

**BOARD OF TRUSTEES  
VILLAGE OF WARWICK  
NOVEMBER 17, 2025**

**10,946**

The Regular Meeting of the Board of Trustees of the Village of Warwick was held on Monday, November 17, 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 Village Clerk, Raina Abramson, Village Attorney, Isabelle Hayes, and Police Chief John Rader. Absent was Village Attorney, Benjamin Gailey. Others present, Alora Foster, George Foster, and Christopher Collins.

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

Mayor Newhard opened the meeting by wishing Village Clerk Raina Abramson a happy birthday.

**Acceptance of Minutes**

A **MOTION** was made by Trustee Foster, seconded by Trustee Collura and carried for the Acceptance of Minutes: November 3, 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

**Acceptance of Reports**

A **MOTION** was made by Trustee Collura, seconded by Trustee Foster and carried for the Acceptance of Reports – October 2025: Clerk's Office & Tax Collection Report, Treasurer's Statement of Revenue and Expenditures, Justice Department, Planning Department, Building Department, and Department of Public Works. All reports are on file in the Clerk's Office.

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 McKnight and carried for the Authorization to Pay all Approved and Audited Claims in the amount of \$663,059.97.

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

1. Police Report.

Chief Rader reported that the Police Department was once again participating in *No Shave November*. Each officer contributes \$100 to take part, and this year the funds will go toward breast cancer research in honor of a Town Hall employee currently undergoing treatment. The Department will also be encouraging members of the public to join in supporting the cause.

He reminded residents that overnight parking enforcement for the winter season had begun and would remain in effect through April 1, 2026.

Chief Rader announced that the Police Department would be receiving an Appreciation Award at the Warwick Valley Chamber of Commerce Gala in recognition of its efforts during Applefest.

He also provided an update on the investigation into the graffiti incident at the skate park, stating that one juvenile had been arrested the previous week, with the case to be heard in Family Court. The investigation remains ongoing as additional individuals and incidents are being reviewed, but he noted that the person arrested was believed to be the primary individual involved.

**Correspondence**

1. Report from Village Engineer, Keith Woodruff, regarding the Special Use Permit Renewal Application received from New Cingular Wireless PCS, LLC (AT&T).

**Discussions**

1. Stanley Deming Park – Overnight Parking

Mayor Newhard opened a discussion regarding overnight parking at Stanley-Deming Park. He explained that under the current Village Code, overnight or after-hours parking is not permitted in any Village park unless specifically authorized by the Village Board. He noted that there were several potential approaches to consider and invited Trustee Cheney to share his thoughts, as the topic had been under discussion between them in recent weeks.

Trustee Cheney stated that the Board needed to identify an immediate solution regarding overnight parking at Stanley-Deming Park, as there was not enough time to conduct a full review of the issue before winter. He explained that, in recent years, the Village had taken a lenient approach by allowing overnight parking to continue informally, particularly for residents of nearby South Street apartments who had few other parking options. However, this arrangement had created challenges during snow events, with vehicles sometimes left buried or plowed in for extended periods. Additionally, some of those vehicles were in poor condition or lacked proper registration or inspection.

He referenced an email from Village Clerk Abramson earlier in the day outlining potential options. The first option would be to officially allow temporary overnight parking in the park between 9:00 p.m. and 6:00 a.m. on a first-come, first-served basis, with appropriate signage installed to reflect the policy. The second option would involve a more controlled system requiring parking permits for the same hours and timeframe—November 1 through April 1—with designated, marked spaces and a set fee determined by the Board. Permit holders would need to apply through the Clerk's Office, which would add administrative work for staff.

Trustee Cheney noted that the only other alternative would be to continue informally allowing overnight parking without enforcement, as had been done in prior seasons.

Trustee Foster asked for clarification about the nature of the complaints related to overnight parking at Stanley-Deming Park. She said it was unclear from the earlier email whether residents were complaining about others taking up parking spaces or about receiving tickets themselves.

Mayor Newhard explained that the complaints were from individuals who had received tickets for parking overnight at Stanley-Deming Park. He confirmed that, according to the Village Code, those tickets were properly issued.

Trustee Foster asked how many individuals had received overnight parking tickets.

Mayor Newhard estimated that three or four individuals had received tickets for overnight parking at Stanley-Deming Park.

Trustee Cheney noted that the three or four vehicles ticketed represented roughly the same number that typically park overnight at Stanley-Deming Park during the winter months.

Trustee Foster expressed concern about the option to broadly allow overnight parking, noting that it could lead to abuse of the privilege. She emphasized that parking at Stanley-Deming Park is intended for park use, not for residents to store their vehicle.

Trustee Collura stated that she felt it would be reasonable to allow residents to use the parking spaces during hours when the park is closed, as long as vehicles were removed by 6:00 a.m.

Trustee Foster pointed out that some vehicles were not being removed by morning as intended, noting that a utility truck had been parked at Stanley-Deming Park for an extended period of time.

Village Clerk Abramson added that the Village Court had received complaints from residents of nearby apartments who had been ticketed for parking overnight at Stanley-Deming Park. She explained that those residents had historically used the park's lot for overnight parking once the seasonal parking restrictions took effect.

Mayor Newhard noted that there was currently no signage at Stanley-Deming Park indicating whether overnight parking was allowed or prohibited, which contributed to the confusion among residents.

Trustee Collura said that the lack of signage contributed to the uncertainty but added that if the Village were to establish a permit system for overnight parking, it would raise additional questions. She asked whether spaces would be available on a first-come, first-served basis or if priority would be given to residents of the nearby apartments, and how such a system would be managed fairly.

Trustee Cheney suggested that the Village would likely need to manage any overnight parking permits at Stanley-Deming Park in the same manner as its existing permit parking system.

Village Clerk Abramson noted that the Village already maintains a waiting list for its existing permit parking program and said a similar approach could be used if the Board chose to require permits for Stanley-Deming Park. Alternatively, she suggested that the

Board could model it after the 12-hour parking allowed in the CVS lot, permitting overnight parking only between 9:00 p.m. and 6:00 a.m.

Trustee McKnight suggested that another option would be to amend the Village Code to expressly prohibit overnight parking at Stanley-Deming Park, ensuring consistency with the regulations for other Village parks. He noted that such an amendment could potentially be made under home rule authority and might not require a public hearing.

Village Clerk Abramson clarified that overnight parking was already prohibited under the existing Village Code with exceptions that could be made through preauthorization by the Village Board.

Trustee McKnight asked whether the Code's wording effectively created a permit situation, since exceptions to the overnight parking prohibition would need to be granted through some form of authorization by the Village Board.

Village Clerk Abramson agreed that exceptions would likely function as a permit-style authorization but said the matter should be confirmed with legal counsel. She suggested that, as a temporary solution, the Village could install signage indicating that overnight parking was allowed by preauthorization of the Village Board between 9:00 p.m. and 6:00 a.m., until a more permanent plan could be developed for the following winter.

Mayor Newhard agreed, stating that "temporary" was the key term in addressing the overnight parking issue at this time.

Trustee Foster asked whether the nearby apartment buildings already had their own parking lot located behind them.

Mayor Newhard explained that the parking issue primarily affected residents of multi-unit houses along South Street between Second and Third Streets. He noted that many of the homes in that area had been converted into apartments on both sides of the street, leaving limited on-site parking options for tenants.

Trustee Cheney asked Chief Rader if he had any input or recommendations regarding the overnight parking situation at Stanley-Deming Park.

Chief Rader responded that allowing overnight parking in Stanley-Deming Park would undermine the purpose of the existing overnight parking restrictions, noting that the Village would also then be responsible for maintaining and clearing that parking lot during winter conditions.

Trustee Cheney noted that in previous years, the Village had made exceptions to accommodate the situation, reasoning that it was preferable for vehicles to be parked off the streets during winter months.

Chief Rader explained that he had temporarily paused enforcement of the overnight parking restriction at Stanley-Deming Park after receiving notification from the Department of Public Works that parking there would be permitted for the time being. He confirmed that the vehicles utilizing the lot primarily belonged to residents of the houses between Second and Third Streets.

Trustee Foster asked Chief Rader to elaborate on what he meant when he said that allowing overnight parking in the park would “defeat the purpose” of the overnight parking rule.

Chief Rader explained that the purpose of enforcing overnight parking restrictions was to ensure that streets and lots could be plowed efficiently during snowstorms without obstructions from parked vehicles.

Chief Rader acknowledged that the overnight parking restriction posed a hardship for residents of South Street, who were accustomed to parking on the street overnight from April through November.

Trustee Foster noted that there are other permit parking lots within the Village and questioned whether residents affected by the restriction could utilize those instead.

Trustee Collura pointed out that many of the Village’s existing parking lots do not allow overnight parking.

Mayor Newhard added that the available permit parking lots were located on the opposite side of the Village, making them less practical for residents of South Street.

Trustee Collura noted that for residents of South Street, the closest permit parking option would be the CVS lot, which would require carrying groceries or other items from Spring Street back to South Street. She added that, in theory, each apartment should have at least two designated parking spaces according to Village Code.

Mayor Newhard agreed, noting that many of the multi-unit houses on South Street had been established long before the current parking requirements were added to the Village Code and were therefore likely grandfathered under older regulations.

Trustee McKnight said he had reviewed the Village Code and found that it explicitly prohibits use of the park between 9:00 p.m. and 6:00 a.m., with a corresponding section restricting parking during the same hours. He noted that the Code seemed clear but asked whether any housing-related exceptions would need to be granted through a permit or some other form of authorization.

Mayor Newhard provided examples of past instances where the Village had granted exceptions for permit parking in park lots. He said that permit parking had been allowed in the lot by the pavilion at Veterans Memorial Park and recalled a case where resident Leo Kaytes requested permission to park an extra car there while his wife was ill. He added that Warwick Grove occasionally makes similar requests for temporary parking accommodations.

Chief Rader said he believed a permit system would make the most sense. He explained that once word spread that overnight parking was allowed, the lot could quickly fill up, preventing the residents who truly needed the spaces from being able to use them. A permit system, he said, would help ensure that parking was reserved for those intended to benefit from it.

Mayor Newhard added that a permit system would also allow the Village to designate specific parking spaces within Stanley-Deming Park. He said this would prevent cars from being scattered throughout the lot and would make snow removal much easier during storms.

Chief Rader reiterated that if the Village simply chose not to enforce overnight parking, it would likely lead to anyone using the lot, including those without a genuine need. He cautioned that this would prevent the residents who rely on the spaces from being able to park there.

Trustee Foster agreed, stating that it would set a poor precedent for the Village to deliberately overlook enforcement of its own Code. She emphasized that if overnight parking is prohibited by law, the Village should not choose to ignore that provision.

Chief Rader said that with a permit system in place, enforcement would be straightforward—officers could easily verify compliance by checking for permits displayed in vehicle windows during nighttime patrols.

Trustee Cheney said he agreed with Trustee Foster's point but added that, in his interpretation, the Village Code's language about parking appeared to focus on park usage. He noted that there was some ambiguity about whether the parking spaces in front

of Stanley-Deming Park were considered street parking or part of the park itself, which made enforcement and interpretation less clear.

Mayor Newhard noted that the parking area in question is the only available parking for Stanley-Deming Park.

Trustee Cheney pointed out that, although the parking area is adjacent to Stanley-Deming Park, the Village cannot restrict its daytime use solely to park visitors. He explained that there is no provision in the Village Code allowing the Village to limit those spaces to park users only.

Trustee Collura asked whether the proposed permits would be issued on a seasonal basis. She added that traffic and parking at Stanley-Deming Park are already extremely congested during the recreation program's pickup and drop-off times, making it a challenging area to manage even without additional overnight parking.

Trustee Foster agreed that the permits would need to be seasonal, noting that the parking spaces directly in front of the park are clearly designated as park parking.

Trustee Collura asked whether there were any other areas in the Village with similar circumstances that might also benefit from implementing seasonal parking permits.

Trustee Cheney responded that he did not believe any other areas required similar consideration, noting that most residential areas in the Village were within reasonable walking distance of either the lower lot of CVS or the Chase lot.

Mayor Newhard agreed, noting that, as Trustee Cheney had mentioned earlier, only a small number of residents currently use the Stanley-Deming Park lot for overnight parking.

Trustee Cheney said he did not expect a significant increase in demand for overnight parking, estimating that only three to six residents would likely apply for permits based on past usage.

Trustee Foster stated that she supported implementing a permit system for overnight parking. She acknowledged that it would add some administrative work but said it was preferable to broadly allowing parking, which could invite misuse and set an undesirable precedent. She emphasized that ignoring or selectively enforcing the Village Code would be problematic and that the Board should remain consistent in upholding it.



Trustee Collura mentioned that the Village had previously received a request to open the Wheeler Avenue lot for permit parking. She asked whether establishing permits for Stanley-Deming Park might set a precedent that would lead to additional requests for similar accommodations elsewhere.

Mayor Newhard responded that the Wheeler Avenue lot already allows 12-hour parking, so it differs from Stanley-Deming Park, which is designated as park parking. He acknowledged Trustee Collura's concern but said the issue at Stanley-Deming required more immediate attention since overnight parking there was already occurring. He recommended that the Board take action on the matter that evening.

Village Attorney Hayes asked whether the hours for overnight parking restrictions on Village streets during the winter matched the hours being proposed for overnight parking at Stanley-Deming Park.

Chief Rader explained that, under current regulations, on-street parking is allowed until 2:00 a.m., with enforcement of the overnight parking ban taking place between 2:00 a.m. and 6:00 a.m. He said that anyone using Stanley-Deming Park for overnight parking would likely already be parked by that time and that, if a permit system were implemented, those vehicles would simply be exempt from enforcement during those restricted hours.

Village Clerk Abramson added that the Village Code also prohibits anyone from being in or around the park between 9:00 p.m. and 6:00 a.m., which might help clarify the framework for setting overnight parking hours.

Trustee Collura asked whether the Village knew the identities of the individuals who had been parking overnight at Stanley-Deming Park and, if so, whether there was a way to contact them to encourage them to apply for permits once a system was established.

Trustee Cheney suggested that the Village could place notices on the windshields of vehicles currently parking overnight at Stanley-Deming Park to inform their owners of any upcoming changes. He said he would favor temporarily allowing overnight parking without requiring permits for this season, explaining that the Board could revisit the idea of a permit system next year if issues arose.

Trustee Cheney recommended that signage be posted to clearly indicate that temporary overnight parking was permitted, so residents would not worry about receiving tickets. He added that he had spoken with Code Enforcement Officer Melissa about related challenges, such as vehicles that were broken down, abandoned, or left in one place for extended periods. To address this, he suggested the Board consider adopting a rule

restricting parking in any Village street or lot to no more than 24 consecutive hours. This would give Code Enforcement the authority to monitor and act on vehicles left stationary for too long, supported by photographic documentation.

Trustee Foster asked why the Village would not move forward with a permit or registration process, noting that the individuals parking overnight were already known, had received tickets, and were frustrated by the confusion. She suggested that even a temporary measure—such as issuing a letter allowing specific vehicles to park overnight, while recording their license plate numbers—would formalize the arrangement and make enforcement clearer. She added that the Village could include a clear rule prohibiting any vehicle from remaining in the same space for more than 24 hours, ensuring that expectations and limitations were fully documented.

Trustee Cheney responded that proper signage would serve the same purpose as a temporary permit or letter, providing clear assurance to residents that they would not be ticketed as long as they followed the rules posted on the signs.

Trustee Foster stated that she did not support the idea of simply allowing overnight parking through signage alone. She reiterated her preference for a permit system, explaining that it would provide more structure, accountability, and clarity than a blanket allowance.

Village Clerk Abramson added that during snowstorms, residents often struggle to find places to park, even if they normally have a designated spot. She said that having a permitted system for overnight parking at Stanley-Deming Park would give those residents a nearby, reliable option during winter weather events.

Trustee McKnight asked whether parking lots are classified as park facilities under the Village Code.

Trustee Cheney noted that this was the same question he had raised earlier—whether the parking area was considered part of the park itself or street-adjacent parking.

Trustee McKnight observed that the curb layout indicated the parking area was inset from the street, suggesting it might be part of the park property rather than general Village parking. He said the distinction was important, as it could determine whether the area was legally considered a park facility or simply a Village-owned parking lot located adjacent to the park.

Trustee Cheney noted that the layout at Stanley-Deming Park differs from the parking configuration at other Village parks. For example, at Veterans Memorial Park, drivers

must enter the park grounds to reach the parking lots, making those lots clearly part of the park itself. In contrast, the spaces at Stanley-Deming Park are accessed directly from the street, which adds to the uncertainty about whether they should be considered true park facilities or simply Village-owned parking adjacent to the park.

Trustee Foster responded that the parking area exists specifically to serve the park, noting that it is located on the same tax parcel as Stanley-Deming Park. She said she did not see any other reasonable interpretation, emphasizing that the parking was clearly intended as part of the park facilities.

Trustee Cheney clarified that the discussion was not about restricting daytime parking. He emphasized that the issue only concerns the overnight window from 2:00 a.m. to 6:00 a.m., which is when the seasonal parking restrictions are enforced.

Trustee Foster sought clarification, asking whether the question at hand was simply whether the Stanley-Deming parking spaces are considered park parking rather than general Village parking.

Trustee McKnight stated that the area does not appear to function as a separate Village parking lot but instead seems to be integrated into the park property as part of the overall Stanley-Deming Park facility.

Mayor Newhard agreed, noting that this parking area is the only parking available for Stanley-Deming Park.

Trustee McKnight said his question related back to the earlier discussion. He asked whether the overnight rules for Stanley-Deming should be tied to park hours, or whether they should instead align with how the Village governs its official municipal lots, such as the South Street and Spring Street lots. He noted that those lots operate under different rules and that this creates the possibility of a mismatch in hours or ambiguity in how the Stanley-Deming spaces should be regulated.

Trustee Cheney said he was not aware of any signage at Stanley-Deming Park that addressed parking rules or overnight restrictions.

Mayor Newhard confirmed that there was no signage at Stanley-Deming Park regarding parking rules.

Trustee McKnight added that another option would be to simply follow the Code as written. He noted that if the Code prohibits overnight parking, the Village could make

that explicit by installing a sign stating no overnight parking. He said it may seem harsh, but it would accurately reflect the existing law.

Mayor Newhard noted that the Code already allows for exceptions, adding that overnight parking would still be prohibited unless a resident has received permission from the Village Board.

Trustee Cheney added that the Village has the ability to amend the parking and traffic section of the Code if needed. He said this portion of the law could be adjusted without the same limitations that apply to the parks section. In contrast, changes to the parks portion of the Code would require a public hearing, so the Board does not have the same flexibility there. He asked Village Clerk Abramson to confirm that understanding.

Village Clerk Abramson responded that her earlier comments were based on the parks chapter of the Code, which states that exceptions must be preauthorized by the Village Board. She said she viewed this as a temporary solution the Board could use for the current winter season. She suggested that, over the summer, the Board could revisit the issue more comprehensively and work on updated Code language—possibly within the parking regulations section—to create a clearer, long-term policy before the following winter.

Trustee Foster noted that the existing Code already gives the Village Board the authority to grant exceptions for specific individuals who need them. She said this effectively provides a built-in mechanism to issue permits or individualized approvals. Because of that, she cautioned that issuing a blanket exception would undermine the intent of the Code and essentially nullify its restrictions.

Mayor Newhard agreed, saying he shared the concern about granting broad, blanket permission for overnight parking. He felt that doing so would conflict with the Code and open the door to potential misuse. Because only a small number of residents needed the accommodation, he believed the Board should offer individual exceptions instead.

He added that these exceptions should not require a fee, noting that the Village had never charged Warwick Grove residents for their permitted use of the pavilion lot at Veterans Memorial Park. He said this would be a reasonable, gracious approach for residents in a limited parking area, especially given the small number of hours involved.

Trustee Cheney offered a different perspective, saying that requiring a small fee might actually help ensure fairness. Without any cost, he cautioned, people who only intend to use the lot once or twice might still apply for a permit “just in case.” If enough of those

casual users did that, the limited number of permits could be taken up, leaving the residents who genuinely rely on the parking unable to obtain one.

He said that even a minimal fee would help ensure that permits go to those who truly need and intend to use them.

Village Clerk Abramson noted that the Chase lot permit fees provide a helpful comparison. She explained that daytime business permits for the Chase lot cost the equivalent of 68 cents per day. Calculated over the seasonal period of November 1 through April 1 (151 days), the total comes to approximately \$102.68. She said that if the Board decided to institute a fee for overnight permits at Stanley-Deming Park, it might make sense to round the cost to an even number for ease of payment — for example, \$100 or \$105 — since many residents pay in cash. She added that people frequently come in to request additional temporary permits for employees at the Chase lot, and some express concern about the cost.

Village Clerk Abramson suggested that the Board consider fairness in setting the policy, noting that offering free permanent overnight parking in one area while charging for permits in others may create inconsistencies or be perceived as inequitable.

Trustee Foster agreed, noting that issuing and managing permits would create an administrative burden for the Village, which further supports the idea of charging a fee rather than offering them at no cost.

Trustee Collura asked whether the Chase parking lot was the one that currently has a waiting list for permits.

Village Clerk Abramson clarified that the waiting list is for the First Street lot, not the Chase lot, because First Street has so few spaces. She explained that for Stanley-Deming Park, each individual space would need to be clearly marked with signage, including numbering and towing information if the Board moved forward with a permit system. She added that while the Chase lot's tenant parking section is currently full, the Village does have the ability to expand tenant parking on the opposite end of the lot—where permit-only parking is already designated—if additional spaces are needed.

Village Clerk Abramson added that tenant parking permits, which allow 24-hour use and function much like having a dedicated driveway, cost \$1.10 per day.

Mayor Newhard summarized the discussion, noting that the Board appeared to be leaning toward establishing a permit system for overnight parking at Stanley-Deming Park. He said the permits would apply only during the designated winter months and only for the

overnight hours in question. Based on the comparisons discussed, he suggested setting the cost at \$100 for the seasonal permit.

Trustee Foster said that if the Board's goal was to maintain consistency across parking policies, the proposed approach made sense. She noted, however, that one challenge was the fact that the Village had not been strictly enforcing the overnight parking prohibition for some time. She added that while that history might explain the current situation, it was not a valid reason for the Village to continue overlooking the Code going forward.

Mayor Newhard agreed, noting that the Village had not been enforcing the overnight parking prohibition and that the absence of signage contributed to residents' confusion. He said it would be unreasonable to expect the average person to know the specifics of the parking code under those circumstances. Once signage is installed, however, the rules become clear and easily understood.

Trustee Collura said she was hesitant about moving immediately to a permit system. Her concern was that the residents who rely most heavily on those overnight spaces might not realize they need to apply for a permit and could miss the opportunity entirely. She added that introducing permits at Stanley-Deming Park might also prompt renewed pressure to offer permits in other lots, which the Village is not yet prepared to take on.

She said she believed the broader issue of overnight parking in the Village needed a more comprehensive discussion. For this winter season, she suggested that simply installing signage to allow temporary overnight parking might be the better approach, giving the Board time to revisit the larger policy in the off-season.

Trustee Collura added that avoiding a permit system for now would also make it easier for residents to accommodate occasional needs, such as having a guest who needs a place to park overnight. She said that allowing temporary overnight parking without permits would keep the option flexible for those situations.

Trustee Foster questioned how far the Village should go in trying to accommodate individual parking circumstances. She noted that some residents have multiple vehicles—referencing a recent case where a resident mentioned having around five—and asked whether it was reasonable or appropriate for the Village to be responsible for storing excess vehicles on municipal property. She said the Village's responsibility is to enforce the Code, which sets minimum parking requirements for residential properties, and that anything beyond those minimums may not be the Village's obligation to solve.

Trustee Collura responded that during last winter's storms, she rode along in a snowplow and saw firsthand how difficult it is for DPW crews to maneuver when cars are left on the

street overnight. She said it is essential for the Village to help ensure that streets remain clear for plowing, and if residents need to use the Stanley-Deming Park lot as an alternative during the winter months, she believed that was reasonable. She added that she had photos from the plow showing how challenging the conditions can be when vehicles obstruct the roadway.

Village Clerk Abramson asked whether the Board could implement a temporary approach now and then revisit the matter in a month. She wondered if the Board would have the flexibility to adjust the policy mid-season, such as shifting from open temporary parking to a permit system if needed.

Trustee Foster replied that it would be very difficult for the Village to reverse course once a blanket allowance was put in place. She cautioned that allowing open overnight parking now and then later trying to tighten the rules or impose permits would likely create confusion and frustration for residents.

Trustee Collura said there had been many comments about overnight parking—what works, what doesn't, and how communication could be improved. She noted that the Village would need to explore different options and develop a clearer long-term approach, but for now she felt confident that the Board could work toward a better, more comprehensive solution for next year.

Mayor Newhard asked the Board what solution they wanted to adopt right now to address the immediate issue at the Stanley-Deming Park parking lot, referring to it as the current "conundrum" that needed a timely resolution.

Village Clerk Abramson explained that the Clerk's Office regularly receives questions from residents, especially around the holidays, about where their guests are allowed to park overnight. She said people often report that the municipal lots fill up at night, including the Wheeler Avenue and Spring Street lots, leaving visitors unsure where to go. Because of this, staff often end up telling residents that parking is essentially first-come, first-served. She added that it is becoming increasingly unclear whether the Village truly has enough overnight capacity in its existing lots to meet current demand.

Trustee Foster noted that there is also a park-and-ride lot just outside the Village, as well as New Jersey Transit public transportation that provides direct access into the downtown area.

Trustee Collura asked whether the suggestion meant that if someone were visiting their grandmother in the Village, they would be expected to drive to the park-and-ride outside the Village, take a New Jersey Transit bus back in, and then get off at Park Lane.

Trustee Foster clarified that she wasn't suggesting what visitors should do — only pointing out that there are transportation options.

Mayor Newhard and Trustee Cheney noted that using the park-and-ride and bus option wouldn't necessarily be convenient, since it's a scheduled route and visitors might end up waiting for an extensive period.

Trustee Foster added that, ultimately, it is not Village Hall's responsibility to solve every individual parking scenario for people visiting relatives in the Village.

Trustee McKnight observed that the Board did not appear to be in agreement at this point in the discussion.

Trustee Collura said that regardless of which option the Board ultimately chose, installing clear signage would definitely help address confusion and make the rules easier for everyone to understand.

Trustee Foster expressed concern about the message the Village might send if it chose not to enforce the overnight parking rules. She noted that officers began enforcing the Code as written, some residents then complained about receiving tickets, and now the Board was considering not enforcing the Code at all. She said the Village cannot simply stop enforcement because people are unhappy with it; instead, the Board needs to address the underlying issue in a consistent and lawful way.

Trustee McKnight noted that the situation at Stanley-Deming Park was unclear, because the parking area there is not as straightforward as other locations governed by the overnight parking rules. He said the lot is not technically a standard municipal lot, which adds to the uncertainty about how the Code should apply in this specific case.

Trustee Cheney added that, for many years, residents of the nearby apartments have understood—informally—that they could park overnight at Stanley-Deming Park during the winter season. He said that although it was never officially authorized, this informal allowance had been relied upon by those residents as a place to park from November 1 through April 1.

Mayor Newhard said the Board could formally resolve the issue by explicitly granting permission for temporary overnight parking at Stanley-Deming Park for this winter season. He explained that doing so would not violate the Village Code; in fact, it would comply with the Code's existing provision allowing the Village Board to authorize exceptions. This approach, he said, would legitimize what has been informally allowed in the past while keeping enforcement consistent with the law.



Trustee Collura agreed, adding that part of the Village's responsibility is ensuring streets are clear enough for plows to operate safely and effectively during winter storms.

Trustee McKnight asked whether the posted signage itself could function as the Village Board's temporary authorization, noting that it could serve as the formal consent required under the code.

Trustee Cheney agreed, noting that the Board would need to pass a formal motion granting the temporary authorization, and the signage would then reflect the language of that motion.

Trustee Foster asked whether enforcement would resume at 6:00 a.m.

Trustee Collura added that enforcement should follow whatever hours were stated on the posted sign.

Trustee Foster noted that by 6:00 a.m. the park was open, meaning vehicles left beyond that time would essentially be using park parking without actually using the park.

Trustee McKnight responded that this was the inherent risk of a non-permit system.

Trustee Foster reiterated that this was precisely why she believed a permit system was necessary.

Trustee Cheney observed that this situation could already occur during the summer months, noting that vehicles sometimes remain parked at Stanley-Deming

Trustee Foster replied that such situations would not occur if the Village enforced a 24-hour parking limit within the park.

The Mayor added that the signage could also specify that parking would not be permitted to exceed 24 hours.

Trustee Collura suggested allowing overnight parking but restricting it during park hours.

Trustee McKnight explained that creating a time-limited parking allowance at Stanley-Deming Park would require amending the section of the Village Code that lists specific parking time limits by location. He noted that this table already included areas such as the CVS lots and the First Street parking lots, each with designated time restrictions. To be consistent, Stanley-Deming would need to be added to that same section, which could be done by the Board through home rule—either by motion or, more likely, by resolution.

Mayor Newhard pointed out that the locations listed in that section of the Code are municipal parking lots, whereas the Board's current discussion concerns parking within a Village park, which is regulated differently.

Trustee Foster reiterated that the Stanley-Deming parking area is a park facility and therefore falls under the regulations that govern park property. She said her concern was that the Village already receives many complaints about the limited availability of parking for actual park use. If the Board did not clearly define how the Stanley-Deming spaces could be used, it would worsen an existing problem. She noted that only three or four residents were known to rely on the spaces for overnight parking and suggested that the Board accommodate those individuals specifically and enforce the code otherwise.

Trustee McKnight asked whether the Board should install signage stating that overnight parking would be allowed only with a permit during the specified winter months. He asked if the Board should then add a corresponding fee to the Village's schedule of fees, mirroring the structure used for the Chase lot, and use the same permitting process already in place for that system.

Trustee Foster said the Village should simply stay consistent with its existing approach of issuing permits, questioning why this particular situation should be treated differently from others.

Trustee McKnight agreed that her point was fair.

Mayor Newhard added that the same language would need to be applied to the parking lot by the pavilion for consistency.

Trustee McKnight noted that both locations would need to be included, since the pavilion area is also a parking lot.

Village Clerk Abramson added that the spaces would need to be numbered to keep everything organized.

Trustee McKnight stated that the Board would need a resolution to amend the schedule of fees if they were going to make this change.

Trustee Foster clarified that the Board would not be creating a new fee, but rather adding an additional location to the list of areas where permitted parking is allowed.

Trustee McKnight noted that this adjustment should be sufficient, since the Village Code already covers the use of park facilities, and adding the location to the permitted-parking list would align it with existing regulations.

Mayor Newhard responded that the change would still require a formal motion from the Board to grant the exception, ensuring the permission is properly authorized and consistent with the Village Code.

Trustee Foster asked whether the Board could make a motion authorizing the Village Clerk to grant permission for overnight parking through a permit process.

Village Attorney Hayes explained that the Board would first need to authorize an exception for a specific number of designated spaces before any permits could be issued.

Village Clerk Abramson added that the authorization would need to specify the limited period of time, from November through April.

Trustee Collura added that the authorization would also need to specify the applicable hours.

The Board then discussed the specific time range during which the permits would be valid.

Trustee Collura then raised a question about how to clearly define the hours on the signage so that it would be easy for residents to understand which times fell outside of standard park hours and when permit parking would be allowed.

Trustee Foster clarified that the permit should only apply during the hours when the park is closed.

Village Clerk Abramson noted that there is currently no signage near the lot indicating the park's closed hours, which would complicate using that phrasing on a permit sign.

Chief Rader expressed concern that any permit or temporary allowance should also include language requiring vehicles to be moved within a certain period after a storm. He emphasized that without this requirement, the entire purpose of the overnight parking restrictions—ensuring clear access for plowing—would be undermined if vehicles were left snow-covered in place.

Mayor Newhard noted that vehicles parked in the Stanley-Deming lot would not be obstructing the street itself. He pointed out that while snow-covered cars can be an issue, the concern is different from vehicles left on public roadways during storms.

Chief Rader responded that although the spaces sit just off the roadway, they are still part of the area the Village needs to plow. He added that, at some point after a storm, the Village will need to clear the parking lot as well, so any system put in place should consider requiring vehicles to be moved within a reasonable timeframe.

Mayor Newhard explained that if permits were issued, the Village could designate consecutive spaces within that row for permit holders. Grouping those vehicles together would create a clear, predictable area that could remain temporarily uncleared, allowing the rest of the parking lot to be plowed without obstruction.

Trustee Foster clarified that the fine-print logistics did not need to appear on the physical signage. Instead, specific requirements—such as storm-related removal or consecutive placement—could be outlined directly on the permits themselves. The signage at the lot would only need to communicate the core rules: that the spaces are open to the public during park hours, and that permit-only parking is allowed outside those hours.

Village Attorney Hayes confirmed the clarification, noting that under the permit system being discussed, the designated permit spaces would still be open to the general public during park hours, with the permits only granting exclusive use outside those hours.

Trustee Foster suggested that the main park sign could state that parking was available during park hours for park use only, with an additional smaller sign indicating that designated permit spaces would be open to the public during park hours and reserved for permit holders outside those hours.

Chief Rader noted that permit holders would need to move their vehicles out of the lot by 6:00 a.m.

Trustee Foster clarified that the park is open from sunrise to sunset.

Trustee Collura suggested that if permits were issued, the Village would have the permit holders' contact information and could reach out directly when needed—for example, asking someone to temporarily move their car to allow plowing.

Mayor Newhard stated that the Village would have the permit holders' contact information, and the DPW could also be provided with it if vehicles needed to be moved during winter operations.

Trustee McKnight tried to clarify the procedural steps required. He noted that the schedule of fees would need a resolution, and Village Attorney Hayes had mentioned a possible motion related to granting the exception. However, he questioned whether an additional motion was necessary, since Village Code already states that exceptions must be preauthorized by the Village Board. He asked whether that existing language was sufficient or if the Board still needed to adopt a separate motion to fully address the matter.

Village Attorney Hayes explained that the Board would still need to formally act, noting that they had to explicitly authorize the exception for the specific parking spaces in question.

Trustee McKnight asked whether the Board needed to specify the exact number of parking spaces, or the specific spaces, that would be designated for the exception.

Trustee Cheney suggested that the resolution could generally reference the Stanley-Deming Park parking spaces, rather than specifying an exact number of spaces.

Trustee Foster asked whether the Board could delegate the authority to designate the specific spaces to the Office of the Clerk.

Mayor Newhard suggested beginning with six designated permit spaces and expanding the number later if the need increased.

Village Attorney Hayes recommended a motion stating that the Village was making an exception for six parking spaces at Stanley-Deming Park to be used by permit holders, with permits issued through the Village Clerk's Office, for use between November 1 and April 1.

Trustee Collura asked which specific parking spaces would be included and suggested the ones closest to South Street.

Mayor Newhard clarified that the designated permit spaces should be the ones closest to Park Lane, not the spaces near South Street.

A discussion followed regarding how the new fee should be listed in the Schedule of Fees. The Board considered what to name the fee so it would be clear and consistent with existing terminology. Various options were mentioned, including referencing the seasonal nature of the permit and identifying it specifically as overnight parking for Stanley-Deming Park. The Board agreed that the name should clearly distinguish these permits from other Village parking permits.

Trustee Cheney suggested adding language requiring permit holders to move their vehicles by 8 a.m. He noted that, at that point in the morning, on-street parking would again be available to them, resolving the concern about where the vehicles would go once park hours resumed.

Mayor Newhard responded that, in most cases, the individuals using those spaces would be leaving for work by that time anyway, which had historically been the pattern.

A brief discussion followed regarding the appropriate fee amount for the seasonal parking permits. The Board settled on \$105.00.

Additional discussion among the Board, Village Clerk Abramson, and Village Attorney Hayes ensued regarding how the motion should be finalized.

There was discussion regarding which section of the Village Code the parking fell under. Trustee Cheney noted that his interpretation had been that the provision related to use of the park itself, while others interpreted the Stanley-Deming spaces as parking that constituted use of the park. He stated he was unsure where the Board currently stood on that distinction.

Village Attorney Hayes suggested reviewing the definition of “park facilities” in the Village Code, noting that it might offer clarification on how such facilities are defined.

Trustee McKnight stated that he had prepared a motion to propose and was ready to present it, unless additional references or clarifications were needed before proceeding.

Village Attorney Hayes noted that the code classifies parking areas as part of the park facilities.

Trustee McKnight read the motion for Stanley-Deming overnight parking.

Trustee Cheney suggested adding the specific Section Code into the motion.

Trustee Collura expressed concern about moving to a permit system, noting that once permits were offered, many people might request them and the Village could quickly run out of available parking for park users.

Mayor Newhard responded that the proposal involved only six parking spaces, available for a limited number of months and only during specific overnight hours, so he did not believe it would create the broader problems.

Trustee Cheney stated that his preference was to move forward without requiring permits.

Trustee McKnight read the motion for the Stanely-Deming parking lot and was approved by a vote of three ayes and two nays.

Trustee McKnight read the motion for the McFarland Parking Lot on McFarland Drive in Memorial Park and was approved by a vote of three ayes and two nays.

Trustee Foster noted that Chapter 90-3 of the Village Code, which governs the general use of parks and park facilities, already defines parking areas as park facilities. She further highlighted that both Stanley-Deming Park and Memorial Park have provisions stating that no person may enter, remain, or be found in the parks between 9:00 p.m. and 6:00 a.m. without a special permit issued by the Village. She emphasized that the Code already requires the issuance of a special permit for activity during those hours.

### **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.

Christopher Collins, on behalf of the applicant, Dennis Rutherford, explained that the application was for the removal of an existing dilapidated dwelling at 30 Brady Road and the construction of a new four-unit apartment building, with two apartments per level and each containing two bedrooms. He stated that the parking calculation was done in accordance with the Village Code and noted that one required handicap-accessible space had not yet been added to the plan. He confirmed that the proposal required a Special Use Permit, which was the reason it was before the Board.

Mayor Newhard stated that it had been the Village's longstanding position that multi-apartment buildings function as commercial entities and are therefore required to undergo the Architectural and Historic Review Board review process.

Mr. Collins noted that they had recently appeared before the Planning Board, and that the Board also referenced the need for Architectural and Historic Review Board review.

Mayor Newhard stated that the Board would move forward with the application for now and, if additional questions arose when they reached the motion, they would address them at that time.

No further public comments.

**Exception to Village Code Section 90-4 (E (14)) & Amendment to Schedule of Fees for Temporary Overnight Parking Permits at Stanley Deming Park, November 1 – April 1**

A **MOTION** was made by Trustee McKnight, seconded by Trustee Foster and carried to formalize the exception in the Village of Warwick Code section 90-4 (E(14)) for six Stanley Deming parking spaces to be used by permit holders to be issued by the Village of Warwick Clerk's office for temporary overnight parking from November 1st to April 1st, 9 p.m. to 6 a.m.; and to amend the schedule of fees for Park Facilities to add temporary overnight Parking Permit for Stanley Deming Temporary Parking, from November 1st – April 1st from 9 p.m. to 6 a.m., for a fee of \$105.

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

Trustee Cheney Nay    Trustee Foster Aye    Trustee Collura Nay

Trustee McKnight Aye    Mayor Newhard Aye

**Discussion**

Please refer to Stanley Deming Park – Overnight Parking discussion.

**Exception to Village Code Section 90-4 (E (14)) & Amendment to Schedule of Fees for Temporary Overnight Parking Permits at Memorial Park Pavilion on McFarland Drive, November 1 – April 1**

A **MOTION** was made by Trustee McKnight, seconded by Trustee Foster and carried to formalize the exception in the Village of Warwick Code section 90-4 (E(14)) for six Memorial Park Pavilion on McFarland Dr. parking spaces to be used by permit holders to be issued by the Village of Warwick Clerk's office for temporary overnight parking from November 1st to April 1st, 9 p.m. to 6 a.m.; and to amend the schedule of fees for Park Facilities to add temporary



overnight Parking Permit for Memorial Park Pavilion on McFarland Dr. Temporary Parking, from November 1 - April 1 from 9 p.m. to 6 a.m., for a fee of \$105.

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

Trustee Cheney Nay Trustee Foster Aye Trustee Collura Nay

Trustee McKnight Aye Mayor Newhard Aye

### **Discussion**

Please refer to Stanley Deming Park – Overnight Parking discussion.

### **Campbell Road Watermain Extension - Engineering & Surveying Properties**

A **MOTION** was made by Trustee Cheney, seconded by Trustee Foster and carried to accept the proposal dated November 12, 2025, from Engineering & Surveying Properties to provide land surveying and engineering services for the design, permitting, bidding and construction oversight/inspection of a proposed watermain extension located on Campbell Road and authorize the mayor to sign the same. The total project cost of \$36,300 to serve as not-to-exceed amount without prior written authorization from the Village of Warwick Board of Trustees. Funds are appropriated in budget code F1440.4700.

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

### **Partners in Safety 2026 DOT and NON-DOT Drug & Alcohol Testing Agreements**

A **MOTION** was made by Trustee Cheney, seconded by Trustee Foster and carried to authorize the Mayor to execute the 2026 DOT and NON-DOT Drug and Alcohol Testing Agreements with Partners in Safety and to authorize payment in the amount of \$870.00 for the 2026 DOT & NON-DOT Consortium Fees for the Drug and Alcohol Program at a rate of \$58.00 per employee. Funds are appropriated in budget code A 4010-4910 in the FY2025-26 budget.

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

**Payment #4 – TAM Enterprises, Inc. – Maple Avenue Booster Station Project**

A **MOTION** was made by Trustee Cheney, seconded by Trustee Foster and carried to approve payment #4 in the amount of \$23,750 to TAM Enterprises, Inc. for the Relocation of the Maple Avenue Booster Station Project as per the recommendation of Village Engineer, Barton & Loguidice. Funds are appropriated in budget code H8320.2000.

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

**Payment #13 – TAM Enterprises, Inc. – Well #3 Treatment Plant Project**

A **MOTION** was made by Trustee Cheney, seconded by Trustee Collura and carried to approve payment #13 in the amount of \$93,638.65 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

**Payment #3 – Joseph Warren Electrical – Well #3 Treatment Plant Project**

A **MOTION** was made by Trustee Cheney, seconded by Trustee Collura and carried to approve payment #3 in the amount of \$19,275.50 to Joseph Warren Electrical 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

**2025/2026 Winter Office Intern – Justin Oehlmann**

A **MOTION** was made by Trustee Cheney, seconded by Trustee Foster and carried to hire Justin Oehlmann to the position of Village of Warwick Engineering Intern at 32.5 hours per week for approximately five (5) weeks with a start date of December 15, 2025. The rate of pay to be in accordance with the FY25-26 budget.

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

**Warwick Lions Club – Bell Ringing**

A **MOTION** was made by Trustee Foster, seconded by Trustee Cheney and carried to grant permission to the Warwick Lions Club to ring bells for the Salvation Army at the business locations of 33-37 Main Street on December 6, 7, and 14, 2025, between the hours of 10:00 a.m. and 4:00 p.m. Proof of proper insurance has 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

**Standardized Notice Form from the NYS Liquor Authority – MMAK Concepts LLC**

A **MOTION** was made by Trustee Foster, seconded by Trustee McKnight and carried to acknowledge receipt of the Standardized Notice Form from the New York State Liquor Authority for an on-premises liquor license for MMAK Concepts LLC located at 13 Forester Avenue, Warwick, NY 10990 and authorize the Village Clerk to submit a letter notifying the New York State Liquor Authority that there are no objections to this notification and application.

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

**Agreement for Repayment of Water & Sewer Charges – 43 North Lynn Street**

A **MOTION** was made by Trustee Foster, seconded by Trustee McKnight and carried to authorize the Mayor to enter into an Agreement for Repayment of Water and Sewer Charges with the property owner at 43 North Lynn Street, Warwick NY in the amount of \$3,207.49 to be paid in sixteen quarterly installments of \$200.47 and authorize the Mayor to sign the same.

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 Justice Court Audit as of May 31, 2025**

A **MOTION** was made by Trustee Collura, seconded by Trustee McKnight and carried to acknowledge that Michael Vernieri, Auditor for the Village of Warwick, performed an internal audit of the Village of Warwick Justice Court as of May 31, 2025, to comply with section 2019-a of the Uniform Justice Court Act and has found that all reporting and record keeping is being completed in a timely manner and the reports are in compliance with the New York State requirements.

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

**8 Forester Avenue – Special Use Permit for 3<sup>rd</sup> Floor – WITHDRAWN**

A **MOTION** was made by Trustee McKnight and seconded by Trustee Cheney to acknowledge receipt of the application from Warwick LLC for a Special Use Permit to convert an existing 3<sup>rd</sup> floor office space to a two-bedroom, one bathroom apartment at 8 Forester Avenue, section block and lot 207-3-3, to set an escrow for processing of the application at \$2,000, and to refer

the application to the Village Attorney and the Village's Engineering Consultant for review and comment.

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

Trustee Cheney \_\_\_\_ Trustee Foster \_\_\_\_ Trustee Collura \_\_\_\_

Trustee McKnight \_\_\_\_ Mayor Newhard \_\_\_\_

### **Discussion**

The Board discussed whether the applicant's request to convert an existing third-floor office into a residential unit should be reviewed as a Special Use Permit by the Village Board or as a Conditional Use by the Planning Board. A Special Use Permit had been issued in 2024 for the first and second floors, but that project was completed and the permit was considered closed. Village Attorney Hayes explained that the new request involved only the third floor and that the Village Code identifies residential use on the second and third floors of an existing building as a Conditional Use within the Central Business District. She believed the application should therefore be treated as a new Conditional Use rather than an amendment to the prior Special Use Permit. The Planning Board attorney, however, believed the matter should be handled as an amendment to the existing Special Use Permit because the building already had an approved multiple residence classification.

The Board reviewed the code language and noted ongoing confusion between mixed-use provisions and multiple-residence provisions. The Board discussed that the previous approval had been categorized as a multiple residence due to the first-floor residential units, but that the current request aligned with the Conditional Use provisions for adding residential units on the upper floors of an existing building. The engineer's report also identified the third-floor conversion as a Conditional Use. The Board examined whether the number of units or bedrooms allowed under the prior permit had any bearing on the current request and whether increasing the total number of apartments required revisiting the original Special Use Permit. Members also discussed that the proposal included exterior changes such as a rooftop deck and an enclosed staircase, which would require Architectural and Historic District Review Board involvement regardless of the review pathway.

The Board compared the procedural differences between the two routes. A Special Use Permit would add cost to the applicant due to escrow, involve broader Village Board discretion, and require additional hearings. A Conditional Use review would fall under the Planning Board and appear to better match the plain wording of the code, but some

felt the Special Use Permit route provided a clearer legal path because the building already held an approved Special Use Permit for multiple residences. Members noted that the code does not clearly explain how to amend a Special Use Permit, which added uncertainty. The Board also reviewed the timeline and determined that either route would involve referrals to the attorney and engineer, Architectural and Historic District Review Board review, and County Planning review, resulting in a similar timeframe.

After extensive discussion, the Board agreed that the matter fell into a gray area and that further clarification was needed. The motion to proceed under a Special Use Permit was withdrawn, and the Board chose not to acknowledge receipt of the application in order to avoid initiating the Special Use Permit process prematurely. The Board concluded that Mayor Newhard would speak with Planning Board Attorney Liz Cassidy to reconcile the differing interpretations and determine the appropriate course of action.

### **8 Forester Avenue – Special Use Permit for 3<sup>rd</sup> Floor**

A **MOTION** was made by Trustee McKnight and seconded by Trustee Collura and carried to withdraw the motion to acknowledge receipt of the application from Warwick LLC for a Special Use Permit to convert an existing 3<sup>rd</sup> floor office space to a two-bedroom, one bathroom apartment at 8 Forester Avenue, section block and lot 207-3-3, to set an escrow for processing of the application at \$2,000, and to refer the application to the Village Attorney and the Village's Engineering Consultant for review and comment.

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 said that the matter before the Board involved a special use permit rather than a zoning request because the project was classified as multifamily.

Trustee Cheney clarified that the project was considered more than a two-family dwelling and therefore fell under the category of a multiple residence.

Trustee Foster said the property was currently zoned for residential use.

Trustee McKnight, referring to the table, said he saw that multiple residences in a

residential zone clearly required a special use permit.

**30 Brady Road – Special Use Permit**

A **MOTION** was made by Trustee McKnight, seconded by Trustee Collura and carried to acknowledge receipt of the application from Dennis Rutherford for a Special Use Permit for the removal of an existing 3-bedroom, single-family dwelling and the construction of a two-story, multi-family dwelling at 30 Brady Road, section block and lot 218-1-4, to set an escrow for processing of the application at \$2,000, and to refer the application to the Village Attorney and the Village’s Engineering Consultant for review and comment.

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 VILLAGE OF WARWICK BOARD OF TRUSTEES**  
**PREPARATION OF A COMMUNITY ASSESSMENT AND CLIMATE**  
**ADAPTATION PLAN**

WHEREAS: The Village was awarded a grant to complete actions within the New York State Department of Environmental Conservation Climate Smart Communities program and has received Barton & Loguidice’s (“B&L”) proposal for its consulting services in the preparation of a Community Climate Assessment and Climate Adaptation Plan in response to the grant. This assessment and adaptation plan will provide key insight and actionable strategies regarding the Village’s resilience and adaptation to a changing climate. Accordingly, the Board intends to accept B&L’s proposal for its consulting services.

THEREFORE, IT IS RESOLVED that the Board of Trustees accepts B&L’s proposal, with the accompanying Terms and Conditions and Rider, for the preparation of a Community Climate Assessment and Climate Adaptation Plan in the amount of \$45,000, utilizing Village funds from A-1440-4000.

Trustee McKnight presented the foregoing resolution which was seconded by

Trustee Cheney,

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 \_\_\_\_\_

**Discussion**

The Board discussed whether the resolution should be amended to include additional details about the grant. They ultimately decided to include the amount of the grant in the resolution.

**RESOLUTION VILLAGE OF WARWICK BOARD OF TRUSTEES  
PREPARATION OF A COMMUNITY ASSESSMENT AND CLIMATE  
ADAPTATION PLAN - AMENDED**

WHEREAS: The Village was awarded a grant to complete actions within the New York State Department of Environmental Conservation Climate Smart Communities program in the amount of \$25,000 and has received Barton & Loguidice's ("B&L") proposal for its consulting services in the preparation of a Community Climate Assessment and Climate Adaptation Plan in response to the grant. This assessment and adaptation plan will provide key insight and actionable strategies regarding the Village's resilience and adaptation to a changing climate. Accordingly, the Board intends to accept B&L's proposal for its consulting services.



THEREFORE, IT IS RESOLVED that the Board of Trustees accepts B&L's proposal, with the accompanying Terms and Conditions and Rider, for the preparation of a Community Climate Assessment and Climate Adaptation Plan in the amount of \$45,000, utilizing Village funds from A-1440-4000.

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

## **Reports**

### **Trustee Cheney's Report:**

Trustee Cheney reported that the Village remained under voluntary water conservation and encouraged residents to reduce usage by eliminating outdoor watering for plants and lawns, avoiding vehicle washing, and conserving water indoors by consolidating loads of dishes and laundry. He noted that additional information was available on the Village website under "How to Conserve Water."

He stated that the New York State Department of Transportation paving project was winding down, with activity decreasing and expected to remain quiet through the winter based on his discussions with the contractor.

He also reported that water line work would take place on Grand Street during the week, where an insertion valve was being installed in connection with the new booster pump station. He said lane closures and flaggers should be expected during this work. He noted that staging might have

begun that day, and the installation of the insertion valve was anticipated for either Tuesday or Wednesday to allow the system to be shut down so piping for the new pump station could be connected.

Trustee Foster asked whether the State would be reinstalling the crosswalk that had been paved over during the recent work on Galloway. She said that Trustee Cheney had contacted the State about it and that the original plan had been to move the crosswalk, but it now appeared that the State would be putting it back in its existing location.

Trustee Foster said the crosswalk was very important and thanked Trustee Cheney for following up on the matter.

Trustee McKnight asked when the work on Route 94 would resume.

Trustee Cheney said the work on Route 94 would resume sometime in the spring. He explained that it would depend on which activities the State prioritized, but paving would likely not take place until late summer or early fall. He noted that several major projects still needed to be completed, including the Colonial Avenue intersection, a possible culvert replacement on Galloway, another culvert near Homestead Village where the stream comes down from the County Park, and the roundabout.

Trustee McKnight asked whether a sidewalk was being installed on Galloway to connect to the school.

Mayor Newhard responded that the sidewalk would extend only to South Street. He added that they had hoped to extend the sidewalk to the school and had tried to do so. Mayor Newhard said the Village would be getting a new crosswalk at Larry's Deli, which he felt was a great improvement. He added that the full loop of sidewalk around South Street had been completely redone, and a new sidewalk would run from South Street up to Oakland Avenue and beyond. He noted that these improvements would be significant on their own.

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

Trustee Foster reported that the Warwick Merchants Collective was presenting *Shop Local and Give Back* to support the local food pantry. From November 23 to December 13, residents could purchase a canvas bag, with all proceeds donated to the Warwick Ecumenical Food Pantry. She noted that each \$20 bag would be filled with coupons for free gifts and give-backs from participating Warwick businesses, and the bags would be available downtown during the promotion period.

She also highlighted the upcoming *Warwick Home for the Holidays* season, which will feature ongoing events, including free horse-and-buggy rides, weather permitting, with dates still being finalized. A Shop Local fundraising event will coincide with the promotion just discussed, and Small Business Saturday will take place on November 29.

Santa will appear on Railroad Green on November 23, 28, and December 7, 14, 20, and 21 from 12:00 p.m. to 3:00 p.m. Seasonal caroling and other sights and sounds of the holidays will also be happening throughout the Village.

The Warwick Tree Lighting will take place on November 28 at 6:00 p.m. at Lewis Park. *Winding Through Warwick* will be held on December 6 from 10:00 a.m. to 4:00 p.m. The menorah lighting will be on December 14 at 5 p.m., also at Lewis Park. She added that *Apple Eve* will return on December 31 at 11:30 p.m. on Railroad Green, and she hoped the weather would not be below zero this year.

Trustee Foster reported that the Patriots Path subcommittee will be getting underway and that the design process had officially begun. She said the group was very excited to move forward with the project.

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

Trustee Collura reported that caroling at the Nativity in Lewis Park will take place on Sunday, December 7, from 5:00 p.m. to 6:00 p.m. She also announced that the Warwick Valley Gardeners will be hosting the lighting of Railroad Green on Saturday, November 22, at 6:00 p.m.

She shared two upcoming Historical Society events as well. On Sunday, November 23, from 2:00 p.m. to 4:00 p.m., the Warwick Historical Society will celebrate the release of its community cookbook, *Gather Round: Historic and Homemade Recipes from Warwick, New York*. Attendees could RSVP on the Society's website, and the ticket included the cost of the book.

In December, the Historical Society will host its second annual cookie exchange on December 7 from 2:00 p.m. to 4:00 p.m. at the Buckbee Center. The cost was \$25 per person, and registration was available at [warwickhistory.org](http://warwickhistory.org).

#### **Trustee McKnight's Report:**

Trustee McKnight reported that he had spoken earlier that morning with the project manager for the Village's NYSERDA-funded solar project. He said Village Attorney Hayes had provided

red-line edits that now needed to be sent to the vendor for review. Once the vendor completed its review, NYSERDA would also need to look over the agreement before the Village signed it to ensure everything was consistent. He noted that NYSERDA expected to review it quickly, but after that there would likely be a period of waiting while Orange and Rockland completed its portion of the work. He added that the vendor already knew the required contacts and would handle much of the legwork.

He said that if the agreement were signed within the year, the actual installation work would still need to wait until spring, weather permitting. He explained that the bid reflected a gross system value of approximately \$302,000, but with NYSERDA incentives and grant funding, the Village's out-of-pocket cost would be around \$6,000, which he described as excellent news. He added that although some panels would be replaced with different models, the updated panels were higher quality and would produce a similar amount of energy.

He said the project was moving forward, and that before anything was signed, the agreement would be sent to NYSERDA for final review. He then asked Village Attorney Hayes whether the Board would need another motion or resolution before accepting or signing the contract.

Village Attorney Hayes said the Board would need to take a step similar to what it had done previously and adopt a resolution approving the agreement.

Trustee McKnight said the Board would need to approve the agreement and authorize the Mayor to sign it. He was unsure whether the red-line revisions would be completed by the next meeting, noting it was probably unlikely but they would see how the timeline progressed. He added one final point: the Village would receive 25 percent of the grant upon signing the contract, but the remaining funds would not be released until the project was completed. As a result, the Village would need to temporarily outlay those costs, and he had already discussed this with the Village Treasurer.

Trustee Foster commented that the Village would need to essentially loan the funds to itself again to cover the temporary outlay.

Trustee McKnight agreed, saying the Village would need to loan the money to itself from another fund.

### **Mayor Newhard's Report:**

Mayor Newhard gave his report and said he had a few items to share. He described a Zoom call held a couple of weeks earlier with local food pantries, farmers, and members of the Farmers Market who were concerned about the threatened SNAP funding and wanted to find ways to help. He said the conversation led to something remarkable: with support from the Regional

Food Bank, more than 100 volunteers set up a drive-through food pantry at the Town Park on a recent Saturday. He said it was heartening to see so many people preparing baskets and bags for families who might need them.

He expressed gratitude to Town Supervisor Jesse Dwyer for the significant legwork he did in coordinating with the local food pantries and making the event possible. The Mayor said it appeared to have helped a great many people and served as an important bridge while the SNAP funding situation stabilized, as it now appeared less at risk.

He also reported that the Village's *New York Forward* application had been submitted. He noted that he had kept the Board updated throughout the process and said the final stages were extremely intense. He and Trustee Foster agreed that the draft the Village received from the grant writer required considerable additional work. He said that, together with the Clerk's Office and Trustee Foster, they were able to pull all the pieces together and create a strong application. He added that he was very excited about it and hopeful for a positive outcome.

Mayor Newhard said the *New York Forward* application was very important, noting that while the program focused on downtown revitalization, its ripple effects would benefit the entire community. He reminded the Board that the Village had come very close to receiving the award the previous year and expressed hope that this year would be successful.

He announced that the Chamber Gala will take place on Thursday. As Police Chief Rader had mentioned, the Chamber will be honoring the Village's Police Department for their extraordinary work during Applefest. The Chamber will also be recognizing the Village's Department of Public Works for the work they perform year-round to maintain a beautiful and safe Village. He emphasized that the DPW's responsibilities stretched far beyond roads and drainage, touching everything from the Chamber office building to countless community partnerships with groups such as the Chamber of Commerce, the Historical Society, and the Warwick Valley Gardeners. He said these partnerships helped make Warwick a remarkable community, and the DPW often served as the "muscle and legwork" for many of these efforts—"the glorified stagehands," as he put it, who helped create the setting that made the Village so special. He expressed how pleased he was that the Chamber chose to honor them.

Finally, he wished everyone a very happy Thanksgiving on behalf of the Board, noting that it was his favorite holiday.

He then invited final comments from the Board. Seeing that the public had already departed, he reflected on the evening's meeting. He said the discussion they had just navigated was a testament to working collaboratively through complex issues. He acknowledged that many matters contained gray areas and that the Board's careful thought process was essential in

making well-reasoned decisions. Whether members agreed fully, partially, or not at all, he said what mattered most was that they analyzed the issues thoroughly and did the necessary legwork.

He added that he hoped the public recognized this, and he told the Board he was very proud of them.

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

No comments.

**Final Comments from the Board**

No comments.

**Adjournment**

A **MOTION** was made by Trustee McKnight, seconded by Trustee Foster and carried to exit the regular meeting at approximately 10:00 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