

**BOARD OF TRUSTEES  
VILLAGE OF WARWICK  
SEPTEMBER 2, 2025  
AGENDA**

**LOCATION:  
VILLAGE HALL  
77 MAIN STREET, WARWICK, NY  
7:30 P.M.**

**Call to Order  
Pledge of Allegiance  
Roll Call**

1. Introduction by Mayor Newhard.
2. Acceptance of Minutes: August 18, 2025.

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

Trustee Cheney \_\_\_\_ Trustee Foster \_\_\_\_ Trustee Collura \_\_\_\_  
Trustee McKnight \_\_\_\_ Mayor Newhard \_\_\_\_

3. Authorization to Pay all Approved and Audited Claims in the amount of  
\$ \_\_\_\_\_.

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

Trustee Cheney \_\_\_\_ Trustee Foster \_\_\_\_ Trustee Collura \_\_\_\_  
Trustee McKnight \_\_\_\_ Mayor Newhard \_\_\_\_

**Announcements**

1. The Village of Warwick has been awarded a 2025–2026 Local Government Records Management Improvement Fund (LGRMIF) Grant in the amount of \$73,820 to support a Document Conversion and Access Project. The funding will allow the Village to implement Laserfiche, digitize approximately 265,000 images of key historical and financial records, and provide staffing for full image verification.

**Correspondence**

1. Letter from Village Cove Condominium HOA commending the efforts of Village of Warwick Water Distribution Supervisor, Christopher Bennett and Water Department

staff, Dylan Gerster and Chris Kane, on their work during the major project to update the curb stop valves that serve ten buildings within the association.

2. Letter from NYS Homes and Community Renewal informing the Village of Warwick that it has met the requirements necessary to maintain the status as a Pro-Housing Community for 2025.
3. Village of Warwick Recreation Director, Ron Introini's 2025 Village of Warwick Recreation Summary report.
4. Letter from the Orange County Department of Health regarding the approval of plans and specs for the Maple Avenue Booster Station Relocation.

### **Discussion**

1. Halloween 2025

### **Public Comment - Agenda Items Only**

#### **GUIDELINES FOR PUBLIC COMMENT**

The public may speak only during the meeting's Public Comment period and at any other time a majority of the Board allows. Speakers must be recognized by the presiding officer, step to the front of the room/microphone, give their name, residency, and organization, if any. Speakers must limit their remarks to three minutes (this time limit may be changed to accommodate the number of speakers) and may not yield any remaining time they may have to another speaker. Board members may, with the permission of the mayor, interrupt a speaker during their remarks, but only for the purpose of clarification or information. The Village Board is not required to accept or respond to questions from the public at meetings but may request that inquiries be submitted in writing to be responded to at a later date. All remarks must be addressed to the Board as a body and not to individual Board members. Interested parties or their representatives may also address the Board by written communications.

### **Motions**

#### **Trustee Cheney's Motions**

1. **MOTION** to accept the proposal from Ackerley & Hubble Appraisal Corp. dated June 18, 2025, for appraisal services for the WQIP Land Acquisition project at a cost of \$8,400 and authorize the Mayor to sign the Authorization to Proceed.

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

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

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

2. **MOTION** to amend the motion made on August 18, 2025, to hire Thomas DeLuca to the position of Seasonal Department of Public Works Laborer to perform the duties of Brush Pile Attendant with a start date of August 23, 2025, as opposed to September 6, 2025.

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

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

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

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

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

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

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

4. **MOTION** to hire Brandon Tuck to the position of Full-Time Laborer at the current Collective Bargaining Agreement rate of pay contingent upon his obtaining a CDL within one year of hire. September 2025 start date to be determined per the recommendation of DPW Supervisor, Michael Moser.

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

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

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

5. **RESOLUTION AUTHORIZING SUBMISSION OF A NEW YORK STATE  
WATER INFRASTRUCTURE IMPROVEMENT ACT (WIIA) GRANT  
APPLICATION FOR THE VILLAGE OF WARWICK WATER SYSTEM  
IMPROVEMENTS PROJECT**

**WHEREAS**, the Village Board of the Village of Warwick duly caused to be prepared a Preliminary Engineering Report (PER) recommending improvements to the Village's Reservoir Water Storage Tank; and

**WHEREAS**, the proposed improvements to such water system components include upgrades such that the Reservoir Water Storage Tank will meet the Recommended Standards for Waterworks; and

**WHEREAS**, the Project will include construction of two (2) new water storage tanks, replacing the existing Reservoir Tank; and

**WHEREAS**, the opinion of probable project costs of these improvements, is \$3,600,000; and

**WHEREAS**, the Village Board now desires to pursue grant funding for the project under the New York State Water Infrastructure Improvement Act (WIIA) program.

**NOW, THEREFORE, BE IT RESOLVED**, that the Village Board of the Village of Warwick, Orange County, New York, authorizes the submission of a New York State Water Infrastructure Improvement Act (WIIA) grant application; and

**BE IT FURTHER RESOLVED**, that the Mayor is hereby authorized to submit an application on behalf of the Village for grant funding under the New York State Water Infrastructure Improvement Act (WIIA) Program, and to execute any agreements, instruments or other documents in connection with the Village's acceptance of any such grants and/or the funding thereof; and

**BE IT FURTHER RESOLVED**, that the Mayor may authorize any required local match required with respect to financing or grants awarded to the Village for the Project through the use of cash and/or in-kind services; and

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately.

\_\_\_\_\_ presented the foregoing resolution which was  
seconded by \_\_\_\_\_,

The vote on the foregoing resolution was as follows:

Barry Cheney, Trustee, voting \_\_\_\_\_

Carly Foster, Trustee, voting \_\_\_\_\_

Thomas McKnight, Trustee, voting \_\_\_\_\_

Mary Collura, Trustee, voting \_\_\_\_\_

Michael Newhard, Mayor, voting \_\_\_\_\_

#### 6. **Reservoir Water Tank Replacement**

**WHEREAS**, the Village of Warwick (the “Village”) owns and operates a municipal water system (the “Water System”) serving the Village; and

**WHEREAS**, the Village is currently in the design phase of the Reservoir Water Storage Tank Replacement Project, in response to the tank being near the end of its useful life; and

**WHEREAS**, the current engineer’s opinion of probable construction cost for the Reservoir Water Storage Tank Replacement Project [hereinafter collectively the "Project"] is Three Million Six Hundred Thousand Dollars \$3,600,000.00 [the “Capital Project Cost”]; and

**WHEREAS**, the Village intends to finance the Project through issuance of bonds in the amount of \$3,600,000.00 pursuant to the Local Finance Law of the State of New York; and

**WHEREAS**, although the Village will pay the full amount of the Capital Project Cost through bonding, the Village is also applying to the New York State Water Infrastructure Improvement Act (“WIIA”) Program seeking a grant for sixty (60) percent of eligible costs

related to the Project, and, if the WIIA grant application is approved, the amount required to be bonded will be concomitantly decreased; and

**WHEREAS**, although the Village will pay the full amount of the Capital Project Cost through bonding, the Village maintains a capital reserve fund which, depending on certain future circumstances, may be available to provide funds to pay a portion of the costs related to the Project, and, if such capital reserve funds ultimately are available to pay a portion of the cost of the Project, the amount required to be bonded will be concomitantly decreased; and

**WHEREAS**, the Board of Trustees of the Village has conducted Public Information Meetings to take comments from the public on the Village's proposed improvements to the Water System which constitute the Project.

**NOW, THEREFORE**, be it **RESOLVED** as follows:

1. That the Village Board of Trustees hereby determines that the Village shall undertake the Reservoir Water Storage Tank Replacement Project; and
2. That the work to be undertaken in the Project shall be the replacement of the Reservoir Water Storage Tank, including the construction of two (2) 600,000 gallon water storage tanks, demolition of the existing Reservoir Tank, connection of the two (2) new tanks to the existing water system, site restoration, engineering services, associated administrative and legal services, and other ancillary costs necessary to complete the Project; and
3. That funding for the Project shall be provided through issuance of bonds in the amount of \$3,600,000.00 , less any amount which may ultimately be received through a WIIA grant or any amount which may be available from the Village's capital reserve funds; and
4. That upon completion of the Project, the new Reservoir Water Storage Tanks shall merge into the already existing Water System.

\_\_\_\_\_ presented the foregoing resolution which was  
seconded by \_\_\_\_\_,

The vote on the foregoing resolution was as follows:

Barry Cheney, Trustee, voting \_\_\_\_\_

Carly Foster, Trustee, voting \_\_\_\_\_

Thomas McKnight, Trustee, voting \_\_\_\_\_

Mary Collura, Trustee, voting \_\_\_\_\_

Michael Newhard, Mayor, voting \_\_\_\_\_

**7. 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	Sign Inspections		\$50.00

; and

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

Category	Sub-Category	Type of Fee	Amount	Notes
Building Department	Signs	New Sign Application	<del>\$50.00</del> \$75.00	*Adopted 11/6/2023. Exemption - Sign applications before the Planning Board for site plan application.
Building Department	Signs	Sign Alteration / Relocation Application	<del>\$50.00</del> \$75.00	
Building Department	Fire Inspections	Assembly Space	<del>\$50.00</del> \$75.00	Maximum 1 hour per inspection
Building Department	Fire Inspections	General Commercial	<del>\$25.00</del> \$50.00	Maximum 30 minutes per inspection
Building Department	Fire Inspections	Institutional	<del>\$100.00</del> \$150.00	Maximum 3 hours per inspection
Building Department	Fire Inspections	Multiple Dwelling-under 10 units	<del>\$50.00</del> \$75.00	Maximum 1 hour per inspection
Building Department	Fire Inspections	Multiple Dwelling-over 10 units 10 or more units	<del>\$100.00</del> \$150.00	Maximum 2 hours per inspection

In the Schedule of Fees, under heading “Architectural Review” the following fees shall be amended:

Category	Sub-Category	Type of Fee	Amount
Architectural Review		Application for certificate of no exterior effect	<del>\$50.00</del> \$75.00

\_\_\_\_\_ presented the foregoing resolution which was  
seconded by \_\_\_\_\_,



The vote on the foregoing resolution was as follows:

Barry Cheney, Trustee, voting \_\_\_\_\_

Carly Foster, Trustee, voting \_\_\_\_\_

Thomas McKnight, Trustee, voting \_\_\_\_\_

Mary Collura, Trustee, voting \_\_\_\_\_

Michael Newhard, Mayor, voting \_\_\_\_\_

### **Trustee Foster's Motions**

8. **MOTION** to approve the New York State Local Retirement System Standard Workday and Reporting Resolution for Village of Warwick Trustee Mary Collura with a Record of Activities Result of 7.24 days per month.

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

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

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

9. **MOTION** to grant permission to WVT Fiber/Archtop Fiber to install wireless Wi-Fi access points in Stanley-Deming Park for the benefit of the 2025 Applefest Event. (4) four access points will be installed on the bathroom building & (3) three access points will be installed on the basketball courts. The request includes access to electricity at each location. Installation and testing to take place approximately September 1, 2025, with removal no later than October 13, 2025. Completed park permit, security deposit and proof of insurance including Certificate of Workers' Compensation and Disability have been received. Archtop Fiber met with Village of Warwick Mayor, Deputy Mayor, DPW Supervisor and Assistant Public Works Supervisor upon application.

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

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

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

10. **MOTION** to grant permission to the Warwick Valley Community Center to hold an “old time” kid’s carnival (interactive hand constructed games - no rides) and photos with Marvin the Camel in Stanley Deming Park on the east side of the creek, including the basketball court, as part of the 2025 Applefest Community Center Event on Sunday, October 5, 2025, from 9:00 a.m. to 5:00 p.m. as per their letter dated August 23, 2025. Set up of the “old time” kid’s carnival to begin on Saturday, October 4, 2025, and breakdown to be completed by Monday, October 6, 2025. Marvin the Camel’s paddock to be set up Saturday, October 4, 2025, and to be removed by Monday, October 6, 2025. Completed park permit, and security deposit have been received. Approval pending proof of proper insurance from the Warwick Valley Community Center and Sanctuary for Animals.

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

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

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

#### **Trustee Collura’s Motions**

11. **MOTION** 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, 2024, 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:

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

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

12. **MOTION** to acknowledge receipt of the Standardized Notice Form from the New York State Liquor Authority for an on-premises liquor license for Sugars Warwick LLC located at 32 Main Street, 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:

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

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

## **Trustee McKnight's Motions**

13. **MOTION** to appoint William Frank, Esq. and the law firm of Blustein, Shapiro, Frank & Barrone, LLP, as Alternate Attorneys to the Village of Warwick Planning Board.

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

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

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

14. **MOTION** to return the Zoning Board escrow balance of \$935.82 to M&L Equity Auto for a lot line change application. All invoices have been paid as per email from the Zoning Board of Appeals Attorney.

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

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

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

15. **MOTION** to acknowledge receipt of the Special Use Permit Application for a Wireless Communication Facility from T-Mobile for the existing wireless facility located on the rooftop of St. Anthony Community Hospital, 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:

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

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

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

## **Final Comments from the Board**

## **Executive Session, if applicable**

## **Adjournment**

**BOARD OF TRUSTEES  
VILLAGE OF WARWICK  
SEPTEMBER 2, 2025  
ADDENDUM NO. 1**

**16. VILLAGE OF WARWICK BOARD OF TRUSTEES  
RESOLUTION ACCEPTING OFFER OF DEDICATION OF  
BICYCLE PUMP TRACK IN VETERANS MEMORIAL PARK**

WHEREAS: By resolution, dated April 22, 2025, the Board of Trustees previously accepted an offer by the Warwick Lions Club to dedicate the labor and materials necessary for construction of a bicycle pump track at a designated location in Veterans Memorial Park, which acceptance was subject to a determination by the Village that the work had been properly performed and the materials and equipment had been installed in accordance with the plans. The designer of the plans, Get Dirty Designs, has now submitted a Certificate of Project Completion to the Board certifying that the project has been built, placed into service and completed in accordance with the approved plans, specifications, and other supporting information.

THEREFORE, IT IS RESOLVED that the Board of Trustees, in reliance on the Certificate of Project Completion, accepts dedication of the work, materials and equipment provided by the Warwick Lions Club to construct the bicycle pump track at Veterans Memorial Park and affirms that unconditional ownership of the work, materials and equipment is vested in the Village of Warwick.

IT IS FURTHER RESOLVED that on behalf of the Village of Warwick, the Board of Trustees extends its gratitude and appreciation to the Warwick Lions Club for its generous contribution to the Village's recreation facilities.

\_\_\_\_\_ presented the foregoing resolution which was  
seconded by \_\_\_\_\_,

The vote on the foregoing resolution was as follows:

Barry Cheney, Trustee, voting \_\_\_\_\_

Carly Foster, Trustee, voting \_\_\_\_\_

Thomas McKnight, Trustee, voting \_\_\_\_\_

Mary Collura, Trustee, voting

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Michael Newhard, Mayor, voting

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**BOARD OF TRUSTEES  
VILLAGE OF WARWICK  
SEPTEMBER 2, 2025  
ADDENDUM NO. 2**

**17. VILLAGE OF WARWICK BOARD OF TRUSTEES  
RESOLUTION ESTABLISHING CAPITAL ACCOUNT FOR  
RESERVOIR LAND ACQUISITION PROJECT**

WHEREAS: The Village is undertaking a project to acquire land adjoining the villages reservoir property and the Board intends to establish a capital account for the project.

THEREFORE, IT IS RESOLVED that the Board hereby establishes a segregated capital account called Reservoir Land Acquisition, which account shall be initially funded with a Water Quality Improvements Project grant from NYS DEC in the amount of \$288,150 and a transfer from the Water Fund in the amount of \$96,050, and the Mayor and Treasurer are authorized to establish a separate bank account for this capital account.

IT IS FURTHER RESOLVED that on behalf of the Village of Warwick, the Board of Trustees extends its gratitude and appreciation to the Warwick Lions Club for its generous contribution to the Village's recreation facilities.

\_\_\_\_\_ presented the foregoing resolution which was  
seconded by \_\_\_\_\_,

The vote on the foregoing resolution was as follows:

Barry Cheney, Trustee, voting \_\_\_\_\_

Carly Foster, Trustee, voting \_\_\_\_\_

Thomas McKnight, Trustee, voting \_\_\_\_\_

Mary Collura, Trustee, voting \_\_\_\_\_

Michael Newhard, Mayor, voting \_\_\_\_\_