

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
AUGUST 18, 2025
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 Minutes: August 8, 2025.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____
Trustee McKnight ____ Mayor Newhard ____

3. Acceptance of Reports – July 2025: Clerk’s Office & Tax Collection Report, Treasurer’s Statement of Revenue and Expenditures, Justice Department, Planning Department, Building Department, Department of Public Works & June 2025 Department of Public Works report. All reports are on file in the Clerk’s Office.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____
Trustee McKnight ____ Mayor Newhard ____

4. 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 ____

5. Police Report.

Correspondence

1. Letter from Nicole Hixon, Village of Warwick Artist in Residence, 2025.
2. Resignation letter from Department of Public Works Employee, Andrew D'Alessandro.

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 Village of Warwick Employee, Michael Moser, 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 ____

2. **MOTION** to grant permission to Planning Board Secretary, Kristin Bialosky, to attend the Orange County Municipal Planning Federation's Planning & Zoning Board Support Staff Meeting on Monday, September 29, 2025, from 12:00 p.m. – 3:00 p.m. at the Orange County Emergency Services Center in Goshen, NY. The training is free to attend. Mileage reimbursement to apply.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____

Trustee McKnight ____ Mayor Newhard ____

3. **MOTION** to appoint William Frank, Esq. from Bluestein, Shapiro, Frank & Barrone, LLP, as Attorney to the Village of Warwick Zoning Board of Appeals effective September 1, 2025.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____

Trustee McKnight ____ Mayor Newhard ____

4. **MOTION** to extend the appointment approved on April 21, 2025, of Matthew Hyland to the position of Seasonal Department of Public Works Laborer for an additional 18 weeks, 40 hours per week, per the recommendation of DPW Supervisor, Michael Moser. Salary will be based on the FY25-26 budget.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____

Trustee McKnight ____ Mayor Newhard ____

5. **MOTION** to extend the appointment approved on April 7, 2025, of James Quackenbush to the position of Seasonal Department of Public Works Laborer for an additional 12 weeks, 40 hours per week, per the recommendation of DPW Supervisor, Michael Moser. Salary will be based on the FY25-26 budget.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____

Trustee McKnight ____ Mayor Newhard ____

6. **MOTION** to hire Thomas DeLuca to the position of Seasonal Department of Public Works Laborer to perform duties of Brush Pile Attendant at Veterans Memorial Park for the period of September – November 2025 during designated brush pile operation dates and times. Start date September 6, 2025, end date November 30, 2025. Per the recommendation of the DPW Supervisor, Mike Moser.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____

Trustee McKnight ____ Mayor Newhard ____

7. **MOTION** to approve payment #10 in the amount of \$25,408.70 to TAM Enterprises, Inc. for the Well #3 Treatment Plant Project as per the recommendation of Pitingaro & Doetsch Consulting Engineers, P.C. Funds are appropriated in budget code H.8330.2000.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____

Trustee McKnight ____ Mayor Newhard ____

8. **MOTION** to accept the from Barton & Loguidice to assist in the preparation and submission of a NYS Water Infrastructure Improvement Act (WIIA) grant and associated supporting documents at a lump sum in the total amount of \$4,600. Additional work required beyond the initial fee will be billed according to Barton & Loguidice's current 2025 billing rates. Funds are appropriated in budget code F.1440.4950.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____

Trustee McKnight ____ Mayor Newhard ____

9. **MOTION** to approve the purchase of a CAT 908 Compact Wheel Loader from H.O. Penn, in the amount of \$130,000 as part of the NYS Bid/Sourcwell Purchasing Network Contract #020223 and #011723 per the recommendation of DPW Supervisor, Michael Moser. The purchase price reflects a trade-in allowance of \$15,000 for the existing Wacker Neuson 1150. Funds are appropriated in FY25-26 budget code A5110.2350.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____

Trustee McKnight ____ Mayor Newhard ____

Trustee Foster's Motions

10. **MOTION** to hire Barbara Warren DBA Warren Records Management to complete the Records Inventory and Planning project for the Building & Planning Department, DPW,

Water Department & Assessor's Office at a cost not to exceed \$15,800 per the recommendation of Village Clerk/Records Management Officer, Raina Abramson and authorize the Mayor to sign all necessary documents. The project is part of the 2024-25 NYS Archives Local Government Records Management Improvement Fund grant. Funds are appropriated in FY2025-26 budget code A1410.4950.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____
Trustee McKnight ____ Mayor Newhard ____

11. **MOTION** to approve the New York State Local Retirement System Standard Workday and Reporting Resolution for Village of Warwick Justice Jeanine Garritano Wadeson with a Record of Activities Result of 2.44 days per month.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____
Trustee McKnight ____ Mayor Newhard ____

12. **MOTION** to grant permission to Stephanie Kowalsky and daughter Eva DeFreese to host a Wildcat Spirit Wear "Shopping" Day in the pavilion at Stanley Deming Park on Saturday, September 13, 2025, from 10:00 a.m. – 2:00 p.m., with setup to begin at 9:30 a.m. and breakdown to be completed by 2:30 p.m. Completed park permit, proof of insurance, and security deposit have been received.

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, Transportation & Mobility.

Trustee Foster's Report: Liaison to Office of the Clerk, Parks & Recreation, Economic Development & Tourism, Warwick Valley Schools, Shade Tree Commission, Transportation & Mobility. Alternate liaison to Youth / WYDO / Warwick Valley Community Center / Warwick

Valley Prevention Coalition, Engineering and Infrastructure Projects, Planning & Zoning / AHDRB / OC Planning, Government Efficiency / Policy Development, Summer Concert Series.

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, Summer Concert Series. 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, Safety Committee. Alternate liaison to Public Works Operations, Code Enforcement / Building Department, Emergency Services.

Mayor Newhard's Report

Public Comment – *Non-Agenda Items*

Final Comments from the Board

Executive Session, if applicable

Adjournment

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
AUGUST 18, 2025
ADDENDUM NO. 1**

**13. RESOLUTION - VILLAGE OF WARWICK BOARD OF TRUSTEES
CONFIRMATION OF DEDICATION OF FOUR VILLAGE STREETS**

WHEREAS: The Village recently discovered that the street inventory maintained by NYS Department of Transportation (DOT) does not list the Village streets named Beth Court, Laura Lane, Melissa Court and Rachel Drive. The Board of Trustees previously accepted dedication of these streets and acquired title to each street by deed, dated July 14, 1999, and recorded in the Orange County Clerk's office on September 29, 2008. DOT requires a Board resolution to add these streets to the DOT's street inventory used to determine CHIPS funding.

NOW, THEREFORE, IT IS RESOLVED that the Board of Trustees confirms its prior acceptance of dedication and its ownership of the streets named Beth Court, Laura Lane, Melissa Court and Rachel Drive, and requests DOT to add these streets to DOT's street inventory for the Village of Warwick.

_____ 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 _____

**14. RESOLUTION VILLAGE OF WARWICK BOARD OF TRUSTEES APPROVAL
OF U-AUDIT COST AND REVENUE REVIEW AGREEMENT**

WHEREAS: The Board of Trustees identified an opportunity to recover gross receipts tax funds it may be owed by utility providers. The Board is desirous of utilizing U-Audit Associates' services to identify and collect refunds for underpayments of gross receipts tax payable to the Village. An agreement for such services has been received and reviewed by the Board.

NOW, THEREFORE, IT IS RESOLVED that the Board of Trustees approves the Cost and Revenue Review Agreement with U-Audit Associates, dated _____, for the refund of underpaid gross receipts tax revenue, as presented.

_____ 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	_____