

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
DECEMBER 16, 2025**

11,012

The Budget Work Session Meeting of the Board of Trustees of the Village of Warwick was held on Tuesday, December 16, 2025, at 9:00 a.m. in Village Hall, 77 Main Street, Warwick, NY. Present was: Mayor, Michael J. Newhard. Trustees: Barry Cheney, Carly Foster, Thomas McKnight, and Mary Collura. Also, present was Village Treasurer Sadie Andryshack, Village Certified Public Accountant Michael Vernieri, DPW Supervisor Michael Moser, DPW Assistant Supervisor Michael Finelli, and Village Deputy Treasurer Denise Bulnes.

The purpose of the work session was to review and discuss the proposed 2026–2027 General Fund related to the Department of Public Works (DPW) and Parks.

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

Village Hall Phone, Internet, and Cable

The Board reviewed Village Hall phone, internet, and cable expenses, including Verizon service and hosted phone costs. Village Treasurer Andryshack explained that these costs were being allocated across multiple departments rather than carried in one location, reflecting that several departments maintained cell phones and related services. Trustee McKnight asked whether service rates were expected to decrease, and the line was carried as presented with the understanding that cost allocation details could be shared if needed.

Utilities and Water Bills

The Board reviewed utilities, including water bills associated with 75 Main Street. Village Treasurer Andryshack explained the nature of the charges and how they appeared within the utilities lines. The Board carried the utilities line based on current usage and billing trends.

Village Hall Repairs

The Board reviewed the Village Hall repairs line and discussed ongoing building needs. Discussion focused on maintaining the building's functionality and addressing repairs as needed.

Boardroom Renovation and Meeting Space Functionality

The Board discussed the suggestion of a boardroom renovation. Trustee McKnight spoke at length about the need to improve the meeting space and related infrastructure to support Board operations and public meetings. The Board discussed the benefit of planning improvements in a

way that aligned with practical use and budget constraints and agreed to continue refining the scope as pricing and priorities were confirmed.

Clerk's Office and Office Functionality

The Board discussed improvements related to office space needs, including the Clerk's Office. Discussion centered on functionality, workflow, and maintaining an effective public-facing workspace.

75 Main Street Building Maintenance

The Board discussed ongoing maintenance needs for 75 Main. Discussion focused on the age of the building and the likelihood of routine repairs, including heating, hot water, and basement-related issues. DPW Supervisor Mike Moser noted that a dedicated line item or annual allocation may be necessary to address ongoing maintenance needs and prevent the building from being absorbed into broader budget categories.

Central Garage and Equipment Needs

The Board reviewed Central Garage budget items and discussed equipment needs and reliability. Discussion included replacement of aging equipment used to support operations. A central equipment item discussed was a new light tower, including the need to ensure it was dependable for operational and emergency use.

Generator and Facility Resiliency

The Board discussed the need for a generator to support operations during outages and emergencies. Discussion included the importance of resiliency and maintaining essential operations when power interruptions occurred. The item was discussed as an ongoing need, with the Board weighing timing and coordination with other facility improvements.

Central Garage Communications, Utilities, and Solar Offsets

The Board reviewed Central Garage communication services, including phone, internet, and cable provided through Verizon, TCG, and WVT, as well as utility costs through Orange and Rockland. Discussion focused on the anticipated impact of the solar installation on future utility

expenses. It was noted that once operational, the solar system was expected to reduce overall utility costs by approximately \$34,000 annually and could be applied across multiple Village accounts, not solely the Central Garage. The Board discussed timing and uncertainty related to permitting and installation, and agreed to take a conservative approach in the budget by reflecting a partial reduction in utility expenses rather than treating the savings as revenue.

Central Garage – Repairs and Electrical Upgrades

The Board discussed ongoing repair needs at the Central Garage, with particular focus on outdated and unsafe electrical conditions, including exposed wiring and damage caused by rodents. Discussion emphasized the need to take a comprehensive approach by identifying all required electrical and building repairs and issuing a defined scope of work rather than addressing issues piecemeal. Additional maintenance needs discussed included bay doors, gates, floor deterioration due to salt exposure, and drainage issues. The Board agreed to prioritize safety-related electrical work and approved a reduced allocation of approximately \$10,000 for floor repairs, including a skim coat and epoxy treatment, while adjusting other repair line items to reflect work planned for the current year and available funding.

Central Garage – Cleaning and Maintenance

The Board discussed cleaning and maintenance needs at the Central Garage. It was noted that routine maintenance cleaning had been moved into its own budget line following the addition of the new pole barn.

Central Garage – Special Department Supplies

The Board reviewed the Special Department Supplies line for the Central Garage, noting that costs previously carried under the Village Hall budget were being broken out for the first time to better reflect actual usage. Discussion clarified that the line included annual fire extinguisher inspections, maintenance supplies such as tools and hand equipment, and a water cooler for the shop. It was noted that the water cooler would remain necessary until a permanent water line was extended to the facility, which was anticipated to occur later in the year depending on timing and testing.

Parking – Parking Equipment

The Board reviewed the parking equipment budget, noting that an annual allocation of \$5,000

was included for unanticipated replacement of parking meters and related equipment. Discussion clarified that the Village owned a recently acquired parking enforcement body-worn camera, which was currently being stored at the Warwick Police Department due to installation delays. It was noted that billing for the equipment had not yet been received.

Special Department Supplies – South Street Parking Lot Infrastructure and Safety

The Board discussed special department supply needs related to the South Street parking lot, including a proposed allocation for upgrading outdated and inadequate electrical infrastructure. Discussion focused on recurring power issues during events such as Applefest and the Farmers Market, including insufficient capacity, non-compliant outlets, and reliance on generators. It was noted that the existing service was undersized and required rewiring, upgraded capacity, and repairs to support regular events and lighting. The Board reviewed an estimated cost range and agreed to include a conservative allocation to address anticipated and unforeseen work. The Board also discussed purchasing additional removable in-ground bollards to improve safety and traffic control during events, noting that further evaluation of quantity, placement, and cost would continue as part of future planning.

Street Administration – Equipment, Communications, Supplies, Training, and Dues

The Board reviewed Street Administration budget items, including the need for a copier replacement at the pole barn due to age and heavy use, as well as computer equipment identified for replacement. Postage costs were discussed and clarified as being split across multiple departments, with this line used to replenish the postage machine. Phone, internet, and cable expenses were reviewed, with a noted decrease reflecting the redistribution of costs that were previously carried as a single lump-sum Verizon bill. Office supplies and service contracts were also reviewed, including copier maintenance, fleet and work management software, radio system leases, and annual software subscriptions, and were carried forward as presented.

The Board reviewed the Training and Dues line, noting an increase to reflect anticipated training needs. Discussion clarified that the budget included required highway and public works training programs, including Highway School, as well as industry conferences and certifications. Prior-year participation and associated travel costs were referenced to estimate the current allocation, and the line was carried forward based on historical attendance and standard training requirements.

Bus Operations – Dial-A-Bus

The Board reviewed the Dial-A-Bus budget, including operating costs and offsetting revenue. It was noted that revenue was received from participating organizations, including ShopRite, Price Chopper, and St. Stephen's Church, through monthly contributions. The Board discussed the availability of ridership reports and noted that additional data showing pickup locations could be useful for future evaluation.

Streets Equipment – Dump Truck Replacement and Equipment Reserve Planning

The Board discussed the planned replacement of a 2008 Dump Truck with ongoing mechanical issues, and the need to maintain reliable equipment rotation for street operations, particularly winter plowing. Discussion included whether to replace the truck in kind or consider a smaller vehicle, with attention to operational impacts such as plow width, route efficiency, and suitability for Village terrain. The Board also discussed the use of the Equipment Reserve Fund and the importance of evaluating major equipment purchases over a multi-year horizon to avoid depleting reserves. Related discussion addressed the competing priority of a future sewer jet or hydro-vac unit and the need to further analyze funding sources, timing, and long-term reserve replenishment before final decisions were made.

Sidewalks and Curb Replacements

The Board reviewed proposed sidewalk and curb replacement projects and discussed which items should remain in the budget absent secured grant funding. It was clarified that funding had been awarded for the Wheeler Avenue sidewalk project, while other curb and sidewalk items were discussed as placeholders pending future grants or Community Development funding availability. The Board agreed that curb and sidewalk installations were generally the responsibility of property owners unless tied to a funded project, and several proposed items were removed or deferred accordingly. The Board also discussed the need for future sidewalk expansion along West Street, emphasizing that initial efforts should focus on engineering review and easement acquisition before construction planning. Budget adjustments were made to retain only priority items while continuing long-term planning for unfunded projects.

Streets – Maintenance Supplies, Patching, and Road Paving

The Board reviewed street maintenance budget lines, including maintenance supplies and special department supplies, which were carried forward at existing levels. Street patching was discussed

as covering post-excavation repairs and winter pothole work, with acknowledgment that additional invoices were still anticipated. Road paving was reviewed in connection with anticipated reimbursement from Orange & Rockland related to utility work. It was clarified that paving expenditures had been incurred with the expectation that Orange & Rockland funds would offset costs, and that pending contract revisions and transfers were being finalized with the Village Attorney. The Board noted that once reimbursement was processed, the paving budget would be reconciled accordingly.

Salt Barn and Winter Materials

The Board discussed conditions at the salt barn, noting a significant hole in the roof that was allowing salt to become wet and would require professional repair due to the height of the structure. Salt purchasing was also reviewed, with discussion of rising costs under the state contract. Historical salt expenditures were referenced to illustrate year-to-year variability based on winter severity. The Board emphasized the need to budget for salt to avoid shortages during severe winters and acknowledged that prior underfunding had contributed to running out of salt in previous years.

Parks – Equipment, Facilities, and Playground Maintenance

The Board reviewed Parks Department equipment and facility needs, including cameras, lighting, tables, benches, lawn mowers, blowers, and waste and recycling receptacles. It was noted that replacement of garbage and recycling containers remained costly and ongoing, and that temporary fencing used for events required regular replenishment. Playground maintenance was discussed in light of increased usage and aging equipment, including repeated repairs to features such as zip lines, swings, and safety surfacing. The Board discussed the benefit of maintaining a limited stock of frequently needed replacement parts to address long lead times and avoid extended outages, and agreed to adjust the budget to better reflect recurring maintenance and replacement needs.

Parks – Facilities, Infrastructure, and Capital Maintenance

The Board reviewed Parks Department facility and infrastructure needs, including repairs to aging structures and equipment. Discussion included the deteriorated roof of an athletic storage room which required replacement due to water intrusion, as well as the condition of dugouts, bleachers and ongoing maintenance needs at athletic fields. The Board discussed continued costs associated with the pump track, including specialized materials and adhesives as well as the need for ongoing electrical and conduit work to support lighting and camera installations near the new

skatepark. Field materials such as clay were reviewed and adjusted to reflect actual usage and missed reimbursements from prior years. The Board also discussed smaller park improvements and safety items, including playground maintenance, first aid and bleed kits, signage, bike racks, and event-related infrastructure, noting that some items were already funded through grants or prior-year budgets while others would require continued evaluation and prioritization.

Adjourn Regular Work Session

A **MOTION** was made by Trustee Cheney, seconded by Trustee Collura and carried to adjourn the regular meeting at approximately 11:00 a.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

Jennifer Mante, Deputy Village Clerk