

**BOARD OF TRUSTEES  
VILLAGE OF WARWICK  
SEPTEMBER 23, 2024**

**10,267**

The Regular Meeting of the Board of Trustees of the Village of Warwick was held on Monday, September 23, 2024, at 7:30 p.m. in Village Hall, 77 Main Street, Warwick, NY. Present was: Mayor, Michael J. Newhard. Trustees: Barry Cheney, Carly Foster, Mary Collura and Thomas McKnight. Also, present was Village Clerk, Raina Abramson and Village Attorney, Stephen Gaba. Others present, Warwick Police Chief, John Rader, Melissa Shaw-Smith, Etta and Johnathan Hamilton, M. Payton Swenson, and Gail Hoffer-Loibl.

The Mayor called the meeting to order and led in the Pledge of Allegiance.  
The Village Clerk held the roll call.

Mayor Newhard began the meeting with an announcement regarding the Village of Warwick's application for a \$4.5 million New York Forward Grant to revitalize downtown, emphasizing community input and transformative projects. The grant aims to improve the community with infrastructure improvements, enhanced green spaces, and more. Mayor Newhard read the following press release:

**Community Input Needed for \$4.5 Million NY Forward Grant!**

Join us on Monday, September 30, 2024, at 6:30 p.m. at the new Chamber of Commerce Office and Visitor Center, 75 Main Street.

The Village of Warwick is applying for a \$4.5 million NY Forward Grant to revitalize our downtown. This is a vital opportunity to improve our community, but we can't do it without your input!

Our business district has expanded beyond Main Street and Oakland Avenue to include areas like Railroad Avenue and West Street, attracting new shops and restaurants. Your feedback is crucial in identifying what our community truly needs.

We want to hear your thoughts on transformative projects, such as:

- Infrastructure improvements
- Enhanced greenspaces
- Parking facility upgrades
- Better signage
- Pedestrian amenities
- Historic District enhancements

Your ideas will help shape a vision for our Village's future. Please attend the listening session to share your insights, or if you can't make it, email us your suggestions at [clerk@villageofwarwick.org](mailto:clerk@villageofwarwick.org) with "NY Forward" in the subject line.

Mayor Newhard stated that it will be a wonderful evening and hopes that many people will come out.

**Acceptance of Minutes**

A **MOTION** was made by Trustee Foster, seconded Trustee Collura and carried for the Acceptance of Minutes: September 3, 2024 & September 10, 2024.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

**Acceptance of Reports**

A **MOTION** was made by Trustee Collura, seconded by Trustee McKnight and carried for the Acceptance of Reports – August 2024: Clerk’s Office, Tax Collection, Justice Department, Planning Department, Building Department, & Department of Public Works.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

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

A **MOTION** was made by Trustee Cheney, seconded by Trustee Collura and carried for the Authorization to Pay all Approved and Audited Claims in the amount of \$402,412.36.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

### Police Report

Warwick Police Chief John Rader provided a report on the police department's ongoing community engagement and operational updates:

- **National Night Out Rescheduling:** The event was rescheduled to the 21st and was a tremendous success, with thanks extended to the village for the use of fields and the board's participation.
- **Introduction of New Officers:** New part-time officers in the police academy were introduced, along with an officer moving to phase two of the pre-employment academy. Two part-time officers were promoted to full-time to fill vacancies.
- **Applefest Preparations:** The upcoming Applefest was discussed, highlighting traffic expectations and the enforcement of an alcohol-free festival policy, with licensed establishments being the exception for on-premises consumption.

### Presentation

1. Payton Swenson and Wickham Works - Too Good to Toss "Store."

Payton Swenson began by expressing gratitude to Trustee Thomas McKnight and the Village Board of Warwick for their support of the "Too Good to Toss" initiative. She highlighted the importance of the tents provided by the village, which are crucial for the event's success. Payton then introduced the concept of the "Too Good to Toss" store, which aims to create a permanent space for the community to donate and exchange items, reducing waste and fostering community connections.

She showed an explainer video about "Too Good to Toss," describing it as a giant community yard sale where everything is free. The event allows people to donate items they no longer need and take items they can use, keeping them out of landfills. The video emphasized the community-building aspect of the event and the joy it brings to participants.

Payton discussed the success of similar models in Bedford and Newcastle, New York, where small structures called "sheds" are used for material exchanges. These sheds are volunteer-run and located on municipally owned property. She proposed a similar model for Warwick, suggesting the use of a 40-foot trailer that may become available. The store would be open on Saturdays from May to October and would host smaller events throughout the year, such as a Halloween costume swap or a school materials exchange.

She outlined the budget considerations, including construction costs for painting, signage, and possibly a shed, as well as operating costs for electricity, trash service, and maintenance. Payton emphasized the importance of volunteer support and the need to ensure that the new store does not cannibalize the annual "Too Good to Toss" event, which remains a priority for her and the volunteers.

The presentation concluded with a discussion on potential funding sources, including energy community grants, and the logistics of setting up the store, such as location, electrical needs, and insurance coverage. Payton expressed her willingness to work with the village and other stakeholders to make the "Too Good to Toss" store a reality.

Trustee Foster added that the Memorial Park Stakeholder Advisory Committee should review possible plans and logistics to ensure that the proposal would be compatible with the Memorial Park Master Plan.

### **Correspondence**

1. Letter from Elizabeth Cassidy, Esq. regarding 10 Clinton Avenue Extension.

Mayor Newhard began by addressing a letter from Elizabeth Cassidy regarding the extension of Clinton Avenue. He mentioned that the letter was not on the agenda for discussion but acknowledged the presence of Etta and Johnathan Hamilton, who were there to discuss the matter. Mayor Newhard noted that he had a call scheduled with Elizabeth Cassidy to discuss the details further. He explained that the Hamilton's were seeking permits from the town for a special needs preschool and needed to hook up to the sewage system.

Etta and Johnathan Hamilton explained their project, emphasizing the need for a sewage hookup for their special needs preschool. They highlighted the importance of ensuring that the new setup would not affect the wetlands surrounding the area. Mayor Newhard acknowledged their concerns and mentioned that the Village's Department of Public Works (DPW) would inspect the work to ensure it was done properly. The Hamilton's also discussed the need for emergency vehicle access and proposed putting up a gate to allow access only for emergency vehicles. They reassured that the project would not allow regular traffic through the area, ensuring the safety of the children. Mayor Newhard expressed support for the project, noting its importance to the community and Hamilton's long-standing ties to Warwick. He mentioned that the village would review the engineering and road impact before making a final decision.

2. Letter from Patrick Gallagher regarding Short Term Rentals.

### Announcement

1. The Village of Warwick will be implementing new parking enforcement software to allow easier processing and payments of parking tickets. The system is due to go live in early October.

Trustee Barry Cheney explained that the new parking enforcement software would modernize and speed up the entire process of issuing and processing parking tickets. Currently, tickets are written on paper and then manually entered into a spreadsheet by police dispatchers during their quieter times. This spreadsheet is then sent to the court, which works off the spreadsheet. The new system will replace the paper tickets with thermally printed tickets, which will be easier to use because the registration stickers on vehicles are now barcoded. The device used by officers will have a scanner to read these barcodes, automatically entering the pertinent information about the vehicle and the violation.

Additionally, the new system will allow individuals who receive tickets to pay them online, making the process more convenient. The tickets will also include a photograph of the vehicle in violation, which will be printed on the ticket itself. This feature is expected to reduce disputes, as it provides clear evidence of the violation. Trustee Cheney mentioned that there would be a fee for paying tickets online, but individuals would still have the option to pay in person at the court to avoid the fee.

### Discussion

1. Draft Short-Term Rental Code.

Village Attorney Stephen Gaba began by addressing the proposed changes to the Short-Term Rental Local Law. He highlighted several key points and modifications:

1. **Definitions:** The law now includes definitions for "daytime" (6:00 AM to 12:00 AM) and "overnight" (12:00 AM to 6:00 AM) to clarify the time frames for short-term rental operations.
2. **Eligible Properties:** The law specifies that only single-family dwellings, duplexes, and mixed-use properties with no more than two dwelling units can be used for short-term rentals. It explicitly states that units in multiple dwellings cannot be used for short-term rentals, in accordance with New York State law.
3. **Parking Requirements:** The parking requirements for short-term rentals will be the same as those for the underlying use of the property (e.g., single-family home, duplex, or mixed-use). This ensures that the parking needs are consistent with the property's primary use.

4. **Ownership Disclosure:** The law requires full disclosure of all owners of properties being used for short-term rentals, removing the previous threshold of 10% ownership interest.
5. **Permit Duration and Inspections:** The duration of short-term rental permits has been changed from two years to one year. This change aligns with the need for annual inspections to ensure compliance with safety and code requirements. The law allows for private inspections by certified home inspectors for renewals.
6. **Application and Renewal Process:** The renewal application process has been clarified to require submission at least 90 days, but not more than 120 days, before the expiration of the existing permit. This ensures timely renewals and avoids last-minute applications.
7. **Appeals Process:** The law includes a provision for appealing permit denials, requiring that appeals be filed within 30 days of the denial.

The discussion also touched on the rationale behind these changes, emphasizing the importance of safety, consistency with other commercial uses, and the need for clear and enforceable regulations. The Board members expressed some concerns about the potential burden of annual inspections and the costs associated with them. The Board decided to move the proposed local law to a public hearing for community feedback.

2. Village Code § 135-16 All-night parking: South Street Parking Lot daytime limitation.  
<https://ecode360.com/37236457#37236456>

Trustee Barry Cheney introduced the idea of changing the current overnight parking regulations to a snow emergency-based system. He explained that the current system, which bans overnight parking during the winter months, can be inconvenient for residents, especially during mild winters when there is no snow. The proposed system would only restrict parking during snow emergencies, which would be declared based on specific snowfall measurements, such as two or three inches of snow.

Trustee Cheney provided examples of how other municipalities handle overnight parking during the winter. Some have a similar ban to Warwick's current system, while others have a snow emergency law that activates only when a certain amount of snow has fallen. He also mentioned a more detailed system used by the Village of Goshen, where residents can obtain permits to park on the street overnight unless a snow emergency is declared. This system includes a way to notify residents through a robo-call or similar method when a snow emergency is in effect.

The discussion highlighted several points:

1. **Consistency and Predictability:** The current system is consistent and predictable, as residents know they cannot park on the street overnight during the winter months.

2. Changing to a snow emergency-based system might cause confusion and require residents to be more vigilant about weather conditions and notifications.
3. **Notification and Communication:** There were concerns about how effectively the village could notify residents of a snow emergency. Not everyone has access to the internet or social media, and the current notification system might not reach all residents in a timely manner.
4. **Operational Impact:** The Department of Public Works (DPW) would need to adjust their operations to accommodate the new system. Plowing around parked cars during a snow emergency could be challenging and might not be as efficient as the current system.
5. **Safety and Accessibility:** Ensuring that streets are clear for emergency vehicles and safe for residents is a priority. There were concerns that parked cars during a snow emergency could create obstacles and reduce visibility, potentially leading to safety issues.

Trustee Cheney acknowledged these concerns and suggested that the village could try the new system and evaluate its effectiveness. If it did not work well, they could revert to the current system. The discussion concluded with the understanding that more input from the DPW and the police department would be needed to make an informed decision.

### 3. Schedule of Fees Parking Fines/Violations

The Village Board discussed adjusting parking fines and violations, considering a new system for issuing parking violation notices.

Trustee Barry Cheney led the discussion about the current parking fines and violations. He explained that the fines for parking violations had not been updated in a long time and suggested that they be revised to better reflect the severity of the violations and their impact on the community. The discussion included the following points:

1. **Current Fines and Violations:** The existing fines for various parking violations were reviewed. It was noted that some fines were relatively low and did not serve as an effective deterrent. For example, the fine for double parking was the same as for minor infractions like parking overtime at a meter.
2. **Proposed Changes:** Trustee Cheney proposed increasing the fines for more severe violations to make them more proportional to the offense. This included higher fines for double parking, parking in no-parking zones, and blocking fire hydrants. The goal was to ensure that the fines were substantial enough to discourage these behaviors and improve overall parking compliance.
3. **Implementation and Communication:** The board discussed the importance of clearly communicating any changes in parking fines to the public. This would involve updating the village's website, posting notices in public areas, and possibly including information

in the village newsletter. The aim was to ensure that residents were aware of the new fines and the reasons behind the changes.

The Village Board explored the possibility of incentivizing online payments by offering a discount, aiming to reduce administrative burdens and potentially decrease in-person confrontations over parking fines.

The discussion concluded with an agreement to further review the proposed changes and gather additional input before making a final decision.

#### 4. 2024 NY Forward Revitalization Initiative Grant.

Mayor Newhard provided a synopsis of the ongoing outreach efforts to the community for the NY Forward Grant Application. He mentioned that they have been engaging with the public through various means, including attending the farmers market the previous Sunday and planning to do so again the following Sunday. He thanked the board for their participation and engagement with the public.

Additionally, Mayor Newhard highlighted a public meeting scheduled for the upcoming Monday and a recent meeting with local architects. The architects, who are highly visual and focused on buildings and spaces, participated in a roundtable discussion. A walkabout with these architects was planned for the following Wednesday morning to further gather insights.

The outreach efforts aim to collect as many voices and as much information as possible, which will then be funneled to Millennium, the grant writer. Millennium will conduct their own walkabout once they have all the necessary information and start integrating it into the brand, likely happening sometime the following week.

Mayor Newhard also mentioned a listening session held that morning with merchants and restaurants in collaboration with the Chamber of Commerce, where they received valuable feedback. This feedback will be shared with the relevant parties. He concluded by reminding everyone about the public listening session scheduled for the next Monday.

#### 5. Clean Energy Communities Grant Project.

Trustee McKnight provided an overview of the Clean Energy Communities (CEC) Grant Program, which is sponsored by New York State. He explained that the program offers two types of grants: designation grants and community campaign-related grants. The grants are not competitive, meaning that as long as a municipality earns a certain number of points, the funding is available until it runs out.

He highlighted the recent achievements of the village in earning points through various community campaigns, such as electric vehicles and clean heating and cooling. These campaigns involved outreach efforts, including newsletters, farmers market events, and collaboration with organizations like Sustainable Warwick and Wickham Works. The village has successfully unlocked several grants, including a \$10,000 grant for reaching the one-star designation and additional grants for community campaigns.

Trustee McKnight emphasized the importance of submitting actions before the October 1st deadline to maximize the grant amounts. He mentioned that the village is on track to unlock a \$50,000 grant for the two-star designation and a potential \$100,000 grant for the three-star designation. However, if the actions are not approved before the deadline, the grant amounts would decrease.

He also discussed potential projects that could be funded by these grants, such as the "Too Good to Toss" initiative, pollinator pathways, tree planting, and bike racks. He mentioned the possibility of installing solar panels on the roof of the new DPW pole barn to reduce greenhouse gas emissions and save on energy costs.

The discussion concluded with an agreement to continue exploring these opportunities and to ensure that the necessary actions are submitted in time to secure the maximum grant funding.

**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.

**M. Payton Swenson:**

Payton Swenson expressed how refreshing it was to be present and hear the discussions of the Village Board. She mentioned that while walking through the Village she was reminded of all the reasons they moved to the area, including the proximity to people and the wonderful public parks. Payton said that she appreciated that these topics were top of mind for the board and commended the board members for their positive attitudes and

effective communication.

**Vacation Carryover – Chris Kane**

A **MOTION** was made by Trustee Cheney, seconded by Trustee McKnight and carried to authorize Village of Warwick DPW Employee, Chris Kane, to carry over 5 vacation days.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

**Purchase of Hydrants – Core & Main**

A **MOTION** was made by Trustee Cheney, seconded by Trustee Foster and carried to approve the purchase of (3) three bolt on hydrants for the Water Department’s stockpile in the amount of \$12,790.50 from Core & Main, per the recommendation of Water Distribution Supervisor, Christopher Bennett. Funds are appropriated in budget code F.8340.4650.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

**Well #1 Roof Replacement**

A **MOTION** was made by Trustee Cheney, seconded by Trustee McKnight and carried to approve a roof replacement for Well #1 in the amount of \$19,500.00 from Precision Roofing per the recommendation of Water Distribution Supervisor, Christopher Bennett. Funds are appropriated in budget code F.8340-4450.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

**Seasonal DPW Laborer – Shane Augusta**

A **MOTION** was made by Trustee Cheney, seconded by Trustee Collura and carried to extend the appointment approved at the June 3, 2024, Village Board Meeting of Shane Augusta to the position of Seasonal Department of Public Works Laborer for an additional 12 weeks at 40 hours per week, per the recommendation of DPW Supervisor, Michael Moser.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

**DPW Pole Barn - Tam Enterprises, Inc., Payment #4**

A **MOTION** was made by Trustee Cheney, seconded by Trustee McKnight and carried to approve payment #4 in the amount of \$17,109.88 to TAM Enterprises, Inc. for the Pole Barn DPW project for work including the partial installation of the structure's metal framing per the recommendation of Village Engineer, Keith Woodruff. Funds are appropriated in budget code A1640.2350.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

**UV Disinfection Project – PK Songer, Change Order No. 1**

A **MOTION** was made by Trustee Cheney, seconded by Trustee McKnight and carried to approve and authorize the Mayor to sign Change Order No. 1 for the UV Disinfection Project contract with P.K. Songer, decreasing the contract price by \$57,257.65 with a new contract price of \$354,742.35, per the recommendation of Barton & Loguidice.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

**Discussion**

Trustee McKnight inquired about the reduction. Trustee Cheney clarified that this is a straight reduction because there were certain items in the original contract that were removed from the contractor's responsibility.

**UV Disinfection Project – PK Songer, Payment #6**

**MOTION** to approve payment #6 in the amount of \$45,992.35 to P.K. Songer as the final payment application for the installation of UV equipment as part of the Wastewater Treatment Plant UV Disinfection Improvement Project as certified by Barton & Loguidice. Funds are appropriated in budget code H.8120.2000.

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

Trustee Cheney Aye    Trustee Foster Aye    Trustee Collura Aye

Trustee McKnight Aye    Mayor Newhard Aye

**RESOLUTION INTRODUCING A PROPOSED LOCAL LAW  
TO ENACT VILLAGE CODE CHAPTER 115 –  
"SHORT TERM RENTAL PROPERTY".**

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

WHEREAS, 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;

2. That a public hearing on the proposed local law be set for October 21, 2024 at 7:30 o'clock p.m. and that due notice of the same is directed to be given by publication and posting;

3. That the proposed local law shall be referred to the Orange County Department of Planning for review and comment and to the Village of Warwick Planning Board for review and a report;

4. That the Village Board, as the sole involved agency in review of the proposed local law under the State Environmental Quality Review Act, hereby declares the proposed law to be an “Unlisted Action”, approves the Short Form Environmental Assessment Form prepared in regard to it, and authorizes the Mayor to execute the same.

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

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

Barry Cheney, Trustee, voting Aye

Carly Foster, Trustee, voting Aye

Thomas McKnight, Trustee, voting Aye

Mary Collura, Trustee, voting Aye

Michael Newhard, Mayor, voting Aye

**RESOLUTION FOR NYS DISABILITY COVERAGE  
AND REIMBURSEMENT**

**WHEREAS**, the Village of Warwick has opted into providing New York State Disability Insurance Coverage for certain classes of its employees (hereinafter referred to as “covered employees”); and

**WHEREAS**, due to an inadvertent error, commencing on November 27, 2018, certain employees had \$0.60 deducted from their pay per week, while others had \$0.35 deducted from their pay per week, in contribution towards the cost of such Disability Insurance Coverage; and

**WHEREAS**, the Village desires to clarify the contribution amount that should have been charged to covered employees for Disability Insurance Coverage effective November 27, 2018; and

**WHEREAS**, the Village also desires to reimburse employees who were charged the incorrect contribution amount for the additional contribution costs they were charged from November 27, 2018 to present;

**NOW, THEREFORE, BE IT RESOLVED** that the Village Board of Trustees of the Village of Warwick hereby authorizes and approves a contribution rate of \$0.35 per week for covered employees for Disability Insurance Coverage, retroactive to November 27, 2018; and

**BE IT FURTHER RESOLVED** that the Village Board of Trustees of the Village of Warwick hereby:

1. Authorizes and approves the reimbursement of any covered employees for any amounts deducted in excess of such contribution rate from their pay during period from November 27, 2018, to present; and
2. Authorizes the Mayor, the Village Clerk and the Village Treasurer to take any necessary actions in order to effectuate such reimbursement; and
3. Authorizes the Mayor to sign NYS Workers’ Compensation Board form DB-136, providing disability insurance coverage to all Village of Warwick Full-Time Employees and certifying that the contribution rate of each such employee is at the rate of ½ of 1% and the maximum contribution rate of any employee of \$0.35 per week.

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

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

Barry Cheney, Trustee, voting Aye

Carly Foster, Trustee, voting Aye

Thomas McKnight, Trustee, voting Aye

Mary Collura, Trustee, voting Aye

Michael Newhard, Mayor, voting Aye

**Facility Use – Stanley Deming Park, Warwick Valley Community Center - Applefest**

A **MOTION** was made by Trustee Foster, seconded by Trustee McNight and carried to grant permission to the Warwick Valley Community Center to hold the following activities in Stanley Deming Park on the east side of the creek as per their letter dated August 23, 2024 as part of the 2024 Applefest Community Center Event: Inflatable games, rides, the selling of packaged foods, and obstacle courses from Horizon Entertainment on Sunday, October 6, 2024 from 9:00 a.m. to 5:00 p.m., with set up to begin at 7:00 a.m. and breakdown to be complete by 7:00 p.m.; Pony rides by Winslow Therapeutic Riding on Sunday, October 6, 2024 from 9:00 a.m. to 5:00 p.m., with set up of pens on Saturday, October 5, 2024 and breakdown to be complete by Sunday, October 6, 2024 at 7:00 p.m. Completed park permit, proper insurance and security deposit have been received.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

**Discussion**

Trustee Cheney inquired about axe throwing as mentioned in the Community Center's letter. Village Clerk, Raina Abramson, explained that they are inflatable axes, the same that were included in last year's event.

**NYSLRS – Trustee Barry Cheney**

A **MOTION** was made by Trustee Foster, seconded by Trustee McNight and carried to approve the New York State Local Retirement System Standard Workday and Reporting Resolution for Village of Warwick Trustee Barry Cheney with a Record of Activities Result of 21.98 days per month.

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

Trustee Cheney Abstain Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

**Gallego Information Services - 2024-25 NYS LGRMIF Project**

A **MOTION** was made by Trustee Foster, seconded by Trustee McNight and carried to hire Gallego Information Services to conduct a Records Inventory and Planning project for the Building & Planning Department, DPW, Water Department & Assessor's Office at a cost not to exceed \$37,175 per the recommendation of Village Clerk/Records Management Officer, Raina Abramson. Project is part of the 2024-25 NYS Archives Local Government Records Management Improvement Fund grant. Funds are budgeted in the FY2024-25 budget code A 1410.4950.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

**Discussion**

Trustee McKnight explained that this project is part of a broader effort to improve records management and accessibility with the goal of digitizing records.

**Budget Modification – General Fund**

A **MOTION** was made by Trustee Collura, seconded by Trustee Foster and carried to approve the budget modification request for the General Fund as per the Village Treasurer's memo dated September 17, 2024.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

**Budget Modification – General, Water & Sewer Funds**

A **MOTION** was made by Trustee Collura, seconded by Trustee McKnight and carried to approve the budget modification request for the General, Water, and Sewer Funds as per the Village Treasurer's memo dated September 17, 2024.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

**Shade Tree Commission Member Appointment – Mary Berrigan**

A **MOTION** was made by Trustee McKnight, seconded by Trustee Collura and carried to appoint Mary Berrigan as a Member of the Village of Warwick Shade Tree Commission with an annual term through April 5, 2027.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

**Reports**

**Trustee Cheney's Report:**

Trustee Cheney reported that there will be a New York Blood Center Blood Drive on Saturday, October 5th, from 8:00 AM to 2:00 PM at the Warwick United Methodist Church, located on Forester Avenue. There will be free parking for blood donors and appointments can be arranged through the New York Blood Center website.

Trustee Cheney added that The Physical Services Committee at the county level initiated the process for refurbishing the Elm Street Bridge. The project aims to address structural concerns and enhance safety. The design phase is expected to take place in 2025, with possible construction in 2026.

### **Trustee Foster's Report:**

Trustee Foster provided a report covering several key points:

1. **Staff Survey Report:** Last year, it was decided that Village Clerk, Raina Abramson, would survey the staff to gather feedback on what is working and what is not, as well as feedback from the public. Raina assembled a detailed report, which Trustee Foster suggested should be shared with the board and discussed in a future board meeting.
2. **Safe Streets for All Grant:** The village has not yet received the final signed contract on the Safe Streets for All grant. One of the action items from this grant is the potential hiring of a special project coordinator. Trustee Foster shared the scope of this role and suggested discussing it in a future board meeting.
3. **Fire Hydrant Flushing Issue:** During the previous flushing of fire hydrants, it was discovered that certain neighborhoods, particularly those on the other side of Galloway, were losing water. This issue was not affecting the entire village, but only specific areas. Chris Bennett worked diligently with Trustee Foster and a network of community members to identify the problem. The issue was due to the piping system not having a loop, resulting in a loss of water when flushing. This presents a vulnerability in the water supply. Trustee Foster flagged this issue for further discussion on how to mitigate the risk, possibly through grants or other means. The ultimate goal is to create a loop in the piping system to resolve the problem.

Trustee Foster also announced that the Village is conducting a feasibility study to see if it's possible to have a multi-use trail stretched from the Village to the grocery stores on Route 94.

### **Trustee Collura's Report:**

Trustee Mary Collura provided an update on the Village newsletter fall edition, which has been mailed out and is available on the village's website. She thanked everyone for their contributions and mentioned that the letter contains a lot of valuable information.

Trustee Foster also announced two upcoming events at the Warwick Historical Society for Halloween. The first event is the Haunted History Tour, now in its second year. Tickets for Saturday night are sold out, but tickets are still available for Friday, October 18th, and Sunday, October 20th. The tour, led by local historians, explores landmark buildings and shares eerie

tales of hauntings and tragic events from the past 200 years, offering a 90-minute adventure where history meets the supernatural.

The second event is called Legends of Warwick, taking place on Saturday, October 5th, from 7-8 PM at the Old School Baptist Meeting House. This event features stories and songs with Megan Lemons from Bradley's Brigade, specifically written based on Warwick legends. More information can be found on the Warwick Historical Society's website at [WarwickHistory.org](http://WarwickHistory.org).

**Trustee McKnight's Report:**

No report this evening.

**Mayor Newhard's Report:**

Mayor Newhard reported that Trustee Mary Collura, Village Clerk Raina Abramson, and himself attended the New York Conference of Mayors conference, known as the Fall Training School, in Saratoga this past week. He described Saratoga as a beautiful and historic city and mentioned that someone compared the Village of Warwick to a "little Saratoga."

The conference involved four days of classes, and Mayor Newhard emphasized the importance of continuous learning for elected officials. He noted that there were always surprising and shocking elements, but that's part of the job of trying to improve, anticipate, and serve better. Overall, he found the experience to be very valuable.

Mayor Newhard and the Village Board spoke about a proposal from Millennium Strategies to cover grant services for the town and three villages, discussing the distribution of costs among the entities. The total cost would be \$48,000 per year, with the town covering \$20,000 and each village covering \$9,333.

The discussion highlighted concerns about the number of grants Millennium Strategies would work on and the technical nature of some grants, which typically require the expertise of an engineer. There was also a discussion about the potential benefits of having a prolific grant writing staff and the need for support with specific grant cycles.

The board considered the budget implications, noting that the town's budget starts on January 1st, and they would need to make an agreement with the town for the remaining months of the upcoming fiscal year. The discussion also touched on the importance of understanding the strategic priorities and the mechanism for notifying potential grant opportunities. The board expressed the need for further clarification on the services provided by Millennium Strategies and their success rate with grant applications.

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

No comments were made.

**Final Comments from the Board**

Mayor Newhard stated that the Board was going into Executive Session and when they return to the regular meeting, no actions will be made.

**Executive Session**

A **MOTION** was made by Trustee Collura, seconded by Trustee McKnight and carried to enter into executive session for the proposed acquisition, sale or lease of real property and to seek the confidential advice of counsel.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

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

**Adjourn Executive Session**

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

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

**Adjournment**

A **MOTION** was made by Trustee Cheney, seconded by Trustee Collura and carried to adjourn the regular meeting at approximately 10:40 p.m.

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

Trustee Cheney Aye    Trustee Foster Aye    Trustee Collura Aye

Trustee McKnight Aye    Mayor Newhard Aye

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Raina M. Abramson, Village Clerk