

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

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

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

1. Introduction by Mayor Newhard.
2. **Continued Public Hearing on the Village of Warwick draft updated Comprehensive Plan.**
3. **Public Hearing on proposed Local Law No. 3 of the Year 2022 entitled: "A local law to amend Village Code Chapter 135, 'Vehicles and Traffic' to add traffic safety regulations and traffic control devices."**
4. **Public Hearing on the proposal of the New York State Department of Transportation ("NYSDOT") to make improvements to the public sidewalks along Route 17A/94 in the Village of Warwick to make them compliant with the Americans with Disabilities Act ("ADA").**
5. Acceptance of Minutes: October 17, 2022.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Lindberg ___

Trustee McKnight ___ Mayor Newhard ___

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

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

Trustee Cheney ___ Trustee Foster ___ Trustee Lindberg ___

Trustee McKnight ___ Mayor Newhard ___

Correspondence

1. Comments for the continued public hearing on the Village of Warwick's draft updated Comprehensive Plan from Rachel Berlin.
2. Letter from the Orange County Water Authority regarding the 2022 Leak Detection Program.
3. Letter from The Warwick Valley Chamber of Commerce regarding the 4th annual Warwick Valley Farmers Market - Holiday Market on Sunday, December 18, 2022, from 9 a.m. to 2 p.m. in the Kuiken Brothers Company parking lot. Proof of insurance has been provided.

Privilege of the Floor

Please limit your comments to **three (3)** minutes. If reading a document, please submit a copy to the Clerk. Please note all remarks must be addressed to the Board as a body and not to individual Board members. Please state your name clearly before speaking. These rules are taken from the Handbook for Village Officials – New York State Conference of Mayors and Municipal Officials.

Motions

Trustee Cheney's Motions

1. RESOLUTION ADOPTING VILLAGE OF WARWICK LOCAL LAW NO. 3 OF 2022

WHEREAS, the Village Board has before it a proposed local law entitled "A local law to amend Village Code Chapter 135, "Vehicles and Traffic" to add traffic safety regulations and traffic control devices."; and

WHEREAS, following due notice the Village Board held a public hearing on the proposed local law; and

WHEREAS, the proposed local law constitutes a Type II Action under SEQRA;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the Village Board does hereby adopt the proposed local law, a copy of which is attached hereto;
2. That the Village Clerk is hereby requested and directed to publish, post, and file the same in the Office of the Secretary of State in Albany; and

3. That the said local law shall be effective upon filing with the Secretary of State.

_____ presented the foregoing resolution which was seconded by _____,

The vote on the foregoing resolution was as follows:

Barry Cheney, Trustee, voting _____

Carly Foster, Trustee, voting _____

Thomas McKnight, Trustee, voting _____

William Lindberg, Trustee, voting _____

Michael Newhard, Mayor, voting _____

2. RESOLUTION PURSUANT TO 23 CFR §774 DETERMING THAT THE PROPOSED SIDEWALK IMPROVEMENTS AT RAILROAD GREEN WILL HAVE ONLY A DE MINIMIS IMPACT.

WHEREAS, the Village of Warwick owns certain real property located in the Village of Warwick at the northeast quadrant of the intersection of Oakland Avenue (NYS 17A/94) and Railroad Avenue (parcel SBL 211-6-1.21); and

WHEREAS, the said property is maintained as public parkland known as "Railroad Green"; and

WHEREAS, The New York State Department of Transportation ("NYSDOT") is undertaking a sidewalk improvement project in the Village of Warwick to ensure compliance with the Americans with Disabilities Act ("ADA"); and

WHEREAS, one part of the NYSDOT project is improvement of the sidewalks on Oakland Avenue (NYS 17A/94) along the Railroad Green property; and

WHEREAS, the existing sidewalk along Railroad Green has not been constructed entirely within NYSDOT's right-of-way boundary, as a result of which in order to construct the ADA compliant sidewalk improvements it will be necessary for the NYSDOT to acquire ownership of approximately 447 square feet of Railroad Green alongside the said right-of-way boundary; and

WHEREAS, under the Code of Federal Regulations ("CFR"), Railroad Green constitutes a Section 4(f) resource and, therefore, under 23 CFR §774 alienation of the said 447 square feet of Railroad Green requires a finding by the Town Board that the NYSDOT's proposed use of the property will have a *de minimis* impact on use of Railroad Green as parkland; and

WHEREAS, a public hearing was duly noticed and held upon the proposed alienation of the said 447 square feet of Railroad Green for construction of public sidewalks by the NYSDOT; and

WHEREAS, the Village Board has considered all information provided by the NYSDOT, the Village's own officials and consultants, and all comments made at the public hearing;

NOW, THEREFORE, the Village Board hereby makes the following findings and determination:

1. The 447 square feet of Railroad Green proposed to be deeded to the NYSDOT for purposes of the NYSDOT sidewalk improvement project is currently used principally as public pedestrian right-of-way, on or immediately alongside the existing sidewalk;

2. The sidewalk improvements proposed for the 447 square feet of Railroad Green proposed to be deeded to the NYSDOT will not adversely affect, impair or diminish the the activities, features, or attributes of Railroad Green as parkland space and, in fact, will improve the accessibility of the parkland space;

3. The project goal of ADA compliance cannot be met without making the proposed sidewalk improvements on the Railroad Green parkland property, and there is no feasible and prudent avoidance alternative available; and

4. Based on the foregoing, the Village Board finds that the proposed use of the said property will have a *de minimis* impact, as defined in 23 CFR §774.17, on Railroad Green.

_____ presented the foregoing resolution which was
seconded by _____,

The vote on the foregoing resolution was as follows:

Barry Cheney, Trustee, voting _____

Carly Foster, Trustee, voting _____

Thomas McKnight, Trustee, voting _____

William Lindberg, Trustee, voting _____

Michael Newhard, Mayor, voting _____

3. **MOTION** to authorize payment #2 to TAM Enterprises, Inc. in the amount of \$5,201.25 for the improvements to the Robert Drive Valve Vault for work including the acquisition of piping and valves as certified by Village Engineer, David Getz of Engineering & Surveying Properties. Funds are appropriated in budget code F.8340.4 in the 2022-23 budget.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Lindberg ___
Trustee McKnight ___ Mayor Newhard ___

4. **MOTION** to authorize payment #1 to Skyward Electric Co. in the amount of \$52,004.25 for the Hilltop Pump Station Generator Installation for work that includes all mobilization, the cost of the generator and transfer switch, and the majority of the labor as certified by Village Engineer, Matthew Blake of Blake Engineering, PLLC. Funds are appropriated in budget code F.8320.2 in the 2022-23 budget.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Lindberg ___
Trustee McKnight ___ Mayor Newhard ___

Trustee Foster's Motions

5. **MOTION** to appoint John Johansen as Village of Warwick Summer Concert Coordinator.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Lindberg ___
Trustee McKnight ___ Mayor Newhard ___

6. **MOTION** to grant permission to the Warwick Valley Chamber of Commerce to hold the Home for the Holidays event and to allow the traditional horse & buggy rides to take place by the same fully insured company (Dun Dreaming Farms, Sean Geary) as previous years during the holidays in the Village of Warwick. The rides will be offered during the following dates: November 20, December 3, 4, 10, 11, 17 and 18, 2022. The times for the rides will be approximately 11 a.m. to 4 p.m. The route will be the same as past years starting on Railroad Avenue and continuing to Main Street, then onto South Street, ending back at Railroad Avenue. Completed park permit, security deposit, and proof of insurance have been received.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Lindberg ___

Trustee McKnight ___ Mayor Newhard ___

7. **MOTION** to approve the implementation of free parking for the period of November 21, 2022, through January 1, 2023, per the request of the Warwick Valley Chamber of Commerce and to grant permission to the Warwick Valley High School FFA to hang ribbons on the meters on November 18, 2022 in coordination with the Village of Warwick DPW. Proof of insurance has been received from the Warwick Valley Central School District.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Lindberg ___

Trustee McKnight ___ Mayor Newhard ___

8. **MOTION** to grant permission to the Warwick Valley Chamber of Commerce to have Santa visit the sleigh on Railroad Green on Sunday, December 11, 2022, between the hours of 12 p.m. and 2 p.m. The Village of Warwick DPW to install the sleigh on Railroad Green. Completed park permit, security deposit and proof of insurance have been received.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Lindberg ___

Trustee McKnight ___ Mayor Newhard ___

9. **MOTION** to grant permission to the Warwick Valley Chamber of Commerce to have non-profit groups, including Warwick Valley School District organizations, sell items such as hot chocolate, warm cider and snacks on Railroad Green on the following dates: December 3, 4, 10, 11, 17 & 18, 2022 during the Home for the Holidays event. Completed park permit, security deposit and proof of insurance, including insurance from the Warwick Valley Central School District, have been received. Pending proper insurance requirements from additional non-profit groups that participate in this event.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Lindberg ___

Trustee McKnight ___ Mayor Newhard ___

Trustee Lindberg's Motions

10. Resolution for the Unpaid Village of Warwick FY 2022-2023 Tax Collection

Whereas; according to Real Property Tax Law § 1436, on or before November 1, the tax collecting officer must deliver an account of the unpaid taxes to the Board of Trustees; and

Whereas; attached is an account describing each parcel of real property upon which taxes are unpaid, the person or persons in whose name the property is assessed, and the amount of unpaid tax totaling \$46,485.50 for the FY 2022-2023 Village of Warwick tax collection; and

Whereas; the Village Board of Trustees has compared the Village Clerk’s account of the FY 2022-2023 unpaid taxes with the original FY 2022-2023 tax roll, and has determined that the account is accurate; and

Whereas; each member of the Village Board shall execute the attached certificate which recites that the account and the tax roll have been compared and found to be correct and that the total amount of taxes unpaid for FY 2022-2023 is \$46,485.50; and

Whereas; the signed certificate and account describing each parcel of real property upon which taxes are unpaid, the person or persons in whose name the property is assessed, and the amount of unpaid tax totaling \$46,485.50 for the FY 2022-2023 Village of Warwick tax collection will be returned to the Orange County Commissioner of Finance’s Office prior to November 15th in the year in which the levy is made; and

Whereas; these facts must also be included in the official minutes of the Village of Warwick; and

Whereas; within 15 days of the tax collecting officer delivering an account of the unpaid taxes to the Board of Trustees, the Board must file the tax roll and warrant in the office of the Village Clerk. A copy of the tax roll must be permanently retained as a public record.

_____ presented the foregoing resolution which was seconded by _____,

The vote on the foregoing resolution was as follows:

- Barry Cheney, Trustee, voting _____
- Carly Foster, Trustee, voting _____
- Thomas McKnight, Trustee, voting _____
- William Lindberg, Trustee, voting _____
- Michael Newhard, Mayor, voting _____

11. **MOTION** to advertise for the position of Part-Time Court Clerk.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Lindberg ___
Trustee McKnight ___ Mayor Newhard ___

12. **MOTION** to grant permission to Village of Warwick Treasurer, Sadie Becker, to carry over 4 vacation days.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Lindberg ___
Trustee McKnight ___ Mayor Newhard ___

13. **MOTION** to hire Hilton Dionet Rodriguez to the position of Part-Time Court Attendant with a start date of November 16, 2022, as per the Village Justice's recommendation.

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

Trustee Cheney ___ Trustee Foster ___ Trustee Lindberg ___
Trustee McKnight ___ Mayor Newhard ___

14. **Resolution Revising Village Employee Handbook**
Section 4.5 Vehicle Use Policy & Section 4.7 Telephone and Cell Phone Usage

WHEREAS, it is appropriate for the Village Board to periodically review and revise the Employee Handbook of the Village of Warwick to update the policies and procedures set forth therein in order to better serve the needs of Village, its employees and the community; and

WHEREAS the Village Board has before it a proposal to make certain revisions to the Employee Handbook; and

WHEREAS, the Village Board has reviewed and considered the said revisions, and finds them to be necessary and proper at this time;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That Section 4.5 'Vehicle Use Policy' of the Employee Handbook of the Village of Warwick is hereby amended as follows:

i. Under subsection “Terms and Conditions of Use” item (f) to read as follows:

a. “Under New York State law you cannot use a hand-held mobile telephone or portable electronic device while you drive. Illegal activity includes holding a portable electronic device, talking on a handheld mobile telephone, composing, sending, reading, accessing, browsing, transmitting, saving, or retrieving electronic data such as email, text messages, or webpages, viewing, taking, or transmitting images, and playing games. Calling 911 to contact medical, fire or police personnel about an emergency is the only exception.”

ii. Under subsection “Terms and Conditions of Use” item (m) to read as follows:

a. “New York State requires all passengers to buckle up regardless of where they sit in the vehicle - including drivers and passengers.”

- 2. That Section 4.7 ‘Telephone and Cell Phone Usage’ of the Employee Handbook of the Village of Warwick is removed and replaced with ‘Telephone / Personal Cell Phone & Village Owned Cell Phone Usage’ a copy of which is attached hereto;
- 3. That the aforesaid revision to the Employee Handbook shall be effective November 7, 2022.

_____ presented the foregoing resolution which was seconded by _____,

The vote on the foregoing resolution was as follows:

- Barry Cheney, Trustee, voting _____
- Carly Foster, Trustee, voting _____
- Thomas McKnight, Trustee, voting _____
- William Lindberg, Trustee, voting _____
- Michael Newhard, Mayor, voting _____

Trustee McKnight's Motions

15. **MOTION** to return the Village of Warwick Zoning Board escrow balance of \$125 to Mr. & Mrs. Proulx for an area variance at 149 South Street Extension. All invoices have been paid as per Village of Warwick Zoning Board Attorney, Robert Fink.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Lindberg ____

Trustee McKnight ____ Mayor Newhard ____

Final Comments from the Board
Executive Session, if applicable
Adjournment

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mayor@villageofwarwick.org
clerk@villageofwarwick.org

VILLAGE OF WARWICK
INCORPORATED 1867

NOTICE OF CONTINUED PUBLIC HEARING

PLEASE TAKE NOTICE that the Village Board of the Village of Warwick will hold a public hearing on the Village's draft updated Comprehensive Plan on the 7th day of November, 2022, at 7:30 p.m., at Village Hall, 77 Main Street, Warwick, New York.

A copy of the draft updated Comprehensive Plan is on file in the office of the Village Clerk and is available for inspection by interested persons during Village Clerk's business hours, and the draft updated Comprehensive Plan has also been posted on the Village's website <https://villageofwarwick.org/>.

The Village Board will, at the above-stated date, time and place, hear all persons interested in the draft updated Comprehensive Plan. Persons may appear in person or by agent. Written comments regarding the draft updated Comprehensive Plan will be considered, but all such written comments must be received by the Village Board at or prior to the public hearing.

BY ORDER OF THE VILLAGE BOARD
VILLAGE OF WARWICK
RAINA ABRAMSON
VILLAGE CLERK

Dated: October 18, 2022

VILLAGE OF WARWICK COMPREHENSIVE PLAN



September, 2022

DRAFT

Funded in part by a grant from the Hudson River Valley Greenway.



Village of Warwick Comprehensive Plan

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Village of Warwick Comprehensive Plan

“Village comprehensive plan” means the materials, written and/or graphic, including but not limited to maps, charts, studies, resolutions, reports and other descriptive material that identify the goals, objectives, principles, guidelines, policies, standards, devices and instruments for the immediate and long-range protection, enhancement, growth and development of the village.

New York Village Law, Sec. 7-722. Village Comprehensive Plan

I. Introduction

A Village comprehensive plan sets a direction for the future. This plan’s recommended goals and actions provide criteria to establish policies and set priorities for Village government. It replaces the Village’s previous comprehensive plan which was adopted in 2004.

But this plan, like its predecessor, goes beyond merely setting a direction for government policy. As declared in the 2004 Village Comprehensive Plan, the 2022 Comprehensive Plan “offers guidance to anyone interested in Warwick --- including residents, property owners, businesses, organizations, and prospective businesses or investors --- about our history, our current conditions, and what we prefer as our future.”

This document has four major sections. First, the introduction provides an overview of the plan’s purpose and the planning process. Second, the Plan Goals section provides an overall vision and approach and lays out the general policy goals for the Village. The Actions & Implementation section identifies the specific steps to be taken to accomplish the plan goals and puts forward a sequenced action plan to carry out these steps. The final section, Background Studies and Community Outreach documents the data analyses and community engagement processes involved in creating this plan.

The Planning Process

The Village of Warwick Comprehensive Plan Committee has been meeting regularly since January, 2021 to update the Village’s 2004 Plan. The members of the committee are:

Mayor Michael Newhard
Barry Cheney, Village Trustee and Comprehensive Plan Committee Chairman
Judy Battista, Resident at Large, Community, Cultural and Mental Health Advocate
Elizabeth Bourne, Resident at Large
Scot Brown, Zoning Board of Appeals
Rosemary Cooper, Albert Wisner Library
Jack Ellis, Warwick Valley Historical Society
Matthew Finn, Architectural and Historic Review Board
Carly A. Foster, Community2gether/Village Trustee
Corrine Iurato, Warwick Valley Chamber of Commerce
Robert M. Kennedy III, Resident at Large, Town Planning Board
Tom McKnight, Village of Warwick Planning Board/Village Trustee
Susan Metzger, Resident at Large

Village of Warwick Comprehensive Plan

Most committee meetings have been held via Zoom. Recordings of these sessions can be viewed at the [Village YouTube channel](#).

The consultant for the plan is Peter Fairweather of Fairweather Consulting, assisted by Alta Planning & Design, focusing on issues related to transportation, mobility and parks.

Community Outreach

The planning process has involved ongoing public outreach and community engagement involving meetings/focus groups, an on-line community survey and analysis of demographic and economic data about the Village.

MEETINGS/FOCUS GROUPS

The sessions held for the plan have included:

- Zoom Session on Transportation/Parking, Alta (via Zoom), June 17, 2021
- Posters Displayed in the Wisner Library for public comment, July 9 to August 31, 2021.
- Posters Displayed at the Village Sidewalk Sale for public comment, July 10-11, 2021
- Presentation & Discussion at the Chamber Mixer, July 12, 2021
- Presentation & Discussion at the Historical Society, August 10, 2021
- Focus Group for Downtown Merchants, August 10, 2021
- Presentation & Discussion with POWER via Zoom, August 12, 2021
- Posters Displayed at the Farmers Market for public comment, August 15, 2021
- Focus Group for Civic Groups (Rotary, Lions, Knights of Columbus, POWER, August 19, 2021
- Focus Group for Artists, September 15, 2021
- Focus Group for Hispanic Community, October 13, 2021

A summary of these outreach efforts can be downloaded as a PDF in the appendices or by clicking [here](#). The results of the focus group conducted by Alta Design can be viewed in the appendices or downloaded as a PDF [here](#).

ON-LINE COMMUNITY SURVEY

In addition, a community survey was conducted on line via Survey Monkey. You can view the summary in the appendices or download the results as a PDF [here](#).

DATA ANALYSIS

The planning process also included an analysis of demographic and economic data related to the Village. You can read the analysis in the appendices or download a summary of that analysis as a PDF [here](#).

II. Plan Vision & Goals

The Plan Vision articulates the outcome desired upon the full implementation of the Plan. The Plan Approach describes the overall means by which the plan will be implemented. The goals provide areas of special focus for the Village in its work to realize the Plan Vision.

The Plan Vision: The Village as an Essential Gathering Place

THE VILLAGE OF WARWICK PLAYS A UNIQUE ROLE AS A LOCATION WHERE PEOPLE GATHER FACE-TO-FACE TO PARTICIPATE IN AND CELEBRATE COMMERCE, CULTURE AND COMMUNITY LIFE.



This plan is intended to strengthen the Village as a 21st Century gathering place by fostering attractive, walkable human-scale development that provides:

- A sense of place. . .and a sense of history
- Abundant and diverse economic opportunities
- An inclusive community of economic, ethnic and social diversity
- Strong residential neighborhoods
- Celebrations of Arts, Culture and Civic Life
- Sustainability and resilience in the face of climate change
- Physical infrastructure to support and sustain Village life in an effective and affordable manner

Village of Warwick Comprehensive Plan

For the purposes of this plan, the Village's primary role is to serve as a gathering place for face-to-face interactions involving residents, business people, tourists and visitors. Its economic, social and cultural health all depend upon the Village continuing to fill that role effectively and efficiently.

The Approach to the Plan

This plan has been created at a time when the Village has little developable vacant land within its boundaries. In the map to the right, developable vacant parcels are colored yellow.

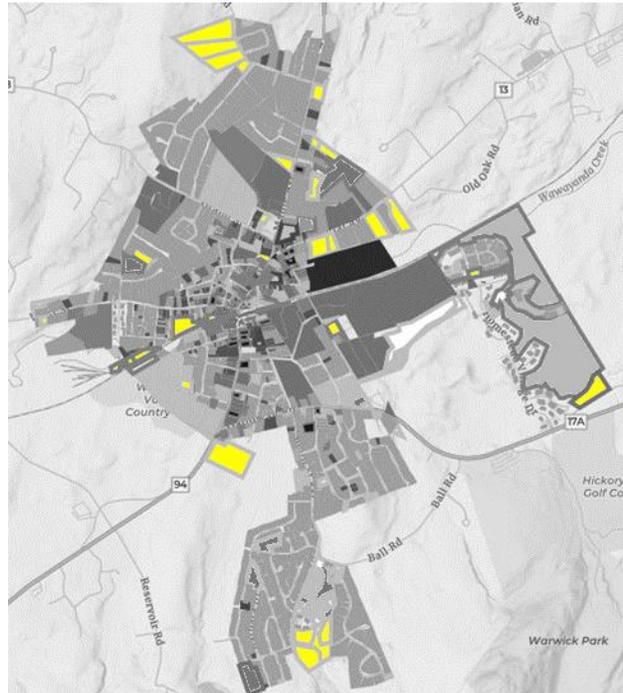
Consequently, the plan focuses on preserving and strengthening its existing assets as well as cultivating new sources of strength to enhance quality of life in the Village. In this context, in order for the Village to continue its role as a gathering place, it must address four elements of community life:

QUALITY OF PLACE as found in the quality of the built environment, housing and neighborhoods, parks and recreation as well as the culture of governance in the Village

COMMERCE AND CULTURE that support and bring meaning to daily life

CONNECTIVITY among residents, businesses, civic groups, partner municipalities and others as provided by transportation systems (including parking) and digital infrastructure

ENVIRONMENTAL SUSTAINABILITY & RESILIENCE that keeps the Village safe and affordable in the face of climate change



THE YELLOW PARCELS ARE VACANT LAND WITHIN THE VILLAGE THAT IS ABLE TO BE DEVELOPED.

Village of Warwick Comprehensive Plan

Plan Goals: Quality of Place

GOAL Q1: SAFEGUARD THE QUALITY OF RESIDENTIAL EXPERIENCE AND QUALITY OF LIFE IN THE VILLAGE.

Attractive design distinguishes the Village.



GOAL Q2: IMPROVE AFFORDABILITY OF HOUSING IN THE VILLAGE WHILE MAINTAINING THE QUALITY OF PLACE.

The Village plays a unique role in meeting local housing needs given the diversity of housing types it offers compared to the other two villages and the Town.



Village of Warwick Comprehensive Plan

GOAL Q3: CONTINUE TO INSTILL AND ENCOURAGE DIALOGUE IN THE COMMUNITY.

Village government has a distinctive culture that contributes to Warwick's quality of place. The culture is built on collaboration, inclusivity and a commitment to civic engagement. It also emphasizes maintaining a well-designed built environment in the Village and fostering entrepreneurial activity to meet local needs. The government plays an important role as convener of the Village's civil society to foster dialogue throughout the community.



Plan Goals: Commerce & Culture

GOAL C&C1: ENCOURAGE REDEVELOPMENT OF VACANT AND UNDER-UTILIZED PARCELS IN THE VILLAGE.

In a built-out Village, new growth can be accommodated in vacant and under-used areas, the Forester Avenue corridor and the Light Industry district along the railroad right of way.



GOAL C&C2: PROMOTE A BALANCE BETWEEN DIVERSIFIED RETAIL AND RESTAURANTS IN THE VILLAGE

A strong downtown requires a mix of retail, hospitality and residential uses.



Village of Warwick Comprehensive Plan

GOAL C&C 3: ACCOMMODATE NEW FORMS OF ECONOMIC ACTIVITIES OR ECONOMIC ACTORS THAT RE-USE EXISTING STRUCTURES.

It is important that the Village maintain a “churn” of new establishments and new types of entrepreneurs by expanding participation in the Village economy to businesses and/or individuals currently under-represented.



GOAL C&C4: CONTINUE TO PROMOTE VILLAGE AS CENTER OF ECONOMIC, CULTURAL AND SOCIAL ACTIVITY.



The village’s primary role is to serve as a gathering place for face-to-face interactions involving residents, business people, tourists and visitors. Its economic, social and cultural health all depend upon the Village continuing to fill that role effectively and efficiently.

GOAL C&C5: SUPPORT EFFECTIVE AND EXPEDITIOUS REVIEW OF PROJECTS IN VILLAGE.

In a high-cost location like the Village, prompt decisions and community buy-in on applications keep costs down and help to attract more sophisticated developers.



Village of Warwick Comprehensive Plan

GOAL C&C6: ENCOURAGE ARTISTS TO LIVE AND PRACTICE IN THE VILLAGE.

GOAL C&C7: FOSTER CONNECTIONS BETWEEN ARTISTS AND THEIR AUDIENCES TO PROMOTE TOURISM AND ENHANCE QUALITY OF LIFE IN THE VILLAGE



Not only do culture and arts attract visitors to the community, they are an important part of what Village residents do with their time.

Plan Goals: Connectivity

GOAL C 1: IMPROVE THE VILLAGE'S CAPACITY TO ACCOMMODATE PARKING DEMAND.

It is recommended that before the Village moves forward with any major parking improvement project or investment, a complete study of the existing parking situation and the anticipated trends is conducted.

★ Public & Private Parking Lots near the Village Core.



Village of Warwick Comprehensive Plan

GOAL C2: ADOPT STREETScape IMPROVEMENT STRATEGIES TO BETTER ACCOMMODATE PEDESTRIAN AND BICYCLE TRAFFIC IN THE VILLAGE.



A well-connected community will emphasize opportunities for walking and cycling for all residents and visitors as well as a well-maintained road network.

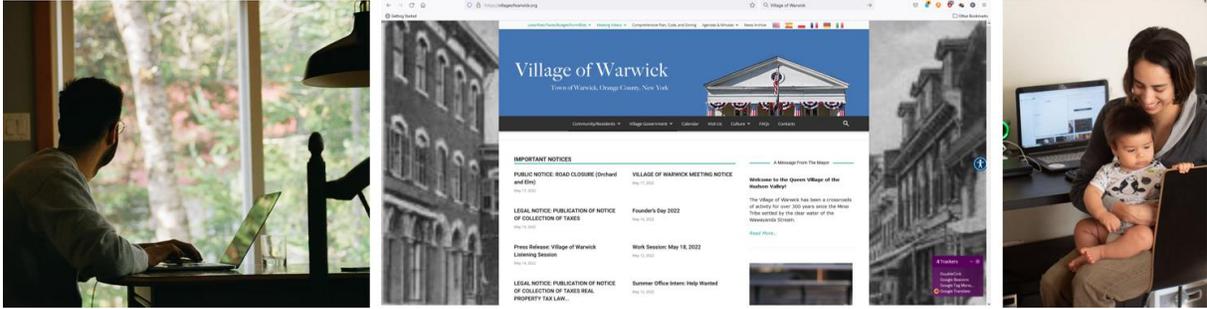
GOAL C3: FOCUS NEW INVESTMENTS IN PARKS AND RECREATION ON IMPROVING FLEXIBLE OUTDOOR RECREATION SPACES, ACTIVE TRANSPORTATION CORRIDORS, AND TRAILS.



The current and projected trends in the use of public outdoor spaces indicate that the priority should be on flexible, unprogrammed outdoor recreation space, along with trails for a variety of uses.

Village of Warwick Comprehensive Plan

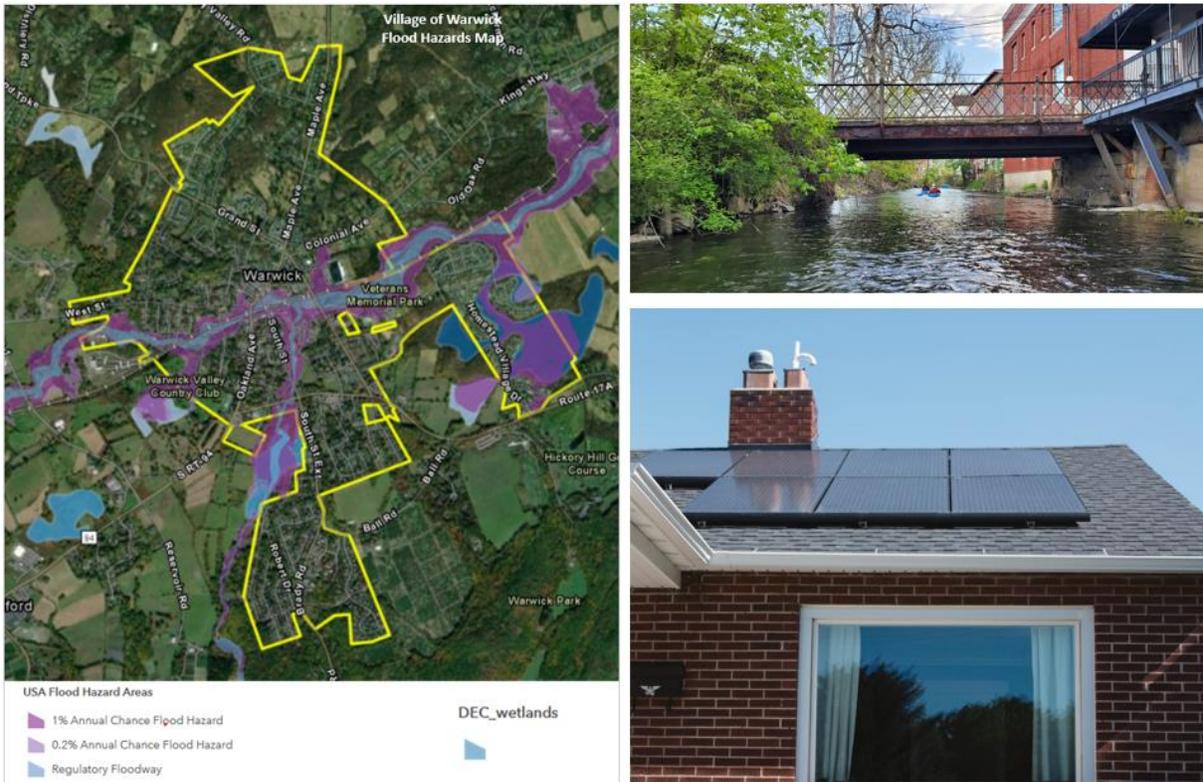
GOAL C4: ENSURE THAT AFFORDABLE BROADBAND INTERNET IS AVAILABLE THROUGHOUT THE VILLAGE.



Connectivity also extends to the digital realm, ensuring all residents and businesses have high speed access to the Internet.

Plan Goals: Resilience & Sustainability

GOAL R1: IMPROVE ENVIRONMENTAL SUSTAINABILITY AND RESILIENCE THROUGHOUT THE VILLAGE OF WARWICK.



Environmental sustainability and resilience have become essential for the continued prosperity and quality of life in the Village of Warwick.

Village of Warwick Comprehensive Plan

GOAL R2: ENSURE THAT VILLAGE SEWER AND WATER INFRASTRUCTURE CAN ACCOMMODATE FUTURE DEMAND WITHOUT DIMINISHING THE QUALITY OF SERVICE PROVIDED TO RESIDENTS AND BUSINESSES.



III. Recommended Actions & Implementation

The essence of this Comprehensive Plan is its recommended actions, each created specifically to enable the Village to accomplish the various goals of the Plan. The recommended actions are listed under their corresponding goals.

Recommended Actions: Quality of Place

GOAL Q1: SAFEGUARD THE QUALITY OF RESIDENTIAL EXPERIENCE IN THE VILLAGE

RECOMMENDED ACTION: *Create a more comprehensive and simplified system of design standards/guidelines to manage the Village's sense of place.* The quality of a place can be largely maintained or improved by managing a limited number of factors: noise, light, greenspace, transportation access and the built form. The Village has a tradition of managing these factors effectively. However, the formal mechanisms for doing so are located in a wide variety of places in current zoning, which may make it difficult for applicants and planners to understand which tools are available and how and when they may be applied. One way to improve this situation would be to create a stand-alone section of the zoning law that addresses Village design standards. This could include using the design standards from the Traditional Neighborhood Design Overlay District as design guidelines to ensure new development in the Residential and Commercial zones is in character with the existing built environment in terms of scale, materials, etc., while maintaining a diversity of price points in Village housing. The TND design standards are a powerful tool for maintaining the residential character of neighborhoods. These standards could also be used as voluntary guideline, rather than mandatory standards for other parts of the Village.

RECOMMENDED ACTION: *Strengthen provisions that buffer residential areas from commercial intrusions.* Design standards in the Village's current zoning states that "residential uses proposed adjacent to a residential district or residential uses shall be reviewed with regard to the impact of the development on such district or use. The Planning Board shall encourage the use of a combination of landscaping, buffers, berms, screens, visual interruptions, and common building materials to create attractive transitions between buildings of different architectural styles and uses."¹ While such a flexible approach has its merits, the Village may wish to provide greater specificity to the buffers required for commercial properties abutting residential districts, establishing specific yard setbacks and or landscaping requirements in such circumstances.

RECOMMENDED ACTION: *Regularly monitor the occupancy rates of the Village's subsidized senior housing and ensure that its zoning is appropriate to foster the continued occupancy and vitality of these units.*

RECOMMENDED ACTION: *Work with the Town to designate key parcels of open space to be incorporated into a greenbelt around the Village.* The two municipalities can both benefit by jointly

¹ Village of Warwick Zoning Law, February 17, 2009, 145-91 Objectives and Design Standards, I-2, page 146,

Village of Warwick Comprehensive Plan

identifying parcels to be included in a greenbelt that could provide scenic vistas, add recreational opportunities and/or preserve the working landscape.

RECOMMENDED ACTION: Incorporate considerations of public health in making decisions regarding development policies and projects in the Village. The configuration of the built environment of the Village can be a major asset in promoting healthy lifestyles for Village residents and visitors. To the greatest extent possible, considerations of such factors as walkability, accessibility to opportunities for exercise and other contributors to public health should be included in the Village’s approach to development.

GOAL Q2: IMPROVE AFFORDABILITY OF HOUSING IN THE VILLAGE WHILE MAINTAINING THE QUALITY OF PLACE.

RECOMMENDED ACTION: Adopt policies to encourage “missing middle” housing, particularly for lands annexed into the Village. “Missing Middle Housing (MMH) are multi-unit, house-scale buildings intended to be part of low-rise residential neighborhoods. . . . [There] are numerous examples across the U.S. where, for example, a house-scale fourplex fits in nicely with single-family detached houses . . . [because] it’s the same size and footprint as a typical single-family home.”² One way to achieve the “missing middle” is by adopting form-based zoning that regulates the form and appearance of housing, but provides greater flexibility in terms of density. This can reduce construction costs and help make housing more affordable, while ensuring it is consistent with community character. While adopting such an approach throughout the residential zones may make development more complex, it would allow for greater variety of housing types while reinforcing the character of the Village’s built environment. A description of this approach is included in the plan appendices. This approach should also consider the potential to use annexation to create small farms (AKA farmettes) in the Village as an option for housing, as well as encouraging co-housing developments that include shared garden spaces for residents.

RECOMMENDED ACTION: Review Village Zoning to ensure it can accommodate new forms of home-based businesses and remote work opportunities. The Covid-19 pandemic dramatically increased opportunities for remote work and home-based businesses. The trend has been strengthened by the continuing evolution of digital technologies to promote remote working and gig-based employment. The Village’s current provisions for such activities should be reviewed to ensure they maximize the opportunities for residents while ensuring they do not negatively impact the quality of the residential experience.

RECOMMENDED ACTION: Regulate short-term rentals in the Village. The Village’s regulatory efforts should seek to balance the financial benefits that short-term rental platforms such as Air BnB can provide homeowners who rent rooms in their residence against the potential for such rentals to degrade the quality of residential life in the Village and/or limit the availability of housing for purchase and/or long-term occupancy.

RECOMMENDED ACTION: Continue to minimize the tax burden on residential properties to improve the affordability of housing in the Village. The Village should continue to seek way to reduce taxes through

² <https://missingmiddlehousing.com/about/how-to-enable>

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any economies available through intermunicipal shared services, special funding opportunities, development of tax ratables and other efforts.

RECOMMENDED ACTION: Complete the Certified Local Government Program for the Village. The State Historic Preservation Office (SHPO) administers this program which, according to its website enables qualified local governments to have access to

- Ongoing, focused support from your SHPO;
- Technical preservation assistance and legal advice;
- Direct involvement in SHPO programs, such as identifying properties that may be eligible for listing in the State and National Registers of Historic Places;
- Training opportunities that increase the ability of communities to protect their historic resources and integrate them into short- and long-term planning initiatives;
- Grants designated exclusively for CLG projects; and
- Membership in statewide and national CLG networks.³

Participation in this process would position the Village to pass a local landmarks preservation law enhancing the Village's ability to protect local landmarks of historic or architectural significance.

GOAL Q3: CONTINUE TO INSTILL AND ENCOURAGE DIALOGUE IN THE COMMUNITY.

RECOMMENDED ACTION: Establish regular joint meetings involving the Village Board, the Architectural Review Board, the Planning Board and Zoning Board of Appeals. These should occur at least two times per year to establish regular dialogue on key issues and projects facing the Village. For major projects it may be desirable to create a task force of the various boards so that the review for the project can take place in a coordinated fashion.

RECOMMENDED ACTION: Village will serve as the regular convener of an annual meeting of community civic groups to coordinate setting an annual calendar for the use of shared Village resources. This meeting should also include arts organizations and recreation leagues.

RECOMMENDED ACTION: The village should develop a mechanism to foster regular outreach to underrepresented communities in the Village. This is intended to enable Village government to maintain awareness of what perspectives are under-represented and issues facing those communities. At the time of this plan's development, such communities include, among others, members of the BiPoC (Black, Indigenous, and People of Color) community (which includes, among others, Black, Latinos, Asian-Americans) and LGBTQ (which includes, among others, Lesbian, Gay, Bisexual, Transgender, Queer/Questioning, Intersex, and Asexual.) and, in turn, to make members of those groups aware of opportunities to serve on Village committees and boards. The mechanism used could be a committee or other approach to best reflect the diversity of Warwick's under-represented communities. Such an approach could include:

³ <https://parks.ny.gov/shpo/certified-local-governments/>

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- Creating a social justice initiative that is ongoing and committed to a new way of representing and doing business to overcome racism and design a community where Equity is available for everyone.
- Developing a policy for public engagement for Warwick that not only acknowledges issues, social outrage, but develops guiding principles with strategies for inclusivity, and offer solutions.
- Developing subcommittees that work in a welcoming atmosphere to increase accessibility to opportunity as well as a strategy to evaluate Process.
- Developing, supporting, and appointing liaison(s) within a representative group or business to have voices heard that are not normally heard, or included in the process.

Recommended Actions: Commerce and Culture

GOAL C&C1: ENCOURAGE REDEVELOPMENT OF VACANT AND UNDER-UTILIZED PARCELS IN THE VILLAGE.

RECOMMENDED ACTION: Evaluate adding upper floor apartments as a use in Light Industry district.

Under new economic conditions, the uses attracted to the Light Industry district are most likely to be services and retail. Increasingly, these uses are developed as part of mixed-use developments, with the primary use on the first floor and residential or office uses on the upper floors and this should be encouraged. In the aftermath of the COVID pandemic, the demand for office space may remain limited as remote work practices are more widely adopted. Consequently, in order to facilitate mixed-use development in the Light Industry district, it may be helpful to add 2nd and 3rd floor residential uses to that district. Adding second floor residential uses to the district may also provide additional opportunities to create new options for housing in the Village.

RECOMMENDED ACTION: Encourage redevelopment of vacant second floors in commercial properties.

The Village should explore options from incentives using such tools as tax credits to taxes on vacant undeveloped commercial properties to spur their development.

RECOMMENDED ACTION: As part of a comprehensive parking study, identify underused parking lots that could be developed for commercial and/or mixed uses. Observations suggest that the parking lots for such businesses as Webster Bank, Chase Bank are currently underused. The Kuiken lot may also have potential for at least partial redevelopment. The Transportation section of the plan recommends a detailed parking study for the Village. Part of this study could determine if currently under-used private parking lots are needed to accommodate parking demand or if they are in fact available for redevelopment.

RECOMMENDED ACTION: Develop local policies for boutique lodging. As the hospitality industry is evolving, new types of lodging are being developed, ranging from boutique hotels to glamping establishments. Consequently, the Village policy should seek to accommodate such development while shaping it in a manner that preserves or enhances property values and maintain the unique character of the Village.

For example, the Village could create a Boutique Lodging Floating Zone to assist in the siting of such facilities in the Village. Similar to the Village's Planned Adult Community Floating Zone, a Boutique Lodging Floating Zone would permit the Village to evaluate the need and demand for boutique lodging,

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address specific aspects of the proposed lodging, relate the type, design and layout of it to a particular site and control the impacts that such a development may have on the surrounding community. To avoid impacting residential areas, the floating zone could be limited to the Light Industry and Central Business zones.

In any case, the approach adopted by the Village should encourage innovative developments that enable the Village to capture the economic benefits of tourism in a manner consistent with the existing character of the Village's built environment.

GOAL C&C2: PROMOTE A BALANCE BETWEEN DIVERSIFIED RETAIL AND RESTAURANTS IN THE VILLAGE TO MEET BASIC NEEDS OF RESIDENTS.

RECOMMENDED ACTION: *Ensure start-up retailers have access to smaller footprint spaces.* This can include:

- smaller storefronts on secondary and tertiary streets in commercial zones
- creation of a new multi-use facility that could include an indoor market space with small stalls for retailers as well as pop-ups. This could be encouraged by the Village pre-approving a location for such a use through a Generic Environmental Impact Statement or similar means.

RECOMMENDED ACTION: *Accommodate innovative mixes of retail, dining and other uses.* In order to compete with on-line shopping, retail establishments have begun to combine their establishments with other uses, such as dining, drinking and entertainment. In order to maintain a strong retail sector, the Village should encourage such innovative mixing of uses with retail, particularly if such mixes allow the presence of retail operations providing groceries and other daily staples to Village shoppers.

GOAL C&C3: ACCOMMODATE NEW FORMS OF ECONOMIC ACTIVITIES OR ECONOMIC ACTORS THAT RE-USE EXISTING STRUCTURES.

RECOMMENDED ACTION: *Encourage/incentivize merchant ownership of buildings.* In the focus group held for merchants for this plan, it was pointed out that merchants are much more likely to succeed and remain in the Village if they are able to own their own building. The Village should seek to create incentives for merchants to own their own buildings in the downtown through such policies as:

- A partial exemption of property taxes for 10 years or less under Section 485-b of the New York State Real Property Tax Law for properties experiencing improvements of \$10,000 or more.
- Establish a revolving loan fund for such purpose. This can be created by the Village in partnerships with commercial lenders and government agencies. Public sources for capitalizing a revolving loan fund include the United States Department of Agriculture (via the Rural Economic and Community Development Administration), Housing and Urban Development (via Community Development Block Grants), and the Department of Commerce (via the Economic Development Administration).
- Other appropriate incentives can be created by using such sources as historic preservation tax credits, a SBA 504 loan for the purchase or construction of existing buildings or land, new facilities

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or long-term machinery and equipment (<https://www.sba.gov/funding-programs/loans/504-loans>)

RECOMMENDED ACTION: Encourage initiatives that broaden participation in the Village economy.

During the focus group for Latino communities in the Village, it was pointed out that there are entrepreneurs and small business people in those communities who need various forms of assistance ranging from translation of legal documents to basic business assistance to small business financing. The Village should ensure that, to the greatest extent possible, those looking to operate businesses in the Village have ready access to such services. In addition, the Village should encourage the Chamber of Commerce to hold sessions for Village merchants and commercial property owners on various types of technical and financial assistance available to them.

RECOMMENDED ACTION: Ensure that home offices for remote workers and home-based businesses are adequately accommodated in Village zoning. The COVID pandemic has seen a rise in remote work and working at home, particularly as people relocate to smaller towns such as Warwick. This trend is likely to continue. The Village should review its current provisions for home offices to ensure that these new trends can be accommodated with minimal disruption of residential areas.

GOAL C&C4: CONTINUE TO PROMOTE VILLAGE AS CENTER OF ECONOMIC, CULTURAL AND SOCIAL ACTIVITY.

RECOMMENDED ACTION: Promote better use of outdoor spaces and rights of way for dining, the arts and other social, cultural activities. The Village's response to the Covid involved creative ways to encourage retail, hospitality and arts-related businesses through eased restrictions on the use of outdoors space and rights of way. Beyond the end of pandemic, the Village should continue use this approach to foster even greater economic activity in the Village by taking advantage of outdoor spaces including rooftop dining.

RECOMMENDED ACTION: Explore the possibility for a Visitors/Welcome Center. Tourism is central to the Village's economy. Creating a visitors/welcome center can improve the attractiveness of the Village for visitors by improving their experience and directing them to facilities such as parking, restrooms, etc. To assist with its staffing, facility could also house the Chamber of Commerce offices.

RECOMMENDED ACTION: Promote opportunities in the Village to connect artists with their audiences. This can include fostering the creation of cooperative gallery space, venues for performances, live-work spaces for artists and pop-up spaces for artists included in events ranging from the Farmers Market to community festivals. Partners in this effort can include the Library and Historic Society.

RECOMMENDED ACTION: Consider the creation of a Business Improvement District (BID). Improving resident and visitor experience of the Village is essential for its economic success. A BID is a special district within which commercial property owners enable the Village to impose an assessment on their properties with the resulting revenues dedicated to support such improvements as wayfinding signage, marketing campaigns, etc.

RECOMMENDED ACTION: Regularly review the Village annexation policy. The annexation policy helps build the village's residential base and provides tax revenues that can support enhancements for the

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downtown. It should be reviewed every few years to assure that its terms, conditions and associated revenues remain a viable means to achieve these ends.

RECOMMENDED ACTION: *Promote the creation of facilities for year-round programming to support cultural celebrations, local food systems, etc.* The Village, through zoning and other regulations and actions should encourage the creation of a facility (or redevelopment of an existing structure) that could serve as a “four season” site for a farmers’ market, makers’ market, cultural programming, etc. While a private facility would be the preferred solution, the Village may want to participate in appropriate public-private partnerships to foster the development of this type of structure.

GOAL C&C5: SUPPORT EFFECTIVE AND EXPEDITIOUS REVIEW OF PROJECTS IN VILLAGE.

RECOMMENDED ACTION: *The Planning Board, Architecture Review Board and others involved in project review will maintain clear public communications to set expectations as early as possible regarding projects coming before them* (e.g., is it an as-of-right-use according to the zoning, whether variances be required, criteria used to issue variances, special use permits, etc.). This will support focused and productive public engagement.

RECOMMENDED ACTION: *During the annual summit of boards, focus a portion of the agenda on a review of economic development goals and activities.* The annual summit, as described in the “Quality of Place” recommendations, will provide an opportunity for the boards involved in project review to ensure their work is both well-coordinated and is effectively addressing the economic development priorities in the Comprehensive plan.

GOAL C&C6: ENCOURAGE ARTISTS TO LIVE AND PRACTICE IN THE VILLAGE.

RECOMMENDED ACTION: *Encourage Opportunities for Live/work spaces for artists and artisans.* Approaches to be considered for this objective include including artist live/work spaces as a use in the commercial and light industry zones, creating a registry of practicing artists who would be allowed to have gallery space in their homes as long as their registration was current, and targeting financial incentives for artists to occupy and improve dwellings as live/work spaces.

RECOMMENDED ACTION: *Promote public art in the Village.* Many communities support local artists by finding ways to fund the creation of public art (e.g., statues, murals, etc.). Possible approaches include a “percent for public art” program in which a certain percent of the budget for capital improvement projects is set aside specifically for public art, or matching funding programs where the municipality devotes a certain amount to public art, provided it can be matched by private contributions. Other approaches involve setting aside a portion of tax revenues and/or fees (e.g., real estate transfer) to fund public art and/or dedicating public or private spaces (e.g., walls, courtyards, etc.) to host works of art.

RECOMMENDED ACTION: *Promote affordable indoor venues for concerts, exhibits and other arts-related events.* This can involve several approaches. Village zoning could be reviewed to see if there are opportunities for adding performance venues to permitted uses in existing zones, or creating an overlay

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zone in which those uses could be permitted. The Village could also use section 485-b of NYS real property tax law to establish reductions in property tax liability for purpose of commercial, business or industrial activity, in this case performance space.

GOAL C&C7: FOSTER CONNECTIONS BETWEEN ARTISTS AND THEIR AUDIENCES TO PROMOTE TOURISM AND ENHANCE QUALITY OF LIFE IN THE VILLAGE.

RECOMMENDED ACTION: *Continue to foster collaboration on annual/seasonal arts calendar.* Warwick has a number of organizations involved in arts related events, including Wickham Works, the Warwick Art League, Historical Society, etc. These groups should be encouraged to collaborate on an annual or seasonal arts calendar to improve coordination of the staging of these events and to encourage visitors and residents to attend these events.

RECOMMENDED ACTION: *Encourage regular arts events to build audience for the arts in the Village.* Many communities have built tourism traffic and arts audience through scheduled arts events such as arts walks, studio tours, etc. held on a regular basis (e.g., monthly) throughout the year. This could be accomplished through an annual arts calendar, leveraging existing events (e.g., the Farmers Market and Arts on the Green) to create a full program.

RECOMMENDED ACTION: *Encourage the use of pop-up performance/exhibit spaces.* During the Covid pandemic, the Village discovered the value of making better use of outdoor spaces to encourage dining and shopping. As these efforts continue, they should, to the greatest extent possible, formally incorporate arts exhibitions and performances as additional “pop up” uses.

Recommended Actions: Connectivity

GOAL C1: IMPROVE THE VILLAGE’S CAPACITY TO ACCOMMODATE PARKING DEMAND.

RECOMMENDED ACTION: *Undertake a Comprehensive Parking Study.* It is recommended that before the Village moves forward with any major parking improvement project or investment, a complete study of the existing parking capacity and demand along with anticipated trends is conducted in order to make the best decision regarding this expense. This should include an analysis of existing parking demand during several peak times, an inventory of available parking, and an estimate of potential future demand, including potential demand from second story apartments in the downtown. In previous planning studies, parking garages have been a recommended solution. A complete dedicated detailed parking study is recommended for the Village prior to considering the construction of a garage and that any recommendation for a parking garage is made cautiously since recent trends and the future expectation is for decreased use of parking garages as more active transportation and shared mobility become viable options.

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RECOMMENDED ACTION:

Improve Wayfinding in the Village.

It has been noted that there are often empty parking spaces located in free public lots. This may be because visitors and even residents of Warwick are often unaware of these parking facilities. Improving the wayfinding within the Village to better orient people to parking

facilities, as well as other major destinations would be a significant benefit to improving the parking situation. As an example, the CVS lot is available for free public parking, but it is only marked by undersized, faded, low contrast signs.

Examples of Wayfinding Signage, Montpelier, VT



RECOMMENDED ACTION: Undertake a transit study—in cooperation with the Town and County Transportation Planning Agency—to consider regularly scheduled shuttle service along with parking shuttles for visitors/events.

This study could identify potential new shuttle routes to alleviate the need for autos and parking in the Village and Town. As part of this effort, and in lieu of a large, permanent parking structure, a shared shuttle system could be implemented for busy weekends or events. This system could utilize an existing parking facility, or facilities, such as the Park and Ride at the Warwick County Park. A simple shuttle system could provide rides to the Village center or other event spaces. The Village may choose to impose a fee to use the shuttle by charging to park in the designated parking lot or they (the Village) can provide the service free of charge. Alternatively, they can charge an event permit fee or require the event holder to provide a shuttle if it is a private event not held by the Village.

RECOMMENDED ACTION: Use Small surface lots to address parking shortfalls. Based on public input/surveys, it appears that parking for residents is not adequate when there are large numbers of visitors for events or busy weekends. There are currently two designated parking lots where residents can pay an annual fee to park without restricted dates and times located at the Chase Bank Lot and First Street lot. Additional residential permit lots scattered throughout the residential neighborhoods could relieve some of this parking pressure, ensuring more parking for residents. Additionally, partnerships between private lot owners (such as churches) and the Village can be established for public use of specific lots during closed business hours. Allowing the public to use lots at specific times may help alleviate parking stress during hi-peak hours in the Village. It may be beneficial for the Village to purchase spaces in lots, such as the Chase Bank lot, to secure the spaces for long-term use.

GOAL C2: ADOPT STREETSCAPE IMPROVEMENT STRATEGIES TO BETTER ACCOMMODATE PEDESTRIAN AND BICYCLE TRAFFIC IN THE VILLAGE.

[Note: Many of the recommended actions below refer to the Connectivity Map found on page 22.]

RECOMMENDED ACTION: Employ techniques to facilitate streetscape improvements that incorporate traffic calming elements and bicycle and pedestrian use, such as:

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1. Mixed traffic facilities appropriate for roads with low volumes of traffic operating at low speeds
2. Visually separated facilities suited for roads with low volumes of traffic operating at speeds between 25-35 mph (in cooperation with the NYS Department of Transportation on state roads in the Village)
3. Physically separated facilities recommended along roads with higher volumes of traffic and posted speed limits.

See the appendix for the full recommendations from Alta Design on this topic.

RECOMMENDED ACTION: Adopt Additional Traffic Calming Elements to better integrate pedestrian and bicycle traffic in the Village. In addition to the streetscape improvements listed above, there are additional traffic calming elements that can be included when designing a safer road for multiple users.

- Midblock Crosswalks
- Pedestrian Safety Islands / Raised Medians
- Narrowing Traffic Lanes
- Speed Humps / Speed Tables
- Bulbs / Curb Bump Outs

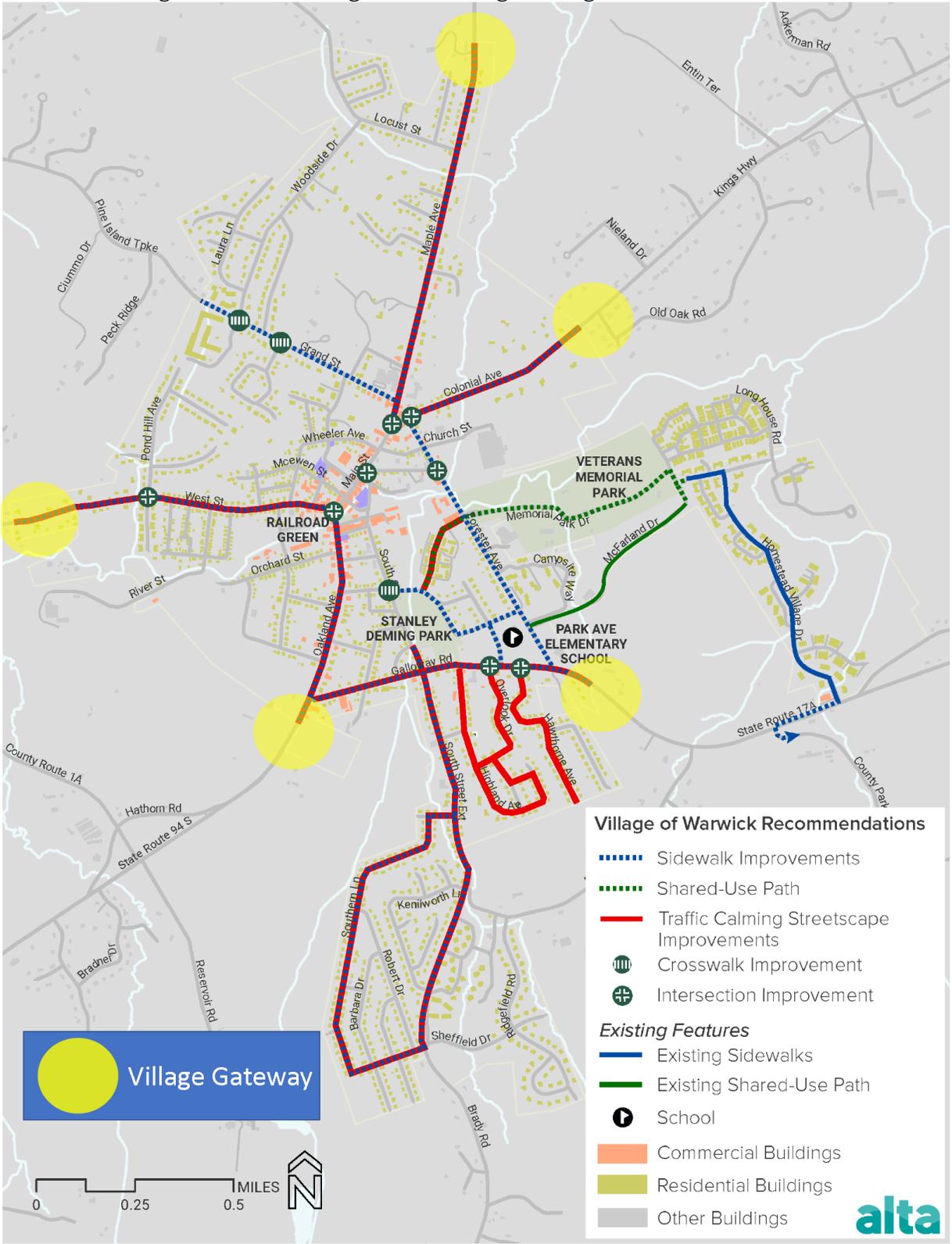
This could be an appropriate focus for the Gateways to the Village. See the appendix for the full recommendations from Alta Design on this topic.

RECOMMENDED ACTION: Improve corridors that currently allow drivers to easily access the Village from the surrounding area to improve traffic flow. At the end of the corridors near the boundary of the Village, there is a noticeable transition zone where the interface between the Village and the rural landscape meets. This is reflected in the street typology as the treatment changes from rural to urban. The rural road treatment consists of wide roads, with travel lanes ranging from 10-13 ft. with additional shoulder space, no sidewalks or curbs, no on-street parking, and faster speed limits.

See the appendix for the full recommendations from Alta Design regarding the specific corridors to be improved.

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CONNECTIVITY MAP:
Diagram Summarizing Alta Planning & Design's Recommendations



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RECOMMENDED ACTION: Undertake Intersection Improvements Strategies. An intuitive and safe intersection is designed to address mobility and safety concerns for all modes of transportation while maintaining its functionality to assign right-of-way to conflicting movements. There are a number of best practices that can be used to create bicycle and pedestrian-friendly intersections. The design features include:

- Crosswalks
- Curb extensions
- Timed countdown signals
- Proper signage at intersection

See the appendix for the full recommendations from Alta Design on this topic.

Recommended Intersection Improvement Locations

There are a number of intersections within the Village of Warwick that could benefit from the improvements discussed above (see the Connectivity Map on page 22):

1. Colonial Avenue + Forester Avenue*

This non-signalized intersection is directly adjacent to the signalized Main Street and Colonial Avenue intersection, which leads to vehicular traffic backups. See the Alta memo for a full description of the “Forester Square” plan for this intersection.

2. Main Street + Colonial Avenue*

This signalized intersection is in the center of the downtown district and is designed with a small island in the center with the traffic light situated in the northern quadrant. It connects Colonial Avenue, Main Street, and Maple Avenue. It is adjacent to the non-signalized intersection at Colonial and Forester Avenue.

3. Main Street + South Street

This non-signalized intersection is the location where High Street, South Street, and Main Street meet. There are two crosswalks at this location; one crosswalk crosses Main Street and the other crosses South Street, west of where High Street approaches.

4. Forester Avenue + High Street

This non-signalized intersection is at the eastern end of High Street. There are no crosswalks or stop signs at this location due to High Street being a one-way street.

5. West Street + Pond Hill Avenue

This non-signalized intersection is located outside of the downtown area and has no crosswalks present. Vehicles traveling along West Street do not have to stop.

6. West Street + Oakland Avenue

This signalized intersection is one of the more complex locations in the Village of Warwick considering it connects West Street, Oakland Avenue, and Main Street. Main Street and Oakland Avenue are also sections of Route 94, which is a major thoroughfare through the Village. Approximately 100 feet north

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of the signal, there is another traffic light at the intersection where a set of railroad tracks crosses Oakland Avenue.

7. Overlook Drive + Galloway Road

This non-signalized intersection is directly adjacent to a bus stop along Galloway Road / NYS Route 17A. It is equipped with one crosswalk, that may be considered a mid-block crossing, and one stop sign on Overlook Drive. The intersection is a site for a proposed Safe Routes to School program considering its proximity to Park Avenue Elementary School.

8. Hawthorn Avenue + Galloway Road

This non-signalized intersection is nearly identical to the intersection at Overlook Drive and Galloway Road, however, it lacks a crosswalk and a bus station. This intersection is a site for a proposed Safe Routes to School program considering its proximity to Park Avenue Elementary School.

Intersection improvements may include neighborhood round-abouts. These facilities are recommended at intersections that are designed to benefit from round-abouts and will need to be discussed in detail before implementation. Intersections operating at low vehicle speeds and low volume are best suited for a round-about intersection facility.

GOAL C3: FOCUS NEW INVESTMENTS IN PARKS AND RECREATION ON IMPROVING FLEXIBLE OUTDOOR RECREATION SPACES, ACTIVE TRANSPORTATION CORRIDORS, AND TRAILS.

RECOMMENDED ACTION: Integrate new bicycle and pedestrian facilities throughout the existing park infrastructure with the active transportation network outside of the parks.

RECOMMENDED ACTION: Transform the Wawayanda Creek into a linear park and active transportation route, as proposed in the Village's 2012 Strategic Plan for the Wawayanda Creek.

RECOMMENDED ACTION: Link Stanley Deming Park and Veterans Memorial Park with a safe, active transportation route that includes adequate sidewalks and wayfinding signage.

RECOMMENDED ACTION: Link Veterans Memorial Park with Warwick County Park by utilizing the sidewalks along Homestead Village Drive, considering the development of Homestead Village Drive as a "bicycle boulevard" and adding wayfinding signage.

RECOMMENDED ACTION: Create a path within the wide right of way of Park Lane, transforming it into a pedestrian friendly slow street, bicycle boulevard or green street.

RECOMMENDED ACTION: Study the feasibility of creating a "green belt trail" to connect important parks, public institutions and commercial areas with an active transportation network.

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GOAL C4: ENCOURAGE AFFORDABLE BROADBAND INTERNET THROUGHOUT THE VILLAGE

RECOMMENDED ACTION: *Create a digital strategy for the Village that assesses the extent and location of high-speed Internet throughout the Village and recommends steps to address any gaps in service.*

This could include such measures as creation of a Village-wide high-speed WiFi network in cooperation with the local private sector including Internet Service Providers and technology companies, ensuring regulations are in place so 5-G technology can be employed in a visually unintrusive manner, and other appropriate options.

Recommended Actions: Resilience & Sustainability

GOAL R1: IMPROVE ENVIRONMENTAL SUSTAINABILITY AND RESILIENCE THROUGHOUT THE VILLAGE OF WARWICK.

RECOMMENDED ACTION: *Conduct a Climate Vulnerability Assessment.* According to the Climate Smart Communities (CSC) website, the CSC program “recommends that local governments complete a vulnerability assessment as one of the first and most foundational steps in developing an effective strategy for adapting to climate change at the local level. Developing a vulnerability assessment involves identifying, analyzing and prioritizing the effects of climate hazards and risks, like flooding, heat stress or short-term drought. . . Local governments may elect to undertake this action as a standalone project, or as part of a larger effort, such as a PE7 Action: Climate Adaptation Plan, PE6 Action: Comprehensive Plan with Sustainability Elements, PE7 Action: Hazard Mitigation Plan, PE7 Action: Watershed Assessment, local waterfront revitalization plan, or others. Hazard Mitigation Plans should help identify relevant community climate hazards.

RECOMMENDED ACTION: *Implement policies to reduce reliance upon fossil fuels by:*

Encouraging the increased use of geothermal heating in new construction and building rehabilitations through the creation of zoning and subdivision regulations that promote and/or create incentives for both the installation of geothermal systems serving individual buildings as well as the creation of geothermal heating districts serving multiple structures operating by a utility and/or special district.

Promoting the use of solar energy by encouraging new construction to be sited to maximize the electric power generation potential of on-site solar panels.

Improving the availability of options for mobility that do not rely as heavily on fossil fuels as single passenger autos, such as walking, biking, transit and electric vehicles.

RECOMMENDED ACTION: *Promote energy efficiency throughout the Village by:*

Considering adoption of regulatory measures to minimize energy consumption in new construction in a manner that maximizes energy conservation without unduly increasing construction costs (i.e., the NYStretch building code).

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Promoting energy efficiency and sustainability in Village buildings, vehicles and other capital equipment by, whenever feasible, applying energy conservation principles and practices when purchasing, constructing or repairing Village properties.

Accommodating increased use of electric vehicles through policies and/or incentives that encourage the installation of residential charging stations in housing units and expand the availability of public charging stations throughout the Village.

RECOMMENDED ACTION: Promote Resilience in the Face of Climate Change by:

- Adopting policies to mitigate the threat of increased flooding including riparian buffers and other flood mitigation measures for any new development along the Wawayanda Creek.
- Reviewing existing zoning and subdivision regulations to ensure height, bulk and surface area regulations, lot coverage, setbacks and other provisions are consistent with best practices in flood mitigation, habitat protection and reduction of excess heat due in urban areas.
- Ensuring local codes support Disaster Preparedness by including addressing temporary emergency dwelling permits, emergency staging bases, temporary mobile office units and other means to aid preparedness and disaster recovery.
- Seeking to minimize the production of solid waste through policies and educational efforts that promote recycling, composting and/or anaerobic digestion of organic materials.
- Ensuring Village sewer and water infrastructure is safeguarded against flooding by reducing infiltration and inflow of stormwater in to the sewer system and by continuing to ensure storm drains and sump pumps are separated from the sewer system.

RECOMMENDED ACTION: Enhance capacity to monitor issues related to climate change and energy conservation by designating a citizen's committee or other group to follow these issues and inform Village Government on important related topics. This could involve creation of Climate Smart Communities Task Force, A Conversation Advisory Commission or coordination with such entities as the Town's Conservation Board or a private citizen's group such as Sustainable Warwick.

RECOMMENDED ACTION: Continue to promote the development of (or the conservation of) local food systems. The Village will seek ways of supporting the development or conservation of local food systems by providing support and assistance for related activities such as the Farmers' Market, encouraging development of "farm to table" initiatives, community gardens, etc.

RECOMMENDED ACTION: In cooperation with the Town, seeks ways to conserve natural areas in and adjacent to the Village. This can involve such initiatives as protection of and planning for community parkland and ensuring that—to the greatest extent possible—development projects occurring on lands annexed into the Village are designed to maximize the creation of parkland and/or protected open space.

GOAL R2: ENSURE THAT VILLAGE SEWER AND WATER INFRASTRUCTURE CAN ACCOMMODATE FUTURE DEMAND WITHOUT DIMINISHING THE QUALITY OF SERVICE PROVIDED TO RESIDENTS AND BUSINESSES.

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RECOMMENDED ACTION: *Continue to seek funding to improve sewer and water infrastructure throughout the Village.* The Village will continue to identify and apply for State and Federal funding for this purpose.

RECOMMENDED ACTION: *Implement a capital improvement planning process for the sewer and water system.* The process should identify and prioritize equipment replacements and/or improvements needed to maximize the efficiency and effectiveness of the Village sewer and water infrastructure over a long-term (e.g., five years) with annual review and an update of plan priorities.

Implementation Schedule

The table below presents a draft implementation schedule for the Comprehensive Plan. The recommended actions for the plan are placed into three categories:

- Immediate priority (to be completed within 2 year of plan adoption)
- Intermediate priority (to be completed within 3 to 5 years of plan adoption)
- Long-term priority (to be completed within 6 years of plan adoption)

The table identifies the Plan Goal with which the action is associated and specifies the “responsible party” to carry out that action. The implementation schedule suggests the following entities be tasked with implementation:

- Village Gov’t.: The Village Administration, including the Mayor’s Office, the Village Board, etc.
- Pub. Wks.: The Village Department of Public Works.
- Broadband Task Force created to develop Village digital strategy.
- Zoning Task Force created to oversee the changes in zoning required to implement this Comprehensive Plan and improve overall administration of zoning.
- CSC Task Force created to oversee the Village’s participation in the Climate Smart Communities program.
- Transportation Task Force created to oversee implementation of the transportation-related recommendations in this Comprehensive Plan.
- Inclusion Task Force to foster broader participation in Village civic life.

This implementation schedule in this table should be reviewed and as necessary revised by each committee as it begins its work to reflect the resources available to each committee. In addition, the implementation plan should be revisited each year at the annual boards’ retreat to ensure it continues to reflect the priorities and capacities of the Village.

Village of Warwick Comprehensive Plan

PLAN GOAL	RECOMMENDED ACTION:	RESPONSIBLE PARTY
	IMMEDIATE PRIORITY (within 2 years of plan adoption)	
	<i>Appoint and organize Task Forces for plan implementation</i>	
R1	<i>Conduct a Climate Vulnerability Assessment.</i>	CSC Task Force
R1	<i>Implement policies to reduce reliance upon fossil fuels</i>	CSC Task Force
R1	<i>Promote Resilience in the Face of Climate Change</i>	CSC Task Force
R1	<i>Enhance capacity to monitor issues related to climate change and energy conservation by designating a citizen’s committee or other group.</i>	CSC Task Force
C1	<i>Undertake a Comprehensive Parking Study.</i>	Transport. Task Force
C1	<i>Improve Wayfinding in the Village.</i>	Transport. Task Force
C2	<i>Undertake Intersection Improvements Strategies.</i>	Transport. Task Force
Q2	<i>Continue to minimize the tax burden on residential properties to improve the affordability of housing in the Village.</i>	Village Gov't.
Q3	<i>Establish regular joint meetings involving the Village Board, the Architectural Review Board, the Planning Board and Zoning Board of Appeals.</i>	Village Gov't.
Q3	<i>Village will serve as the regular convener of an annual meeting of community civic groups to coordinate setting an annual calendar for the use of shared Village resources.</i>	Village Gov't.
Q3	<i>The village should develop a mechanism to foster regular outreach to the Black, Indigenous and People of Color (BIPoC) and Latino communities in the Village.</i>	Inclusion Task Force
C&C3	<i>Encourage initiatives that broaden participation in the Village economy.</i>	Inclusion Task Force
C&C7	<i>Foster collaboration on annual/seasonal arts calendar.</i>	Village Gov't.
R2	<i>Continue to seek funding to improve sewer and water infrastructure throughout the Village.</i>	Village Gov't.
R2	<i>Implement a capital improvement planning process for the sewer and water system.</i>	Village Gov't.
Q1	<i>Create a more comprehensive and simplified system of design standards/guidelines to manage the Village’s sense of place.</i>	Zoning Task Force
Q1	<i>Strengthen provisions that buffer residential areas from commercial intrusions.</i>	Zoning Task Force
Q2	<i>Regulate short-term rentals in the Village.</i>	Zoning Task Force
C&C1	<i>Develop local policies for boutique lodging.</i>	Zoning Task Force

Village of Warwick Comprehensive Plan

PLAN GOAL	RECOMMENDED ACTION:	RESPONSIBLE PARTY
R1	<i>Promote energy efficiency throughout the Village</i>	Zoning Task Force
	INTERMEDIATE PRIORITY (within 3 to 5 years of plan adoption)	
Q2	<i>Complete the Certified Local Government Program for the Village.</i>	Village Gov't.
C3	<i>Integrate new bicycle and pedestrian facilities throughout the existing park infrastructure with the active transportation network outside of the parks.</i>	Pub. Wks.
C3	<i>Link Stanley Deming Park and Veterans Memorial Park with a safe, active transportation route that includes adequate sidewalks and wayfinding signage.</i>	Pub. Wks.
C3	<i>Link Veterans Memorial Park with Warwick County Park by utilizing the sidewalks along Homestead Village Drive,</i>	Pub. Wks.
C3	<i>Create a path within the wide right of way of Park Lane, transforming it into a pedestrian friendly slow street, bicycle boulevard or green street.</i>	Transport. Task Force
C3	<i>Study the feasibility of creating a "green belt trail" to connect important parks, public institutions and commercial areas with an active transportation network.</i>	Transport. Task Force
C1	<i>Undertake a transit study in cooperation with Town and County.</i>	Transport. Task Force
C1	<i>Use Small surface lots to address parking shortfalls.</i>	Transport. Task Force
C2	<i>Employ techniques to facilitate streetscape improvements.</i>	Transport. Task Force
C2	<i>Adopt Additional Traffic Calming Elements to better integrate pedestrian and bicycle traffic in the Village.</i>	Transport. Task Force
C2	<i>Improve corridors that currently allow drivers to easily access the Village from the surrounding area to improve traffic flow.</i>	Transport. Task Force
C&C2	<i>Ensure start-up retailers have access to smaller footprint spaces.</i>	Village Gov't.
C&C3	<i>Encourage/incentivize merchant ownership of buildings.</i>	Village Gov't.
C&C4	<i>Explore the possibility for a Visitors/Welcome Center.</i>	Village Gov't.
C&C4	<i>Promote opportunities in the Village to connect artists with their audiences.</i>	Village Gov't.
C&C4	<i>Consider the creation of a Business Improvement District (BID).</i>	Village Gov't.
C&C5	<i>The Planning Board, Architecture Review Board and others involved in project review will maintain clear public communications to set expectations regarding the issues involved in the review.</i>	Village Gov't.
C&C5	<i>During the annual summit of boards, focus a portion of the agenda on a review of economic development goals and activities.</i>	Village Gov't.

Village of Warwick Comprehensive Plan

PLAN GOAL	RECOMMENDED ACTION:	RESPONSIBLE PARTY
R1	<i>In cooperation with the Town, seeks ways to conserve natural areas in and adjacent to the Village.</i>	Village Gov't.
Q1	<i>Regularly monitor the occupancy rates of the Village's subsidized senior housing and ensure that its zoning is appropriate to foster the continued occupancy and vitality of these units.</i>	Zoning Task Force
Q2	<i>Adopt policies to encourage "missing middle" housing, particularly for lands annexed into the Village.</i>	Zoning Task Force
C&C1	<i>Evaluate adding upper floor apartments as a use in Light Industry district.</i>	Zoning Task Force
C&C1	<i>Encourage redevelopment of vacant second floors in commercial properties.</i>	Zoning Task Force
C&C1	<i>Identify underused parking lots that could be developed for commercial and/or mixed uses.</i>	Zoning Task Force
C&C2	<i>Accommodate innovative mixes of retail, dining and other uses.</i>	Zoning Task Force
C&C4	<i>Promote better use of outdoor spaces and rights of way for dining, the arts and other social, cultural activities.</i>	Zoning Task Force
	LONG-TERM PRIORITY (within 6 years of plan adoption)	
R1	<i>Promote the development of (or the conservation of) local food systems.</i>	CSC Task Force
C3	<i>Transform the Wawayanda Creek into a linear park and active transportation route.</i>	Pub. Wks.
C&C4	<i>Regularly review the Village annexation policy.</i>	Village Gov't.
C&C6	<i>Promote public art in the Village.</i>	Village Gov't.
C&C6	<i>Promote affordable indoor venues for concerts, exhibits and other arts-related events.</i>	Village Gov't.
C&C7	<i>Encourage regular arts events to build audience for the arts in the Village.</i>	Village Gov't.
C&C7	<i>Encourage the use of pop-up performance/exhibit spaces.</i>	Village Gov't.
Q2	<i>Review Village Zoning to ensure it can accommodate new forms of home-based businesses and remote work opportunities.</i>	Zoning Task Force
C&C3	<i>Ensure that home offices are adequately accommodated in Village zoning.</i>	Zoning Task Force
C&C6	<i>Encourage Opportunities for Live/work spaces for artists and artisans.</i>	Zoning Task Force
C4	<i>Create a digital strategy for the Village that assesses the extent and location of high-speed Internet throughout the Village and recommends steps to address any gaps in service.</i>	Broadband Task Force

IV. APPENDICES Background Studies, Analyses and Community Outreach

ALTA PLANNING & DESIGN'S RECOMMENDATIONS

DESCRIPTION OF "MISSING MIDDLE" APPROACH TO HOUSING

SUMMARY OF MEETINGS/FOCUS GROUPS

RESULTS OF ON-LINE COMMUNITY SURVEY

SUMMARY OF DATA ANALYSIS

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

LEGAL NOTICE

PLEASE TAKE NOTICE that the Village Board of the Village of Warwick will hold a public hearing on the 7th day of November 2022, at 7:30 p.m., at Village Hall, 77 Main Street, Warwick, New York 10990, on a proposed Local Law No. 3 of the Year 2022 entitled: "A local law to amend Village Code Chapter 135, 'Vehicles and Traffic' to add traffic safety regulations and traffic control devices."

The purpose of this local law is to promote the public health, safety, and welfare by amending Village Code Chapter 135, 'Vehicles and Traffic' to add traffic safety regulations and traffic control devices."

A copy of the proposed local law is on file in the office of the Village Clerk and is available for inspection by interested persons during Village Clerk's business hours, and the proposed local law has also been posted on the Village's website www.villageofwarwick.org.

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

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

Dated: October 4, 2022

VILLAGE OF WARWICK
LOCAL LAW NO. 3 OF THE YEAR 2022

A local law to amend Village Code Chapter 135, "Vehicles and Traffic" to add traffic safety regulations and traffic control devices.

Section 1. Purpose:

The purpose of this local law is to promote the public health, safety and welfare by amending Village Code Chapter 135, "Vehicles and Traffic" to add traffic safety regulations and traffic control devices.

Section 2. Amendment Of Village Code:

Village Code Chapter 135, "Vehicles and Traffic", is hereby amended as follows:

(A.) Article IX, "Parking Meters", Section 135-22, "Parking meter zones established", is hereby amended as follows:

(i.) The following shall be added below the existing header:

Name of Street	Side	Location	Parking Time Limit (hours)	Hours of Meter Operation
Main Street	West	From a point 18 feet north of the intersection of Wheeler Ave and running a distance of 80 feet north thereof	8:00 a.m. to 6:00 p.m. except Sundays and holidays	2

(B.) Article VIII, "Parking, Standing and Stopping", Section 135-19.3, "Parking for handicapped; penalties for offenses", is hereby amended as follows under the existing header:

	Name of Street	Side	Location
(i.) Add	Warwick Skate Park Lot	East	From a point 20 feet south of the northeast corner running for a distance of 24 feet west thereof
(ii.) Add:	Memorial Park Southern Lot	East	From a point 162 feet south of Memorial Park Drive along Clifton G. Brown Field running for a distance of 16 feet south thereof
(iii.) Add:	Memorial Park Northern Lot	West	From Memorial Park Drive and the southwest corner of lot running for a distance of 40 feet north thereof

(iv.) Add Memorial Park Pavilion Lot West From a point 155 feet west of McFarland Drive in the northwest corner of lot and running for a distance of 27 feet west thereof

Section 3. Severability:

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

Section 4. Effective Date:

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

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

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that the Village Board of the Village of Warwick will conduct a public hearing pursuant to 23 CFR 774 at Village Hall, 77 Main Street, Warwick, New York, on the 7th day of November, 2022, at 7:30 p.m. on the proposal of the New York State Department of Transportation ("NYSDOT") to make improvements to the public sidewalks along Route 17A/94 in the Village of Warwick to make them compliant with the Americans with Disabilities Act ("ADA"). Particularly, the Village Board will hear comments on whether the NYSDOT proposal to use approximately 447 square feet of parkland space on Railroad Green for construction of ADA compliant sidewalks will or will not adversely affect the features or attributes of, and public activities conducted on, Railroad Green. Copies of the NYSDOT proposal and plans for the sidewalk improvements have been posted on the Village's website and are on file in the office of the Village Clerk for review by the public.

The Village Board will, at the above-stated date, time, and place, hear all comments from the public on the proposed sidewalk improvements. Persons may appear in person or by agent. Written comments regarding the proposed sidewalk improvements will be considered, but all such written comments must be received by the Village Board at or prior to the public hearing.

BY ORDER OF THE VILLAGE BOARD
VILLAGE OF WARWICK
RAINA ABRAMSON
VILLAGE CLERK

Dated: October 17, 2022



**Department of
Transportation**

KATHY HOCHUL
Governor

MARIE THERESE DOMINGUEZ
Commissioner

LANCE MacMILLAN, P.E.
Regional Director

September 20, 2022

VIA EMAIL ONLY

Honorable Michael Newhard
Mayor
Village of Warwick
77 Main Street
Warwick, NY 10990
mayor@villageofwarwick.org

**RE: SECTION 4(F)
PIN 8002.24
ROUTE 94 & 17A PAVING AND IMPROVEMENTS:
RAILROAD AVE AND OAKLAND AVE INTERSECTION
VILLAGE OF WARWICK
ORANGE COUNTY**

Dear Mayor Newhard:

The New York State Department of Transportation (NYSDOT) is currently designing a project that will, in part, improve the sidewalks along Route 17A/94 in the Village of Warwick to ensure compliance with the Americans with Disabilities Act (ADA). A portion of the project is located adjacent to the Village-owned parcel SBL 211-6-1.211 described as parkland space "Railroad Green" at the northeast quadrant of the intersection of Oakland Avenue (NYS 17A/94) and Railroad Avenue.

A sidewalk is currently located on the east side of NYS 17A/94 abutting this parkland. See attached photograph. The proposed project will replace the sidewalk curb ramp so it is ADA compliant. The curb ramp is currently constructed of paver bricks, like the adjacent sidewalk. NYSDOT's standards do not recommend the installation of curb ramps with pavers, so we are proposing to replace the curb ramp with concrete, but to ensure an aesthetically pleasing result, the Department could provide stamped and colored concrete to resemble the existing paver brick pattern. See attached photos for examples of stamped and colored concrete patterns. When the sidewalk was originally constructed, it was not placed entirely within NYSDOT's right-of-way (ROW) boundary, so our project will also ensure the sidewalk curb ramp is located within our ROW for highway purposes. This will require a fee simple land acquisition as shown on the attached plan sheet. The area to be acquired is approximately 447 square feet. There will be no impacts to any other features of the parkland or intersection, including, but not limited to, the existing street lighting, adjacent paver brick sidewalk, and brick wall.

The parkland is a Section 4(f) resource under 23 CFR 774 and the Village of Warwick is the official with jurisdiction over this parkland resource. The project will require permanent acquisition from the Section 4(f) property and will therefore constitute a Section 4(f) "use". NYSDOT believes this "use" will not adversely affect the features, attributes, or activities qualifying the property for the protection under Section 4(f), thereby resulting in a *de minimis* impact. Again, we note that most of the acquisition area is to establish proper ownership of an existing sidewalk facility, and the only impact to the existing "Railroad Green" space is a minor corner taking for maintenance purposes.

In accordance with Section 4(f) regulations, public notice and an opportunity for public review and comment must be provided by the Village concerning the effects of the acquisition on the park. Therefore, we request you provide such notice and comment opportunity to the Village residents. Options for meeting this requirement would be to have this as an agenda item on an upcoming Town Board meeting, and/or to post information on the Village website.

Following the public notice and opportunity for public review, and presuming no objections to the de minimis "use" are raised, we respectfully request your written concurrence that the impact of the project on the Section 4(f) lands will not adversely affect the features, attributes, or activities qualifying the property for the protection under Section 4(f). We also request information about how the project is presented to the public (such as the dates of notice and meeting). Attached is a template letter for your use.

We also request your comment on whether you prefer stamped and/or colored concrete on the replacement curb ramp, or plain concrete.

We note that the project is located within the historic district. Separate coordination will be occurring with the State Historic Preservation Office regarding the project's effect on the historic district.

If you have any questions about the Section 4(f) process, please contact me at 845-431-5823 or via email at Stephanie.Lewison@dot.ny.gov. Design-related questions should be directed to Oscar Olarte, P.E., Project Engineer, at 845-431-5876 or via email at Oscar.Olarte@dot.ny.gov.

Sincerely,



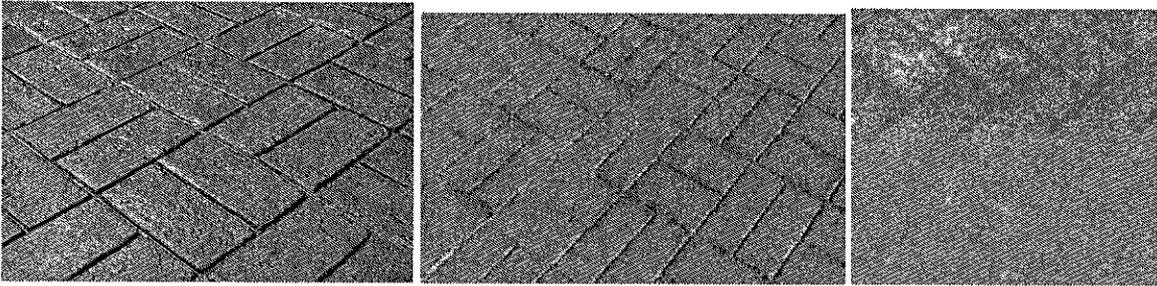
Stephanie Lewison
Acting Regional Environmental Unit Supervisor

Attachments

ecc: Oscar Olarte, Project Engineer, NYSDOT Region 8
Rich Frusciante, Design Manager, NYSDOT Region 8
Sean Higgins, Cultural Resource Specialist, NYSDOT
Kaitlin Larson, Environmental Specialist, NYSDOT Region 8



August 2018 Google StreetView image of Railroad Ave and Oakland Ave.



Example photos of stamped and painted concrete.

From: Rachel Berlin <rberlin@warwick.net>
Sent: Wednesday, October 19, 2022 11:46 PM
To: Cheney; pfairweather@fairweatherconsulting.com
Subject: comprehensive plan

Good evening,

Unfortunately, I could not make it to the meeting on Monday, but I have read through the Comprehensive Plan and would like to mention two components that I think are of utmost importance.

1. Fixing the sidewalks since we pride ourselves on being a walkable village. It is also crucial that there are sidewalks all the way down West Street so students walking home from school are safe.
2. The village needs to be sure that buffers are in place in neighborhoods where residential and commercial zoning are side by side.

Thank you,
Rachel Berlin

Raina Abramson

From: Christina Thomas <cthomas10021@gmail.com>
Sent: Monday, November 7, 2022 8:58 AM
To: Michael Newhard; Carly Foster; Tom McKnight; Bill Lindberg
Cc: Raina Abramson
Subject: Village draft Comprehensive Plan. Meeting November 7th. 2022

Village Trustees

On behalf of the Warwick Greenbelt Preservation Society I would like to endorse the following section from your Comprehensive Plan Draft, page 12

RECOMMENDED ACTION: Work with the Town to designate key parcels of open space to be incorporated into a greenbelt around the Village. The two municipalities can both benefit by jointly identifying parcels to be included in a greenbelt that could provide scenic vistas, add recreational opportunities and/or preserve the working landscape.

We strongly support this goal and will help make it a reality in any way we can.

Thank you
WGPS

--
Christina Thomas
646 539 8098



Orange County Water Authority
124 Main Street
Goshen, New York 10924

Phone: (845) 615-3868
orangecountygov.com/Water-Authority

October 24, 2022

Dear Mayors and Supervisors,

With support from the Orange County Legislature and Orange County Executive, we are pleased to announce we have once again allocated funding to help municipalities throughout Orange County, NY conserve and protect their water supply systems and resources through leak detection surveys. **Applications are being accepted through November 21st.**

Leak detection is the easiest and most cost-effective water conservation technique. An undetected leak may waste thousands of gallons of water per day before it is found and repaired. Since 2001, OCWA's Leak Detection Survey Program has proven to serve a great benefit to participating municipalities. In 2019-2020, this program detected 141 leaks that were losing a total of 627,400 gallons per day in 19 of our 21 participating municipalities. With leaks repaired, that is an annual savings of approximately \$4.2 million. OCWA is currently soliciting contractors through a competitive process to provide this service **at no cost to your municipality.**

To request a leak detection survey of your municipal water supply system or a portion thereof, please complete the enclosed "2022 Leak Detection Program Application" and submit it to our agency by the deadline. Please note funding is limited. Mileage surveyed in each municipality may vary depending on the number of municipalities that apply, total mileage requested, and cost per mile set by the selected contractor.

We are looking forward to working with you. Should you have any questions, please feel free to contact our Administrator, Eenika Cruz at 845-615-3868, ocwa@orangecountygov.com.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Alan Sorensen', is written over a white background. The signature is fluid and cursive.

Alan Sorensen
Executive Director

Cc: municipal water system operator / public works department

RECEIVED

OCT 31 2022

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE



WARWICK VALLEY CHAMBER OF COMMERCE INC.

25 SOUTH STREET • WARWICK, NY 10990

PHONE: 845-986-2720 • FAX: 845-986-6982

WEB ADDRESS: www.warwickcc.org • E-mail: info@warwickcc.org

October 14th, 2022

The Honorable Michael Newhard
Mayor of the Village of Warwick
Village Board of Trustees
PO Box 369
Warwick, New York 10990

RECEIVED

OCT 26 2022

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

Dear Mayor Newhard and Board of Trustees;

With the holiday season approaching we are excited to be able to present more events to support our local businesses and organizations.

On behalf of the Warwick Valley Farmers Market, the Warwick Valley Chamber of Commerce would like to advise the Village of the following event:

Warwick Valley Farmers Market Holiday Market

The Warwick Valley Farmers Market will be hosting the 4th Annual Holiday Market on December 18th, 2022. The hours of the market are 9am to 2pm and will be located at the Kuiken Brothers Company parking lot for this day.

We thank you in advance for all your cooperation over the years with Farmers' Market and hope to see you at the Holiday Market.

Thank you for your attention to this matter.

Very truly yours,

Stefanie Keegan, Executive Director
Warwick Valley Chamber of Commerce



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

Warwick Office:
17 River Street
Warwick, NY 10990
phone: (845) 986-7737
fax: (845) 986-0245

www.EngineeringPropertiesPC.com

October 27, 2022

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

ATT: MAYOR MICHAEL NEWHARD

Re: Robert Drive Valve Vault
Application for Payment #02
W.O. #1800.99

Dear Mayor Newhard and Trustees:

We have reviewed Application for Payment #02, dated 10/25/22, from TAM Enterprises, Inc. for the improvements to the Robert Drive valve vault. We recommend approval of the requested payment of \$5,201.25. The work includes the acquisition of piping and valves. The balance amount to finish the project, including retainage, is \$54,701.25

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

Sincerely,
Engineering & Surveying Properties, P.C.

David A. Getz, P.E.



AIA Document G732 - 2019

Application and Certificate for Payment, Construction Manager as Adviser Edition

TO OWNER: Village of Warwick PROJECT: Warwick - Robert Drive Valve Vault APPLICATION NO: 02
 FROM: TAM enterprises Inc. VIA CONSTRUCTION MANAGER: Chad Young PERIOD TO: October 31, 2022
 CONTRACTOR: 114 Hartley Rd. Goshen, NY 10924 CONTRACT DATE: April 07, 2022
 CONTRACT FOR: General Construction VIA ARCHITECT: David Getz PROJECT NOS: / / /

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

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and \$74,000.00 payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: \$0.00
 CONTRACT SUM TO DATE (Line 1 + 2): \$74,000.00
 TOTAL COMPLETED AND STORED TO DATE (Column G on G703): \$20,305.00
 RETAINAGE:
 a. 5.00 % of Completed Work (Column D + E on G703) \$741.50
 b. 5.00 % of Stored Material (Column F on G703) \$273.75

Date: 10/27/22
 CHRISTINA MARIE VASQUEZ
 NOTARY PUBLIC-STATE OF NEW YORK
 No. 01VA6440222
 Qualified in Orange County
 My Commission Expires 09-08-2026

CERTIFICATE FOR PAYMENT
 Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$1,015.25
 Total Earned Less Retainage (Line 4 minus Line 5 Total) \$19,289.75
 Less Previous Certificates for Payment (Line 6 from prior Certificate) \$14,088.50
 Current Payment Due (Line 3 minus Line 6) \$5,201.25

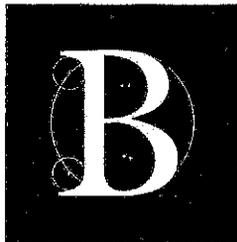
Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.
 CONSTRUCTION MANAGER: \$54,710.25

SUMMARY OF CHANGES IN THE WORK	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this month including Construction Change Directives	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES IN THE WORK		\$0.00

By: [Signature] Date: 10/27/22
 ARCHITECT: (NOTE: If multiple Contractors are responsible for performing portions of the Project, the Architect's Certification is not required.)
 This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D E WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			D FROM PREVIOUS APPLICATION (D + E)	E THIS PERIOD		% (G-C)			
	GRAND TOTAL	\$74,006.00	\$14,830.00	\$0.00	\$5,475.00	\$20,305.00	27.44%	\$53,695.00	\$0.00

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 User Notes:



BLAKE ENGINEERING PLLC

October 19, 2022

Village of Warwick
77 Main Street
Warwick, NY 10990

Attn: Mayor Michael Newhard

RE: RPZ Installation at 62 Colonial Avenue, Warwick, NY

We have reviewed Application for Payment #1, dated September 19, 2022, submitted by Skyward Electric Co. Inc. This payment application is for the Hilltop Pump Station Generator Installation. The payment application appears to be acceptable, and we recommend approval of the requested payment for \$52,004.25. The amount requested includes all mobilization, the cost of the generator and transfer switch, and the majority of the labor. At this point the project is about 90% complete. The gas will be connected to generator next week and the generator will be started and tested at that time. The balance amount to finish the project, including retainage, is \$17,970.75.

We have enclosed a signed copy of the payment application form along with a Village voucher and all certified payroll forms.

Sincerely,
Blake Engineering, PLLC

Matthew G. Blake, P.E., LEED AP
President

RECEIVED

OCT 20 2022

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

APPLICATION FOR PAYMENT

CAP702
Page: 1 of 2

To:

Village of Warwick
77 Main Street
Warwick, NY 10990

PROJECT:

HILLTOP
Hilltop Generator
14 Hilltop
Warwick, NY 10990

From Contractor:

Skyward Electric Company Inc.
61 Big Island Road
Warwick, NY 10990

VIA ARCHITECT:

Matt Blake
1898 County Route 1
Westtown, NY 10998

CONTRACT FOR: Village of Warwick

Application No.: Application Date: Period To: Contract Date:

1 SEP 19, 2022 SEP 19, 2022 JUL 14, 2022

Project Nos:

Distribution List

Owner
 Architect
 Contractor

Construction Mgr
 Field
 Other

Contractor's Application for Payment

Application is made for payment as shown below, with attached Continuation Sheet.

1. Original Contract Amount: \$ 69,975.00
2. Net of Change Orders: \$ 0.00
3. Net Amount of Contract: \$ 69,975.00
4. Total Completed & Stored to Date: \$ 57,782.50
5. Retainage Summary:
 - a. 10.00 % of Completed Work \$ 5,778.25
 - b. 0.00 % of Stored Material \$ 0.00
- Total Retainage: \$ 5,778.25
6. Total Completed Less Retainage: \$ 52,004.25
7. Less Previous Applications: \$ 0.00
8. Current Payment Due, This Application: \$ 52,004.25
9. Contract Balance (Including Retainage): \$ 17,970.75

CHANGE ORDER Activity	Additions	Subtractions
Total previously approved:	0.00	0.00
Total approved this Month:	0.00	0.00
Sub Totals:	0.00	0.00
NET of Change Orders:	0.00	0.00

CONTRACTOR'S CERTIFICATION:

The Contractor's signature here certifies that, to the best of their knowledge, this document accurately reflects the work completed in this Application for Payment. The Contractor also certifies that all payments have been made for work on previous Applications for Payment and also that the Current Payment is Due.

(Authorizing Signature)

John J. Blakes

Skyward Electric Company Inc.

Date: SEP 19, 2022

State Authorized: New York

County of:

Carolyn Purta
Notary Public, State of New York

No. 01PU6073570

Subscribed and sworn to before me this 19th day of October 2022

Notary Public: Carolyn Purta

My Commission expires: April 22, 2026

Qualified in Orange County
Commission Expires April 22, 2026

ARCHITECT'S CERTIFICATION:

The Architect's signature here certifies that, based on their own observations, the Contract Documents and the information contained herein, this document accurately reflects the work completed in this Application for Payment. The Architect also certifies the Contractor is entitled to the amount certified for payment.

AMOUNT CERTIFIED:

John J. Blakes

(Architects Signature)

Date: 10/19/22

APPLICATION FOR PAYMENT - CONTINUATION SHEET

From: Skyward Electric Company Inc. 61 Big Island Road Warwick, NY 10990	To: Village of Warwick 77 Main Street Warwick, NY 10990
Project: HILLTOP Hilltop Generator 14 Hilltop Warwick, NY 10990	
Application No: 1 Application Date: 9/19/2022 Period To: 9/19/2022 Contract Date: 7/14/2022 Architects Project#:	

A Item No	B Description of Work	C Contract Value	D Work Completed		E This Period	F Materials Presently Stored (Not In D or E)	G Total Completed and Stored To Date (D+E+F)	% (G / C)	H Balance To Finish (C - G)	I Retainage (If Variable Rate)
			From Previous Application (D + E)							
1	Electrical material and labor	27,725.00	0.00	19,407.50	0.00	0.00	19,407.50	70	8,317.50	1,940.75
2	Generator and ATS	18,500.00	0.00	18,500.00	0.00	0.00	18,500.00	100	0.00	1,850.00
3	Delivery/start up of generator	3,000.00	0.00	1,500.00	0.00	0.00	1,500.00	50	1,500.00	150.00
4	Excavating & Masonry	13,500.00	0.00	12,150.00	0.00	0.00	12,150.00	90	1,350.00	1,215.00
5	Plumbing	6,500.00	0.00	5,850.00	0.00	0.00	5,850.00	90	650.00	585.00
6	Electrical inspection and Permit fee	750.00	0.00	375.00	0.00	0.00	375.00	50	375.00	37.50
		69,975.00	0.00	57,782.50	0.00	0.00	57,782.50	83	12,192.50	5,778.25

RECEIVED

OCT 20 2022

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

Village Board
Warwick NY

Dear Michael

Thanks for meeting with me in consideration for running the Village Summer Concert Series
I met with Bill Iurato and believe my event planning experience from ownership of the Iron Forge
Inn and musical background would be a good fit for this position. Also my teaching experiences at
Stevens Institute of Technology, NJIT, and Columbia all require organizational skills

My reason for the request is to continue service to the great village/town of Warwick
My past involvements are:

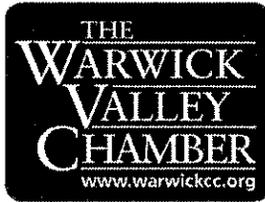
- Past president Warwick Jaycees
- Member Warwick Ambulance Corp
- Chairman and member Warwick Conservation Board
- Cub Master Cub pack 177
- Manager/Coach baseball from Tee Ball thru Majors
- Trustee Warwick Historical Society
- Driver for Meals on Wheels
- Created signage for all little league baseball fields, Memorial Park and Warwick ambulance

Professionally I currently am

- Consulting Engineer to Control Assoc Inc (semi retired)
- Contractor/Custom Woodworker- Longhouse Creek Design
- Mediator NY State Court System

Thanks for you consideration

John Johansen
johansen@warwick.net
201-280-4484 (c)



WARWICK VALLEY CHAMBER OF COMMERCE INC.

25 SOUTH STREET • WARWICK, NY 10990
PHONE: 845-986-2720 • FAX: 845-986-6982
WEB ADDRESS: www.warwickcc.org • E-mail: info@warwickcc.org

October 11th, 2022

Mayor Michael Newhard
Village of Warwick Trustees
Village Hall
PO Box 369
Warwick, NY 10990

RECEIVED

OCT 27 2022

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

Dear Mayor Newhard and Trustees:

The holiday season is fast approaching and on behalf of the Warwick Merchants Guild, the Warwick Valley Chamber of Commerce would like to once again ask for permission to hold the following events through out the village:

- We would like to formally request permission to allow the traditional horse and buggy rides to take place by the same fully insured company (Sean Geary) during the holidays in the Village of Warwick. The rides will be offered during the following dates: November 20th, December 3rd, 4th, 10th, 11th, 17th and 18th, 2022. The times for the rides will be approximately 11:00 a.m. to 4 p.m. the route will be the same as past years, starting on Railroad Avenue and continuing to Main Street then onto South Street ending back at Railroad Avenue. Sean Geary from Dun Dreaming Farm will be providing the Village with copies of his insurance policy
- We would like to formally request that free parking be put in place for the period between November 21st, 2022 and January 1st, 2023. The policy has been much appreciated by our Village Merchants in the past and the Chamber is happy to support it. The Warwick Valley Chamber would also like to decorate the parking meters as we have in the past and will coordinate with DPW as necessary.
- We would like to formally request that students from Warwick Valley High School FFA hang ribbons on the meters on November 18th
- We would like to formally request the Village install the sleigh in the village green again this year. We would like permission to have Santa fly in from the North Pole and visit the sleigh on December 11th from 12:00 p.m. until 2:00 p.m.
- We would like to formally request permission for non-profits and groups from the school district, based on availability, to sell items such as hot chocolate, warm cider and snacks on Railroad Green the following dates: December 3rd, 4th, 10th, 11th, 17th and 18th, 2022. As we make plans with these non-profits/groups, we will have them send the Village the required insurance.

We are looking forward to a thrilling holiday season for our Village. Please do not hesitate to reach out to the Chamber with any further questions.

Thank you so much in advance.

Warmest Regards,

Stefanie Keegan, Executive Director
Warwick Valley Chamber of Commerce

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



RECEIVED

OCT 24 2022 (845) 986-2031
FAX (845) 986-6884
www.villageofwarwick.org
clerk@villageofwarwick.org
VILLAGE OF WARWICK
CLERK

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: 10/19/22

Title of Event: Home For the Holidays

Purpose of Event: free horse buggy Rides, Promoting downtown Shopping

SECTION 1: REQUESTED VILLAGE-OWNED PROPERTY

Railroad Green Stanley-Deming Park Lewis Woodlands

Veterans Memorial Park Veterans Memorial Park Pavilion

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

Village of Warwick Parking Lots - check all that apply:

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

Village of Warwick Streets: Railroad Ave + Main Street for buggy Rides

SECTION 2: DATE AND TIME REQUESTED

Date(s) Requested: 11/20, 12/3, 12/4, 12/10, 12/11, 12/17, 12/18 Rain Date Requested: _____

Arrival Time: _____ Departure Time: _____

Event Start Time: 11am Event End Time: 4pm

SECTION 3: APPLICANT INFORMATION

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

**For-profit activities are prohibited.*

Applicant's Name/Responsible Party: Stefanie Keegan

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

Mailing Address of Responsible Party: 63 South St. Apt. 2, Warwick NY 10990

Email Address: SKeegan@WarwickCC.org Cell Phone: 347-432-9017

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

Name of Organization (if Applicable): Warwick Valley Chamber of Commerce

Name of Organization's Director(s)/Officer(s): Stefanie Keegan

Organization's Phone: 845 986 2720 Email Address: SKeegan@WarwickCC.org

Mailing Address of Organization: 25 South Street Warwick NY 10940

Physical Address of Organization: 25 South Street Warwick, NY 10990

SECTION 4: EVENT INFORMATION

Maximum Number of People Intended at the Event: _____

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

of Adults: _____ # of People Under 18: _____

Expected Number of Vehicles Intended at the Event: _____

Please explain the parking plan for the event: Utilizing Public lots

WILL YOUR EVENT INCLUDE:

CHECK YES OR NO

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

RVs, Campers, Food Trucks, etc. <i>If yes, explain:</i> _____	Yes _____ No <input checked="" type="checkbox"/>
Admission Fee to Be Charged <i>If yes, please list the admission fee:</i> _____	Yes _____ No <input checked="" type="checkbox"/>
Alcohol <i>Host Liquor Liability Insurance is required.</i>	Yes _____ No <input checked="" type="checkbox"/>
Food will be served or sold <i>If yes, explain the method of food distribution and disposal of trash:</i> <u>local non-profits will sell hot beverages + snacks</u> <u>they will provide their own insurance for the dates they choose</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 <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
Rides: Mechanical Carnival Rides, Bounce House, Inflatable Slide, etc. <i>If yes, explain:</i> _____ <i>Additional contract(s) and/or insurance is required.</i>	Yes _____ No <input checked="" type="checkbox"/>
Portable Toilets <i>Placement of portable toilets must be detailed on the map that is required with the application.</i>	Yes _____ No <input checked="" type="checkbox"/>
Other <i>Please explain:</i> _____	Yes _____ No <input checked="" type="checkbox"/>

SPECIAL REQUESTS:
CHECK YES OR NO

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

Use of Village of Warwick Restrooms <i>Memorial Park and Stanley Deming Park only.</i>	Yes _____ No <u>X</u>
Other <i>Please explain: _____</i>	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: \$ _____ (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 Warwick Valley Chamber of Commerce (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

Warwick Valley Chamber of Commerce (Name Organization).

Stefanie Keegan
 Printed Name of Applicant/Responsible Party

[Signature]
 Signature of Applicant/Responsible Party

10/19/22
 Date

Clerk Use Only: Security Deposit Check # 6093 Certificate of Insurance Host Liquor Liability NA
 Fees Received NA Park Map(s) Police Dept. Approval (if applicable) NA

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

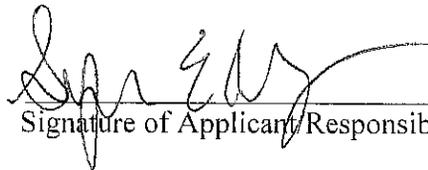
17. Any organization with youths under 18 years old requires the presence of adequate adult supervision at all times.
18. Supervision and parking are the responsibility of the applicant organization/individual.
19. Permits may be revoked at any time.
20. All posted rules must be adhered to.
21. No field 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

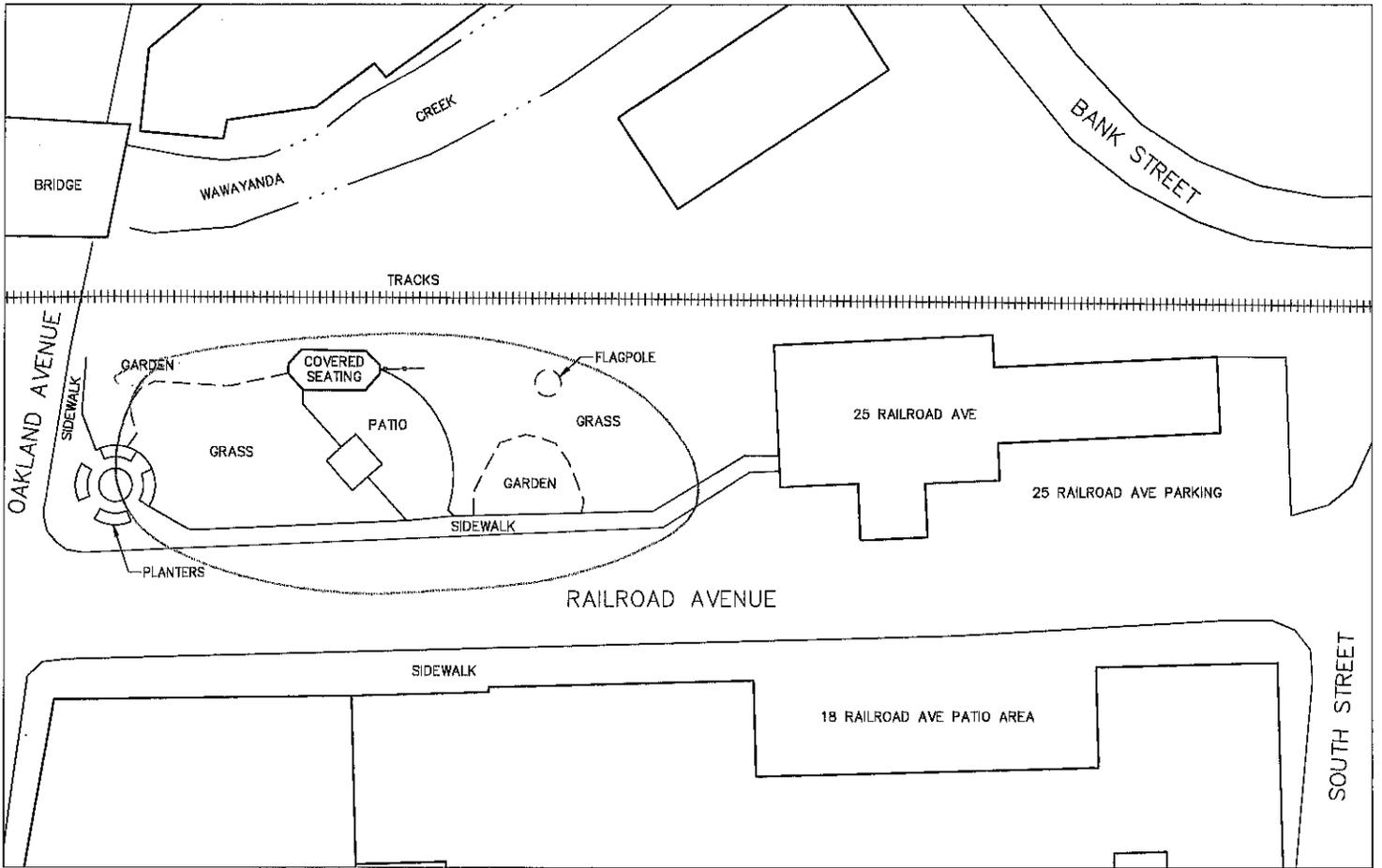
FACILITY USER does hereby covenant and agree to defend, indemnify, and hold harmless the Village of Warwick from and against any and all liability, loss, damages, claims, or actions (including costs and attorneys' fees) for bodily injury and/or property damage, to the extent permissible by law, arising 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:

Stefanie Keegan
Printed Name of Applicant/Responsible Party


Signature of Applicant/Responsible Party

Date 10/19/2022



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

Memo to: Mayor Newhard and Village Board of Trustees

From: Raina Abramson, Village Clerk

Date: November 3, 2022

Re: Unpaid Village of Warwick FY 2022-2023 Taxes

.....

Enclosed please find an account of the Village of Warwick FY 2022-2023 Unpaid Taxes detailing the following:

- The Village of Warwick FY 2022-2023 Tax Warrant: \$4,165,122.67
- Total Taxes Collected: \$4,118,637.17
- Total Taxes Remaining Unpaid: \$46,485.50

The file of uncollected taxes was sent electronically to Orange County on November 3, 2022. The County will be returning a reconciliation certificate, as noted in the November 7, 2022 'Resolution for the Unpaid Village of Warwick FY 2022-2023 Tax Collection'. This certificate must be signed by each Trustee to turn the unpaid taxes over to the County by November 15th.

Unpaid Village Tax Return

Village of Warwick 335405

Town of Warwick

Nov 7, 2022

STATE OF NEW YORK,
COUNTY OF ORANGE SS.:

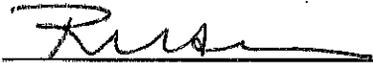
RAINA ABRAMSON BEING DULY SWORN SAYS THAT SHE IS THE COLLECTOR IN VILLAGE NUMBER 335405 TOWN OF WARWICK AND THE FOREGOING, CONSISTING OF 3 PAGES, IS A TRUE STATEMENT OF THE UNPAID TAXES UPON THE LANDS IN SAID DISTRICT AT THE DATE HEREOF AND THAT AFTER USING DILIGENT EFFORT SHE HAS BEEN UNABLE TO COLLECT THE SAME.

SWORN TO BEFORE ME THIS 17th DAY OF NOVEMBER 2022



NOTARY PUBLIC

Denise Bulnes
Notary Public, State of New York
NO. 01BU6130940
Qualified in Orange County
Comm. Exp. 7/25/25



COLLECTOR

77 Main Street

Warwick, NY 10990

ADDRESS

WE CERTIFY THAT WE HAVE COMPARED THE FOREGOING LIST, CONSISTING OF 3 PAGES, WITH THE ORIGINAL WARRANT ISSUED BY US AND FIND IT CORRECT.

TRUSTEES

TRUSTEES

TRUSTEES

AMOUNT OF TAX WARRANT FOR 2022

4,165,122.67

AMOUNT PAID COLLECTOR

4,118,637.17

AMOUNT OF UNPAID TAXES

46,485.50

COMMISSIONER OF FINANCE'S CHECK FOR UNPAID TAXES
SHOULD BE MAILED TO:

Sadie Becker

DISTRICT TREASUER

Village of Warwick, P.O. Box 369, Warwick, NY 10990

ADDRESS

ANY DISTRICT FAILING TO MAKE RETURN TO THE COMMISSIONER OF FINANCE'S OFFICE PRIOR TO NOVEMBER 15TH IN THE YEAR IN WHICH LEVY IS MADE, WILL NOT RECEIVE ANY REIMBURSEMENT FOR UNPAID TAXES.

Unpaid Village Return Report

Village of Warwick 335405

Town of Warwick

Nov 7, 2022

<u>Parcel ID</u>	<u>Owner / Tax year and type</u>	<u>Original Tax</u>	<u>9 % Interest</u>	<u>Return Amount</u>	<u>7% Penalty</u>	<u>Relevy amount</u>
335405 201-1-1.1	Village View Estates LLC 2022 Village Relevy	\$1,316.13	\$118.45	1,434.58	\$100.42	\$1,535.00
335405 201-1-1.2	Village View Estates LLC 2022 Village Relevy	\$1,259.21	\$113.33	1,372.54	\$96.08	\$1,468.62
335405 201-1-1.3	Village View Estates LLC 2022 Village Relevy	\$1,188.06	\$106.93	1,294.99	\$90.65	\$1,385.64
335405 201-1-2	Village View Estates LLC 2022 Village Relevy	\$1,010.21	\$90.92	1,101.13	\$77.08	\$1,178.21
335405 204-2-3.2	Rani Yvonne Hancock 2022 Village Relevy	\$2,279.02	\$205.11	2,484.13	\$173.89	\$2,658.02
335405 205-1-15	Mountain Paradise Builder Inc 2022 Village Relevy	\$1,699.66	\$152.97	1,852.63	\$129.68	\$1,982.31
335405 205-1-31.2	Alarlo Jeffrey 2022 Village Relevy	\$398.39	\$35.86	434.25	\$30.40	\$464.65
335405 207-2-35	County Of Orange 2022 Village Relevy	\$21.35	\$1.92	23.27	\$1.63	\$24.90
335405 207-3-5	Forney Eileen M 2022 Village Relevy	\$854.02	\$76.86	930.88	\$65.16	\$996.04
335405 207-5-1	Patrick Corcoran 2022 Village Relevy	\$192.09	\$17.29	209.38	\$14.66	\$224.04
335405 207-5-32	De Frøese Peter 2022 Village Relevy	\$855.51	\$77.00	932.51	\$65.28	\$997.79
335405 208-1-22	Barrett Real Estate 2022 Village Relevy	\$1,700.29	\$153.03	1,853.32	\$129.73	\$1,983.05
335405 209-1-3	County of Orange 2022 Village Relevy	\$7.12	\$0.64	7.76	\$0.64	\$8.30
335405 210-2-16	Leonard Laverne 2022 Village Relevy	\$734.12	\$66.07	800.19	\$56.01	\$856.20
335405 210-2-18.22	Christophe Le Polng Jean Batis 2022 Village Relevy	\$1,286.34	\$115.77	1,402.11	\$98.15	\$1,500.26
335405 210-3-4	Jackson Leona 2022 Village Relevy	\$1,387.42	\$124.87	1,512.29	\$105.86	\$1,618.15
335405 210-6-10	Eight West LLC 2022 Village Relevy	\$1,931.58	\$173.84	2,105.42	\$147.38	\$2,252.80
335405 210-7-5	Brielle Barr 2022 Village Relevy	\$1,710.43	\$153.94	1,864.37	\$130.51	\$1,994.88
335405 211-4-9	JPMorgan Chase Bank 2022 Village Relevy	\$1,993.15	\$179.38	2,172.53	\$152.08	\$2,324.61

<u>Parcel ID</u>	<u>Owner / Tax year and type</u>	<u>Original Tax</u>	<u>9 % Interest</u>	<u>Return Amount</u>	<u>7% Penalty</u>	<u>Relevy amount</u>
335405 211-4-10	Patrick Corcoran 2022 Village Relevy	\$1,660.03	\$149.40	1,809.43	\$126.66	\$1,936.09
335405 211-4-12	Patrick Corcoran 2022 Village Relevy	\$14.23	\$1.28	15.51	\$1.09	\$16.60
335405 211-6-1.22	Lehigh & Hudson River RR 2022 Village Relevy	\$32.02	\$2.88	34.90	\$2.44	\$37.34
335405 213-1-8	Kerry Malone-Demetroules 2022 Village Relevy	\$818.58	\$73.67	892.25	\$62.46	\$954.71
335405 213-2-2	Doty Julia L 2022 Village Relevy	\$1,778.53	\$160.07	1,938.60	\$135.70	\$2,074.30
335405 213-6-3.1	Helen Larkin Trustee 2022 Village Relevy	\$14.23	\$1.28	15.51	\$1.09	\$16.60
335405 214-10-1	Warwick Commercial Prop LLC 2022 Village Relevy	\$1,821.17	\$163.91	1,985.08	\$138.96	\$2,124.04
335405 214-12-2	Pulliam David A 2022 Village Relevy	\$1,599.32	\$143.94	1,743.26	\$122.03	\$1,865.29
335405 215-1-12	Warwick Pioneer Farm LLC 2022 Village Relevy	\$128.05	\$11.52	139.57	\$9.77	\$149.34
335405 215-3-33	County Of Orange 2022 Village Relevy	\$7.12	\$0.64	7.76	\$0.54	\$8.30
335405 215-3-64	Chisholm Daniel R Jr 2022 Village Relevy	\$1,596.29	\$143.67	1,739.96	\$121.80	\$1,861.76
335405 218-1-89.2	Evelyn Dumonte 2022 Village Relevy	\$2,479.54	\$223.16	2,702.70	\$189.19	\$2,891.89
335405 218-2-15	Sharkey Gerard F Jr 2022 Village Relevy	\$2,234.43	\$201.10	2,435.53	\$170.49	\$2,606.02
335405 219-1-2.1	Warwick Commons LLC 2022 Village Relevy	\$199.20	\$17.93	217.13	\$15.20	\$232.33
335405 219-1-17.1	Grady Brendan 2022 Village Relevy	\$2,658.64	\$239.28	2,897.92	\$202.85	\$3,100.77
335405 222-1-1.-16	Harriton a/k/a Dudley Harriton 2022 Village Relevy	\$588.10	\$52.93	641.03	\$44.87	\$685.90
335405 222-1-1.-63	Harriton Camille Dudley 2022 Village Relevy	\$602.38	\$54.21	656.59	\$45.96	\$702.55
335405 222-1-1.-87	Brian Chernick 2022 Village Relevy	\$602.38	\$54.21	656.59	\$45.96	\$702.55
335405 222-1-1.-109	Richard S. Stanford 2022 Village Relevy	\$570.26	\$51.32	621.58	\$43.51	\$665.09
335405 222-1-1.-121	County of Orange 2022 Village Relevy	\$584.54	\$52.61	637.15	\$44.60	\$681.75
335405 223-1-1.-15	Caufield Katharine Neely 2022 Village Relevy	\$655.59	\$59.00	714.59	\$50.02	\$764.61

<u>Parcel ID</u>	<u>Owner / Tax year and type</u>	<u>Original Tax</u>	<u>9 % Interest</u>	<u>Return Amount</u>	<u>7% Penalty</u>	<u>Relevy amount</u>
335405 223-1-1.-86	Morosoff Larry 2022 Village Relevy	\$641.31	\$57.72	699.03	\$48.93	\$747.96
335405 223-1-1.-149	Heather Long Trustee 2022 Village Relevy	\$741.23	\$66.71	807.94	\$56.56	\$864.50
335405 226-1-1.-14	Krauss Eileen P 2022 Village Relevy	\$599.08	\$53.92	653.00	\$45.71	\$698.71
335405 226-1-1.-24	Angela Abrams 2022 Village Relevy	\$599.08	\$53.92	653.00	\$45.71	\$698.71
335405 227-1-1.-17	Dyche Bernadette 2022 Village Relevy	\$666.29	\$59.97	726.26	\$50.84	\$777.10
335405 227-1-1.-25	Patrick Corcoran 2022 Village Relevy	\$769.78	\$69.28	839.06	\$58.73	\$897.79
46	Parcels, Village totals:	\$48,485.50	\$4,183.71	\$50,669.21	\$3,546.86	\$54,216.07

Village of Warwick Village 2022 Tax Warrant

Description:	Original Amount:	Adjustments:	Current Amount:
General Tax	3,252,204.06	0.00	3,252,204.06
Sewer Improvement	904,067.51	0.00	904,067.51
Errors/Omissions	2,530.46	0.00	2,530.46
Bldg Repair	329.73	0.00	329.73
Alarm Relevy	1,030.00	0.00	1,030.00
Sewer Relevy	2,344.42	0.00	2,344.42
Water Relevy	2,616.49	0.00	2,616.49
Bill Count: 2499	Totals: 4,165,122.67	0.00	4,165,122.67

Village of Warwick Village 2022 Collection Summary

All Inclusive

District:	Taxes Collected:	Penalty:	Surcharge:	Notice Fee:	Remaining Uncollected:
Village 2022	4118637.17	9880.18	0.00	63.00	46485.50
Totals:	4118637.17	9880.18	0.00	63.00	46485.50

Collection Statistics:

Number of Postings:	2465
Percentage Collected:	99%
Number of Adjustments:	0
Number of Voids:	15
Number of Returned Payments:	17
Number Refunded Duplicate Pmnts:	7
Total Refunded:	4182.09
Notice Handling Fees Collected:	63.00

Received Via:	
On-Line:	78
Mail:	1679
Counter:	700

Cash:	23891.19	
Check:	3956526.31	
Other:	148202.85	
Total:	4128620.35	
Minus Duplicate/Over Payments:		
	0.00	
		4128620.35
Taxes:	4118637.17	
Penalty:	9880.18	
Surcharge:	0.00	
Ret. Check Fees:	40.00	
Notice Fees:	63.00	
Total:	4128620.35	
Minus Direct / Under Payments:		
0 Direct:	0.00	
0 Under:	0.00	
		4128620.35

Other Payment Type Breakout:

Money Order:	2	1999.62
Online Payment:	78	146203.23

Village of Warwick Village 2022

Paid List

All Inclusive

Parcels Listed:	Tax Amnt:	Tax Paid:	Penalty:	Surcharge:	Notice Fee:	Tot. Collected:	Remaining Taxes Due:
			Property Location:				
2433	4118637.17	4118637.17	9880.18	0.00	63.00	4128580.35	0.00
Totals:							

Village of Warwick Village 2022
Levy Line Supplement
All Inclusive

Levy Line:	Amount Collected:
General Tax	3220156.74
Sewer Improvement	891341.77
Errors/Omissions	1369.19
Bldg Repair	329.73
Alarm Relevy	1030.00
Sewer Relevy	2074.28
Water Relevy	2335.46
<hr/>	
Levy Lines Listed: 7	Totals: 4118637.17

Village of Warwick Village 2022

Unpaid List

All Inclusive

	Tax Amt:	Tax Paid:	Property Location:	Tot. Collected:	Remaining Taxes Due:
Totals:	46485.50	0.00		0.00	46485.50

Parcels Listed: 46

Village of Warwick Village 2022
Levy Line Supplement
All Inclusive

Levy Line:	Amount Uncollected:	Amount Collected:
General Tax	32047.32	0.00
Sewer Improvement	12725.74	0.00
Sewer Relevy	270.14	0.00
Water Relevy	281.03	0.00
Errors/Omissions	1161.27	0.00
Levy Lines Listed: 5	Totals: 46485.50	0.00



**Justice Court
Village of Warwick**

77 MAIN STREET P.O. BOX 369
WARWICK, NEW YORK 10990
(845) 986-2031 FAX (845) 986-2870

Village Justice
JEANINE GARRITANO WADESON

Court Clerk
KAREN VERMILLION

November 3, 2022

Mayor Newhard
Trustee Cheney
Trustee Lindberg
Trustee Foster
Trustee McKnight
Warwick Village Hall
77 Main Street
Warwick, New York 10990

Re: Village of Warwick Justice Court
Courtroom Bailiff Position

Dear Mayor Newhard and Board of Trustees:

Having conducted interviews of multiple viable candidates, it is my recommendation that the Village of Warwick offer the Part-Time Courtroom Bailiff position to Hilton Dionet Rodriguez.

Thank you.

JEANINE GARRITANO WADESON
Village Justice

4.5 Vehicle Use Policy

Purpose - It shall be the policy of the Village of Warwick to assign certain employees motor vehicles commensurate with the job functions performed. In certain instances, mileage reimbursement or a vehicle allowance may be paid to the employee in lieu of the provision of a Village-owned vehicle in accordance with IRS regulations.

Usage - Village vehicles are for official business use unless otherwise authorized by the Board of Trustees. Vehicles shall be assigned for functional operating purposes based on the need as established, documented and determined by the Board of Trustees.

Need - Each fiscal year, as part of the budgetary process, the Board of Trustees, in conjunction with individual Department Heads, shall develop and/ or update, a strategic plan which inventories all assigned vehicles and the anticipated replacement/ additional vehicles required to perform Village business each year for the upcoming year and four (4) successive years as part of the Village's Capital Plan.

Vehicle Assignments - Vehicles owned by the Village may be assigned or otherwise made available to elected officials, appointed officials, department heads and superintendents, and employees of the Village. Such assignment or use of vehicles owned by the Village shall only be permitted with upon approval by the Mayor.

Vehicles approved by the Mayor for assignment may be assigned by Department Heads and Superintendents to work crews or individuals on a daily basis as the need dictates. Vehicles assigned are for the purpose of conducting Village business and the vehicle operator has the sole responsibility for assuming that said vehicle is properly maintained and operated in accordance with the laws of the State of New York.

With prior approval of the Board of Trustees, employees temporarily assigned to perform the duties of a Department Head while the Department Head is on vacation or absent may have the use of the Village vehicle assigned to such Department Head for the duration of such Department Head's vacation or absence.

Terms and Conditions of Use:

- a) Employees are required to have a valid motor vehicle license for the class of vehicle to be operated issued by the State of New York and must show proof of such valid license to their Supervisor or Department Head prior to being assigned a Village vehicle. Prior to the assignment of a Village vehicle, a copy of the operator's New York driving record will be reviewed as described in this policy.
- b) Employees authorized to use Village vehicles may be subject to periodic driving record checks, through the Department of Motor Vehicles. This is necessary for the Village to appropriately identify potential risk of liability. Driving records may be reviewed by the Mayor, Department Head and/or Board of Trustees. Employees may be disqualified from driving municipal vehicles if driving records are determined to be a safety concern.

- c) Use of Village vehicles is prohibited if the employees' license is revoked, suspended, or expired or their driving privileges are otherwise restricted. Employees who drive in connection with Village business are required to report to change in driver's license status immediately to their supervisor.
- d) The vehicle operator is responsible for reporting all damage to and problems with said vehicle to their Supervisor.
- e) The vehicle operator is responsible to inspect the vehicle weekly for exterior or interior damage, to keep the interior clean, and to keep the gas tank full.
- f) Under New York State law you cannot use a hand-held mobile telephone or portable electronic device while you drive. Illegal activity includes holding a portable electronic device, talking on a handheld mobile telephone, composing, sending, reading, accessing, browsing, transmitting, saving, or retrieving electronic data such as email, text messages, or webpages, viewing, taking, or transmitting images, and playing games. Calling 911 to contact medical, fire or police personnel about an emergency is the only exception. There is ample research and evidence to indicate that cell phone use while driving, even when hands are not used, is a distraction and a frequent cause of accidents. Some states prohibit or restrict their use while driving. The use of cell phones while driving a Village vehicle must be in compliance with applicable state laws and regulations. It is recommended that the employee driver safely stop and park the vehicle to use a cell phone.
- g) No person shall smoke within any vehicle owned by the Village of Warwick.
- h) All employees assigned a vehicle are prohibited from allowing any non-employees to drive said vehicle.
- i) The vehicle operator is responsible for the security of the vehicle at all times. The vehicle operator must keep the vehicle locked or under direct supervision at all times.
- j) Employees are required to maintain a weekly mileage log to document commuting mileage. Each month employees must sign and forward the mileage log form to the Mayor for approval.
- k) Individuals assigned a Village vehicle with commuting privileges may make incidental personal use of the vehicle when traveling to or returning from Village business.
- l) Employee's assigned vehicles may allow other Village employees to drive the vehicle in connection with Village business provided that such other Village employees have been approved by the Mayor to operate Village vehicles. Non-employee passengers may be transported only when their presence is necessary to the primary purpose of the trip. The Village shall not be liable for the loss or damage of any personal property transported in the Village vehicle.

- m) New York State requires all passengers to buckle up regardless of where they sit in the vehicle - including drivers and passengers. Vehicle operators are to ensure that they and all passenger(s) in a Village vehicle wear seat belts at all times, if the Village vehicle is so equipped.
- n) Employees who incur parking or other fines/citations while operating or using an assigned Village vehicle or using a personal vehicle on work related travel, will be personally responsible for payment of such fines/citations.
- o) Employees who are issued citations for any offense while operating or using a Village vehicle must notify their Supervisor immediately when practicable, but in no case later than 24 hours after the issuance of an issued citation.
- p) Village vehicles are not allowed to be used in connection with any outside employment.

Overnight Usage - Vehicles may be made available to personnel on an overnight basis when their job function or position dictates a 24-hour responsibility to be available for work related situations. The personnel listed below are authorized to utilize a Village-owned vehicle on a full time basis for Village-related business, and some designated employees permitted to limited personal use:

- a) Public Works Supervisor
- b) Any other employee deemed necessary by the Board of Trustees, in writing.

Department Heads, with the written approval of the Mayor, may allow for temporary overnight usage of vehicles for specific supervisory personnel based on a demonstrated need. All terms and conditions of use articulated herein Section V of this policy apply to the above-mentioned employees.

IRS Rules and Regulations - All assigned vehicles are subject to IRS rules and regulations as they apply, and as they amend from time to time, if the vehicles are used for commuting purposes to and from home.

Meetings and Conferences - Employees who use vehicles for Village-related and approved meetings must have prior approval from the Mayor before attendance. In the case of an employee using a vehicle for overnight conference attendance, this must be included and clearly indicated on the purchase order authorizing conference attendance.

Accident Protocol - In the event of an accident, Village employees will follow all applicable laws regarding the reporting of accidents:

- a) If the accident involves two vehicles and occurred when both vehicles were in motion and/or resulted in an injury to any person and/or resulted in significant damage of any kind, the local or state police must be called to the scene.
- b) Employees shall not admit negligence or liability, provided, however, a truthful, purely factual, description how the accident occurred may be given to law enforcement officials making an official inquiry in regard to the accident.
- c) Employees shall not attempt settlement, regardless how minor.
- d) Employees shall obtain the name, address and phone number of injured person and witness if possible.
- e) Employees shall obtain the vehicle operator name, address and phone number of all vehicles involved in the accident.
- f) Employees shall obtain license plate number (and state, if not NY) and insurance information for all vehicles involved in the accident.
- g) Regardless of whether there is injury or significant damage, the employee shall call immediate supervisor or other Village official to the scene.
- h) Employee shall complete the accident report in the vehicle.

Drug & Alcohol Testing - Drug and alcohol testing of union employees shall be governed by the terms of their collective bargaining agreement with the Village. In regard to elected officials, department heads and other non-union employees of the Village to whom Village vehicles have been assigned, the following shall be applicable:

- a) Village employees who are unwilling to submit to the drug and alcohol tests referenced in this section may decline to use assigned Village vehicles. By accepting the use of an assigned vehicle, such employees shall be deemed to consent to submit to the drug and alcohol tests referenced in this section.
- b) As soon as practicable following an accident involving operation of a Village vehicle which resulted in personal injury or significant damage, the Village employee operating the said vehicle shall submit to such urine and/or blood test for alcohol and drugs as the Village shall schedule.
- c) In the event that the Village fails to schedule a test for drugs and/or alcohol within thirty-two hours (32) hours following the accident, the employee shall not be required to submit to a blood or urine test for the same.

Violations of the Policy – Employees assigned a Village-owned vehicle are expected to abide by all provisions of this policy and applicable law. If any employee of the Village violates any section of this policy, they may be subject to an appropriate disciplinary action determined by the Board of Trustees.

4.7 Telephone / Personal Cell Phone & Village Owned Cell Phone Usage

1. Telephone usage must adhere to the following guidelines:

- a) An employee must answer the phone promptly and speak in a clear, friendly and courteous tone;
- b) An employee must provide the caller with the name of the Department Head or office and the employee's own name. If the call is not for the employee who answers, the employee must transfer the caller to the correct party or take a message recording all pertinent information;
- c) If the call must be placed on hold, the employee who answered the call must return to the line frequently to confirm that the call is being transferred;
- d) During office hours, each employee is responsible for there being at least one (1) employee in the department or office to answer telephones. If the department or office has a limited staff, arrangements must be made with another department or office for telephone coverage, or an answering device must be in operation if such answering device has been approved in writing by the Mayor;
- e) Collect calls may not be accepted without the approval of the Department Head or other supervisor;
- f) An employee may make urgent personal telephone calls with prior approval of the Department Head. Such calls are those which cannot wait to be dealt with during non-working hours. However, such calls should be limited in duration and frequency and must not interfere with the performance of the employee's job duties. If such call will result in additional charges to the Village the employee must reimburse the Village for the cost of the call. Extended phone conversations are disruptive to Village business and must be avoided;

2. Personal cell phone usage must adhere to the following guidelines:

- a) Under New York State law you cannot use a hand-held mobile telephone or portable electronic device while you drive. Illegal activity includes holding a portable electronic device, talking on a handheld mobile telephone, composing, sending, reading, accessing, browsing, transmitting, saving, or retrieving electronic data such as email, text messages, or webpages, viewing, taking, or transmitting images, and playing games. Calling 911 to contact medical, fire or police personnel about an emergency is the only exception.
- b) Cell phones should not be used when they could pose a security or safety risk, or when they distract from work tasks.
 - o Never use a cell phone when driving.
 - o Never use a cell phone while operating equipment.

- Do not use cell phones for surfing the internet or gaming.
 - Avoid using cell phones for personal tasks during work hours
 - Do not use cell phones to record confidential information.
- c) An employee may make urgent personal cell phone calls with prior approval of the Department Head. Such calls are those which cannot wait to be dealt with during non-working hours. However, such calls should be limited in duration and frequency and must not interfere with the performance of the employee's job duties. Extended phone conversations are disruptive to Village business and must be avoided;
- d) Improper use of personal cell phones, including continued use of cell phones during the workday or in ways that distract from work may result in disciplinary action.

3. Village owned cell phone usage must adhere to the following policy:

The purpose of this policy is to help get the most out of the advantages cell phones offer the Village while minimizing distractions, accidents, and frustrations improper cell phone use can cause.

Guidelines:

The following are the Village's basic guidelines for proper employee cell phone use during work hours. In general, cell phones should not be used when they could pose a security or safety risk, or when they distract from work tasks.

- Never use a cell phone when driving.
- Never use a cell phone while operating equipment.
- Do not use cell phones for surfing the internet or gaming.
- Avoid using work cell phones for personal tasks.
- Do not use work cell phones to record confidential information.

Guidelines for work related cell phone usage:

- For making or receiving work calls in the appropriate place and situation to do so.
- For other work-related communication, such as text messaging or emailing, in appropriate places and situations.
- To schedule and keep track of appointments.
- To carry out work-related research.

Improper use of cell phones may result in disciplinary action. Continued use of cell phones at inappropriate times or in ways that distract from work may lead to having cell phone privileges revoked.

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



VILLAGE OF WARWICK
INCORPORATED 1867

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

RECEIVED

OCT 31 2022

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

Planning and Zoning Department

Escrow Release Request for Balance of Funds

October 30, 2022

Requested Payee – Mr. & Mrs. Proulx – 149 South St. Ext.
Village of Warwick Zoning Board

Total Balance - \$125.00

Amount Requested - **\$125.00**

According to Sec. 64-3 of the Village of Warwick Local Law E: In the event that an applicant shall withdraw his application at any stage of the proceedings or when the application review and approval process has been completed, the balance of funds in the applicant's account after all current outstanding fees are paid shall be either remitted to the applicant with 60 days of final action by the board or, if so directed by the applicant shall remain on deposit as the applicant's initial payment toward post-approval inspection requirements (if required).

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
NOVEMBER 7, 2022
ADDENDUM NO. 1**

16. **MOTION** to enter into an agreement with Martin Rogers, P.E., Consulting Engineer to assist the Village of Warwick Building Inspector in the review of building plans, particularly for more complex developments such as large residential projects, on an ‘as needed’ basis and authorize the Mayor to sign the same.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Lindberg ____

Trustee McKnight ____ Mayor Newhard ____

CONSULTING SERVICES AGREEMENT

THIS AGREEMENT made the ___ day of November, 2022, by and between;

MARTIN G. ROGERS, P.E., Consulting Engineer, 100 Old Dutch Hollow Road, Monroe, New York 10950, (hereinafter "CONSULTANT"), and

THE VILLAGE OF WARWICK, a Municipal Subdivision of the State of New York, with offices at Village Hall, 77 Main Street, Warwick, New York 10990, (hereinafter the "VILLAGE"),

WITNESSETH:

WHEREAS, the VILLAGE maintains a Building Department and employs a Building Inspector whose duties include, inter alia, reviewing building plans and issuing building permits; and

WHEREAS, the VILLAGE wishes to retain a qualified consultant to assist the VILLAGE's Building Inspector in the review of building plans, particularly for more complex developments such as large residential projects, on an "as needed" basis and billed at an hourly rate; and

WHEREAS, the CONSULTANT has presented the VILLAGE with a proposal for third-party review services dated October 4, 2022 and revised October 12, 2022, a copy of which is attached hereto as Schedule "A"; and

WHEREAS, the VILLAGE wishes to retain the CONSULTANT to provide the said third-party review services to the VILLAGE's Building Inspector in the review of building plans on an "as needed" basis and billed at an hourly rate ;

NOW, THEREFORE, in consideration of the promises and mutual covenants expressed herein, it is hereby agreed by and between the parties hereto as follows:

1. **Contract Documents.**

The terms and provisions of this contract set forth in: (1) this Consulting Services Agreement, (2) the proposal attached as Schedule "A". In the event of any conflict between the terms of this Consulting Services Agreement and the proposal attached a Schedule "A", the provisions of the Consulting Services Agreement shall govern unless it is specifically stated otherwise herein.

2. **Term of this Agreement.**

This Agreement shall have a term running from the date of its execution until December 31, 2024. Provided, however, that this Agreement may be terminated earlier as provided herein.

3. **Services to Be Provided.**

A. The CONSULTANT shall, at the request of the VILLAGE's Building Inspector, review permit/construction documents for compliance with the New York State Uniform Fire Prevention and Building Code and other applicable codes in accordance with the standards and provisions set forth in the proposal attached as Schedule "A". The provision of such services is contingent upon the VILLAGE providing the information and materials required in the proposal attached as Schedule "A".

B. If expressly requested by the VILLAGE's Building Inspector, the CONSULTANT shall communicate with and/or meet with the property owners and their consultants who have submitted permit/construction documents to the VILLAGE Building Inspector for discussion of issues pertaining thereto. To the extent that any such communications or meetings require the CONSULTANT to incur expenses or disbursements, the Building Inspector shall authorize reimbursement for such expenses or disbursements by the VILLAGE subject to the limitations in this Agreement.

C. The CONSULTANT shall report to and consult with the VILLAGE Building Inspector in regard to the results and findings of his review permit/construction documents in accordance with the standards and provisions set forth in the proposal attached as Schedule "A".

D. It is expressly understood and agreed by and between the parties that the CONSULTANT shall have no authority to issue any approvals on behalf of the VILLAGE or to make any binding statements or representations on behalf of the VILLAGE.

4. **Independent Contractor.**

The parties expressly acknowledge and agree that the CONSULTANT, its offers, employees, agents and subcontractors, is an independent contractor. The CONSULTANT covenants and agrees that it will conduct itself consistent with such status, and will neither hold itself out as nor claim to be a department, agency, officer or employee of the VILLAGE by reason hereof, or make and claim, demand or application to or for any right of privilege applicable to an officer or employee of the VILLAGE, including but not limited to Workers' Compensation coverage, unemployment insurance benefits, Social Security coverage, or retirement member ship or credit.

5. **Compensation.**

A. Compensation for services hereunder will be paid at the rate of One Hundred Fifty and 00/100 Dollars (\$150) per hour billed based upon actual time expended. Expenses and disbursements less than \$250 cannot be billed to the VILLAGE unless prior written approval for the expenses or disbursements is obtained from the Building Inspector. Expenses or disbursements of \$250 or more cannot be billed to the VILLAGE unless prior written approval for the expenses or disbursements is obtained from the Village Board.

B. Invoices for payment shall be submitted with vouchers on a monthly basis.

C. All invoices must contain an itemized statement setting forth:

(i) each service provided,

(ii) the date upon which each service was provided,

(iii) the amount of time expended upon each service listed; and

(iv) for each item a statement identifying the application or project on which it was rendered.

D. Payment of the properly submitted invoices shall be due within thirty (30) days after receipt of the same by the VILLAGE.

6. **Insurance.**

It is understood and agreed that the CONSULTANT shall not be required to carry liability insurance in regard to the services rendered hereunder. Further, CONSULTANT agrees and acknowledges that the VILLAGE shall have no obligation to carry him as an additional insured on the VILLAGE's liability insurance policy and is not obligated to defend or indemnify him for any claims or lawsuits arising from the provision of services under this Agreement.

7. **Disclaimer.**

A. As is set forth in the proposal attached as Schedule "A", it is expressly understood, acknowledged, and agreed that any and all review, reporting, and consulting services of any kind provided by the CONSULTANT under this Agreement does not constitute a guaranty of compliance with any or all applicable codes. Responsibility for determining compliance with applicable codes remains at all times the sole responsibility of the VILLAGE Building Inspector, and those individuals who prepare and submit permit/construction documents for approval. No person may rely upon services provided

hereunder by the CONSULTANT to establish any special relationship or duty with respect to the VILLAGE or the CONSULTANT.

B. The services provided by the Consultant under this Agreement do not include:

- Construction inspections;
- Review of site plans except for coordination with building plans;
- Field investigations;
- Testing and performance code analysis;
- Detailed review of heating and cooling calculations;
- Review or preparation of cost estimates; and
- Any other items expressly listed as excluded from services in the Consultant's proposal attached as Schedule "A".

8. **Cancellation.**

This Agreement may be terminated by either party, with or without cause, on thirty (30) day's written notice provided to the addresses listed above by overnight delivery service, United States Postal Service Certified Mail Return Receipt Requested, or personal delivery. The thirty day termination period shall begin to run upon delivery of the notice.

9. **Non-Assignment & Subcontractors Clause.**

This Agreement contemplates the provision of services by the CONSULTANT personally. No subcontractors may be utilized except by prior express written consent of the VILLAGE, which consent may be granted or withheld in the sole discretion of the VILLAGE. Further, the Agreement may not be assigned nor may any right, title or interest therein be assigned, transferred, conveyed or otherwise disposed of and any attempts to make such assignment shall be null and void.

10. **Non-Discrimination.**

In accordance with Article 15 of the Executive Law and all other State and Federal statutory and constitutional non-discrimination provisions, the CONSULTANT shall not discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, age, disability, or marital status.

11. **Sexual Harassment Prevention Policy.**

In entering into this Agreement the CONSULTANT represents that it is in compliance with New York State's Sexual Harassment Prevention Policy to the extent that the same is applicable to the CONSULTANT.

12. **Applicable Law and Venue.**

The law of the State of New York will govern all questions concerning the construction, validity, and interpretation of this Agreement and the performance of the obligations imposed by this Agreement. Venue of any action upon or arising out of this Agreement shall be New York State Supreme Court, Orange County.

13. **Entire Agreement.**

This Agreement completely expresses the full agreement between the parties. Any prior understandings and representations agreements between the parties are merged herein.

14. **Modifications to Agreement.**

This Agreement may not be amended or modified in any respect except by a writing signed by the party to be charged with such amendment or modification.

15. **Construction of Agreement.**

This Agreement has been negotiated and prepared by the parties and should any provision of this Agreement require judicial interpretation, the court interpreting or construing the provision shall not apply the rule of construction that a document is to be construed more strictly against one party than the other as the "drafter" of the agreement.

16. **Execution in Counterparts.**

This Agreement may be executed in counterparts, each of which shall be deemed to be an original but all of which taken together shall constitute one and the same agreement. If executed in counterparts, this Agreement shall become effective when one or more counterparts have been signed by each of the parties.

IN WITNESS WHEREOF, the parties have caused these presents to be executed effective on the day, month, and year first written above.

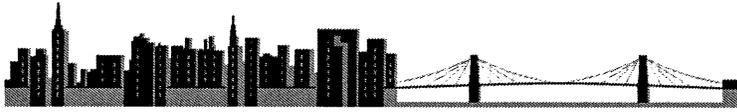
MARTIN G. ROGERS, P.E.,

VILLAGE OF WARWICK

BY: _____
Martin G. Rogers, P.E.,

BY: _____
Michael Newhard, Mayor

SCHEDULE A



100 Old Dutch Hollow Road, Monroe, NY 10950 Ph 845.988.7162

Martin G Rogers, P.E.
Consulting Engineer

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

October 4, 2022
Rev October 12, 2022

RE: Third Party Review Services

In accordance with your request, I am pleased to submit this proposal to provide consulting services directly to the Village of Warwick.

We understand that you require Code Review of documents submitted to the Village by applicants requesting approvals. The work will be performed for the Village of Warwick, herein referred to as the Client. The Client shall provide a list of projects and description of the proposed work for discussion to determine the projects to be considered for review.

1-0 SCOPE

1-1 Code Analysis Services

- A. Review the Permit/Construction Documents for compliance with the New York State Uniform Fire Prevention and Building Code and other applicable reference codes. The comments will be marked on a PDF file of the drawings and other documents submitted for review in red "redlined". The review will include comments and specific code references as appropriate.
- B. The review may identify items not reviewed in detail that will be required to be performed by Village of Warwick personnel.
- C. Meet with Applicants if requested by the Applicant with prior approval by the Client.

Review by Martin G. Rogers, P.E. does not imply compliance with all codes. Compliance with applicable laws and codes is the responsibility of the Design Professionals who prepare the Permit/Construction Documents. No person may rely on services performed or on any acts or representations of Martin G. Rogers, P.E. to establish any special relationship or duty with respect to the Village of Warwick granting approval or permit.

2-0 PERSONNEL

The primary personnel assigned to serve the Applicant/Client will be as follows:

-
- 2-1 Project Manager – Martin G. Rogers, P.E. (Principal Engineer)
 - A. Responsible for financial, management, and staff supervision. Project Management time will be kept to a minimum.
 - B. Responsible for preparing code analysis reports and performing primary code review.

3-0 LIMITATIONS

- 3-1 Attendance at meetings except as specifically described above is not included. Additional meetings will be billed at hourly rates including travel per meeting per each person attending representing Martin G. Rogers, P.E.
- 3-2 Construction inspection and construction phase services relating to Contractor Means and Methods are not included.
- 3-3 The Client will provide drawings and other supporting documents in Adobe PDF format and one full size paper set if requested.
- 3-4 Review of Site Plans except for coordination with the building plans, Fire Code and applicable sections of the Building Code. Exterior structural items, retaining walls, stairs, walkways, or drainage structures is not included.
- 3-5 Permission to access existing buildings and surrounding property for site visits, and other investigations will be coordinated by the Client.
- 3-6 Testing of materials and performance code analysis is not included.
- 3-7 Detailed review of heating and cooling calculations are not included.
- 3-8 Review or preparation of a construction cost estimates are not included.
- 3-9 Review of applications or forms for permit filing is not included.

Additional services related to the above limitations can be provided, if specifically authorized by the Client.

4-0 SCHEDULE

Work can be scheduled to commence within two (2) weeks' receipt of your written authorization to proceed. Analysis and summaries will be issued to the Applicant/Client based on receipt of drawings for review and any and all supporting documentation required to perform the work.

Typically an initial review requires a minimum of a one (1) to three (3) week timeframe based on the type of submission and size of the drawing set. Larger projects or special occupancies may exceed the typical timeframe. Additional interim submissions by the applicant during the review may exceed the minimum timeframe.

Submission of multiple projects for review at the same time will require the Client to provide a list to identify the order they shall be reviewed. Each project may require the timeframe noted above after the completion of the previous review.

5-0 FEES

Martin G. Rogers, P.E. will provide services to the Client on a time and expenses basis. Invoices will be submitted to the Client monthly. Payments are due net 30 days.

The key personnel identified above will be billed at the following "direct to municipality" rates:

<u>TITLE</u>	<u>HOURLY RATE</u>
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Project Manager / Principal Engineer	\$150.00
Code Compliance Specialist	\$120.00

6-0 Term of Contract

This Agreement shall be in effect for work performed from the date of Agreement noted herein to and including December 31, 2024.

7-0 Termination

The obligation to provide further services under this Agreement may be terminated by either party upon thirty days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof, through no fault of the terminating party.

Please have an authorized representative sign below indicating the acceptance of this agreement and attached General Terms and return the originals.

We thank you for this opportunity to submit this proposal, and look forward to working with you. Please contact me if you have any questions.

Sincerely,



Martin G. Rogers, P.E.

Attachment: General Terms and Conditions

Acceptance (Signature): _____

Date: _____

Typed/Printed Name: _____

Title: _____