_\_\_\_\_ (constituting the sewer installment of \$ \_\_\_\_\_ and the water installment of \$ \_\_\_\_\_) to the Village each quarter in addition to such bill for current water and sewer usage as may be due. The first payment shall be deemed due on \_\_\_\_\_, 2022 and must be submitted by the Property Owner upon the execution of this Agreement. Subsequent payments shall be billed on the 1<sup>st</sup> day of the month in the months of February, May, August, and November. Bills will be due by the 1<sup>st</sup> day of the month in the months of March, June, September, December.

6. The repayment installments shall be subject to all fees and procedures as all water accounts in the Village of Warwick except that any fees or penalties shall only be assessed based on failure to timely make the individual monthly payment then due or outstanding, not based on the entire balance of the repayment. The fees and procedures shall include, but not be limited to, the following:

- a. A 5% late fee shall be assessed against all payments thirty (30) days past due.
- b. An additional 3% late fee shall be assessed against all payments sixty (60) days past due.
- c. 15 days after the 60-day late fee notice, a shut off notice will be placed on the door of [Enter Service Address].
- d. In the event water service is shut off, a \$100.00 shut off/reconnect fee will be assessed against the account.
- e. 10 days after the shut off notice is sent; water service will be shut off until the balance is paid by cash or bank check including all late fees and other charges associated with the late payment.
- f. The remaining balance will be relieved onto the yearly Village Taxes if not paid.

7. In the event that the Property is sold or title is otherwise transferred or conveyed, the outstanding balance on the account including repayment installments must be paid in full at the time of closing or such transfer or conveyance.

8. **VILLAGE POLICY IF THIS AGREEMENT IS NOT SIGNED AND RETURNED WITHIN THIRTY (30) DAYS.** In the event that the Property Owner fails to return a properly executed copy of this Agreement to the Village Clerk within thirty (30) days after such DPA was mailed or otherwise provided to the Property Owner, the Property Owner shall be deemed to have irrevocably rejected the DPA.

THE VILLAGE OF WARWICK

PROPERTY OWNER

---

By: Michael Newhard, Mayor

---

[Print Name]

**AGREEMENT FOR DEFERRED PAYMENTS OF WATER  
AND SEWER CHARGES**

BILLING CYCLE 2

This Agreement made the \_\_\_ day of \_\_\_\_\_, 2022 by and between the Village of Warwick, with an address at 77 Main Street, Warwick, New York (the "Village") and \_\_\_\_\_, with an address at \_\_\_\_\_, Warwick, New York (the "Property Owner").

WHEREAS the Property Owner is the owner of real property located at \_\_\_\_\_, Warwick New York 10990, being also designated as Section \_\_\_\_, Block \_\_, Lot \_\_ on the tax map of the Village of Warwick, County of Orange, State of New York (hereinafter the "Property") which receives municipal central water and sewer service from the Village of Warwick; and

WHEREAS, as of the date hereof, the Property Owner owes \$ \_\_\_\_\_ in municipal central water and sewer service charges; and

WHEREAS, the Property Owner has claimed a COVID-19 related hardship in regard to the said charges, and wishes to enter into a deferred payment agreement.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. The Property Owner acknowledges that the entire amount of \$ \_\_\_\_\_ is currently due and payable; and

2. The Property Owner agrees to pay the said in monthly installments of \$ \_\_\_\_\_ and the Village agrees to accept such payments in full satisfaction of the outstanding bill. The Property Owner acknowledges that the agreement for installment payments is a grace period only for outstanding payments, and that the Property Owner must keep current on all future water and sewer bills while making installment payments.

3. It is agreed between the Village and the Property Owner that the Property Owner may pay the entire amount due hereunder at any time, and thereby discharge its liability for such payments. Provided, however, that no partial payments shall be accepted by the Village; and payments must be made by the Property Owner either in the quarterly payments prescribed hereunder or in tender of the entire amount due hereunder.

4. In order to accept the said repayment installments, the Village shall establish an installment plan on the existing account with a quarterly sewer installment of \$ \_\_\_\_\_ and water installment of \$ \_\_\_\_\_ for the payment \$ \_\_\_\_\_ bill. Ongoing water and sewer charges will continue to be billed from the Property Owner's existing account as well.

THE VILLAGE OF WARWICK

PROPERTY OWNER

---

By: Michael Newhard, Mayor

---

[Print Name]

114 Hartley Road  
Goshen NY 10924



P: (845) 294-8882  
F: (845) 294-8883

## Quote

**Customer** Warwick Village of  
77 Main Street  
Warwick NY 10990

Date Estimate #  
02/22/2022 1487

PO #:

Description	Unit	Quantity	Rate	Amount
- RBC #10				
TAM Enterprises Inc. is pleased to quote the following:				
- Lift RBC, remove damaged drive side bearing.				
- Inspect shaft for damage.				
- Supply & installation of (1) new Dodge split bearing.				
- Lower RBC & test.				
For the sum of:		1.00	9860.000	9,860.00
* If shaft is damaged & needs repair additional cost of:			2720.000	

### Notes

Customer Signature \_\_\_\_\_

Accepted By : \_\_\_\_\_

Subtotal	\$9,860.00
Sales Tax:	0.00
<b>Quote Total</b>	<b>\$9,860.00</b>

24 Hour Emergency Service - Certified Backflow Prevention Technician - Hydro Vacuum Excavation - Pump Station Installation & Maintenance  
High Pressure Water Jetting - Video Inspection of Underground Lines - Installation of Water & Sewer Lines - Clearing of Catch Basins  
Man Hole Rehabs - Sewer & Water Plant Rehabs - Confined Space Entry - Pipe Lining Services - Soil Remediation Services  
Pipe Location Services - Wet Taps - Inset-A-Valves - Industrial Tank Pumping - Excavation Services - Emergency Sewer By-Pass Pumping

To: Village of Warwick Board of Trustees  
From: Brad Davidson, President, Highlander Rugby  
Re: Facilities use request  
Date: February 19, 2022

RECEIVED

FEB 22 2022

VILLAGE OF WARWICK  
CLERK

To Whom It May Concern:

Per directions on the *facility use request form*, Highlander Rugby are requesting use of fields at Veteran's Memorial Park for practices and games through the 2022 season. We are specifically requesting:

- PRACTICES: Tuesday and Thursday nights from 7-9 PM at practice field 5 (or whichever practice field works best in collaboration with Youth Football) through August 2022. We have included a \$300 check for the lights.
- GAMES: Specific Sunday dates for boys rugby matches on the youth football field (time TBD; typical time is 12 noon – 4 PM but we can shift later with lights if there is a conflict with softball, kickball, or football):
  - March 27
  - May 15
  - May 22

For each of these games we will be hosting a similar youth team and will play 1 or 2 matches, followed by snacks at the football snack shack with permission from Brian Perez, who is also a board member of Highlander Rugby. At these games sanctioned referees are provided by the league, as are qualified athletic trainers who are paid for by the club. These and other safety rules (proper equipment, age requirements, field dimensions, spectator distance from fields, etc.) are mandated by USA Rugby and will be strictly adhered to.

The spring season will be followed by a summer season; we have no dates for that yet and will submit a separate request at that time for fields for game use. The practice times will be the same, so we are requesting use of those fields through the end of 2022. The USA Rugby-provided COI only runs through end of August, and we will renew that for our Fall 7s practices and any home games. We will not conduct any practices after August without permission and without a new COI in place.

Highlander Rugby is a 501(c)3 non profit corporation [ID number 0450134227] youth rugby club, created to give youth in Northern NJ and Southern NY an opportunity to play rugby. We were formed in West Milford NJ in 2011 and moved to Warwick in April 2021.

We have been enjoying our time in Warwick and are looking forward to continued growth of the club.

Brad Davidson, Highlander Rugby



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

## Facility Use Request Form For Gatherings of Less Than 200 People

RECEIVED

FEB 22 2022

VILLAGE OF WARWICK  
CLERK

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

Date Request Submitted: Feb. 2022

Title of Event: Highlander Rugby season 2022

Purpose of Event: Training & games for H.S. Rugby (boys & girls)

### 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     1<sup>st</sup> 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: March - December '22 Rain Date Requested: \_\_\_\_\_

Arrival Time: 7 pm      Departure Time: 9 PM → practices, Tuesdays - Thursdays

Event Start Time: \_\_\_\_\_ Event End Time: \_\_\_\_\_ Games on weekends - see letter for dates of spring games

### SECTION 3: APPLICANT INFORMATION

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

*\*For-profit activities are prohibited.*

Applicant's Name/Responsible Party: Brad Davidson

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

Mailing Address of Responsible Party: 64 Wilhelm Drive, Warwick

Email Address: bedling@hotmail.com Cell Phone: 845 781 6254

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

Name of Organization (if Applicable): Highlander Rugby

Name of Organization's Director(s)/Officer(s): Brad Davidson

Organization's Phone: 845 781 6254 Email Address: bedling@hotmail.com

Mailing Address of Organization: 64 Wilhelm Drive, Warwick NY 10990

Physical Address of Organization: N/A

**SECTION 4: EVENT INFORMATION**

Maximum Number of People Intended at the Event: -practices: 10-30  
-games: 30-60

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

# of Adults: ~10 # of People Under 18: ~10-40

Expected Number of Vehicles Intended at the Event: 10-20

Please explain the parking plan for the event: parking at Veterans Memorial Park

**WILL YOUR EVENT INCLUDE:**

**CHECK YES OR NO**

<p><b>Greater than 200 people at any given time</b>  <i>If yes, DO NOT complete this form. Please complete form: FACILITY USE PERMIT APPLICATION FOR GATHERINGS GREATER THAN 200 PEOPLE</i></p>	<p>Yes _____ No <u>X</u></p>
<p><b>Music / Loudspeakers / Sound System</b>  <i>If yes, explain:</i> _____  <i>Location of Music/Loud Speakers/ Sounds System:</i> _____</p>	<p>Yes _____ No <u>X</u></p>
<p><b>Parade, walk, road race, etc.</b>  <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></p>	<p>Yes _____ No <u>X</u></p>
<p><b>Tent(s)</b>  <i>Include a map detailing the placement of the tent(s).</i>  <i>Date &amp; time tent will be set up:</i> _____  <i>Date &amp; time tent will be removed:</i> _____</p>	<p>Yes _____ No <u>X</u></p>

<b>RVs, Campers, Food Trucks, etc.</b> <i>If yes, explain:</i> _____	Yes _____ No <u>X</u>
<b>Admission Fee to Be Charged</b> <i>If yes, please list the admission fee:</i> _____	Yes _____ No <u>X</u>
<b>Alcohol</b> <i>Host Liquor Liability Insurance is required.</i>	Yes _____ No <u>X</u>
<b>Food will be served or sold</b> <i>If yes, explain the method of food distribution and disposal of trash:</i> <u>We will use the football snack shack to provide snacks for players</u> <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> <i>*Applicants must provide a drawing to scale showing where the food will be served/sold and where trash will be disposed.</i>	Yes <u>X</u> No _____
<b>Rides: Mechanical Carnival Rides, Bounce House, Inflatable Slide, etc.</b> <i>If yes, explain:</i> _____ <i>Additional contract(s) and/or insurance is required.</i>	Yes _____ No <u>X</u>
<b>Portable Toilets</b> <i>Placement of portable toilets must be detailed on the map that is required with the application.</i>	Yes _____ No <u>X</u>
<b>Other</b> <i>Please explain:</i> <u>goal posts (removable) at football field</u>	Yes <u>X</u> No _____

**SPECIAL REQUESTS:**
**CHECK YES OR NO**

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

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

**SECTION 5: FEES/SECURITY DEPOSIT**

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

\$200 Security Deposit - (*Must be a Separate Payment*)

Memorial Park Football/Over 35 Field Lights (circle one) - \$10 per day or \$300 per season

**TOTAL FEES:** \$ 300 (excluding security deposit)

**SECTION 6: INDEMNITY & HOLD HARMLESS**

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she agrees to be responsible to the Village of Warwick for the use and care of the facilities. He/she, on behalf of Highlander Rugby (Name of Organization) does hereby covenant and agree to defend, indemnify and hold harmless the Village of Warwick from and against any and all liability, loss, damages, claims, or actions (including costs and attorneys' fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of Village's property, facilities and/or services by

Highlander Rugby (Name Organization).

Brod Davidson  
 Printed Name of Applicant/Responsible Party

[Signature]  
 Signature of Applicant/Responsible Party

2/19/22  
 Date

**Clerk Use Only:** Security Deposit Check # 206 Certificate of Insurance  Host Liquor Liability NA  
 Fees Received 208 Park Map(s)  Police Dept. Approval (if applicable) NA

Permit Holder. Applicants are urged to bring extra plastic garbage bags to facilitate cleanup.

17. Any organization with youths under 18 years old requires the presence of adequate adult supervision at all times.
18. Supervision and parking are the responsibility of the applicant organization/individual.
19. Permits may be revoked at any time.
20. All posted rules must be adhered to.
21. No field or building alterations (lining of fields, erecting goal posts or structures, etc.) are allowed without prior approval.
22. The emergency telephone number for police is 911 or 986-5000; fire and ambulance 911.
23. Prior to the start of the event, an announcement should be made to your group regarding emergency evacuation procedures, for example pointing out posted procedures, direction for exiting, procedures for emergency helicopter landing, etc. Need pamphlet to hand out to applicants.
24. In the event of an accident, please notify the Village Clerk at (845) 986-2031 before the end of the next business day.
25. The Village of Warwick does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations.

**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:

Brad Davidson

Printed Name of Applicant/Responsible Party



Signature of Applicant/Responsible Party

Date 2/19/22



*Park Fees*

*Games*

MEMORIAL PARK

VILLAGE OF WARWICK  
MEMORIAL PARK

RECEIVED

MAR 01 2022

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE



WICKHAM WORKS

EXCHANGE. SHARE. MAKE.

March 1, 2022

To: Mayor of Village of Warwick and Board of Trustees

For: Banner request

Wickham Works would like to request permission to place a banner, 3' x 6', along the fence enclosing Stanley Deming Park to promote Earth Fest Warwick 2022, for the period of time April 16<sup>th</sup> through 30<sup>th</sup>. The event takes place on April 30<sup>th</sup> from noon to 5pm.

Our insurance policy naming the Village of Warwick for Earth Fest is on file with the Village.

Yours sincerely,

Melissa Shaw-Smith  
Creative Director, Wickham Works  
[mshawsmith@wickhamworks.org](mailto:mshawsmith@wickhamworks.org)  
(917) 922 0943

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



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

## VILLAGE OF WARWICK INCORPORATED 1867

### Village of Warwick - Banner Request Form

Today's Date March 2nd, 2022 Date's Requested April 16 - 30, 2022  
Location Requested: West Street \_\_\_\_\_ First Street \_\_\_\_\_ Village Parks Stanley Denning Utility Poles \_\_\_\_\_  
Name of Organization: Wickham Works Inc.  
Mailing Address: 3 Forester Ave., Unit 8, Warwick, NY 10990  
Telephone: (Day) 917 922 0943 (Evening) same (Cell) same  
Email: mshawsmith@wickhamworks.org

#### **Banner Dimensions and Specifications:**

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

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

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

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

Banner Request Forms must be signed by a Village resident.

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

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

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she, on behalf of the organization does hereby covenant and agree to defend, indemnify and hold harmless the Village from and against any and all liability, loss, damages, claims, or actions (including costs and attorneys' fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed banner hanging.

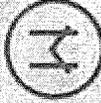
Aliza Schiff  
Signature of Village Resident

41 Gordon Terrace  
Address

845 987-0481  
Telephone

**SATURDAY APRIL 30<sup>TH</sup>  
12noon - 5pm**

**STANLEY DEMING PARK  
WARWICK, NEW YORK  
FREE ENTRY**



**WICKHAM WORKS**  
EXCHANGE. SHARE. MAKE.

- Modern Times**
- Puppet Theater**
- Upcycled Artworks**
- Hands-on Making**
- Arcade Games**
- Live Music & Performances**
- Puppet Parade**

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

RECEIVED  
MAR 01 2022

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE

# VILLAGE OF WARWICK

INCORPORATED 1867

## Facility Use Request Form For Gatherings of Less Than 200 People

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

Date Request Submitted: 3/0/2022

Title of Event: TOO GOOD TO TOSS (T&TT)

Purpose of Event: Free community swap of useful goods

### 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     1<sup>st</sup> Street Lot     Chase Lot (non-permit only)  
 Spring Street Lot     Wheeler & Spring St. Lot     Upper CVS Lot     Lower CVS Lot

Village of Warwick Streets: Parkway

### SECTION 2: DATE AND TIME REQUESTED

Date(s) Requested: \* Fri Aug 26 - Mon Aug 29 Rain Date Requested: \_\_\_\_\_

Arrival Time: 9-10 AM      Departure Time: 12 NOON

XX Event Start Time: 10 AM      Event End Time: 4 PM

XX see cover letter for details

### SECTION 3: APPLICANT INFORMATION

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

*\*For-profit activities are prohibited.*

Applicant's Name/Responsible Party: Elizabeth Knight Moss, Too Good to Toss

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

Melissa Shaw-Smith/Wickham Works.

<b>RVs, Campers, Food Trucks, etc.</b> If yes, explain: _____	Yes ___ No <input checked="" type="checkbox"/>
<b>Admission Fee to Be Charged</b> If yes, please list the admission fee: _____	Yes ___ No <input checked="" type="checkbox"/>
<b>Alcohol</b> Host Liquor Liability Insurance is required.	Yes ___ No <input checked="" type="checkbox"/>
<b>Food will be served or sold</b> If yes, explain the method of food distribution and disposal of trash: _____ _____ _____	Yes ___ No <input checked="" type="checkbox"/>
<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> <i>*Applicants must provide a drawing to scale showing where the food will be served/sold and where trash will be disposed.</i>	
<b>Rides: Mechanical Carnival Rides, Bounce House, Inflatable Slide, etc.</b> If yes, explain: _____ Additional contract(s) and/or insurance is required.	Yes ___ No <input checked="" type="checkbox"/>
<b>Portable Toilets</b> Placement of portable toilets must be detailed on the map that is required with the application.	Yes ___ No <input checked="" type="checkbox"/>
<b>Other</b> <i>we will coordinate w/ Village DPWS: trash cans, traffic cones, reflective vests, use of water faucets, toilets</i> Please explain: _____	Yes ___ No <input checked="" type="checkbox"/>

**SPECIAL REQUESTS:**

**CHECK YES OR NO**

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

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

**SECTION 5: FEES/SECURITY DEPOSIT**

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

\$200 Security Deposit - (Must be a Separate Payment)

Memorial Park Football/Over 35 Field Lights (circle one) - \$10 per day or \$300 per season

**TOTAL FEES:** \$ 0 (excluding security deposit)

**SECTION 6: INDEMNITY & HOLD HARMLESS**

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she agrees to be responsible to the Village of Warwick for the use and care of the facilities. He/she, on behalf of Wickham Works (Name of Organization) does hereby covenant and agree to defend, indemnify and hold harmless the Village of Warwick from and against any and all liability, loss, damages, claims, or actions (including costs and attorneys' fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of Village's property, facilities and/or services by Wickham Works (Name Organization).

M. SHAW - SMITH  
 Printed Name of Applicant/Responsible Party

M. Sw Smith  
 Signature of Applicant/Responsible Party

March 1, 2022  
 Date

**Clerk Use Only:** Security Deposit Check # 322 Certificate of Insurance  Host Liquor Liability NA  
 Fees Received NA Park Map(s)  Police Dept. Approval (if applicable)   
 Park Arc. Parking Approval

Permit Holder. Applicants are urged to bring extra plastic garbage bags to facilitate cleanup.

17. Any organization with youths under 18 years old requires the presence of adequate adult supervision at all times.
18. Supervision and parking are the responsibility of the applicant organization/individual.
19. Permits may be revoked at any time.
20. All posted rules must be adhered to.
21. No field or building alterations (lining of fields, erecting goal posts or structures, etc.) are allowed without prior approval.
22. The emergency telephone number for police is 911 or 986-5000; fire and ambulance 911.
23. Prior to the start of the event, an announcement should be made to your group regarding emergency evacuation procedures, for example pointing out posted procedures, direction for exiting, procedures for emergency helicopter landing, etc. Need pamphlet to hand out to applicants.
24. In the event of an accident, please notify the Village Clerk at (845) 986-2031 before the end of the next business day.
25. The Village of Warwick does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations.

### **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:

M. SHAW-SMITH  
Printed Name of Applicant/Responsible Party

M. Shaw-Smith  
Signature of Applicant/Responsible Party

Date March 1, 2022

RECEIVED

MAR 01 2022

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE



WICKHAM WORKS

EXCHANGE. SHARE. MAKE.

March 1, 2022

To: Mayor of Village of Warwick and Board of Trustees

As fiscal sponsor of the annual free community swap known as Too Good to Toss, Wickham Works Inc. would like to ask permission for the use of Stanley Deming Park on Saturday, August 27<sup>th</sup>, 10 AM-4PM, and Sunday, August 28<sup>th</sup>, 10AM-4PM, 2022. Additional dates include: Set-up hours on Friday, August 26<sup>th</sup> for delivery and setup of tents, tables and chairs from Jenc's Party Rental (formerly known as Warwick Party Rental) to the basketball court; Monday August 29<sup>th</sup>, DPW pick up of recyclables and trash, Jenc's party rental breakdown and pick up, charity (to be determined) pickup of left over items.

As in previous years, residents of the Town, Village, and Hamlets of Warwick will be invited to drop off gently used, clean items in good repair with all working parts from a list of acceptable goods, approved by the DPW, to the basketball court on Friday, August 26<sup>th</sup>, 5 PM-7 PM (TGTT volunteers only), and Saturday, August 27<sup>th</sup>, 10AM-4PM. The public is invited to shop for free on Sunday, August 28, 10AM-4PM.

Volunteer parking attendants will direct traffic to off-site parking at Park Avenue School, supervise drop-off and pick-up of Too Good to Toss items at the basketball court, and load-in and cleanup for the event.

We would like to request the following from the Village:

- use of basketball court, lawn area around the handball court, and restrooms from 10AM (depending upon Jenc's Party Rental's schedule to deliver/set up tents) on Fri. 8/26 through the morning of Mon. 8/29.
- blocking-off 18 parking spaces near entrance of basketball court only for drop off and pick up.
- posting no parking signs and/or yellow tape to discourage people from parking on the grass.
- DPW pick up of leftovers after Salvation Army (or other charity to be determined) pick up on Monday morning.
- the Village contribution of one half (\$1,768.69) of the total cost (\$3,537.38) to rent, deliver, set up, pick up tents, tables and chairs for Too Good To Toss from Jenc's Party Rental. The other half of these costs to be paid by the Town – already agreed upon by Town Supervisor Mike Sweeton.

Ctd.

- 15+ orange parking cones.
- 10 reflective vests for parking volunteers.
- 4 garbage cans for basketball court.
- access to water fountains and bathrooms from Friday afternoon through Monday morning.

Yours sincerely,



Elizabeth Knight (Too Good to Toss)



Melissa Shaw-Smith (Wickham Works).

STANLEY DEMING PARK

GALLOWAY ROAD

PARK PLACE

LAWRENCE AVE.

BALL FIELD

SOUTH STREET

CLINTON AVE.

PLAYGROUND

BASKETBALL

RESTROOMS

BELMAR CT.

PAVILION

GAZEBO

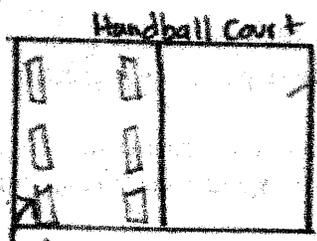
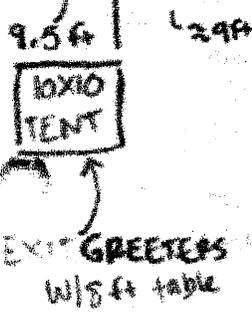
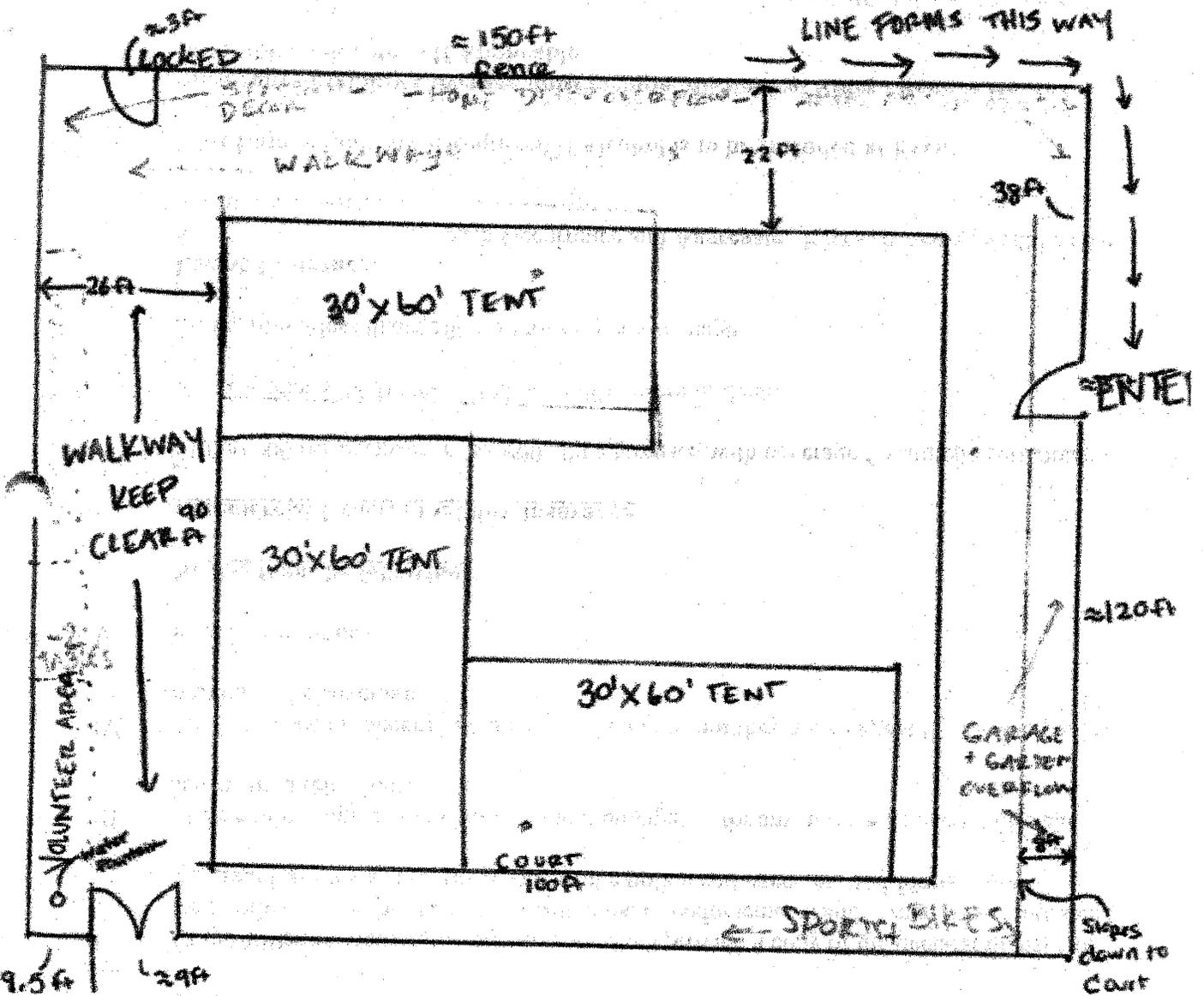
PARKWAY

PARK LANE

Use of 18 parking spaces in front of basketball court for people dropping off or picking up donations



TDO GOOD TO TOSS 2019 @ 2022 MAP XXX PAGE 2  
 Basketball Court, Stanley Domey Park 150' x 50'



Both sides reserved Sunday for dropping stuff to hold while owner goes to get vehicle

6x8' tables (SATURDAY ONLY)  
 3 in front, 3 behind

PARKING - 18 spaces on Parkway

PARKING ONLY FOR DROP OFF/PICKUP OF DONATIONS

# Excelsior Hose Co. No. 1



Captain Ryan Reilly – rmreilly@gmail.com  
1st Lt. Austin Courtney – austincourtney634@gmail.com  
2nd Lt.  
Safety Officer Andy Schork - schorka@yahoo.com

President Chris Gardner – cmgardner634@gmail.com  
V. President Charles Kittner – kitt@warwick.net  
Secretary Mary Augustyni - maugustyni@wvcsd.org  
Treasurer George Opper – oppers@warwick.net

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

March 2, 2022

Dear Mayor Newhard and the Village Board:

The Excelsior Hose Company #1 is requesting permission to hold a coin toss on March 19 and 20, 2022 on State Route 94 near the entrance to the Village (in front of 27A Oakland Avenue). The hours for the two day event would be 10:00am – 3:00pm. We have previously held the coin toss at that location.

Enclosed are the \$200 refundable deposit, certificate of insurance and application. At this time we request as a non-profit organization requesting use of a section of a state road only that future requests for this type of event have the \$200 deposit waived.

Thank you for your approval of this matter.

Sincerely,

Christopher Gardner  
President  
Excelsior Hose Co.

RECEIVED

MAR 02 2022

VILLAGE OF WARWICK  
CLERK

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



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

## VILLAGE OF WARWICK

INCORPORATED 1867

### Facility Use Request Form For Gatherings of Less Than 200 People

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

Date Request Submitted: 3/2/2022

Title of Event: Coin Toss

Purpose of Event: Fundraiser

#### 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     1<sup>st</sup> Street Lot     Chase Lot (non-permit only)  
 Spring Street Lot     Wheeler & Spring St. Lot     Upper CVS Lot     Lower CVS Lot

Village of Warwick Streets: Rte 94 (in front of 27A Oakland Ave.)

#### SECTION 2: DATE AND TIME REQUESTED

Date(s) Requested: March 19 + 20, 2022    Rain Date Requested: \_\_\_\_\_

Arrival Time: 10:00 AM      Departure Time: 3:00 PM

Event Start Time: 10:00 AM      Event End Time: 3:00 PM

#### SECTION 3: APPLICANT INFORMATION

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

*\*For-profit activities are prohibited.*

Applicant's Name/Responsible Party: Christopher Gardner, Pres. Excelsior Hose Co.

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

Mailing Address of Responsible Party: P. O. Box 219, Warwick, NY 10990

Email Address: cmgardner634@gmail.com Cell Phone: \_\_\_\_\_

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

Name of Organization (if Applicable): Excelsior Hose Company

Name of Organization's Director(s)/Officer(s): Christopher Gardner, Pres.

Organization's Phone: 845-986-4688 Email Address: \_\_\_\_\_

Mailing Address of Organization: P. O. Box 219, WARWICK, NY 10990

Physical Address of Organization: 25 Church St. Ext., WARWICK, NY 10990

**SECTION 4: EVENT INFORMATION**

Maximum Number of People Intended at the Event: 12

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

# of Adults: 12 # of People Under 18: \_\_\_\_\_

Expected Number of Vehicles Intended at the Event: 1

Please explain the parking plan for the event: THE ENGINE IS PARKED ON ROAD <sup>AT CURB</sup> FOR COIN TOSS FOR MOVING TRAFFIC

**WILL YOUR EVENT INCLUDE:**

**CHECK YES OR NO**

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

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

**SPECIAL REQUESTS:**
**CHECK YES OR NO**

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

<b>Use of Village of Warwick Restrooms</b> <i>Memorial Park and Stanley Deming Park only.</i>	Yes _____ No <u>X</u>
<b>Other</b> Please explain: _____	Yes _____ No <u>X</u>

**SECTION 5: FEES/SECURITY DEPOSIT**

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

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

**TOTAL FEES:** \$ 0 (excluding security deposit)

**SECTION 6: INDEMNITY & HOLD HARMLESS**

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she agrees to be responsible to the Village of Warwick for the use and care of the facilities. He/she, on behalf of Excelsior Hose Co #1 (Name of Organization) does hereby covenant and agree to defend, indemnify and hold harmless the Village of Warwick from and against any and all liability, loss, damages, claims, or actions (including costs and attorneys' fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of Village's property, facilities and/or services by Excelsior Hose Co #1 (Name Organization).

Christopher Gardner  
 Printed Name of Applicant/Responsible Party

[Signature]  
 Signature of Applicant/Responsible Party

3/2/2022  
 Date

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



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
03/02/2022

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> Broadfield Insurance, a member of pcf ins services 68 Main Street  Warwick NY 10990	<b>CONTACT NAME:</b> Jennette Montgomery <b>PHONE (A/C No. Ext):</b> (845) 986-2211 <b>E-MAIL ADDRESS:</b> jmontgomery@broadfieldinsurance.com	<b>FAX (A/C, No):</b> (845) 986-0949
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Warwick Fire District Excelsior Hose Company #1 of Warwick P O Box 421 Warwick NY 10990	<b>INSURER A:</b> American Alternative Insurance Corp.	<b>NAIC #</b> 19720
	<b>INSURER B:</b> Public Employer Risk Mgt. Assoc.	<b>NAIC #</b> 22222
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:** CL223222381      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y		VFNU-TR-0000588-02	01/01/2022	01/01/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY			VFNU-CM-0000587-02	01/01/2022	01/01/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0	Y		VFNU-TR-0000588-01	01/01/2021	01/01/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 10,000,000 \$ <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WC0000272-27	01/01/2022	01/01/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
The certificate holder is included as additional insured as required by written contract. Event: Coin Toss - March 19, 2022 & March 20, 2022. Coverage is afforded on a primary non contributory basis. This certificate of insurance is issued subject to all policy terms, conditions, limitations, exclusions and language.

<b>CERTIFICATE HOLDER</b>  Village of Warwick PO Box 369  Warwick NY 10990	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	<b>AUTHORIZED REPRESENTATIVE</b>  

RECEIVED

FEB 22 2022

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE

2/24/2022

To: Mayor Newhard and Village Board Members

From: Joshua Rodrigues 16 Queen Anne Lane Warwick, NY 10990, 845-987-4960  
csr.71@hotmail.com

Dear Mayor Newhard and Village Board Members,

I request permission to be put on the docket for the Monday, March 7<sup>th</sup> Village Board meeting.

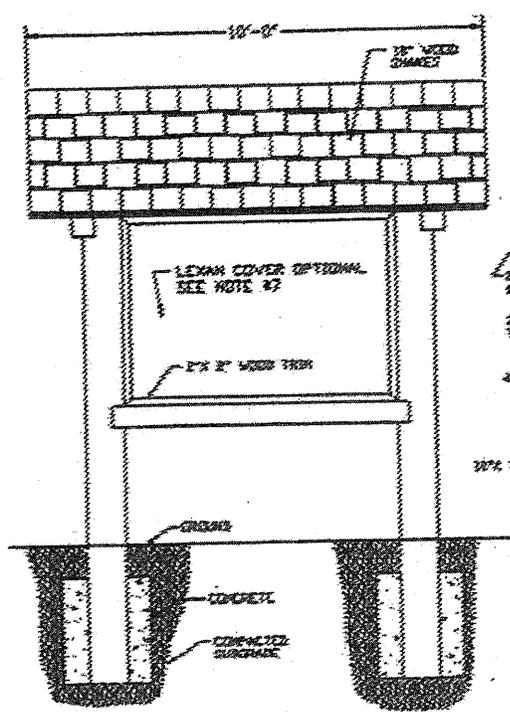
I, Joshua Rodrigues, of Warwick from Troup #45, respectfully request approval to build an information kiosk for my Eagle scout project, that in cooperation with Warwick Skatepark Initiative, will be installed at the site of the already approved new skatepark in Veterans Memorial Park.

I Joshua Rodrigues of Troop 45 hope to complete this project and ask Warwick DPW to install it at the end of this coming summer or early fall, to be determined. I Joshua Rodrigues will take full responsibility for all fundraising, materials, planning and building of this kiosk and contacting Warwick DPW once completed.

I Joshua Rodrigues, Life scout of Troop 45 Warwick thanks you for your kind consideration of my request.

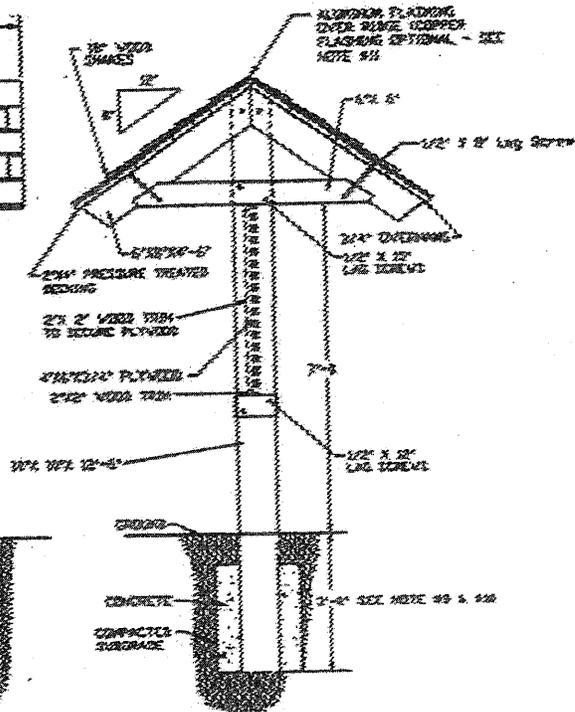
Sincerely,

Joshua Rodrigues



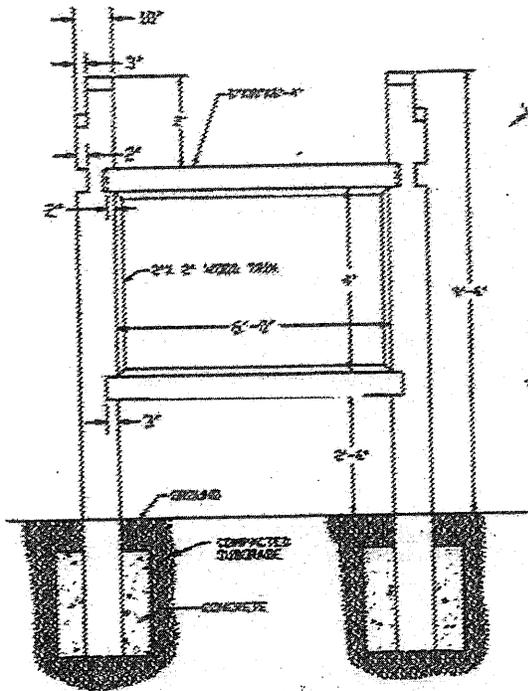
**FRONT ELEVATION**

SCALE: 3/4" = 1'-0"



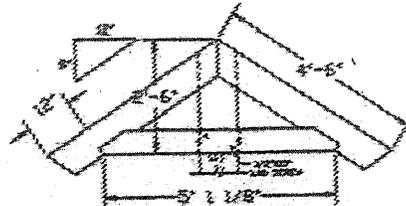
**END ELEVATION**

SCALE: 3/4" = 1'-0"



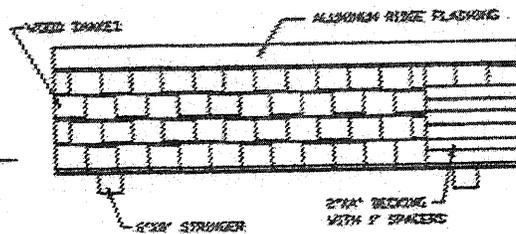
**FRAMING DETAIL**

SCALE: 3/4" = 1'-0"



**SIDE FRAMING DETAIL**

SCALE: 3/4" = 1'-0"



**ROOF ASSEMBLY**

SCALE: 3/4" = 1'-0"

**NOTES**

1. ALL WOOD SHOULD BE PRESSURE TREATED
2. ALL HARDWARE AND NAILS SHALL BE GALVANIZED
3. CEDAR WOOD SHAKES SHOULD BE APPROXIMATELY 1/2" X 1/2" HANDSPLIT WITH A 3 1/2" EXPOSURE
4. FINISH SHOULD BE NATURAL
5. STANDARD SLAT SIGN SHOULD HAVE APPROXIMATELY 2" LETTERS - "WELCOME TO THE APPALACHIAN TRAIL", WOOD PAINTED OR WHITE REFLECTIVE PAINT.
6. EDGE ALL EXPOSED EDGES
7. LEXAN COVER FOR PLYWOOD IS OPTIONAL. ATTACH 2" X 2" WOOD TRIM TO INSIDE EDGE OF LEXAN WITH 1/4" LAG SCREWS. ATTACH LEXAN TO PANEL AT TOP WITH 3" X 3" HINGES OR COMPARABLE SIZE DOOR HINGLES.
8. OPTIONAL: 5/8" REBAR MAY BE ATTACHED TO BACK OF 12"X12" SUPPORT POSTS TO DETER VANDALS.
9. IN NORTHERN LOCATIONS, SINK SUPPORT POSTS TO A MINIMUM DEPTH OF 4'.
10. IF CONCRETE WILL NOT BE USED AROUND SUPPORT POSTS (GEORGIA), INCREASE DEPTH AN ADDITIONAL 12".
11. OPTIONAL: USE COPPER FLASHING EXPOSED 1" ON EITHER SIDE FROM UNDER SHAKE CAR. (COPPER WASH ON ROOF HELPS PREVENT MOULD AND MILDEW)

(NOT TO SCALE)