

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
JULY 7, 2025**

10,776

The Regular Meeting of the Board of Trustees of the Village of Warwick was held on Monday, July 7, 2025, at 7:30 p.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 Deputy Village Clerk, Jennifer Mante. Others present, John Christison.

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

Acceptance of Minutes

A **MOTION** was made by Trustee Cheney, seconded by Trustee McKnight and carried for the Acceptance of Minutes: June 16, 2025

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 Foster, seconded by Trustee Collura and carried for the Authorization to Pay all Approved and Audited Claims in the amount of \$625,925.05.

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

Announcements

1. The Village of Warwick Seeks Input for Zoning Law Re-Write - community members are invited to participate in a public input session to share their thoughts on key focus areas such as housing, quality of place, commerce, culture, resilience & sustainability on Wednesday, July 16, 2025, from 6:00 p.m. – 8:00 p.m. at the Tourism Center, 75 Main Street.

Trustee McKnight explained that this initiative supports the goals of the Village's Comprehensive Master Plan, adopted in December 2022, and is a key step in the Village's efforts to apply for funding through the Consolidated Funding Application (CFA) process. Trustee McKnight emphasized that community input is vital in shaping local zoning policy and encouraged all residents to participate.

Mayor Newhard added that the input session would follow an open house format, similar to the New York Forward meetings. Attendees can come and go freely, provide written feedback on various prompted topics—such as housing, quality of place, commerce, culture, and sustainability—and speak with Board members who will be present to answer questions. He noted that this is not a lecture or presentation but an informal opportunity to share ideas.

The Mayor also shared that Village representatives had already gathered feedback over two Sundays at the Warwick Valley Farmers Market, which was well received and has been compiled. He stressed that this public input is not only helpful for shaping the zoning rewrite but also important in demonstrating community engagement to the State as part of the grant application process. If the grant is awarded, the next phase will include deeper public involvement and the hiring of a dedicated planner to work with the Village on drafting the updated zoning code.

2. The Town of Warwick Annual Senior Barbeque will take place on Tuesday, August 19, 2025 (rain date: August 20, 2025) at Town Park located on Union Corners Road from 11:00 a.m. to 3:00 p.m. Tickets and more information will be available soon from the Town of Warwick.
3. Village of Warwick Hydrant Flushing will begin on July 21, 2025, from approximately 6:00 p.m. until 11:00 p.m. This will be done every evening until all the fire hydrants are completed. This is done during the evening to cause as little inconvenience as possible for the Village residents. The water may be discolored but will clear up and is not harmful. You may also experience minor pressure problems while the fire hydrants are being flushed in your area.
4. Warwick Merchants Guild Annual Sidewalk Sale will take place on Saturday, July 12, 2025, from 10:00 a.m. to 3:00 p.m. and Sunday, July 13, 2025, from 10:00 a.m. to 3:00 p.m.

Correspondence

1. Letter from The New York State Society of Municipal Finance Officers congratulating Village Treasurer, Sadie Andryshak, on earning the Credentialed Municipal Finance Officer (CMFO) designation.
2. Letter from Melissa Shaw-Smith, Creative Director of Wickham Works, thanking Mayor Newhard and Village Board for their support of the Wickham Works' Community Arts Program, Treecycle, Warwick's Earth Day arts festival and the Too Good to Toss Main Event.

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.

No comments.

F-250 4x4 Pickup Truck - WITHDRAWN

MOTION to approve the purchase of a new F-250 4x4 pickup truck from Leo Kaytes Ford in the amount of \$54,571.50 for use by the Water Department, per the recommendation of Water Distribution Supervisor, Christopher Bennett. Funds to be appropriated to budget code F-8340-2350.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____

Trustee McKnight ____ Mayor Newhard ____

Well #3 Treatment Plant Project, TAM Enterprises, Inc. – Payment #9

A **MOTION** was made by Trustee Cheney, seconded by Trustee Collura and carried to approve payment #9 in the amount of \$91,499.08 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: **APPROVED**

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Aye

Trustee McKnight Aye Mayor Newhard Aye

Discussion

Trustee Cheney reported that the contract completion date for the project is currently set for July 31, 2025, but the project is behind schedule. The engineers are awaiting a change order request from TAM Enterprises to extend the completion date. He noted that this would likely be a no-cost change order. Trustee Cheney stated that the Village expects to have beneficial use of the facility by late September or early October, with all final work completed by the end of the year.

Mayor Newhard thanked Trustee Cheney and inquired whether there were any updates on the Grand Street pump station. Trustee Cheney responded that they are currently waiting for the equipment package to be assembled so it can be installed.

OSHA Competent Person Excavation & Trench Online Training

A **MOTION** was made by Trustee Cheney, seconded by Trustee McKnight and carried to grant permission to DPW Employees Andrew D'Alessandro, Tim Palmer, Chris Kane, Matt Hann and Assistant Public Works Supervisor, Mike Finelli to enroll in OSHA Competent Person Excavation & Trench Online Training at a cost of \$50 per person. Funds are appropriated in budget code A-5110-4750.

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 Amending Schedule of Fees to Change Building Fees

WHEREAS, Village of Warwick Code §64-1 provides that a comprehensive schedule of fees, including Building Department fees, be approved by the Village Board; and

WHEREAS, in order to amend the Village's Schedule of Fees to change the Building Department fees it is necessary for the Village Board to adopt a resolution; and

NOW, THEREFORE, BE IT RESOLVED that the Village's Schedule of Fees is hereby amended as follows:

In the Schedule of Fees, under heading “Building Department” the following fees shall be deleted:

Category	Sub-Category	Type of Fee	Amount
Building Department	Building Permit	Interior Alterations and Renovations; Exterior; Solar Panels Without Energy Storage	\$150.00
Building Department	Building Permit	Solar Panels with Energy Storage	\$200.00

; and

In the Schedule of Fees, under heading “Building Department” the following fees shall be added:

Category	Sub-Category	Type of Fee	Amount
Building Department	Building Permit	Interior Alterations and Renovations; Deck with Roof Structure	\$150.00 + \$0.50 per square foot
Building Department	Building Permit	Exterior; Solar Panels without Energy Storage, Shed, Fence, Generator, and ABOVE Ground Pool	\$150.00
Building Department	Building Permit	Solar Panels with Energy Storage; New Deck without Roof Structure	\$200.00

Trustee Cheney 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

Discussion

Trustee Foster asked for clarification regarding the new 50-cent-per-square-foot fee. Trustee Cheney explained that the previous flat fee of \$150.00 was typically applied to significant interior renovations but was not sufficient to cover the Village's inspection costs. As a result, the Village had been operating at a loss on those types of permits. To address this, the new structure applies a 50-cent fee per square foot of the area being renovated, which is intended to more equitably reflect the cost of inspections. He added that they would monitor the outcome to see if it effectively covers costs.

Mayor Newhard noted that the fee structure could be adjusted if needed.

IIMC Municipal Clerks Educational Program – Raina Abramson

A **MOTION** was made by Trustee Foster, seconded by Trustee McKnight and carried to grant permission to Village Clerk, Raina Abramson to attend the July 2025 Summer IIMC Municipal Clerks Educational Program from Sunday, July 13, 2025, through Thursday, July 17, 2025, at the Holiday Inn Express in Latham, NY at a total cost of \$512.75 for registration and \$596 total for the hotel stay. Mileage reimbursement to apply. Funds are appropriated in FY2025-26 budget code A1410-4750.

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

Refund – 126 Laudaten Way

A **MOTION** was made by Trustee Foster, seconded by Trustee McKnight and carried to refund a water/sewer bill overpayment in the amount of \$11.73 to Sean Healy who recently sold his property located at 126 Laudaten Way.

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

Wickham Work – Village of Warwick Owned Staging

A **MOTION** was made by Trustee Foster, seconded by Trustee Cheney and carried to allow Wickham Works and Warwick Center for the Performing Arts to use (4) four pieces of Village of Warwick event staging for the Fuller Moon Arts Festival to be held at Mountain Lake Park on Saturday, August 16, 2025, with a rain date of Sunday, August 17, 2025 and for the Village of Warwick DPW to deliver the staging to the park prior to the event on a mutually acceptable day and time.

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 confirmed that the Department of Public Works will be responsible for picking up the staging equipment as well as dropping it off.

Facility Use – Veterans Memorial Park Pavilion, Christ Church - Family Picnic

A **MOTION** was made by Trustee Foster, seconded by Trustee Collura and carried to grant permission to Christ Church to use the Veterans Memorial Park Pavilion for a family picnic on

Sunday, September 7, 2025, from 8:30 a.m. to 2:00 p.m., including use of the pavilion restrooms. Completed park permit, security deposit and proof of insurance 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

Facility Use – Railroad Green, Warwick Merchants Guild - Ladies Night Out

A **MOTION** was made by Trustee Foster, seconded by Trustee Cheney and carried to grant permission to the Warwick Merchants Guild to use Railroad Green on Thursday, August 21, 2025, from 3:00 p.m. to 8:00 p.m., including the use of electricity in the park for the Ladies Night Out event. Completed park permit, security deposit and proof of insurance have been received.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Collura Abstain

Trustee McKnight Aye Mayor Newhard Aye

Budget Transfer

A **MOTION** was made by Trustee Collura, seconded by Trustee Foster and carried to approve the budget modification request to transfer available appropriations for certain FY2024-25 budget account lines per the Village Treasurer's memo dated July 2, 2025.

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

Capital Project Funds Transfer - Maple Avenue Pump Station Relocation Project

A **MOTION** was made by Trustee Collura, seconded by Trustee Cheney and carried to approve the request for an interfund transfer from Infrastructure Reserve Funds to the Capital Project

Fund for the Maple Avenue Pump Station Relocation Project per the Village Treasurer's memo received on July 2, 2025.

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

ZBA Counsel - Advertise

A **MOTION** was made by Trustee McKnight, seconded by Trustee Collura and carried to advertise for the position of Counsel to the Village of Warwick Zoning Board of Appeals.

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

Mayor Newhard explained that the Village will be seeking new legal counsel for the Zoning Board of Appeals due to changes in the current counsel's circumstances. Ashley Torre, who has served as ZBA counsel, is expecting a child—an occasion the Mayor acknowledged with congratulations. Additionally, she and her law partner are dissolving their firm, with her partner taking a position with the county's DA office. Given the timing and her expected leave, Ms. Torre decided it would be best to step away from the role. The Mayor expressed appreciation for her service, noting that she has been a wonderful and effective counsel.

Return of Planning Board Escrow – 8 Forester Avenue

A **MOTION** was made by Trustee McKnight, seconded by Trustee Cheney and carried to return the Planning Board escrow balance of \$596.31 to Warwick, LLC for the project located at 8 Forester Avenue. All invoices have been paid as per the email from Village Engineer, Keith Woodruff.

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

VILLAGE OF WARWICK BOARD OF TRUSTEES
RESOLUTION ACCEPTING EASEMENT FROM 16 ELM STREET LLC

WHEREAS, 16 Elm Street LLC (also known as Yesterday's Restaurant) received site plan approval from the Village of Warwick Planning Board for the construction of an eating and drinking establishment together with related site improvements by resolution dated February 15, 2018, as reapproved by resolution dated June 8, 2021, and as further amended by resolution dated May 13, 2025; and

WHEREAS, as a condition of approval, the applicant was to prepare and submit to the attorney for the Planning Board for his review and in such form as may be satisfactory to him and the Village Attorney an offer of dedication and deed in recordable form for an easement running to the Village for an existing drainageway to allow for the entry upon, repair, maintenance and replace as deemed necessary by the Village; and

WHEREAS, a proposed easement conveyance has been prepared, a copy of which is attached hereto which is acceptable to the Planning Board Attorney;

NOW THEREFORE, BE IT RESOLVED as follows:

1. The Village Board hereby accepts said easement and authorizes the Mayor to sign the same together with any other documents necessary and proper for the recordation of said easement; and
2. The property owner shall be responsible for the payment of all fees necessary for recording the easement in the Office of the Orange County Clerk; and
3. The Law Office of Elizabeth K. Cassidy is hereby authorized to coordinate the recordation of said easement with the Mayor and Village Clerk.

Trustee McKnight presented the foregoing resolution which was seconded by Trustee Cheney.

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

VILLAGE OF WARWICK BOARD OF TRUSTEES
RESOLUTION APPROVING EASEMENT AGREEMENT WITH HAMILTON

WHEREAS: The Board of Trustees previously approved an Outside Sewer Service User Agreement of the owner of property located at 10 Clinton Avenue Extension, Town of Warwick, also identified as Town of Warwick Tax Map Nos. 52-1-9 and 52-1-10.2 (the “Premises”). One of the conditions of that agreement is that the property owner shall allow emergency access to adjoining property located in the Village, identified as Village of Warwick Tax Map No. 229-1-2, and the parties have also agreed that the property owner will grant easements over the Premises to the Village with respect to stormwater improvements, sewer line, water line and appurtenances. The Board has received and reviewed the draft Easement Agreement.

NOW, THEREFORE, IT IS RESOLVED that the Board of Trustees hereby approves the Easement Agreement with Etta Hamilton (the “Grantor”) regarding the Premises, as presented, subject to the following conditions, and authorizes the Mayor to execute the Easement Agreement and all other necessary documents upon compliance with such conditions:

1. Approval of the legal description of the easement area by the Village’s professional consulting engineer.
2. Proof that Grantor owns the Premises and can convey title to the Easements as deemed acceptable to the Village’s attorney.
3. The Grantor shall pay the Village’s legal and engineering fees incurred with respect to the Agreement.
4. The executed Easement Agreement shall be recorded in the Orange County Clerk’s office at the Grantor’s expense.

Trustee McKnight presented the foregoing resolution which was seconded
by Trustee Cheney.

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

Barry Cheney, Trustee, voting	<u>Aye</u>
Carly Foster, Trustee, voting	<u>Aye</u>
Thomas McKnight, Trustee, voting	<u>Aye</u>
Mary Collura, Trustee, voting	<u>Aye</u>
Michael Newhard, Mayor, voting	<u>Aye</u>

Public Comment – *Non-Agenda Items*

John Christison, owner of Yesterdays, asked whether he needed to wait for all documents to be filed before receiving his final Certificate of Occupancy, or if the process could move forward now. He believed the easement was the last item needed by Building Inspector to complete the approval.

Mayor Newhard confirmed that was correct and stated that the final CO could proceed once he signs the easement.

Mr. Christison added that Orange County Executive Steven Neuhaus had offered to expedite the filing process if necessary.

The Mayor thanked him for the update and acknowledged the long journey to this point, offering congratulations.

Final Comments from the Board

Trustee Cheney provided an update on local construction, noting that the Ball Road closure should end soon—possibly within the week or next—following the completion of the culvert installation. This will reopen the area and lift the associated detour.

He also reminded the Board about the ongoing New York State Department of Transportation project, stating that one of the most impactful upcoming components in the Village will be drainage repairs at the Main Street and West Street intersection. This work may require single-lane closures while it is being carried out.

Mayor Newhard believed that the work for the drainage repairs would be done during evening hours.

Trustee Cheney reported that Warwick Little League has been actively using Memorial Park, as the Village has been hosting District 19 All-Star Games. He shared the exciting news that Warwick's 11-year-old baseball team and our major league team both won the District Flag, marking a strong performance so far this tournament season. He added that there are still additional games to come, including softball and minors baseball, leaving more opportunities for success.

Trustee Collura shared several announcements and updates. She reminded everyone that the Warwick Historical Society is compiling a community cookbook to be released in time for the holidays. Recipe submissions are being accepted through July 30th and can be submitted online at warwickhistory.org.

She reported that the Village Summer Concert Series is underway, despite occasional weather challenges. The next concert will be held on Sunday, July 13 at 5:00 p.m., featuring the band *High Street*.

Trustee Collura also noted that she and Trustee Cheney attended the Greenwood Lake parade on Saturday. The event honored fallen firefighter Dariel Vasquez, who lost his life during the Jennings Creek fires. She expressed gratitude to the Village of Greenwood Lake for including them in such a moving tribute, describing it as a beautiful and meaningful day.

Lastly, she reported that she recently held an "important meeting" with approximately 29 chickens, thanking Ben Astorino for inviting her to his farm. She said she would compile her observations and share them with the Chicken Task Force.

Trustee Foster provided a brief update on Veterans Memorial Park, noting that there is a great deal of activity currently taking place. She announced that a groundbreaking ceremony for the new pump track is scheduled for tomorrow. The Lions Club is still seeking volunteers to assist with the project, and multiple opportunities to get involved are available throughout the week. Those interested can find the volunteer sign-up form on Facebook or through the Lions Club.

Trustee Foster expressed her thanks to the Warwick Fire Department for organizing this year's carnival and fireworks display. She noted that it is an event the community looks forward to each year and called it a cherished part of Warwick tradition.

Mayor Newhard shared that he would be reading a eulogy for Marge King-Porter at Mulder Chapel the following evening. The viewing would take place from 3:00 to 5:00 p.m., with the ceremony beginning at 5:00 p.m. He reflected on Ms. Porter's many contributions to the Village, noting that she was named Queen for the Day in 2008 and honored by the Rotary in 2018 with their Outstanding Volunteer Award. She served as President of Warwick in Bloom during a time when the Village received international recognition for its beauty. Originally an antique dealer

and successful woman-owned business operator in the Clocktower, Ms. Porter later became a gifted fundraiser, helping numerous local organizations, including St. Anthony Community Hospital, Winslow Therapeutic Riding Center, and the Warwick Valley Humane Society. The Mayor praised her deep love for the community and said he was honored to speak on her behalf.

Executive Session

A **MOTION** was made by Trustee Collura, seconded by Trustee McKnight and carried to enter into Executive Session to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

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

Exit Executive Session & Adjournment of the Regular Meeting

A **MOTION** was made by Trustee Cheney, seconded by Trustee McKnight and carried to exit Executive Session, resume the regular Village Board meeting, and adjourn the regular meeting approximately 9:48 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

Jennifer Mante, Deputy Village Clerk