

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
DECEMBER 19, 2025**

11,031

The Budget Work Session Meeting of the Board of Trustees of the Village of Warwick was held on Wednesday, December 19, 2025, at 9:00 a.m. in Village Hall, 77 Main Street, Warwick, NY. Present was: Mayor, Michael J. Newhard. Trustees: Barry Cheney, Thomas McKnight, and Mary Collura. Also, present was Village Treasurer Sadie Andryshack, Village Certified Public Accountant Michael Vernieri, Water Supervisor Christopher Bennett, and H2O Innovation Senior Area Manager Michael Herbert. Absent was Trustee Carly Foster.

The purpose of the work session was to review and discuss the proposed 2026–2027 Water Fund budget.

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

Water Fund Budget Overview

The Board conducted a comprehensive review of the Water Fund budget, focusing on operational costs, capital planning, and long-term infrastructure needs. Much of the discussion centered on balancing immediate maintenance requirements with future capital projects while managing cash flow constraints related to pending grant reimbursements.

Pump Stations and Utilities

General discussion was held regarding pump station equipment, utilities, and communications services. The Board reviewed internet and cellular accounts associated with pump stations and discussed verifying existing services to ensure unnecessary or outdated accounts were not being paid. No major changes were finalized, but follow-up review of billing and account locations was requested.

Pump Station Repairs and Maintenance

Routine pump station repairs and maintenance items were reviewed, including door replacements, service agreements, and emergency repair allowances. The Board agreed to move forward with select repairs already budgeted while maintaining contingency funding for unexpected failures.

Service and Maintenance Agreements

The Board reviewed routine service and maintenance agreements related to the water system,

including the RAFA annual maintenance agreement, standardized SCADA service work, and on-call technical support as needed. Generator service agreements were also discussed. These items were described as standard, recurring costs necessary to maintain system reliability and operational readiness.

Purification Equipment, Facilities, and Repairs

The Board reviewed purification equipment costs, including previously purchased pumps, installation expenses, and future replacement planning. Several large items were identified as placeholders or deferred due to current system performance and cash flow considerations. Safety equipment, tools, and facility maintenance allowances were retained at modest levels.

Blowers, Skids, and Major Equipment

The Board discussed aging equipment such as blowers and skid components. While replacements were not deemed immediately necessary, the Board recognized the need to plan for phased upgrades and retained select budget placeholders to reflect long-term system needs.

Hilltop Tank and System Configuration

The Hilltop tank generated extensive discussion. Ongoing leaks, prior repair history, and long-term viability were reviewed. The Board discussed the potential removal of the Hilltop tank and the related impacts on system pressure, storage capacity, and redundancy. The relationship between Hilltop, Ridgefield, and the Southern Lane pump station was examined in detail, with consensus that further engineering analysis is required before decisions are finalized.

Southern Lane Pump Station

Significant discussion focused on the Southern Lane pump station, including Department of Health requirements, generator access limitations, and whether relocation or elimination of the station would be more cost-effective if Hilltop were decommissioned. The Board agreed that this issue is closely tied to broader system reconfiguration and requires coordination with engineering consultants before committing funds.

Well No. 3 and Grant Funding

Discussion was held regarding Well No. 3, including startup impacts, testing requirements, and the timing of federal grant reimbursements. The Board acknowledged that the Water Fund has been temporarily supporting project costs while awaiting grant payments and noted the resulting strain on available fund balance.

Controls, SCADA, and Technology

High-level discussion occurred regarding SCADA systems, control integration, and future studies to improve system coordination among facilities. Rather than committing to full implementation costs, the Board favored funding preliminary engineering and control studies first.

Cameras and Security

Security cameras at water facilities were discussed, including installations already purchased but not yet deployed and future needs at Well No. 3. The Board agreed to include modest funding for security while coordinating installations with existing infrastructure projects.

Testing, Chemicals, and Compliance

Routine water testing, chemical usage, and compliance costs were reviewed. Adjustments were discussed to account for Well No. 3 coming online, with the understanding that increases would be incremental and dependent on operational status.

Special Supplies and Safety Equipment

The Board reviewed the special supplies line item, which includes safety equipment, necessary hand tools, and cleaning chemicals. It was noted that this category had been reduced in the prior year, and the Board agreed to maintain the current funding level to cover routine operational needs.

Sludge Disposal

The Board reviewed sludge disposal costs associated with reservoir microfiltration backwash operations. This expense was noted as a routine and necessary operational cost tied directly to system treatment processes.

Cartridge Replacement and Water Testing

The Board discussed cartridge replacement practices and related water testing requirements, particularly in anticipation of Well No. 3 coming online. It was noted that cartridges are disposable and that testing levels may increase modestly depending on system operation. Operational procedures for bringing a well into service, including required testing and run-to-waste periods, were briefly reviewed, with the understanding that overall testing costs are expected to remain manageable.

Chemical Costs

The Board discussed anticipated chemical cost increases, noting that a potential increase of up to five percent was cited as a forecast rather than a confirmed figure. It was clarified that the addition of new systems is not expected to increase overall chemical usage, as total water production levels are anticipated to remain consistent.

Distribution Equipment and Vehicles

The Board reviewed distribution equipment needs, including replacement of an aging water department van due to reliability concerns. Additional equipment and tool purchases were discussed as cost-saving measures to reduce road excavation and improve efficiency.

Water Meters and Software

Extensive discussion occurred regarding ongoing water meter replacement, software compatibility, and long-term goals to transition away from older transmitter models. The Board acknowledged the operational and customer service benefits of newer technology and reviewed software cost increases to maintain compatibility during the transition period.

Water Tank Maintenance and Capital Planning

The condition of multiple water storage tanks was discussed at length, including Ridgefield, Highland, and Village View. The Board acknowledged that significant capital investment will be required. The lack of a formal capital plan was noted, and the need for prioritization and long-term financing strategies was emphasized.

Water Main Repairs and Valves

General water main repairs, emergency response funding, and valve replacements were reviewed. Particular attention was given to the Sheffield pressure reducing valve (PRV), which was identified as a critical component requiring future action. The Board agreed that final decisions depend on broader system changes tied to Hilltop and Southern Lane.

General Repairs, Maintenance, and Tree Management

The Board reviewed funding for general repairs and maintenance to address routine facility needs and unforeseen repairs prior to larger capital work. Tree management at the reservoir was also discussed, including prior landslide areas and broader watershed reforestation efforts. Various approaches to replanting were considered, and the Board agreed that further review is needed to determine appropriate locations, methods, and potential coordination with forestry professionals before moving forward.

Hydrant Repairs and Maintenance

The Board reviewed the hydrant repairs and maintenance line item, which covers routine parts, taps, and valves, as well as the purchase of replacement hydrants as needed. It was noted that hydrants are maintained in inventory for different applications and that additional hydrants may be purchased to ensure adequate supply for system maintenance and emergency response.

Engineering, Administration, and Miscellaneous Costs

Engineering services, grant administration, insurance, software subscriptions, office equipment, and administrative expenses were reviewed. Several line items were adjusted to better reflect actual usage and shared costs between funds.

Southern Lane Pump Station, Septic Improvements, and Related Capital Planning

The Board discussed several interrelated capital items involving the Southern Lane pump station, including proposed engineering costs, septic system upgrades, and the potential removal of an existing leach field. Questions were raised regarding whether certain expenses should be allocated to the water or sewer fund, and whether proposed engineering work overlapped with previously identified scopes. The Board agreed that further clarification with engineering consultants is needed before advancing these items. Related discussion also addressed the timing and potential deferral of larger capital projects, including Village View water storage improvements, with consensus to limit near-term funding to preliminary or bidding-related services if construction is delayed.

Information Technology Services

The Board reviewed IT expenses based on TCG's professional services agreement. Certain software and access tools are shared between the water and sewer funds and are split evenly, while the remaining costs reflect the water department's portion of the contract.

Village Liability Insurance

The Board reviewed the Village's liability insurance allocation, which is shared between the general, water, and sewer funds. A projected increase of approximately seven and a half percent was included as an estimate, recognizing that final costs are not yet known.

Water Administration Expenses

The Board reviewed various water administration expenses, including equipment, postage, communications, office supplies, and service contracts. Placeholder funding was included for a potential replacement printer for water billing, with costs to be shared between the water and sewer funds. Postage and mailing expenses were discussed, including costs associated with water bills and lead service line outreach. Cellular and data service for water department operations were clarified and properly reassigned to the water administration budget. Office supply costs were reviewed as routine, and meter reading software support and program expenses were adjusted to reflect shared use and current operational needs.

H2O Innovation Contract

The Board reviewed the H2O Innovation contract and included an estimated three percent increase based on current Consumer Price Index (CPI) projections, noting that the final adjustment may change once actual rates are determined.

Adjourn Regular Work Session

A **MOTION** was made by Trustee Collura, seconded by Trustee Cheney 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 Absent Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

Jennifer Mante, Deputy Village Clerk.