

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
OCTOBER 16, 2023
AGENDA**

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

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

1. Introduction by Mayor Newhard.
2. Acceptance of Reports – September 2023: Clerk’s Office, Tax Collection, and Justice Department.

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

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

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

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

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

4. Police Report.

Presentations

1. Convergent – Battery Storage Update.
2. Barton & Loguidice – Wastewater Treatment Plant Update.

Announcement

1. Please take notice that on-street parking within the Village of Warwick is prohibited between the hours of 2:00 a.m. and 6:00 a.m. from November 1st through April 1st.

Correspondence

1. Village of Warwick Planning Board declaration of lead agency in coordinated SEQRA review for the special use permit and site plan approval application submitted by Warwick LLC in regard to the property located at 8 Forester Avenue.

Discussion

1. Battery Storage Moratorium.
2. Community Choice Aggregation.
3. Climate Action Plan for Government Operations.
4. Veterans Memorial Park Master Plan.

Public Comment - Agenda Items Only

GUIDELINES FOR PUBLIC COMMENT

The public may speak only during the meeting's Public Comment period and at any other time a majority of the Board allows. Speakers must be recognized by the presiding officer, step to the front of the room/microphone, give their name, residency, and organization, if any. Speakers must limit their remarks to three minutes (this time limit may be changed to accommodate the number of speakers) and may not yield any remaining time they may have to another speaker. Board members may, with the permission of the mayor, interrupt a speaker during their remarks, but only for the purpose of clarification or information. The Village Board is not required to accept or respond to questions from the public at meetings but may request that inquiries be submitted in writing to be responded to at a later date. All remarks must be addressed to the Board as a body and not to individual Board members. Interested parties or their representatives may also address the Board by written communications.

Motions

Trustee Cheney's Motions

1. **MOTION** to grant permission to the Veterans of Foreign Wars Post No. 4662 to hold a Veterans Day Parade Saturday, November 11, 2023, as per their facility use application and parade map received October 3, 2023. Parade lineup will take place on High Street at 10:30 a.m. with step-off beginning at 11:11 a.m. The parade will culminate with a ceremony at Veterans Memorial Park at approximately 12:00 p.m. The parade route has

been approved by the Town of Warwick Police Department. 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 Collura ___
Trustee McKnight ___ Mayor Newhard ___

2. **MOTION** to grant permission to Village of Warwick Employee, Chris Kane, to carry over 5 vacation days.

The vote on the foregoing motion was as follows:

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

3. **MOTION** to hire Barton & Loguidice to perform a Lead Service Line Inventory of the Village's Water Distribution System as part of the 2022 Bipartisan Infrastructure Law Lead Service Line Replacement (BIL-LSLR) funding through the Drinking Water State Revolving Fund (DWSRF). Two Statements of Qualifications were received.

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

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

Trustee McKnight's Motions

4. **MOTION** to approve the proposed settlement of the copyright claim of Michael Briner for \$4,500 and to authorize the Mayor to execute the Settlement Agreement.

The vote on the foregoing motion was as follows:

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

5. **RESOLUTION SETTING A PUBLIC HEARING ON THE SPECIAL USE PERMIT APPLICATION FOR 8 FORESTER AVENUE**

WHEREAS, the Village Board of the Village of Warwick has received an application from Warwick LLC for grant of a special use permit to convert existing office space on the first floor of the building at 8 Forester Avenue (Section 207, Block 3, Lot 3) into three one-bedroom apartments and to add a second floor with three additional one-bedroom apartments pursuant to Village Code §145-161, and

WHEREAS, under the Village Code it is necessary to hold a public hearing on the said application,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That a public hearing on the said application for a special use permit is set for November 6, 2023 at 7:30 o'clock p.m.; and
2. That the Village Clerk shall publish, post and provide notice of the public hearing as required by the Village Code; and
3. That the Village Clerk shall provide a referral to the Orange County Planning Department under General Municipal Law §239-m.

_____ presented the foregoing resolution which was seconded by _____,

The vote on the foregoing resolution was as follows:

- | | |
|----------------------------------|-------|
| Barry Cheney, Trustee, voting | _____ |
| Carly Foster, Trustee, voting | _____ |
| Thomas McKnight, Trustee, voting | _____ |
| Mary Collura, Trustee, voting | _____ |
| Michael Newhard, Mayor, voting | _____ |

6. **MOTION** to hire Kristin Bialosky to the position of Full-Time Secretary to the Planning Board in accordance with Civil Service requirements with a start date of November 6, 2023.

The vote on the foregoing motion was as follows:

Trustee Cheney ___ Trustee Foster ___ Trustee Collura ___

Trustee McKnight ___ Mayor Newhard ___

Reports

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

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

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

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

Mayor Newhard’s Report

Public Comment – *Non-Agenda Items*

Final Comments from the Board

Executive Session, if applicable

Adjournment

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VILLAGE OF WARWICK
INCORPORATED 1867

**8 Forester Avenue – Village of Warwick Planning Board
Declared as Lead Agency in Coordinated SEORA Review**

A **MOTION** was made by Bryan Barber, seconded by Bill Olsen and carried for the Village of Warwick Planning Board to declare themselves lead agency and resolve to conduct a coordinated review on this matter as an unlisted action for the special use permit and site plan approval application submitted by Warwick LLC in regard to the property located at 8 Forester Avenue.

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

Jesse Gallo Aye Bill Olsen Aye Bryan Barber Aye

Scot Brown Aye Kerry Boland Aye

I, RAINA ABRAMSON, Village Clerk of the Village of Warwick, in the County of Orange, State of New York HEREBY CERTIFY that the above motion was made at a regular meeting of the Planning Board of the Village of Warwick duly called and held on Tuesday, October 10, 2023 and has been compared by me with the original minutes as officially recorded in the Village Clerk's Office in the Minute Book of the Planning Board and is a true, complete and correct copy thereof and of the whole of said original minutes so far as the same relate to the subject matter.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Warwick this 12th day of October 2023.

SEAL

Raina M. Abramson, Village Clerk

Disclaimer: The primary objective of this document is to assist municipalities in drafting a Local Law to facilitate the creation of Community Choice Aggregation programs in New York State. The following information should not be a substitute for legal advice from an attorney familiar with local requirements.

LOCAL LAW NO. [#]-2016

A LOCAL LAW TO ESTABLISH A COMMUNITY CHOICE AGGREGATION (ENERGY) PROGRAM IN THE [CITY, TOWN, or VILLAGE OF _____]

Be it enacted by the [legislative body] of the [City, Town, or Village of _____] as follows:

The Code of the [City, Town, or Village of _____] is hereby amended by adding a new Chapter [#], entitled “COMMUNITY CHOICE AGGREGATION (ENERGY) PROGRAM,” to read as follows:

§1. Legislative Findings; Intent and Purpose; Authority.

- A. It is the policy of both the [City, Town, or Village of _____] (“Municipality”) and the State of New York to reduce costs and provide cost certainty for the purpose of economic development, to promote deeper penetration of energy efficiency and renewable energy resources such as wind and solar, and wider deployment of distributed energy resources as well as to examine the retail energy markets and increase participation of and benefits for Eligible Consumers in those markets. Among the policies and models that may offer benefits in New York is Community Choice Aggregation (“CCA”), which allows local governments to determine the default supplier of electricity and natural gas on behalf of Eligible Consumers.
- B. The purpose of CCA is to allow participating local governments to procure energy supply service for Eligible Consumers, who will have the opportunity to opt out of the procurement, while maintaining transmission and distribution service from the existing Distribution Utility. This Chapter establishes a program (“CCA Program”) that will allow the Municipality and other local governments to work together through a shared purchasing model to put out for bid the total amount of natural gas and/or electricity being purchased by Eligible Consumers within the jurisdictional boundaries of participating municipalities. Eligible consumers will have the opportunity to have more control to lower their overall energy costs, to spur clean energy innovation and investment, to improve customer choice and value, and to protect the environment; thereby, fulfilling the purposes of this Chapter and fulfilling an important public purpose.
- C. The Municipality is authorized to implement this CCA Program pursuant to Section 10(1)(ii)(a)(12) of the New York Municipal Home Rule Law; and State of New York Public Service Commission Case No. 14-M-0224, Proceeding on Motion of the Commission to Enable Community Choice Aggregation Programs (issued April 21, 2016) as may be amended, including subsequent orders of the Public Service Commission (PSC) issued in connection with or related to Case No. 14-M-0224, to the extent that orders related to Case No. 14-M-0224 enable actions by the Municipality.

- D. This Chapter shall be known and may be cited as the COMMUNITY CHOICE AGGREGATION (ENERGY) PROGRAM Law of the Municipality.

§2. Definitions.

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

- A. AGGREGATED DATA shall mean aggregated and anonymized information including the number of consumers by service class, the aggregated peak demand (kW) (for electricity) by month for the past 12 months, by service class to the extent possible, and the aggregated energy (kWh) for electricity or volumetric consumption for gas by month for the past 12 months by service class.
- B. CCA ADMINISTRATOR shall mean [The city / town / village of _____ or third party CCA Administrator] duly authorized to put out for bid the total amount of electricity and/or natural gas being purchased by Participating Consumers. CCA Administrator is responsible for Program organization, administration, procurement, and communications, unless otherwise specified.
- C. CUSTOMER SPECIFIC DATA shall mean customer specific information, personal data and utility data for all consumers in the municipality eligible for opt-out treatment based on the terms of PSC CCA Order and the CCA program design including the customer of record's name, mailing address, telephone number, account number, and primary language, if available, and any customer-specific alternate billing name, address, and phone number.
- D. DATA SECURITY AGREEMENT shall mean an agreement between the Distribution Utility and the Municipality that obligates each party to meet, collectively, (i) all national, state and local laws, regulations or other government standards relating to the protection of information that identifies or can be used to identify an individual Eligible Consumer with respect to the CCA Administrator or its representative's processing of confidential utility information; (ii) the Distribution Utility's internal requirements and procedures relating to the protection of information that identifies or can be used to identify individual Eligible Consumer with respect to the CCA Administrator or its representative's processing of confidential utility information; and (iii) the PSC CCA Order and PSC rules, regulations and guidelines relating to confidential data.
- E. DEFAULT SERVICE shall mean supply service provided by the Distribution Utility to consumers who are not currently receiving service from an energy service company (ESCO). Eligible Consumers within the Municipality that receive Default Service, and have not opted out, will be enrolled in the Program as of the Effective Date.
- F. DISTRIBUTED ENERGY RESOURCES (DER) shall mean local renewable energy projects, shared renewables like community solar, energy efficiency, demand response, energy management, energy storage, microgrid projects and other innovative Reforming the Energy Vision (REV) initiatives that optimize system benefits, target and address load pockets/profile within the CCA's zone, and reduce cost of service for Participating Consumers.

- G. DISTRIBUTION UTILITY shall mean owner or controller of the means of distribution of the natural gas or electricity that is regulated by the Public Service Commission.
- H. ELIGIBLE CONSUMERS shall mean eligible customers of electricity and/or natural gas who receive Default Service from the Distribution Utility as of the Effective Date, or New Consumers that subsequently become eligible to participate in the Program, at one or more locations within the geographic boundaries of the Municipality, except those consumers who receive Default Service and have requested not to have their account information shared by the Distribution Utility. For the avoidance of doubt, all Eligible Consumers must reside or be otherwise located at one or more locations within the geographic boundaries of the Municipality, as such boundaries exist on the effective date of the ESA.
- I. ESCO or ENERGY SERVICES COMPANY mean an entity duly authorized to conduct business in the State of New York as an ESCO.
- J. NEW CONSUMERS shall mean consumers of electricity that become Eligible Consumers after the effective date of the ESA, including those that opt in or move into Municipality.
- K. PARTICIPATING CONSUMERS shall mean Eligible Consumers enrolled in the Program, either because they are consumers who receive Default Service from the Distribution Utility as of the Effective Date and have not opted out, or are New Consumers.
- L. PROGRAM ORGANIZER shall mean the group responsible for initiating and organizing the CCA. This group will typically secure buy-in from local governments and engage in preliminary outreach and education around CCA. The Program Organizer may be a non-profit organization, local government, or other third party. The Program Organizer and the CCA Administrator may be the same.
- M. PSC CCA ORDER shall mean the PSC's Order Authorizing Framework for Community Choice Aggregation Opt-Out Program, issued on April 21, 2016 in Case 14-M-0224, "Proceeding on Motion of the Commission to Enable Community Choice Aggregation Programs."
- N. PUBLIC SERVICE COMMISSION or PSC shall mean New York State Public Service Commission.
- O. SUPPLIERS shall mean ESCOs that procure electric power and natural gas for Eligible Consumers in connection with this Chapter or, alternatively, generators of electricity and natural gas or other entities who procure and resell electricity or natural gas.

§3. Establishment of a Community Choice Aggregation (Energy) Program.

- A. A Community Choice Aggregation (Energy) Program is hereby established by the Municipality, whereby the Municipality may implement a CCA Program to the full extent permitted by the PSC CCA Order, as set forth more fully herein.
- B. The Municipality may act as aggregator or broker for the sale of electric supply, gas supply, or both to Eligible Consumers and may enter into contracts with one or more Suppliers for energy supply and other services on behalf of Eligible Consumers.

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

§4. Eligibility.

- A. All consumers within the Municipality, including residential and non-residential, regardless of size, shall be eligible to participate in the CCA Program.
- B. All consumers that are members of [identify eligible service classes listed, by utility, in Appendix C of the PSC CCA Order] shall be enrolled on an opt-out basis except for consumers i) that are already taking service from an ESCO, ii) that have placed a freeze or block on their account, or iii) for whom inclusion in the CCA Program will interfere with a choice the customer has already made to take service pursuant to a special rate. Those consumers may be enrolled on an opt-in basis.

Drafting Note: The Municipality may elect to apply opt-out treatment to a more limited class of consumers, to only allow certain classes of consumers to opt in, or both.

- C. New Consumers shall be enrolled on an opt-out basis.

Drafting Note: Municipality may determine whether Eligible Consumers who move into a municipality which is participating in a CCA should be enrolled on an opt-in or opt-out basis. If a Municipality chooses to enroll these consumers on an opt-out basis, it must mail them an opt-out letter consistent with the discussion below providing an opt-out period of at least 30 days before the customer is enrolled. Pursuant to the PSC CCA Order, for those low-income customers whose energy bills are paid by a social services organization, the social services organization shall be the one to opt out on their behalf.

§5. Opt-Out Process.

- A. An opt-out letter, printed on municipal letterhead, shall be mailed to Eligible Consumers at least 30 days prior to customer enrollment. The opt-out letter shall include information on the CCA Program and the contract signed with the selected ESCO including specific details on rates, services, contract term, cancellation fee, and methods for opting-out of the CCA Program. The letter shall explain that consumers that do not opt-out will be enrolled

in ESCO service under the contract terms and that information on those consumers, including energy usage data and APP status, will be provided to the ESCO.

- B. All consumers shall have the option to opt-out of the CCA Program at any time without penalty.

Drafting note: According to the PSC CCA Order, CCA customers must be permitted to cancel CCA service any time before the end of the third billing cycle of the new contract period without penalty or other charges. Therefore, the Municipality may authorize a fee for cancelation of service after the third billing cycle.

- C. Termination fees shall not be charged to consumers that cancel their CCA service as a result of moving out of the premises served.

§6. Customer Service.

Participating Consumers shall be provided customer service including a toll-free telephone number available during normal business hours (9:00 A.M.- 5:00 P.M. Eastern Time, Monday through Friday) to resolve concerns, answer questions, and transact business with respect to the service received from the Supplier.

§7. Data Protection Requirements.

- A. The Municipality may request Aggregated Data and Customer Specific Data from the Distribution Utility provided, however, that the request for Customer Specific Data is limited to only those Eligible Consumers who did not opt-out once the initial opt-out period has closed.
- B. Customer Specific Data shall be protected in a manner compliant with, collectively, (i) all national, state and local laws, regulations or other government standards relating to the protection of information that identifies or can be used to identify an individual that apply with respect to the Municipality or its representative's processing of confidential utility information; (ii) the utility's internal requirements and procedures relating to the protection of information that identifies or can be used to identify an individual that apply with respect to the Municipality or its representative's processing of confidential utility information; and (iii) the PSC CCA Order and PSC rules, regulations and guidelines relating to confidential data.
- C. The Municipality must enter into a Data Security Agreement with the Distribution Utility for the purpose of protecting customer data.

§8. CCA Advisory Group.

- A. A CCA Advisory Group is hereby established to develop and review CCA related proposals, act as the Municipality's agent in awarding said proposals, and forward information regarding such awards to the [legislative body] for ratification.
- B. Membership to the CCA Advisory Group shall include the [name relevant municipal staff positions i.e. Commissioner of Finance, Director of Purchasing].

§9. Administration Fee.

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

§10. Reporting.

- A. Annual reports shall be filed with the [Legislative Body] of the Municipality by March 31 of each year and cover the previous calendar year.
- B. Annual reports shall include, at a minimum: number of consumers served; number of consumers cancelling during the year; number of complaints received; commodity prices paid; value-added services provided during the year (e.g. installation of DER or other clean energy services); and administrative costs collected. The first report shall also include the number of consumers who opted-out in response to the initial opt-out letter or letters.
- C. If a CCA supply contract will expire less than one year following the filing of the annual report, the report must identify current plans for soliciting a new contract, negotiating an extension, or ending the CCA program.

§11. Effective Date.

This Local Law shall be effective immediately upon passage.

§12. Severability.

The invalidity or unenforceability of any section, subsection, paragraph, sentence, clause, provision, or phrase of the aforementioned sections, as declared by the valid judgment of any court of competent jurisdiction to be unconstitutional, shall not affect the validity or enforceability of any other section, subsection, paragraph, sentence, clause, provision, or phrase, which shall remain in full force and effect.

Community Choice Aggregation (CCA) Administrator Request for Proposal (RFP)

***Purpose of this Document:** The Template Community Choice Aggregation (CCA) Request for Proposal (RFP) is meant to serve as an example RFP for municipalities and other organizations interested in pursuing CCA and running a competitive process for selecting a CCA Administrator. The information contained within can be adapted to meet a municipality's or a group of municipalities' specific needs. NYSERDA makes no representation that the information contained below will meet any specific municipality's local procurement policies or laws; this template should be customized by each user.*

Municipalities may wish to use the non-italicized text as sample language for a specific section of the RFP. The italicized text offers examples and options but should be drafted by the jurisdiction to meet their individual circumstances and needs. The bracketed text should be edited directly by the jurisdiction.

If CCA and the role of the Administrator is still new to you, you may find the [Community Choice Aggregation Toolkit](#) on NYSERDA's website helpful before embarking on an RFP process.

Section 1 – Purpose and Goals

A. Purpose

New York State municipalities are permitted to participate in a CCA program subject to local authorization, pursuant to the New York State Public Service Commission's Order Authorizing Framework for Community Choice Aggregation Opt-Out Program, issued on April 21, 2016 in Case 140M-0224 ("PSC CCA Order").

[insert municipality name(s)] adopted local laws creating its own CCA program. [insert municipality name] adopted its legislation [insert legislation name] on [insert date], after holding a public hearing on [insert date]. [Repeat above for each municipality]

Suggested language for communities entering a MOU (optional): The municipalities, through their legislative bodies, have adopted a Memorandum of Understanding ("MOU") to work collectively – in compliance with each municipality's respective procurement policy – to solicit, evaluate and select, a common CCA Administrator to assist in procuring, administering, and managing an electricity supply contract.

In this Request for Proposals (RFP), [City(s) / town(s) / Village(s) of ____] intend to review and select an organization to administer a Community Choice Aggregation ("CCA") program.

B. Goals

The municipality(s) seeks to implement a CCA program that: [Insert goals of CCA]. *Example goals could include, but are not limited to:*

- *Reduces electricity costs for community members.*

- *Provides a 100% renewable energy (RE) product as the default supply¹.*
- *Supports locally [Insert definition of local, such as within the town, county, region, or state] produced renewable energy generation.*
- *Supports the community in meeting clean energy goals/targets.*
- *Supports local economic development including local job creation, the attraction and retention of business establishments, and/or investment.*
- *Supports inclusive and equitable access to the CCA program.*
- *Offers constituents a range of opportunities to take advantage of clean energy products and services.*

C. Basic Requirements

Respondents to this RFP must have the following:

- A CCA Implementation Plan and Data Protection Plan approved by the New York Public Service Commission.
- Experience in [insert key experience]. *Potential examples include:*
 - *Experience in all aspects of administering a CCA program.*
 - *Experience procuring a 100% renewable clean energy product.*
 - *Experience with the above in New York State and/or demonstrated experience with New York State clean energy policies and programs.*
- Respondents must be in good financial standing with federal agencies and the State of New York.
- Respondents, subcontractors, or consultants must disclose whether they have been debarred, suspended, or otherwise prohibited from practice by any federal, state, or local agency.

D. Timeline

- Issuance of RFP: [Insert date]
 - Pre-Proposal Conference RSVP: [Insert date]
 - Pre-Proposal Conference: [Insert date]
 - Deadline for Submissions: [Insert date]
 - Final Decision: [Insert date]
- A pre-proposal conference will be held at [location] on [date] at [time]. If you plan to attend, please contact [name] at [email] or [phone] by [RSVP date].

¹ Green claims can only be made about a CCA's product mix when the supplier retires renewable energy certificates (RECs) on behalf of the municipality in a New York State Generation Attribute Tracking System (NYGATS) Account (with reports on such retirements to the municipality) in a manner that is compliant with the environmental attributes and delivery rules of the New York Public Service Commission Environmental Disclosure Program.

- Submitted proposals must be signed by an individual who is authorized to bind the proposer to all commitments made in the proposal. A PDF of the proposal, together with all attachments, must be submitted by email no later than [insert time] on [insert date]. Any late proposals will not be accepted.

Interested parties are advised that the authorized contact person for this procurement is set forth below. No contact with any other municipal personnel other than the authorized contact person is allowed until such times as an award (or awards) has (have) been made. The municipality is under no obligation to respond to any question, inquiry or assertion that is not received in writing. Interested parties may contact the authorized contact person by telephone or email. Violation of these provisions may result in immediate disqualification. Proposers will submit all proposals and direct all responses, questions, and any other communications to the following authorized contact person:

[Insert contact information]

E. Rights of Individual Municipalities *(in the case of a joint RFP with other municipalities)*

Each municipality reserves the right to contract with a CCA Administrator individually, or with all the other municipalities, or with one or more of the other municipalities on the same terms and conditions as provided in the RFP and the responses thereto. Nothing herein shall preclude any of the municipalities, together or individually, from negotiating contract terms with a CCA Administrator that each municipality deems to be in its best interest.

Ultimately the decision of retaining a CCA Administrator will reside with each individual municipality.

Section 2 - Scope of Services

The [insert name of municipality(s)] is seeking a CCA Administrator to procure, administer, and manage an electricity supply contract for the [insert name of municipality(s)] and to responsibly fulfill the obligations of a CCA Administrator as set out by PSC CCA Order. The following section details the specific scope of services the [insert name of municipality(s)] is seeking:

1. **Compliant with all Federal and NY State laws, rules, and regulations:** Ensure the CCA program complies with the PSC CCA Order, related orders, and other applicable laws and regulations.
2. **Goals and Objectives:** Support the municipality(s) and community(s) in further refining goals and objectives of CCA and identify how success will be measured and evaluated.
3. **Procurement of Electricity Supply Contract:** Procure an electricity supply contract below the utility benchmark price and include a 100% renewable energy option.
4. **Clean Energy Products and Services:** Offer a compelling and robust plan to provide and market clean energy products and services to the community, including the benefits the community may anticipate from such products and services and how success will be measured and evaluated. The benefits may include, but are not limited to, supporting local economic development through local job creation, the attraction and retention of business establishments and/or investment, increasing access to clean energy including for low to moderate income populations, electricity cost savings, reducing greenhouse gas (GHG)

emissions, and improving local air quality. Metrics for measuring and evaluating success may include the percentage of CCA participants that partake in clean energy product and service offerings or the percentage of electricity cost savings per participating household, among others.

- The clean energy products and services could be provided through programs the proposer organization already offers, through the electricity supply contract solicitation, through a separate solicitation for clean energy products and services, or another mechanism.
 - Potential products and services could include, but are not limited to, community solar, rooftop solar, battery storage, clean heating and cooling technologies, energy efficiency, smart home products, demand side management programs, micro-grid projects, electric vehicles, and electric vehicle charging infrastructure. [Appendix 1](#) provides examples of potential clean energy products and services a CCA Administrator could facilitate. These examples should not be viewed as prescriptive. Innovative and creative ideas are encouraged.
5. **Program Roles and Responsibilities:** Take full responsibility for administering the CCA and partner with local organization(s) and municipality(s) to implement the CCA.
 6. **Public Education and Outreach:** Conduct comprehensive community education and outreach on CCA.
 7. **Local Partner/Presence:** Work with/leverage local partner organizations, advocates, and/or other third-party stakeholders and have some local presence.
 8. **Customer Enrollment and Management:** Maximize customer enrollment, maintain and manage customer participation, manage opt-outs.
 9. **Consumer Protection:** Lawfully and securely procure, transfer, and store anonymized and customer-specific program data on behalf of the municipality(s), pursuant to an approved Data Protection Plan.
 10. **Pricing:** Provide a clear description of how the Administrator plans to establish a utility benchmark price to compare and evaluate the CCA price against once the price becomes available.
 11. **Program Fees:** Provide a clear explanation of how the Administrator anticipates covering program costs and any fees that will be passed on to CCA program participants or the municipality(s). This should include:
 - The costs the fee will cover such as program staffing and overhead, outreach and communications, legal expenses, program development.
 - The estimated per kWh fee (if available).
 - How the fee will be collected.
 - Any other fees charged to the municipality(s) or program customers.
 - Any fees associated with clean energy products or services (DERs) or other services offered to CCA customers by the CCA Administrator.
 12. **Reporting:** Analyze and report regularly to the municipality(s) and Public Service Commission on program data, pursuant to the PSC CCA Order.

13. **Implementation Timeline:** Implement and administer the CCA in a timely fashion.
14. **Vet and pre-qualify prospective electricity suppliers, clean energy product and service providers** in accordance with criteria established by the municipality(s).
15. **Continued Support and Additional Services and Information:** Provide continued support and capacity building to the municipality(s) and customers after program launch, including:
 - Customer service.
 - Monitoring and management of contractual obligations.
 - Regular program data and performance metrics reporting.
 - Program development and enhancement.
 - Continued analysis of relevant market and regulatory issues.
 - Ongoing support to the municipality(s) in helping them achieve broader energy goals.
 - Other services and information as relevant.

Section 3 – Proposal Requirements

All proposals must include the following information to be considered complete. The [insert name of municipality(s)] reserve(s) the right to reject any proposal for non-compliance with these requirements and specifications or may choose to accept the proposal regardless of compliance. For each step, be sure to detail what technical and support services the proposer has available.

A. Cover Letter

- a. A transmittal letter on the proposer's business stationery from the individual(s) or a principal officer of the organization offering the proposal and certifying that the proposal will remain in effect for ninety (90) days after the proposal due date. The letter should contain a general description of the mission or focus of the organization and provide the name and address of the individual or firm and contact information for the individual or officer (telephone and email address).

B. Organization Overview

- a. Please provide a brief history of the proposing organization. If a separate organization will be engaged as a subcontractor or consultant for this project, or has entered into any contract (as such term is defined in General Municipal Law Article 18) with any third party in connection with this RFP or with the proposal, please provide the following information for both companies:
 - i. Background
 - ii. Year founded and number of years in business
 - iii. Ownership status (public, private, or non-profit)
 - iv. Office location including headquarters and any local offices
 - v. Number of employees in local branch office at time of submittal (full time employees, excluding subcontractors)
 - vi. Contact information

- vii. Description of the organization
- viii. Federal Tax Identification Number
- ix. Any relevant certifications or licenses

C. CCA Administrator Team

Provide information about the key personnel to be assigned to this CCA Administrator team. If a separate organization will perform any of the responsibilities, please provide project team information for both organizations, including:

- 1. Full contact information for the project manager.
- 2. A team chart including all key personnel and their proposed roles (including subcontractors, if applicable).
- 3. For all key personnel (including subcontractors), include a bio of professional experience, certifications, role, and office location.
- 4. Indicate the local point of contact.
- 5. Indicate if any additional staff would need to be hired to carry out the scope of services.
- 6. Resumes of key personnel, provided in an appendix to the proposal.
- 7. Describe the proposer's compensation structure, fees, and terms.

D. Qualifications: Provide a detailed narrative that clearly demonstrates the proposer's and any subcontractors' prior and relevant qualifications and experience including the following:

- 1. Energy procurement, CCA program administration, and/or community-scale clean energy development in New York State.
- 2. Work with local governments in New York State and in the region.
- 3. Goals or measurable objectives for CCAs that the proposer administered in New York, or other jurisdictions.
- 4. CCA bids for electrical supply that the proposer has solicited or plans to solicit in New York including information on the results of the bid such as:
 - i. How do the electricity prices compare to the utility price benchmarks?
 - ii. Was a renewable energy option procured?
 - iii. Was a local option included?
 - iv. How many accounts were enrolled?

E. Proposed Approach to CCA Administration. Please provide a detailed approach describing how the proposer would carry out the scope of services as outlined in Section 2. The approach should clearly articulate which elements of the scope of services, if any, subcontractors would perform or participate in performing. The proposer's approach should include, but is not limited to the following:

- 1. **Goals and Objectives:** Describe the proposer's approach to defining the goals and measurable objectives for the CCA.
- 2. **Procurement Approach:** Describe the proposer's approach to procuring an electricity supply contract that is below the utility benchmark price and includes a 100% renewable energy supply option.

3. **Clean Energy Products and Services:** Describe the proposer's approach to offering clean energy products and services including renewable energy certificates (RECs), community solar, rooftop solar, smart thermostats, demand response, energy storage, energy efficiency, electric vehicles, and charging infrastructure, or similar products and services.
4. **Program Roles and Responsibilities:** Describe the roles and responsibilities for administration, management, and implementation. Please include information on the roles and responsibilities envisioned for the municipality(s), along with the anticipated workload, the roles and responsibilities of the Administrator, the roles and responsibilities of the energy supplier, and any other relevant organizations or stakeholders that will play a role in the CCA.
5. **Public Education and Outreach:** Describe the proposer's approach to how it will conduct public education, outreach, and capacity building about CCA, energy supply contracts, and renewable energy to the municipality(s), community residents including low to moderate income residents or underserved populations, and businesses within the community. Also provide examples of how the proposer has handled these activities in the past.
6. **Local Partner/Presence:** Describe how the proposer will work with/leverage local partner organizations, advocates, and/or other third-party stakeholders. Describe what kind of local presence the proposer will have, if any. Also provide examples of how the proposer has worked with other local organizations in the past.
7. **Customer Enrollment and Management:** Describe the proposer's approach to:
 - i. Maximizing customer enrollment and maintaining customer participation including considerations for time-of-use customers, demand-metered customers, low-income customers, non-English speaking constituent groups, and other customer segments.
 - ii. Customer service/customer care including website, social media, print collateral, mailings, call center & training, platforms, etc.
8. **Consumer Protection:** Describe the proposer's approach to customer protection, including customer data.
9. **Pricing:** Describe the proposer's approach to establishing a utility benchmark price to compare and evaluate the CCA price against once the CCA price is available.
10. **Program Fees:** Describe the proposer's anticipated fees to complete the Program Scope tasks and how they will be paid for via the electricity supply contract.
11. **Reporting:** Describe the proposer's approach to annual reporting to the municipality(s) and the PSC.
12. **Implementation Timeline:** Outline a proposed timeline for the completion of each task. Submit as an appendix.
13. **Inclusivity:** Describe the proposer's approach to ensure the CCA reaches low to moderate income residents or underserved residents in the community.
14. **Local Impact:** Detail the proposer's approach to making a local impact through job creation, training, or supporting community economic development.

15. **Additional Services and Information:** Describe anything else that may be relevant to the RFP such as other ongoing or additional services the proposer anticipates providing to the municipality(s) to ensure the long-term success of the program beyond the initial contract.
- F. **References.** Provide at least three references for whom the proposer's organization has administered a CCA program, or a similar scope of services. Include the following information for each in the appendix:
1. Name and address of client
 2. Name and telephone number of contact person
 3. Summary of services provided
- G. **Required Appendices Checklist.** As an appendix to the submission, the proposer shall include the following checklist to ensure that all components have been included in the proposal.
- Public Service Commission approved Implementation Plan and Data Protection Plan
 - Local point of contact
 - Resumes of key personnel
 - Implementation Timeline
 - At least three references for whom the proposer has administered a CCA program, or a similar scope of services.
 - Example education, outreach, and engagement materials such as:
 - o Links to social media pages and websites
 - o PDFs of print material or PowerPoint presentations

Section 4 – Submission Instructions

1. All proposers should carefully review the contents of this document. All the Requirements and Specifications in this document may become part of an agreement to be signed by the municipality(s) and the successful respondent.
2. All proposals must be submitted by [insert date and time].
3. Proposals may be submitted by [insert municipality's required submission format and instructions including contact information of relevant municipal official].

Section 5 – Evaluation Criteria

The municipalities will evaluate proposals based on the weighted criteria described below [Sample evaluation criteria and scoring are provided below. Please adjust and edit as appropriate for any given municipal procurement. The total weighting should add up to 100 and the weighting of each criterion should reflect the importance of each criteria to the municipality].

Criteria	Detail	Weight
Overall Quality of Proposal	<input type="checkbox"/> Degree to which the proposal fulfills the requested scope of services and proposal requirements. <input type="checkbox"/> Clarity and completeness of the proposed team and approach.	[insert value] 10
Experience, Qualifications, and References	<input type="checkbox"/> Capability and experience of the respondent (and its participating subcontractors) to carry out the roles and responsibilities of a CCA Administrator. <input type="checkbox"/> Credentials, capabilities, and experience of the proposed team and key personnel. <input type="checkbox"/> Experience providing effective education and outreach for other community or clean energy programs, especially within New York State <input type="checkbox"/> Quality of references.	[insert value] 40
Technical Approach and Workplan	<input type="checkbox"/> Clear outline of roles and responsibilities of the CCA administrator, municipality, local partners, electricity supplier and any other organizations involved in the CCA.	[insert value] 15
Project Management and Implementation	<input type="checkbox"/> Clear and appropriate implementation timeline that includes key benchmarks such as procurement of clean energy resources, local partnerships formed and customer enrollment start-dates <input type="checkbox"/> Ability to manage subcontractors and collaborate with municipality personnel. <input type="checkbox"/> Ability to help inform and educate project stakeholders including the public.	[insert value] 15
Pricing, Fees & Cost Savings	<input type="checkbox"/> Approach to establishing a utility benchmark price to compare and evaluate the CCA price against once available. <input type="checkbox"/> Clear description of the proposed fees to complete the program scope and tasks and how they will be paid for via the electricity supply contract. <input type="checkbox"/> Experience in procuring energy supply contracts at costs below existing utility rates.	[insert value] 10
Local Impact and Inclusivity	<input type="checkbox"/> Approach to meet local impact goals and incorporate consumer protections (PSC Approved data protection plan). <input type="checkbox"/> Clear explanation of how the approach will benefit the community. <input type="checkbox"/> Description of how the Administrator will reach and market the program to low to moderate income residents or underserved residents in the community. <input type="checkbox"/> Clear articulation of plan for working with local partners and providing a local presence.	[insert value] 10

Section 6 – Selection Process

All proposals that are deemed responsive (as described above) will be reviewed by staff as determined by the judgment of the municipality(s). All reviewers will sign a confidentiality statement and keep all content of proposals confidential, except to the extent disclosure of proposals is required by law or deemed advisable by the municipalities in any litigation arising from this RFP. The winning proposal may be shared unless it contains details on business models and/or proprietary secrets.

Appendix 1. Example Clean Energy Products and Services, Associated Benefits and Measuring Success

Appendix 1 describes several examples of how a proposer may incorporate clean energy products and services into their offering, as well as how they can measure the success of those offerings.

Clean Energy Product/Service	Example	Example Benefits	Measuring Success
Community Solar	<ul style="list-style-type: none"> The CCA develops partnerships with one or more Community Solar projects that are located within same utility territory as the CCA. The CCA encourages community members to subscribe in these projects, regardless of whether they enroll in the CCA program. 	<ul style="list-style-type: none"> Guaranteed long-term electricity bill savings for participating customers. Support local, clean, renewable energy. Support job creation. Reduce GHG emissions. No upfront cost. Participation not limited by rooftop or property characteristics. No operations and maintenance concerns. 	<ul style="list-style-type: none"> Community members and CCA members fully subscribe to the available community solar projects. More than 50% of CCA participants opt-in to the community solar offering. Long-term partnerships are developed with community solar developers and community solar becomes a lasting CCA offering.
Rooftop Solar/Battery Storage/Clean Heating and Cooling (CHC)	<ul style="list-style-type: none"> The CCA partners with existing or new community-based clean energy campaigns such as Solarize, Solarize + Battery Storage, and/or Clean Heating and Cooling Campaigns. CCA and campaign(s) conduct outreach, education, and enrollment to community members in conjunction. Community members learn about the different clean energy product and service options and benefits as well as the CCA and can 	<ul style="list-style-type: none"> Energy and bills savings for participants. Maximize electricity bill savings by installing solar and enrolling in a CCA. Reduce reliance on heating oil or natural gas by installing CHC technologies. Maximize and support local, clean, renewable energy adoption. Support local job creation and workforce training. Reduce GHG emissions. Reduce customer acquisition costs. Compatible with time-of-use rates. 	<ul style="list-style-type: none"> At least 20% of Solarize/Solarize + Battery storage/clean heating and cooling campaign participants install the relevant technology. More than 50% of Solarize/Solarize + Battery storage/clean heating and cooling campaign program participants enroll in the CCA. At least 10% of participants are low to moderate income. Lower purchase and installation cost of relevant technologies by at least 10-20%.

Clean Energy Product/Service	Example	Example Benefits	Measuring Success
	<ul style="list-style-type: none"> enroll in a one or multiple campaigns. 		<ul style="list-style-type: none"> Local university, community college, technical college, or veterans receive workforce training on relevant technology.
Battery Storage	<ul style="list-style-type: none"> The CCA works with the local government and community to identify critical facilities that could benefit from battery storage. Identifies at least one facility, issues an RFP, and selects a qualified energy storage contractor to install storage (or solar + storage) offering. 	<ul style="list-style-type: none"> Increase resilience of critical facilities (e.g., hospital, nursing homes, schools, or community centers) to operate during outages. Help commercial customers avoid demand charges by shifting electric demand need to low cost periods. Provide high power quality without fluctuations in voltage or frequency to critical facilities, such as hospitals. 	<ul style="list-style-type: none"> At least one critical facility in the community evaluates and installs battery storage (or solar + storage).
"Smart Home"/Demand Side Management	<ul style="list-style-type: none"> By enrolling in the CCA customers can also sign up to: <ol style="list-style-type: none"> receive smart home or energy efficient technologies, such as smart thermostats or smart water heaters, that are supported through a utility program or NYSERDA incentive. enroll in a demand response program where customers allow their load to be shifted remotely by the CCA program administrator. CCA administrator supports the customers with the 	<ul style="list-style-type: none"> Customer bill savings due to reduced consumption. Compatible with time-of-use rates. Ability for program administrator to shift customer electricity consumption in aggregate to times that benefit the grid and avoid electricity supply constraints. CCA participants are educated on smart home and energy efficient products. Increase energy-efficiency of community. 	<ul style="list-style-type: none"> Customers understand their options for energy efficiency and smart home products. 50% of customers who enroll with the CCA receive and install a smart thermostat or other smart or energy efficient technology. 10% of customers who enroll with the CCA enroll in a demand response program.

Clean Energy Product/Service	Example	Example Benefits	Measuring Success
	<p>process of purchasing, installing, and properly using the new, smart, efficient technologies.</p> <ul style="list-style-type: none"> CCA administrator supports customer with enrolling in demand response program and manages customer participation. 		
Electric Vehicles (EVs) and Charging Stations	<ul style="list-style-type: none"> The CCA partners with an existing local community partner or campaign to run an aggregated purchase program to reduce purchase costs on electric vehicles and charging stations for municipal fleets, commercial fleets (if possible), and residents. CCA and EV campaign conduct outreach, education, and enrollment to community members. Community members learn about the options and benefits of EVs as well as the CCA and can enroll in one or both programs. 	<ul style="list-style-type: none"> GHG emissions reductions in the transportation sector. Compatibility with time-of-use rates. Increased cost savings on EV purchases. Reduced customer acquisition costs. 	<ul style="list-style-type: none"> Increase EV penetration in the community by at least 10%. Lower purchase price on EVs by at least 10% for end-users. 10% increase in home and municipal charging stations.

Village of Warwick



CLIMATE ACTION PLAN GOVERNMENT OPERATIONS

ADOPTED BY VILLAGE OF WARWICK BOARD OF TRUSTEES BY RESOLUTION ON



SUPPORTED BY HUDSON VALLEY REGIONAL COUNCIL THROUGH THE
NYSDEC CLIMATE SMART COMMUNITIES COORDINATOR PROGRAM

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Change Log

Version	Submitted By	Date	Description
0.1	Tom McKnight, Village Trustee	8/21/2023	Initial Draft
0.2	Tom McKnight	8/28/2023	Incorporated edits from Michael Helme
0.3	Tom McKnight	8/30/2023	Incorporated feedback from Melanie Patapis (HVRC); Added a localized reduction target.
0.4	Tom McKnight	9/1/2023	Re-organized goals and strategies; re-formatted document

Introduction

Executive Summary

The Village of Warwick is joining an increasing number of local governments in New York State that are committed to addressing greenhouse gas (GHG) emissions at the local level. The Village recognizes the risk that climate change poses to its community and is taking actions to reduce its GHG emissions through the initiatives laid out in this Climate Action Plan (CAP).

A CAP is a strategy document that sets goals and outlines a set of initiatives that reduce GHG emissions. Using a GHG emissions inventory as the foundation, a CAP defines GHG reduction targets and provides a framework for achieving those targets. The CAP identifies priority actions and facilitates coordination across government departments. In addition, the CAP supports effective action over time by establishing methods for assessing progress and adjusting the local strategy if GHG targets are surpassed or not fulfilled.

The creation of a CAP will not only address climate protection at the local level, but it will also result in energy savings and advance community goals for public health and safety. By choosing to act now, the Village of Warwick is taking a leadership role in mitigating the impacts of climate change, providing its citizens with examples that help to inspire community-wide action.

Summary of Climate Action Plan Goals and Focus Areas

A primary goal of the Village of Warwick in preparing the CAP is to reduce municipal greenhouse gas emissions. The plan prioritizes GHG reductions focusing first on municipal assets that emit the most metric tons of carbon dioxide equivalent (MTCO_{2e}). A [government operations GHG emissions inventory](#) was conducted to identify the largest sources of emissions. The results of the inventory allow us to set emissions reduction targets and outline various actions that can be taken to achieve these goals.

The focus areas addressed in this plan are Municipal Facilities and Transportation. Each focus area includes a list of actions that will help to achieve the goals and reduction targets established during the climate action planning process.

Current Climate Related Initiatives

Climate change is a result of land use, transportation and energy use decisions that have evolved over generations and require coordinated solutions. The Village of Warwick's commitment to implementing energy-efficiency measures, reducing energy costs, and lowering greenhouse gas emissions spans 4+ years and has recently gained momentum. The plans, programs, policies, and actions the Village has taken to reduce GHG emissions are outlined below. With these actions completed and a CAP to guide

the way, the Village is better positioned to implement initiatives to reduce energy use, costs, and GHG emissions for municipal operations.

Climate Smart Communities (CSC)

The New York State Department of Environmental Conservation (NYSDEC) launched the Climate Smart Communities (CSC) initiative in February 2009 to foster state and local partnerships and to encourage climate protection. Municipal participation in the program begins with a pledge by the local government to set reduction goals for GHG emissions, to improve government energy efficiency, to encourage renewable energy use, and to take additional steps to combat climate change.

The Village passed a resolution in June 2019 to adopt the CSC pledge. In March 2023 the Village of Warwick was awarded the Bronze CSC Certification. Notably, the Village of Warwick holds the distinction of being the first municipality in Orange County to become CSC certified. This landmark achievement underscores the Village's leadership and dedication to ecological responsibility, setting a precedent for other municipalities in Orange County to follow.



Climate Smart Task Force

In line with the Village's commitment to the CSC initiative, the Village Board formally established the Climate Smart Task Force in September 2022. This task force serves as the main leadership body, tasked with documenting and submitting the Village of Warwick's climate-related actions to the New York State CSC program. Additionally, they provide guidance to Village officials on further steps that can be taken to continue advancing the Village's progress in environmental sustainability.

Clean Energy Communities (CEC)

The New York State Energy Research and Development Authority's (NYSERDA) Clean Energy Communities (CEC) Program was launched in 2016. Communities earn points for every High Impact Action focused on energy efficiency and renewable energy that they complete as part of this program. Communities that complete at least four High Impact Actions earn the Clean Energy Communities designation and are eligible to apply for grants to fund additional clean energy projects.

The Village has completed 10 High Impact Actions as of September 2023:

Unified Solar Permit	200 points
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Energy Code Enforcement Training	200 points
Clean Fleets	100 points
Climate Smart Communities Certification	600 points
LED Street Lights (Cobrahead)	700 points
Community Campaigns	200 points
Benchmarking	100 points
Advanced Benchmarking	TBD (200 points)
LED Street Lights (Decorative)	TBD (200 points)
Clean Fleets - Charging Station	TBD (100 points?)
Total Points	2,100 (as of August 2023) Possibly 2500-2600 points in Sept 2023, TBD

Public Outreach

Public outreach forms a vital bridge between the government and residents, fostering a cooperative relationship that benefits the community. In the Village of Warwick, the government utilizes diverse methods to keep residents informed and engaged. Through the [Village website](#), the Village provides convenient access to essential information encompassing all facets of local government, including recorded board meetings, agendas, meeting minutes, contact details for staff, and details about committees and boards.

For those interested in visual content, the [Village has a YouTube channel](#) that offers recorded informational videos. In our continuous effort to connect with residents, we've launched a newsletter designed to keep the community abreast of pertinent updates. Additionally, the Village maintains an active [Facebook page](#) and is in the process of creating a podcast.

Recognizing that people engage with information differently, the Village has sought to create multiple channels that foster transparent communication, in an ongoing effort to connect with residents.

During the 2021-2023 Comprehensive Planning process, there was strong emphasis on public outreach and community engagement. This included organized meetings and focus groups, an online community survey, and an in-depth analysis of demographic and economic data pertinent to the Village. Such efforts demonstrate the Village's commitment to continuous and varied public outreach, ensuring the Village government stays connected with the community's needs and perspectives.

The commitment to environmental stewardship within the Village of Warwick was vividly demonstrated during the survey phase of the Comprehensive Planning process. A compelling 80% of respondents identified environmental sustainability as being of High or Highest importance for the Village to concentrate on. This sentiment is clearly articulated on page 10 of the Comprehensive Plan under GOAL R1: "Improve Environmental Sustainability and Resilience throughout the Village of Warwick." Recommended actions concerning sustainability and resilience were outlined, underscoring the community's strong values in this area.

Warwick's emphasis on environmental matters in the Comprehensive Plan underscores not only the significance attributed to this issue but also highlights the essential role community outreach plays in the entire community planning process. Such inclusive engagement ensures that the voices and priorities of the community are central in shaping the Village's future direction, reinforcing the shared commitment to a sustainable and resilient Warwick.

In alignment with the Village's commitment to Climate Smart Community endeavors, a specific page on the Village website is dedicated to environmental sustainability, chronicling our ongoing advancements with both the [Climate Smart Community and Clean Energy Community programs](#). While the web presence is acknowledged by the CSC Task Force as a work in progress, with an eye towards a more comprehensive and focused online platform, this initiative serves as a clear indication of the Village's dedication to keeping residents informed about climate-related matters. It represents a tangible expression of Warwick's resolve to engage the community in a shared journey towards a more sustainable future.

Climate Action Plan Outreach

With specific regard to this Climate Action Plan (CAP), the draft was made accessible to the public for both review and feedback before approval. This openness was presented at the September 5, 2023 Village Board meeting, where the board not only mentioned the availability of the CAP but also actively invited comments. Details of this invitation can be found in the meeting minutes available on the Village website, and the recorded meeting itself can be viewed on YouTube. Similarly, during the September 13, 2023 meeting of the Climate Smart Community Task Force—an event open to all residents—there was a formal declaration that the CAP was on hand for public examination and commentary. To further ensure community awareness, a post was made on the Village's social media accounts, reiterating the invitation to review and comment on the CAP. These measures illustrate the Village's commitment to transparency and inclusive engagement, embracing the voices and insights of the community in our shared pursuit of sustainability.

After the Village of Warwick's Climate Action Plan is approved by the Board, the public will be informed about the progress being made towards meeting the greenhouse gas emissions reduction targets. Updates on these efforts will be posted on the Village's website, ensuring that everyone has easy access to information on this important initiative.

Government Operations Greenhouse Gas Inventory

The first step toward reducing greenhouse gas emissions is to identify baseline levels of emissions in the Village of Warwick government operations most responsible for those emissions. This information was key to selecting our emissions targets, as well as the short-term and long-term reduction measures contained in this plan. This section is an indication of areas needed to reduce municipal emissions.

A Government Operations Inventory was completed for the Village of Warwick with support from the Hudson Valley Regional Council (HVRC). The GHG Tool used was developed by Climate Action Associates, LLC and follows the Local Government Operations Protocol. The government operations GHG inventory accounts for emissions associated with facilities, vehicles, and other processes that are owned and operated by the Village of Warwick. The identified sources of emissions related to municipal operations are listed in the figures/tables below.

Baseline Year

All municipal energy data was collected for Fiscal Year 2022 (June 2021 - May 2022) and this established the baseline to compare with future GHG inventories, in order to measure progress towards the established emissions reduction targets. This time period was chosen as the baseline given the availability of data and to ensure the baseline more accurately reflects current energy consumption patterns.

Facilities Master List

A key step in creating the GHG inventory is to compile a facility master list of all municipal facilities that each use at least one form of energy.

- 2 Administrative Facilities: Village Hall, DPW Garage
- 16 Water Works facilities
- 10 Wastewater Treatment facilities
- 23 Park and Street Light zones

Each was assigned to a category to indicate the type of infrastructure and then similar facilities along with their energy use.

Data Collection

The Local Government Operations Protocol (LGOP), which the Village of Warwick followed, defines direct and indirect emissions as follows:

- **Scope 1:** All direct GHG emissions from a facility or piece of equipment operated by the local government, usually through fuel (natural gas, propane, fuel oil, gasoline, and diesel)

combustion. Examples include emissions from fuel consumed by the Village’s vehicle fleet or emissions from a furnace in municipal buildings.

- **Scope 2:** Indirect GHG emissions from purchased electricity. This refers to operations powered by grid electricity.
- **Scope 3:** All other indirect GHG emissions not covered in scope 2. Examples include contracted services, emissions in goods purchased by the local government and emissions associated with disposal of government generated waste.

This inventory only accounts for Scope 1 and 2 emissions, as they are the most essential components of a government operations greenhouse gas analysis and are most easily affected by local policy making. Under the DEC’s CSC program, tracking Scope 3 is encouraged, but optional.

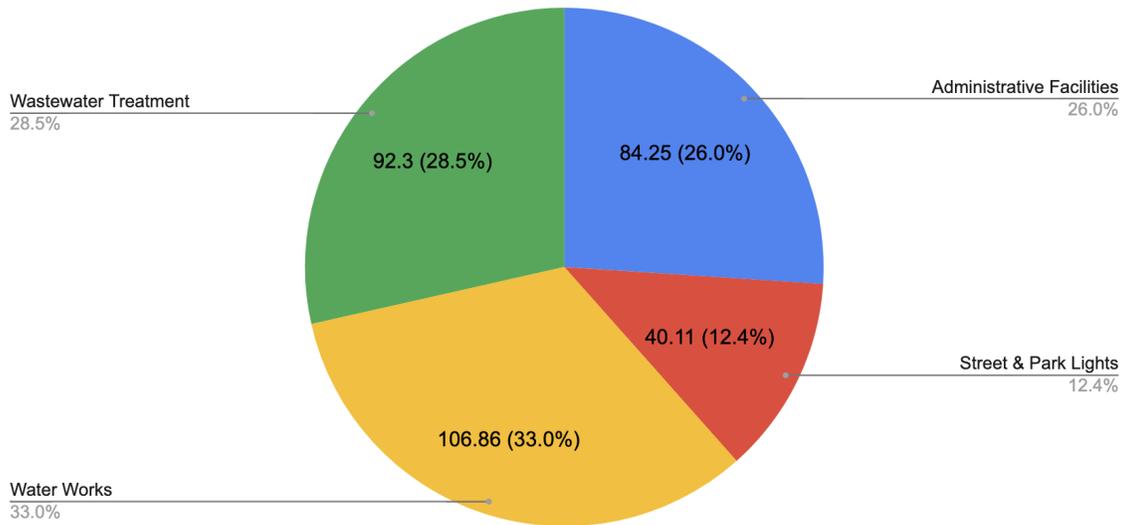
Emissions Summary Figures

In Fiscal Year 2022, GHG emissions from Village of Warwick government **Facilities** totaled **323.51 metric tons of carbon dioxide equivalent (MTCO2e)**. The consumption and emissions data are as follows:

Facility / Group Name	Consumption		GHG Emissions (MTCO2e)	
	Electricity (kWh)	Natural Gas (therms)	Electricity	Natural gas
Administrative Facilities	75,892	14,095	8.00	76.22
Street & Park Lights	379,457	0	40.10	0.00
Water Works	539,520	9,215	57.00	49.83
Wastewater Treatment	556,533	6,188	58.90	33.46

The **Water Works** facility is the largest source of GHG emissions, accounting for **33%** of emissions. The next largest contributor is the **Wastewater Treatment Plant** with **28.5%** of emissions. The remaining emissions come from **Administrative Facilities (26%)** and **Street & Park Lights (12.4%)**.

June 2021 - May 2022 CO2e



The Village also tracks Vehicle Fleet fuel consumption by fuel type. For the same period, June 2021 - May 2022, GHG emissions from fuel Consumption and GHG Emissions totaled 151 metric tons of carbon dioxide equivalent (MTCO2e), as shown in the table below.

Consumption		GHG Emissions (MTCO2e)	
Gas	Diesel	Gas	Diesel
9,743	5,932	89	62

GHG Emissions Reductions: Goals, Targets and Strategies

The Village of Warwick recognizes New York State's ambitious goals as outlined in the Climate Leadership and Community Protection Act of 2019, which mandates a reduction in GHG emissions of 40% by 2030 and 85% by 2050 (below 1990 levels). While these targets are inspirational, the Village acknowledges that we are early in our journey and must be mindful of what is realistically achievable at the local level.

Drawing inspiration from these commendable targets, **the Village has set a localized reduction target, aspiring to reduce our GHG emissions by 15-20% by 2028.**

The Village of Warwick respects the State's established objectives as guiding benchmarks. In drafting our Climate Action Plan, we've chosen a tailored approach that recognizes both Warwick's unique situation and the broader environmental goals. The Village is setting sights on a 15-20% GHG emission reduction by 2028, emphasizing actions and strategies that are aligned with local needs and the broader vision of environmental sustainability.

The Village of Warwick uses its baseline data to inform its strategic approach, addressing both local needs and broader environmental objectives. The focus is on making decisions that consider Warwick's specific circumstances while contributing to wider sustainability goals. This approach aims to benefit both the community and the broader environment.

Overall Goals

As captured in the [2022 Comprehensive Plan](#), the Village has recognized the following Environmental Sustainability and Resilience Goals:

- **“Goal R1: Improve Environmental Sustainability and Resilience Throughout the Village of Warwick”:** This goal, identified as a top priority in our community's Comprehensive Plan, underscores the importance of environmental sustainability and resilience in maintaining the Village of Warwick's quality of life and continued prosperity.
- **“Goal R2: Ensure that Village sewer and water infrastructure can accommodate future demand without diminishing the quality of service provided to residents and businesses.”** Also outlined in the Comprehensive Plan, this goal focuses on responsible planning and management of our infrastructure to meet future demand. It emphasizes our commitment to maintaining quality services for residents and businesses, reflecting the Village's broader dedication to sustainability and resilience.

Short-Term and Mid-Term Goals and Strategies (2022-2027)

<p>WTP, WWTP</p>	<p>Improve energy efficiency in Water Works, and lay out a strategy for Water Treatment Plant modernization by 2027.</p> <ul style="list-style-type: none"> • The main Water Treatment Plant, dating back to the 1970s, continues to serve its purpose. Current budgetary constraints might hold off immediate enhancements, but there's an undeniable need for a more energy-efficient future. In comparison, the more recent Microfiltration Plant, built around 2012, aligns with today's building standards, reflecting a more modern approach. • With aging infrastructure, the focus turns to seeking energy-saving replacements. A notable consideration is the transition to variable speed pumps, which offer greater efficiency.
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	<ul style="list-style-type: none"> • Currently there is no set strategy. However, the increasing maintenance demands on our current equipment call for a proactive approach. It's essential to weigh the recurring costs of mending old equipment against the long-term gains of transitioning to more energy-efficient solutions.
WTP, WWTP	<p>Partner with Orange and Rockland by 2024 to identify and implement incremental energy efficiency upgrades in the Water Works and WWTP, through O&R's Non-Wires Alternative project.</p> <ul style="list-style-type: none"> • To alleviate the electrical demand on the Wisner substation, O&R has collaborated with the Village. Our joint initiative aims to identify and implement energy reduction measures, with a particular focus on the Water Works facilities, pump stations, and the Wastewater Treatment Plant. • For example, in 2023 O&R replaced lighting and lighting controls with energy efficient options in the WWTP. Previous energy usage for the WWTP was 453,720 kWh/yr, and after upgrades the anticipated energy usage is 445,383 kWh/yr, which amounts to an estimated cost savings of \$1,442 per year and a 2% reduction in energy consumption. • In 2023/2024, the Village and O&R will look to identify potential usage of variable speed pumps, which consume less energy than pumps that are constantly operating. This is an example of a possible incremental improvement the Village can use to lower energy consumption and GHG emissions. • The specifics of the Village's eligibility for upgrades and the potential emissions reduction are still being determined. However, this initiative underscores the Village's genuine commitment to enhancing environmental responsibility within the community.
WWTP	<p>Understand and optimize energy consumption for the new WWTP; recalibrate its inventory post-construction.</p> <ul style="list-style-type: none"> • The Village is currently engaged in a multi-year project to construct a new Wastewater Treatment Plant (WWTP). The existing plant, although operational, is seriously aging, and compliance with New York State's stringent standards has become increasingly challenging. Coupled with ever-increasing maintenance costs and the growing demands placed on the WWTP due to Warwick's rising population and new building developments, the necessity for a new plant has become clear. The new WWTP is expected to be operational in 2026.

	<ul style="list-style-type: none"> ● It is important to acknowledge that the energy impact of this new facility is not yet fully understood. Given its larger size and significant wastewater processing capabilities and demand, the new WWTP may result in higher GHG emissions. Collaborating with our engineering firm, the Village is actively exploring the potential climate impact and energy consumption of this essential project. In the short term, our target is to gain an understanding of these factors and to document them. We will also discuss potential areas of focus for energy efficiency, ensuring that we are well-informed as we continue to make responsible decisions in our commitment to environmental sustainability.
Facilities	<p>Enhance energy efficiency in Administrative Facilities.</p> <ul style="list-style-type: none"> ● Village Hall and the DPW Garage make up 26% of the Village’s GHG emissions. Even small incremental improvements will help reduce energy consumption, costs and GHG emissions. ● As an example of work completed, in 2023 the Village in partnership with O&R through their Non-Wires Alternative (NWA) project, replaced lighting and lighting controls with energy efficient options in the DPW Garage. Previous energy usage for the DPW Garage was 48,902 kWh/yr, and after upgrades the anticipated energy usage is 40,871 kWh/yr, which amounts to an estimated cost savings of \$1,389 per year and 17.5% reduction in electric energy consumption. ● The Village is continuously monitoring its infrastructure, especially the HVAC systems, given that the Village Hall A/C was replaced in 2021, the Village Hall boilers in 2016, and the DPW Garage heater in 2018. As these units age, the Village will consider more energy-efficient replacements, and the same approach will be applied to water fixtures.
Streetlights	<p>Achieve a 5% reduction in emissions by converting half of the Cobrahead Streetlights to LED by 2026.</p> <ul style="list-style-type: none"> ● The Village is actively working on converting all street lights to LED. With 53 decorative street lights already converted, approximately half of the cobrahead street lights remain. ● The precise impact on GHG emissions from the LED conversion project is still to be determined. Once the full conversion is completed in the coming years, the Village plans to recalibrate the inventory to accurately measure the reduction in GHG emissions.

Fleet	<p>Adopt and maintain a Vehicle Efficiency Policy by 2025 to continually enhance government vehicle fuel efficiency.</p> <ul style="list-style-type: none"> By 2025, the Village should establish a vehicle fleet efficiency policy, setting clear fuel-efficiency standards for all municipal vehicle acquisitions when commercially viable and feasible. This policy will provide the DPW Supervisor with the necessary guidelines to enhance the fuel efficiency of our government vehicles, leading to notable reductions in both fuel expenses and GHG emissions.
Policy	<p>Establish a Fleet Efficiency Policy by 2025 to standardize fuel-efficiency in municipal vehicles.</p> <ul style="list-style-type: none"> By 2025, the Village aims to establish a vehicle fleet efficiency policy, setting clear fuel-efficiency standards for all municipal vehicle acquisitions when commercially viable and feasible. This policy will provide our fleet managers with the necessary guidelines to enhance the fuel efficiency of our government vehicles, leading to notable reductions in both fuel expenses and GHG emissions.
Policy	<p>Implement an Environmentally Preferable Purchasing Policy by 2025 to promote energy-efficient products.</p> <ul style="list-style-type: none"> Establish an Environmentally Preferable Purchasing Policy by 2025. The Village's proactive stance on climate action should not only be confined to its direct operations but should extend to influencing broader climate action through its purchasing choices. By adopting an Environmentally Preferable Purchasing (EPP) policy, the Village can drive demand for energy-efficient and environmentally responsible products, thus enhancing their market presence. Such a policy would not only institutionalize decisions on purchasing energy-efficient appliances, products, and materials but also echo the Village's commitment to a sustainable future. Implementing EPP standards, particularly those that prioritize energy-efficient equipment like ENERGY STAR, is a strategic step towards reducing energy demand in local government operations.
Policy	<p>Assess the feasibility of a Green Power Policy for Village operations by 2026.</p> <ul style="list-style-type: none"> By 2026, the Village intends to assess the practicality of adopting a Green Power Policy, focusing on the potential procurement of renewable energy and related credits. This evaluation will incorporate discussions with the Climate Smart Communities (CSC) Task Force, a

	<p>review of existing municipal energy data, and consultations with relevant stakeholders.</p> <ul style="list-style-type: none"> ● It will be important to balance the move towards renewable energy with the Village's financial stability and operational requirements.
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Long-Term Goals and Strategies (2028 and Beyond)

Fleet	<p>Transition to EV trucks by replacing at least two pickup trucks by 2030.</p> <ul style="list-style-type: none"> ● While the Village's current pickup trucks meet its needs, by Fiscal Year 2030, the Village will consider transitioning to EV trucks during replacements or upgrades. Cost factors and environmental benefits will guide the Village's decision-making in this area.
Fleet	<p>Optimize vehicle fleet for fuel efficiency and size appropriateness (ongoing).</p> <ul style="list-style-type: none"> ● As a long-term goal, the Village is committed to perpetually evaluating our fleet composition and usage to match tasks with suitably sized, fuel-efficient vehicles. While 2024 will see the retirement of certain older vehicles deemed non-essential, this initiative is ongoing, reinforcing our dedication to optimizing our inventory. This consistent strategy not only heightens our fleet's fuel efficiency but also aids in diminishing GHG emissions and managing maintenance and insurance costs.
Fleet	<p>Expand the Electric Vehicle charging infrastructure by 2028, keeping an eye on future DPW EV requirements.</p> <ul style="list-style-type: none"> ● By 2028, the Village aspires to bolster its Electric Vehicle charging infrastructure to further our dedication to green transportation. We intend to double our current capacity by installing an additional two dual-port electric vehicle charging stations. These stations will cater to both public EV charging requirements and potentially serve the Department of Public Works, should the Village transition to EV vehicles for DPW use in the future.
Policy	<p>Conduct energy audits on at least two government buildings by 2028.</p> <ul style="list-style-type: none"> ● By 2027, the Village aims to conduct energy audits on at least two of its government buildings. Energy use in buildings is a primary contributor to greenhouse gas (GHG) emissions and poses several opportunities for increased energy efficiency and cost savings. Undertaking these audits,

	<p>especially for older buildings, will provide the Village with detailed insights into current inefficiencies and recommended energy conservation measures (ECMs).</p> <ul style="list-style-type: none"> ● These measures, when implemented, have the potential to drive significant energy reductions, cost savings, and reductions in GHG emissions, aligning with the goals of the Climate Smart Communities (CSC) program. ● Conducting energy audits comes with a cost. The Village Board must explore available grant funding and consider the potential to allocate funds in an upcoming fiscal year. This decision will weigh the costs against the expected benefits.
CSC	<p>Achieve Silver Certification in Climate Smart Communities by 2028.</p> <ul style="list-style-type: none"> ● As of 2023, the Village of Warwick has proudly achieved Bronze Certification within the Climate Smart Communities (CSC) program. While advancing to the Silver Certification may not directly lead to a reduction in GHG emissions, this endeavor provides a valuable framework to guide the Village in undertaking further related actions, some of which will indeed contribute to lowering GHG emissions. ● We recognize that the CSC goals may evolve over time, and we view this framework as an adaptable guide to keep our efforts aligned and on track. By utilizing this structure, we ensure that our approach is both forward-looking and responsive to changes, supporting our ongoing commitment to environmental stewardship and sustainable growth within the Village.

Next Steps

This CAP is intended to be a “living” document, with the goal of updating the Government Operations GHG Inventory and emissions reductions initiatives to:

- Track the Village of Warwick’s progress towards its emissions reduction target.
- Quantify energy and cost benefits of projects and upgrades that are continually being implemented.
- Guide the Village of Warwick’s planning and prioritization of future projects.
- Support access to funding opportunities.

Climate Action Committee

The CSC Task Force will take on the responsibilities of a Climate Action Committee, focusing on evaluating strategies and solutions that the Village of Warwick can take to help curb GHG emissions. The Climate Smart Task Force / Climate Action Committee will update the Village’s CAP progress and post to the Village website as needed.

Five-year Inventories

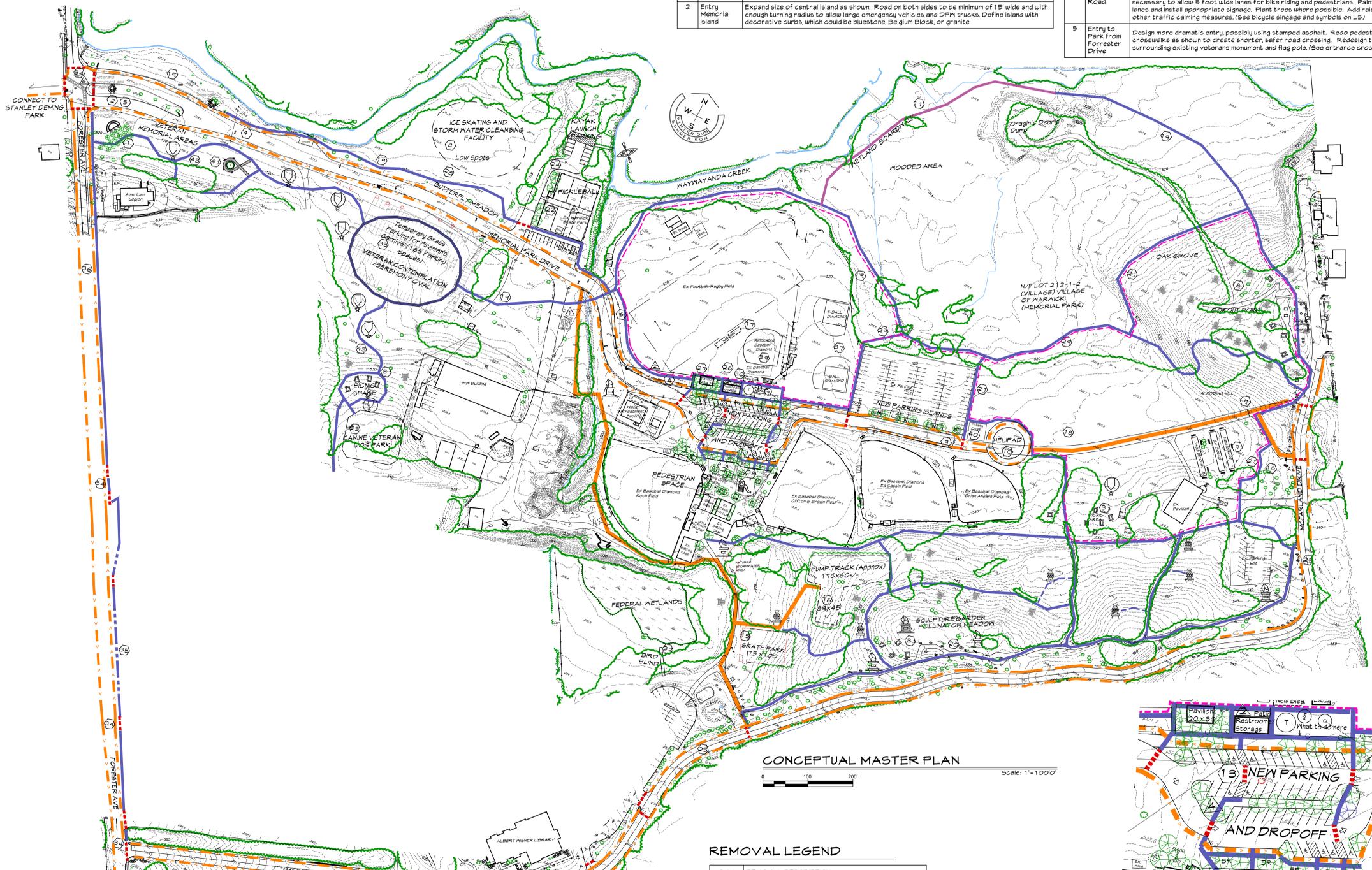
In compliance with CSC requirements, progress towards achieving GHG reduction targets will be measured by conducting subsequent GHG inventories every five years. If goals and targets are reached, a new GHG inventory baseline year will be established with new GHG emissions reduction targets and strategies to achieve those targets.

WORK ITEM LEGEND

SYM	NAME	WORK ITEM DESCRIPTION
1	Fallen Soldier Memorial Grove	Plant trees in memory of fallen soldiers. Could do it over time (i.e. plant one for each war/victor soldier that died in the Civil War, next year plant one for each soldier that died after that, etc.). Use trees that branch 6' high or so. Maybe columnar trees for strong design? (See tree memorial plaques and interpretive signs on L3)
2	Entry Memorial Island	Expand size of central island as shown. Road on both sides to be minimum of 15' wide and with enough turning radius to allow large emergency vehicles and DPM trucks. Define island with decorative curbs, which could be bluestone, Belgium Block, or granite.
3	Ice Skating	Gently slope the area, create an ephemeral pool, 12-18' or so, oval shaped. Will seasonally become an ice skating area. Select vegetation that will be beneficial to amphibians and other fauna that might use the ephemeral pool, with heights that will not impede ice skating ability. (See Natural Pond Ice Rink on L2)
4	Existing Road	Keep existing road. Stripe center of road so each lane is 12' wide. Add to sides of road as necessary to allow 5 foot wide lanes for bike riding and pedestrians. Paint pedestrian/cyclist lanes and install appropriate signage. Plant trees where possible. Add raised crosswalks and other traffic calming measures. (See bicycle signage and symbols on L3)
5	Entry to Park from Forrester Drive	Design more dramatic entry, possibly using stamped asphalt. Redo pedestrian walkway and crosswalks as shown to create shorter, safer road crossing. Redesign the planting bed surrounding existing veterans monument and flag pole. (See entrance crosswalk on L3)

6	Fence	Relocate new fence to accommodate bikeway and some greenery. Fence with small openings so that sports ball cannot roll into the road. Include openings for pedestrians coming from adjacent parking lots.
7	Booce Courts	New bocce courts. Include benches for players and spectators (See bocce courts on L2)
8	Oak Grove Seating Area	Consider groupings of Adirondack chairs. There could be a few groups of 2, a few groups of 4, and one group of six. Arrange in a semi-circle oriented towards view of the park. Cut legs to accommodate the slope. Start with just a couple of chairs here and there and increase with demand. (See Adirondack Chair styles on L3)
9	Gated Emergency Access Drive	Emergency access gates that operate with siren. Bike/pedestrian paths to bypass/go around gate on each side. (See emergency access gate on L3)
10	Helpad	New gated helpad area, with circular bike race track for kids around the outside of the helpad, painted a different color. Use painted stamped asphalt to delineate helpad. Include an H and possibly a star within the circle. Add signage to honor the local helicopter pilot who died in service. Coordinate/revise design with helpad standards. (See helpad marking on L2)
11	Netland Boardwalk	Boardwalk through wetlands (See wetland boardwalk on L2)
12	Pedestrian Space	Create a more friendly space by adding trees in possibly raised planters, 18" high to create seating walls. This area should be carefully planned. Consider leaving, repairing, and painting asphalt to keep costs down. Paint lines for games such as hopscotch. Paint a labyrinth. Perhaps a local artist or KALA can create an interesting pattern.
13	Sports Parking and Drop-off	Rework parking to increase number of spaces, add handicap spaces and drop-off spots. Create better pedestrian flow between football field and this area.
14	Revamped Parking Lot with Greenery	Keep parking lot, add tree islands. Stripe as necessary.
15	Skate Park	New Skate Park. Include picnic tables/some kind of seating in this area. (See skate park rendering on L2. See picnic tables on L3)
16	Pump Track	Pump Track. Possibly flip large track so entrance faces walkway and banked curve in end is dug into the hill. Include picnic tables/some kind of seating in this area. Add several trees around pump track to soften track and replace removed trees. Create a forested planting. (See pump track plan on L2. See picnic tables on L3)
17	Bleachers	Add moveable bleachers to field on east side.
18	Bike Path	Conceptual bike path. Two-way bike paths, shown on the plan without directional arrows, shall be 8 feet wide minimum. One lane bike paths and pedestrian paths to be 5' wide. Include signage for mileage of path. (See bicycle signage and symbols, bike racks, and mile markers on L3)
19	Pedestrian Path	Conceptual minimum 5' wide pedestrian path. Include interpretive signs for environmental features and for living and deceased local veterans. Along pedestrian paths along roads, include signage and symbols on the road that designate direction of pedestrian and bicycle traffic. NOTE: pedestrian traffic shall be against car and bicycle traffic. Include signage for mileage of path (see mile markers and chipwalk walkway on L3)
20	Sculpture Park	A few permanent structures and local artist exhibits to display sculptural work on a rotating basis. (See sculpture park on L2)
21	Exercise Path	Outdoor exercise equipment laid out in intervals along this path. Include benches every 100' along the Memorial Drive Path, and 250' feet along the rest of the path (See exercise trail equipment possibilities on L2 and benches on L3)
22	Pickleball	30x60 Pickleball courts. Relocate existing shed or install new shed where shown. Walkways between pickleball courts to be different color than courts- light so not to get too hot, but dark enough not to be blinding. Install benches and a picnic table or two, if they fit. Install matching fence in new location along driveway. Consider installing a sail shade structure over benches and tables in the pedestrian zone. (See pickleball courts on L2 and benches and picnic tables on L3)
23	Canine Veterans Dog Park	Dog park with potential memorials to veteran dogs and service dogs to veterans (See dog park on L2)
24	Kayak Launch	Kayak launch and hammerhead parking area as shown. Kayak launch to be designed. Place in area with minimal disturbance to stream banks. (See kayak launch on L2)
25	Bike Path Along McFarland	Install a 5' wide bike/pedestrian path on each side of the road. Include road symbols and signage that designate direction of bike and pedestrian traffic. Where there is existing sidewalk, enlarge to 5' wide to accommodate bikes and pedestrians. Move existing walls where needed so sidewalk can be enlarged. NOTE: Bicycle traffic shall move in the same direction as car traffic, pedestrian traffic shall move opposite car traffic. (See bicycle signage and symbols, bike racks, and mile markers on L3)
26	New Bathroom/Storage	New bathroom/storage building. Size and timed lighting similar in size to the building in Stanley Demming Park (See restroom on L3)
27	New Pavilion	New covered 20x30 Pavilion (See pavilion on L2)
28	Butterfly Meadow	Walking path through a native butterfly meadow, with native plants for the butterfly lifecycle. (See butterfly meadow on L2)
29	Move Back Wood Edge	Remove trees in poor condition at the edge of the wooded area. Plant lawn and keep the field mostly open to accommodate the carnival and outline the edges of the field with trees.
30	Tetherball	New tetherball area
31	Picnic Area	Picnic tables. Clear invasive undergrowth and plant groundcover to create a more aesthetically pleasing space and to expand views. Include a few chess tables. (See picnic and chess tables on L3)
32	Bird Watching Area	Boardwalk over the pond for bird watching to feature a bird blind. (See bird blind/boardwalk on L2)
33	Ceremony Space	Open field with oval walkway around the outside. Area to be used for events. Oval walkway possibly red, white, and gray pavers. Red pavers to match ones being used for all other walking paths for continuity. (See patriot's path on L2)
34	Crosswalks	Create additional crosswalks as shown to better connect the site with the surrounding properties. Please note that crosswalks are shown approximately.
35	Sidewalks Along McFarland	Add new sidewalks where shown to connect pedestrian walkways along Forrester Ave and create a loop with the Park. Remove trees from edge of road where needed and plant new trees between new sidewalk and existing walkways for Burt Farm Apartments
36	Bike Path Along Forrester	Adjust Forrester Avenue going both directions to include a 3-5' wide bike path where possible, connecting a bike path loop with Veterans Memorial Park. If road cannot be widened, widen existing sidewalk and add 5 foot wide sidewalks inside of village right of way. (See bicycle signage and symbols on L3)
37	New T-Ball Diamonds	New T-ball diamonds
38	New Playground	New tot lot playground (See tot lot possibilities on L3)
39	Move Baseball Diamond	Adjust location of existing baseball diamond and adjacent existing shed to create more space
40	Fitness Court	Location for a fitness court that could be obtained as part of a grant from the MVP Health Care Fitness Court Campaign (See fitness court on L3)
41	Ribbon Veterans Memorial and Pavement	Ribbon shaped walkway in red, white, and gray toned pavers for patriotic look. Some pavers may be engraved donations. Possible tree with stacked stone wall memorial in middle of ribbon with contemplation benches around. (See Patriot's Path on L2)

NOTE: Bog Turtles and Indiana Bats are two endangered or threatened species that nest and live in this area. Proper precautions must be taken to avoid disturbance, such as time day and time of year of construction.



CONCEPTUAL MASTER PLAN
Scale: 1"=100'

REMOVAL LEGEND

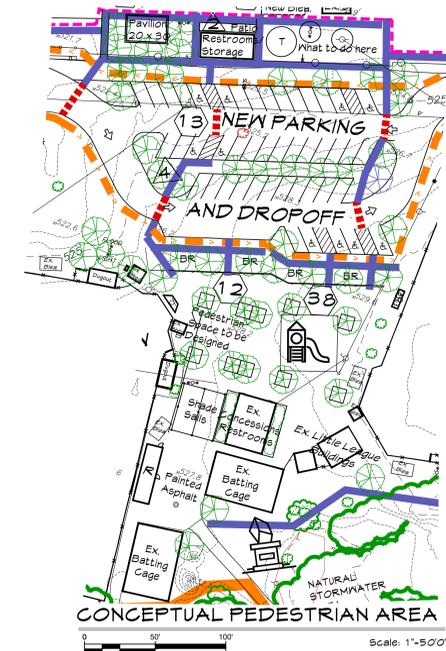
SYM	REMOVAL DESCRIPTION
1	Remove stack of concrete blocks and soil
2	Remove covered bleachers
3	Remove existing fence
4	Remove existing asphalt
5	Remove skateboard jumps. Remove pavement as shown by driveway to kayak launch and replace with planting soil, 12" or so deep.
6	Remove dangerous cross walk from the middle of the road.

GENERAL NOTES

- This drawing is based upon a topographic survey provided by John Robert Nesting Surveying and Mapping PLLC dated August 2, 2023.
- Owner to obtain all permits before building.
- Strip topsoil in pavement areas and stockpile for future use.
- Contractor must call "Before you Dig" and have all underground utilities located before commencing excavation work.

SYMBOL LEGEND

	Body of Water		Kayak Launch		Bike Path - Pedestrian Walkway - Arrow shows single lane direction of bicycles		Evergreen Tree to Remain
	Existing Treeline		Proposed Large Sculpture		Pedestrian Only Walkway		Proposed Evergreen Tree
	New Line of Vegetation		Proposed Small Sculpture		Minor Pedestrian Walkway		Proposed Small Flowering Tree or Large Shrub, with 3 or small stems.
	Wetlands		Proposed Veteran Memorial		Netland Boardwalk		Proposed shade tree
	Existing Fence		Proposed Play Area		Exercise Path		Trees to Be Removed
	Property Line		Adirondack Chair Seating		New Sidewalk		
	Work Item				New Crosswalk		
	Removal/Demolition						



CONCEPTUAL PEDESTRIAN AREA
Scale: 1"=50'

REVISIONS	
No.	Description
1	Feb 8, 2023 Revisions per meeting
2	Mar 21, 2023 Revisions per meeting
3	Apr 10, 2023 Revisions per meeting
4	May 23, 2023 Miscellaneous
5	October 11, 2023 New Survey

VETERANS MEMORIAL PARK
WARWICK, NEW YORK

CONCEPTUAL MASTER PLAN

KALA
KAREN ARENT LANDSCAPE ARCHITECT

12 OLD MINISINK TRAIL • GOSHEN, NEW YORK 10924
845 294 9958 phone • 845 294 6545 fax

Drawn By: KA	Checked By: XX	Scale: AS NOTED
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BIRD BLIND/BOARDWALK



Possible option for a bird blind constructed using all wood with artful cutouts and interpretive materials



Possible option for a bird blind constructed using wood and local brush

WETLAND BOARDWALK



NATURAL POND ICE RINK



SCULPTURE PARK



Illustrates an open grassy area interspersed with trees and sculptures of varying sizes



Illustrates a wooded area with a small sculpture and meandering path

EXERCISE TRAIL EQUIPMENT POSSIBILITIES



Outdoor exercise stations on trail plus more
Shown to illustrate possible equipment style. Actual equipment to vary



Shown to illustrate possible equipment style. Actual equipment to vary
Should there be a thematic color throughout the site? i.e. with furniture, exercise trails, trail markers.

BOCCO COURTS



Bocce courts are often constructed next to each other for competition purposes

PICKLEBALL COURTS



PUMP TRACK



Warwick Pumptracks
Veteran's Memorial Park
Designed by Jim Martinez
Get Dirty Designs

Legend

- Roller
- Double Roller
- Bench
- Picnic Table
- Small Track - For Beginners / Kids
- Large Track - For Experienced riders

Both Tracks will accommodate all skill levels but give Beginners and Experienced riders their own space.

SKATE PARK



DOG PARK



BUTTERFLY MEADOW



KAYAK LAUNCH



Another kayak launch on Wajwayanda Creek

PATRIOT'S PATH



War / Veteran Memorial Possibilities. Names of Warwick residents who fought in each war could be engraved

Interpretive signs

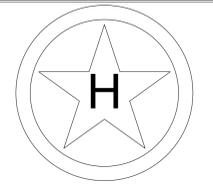


Ribbon shaped walkway with red white and gray pavers. Some red pavers are engraved
Central stacked stone retaining wall with black memorial stones at intervals



Engraved brick walkway with veteran memorial signage

HELIPAD MARKING



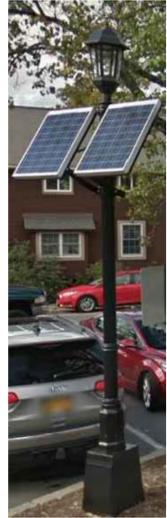
Possible linework for helipad marking design



Illustrates what is possible with a design for the helipad markings

Date: October 11, 2023		VETERANS MEMORIAL PARK WARWICK, NEW YORK INSPIRATION BOARD KALA KAREN ARENT LANDSCAPE ARCHITECT 12 OLD MINSINK TRAIL • GOSHEN, NEW YORK 10924 845 294 9958 phone • 845 294 6545 fax	New York License # Unauthorized alteration or addition to this drawing is a violation of Section 2309 (2) of the New York State Education Law.		
REVISIONS No. Date Description					
Drawn By:	KA	Checked By:	XX	Scale:	N/A

SITE LIGHTING OPTIONS



Post Light - Village of Warwick
NOTE: not to include solar panels



Post Light - Stanley Deming Park

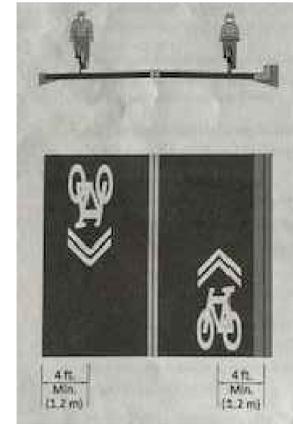


Post Light - Albert Wisner Library
NOTE: not to include banner



Bollard Light - Albert Wisner Library

BICYCLE SIGNAGE AND SYMBOLS



Illustrating ideal height and sizing of signs

TOT LOT POSSIBILITIES



Veterans Theme Tot Lot



Baseball Theme Tot Lot



Natural Theme Tot Lot

ENTRANCE CROSSWALK



Stamped Pavement - Albert Wisner Library
Could do stamping just around edges with none across the walkway so it is a smoother ride for cyclists.

CHIPSEAL WALKWAY



Gravel is pressed into asphalt pavement to create Chipseal. Reduces slipping and glare from wet surfaces, prolongs the life of asphalt.

DONOR RECOGNITION IDEAS



Engraved Brick Walkway



Donor Recognition Posts

MILE MARKERS



Bollard mile marker. Opportunity to incorporate park color scheme



Mile Marker stamped into/painted onto pavement

FITNESS COURT



BIKE RACKS



Circular metal bike rack structure

RESTROOM



Stanley Deming Park Restroom

EMERGENCY ACCESS GATE



Simple steel hinge gate for emergency access drive. To be fitted with a mechanism on the hinges that will open with the sound of an emergency siren.

ADIRONDACK CHAIRS



Illustrating a variety of styles and colors of Adirondack chairs. Legs will be cut to adjust to grade. Opportunity to include schematic color/theme. Can feature engraving for memorial/donation/sponsorship.

CHESS TABLES



Outdoor chess table possibility. Can be modified for ADA accessibility. Another possible opportunity to include a thematic color scheme. Can feature engraving for memorial/donation/sponsorship.

PICNIC TABLES



Build or purchase additional picnic tables similar to what already exist in the park. Can be modified to be ADA accessible. Opportunity for Scout project and for integrating veteran or color scheme. Can feature engraving for memorial/donation/sponsorship.

BENCH & BENCH MEMORIAL POSSIBILITIES



Bench with Memorial/Donation Plaque



Want to use a composite wood or recycled plastic bench. Metal benches heat up in the sun. Opportunity to include a thematic color scheme. Benches can also be donated and a plaque included on the bench or engraved in the bench.



Engraved Memorial Bench

TREE/MEMORIAL PLAQUES & INTERPRETIVE SIGNS



Memorial Plaque/Interpretive Sign



Veteran and Nature Theme Metal Interpretive Sign



Pedestal interpretive sign



Possible memorial plaques for trees throughout the site

Date: October 11, 2023		VETERANS MEMORIAL PARK WARWICK, NEW YORK INSPIRATION BOARD KALA KAREN ARENT LANDSCAPE ARCHITECT 12 OLD MINSINK TRAIL • GOSHEN, NEW YORK 10924 845 294 9958 phone • 845 294 6545 fax	New York License #
REVISIONS No. Date Description			
Drawn By:	KA	Checked By:	XX
Scale:	N/A		

RECEIVED

OCT 03 2023

VILLAGE OF WARWICK (845) 986-2031
CLERK FAX (845) 986-6884
mayor@villageofwarwick.org
clerk@villageofwarwick.org

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



VILLAGE OF WARWICK
INCORPORATED 1867

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

Date Request Submitted: Oct 3, 2023
Title of Event: VETERANS DAY PARADE
Purpose of Event: TO HONOR ALL VETERANS

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: HIGH ST., MAIN ST., OAKLAND AVE, RAILROAD AVE, SOUTH ST, PARK WAY, PARK LANE, Memorial Park Drive.

SECTION 2: DATE AND TIME REQUESTED

Date(s) Requested: 11/11/2023 Rain Date(s) Requested: _____

Arrival Time: 10:30 AM Departure Time: 1 PM

Event Start Time: 11:11 AM Event End Time: 1 PM

SECTION 3: APPLICANT INFORMATION

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

**For-profit activities are prohibited.*

Applicant's Name/Responsible Party: CARMINE GARITANO

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

Mailing Address of Responsible Party: 4 Helioplane Warwick, NY

Residential Address of Responsible Party: MOLOKOV @OPTONLINE.NET SAME

Email Address: WARWICK VFW 4662 @GMAIL.COM Cell Phone: 845 258-0077

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

Name of Organization (if Applicable): WARWICK VALLEY VFW Post 4662

Organization's Phone: 845 988-8387 Email Address: WARWICK VFW 4662 @GMAIL.COM

Name of Organization's Director(s)/Officer(s): JOSE MORALEZ

Mailing Address of Organization: P.O. Box 201 WARWICK, NY 10990

Physical Address of Organization: 154 RT 94 SOUTH WARWICK, NY 10990

SECTION 4: EVENT INFORMATION

Maximum Number of People Intended at the Event: 300

of Adults: 250 # of Under 18 Yrs. Old: 50

Expected Number of Vehicles Intended at the Event: 15 (FIRE, POLICE, AMBULANCE)

Please explain the parking plan for the event: ONLY FOR OFFICIAL VEHICLES

WILL YOUR EVENT INCLUDE:

CHECK YES OR NO

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

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> _____ _____ <i>*A permit is required from the Orange County Department of Health when offering or selling any food to the public. It is the applicant's responsibility to contact the Orange County Department of Health to obtain necessary permits. Contact the Orange County Department of Health for further information. *Applicants must provide a drawing to scale showing where the food will be served/sold and where trash will be disposed.</i>	Yes ___ No <input checked="" type="checkbox"/>
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 ___

SPECIAL REQUESTS:	CHECK YES OR NO
Road Closure <i>List road(s):</i> <u>HIGH ST.</u> <i>Closed between the hours of</i> <u>10 AM</u> <i>and</i> <u>11:30 AM</u> <i>Number of 'No Parking' meter bags requested, if applicable:</i> _____	Yes <input checked="" type="checkbox"/> No ___
Use of Village owned tables and chairs <i>Veterans Memorial Park Pavilion Only. No. of Tables</i> ___ <i>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 <input checked="" type="checkbox"/>
Other <i>Please explain:</i> _____	Yes ___ No ___

SECTION 5: FEES/SECURITY DEPOSIT

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

- ~~\$250 Application Fee~~ (NA) (RA)
 - Memorial Park Football/Over 35 Field Lights (circle one) - \$10 per day or \$300 per season
 - \$500 Security Deposit (Must be a Separate Payment)
- TOTAL FEE:** \$ 250 (NA) (RA) (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 VFW (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 VFW Post 4662 (Name Organization).

Additionally, I agree to accept notices or summonses issued with respect to the application or the conduct of the assembly or use in any manner involving it arising out of the application, construction or application of Chapter 39 'Assemblies, Public' of the Village Code of the Village of Warwick.

Furthermore, I authorize the Village of Warwick or its lawful agents to observe the event at any time for the purpose of inspecting the same, the facilities provided and the cleaning of the premises after the termination of the assembly.

CRISTINE GARRITANO Printed Name of Applicant/Responsible Party
Cristine Garritano Signature of Applicant/Responsible Party
10/3/23 Date

Clerk Use Only: Security Deposit Check # 259 Certificate of Insurance Host Liquor Liability NA
 Fees Received NA Park Map(s) Police Dept. Approval (if applicable)
 *Certificates of Insurance Reviewed by NYMIR/Broker NA

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:

CHARMINE GARRITANO

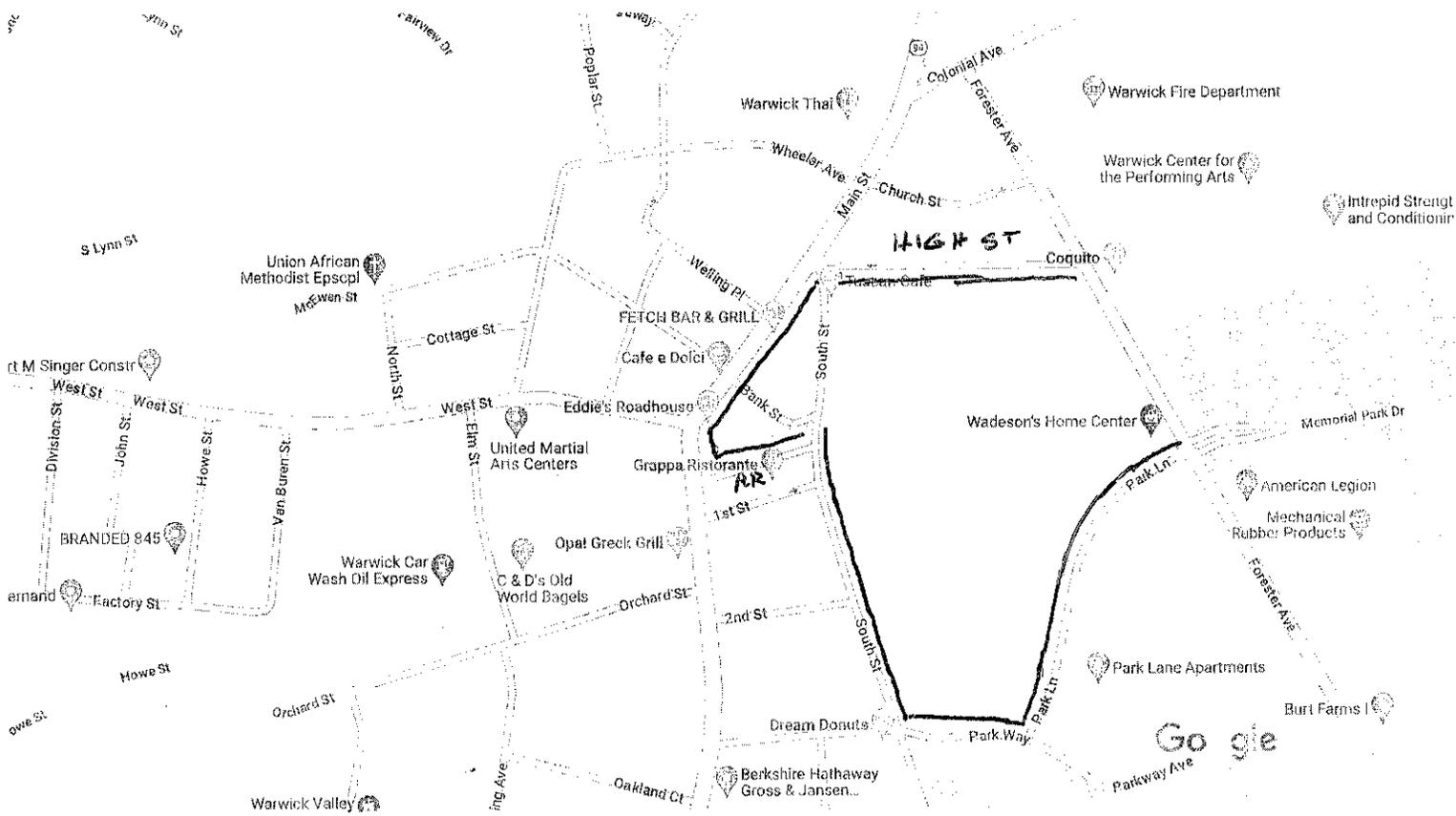
Printed Name of Applicant/Responsible Party

Charmine Garritano

Signature of Applicant/Responsible Party

10/3/23

Date





Village of Warwick Qualifications for Engineering Services for Lead Service Line Inventory

Barton & Loguidice

Barton & Loguidice, D.P.C. (B&L) is pleased to submit our statement of qualifications for the Engineering Services for LSL Funded Projects. B&L is an industry leader with a proven track record of research, planning, development, design construction, alteration, or repair of communities' infrastructure. We also have the experience to administer grant funds received by the Village for the LSL Inventory. Our plan for project implementation is developed from our knowledge and lessons learned on the similar public projects. This statement of qualifications addresses requirements presented in the Village's RFQ, and outlines our project understanding and approach to accomplishing the Village's project goals.

We are committed to acting in the Village's best interest throughout the project. We will fully disclose all information, find the best solutions to the issues at hand, and will honor all commitments to the Village throughout the project.

B&L applauds the proactive approach that the Village of Warwick is taking to develop a program that addresses the concerns surrounding the presence of lead in the Village's drinking water. Lead in drinking water falls at the forefront of water quality concerns for customers, especially those with young children. Even if there have been no lead or copper violations reported by a utility, the community can become very concerned about associated health risks once a utility begins taking proactive steps to remove lead or galvanized service lines and connections.

B&L is on the cutting edge of the lead service line (LSL) process and following program advancements closely and currently working with the Village of Ilion and the Village of Herkimer on projects and initiatives that align with the needs of the Village of Warwick. As you continue to develop this program, we believe B&L's experience and knowledge on the process would complement the Village's efforts.

LSL replacement programs are seemingly straightforward; however, they are complicated by several legal and logistical challenges. We understand that most utilities do not own the entire service line, so permission must be granted by property owners to do the work. Partial replacements often result in higher lead concentrations at the tap due to the galvanic cell that may be created. Thus, customer communication and education plays a huge role in the success of an LSL replacement program to be able to perform full replacements.

The B&L team has been closely tracking proposed revisions to the Lead and Copper Rule (LCR) and understands what will be necessary going forward. We are currently working with 29 communities to ensure their LCR compliance. We have been working with Corona Environmental on corrosion control evaluations for larger water systems and we are working with Electrosan on conducting LSL inventories with minimal disturbance to the customers. Our Electrosan partnership involves having them remove a residential water meter and send a "snake" with a sensor through the service from the house all the way through the main. The unit downloads data, which can

be compiled into an EPA approved format to make reporting easy. With this method, the Village can get accurate reports, with minimal disturbance to the public and in minimal time. Each inspection takes around 30 minutes. We are currently preparing to utilize this technique in the Villages of Ilion and Herkimer.

Once we get the inventory complete, B&L drives the project forward. We understand that most communities cannot afford to undertake this LSL work without financial assistance. **B&L completed the Village's LSL Preliminary Engineering Report (PER) in 2022 and listed it on LSL Intent Use Plan (IUP) through the Environmental Facilities Corporation (EFC) who is administering the LSL Inventory Grant.** Part of our success with funding is that we understand the requirements to setup the Village for success. We also understand that the new LCR revisions will mandate that LSLs be replaced all the way to the basement. This takes coordination with homeowners and the Village to ensure project success and that legal requirements are met. We will be there throughout the process to assist the Village through all of these steps from planning through construction.

The B&L Statement of Qualifications is designed to show you that our team brings not only the technical skills and experience needed to ensure the development of a successful LSL program, but also one that meets the needs of your water systems, regulators, and community stakeholders. Our proposed team will be led by Jason A. Ballard, Project Manager, who brings more than 22 years of experience in planning, design, construction and start-up of water and wastewater projects. Jason will be supported by Chris Lawton, P.E., Vice President and Technical Advisor who is heavily involved in the development and design of B&L's current LSL programs for various clients.

FIRM QUALIFICATIONS

B&L has been engaged in the practice of professional engineering since 1961. We are a highly diversified planning, engineering, environmental science, and landscape architecture firm with a broad range of experience and expertise. Since our founding in Syracuse, New York, the firm has expanded to provide services throughout New York, New England and the Mid-Atlantic.

B&L employs a staff of more than 350, about one quarter of which are licensed professional engineers, and includes landscape architects, planners, geologists, green infrastructure specialists, environmental scientists, and construction support personnel. We offer consulting in the following service areas:

**Transportation Environmental Facilities
Water Resources Asset Management
Solid Waste Sustainable Planning and Design**

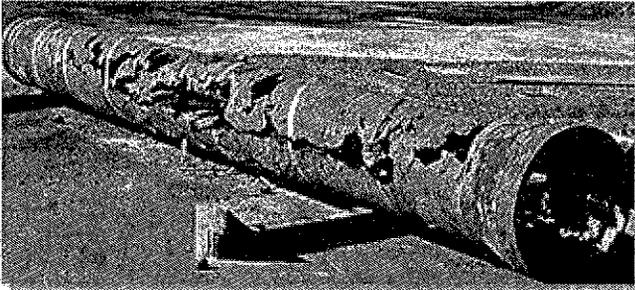
Water Resources

Since its founding, water resources has been one of B&L's core practice areas, and B&L has provided water system engineering services to municipalities throughout the

Northeast. Recently, a large portion of our work has been dedicated to asset renewal projects, which focus on upgrading and replacing outdated or underperforming equipment, facilities, and infrastructure.

Inventory

Systems with unknown service line materials must develop publicly available inventories for public and private service lines and the lead service line (LSL) replacement plan. Galvanized iron pipes can contribute to lead in drinking water due to lead in the zinc coating or absorption of lead from an upstream source. The USEPA's Lead and Copper Rule Revisions (LCRR) define galvanized pipes that are currently or previously downstream of an LSL, as an LSL. These pipes must be listed in the LSL inventory, counted in the replacement rate calculation, and included in notifications about LSLs. Our team has worked with utilities to study galvanized iron pipe corrosion and we are currently partnering with national experts to develop a management plan for utilities with water quality problems caused by galvanized iron corrosion as part of Water Research Foundation project #4910 Evaluating Key Factors that Affect the Accumulation and Release of Lead from Galvanized Pipes.



LSL Replacement Programs

LSL replacement programs are seemingly straightforward; however, they are complicated by several legal and logistical challenges. Most utilities do not own the entire service line, so permission must be granted by property owners to do the work. Partial replacements often result in higher lead concentrations at the tap due to the galvanic cell that may be created. Thus, customer communication and education plays a huge role in the success of an LSL replacement program to be able to perform full replacements.

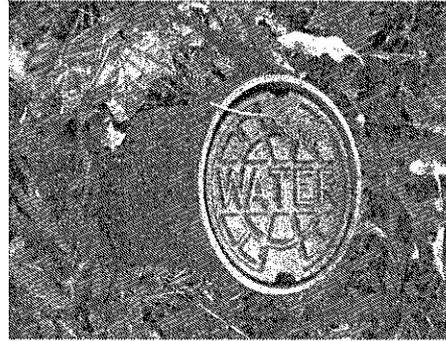
Pitcher filter distribution prior to replacement adds another communication and logistical challenge. If a substantial number of service lines are to be replaced in a short period of time, it can actually stress the water supply with the additional flushing water.

Additionally, some states have laws that prohibit the use of public funds for private improvements which prevents a utility from paying for the replacement of private lines. Some states have had to pass legislation to make an exception when public health is at issue.

Going beyond LCRR compliance – Innovative Strategies

Going beyond LCRR requirements can take many forms, all with varying levels of cost and complexity. One institutional change is to have an internal policy to do full replacements when lead

service lines are encountered during breakages and main replacements. The main replacement program can be prioritized to areas with lead service lines, galvanized lines, or goosenecks



which can be included in the project.

Developers can be required to perform full replacements for major home renovations. The Village of Warwick could expand free lead tests to

customers to gather much greater water quality data which can inform operational strategies and assist in the development and prioritization of an inventory.

Other strategies, like avoiding phosphate after it has been designated as OCCT as Denver Water had to do, will take a substantial investment to pursue a variance to the Safe Drinking Water Act. Working collaboratively with the NYSDOH to avoid that outcome should be started early.

Funding Compliance

B&L will comply with the provisions of the NYS Environmental Facilities Corporation (EFC) "Mandatory State Revolving Fund Terms and Conditions," and incorporate into and made part of the final scope and agreement, as well as all other terms and conditions reasonably required by EFC, as of the date of this submission.

Firm Qualifications and Specialized Experience Specialized Experience

Water System Improvements, Village of Illion,

New York— B&L was retained by the Village to prepare a preliminary engineering report (PER), which was used to leverage a significant loan and grant funding package through NYS Environmental Facilities Corporation (EFC) and NYS Water Infrastructure Improvement Act (WIIA); B&L was again retained to provide preliminary and final design, permitting, bidding, and construction services for both the regional MVWA source water expansion project and the Village's water distribution improvements. B&L teamed with Corona Environmental Consulting, LLC to provide corrosion control assistance for the short- and long-term goals of the Village's water improvement project. Total project costs were \$43 Million and included a LSL inventory and replacement of all known lead elements.

Water System Improvements, Village of Herkimer,

New York— B&L was retained to conduct a preliminary engineering report (PER) to determine the best course of action for system improvements. Solutions were evaluated that included improving the existing transmission main or connecting to an alternative water source. Based on the evaluation, B&L concluded that the most cost-effective and reliable option for the Village was to connect to an alternative water source, which was determined to be the Mohawk Valley Water Authority (MVWA). This would provide the Village with a secure water supply for the

foreseeable future. In addition, B&L recommended improvements to the Village's existing treatment and distribution systems that would supplement the new water source connection. **The project included the development of a Lead Service Inventory.**

Proposed Staff

The personnel proposed for this project have ample availability to perform the work required in a timely and efficient manner. We are proposing a balanced team that combines a strong relationship with the client, a local presence, and a strong technical knowledge of LSL Inventory. As the Project Manager, Mr. Ballard will oversee his team and ensure that B&L and the Village of Warwick work together to identify the right options and best solutions for the Village's LSL Inventory. The project team shown below will be involved and available to the Village of Warwick throughout the project.



Donald H. Fletcher, P.E.
Senior Vice President
 Mr. Fletcher has 31 years of extensive experience in the engineering and construction fields, specializing in projects involving municipal water and wastewater systems, transportation infrastructure, stormwater and subdivision

design together with construction management. As project engineer for numerous municipal wastewater projects, he has provided planning and engineering for all aspects of the project's development, from design of the proposed layout to the monitoring of its construction.



Chris G. Lawton, P.E., LEED AP
Vice President
 As an Officer-in-Charge in the Water Resources Practice Area, Mr. Lawton is a municipal engineering consultant with over 22 years of experience in guiding municipal clients through the process of

developing and implementing water and wastewater infrastructure improvements. Public water and wastewater systems are an essential aspect for every successful community. Mr. Lawton has an accomplished career track with a reputation for understanding the needs of a community and helping them to plan, fund, design, construct and maintain this critical infrastructure.



Jason A. Ballard, P.E., LEED AP Associate
 Mr. Ballard has 22 years of experience as a municipal engineer progressing numerous water and wastewater projects from planning through construction. His responsibilities include

research, technical writing, and estimates. His experience includes preparation of feasibility studies, maps, plans and reports for site development, formation of water and sewer districts, facilities plans for water and wastewater systems, grant and funding applications, regulatory agency applications, environmental review documents, permit applications, right-of-way/easement maps and descriptions and contract design drawings and specifications.



Nicholas J. Despart, I.E.
Engineer II
 Mr. Despart has been involved with various types of projects, including water and wastewater treatment plant design, water distribution system design, and was the engineer completing LSL inventory Preliminary Engineering Reports.

References

Village of Herkimer
Dana Sherry, Mayor
 120 Green Street
 Herkimer, New York 13350
 315-866-3303
Office@village.herkimer.ny.com

Village of Woodridge
Myra J. Bennett, Village Clerk
 P.O. Box 655
 2 Dairyland Road
 Woodridge, New York 12789
 845-434-7855
myra.woodridge12789@yahoo.com

Village of Ilion
John P. Stephens, Mayor
 49 Morgan Street
 Ilion, NY 1335
 315-895-7449
ilion@ilionny.com

We appreciate the opportunity to propose on this project. Should you desire additional information or have any questions on our team's qualifications, please do not hesitate to call Jason Ballard or me.

Sincerely,

BARTON & LOGUIDICE, D.P.C.

Donald H. Fletcher, P.E.
 Senior Vice President



Qualifications for

Engineering Services for Lead Service Line Inventory





Firm Qualifications

H2M has been influential in helping clients achieve compliance with the lead copper rule (LCR), from inventorying service lines throughout cities and towns to spearheading replacement programs, since its inception in the early 90s. In fact, a senior partner of the firm at the time, Norman Murrell, was a huge proponent of removing lead in drinking water and was instrumental in the passage of the LCR and other programs locally and nationally. Throughout the years, H2M has continued that passion by assisting water suppliers with initial lead and copper compliance sampling, corrosion control studies, and public outreach, ensuring our clients were abreast of regulations as they were put into effect, and trained to respond appropriately to any issues. This has remained the case as further regulations required additional action by water suppliers. As a result, H2M has gained extensive knowledge of the current LCR and new Lead and Copper Rule Revisions (LCRR) and its consequences to the our customers across the tri-state area.

Our team's experience completing lead service line inventory projects, replacement programs, and meeting funding parameters has been performed for municipalities throughout New York, New Jersey, and special districts and villages across Long Island. Additionally, we've thus far secured and administered **\$300 million dollars** worth of grants for lead service line replacement projects. Our extensive experience positions H2M to serve the Village of Warwick in an effective and efficient manner. The approach we'd propose on a forthcoming lead service line inventory project with the Village would be based on repeated implementation experience. With our in-house water supply engineers, GIS professionals, and hands-on experience, the Village of Warwick would receive database development, records management, and data entry processes that have been refined while supporting prior

LSL projects. Work for these clients has all begun with the development of a lead service line inventory first originating from water supplier records and utilizing GIS to verify, analyze, and fill in any gaps that be present in data. Our LSL clients include the following public and private suppliers:

- Village of Nyack
- Town of Hempstead
- Bethpage Water District
- Village of Garden City
- Greenlawn Water District
- Hicksville Water District
- Plainview Water District
- Riverhead Water District
- South Farmingdale Water District
- South Huntington Water District
- Smithtown Water District
- Saint James Water District
- Massapequa Water District
- Village of Rockville Centre
- Dix Hills Water District
- Veolia (formerly Suez NJ)
- City of Brigantine
- Borough of Chatham
- Wall Township Water Department
- Passaic Valley Water Commission
- Hampton Bays Water District



► Qualifications and Experience



Mapping Capabilities

The majority of our water clients have chosen to leverage the power and simplicity of Esri's cloud-based ArcGIS Online (AGOL) software environment for the management and maintenance of their LSL data. Integral to AGOL is the ability to create, manage and, most of all, share GIS data among users. We are proud to have been recognized by Esri for our experience deploying ArcGIS Online and its associated web and mobile apps. As a distinction for meeting their high standard of delivery, Esri awarded H2M with their ArcGIS Online Specialty designation.

ArcGIS Online also provides intuitive, map-based tools for building applications that can streamline your operations, particularly your records research. Simple maps provide the basic functionality of viewing, navigating, and printing GIS data for a given area. Web apps can be easily customized to meet various query, status review and reporting needs.

Experience

► Hicksville and Greenlawn Water Districts – Lead Service Line Material Inventory

In accordance with the USEPA approved revisions to the Lead and Copper Rule, each water supplier must conduct a complete evaluation of the water service lines throughout their service area to verify service line material. This includes both the municipal and customer owned portions of the service line from tap to home. H2M has assisted Hicksville Water District in meeting this requirement by properly mapping each rough service account and creating a data schema that complies with what the New York State Department of Health requires. H2M has also included additional fields to increase the value of the data being evaluated. The sources of data reviewed to determine service material include tap cards, record replacement maps and date of construction records.

Based on this information, H2M created an inspection map in ArcGIS Online that allows the District to determine areas with unknown service material and suspect lead that require further investigation. H2M created an Esri Field Map as well as a Survey 123 inspection form for the District to record their inspections. This allows the District to easily document their inspections with notes and pictures. Furthermore, H2M created multiple dashboards in ArcGIS Online that provided a dynamic snapshot of known and unknown material. This allows the District to quickly see the quantity of accounts that both require further investigation and action, should replacement be required.

► Village of Garden City – Lead Service Line Inventory and Replacement Plan

The Village of Garden City is striving to meet the EPA's LSL inventory regulation by October 16, 2024 and, thereafter, develop a lead service line replacement (LSLR) program. Commissioned to help the Village do so, H2M's staff reviewed several thousand individual records provided, including Excel spreadsheets, building permits, plumbing permits, and nearly 1,500 engineering plans. Information pertaining to water main material was transposed from the source materials to the GIS data. Source documents were also attached to the GIS data to facilitate simplified, map-based retrieval in the future. In addition to scanned documents, H2M incorporated information from engineer field observations, customer reports, and date of construction, as documented by the Nassau County Office of the Assessor.

In the midst of this LSL work, the Village was presented with a dilemma as news of a resident with elevated blood levels spread. H2M assisted the Village with a widespread sampling program as well as with notifying the public, developing informational brochures, etc. The sampling results were used as an additional measure in making further determinations about the retirement and replacement of the Village's LSL.

The final deliverable to the Village was a GIS dataset stored within ArcGIS Online, which provides Village staff with an interactive, searchable map of customer locations and associated main material, along with assignment justification in the form of attached source documents.

► Veolia (formerly SUEZ NJ) – Lead Service Line Replacement

Veolia owns, operates, and maintains a network of hundreds of miles of transmission and distribution infrastructure serving more than a million residents in numerous municipalities/institutions throughout the State. In advance of proposed NJ lead service line regulations, and new U.S. EPA regulations, Veolia launched a comprehensive LSLR program in 2019.

The initial scope of the 2021 LSLR program was characterized by the performance of dig-and-determine for 1,900 services and the replacement of approximately 1,200 (lead and non-lead) lines within the Hackensack Public Water System Identification (PWSID), which has since been expanded to 4,600 dig-and-determines and 2,500 replacements. Veolia sought assistance from H2M as Construction Administrator and Construction Observer to support these regulatory compliance goals and ensure detailed records of field activity, including digital mapping in a GIS framework.

The most challenging portion of compliance lay in the identification, cataloging, mapping, and replacement of lead service lines in systems. Particularly vital to the success of this effort was the creation and maintenance of a set of standards



► Qualifications and Experience



intended to document compliance with the updated federal LCR and ensure continuity of critical infrastructure data for future operations. H2M utilized a novel, tablet-based data collection tool to document each crew's daily activities and ensure immediate QA/QC access to the Veolia leadership. The replacements were all conducted in public right-of-ways, often in residential and urban environments. The work needed to be completed and service restored the same day to minimize the impact on residents of the towns where work was conducted. At Veolia's request, H2M provided additional inspection staff to meet project needs. This project earned H2M ACEC National Recognition and an Engineering Excellence Award in 2021.

► Passaic Valley Water Commission (PVWC) – Lead Service Line Replacement

As part of an ongoing effort to remove potential sources of lead from the drinking water, PVWC identified existing customer water service lines in these four municipalities that were suspected lead or lead-lined service lines. PVWC then implemented a program to confirm and replace these lead service lines, including the portion of the customers' service that is located on private property in an attempt to avoid partial lead service connections.

The original project scope included approximately 800 locations on local and county roads where a subsurface investigation was needed. At these locations, test pits were excavated over the service at the curb stop valve box to confirm the presence of a lead service line (including amalgamated galvanized pipe with lead lining). Confirmed lead service lines were replaced by a combination of open-cut excavation and trenchless methods after permission was received from the property owner.

H2M provided construction-related services for the project. This involved our technicians providing construction observation of the test pits and lead service line replacements, acting as a liaison between PVWC and the water customers for information dissemination, and obtaining customer permission for water service line replacement on private property. To expedite the service line replacements, we coordinated with the local plumbing authorities in Clifton and Paterson and our professional engineers prepared signed and sealed Water Service Installation Sheets to satisfy their requirements. Our team also provided general construction administrative duties to assist PVWC. These duties included updating various databases on a routine basis with all pertinent information for the project, including customer water service information, field reports and project photos, status of agreement forms, and restoration status.

Key Personnel

Our proposed Principal-in-Charge is **James J. Roberts, P.E.** Mr. Roberts oversees H2M's water/wastewater market and has more than 35 years of experience in the operations and maintenance of New York's water supply, distribution, wastewater collection and stormwater management. As the former Deputy Commissioner of the NYC Department of Environmental Protection, Mr. Roberts was responsible for overseeing approximately 1,300 employees, nearly 15,000 miles of water and sewer infrastructure, a capital improvement plan of \$1.5 billion and an annual operating budget of \$185 million, delivering over 1 billion gallons of water a day to 8.5 million New York City residents.

Joseph J. Todaro, P.E., LEED AP BD+C will serve as H2M's Project Manager. Mr. Todaro has over 30 years of water supply engineering experience including water systems analysis and the design of water supply, water treatment, water storage, and pumping facilities. He will provide day-to-day oversight of our team, which includes a dedicated water team with significant experience with the replacement of lead service lines, as demonstrated by our experience throughout New York and New Jersey listed above.

Conclusion

The Village of Warwick can rely on H2M to make full use of its skill set inventorying and replacing services lines for suppliers and utilities with varying extents of lead lines in their distribution systems. Whether for projects large in scale or with a few lines needing addressing, we've utilized GIS to create databases enabling administrators to track, log, and plan for replacement process phasing specific to the make up of their systems and individual needs. We'd employ a comparable strategy for the Village in inventorying its lead services lines to ultimately lay the groundwork necessary to achieve long-term federal and state compliance via the replacement of its lead lines.

We look forward to discussing our qualifications further and working with the Village on this important project. Please contact Mr. Todaro at (845) 357-7238 ext. 1445 or via email at jtodaro@h2m.com if you have any questions or require anything further. Thank you for your consideration.



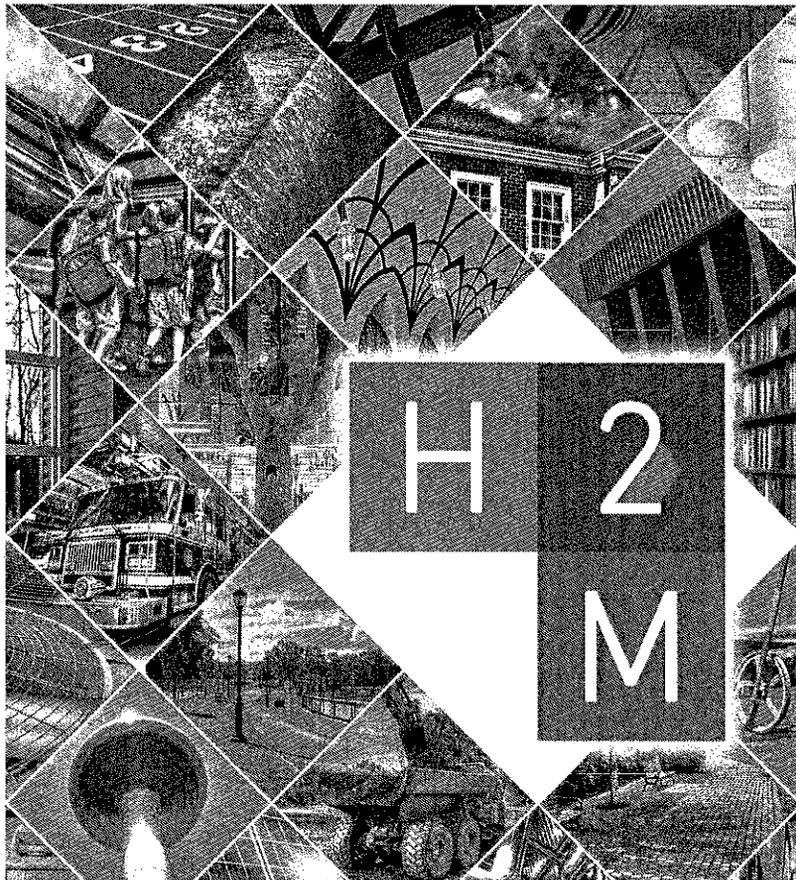
► Contract Reservations

Contract Reservations

H2M reserves the right to negotiate reasonable insurance, liability, and claims provisions that are consistent with industry standards and the standard of professional care applicable by law.

architecture mep civil + site engineering
construction environmental services
structural engineering interior design
sustainable design corrosion consulting
water resources engineering mapping

interior
design
mep civil
gis water
mapping
services
corrosion
planning



services
landscape
inspection
planning
site civil
surveying
structural
consulting

development construction environmental
landscape architecture community design
inspection services sustainable design

resources
wastewater

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* corporate capabilities

structural
engineering

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
OCTOBER 16, 2023
ADDENDUM NO. 1**

**7. RESOLUTION ACCEPTING AND ADOPTING THE DRAFT CLIMATE
ACTION PLAN FOR GOVERNMENT OPERATIONS**

WHEREAS, the Village Board of the Village of Warwick recognizes the risk that climate change poses to its community; and

WHEREAS, in order combat climate change, the Village of Warwick is committed to addressing greenhouse gas (GHG) emissions at the local level; and

WHEREAS, in furtherance of this goal, in 2019 the Village Board adopted a resolution committing to the Climate Smart Communities (“CSC”) pledge to set reduction goals for GHG emissions; and

WHEREAS, in 2022 the Village Board formally established the Climate Smart Task Force (“CSTF”) to, *inter alia*, facilitate the Villages’ climate change-related actions and to provide guidance to Village officials on steps that can be taken to advance the Village’s progress in environmental sustainability; and

WHEREAS, the CSTF has drafted and provided to the Village Board a draft Climate Action Plan For Government Operations (“CAP”), a copy of which is on file in the office of the Village Clerk; and

WHEREAS, the CAP proposes Overall Environmental Sustainability & Resilience Goals, both short-term and long-term, for the Village and provides recommendations for updating the Government Operations GHG Inventory and emissions reductions initiatives as well as providing that the CSCTF will take on responsibilities of Climate Action Committee (“CAC”); and

WHEREAS, the Village Board wishes to approve and adopt the CAP, and undertake the recommendations and provisions therein going forward as circumstances and funding may allow;

NOW THEREFORE BE IT RESOLVED, that the Village Board hereby approves and adopts the draft Climate Action Plan For Government Operations.

_____ presented the foregoing resolution which was
seconded by _____,

The vote on the foregoing resolution was as follows:

Barry Cheney, Trustee, voting _____
Carly Foster, Trustee, voting _____
Thomas McKnight, Trustee, voting _____
Mary Collura, Trustee, voting _____
Michael Newhard, Mayor, voting _____

**8. RESOLUTION INTRODUCING A PROPOSED LOCAL LAW
IMPOSING A ONE-YEAR MORATORIUM ON LAND USE APPROVALS
FOR DEVELOPMENT OF PUBLIC UTILITY FACILITIES INVOLVING
ENERGY STORAGE SYSTEMS**

WHEREAS, the Village Board of the Village of Warwick has a local law before it entitled: “The Village of Warwick Temporary Moratorium on the Acceptance and Processing of Applications for Approval of Public Utility Facilities Involving Energy Storage Systems”, and

WHEREAS, in order to enact the said local law it is necessary to formally introduce it and to hold a public hearing on it,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the movant of this resolution does hereby introduce the proposed local law, and

2. That a public hearing on the proposed local law be set for November 6, 2023 at 7:30 o'clock p.m. and that due notice of the same is directed to be given by publication and posting.

_____ presented the foregoing resolution which was seconded by _____,

The vote on the foregoing resolution was as follows:

Barry Cheney, Trustee, voting _____
Carly Foster, Trustee, voting _____

Thomas McKnight, Trustee, voting _____

Mary Collura, Trustee, voting _____

Michael Newhard, Mayor, voting _____

VILLAGE OF WARWICK

LOCAL LAW NO. __ OF THE YEAR 2023

A Local Law establishing a one (1) year moratorium on the acceptance and processing of applications for land use approvals for public utility facilities involving energy storage systems in the Village of Warwick.

BE IT ENACTED that the Village of Warwick imposes a moratorium on approval of public utility facilities involving energy storage systems as follows:

Section 1. Authority

This Local Law is adopted pursuant to the provisions of the Municipal Home Rule Law of the State of New York.

Section 2. Short Title

This Local Law shall be known as: “The Village of Warwick Temporary Moratorium on the Acceptance and Processing of Applications for Approval of Public Utility Facilities Involving Energy Storage Systems.”

Section 3. Definitions

"Code" means the Village of Warwick Code.

"Public utility facilities involving energy storage systems" means any building or site at which electricity is stored in batteries for purposes of supplying power to the electrical utility grid.

"Village" means the Village of Warwick.

"Village Board" means the Village Board of the Village of Warwick.

"Village Clerk" means the Village Clerk of the Village of Warwick.

Section 4. Legislative Purpose

The Village of Warwick has recently experienced serious fires at public utility facilities involving energy storage systems which posed a grave risk to the health, welfare and safety of Village residents. The Village Board of the Village of Warwick has determined that the Village Code lacks provisions sufficient to oversee the approval and safe operation of public utility facilities involving energy storage systems. The intent of this Local Law is to impose a one (1) year moratorium on the acceptance and processing of applications for land use approvals for public utility facilities involving energy storage systems in the Village of Warwick in order to afford the Village Board time to develop and enact local regulations sufficient to oversee the approval and safe operation of the same.

Section 5. Imposition of Moratorium

For a period of one (1) year from and after the effective date of this Local Law, except as provided in Sections "6" and "7" below no applications for land use approvals for public utility facilities involving energy storage systems shall be accepted or processed by the Village for any real property located in the Village of Warwick.

Section 6. Exemptions

This Local Law shall not apply to any application for approval of a public utility facility involving energy storage systems designed for and installed in a residential use.

Section 7. Alleviation of Extraordinary Hardship

A. The Village Board may authorize exceptions to the moratorium imposed by this Local Law when it finds, based upon evidence presented to it, that deferral of action on an application for approvals for public utility facilities involving energy storage systems during the term of this moratorium would impose an extraordinary hardship on a landowner or applicant.

B. An application for an exception based upon extraordinary hardship shall be filed with the Village Clerk, including a fee of Five Hundred and 00/100 Dollars (\$500.00) for each tax map parcel claimed to be subject to extraordinary hardship, by the landowner or the applicant, upon the consent of the landowner. The application shall provide a recitation of the specific facts that are alleged to support the claim of extraordinary hardship and shall contain such other information and/or documentation as the Village Board shall prescribe as necessary for the Village Board to be fully informed with respect to the application.

C. A public hearing on any application for an exception to this Local Law based upon extraordinary hardship shall be held by the Village Board at a meeting of the Village Board no later than thirty (30) days after the complete application for an extraordinary hardship exception has been filed with the Village Clerk. The Village Board shall determine, by resolution duly adopted, when an application based upon extraordinary hardship is complete.

D. In reviewing an application for an exception based upon a claim of extraordinary hardship, the Village Board shall consider the following criteria:

1. The extent to which the proposed development impacts environmentally sensitive land, would cause environmental degradation, or would adversely impact nearby properties and the neighborhood.
2. Whether the moratorium will expose a property owner or applicant to substantial monetary liability to a third person or would leave the property owner or applicant completely unable, after a thorough review of alternative solutions, to have a reasonable alternative use of the property.
3. The extent to which actions of the applicant were undertaken in the good faith belief that the proposed development of a public utility facilities involving

energy storage systems constituted an approvable use under the existing provisions of the Village Code.

E. Mere delay or concern that new regulations regarding public utility facilities involving energy storage systems may be adopted is insufficient to constitute an extraordinary hardship under this section.

F. At the conclusion of the public hearing and after reviewing the evidence and testimony placed before it, the Village Board shall, in its sole discretion, act upon the application for an exception based upon extraordinary hardship. The Village Board may approve, deny or approve in part and deny in part the application being acted upon.

Section 8. Default Approvals Abolished.

Notwithstanding any law, rule, or regulation to the contrary, no applications for public utility facilities involving energy storage systems shall be granted, deemed granted, or dispensed with as a result of the passage of time during the effective period of this moratorium. Any and all land use approvals for public utility facilities involving energy storage systems granted during the period of the moratorium shall require the affirmative vote of the reviewing board(s) with jurisdiction and endorsement of the plat or plan as otherwise required by law.

Section 9. Penalties.

A. Any person, firm or entity that operates a public utility facility involving energy storage systems without required approvals shall otherwise violate any of the provisions of this Local Law shall be subject to:

1. Such penalties as may otherwise be provided by applicable local laws, ordinances, rules, regulations of the Village for violations; and
2. A fine not to exceed \$500.00 per day from the date that any action is taken in contravention of this local law, together with any other civil remedies available at law; and
3. Injunctive relief in favor of the Village to cease any and all such actions which conflict with this Local Law and, if necessary, to remove any such uses that may have taken place in violation of this Local Law.

B. Any application accepted or approval granted in violation of this Local Law shall be null and void.

Section 10. Extension or Termination of Moratorium.

A. This moratorium may be extended by two (2) additional periods of up to six (6) months each by resolution of the Village Board upon a finding of need for such extension(s).

B. This moratorium, and any extensions thereof, may be terminated at any time by resolution of the Village Board.

Section 11. Validity

In the event that any section, sentence, clause or phrase of this Local Law is held to be invalid or unconstitutional by any court of competent jurisdiction, said holding shall in no way affect the validity of the remaining portions of this Local Law.

Section 12. Effective Date

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

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
OCTOBER 16, 2023
ADDENDUM NO. 2**

9. **MOTION** to authorize Payment #4 to TAM Enterprises, Inc. in the amount of \$108,570 for the South Street sidewalk replacement project as certified by Village Engineer David Getz of Engineering & Surveying Properties. Funds are appropriated in budget code A. 5110.4400 in the 2023-24 budget.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____

Trustee McKnight ____ Mayor Newhard ____



Montgomery Office:

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

Goshen Office:

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

www.EngineeringPropertiesPC.com

October 13, 2023

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

ATT: MAYOR MICHAEL NEWHARD

Re: South Street Sidewalk Replacement Project
Application for Payment #003
W.O. #1800.68

Dear Mayor Newhard and Trustees:

We have reviewed Application for Payment #004, dated 10/4/23, from TAM Enterprises, Inc. for the South Street sidewalk replacement project. We recommend approval of the requested payment of \$108,570.00. This phase of the project has been completed. The balance amount to finish the project, including retainage, is \$30,737.35.

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

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

David A. Getz, P.E.



AIA Document G702 - 1992

Application and Certificate for Payment

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

PROJECT: South Street Sidewalk Replacement Project

APPLICATION NO: 004

PERIOD TO: September 30, 2023

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

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

VIA ARCHITECT:

CONTRACT FOR: General Construction

CONTRACT DATE: / /

PROJECT NOS: / /

CONTRACTOR'S APPLICATION FOR PAYMENT

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

- 1. ORIGINAL CONTRACT SUM \$128,814.18
- 2. NET CHANGE BY CHANGE ORDERS \$24,819.36
- 3. CONTRACT SUM TO DATE (Line 1 + 2) \$153,633.54
- 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$128,814.18

5. RETAINAGE:

- a. 5.00% of Completed Work (Column D + E on G703) \$5,917.99
- b. 0% of Stored Material (Column F on G703) \$0.00

Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$5,917.99

- 6. TOTAL EARNED LESS RETAINAGE \$122,896.19
- (Line 4 Less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT

- (Line 6 from prior Certificate) \$14,326.19

- 8. CURRENT PAYMENT DUE \$108,570.00

9. BALANCE TO FINISH, INCLUDING RETAINAGE

- (Line 3 less Line 6) \$30,737.35

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

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

CONTRACTOR:

By: [Signature]
State of New York
County of Orange
Subscribed and sworn to before me this 4 day of October 2023
Notary Public [Signature]
My Commission expires: 9/16/24

Date: 10/4/23
CHRISTINA MARIE VASQUEZ
NOTARY PUBLIC-STATE OF NEW YORK
No. 01VA6440222
Qualified in Orange County
My Commission Expires 09-06-2026

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED \$108,570.00
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: [Signature]
Date: 10/5/23

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

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AIA Document G703 - 1992

Continuation Sheet

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

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)						
	Bonds and insurances	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00	150.00
	Submittals	3,000.00	2,250.00	750.00	750.00	0.00	3,000.00	0.00	150.00
	Mobilization	5,914.00	1,478.50	4,435.50	4,435.50	0.00	5,914.00	0.00	295.70
	Maintenance and protection of traffic	6,000.00	900.00	5,100.00	5,100.00	0.00	6,000.00	0.00	300.00
	Demolishing	7,400.00	740.00	6,660.00	6,660.00	0.00	7,400.00	0.00	370.00
	Concrete curbing install	18,487.00	1,848.70	16,638.30	16,638.30	0.00	18,487.00	0.00	924.35
	Concrete sidewalk intall	17,400.00	1,740.00	15,660.00	15,660.00	0.00	17,400.00	0.00	870.00
	ADA drop curbs with detectable warning tabs	4,200.00	0.00	4,200.00	4,200.00	0.00	4,200.00	0.00	210.00
	ADA sidewalk ramps	5,400.00	0.00	5,400.00	5,400.00	0.00	5,400.00	0.00	270.00
	Step related work	4,750.00	0.00	4,750.00	4,750.00	0.00	4,750.00	0.00	237.50
	Modular black retaining wall	31,230.00	3,123.00	28,107.00	28,107.00	0.00	31,230.00	0.00	1,561.50
	Resetting of bluestone	4,505.00	0.00	4,505.00	4,505.00	0.00	4,505.00	0.00	225.25
	Sign installation	3,078.00	0.00	3,078.00	3,078.00	0.00	3,078.00	0.00	153.90
	Pedestrian crosswalk	5,200.00	0.00	5,200.00	5,200.00	0.00	5,200.00	0.00	260.00
	Topsoil seed and mulch restoration	2,750.00	0.00	2,750.00	2,750.00	0.00	2,750.00	0.00	137.50
	Demobilization	3,000.00	0.00	3,000.00	3,000.00	0.00	3,000.00	0.00	150.00
	Project closeout	3,500.18	0.00	3,500.18	3,500.18	0.00	3,500.18	0.00	175.01
	CO# 1 - Additional Work	24,819.36	0.00	0.00	0.00	0.00	0.00	24,819.36	0.00
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	GRAND TOTAL	\$153,633.54	\$15,080.20	\$113,733.98	\$113,733.98	\$0.00	\$128,814.18	\$3.85%	\$24,819.36

APPLICATION NO: 1004
 APPLICATION DATE: September 30, 2023
 PERIOD TO: September 30, 2023
 ARCHITECT'S PROJECT NO:

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