

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
APRIL 3, 2017
REORGANIZATIONAL MEETING**

7203

The Annual Reorganizational Meeting of the Board of Trustees of the Village of Warwick was held on Monday, April 3, 2017 at 7:30 p.m. in Village Hall, 77 Main Street, Warwick, NY. Present were: Mayor Michael J. Newhard, Trustees Barry Cheney, George McManus, William Lindberg and Eileen Patterson. Also present were: DPW Supervisor, Michael Moser and Village Clerk, Jo-Ann Rome. Others present: Jeanine Garritano Wadeson, Craig Wadeson, Thom Woglom, Father Jim Erwin and James Gerstner.

The Mayor called the meeting to order and led in the Pledge of Allegiance.

The Clerk held the roll call.

Mayor Newhard: Welcome this evening and I'm going to move right into the swearing in of officials and I would like to ask our dear Judge, instead of honorable or anything like that, dear is a word I would like to use because you are and you have been a wonderful servant to our community and we are pleased that you were re-elected.

Swearing in of Elected Officials:

Justice Jeanine Garritano Wadeson was sworn in by the Village Clerk.

Justice Jeanine Garritano Wadeson: I would just like to thank all of you collectively and individually for your support throughout the last couple of months. It's been a bit of a trying experience, but again I just appreciate very, very much all of the support that you have all shown and I'm honored to be serving the Village again for the next four year term. Thank you.

Appointments for the Official Year of the Village of Warwick Beginning April 3, 2017

Attorney to the Village Board – Drake Loeb
Attorney to the Planning Board – Robert Dickover
Attorney to the Zoning Board of Appeals – Robert Fink
Labor Relations – Ron Longo – Keane & Beane
Bond Counsel – Norton Rose Fulbright
Village Engineer – Lehman & Getz
Water System and Facilities Engineer – Barton & Loguidice
Engineer Responsible for Reservoir Resources and Dam Safety – Tectonic Engineering
Deputy Mayor – Barry Cheney
Public Works Supervisor – Michael Moser
Village Clerk – Jo-Ann Rome (2 year term) - Holdover
Village Treasurer/CFO – Cathy Richards (2 year term)
Deputy Clerk/Treasurer – Barbara Ranieri
Working Leader – James Quackenbush

Accountant – Michael Vernieri
Assessor – Richard Hubner
Recreation Director – Ron Introini
Shade Tree Commissioner – Robert Scheuermann
Architectural Review Board Member – Michael Bertolini, Chairman (two year term), Ralph Lucarelli (three year term), Robert Skallerup (three year term)
Planning Board – William Olsen (five year term), Raey Webster (one year term - Alternate)
Zoning Board of Appeals – Jonathan Burley (three year term), John Prego (three year term)
Grant Writer – Linda Smith
Registrar of Vital Statistics – Melissa Stevens, Carolyn Purta
Official Banks – Greater Hudson, Sterling Bank
Alternate to the Village Justice – Peter Barlet
Risk Management – Jo-Ann Rome - Holdover
Emergency Management – Michael Moser, Michael Newhard
911 Coordinator – Maureen Evans
Computer Consultant – Kevin Brand
Computer Programmer – Edmunds & Associates, BAS
Village Newspaper – Warwick Valley Dispatch
Web-Site Maintenance – Mark Damia
Citizens Awareness Panel/Jones Chemical – Barry Cheney, Michael Moser, Joseph Lawler
Records Management Officer – Jo-Ann Rome - Holdover
Office Liaison – Jo-Ann Rome - Holdover
DPW Liaison – Michael Moser
Village Health Official – Dr. Anthony Martini
Safety Officers: Michael Moser, Boris Rudzinski, William Lindberg
Summer Concerts – William Iurato
150th Anniversary Celebration – Mayor Newhard, William Lindberg
Poet Laureate – Katherine Petrillo Klein
Artist In Residence – Linda Mensch, Glenn Carter

Trustee Cheney: Liaison to Planning & Zoning, Town of Warwick, Public Works Daily Operations, Engineering and Infrastructure, Green Building Practices/Alternative Energy Options, Citizens Awareness Panel/Jones Chemical, Orange County Planning.

Trustee Lindberg: Liaison to Parks & Recreation, Weekender Bus & Transportation Issues, Traffic and Parking, Liaison to Warwick Fire Department, Safety Committee, Crosswalk & Pedestrian Issues, and Employee Training – Workplace Violence/Sexual Harassment.

Trustee Patterson: Liaison to Merchants, Chamber of Commerce, Tourism, Issues of Public Health, Senior Citizens, Public Interface and Outreach, Government Efficiency, St. Anthony's Community Hospital and Bon Secour, Orange County Department of Health.

Trustee McManus: Liaison to Albert Wisner Public Library, Warwick Valley Schools, Police, Ethics, Cablevision, Alteva (WVT), Issues of Emergency and Homeland Security, WYDO and Warwick Valley Community Center, Historical Society.

Mayor Newhard: There is one small change – where it says Citizens Advisory Panel/Jones Chemical that's actually Citizens Awareness Panel I believe correct Barry?

Trustee Patterson: It's historically been Advisory.

Mayor Newhard: It was originally awareness. That was brought up at the last meeting.

Acceptance of Appointments for the Official Year Beginning April 3, 2017:

A **MOTION** was made by Trustee Cheney, seconded by Trustee Patterson, and carried to accept the appointments for the Official Year beginning April 3, 2017. Five Ayes

Mayor Newhard: Before we get going I wanted to point out to the public two of the changes because this is the time of year when the Board and the Mayor can make changes within the roster and the first and significant change is the attorney to the Village Board. Drake Loeb who is a law firm out of that firm we will have one of their legal counsel and I just wanted to say that Michael Meth has been our legal counsel for over 15 years and he's been a great confidant, a great friend and we've worked with him for a long time and we appreciate his wisdom and his expertise along the way and then I want to also point out the Shade Tree Commissioner, Robert Scheuermann, Jr. Robert Scheuermann, Jr. was one of quite a few people that actually applied for the position. It's an unpaid position. It's an appointee, but it's also a volunteer position and Robert owns his own landscaping business and he graduated from Delhi College with a degree in horticulture so he has a great understanding and a great awareness of tree culture, but also he grew up knowing Roger Metzger and so it just seemed a really wonderful and he brought this up at his interview it just seemed a wonderful and appropriate way to hand the baton over to somebody who actually grew up with our Shade Tree Commissioner of over 45 years who has retired just recently due to health reasons. That's a wonderful passing of the baton. We also have a new grant writer, Linda Smith. Many people may know Linda as a journalist who works for Straus News and Linda approached me about a year ago expressing an interest in grant writing so one of the grants we did this year she actually wrote and she's done some workshops in grant writing so I think this is a perfect opportunity for her to sort of test her skills. She's a very, very accomplished writer so I'm looking forward to working with her. The grant writer that we had for many years has been Kerron Barnes and he's been fantastic, but he is now working solely with a municipality so his time is devoted to that so this is a perfect time for Linda to come on board. Also, Poet Laureate for this year is Katherine Petrillo Klein. I did not know that Katherine was a poet until she approached us with some poems which she had written about agriculture in the Valley and we used those as an introduction for one of our Second

Sunday Conversations about agriculture and they were just so well received and she's a very gifted writer so I'm very pleased to have her as our Poet Laureate for this coming year. Our Poet Laureate who finished her time appointment is Jude Roche and Jude has written some beautiful poems if you go to our website, they are on the website and Jude is a published poet and very loved and respected in the community. I wanted to point out the Artists in Residence, Linda Mensch and Glenn Carter are the same as last year and the decision is for that particular position to make it a two year position because it's a lot of work to be an Artist in Residence and to be able to maybe come up with a body of work or some work that relates to the Village and Village life in a year period. It a little bit more difficult so we thought a two year period would make a lot of sense. The only other thing I want to point out is you've probably heard the word "holdover" and that relates to the Village Clerk, Jo-Ann Rome. Jo-Ann will be retiring in October and much to our dismay, but we have now how many months to get ready for that? I just wanted to mention it to the public so that they understand what that meant. Jo-Ann, thank you very much and I'll thank you at every meeting from here until October.

Acceptance of the Minutes:

A **MOTION** was made by Trustee McManus, seconded by Trustee Lindberg and carried to accept the Minutes of March 6, 2017 and March 10, 2017. Five Ayes

Authorization to Pay all Approved and Audited Bills:

A **MOTION** was made by Trustee McManus, seconded by Trustee Patterson and carried to pay all approved and audited bills in the amount of \$184,098.89. Five Ayes

Announcement:

Michael Moser: The Village of Warwick will be flushing fire hydrants starting April 10th, 2017 from approximately 7 p.m. to 12 a.m. This will be done every evening until all the fire hydrants are completed. This is done during the evening to cause as little inconvenience as possible for the Village residents. The water may be discolored but will clear up and is not harmful. You may also experience some pressure problems while the fire hydrants are being flushed.

Discussion: Trustee McManus: There are more people home in the evening than during the day because people go to work. Why don't we do them during the day?

Michael Moser: During the day you have most of the problem with your restaurants and businesses. This was set up long before my time here.

Trustee McManus: But in the evening you have kids taking baths and showers for school the next day and people coming home from work. In the morning there are a lot of empty houses – just curious.

Trustee Patterson: It makes sense that the residential areas should be done during the day and then commercial can be done at night and then we're not paying time and a half for the staff that has to be here to do it.

Correspondence:

Mayor Newhard: We have a letter from George Aulen, Chairman of the Planning Board, regarding a zone change for 41 South Street. We also have a letter from Father Jim Erwin of Christ Church requesting a reduction in their building permit fee for the renovation and expansion of the Parish House.

Discussion: Trustee Cheney: I think it's relative to the building permit issued. It's not just money we collect for the sake of collecting money. It's to support the building inspector's numerous visits that he's going to have to make to inspect all aspects of the construction so that he can issue a Certificate of Occupancy so I just wanted to kind of state that for the record as the reason for those charges and I believe they're based on the square footage of the project if I'm not mistaken.

Trustee Lindberg: It makes sense.

Trustee Patterson: This is a reimbursement for his salary is that what you're saying?

Trustee Cheney: Yes, for the services that he's providing in order to make sure that the project meets the codes that we're required to enforce. It's kind of a way to get the people who use the service to pay at least in part for it.

Trustee Patterson: I just feel that it's a church and there are limited funds for a church more so than there are for a business. It's not to improve their income but to improve the services that they can provide to the community and that makes me feel that that's a justifiable reason to at least reduce it.

Trustee McManus: But it's public money.

Trustee Cheney: I wouldn't want to do that without contacting either NYCOM or our attorneys.

Trustee Patterson: I'll reach out to NYCOM and our attorneys and ask if it's okay - if there is a precedent for it. It's just that it's a lot of money for a church.

Mayor Newhard: When is it due?

Thom Woglom: We started construction and we asked for consideration of reduction. The parish is open to the community. There are a lot of programs that help to serve and it's to upgrade the facility and make it more handicap accessible, more classroom space keeping within the footprint of what is already there. Since all of the monies generated so far have been through donations, \$1,000 is a couple of windows so if there could be a reduction. We didn't ask to remove the fee, just a reduction.

Mayor Newhard: I think Barry makes a very good point because we have been asked for gestures of kindness before and we always feel yes that's wonderful that's a great idea and as Eileen pointed out we do understand the significance and the value of what you do for our community but at the end of the day as government and that's the moniker that we shoulder is that we really have to be careful and look at that carefully to make sure that whatever we do is right. It is as George pointed out – it's taxpayers' dollars and it's everybody's dollars so we have to look at all those pieces and we will and then we will get back to you. We meet every two weeks so it's not like it's going to be an extensive length so we'll find that out. Eileen please do that.

We also have under correspondence (agenda addendum) another letter from Father Erwin regarding the erecting and utilizing of a 20' x 30' tent on the Second Street side of their building which will remain up for approximately three months beginning on or near April 11, 2017. As you mentioned, you did go to the Building Inspector. It seems like it is a Building Inspector issue, but we're glad to know about it before it arrives so I think you just need to see him.

Father Erwin: It's for the free Community Breakfast on Saturdays.

Privilege of the Floor:

James Gerstner: One thing you may want to think about with the fire hydrant flushing are the school buses and the 200 to 300 cars going down West Street to the schools and the kids waiting for the school buses with the water flowing.

Trustee McManus: But from 8:30 to 2:30 the kids are in school.

Motions:

Public Hearing – Funding Under Orange County Community Development Program:

A **MOTION** was made by Trustee Cheney, seconded by Trustee Lindberg and carried to schedule a Public Hearing for Monday, April 17th, 2017 at 7:30 p.m. in Village Hall to solicit

input to be considered for funding under the Orange County Community Development Program.
Five Ayes

Public Hearing – Zone Change for 41 South Street:

A **MOTION** was made by Trustee Cheney, seconded by Trustee Lindberg and carried to schedule a Public Hearing for Monday, May 1, 2017 at 7:30 p.m. in Village Hall to consider a zone change for 41 South Street from Limited Office Overlay to Central Business. Five Ayes

Trustee Patterson: Is that the one right after Kuiken's on the left hand side?

Trustee Cheney: Yes, right past the parking lot.

Trustee Patterson: And there is parking on site?

Trustee McManus: Yes.

Trustee Patterson: Are we going to send a letter to the properties within 300 feet? This has come up as a question before. We're going to do it for 4 Overlook?

Trustee Cheney: I thought we were going to look into it to see whether we were required to do it and I don't believe we are required to do it.

Trustee Patterson: Okay, well I think we should be for both those properties because there is residential surrounding the properties. As my recollection from having been involved with the zoning document that we did intend it to be for any zone change not just those that go through the Planning Board. I don't know if the answer is that we need to look at that and maybe make that change to the zoning document or do you guys not think that that's necessary.

Mayor Newhard: Well I think that that would be part of a separate thing.

Trustee Patterson: I understand - I'm just saying now that we're talking about it.

Mayor Newhard: We can have that discussion. We can put that on the next agenda under discussion.

Trustee Patterson: Great, because we have a couple of things coming up that are surrounded by residential areas and we don't want the residents to feel as though they're not being informed.

Mayor Newhard: Of course the difference is if there's an applicant, they do have to. They are required to.

Trustee Patterson: I know.

Trustee Cheney: But that's an application before the Planning Board.

Mayor Newhard: Yes.

Trustee McManus: We don't have to send certified letters and spend \$6.00 a piece, but we can spend 49 cents and send a letter to all the residents around the area.

Trustee Patterson: Or we can ask the DPW person to hand deliver it. We've done that in the past.

Mayor Newhard: Okay, so we'll discuss it at the next meeting.

Budget Modifications:

A **MOTION** was made by Trustee Cheney, seconded by Trustee Lindberg and carried to approve the budget modifications as per the Village Treasurer's letter dated March 27, 2017. Five Ayes

Grace Community Church – National Day of Prayer – “Praying for the Next 150 Years for Warwick”:

A **MOTION** was made by Trustee Lindberg, seconded by Trustee Cheney and carried to grant permission to Grace Community Church to use Railroad Green on Monday, May 1, 2017 from 7 p.m. to 9 p.m. to hold a service in observance of the National Day of Prayer –“Praying for the next 150 years for Warwick”. Completed park permit, \$100 security deposit and the proper insurance has been received. Five Ayes

Sustainable Warwick – Earth Day Fair:

A **MOTION** was made by Trustee Lindberg, seconded by Trustee Cheney and carried to grant permission to Sustainable Warwick to use Stanley Deming Park on April 22, 2017 from 12 p.m. to 4 p.m. for an Earth Day Fair. Completed Park Permit, \$100 security deposit and the proper insurance has been received. Five Ayes

Public Hearing – Tentative Budget for Fiscal Year 2017 – 2018:

A **MOTION** was made by Trustee Patterson, seconded by Trustee McManus and carried to schedule a Public Hearing on the tentative budget for the Fiscal Year 2017-2018 on Monday, May 1, 2017 at 7:30 p.m. Five Ayes

Warwick Valley Community Center/Warwick Valley Prevention Coalition – Banner on West Street:

A **MOTION** was made by Trustee McManus, seconded by Trustee Cheney and carried to grant permission to the Warwick Valley Community Center and the Warwick Valley Prevention Coalition to hang a banner on West Street from June 19th through June 27th, 2017. Banner Request form, an image of the banner and the proper insurance has been received. Five Ayes

DPW Supervisor's Report:

Michael Moser: It's been a while since my last report. The DPW has been extremely busy with the changing seasons. We had two feet of snow two weeks ago and now spring is pushing us into more projects. As mentioned, hydrant flushing will begin next Monday evening so please excuse the discoloration of water and low pressure during this time. The lagoon to sewer project is about 15' from completion of the forced main and then the pumps will be installed by the contractor. The final section is under gas lines, cable, phone, and electric cables are all underground there. The weather put us back from finishing already. We filled potholes in with cold-patch where needed. The sweeper was out when the weather permits. We picked up broken trees and branches from windstorms. We had an annual insurance company inspection of Village owned properties and all went well. We had a few sewer calls – all internal issues, no main blockages. All 811 Dig Safe mark out requests were completed. We had the brush pile ground into mulch product for composting and the Brush Pile is now open again. We repaired/replaced damaged or missing street signs. I attended a Code Enforcement Training in Chester on February 23rd. We began the budget process. All parking meters that had work order complaints were repaired or replaced. New Belt Press installed today at the Wastewater Treatment Plant. Repaired or replaced a few mailboxes that were damaged during storms. We met with Orange County DPW engineers regarding temporary stream crossing for 18" value project. Interviewed candidates and hired two new laborers. Thank you to the Board for your support on this. Cleaned leaves at Hallowed Ground, Stanley Deming Park and Spring Street Lot. Replaced drainage pipe on Robert Drive and replaced broken hydrant on Main Street. We had two service leaks in Warwick Meadows. We are still removing trees in Memorial Park for Little League and dead trees by Pavilion. They've all been cut and now we're chipping. Did sewer camera investigation of the mains on Pinecrest, Pond Hill, West Street, Cherry Street, Galloway and Homestead Village and discovered an issue or two that we will address internally in the next week or so – nothing major – mostly infiltration issues that we will repair ourselves. We are working on FEMA paperwork for possible reimbursement for expenditures due to severe winter storm Stella. Snow/ice events on February 6, 7, 11, 13 and March 10. We had storms on February 9th and blizzard on March 14th. Main Street, Railroad Avenue, West Street and other main side streets and cul-de-sacs cleared of snow piles, hazards along with Village owned sidewalks, bridges and walkways. The men did an excellent job during a very difficult storm on March 14th. They worked safely and professionally through a blizzard that took another

municipality “off the road” for a period of time. Their teamwork made for a more manageable storm under the worst of conditions. Thankfully the residents obeyed the State of Emergency and stayed off the roads not causing more of a hazard for our crew. Roads remained passable at all times during the storm and the men worked very efficiently during post-storm clean-up to widen roads, access meters and parking spaces, and remove any possible hazards.

Final Comments from the Board:

Trustee Cheney: I’ve been noticing that the mulch and compost are getting a lot of activity so we’ll do our best to keep them full. By all means don’t be discouraged and not avail yourself of the free mulch and compost.

Mayor Newhard: It’s a great program and it was initiated with the help of Sustainable Warwick. It’s great. There is an art to it and we sort of figured that out. It’s definitely a convenience and it saves people lots of money if they can use the mulch product.

Executive Session:

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

A **MOTION** was made by Trustee Patterson, seconded by Trustee McManus and carried to move back into the regular meeting. Five Ayes

A **MOTION** was made by Trustee Cheney, seconded by Trustee Lindberg and carried to adjourn the meeting. Five Ayes

Jo-Ann Rome
Village Clerk