

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
FEBRUARY 18, 2025
AGENDA**

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

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

1. Introduction by Mayor Newhard.
2. Acceptance of Minutes: February 4, 2025

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____
Trustee McKnight ____ Mayor Newhard ____

3. Acceptance of Reports – January 2025: Clerk’s Office, Justice Department, Planning Department, and Department of Public Works.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____
Trustee McKnight ____ Mayor Newhard ____

4. 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 ____

5. Police Report.

Presentation

1. Wickham Works Artist-in-Residence Program – Sculpture Project.

Discussion

1. Warwick Commons proposed street names for private roads: Road “A” located on lot #3, SBL 218-1-93.2 and Road “B” located on lot #2, SBL 218-1-92.2: Hasbrouck, Servin, Diffily, Lazear.
2. Summer Recreation – Volunteer Counselors in Training.
3. Moratorium on Land Use Approvals for Public Utility Facilities Involving Energy Storage Systems.
4. Short-Term Rental Fees and Draft Applications.

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 approve payment #1 in the amount of \$25,650.00 to TAM Enterprises, Inc. for the Relocation of the Maple Avenue Booster Station Project for bonds and insurance as per the recommendation of Village Engineer, Barton & Loguidice. Funds are appropriated in budget code F8320.2000.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____

Trustee McKnight ____ Mayor Newhard ____

2. **MOTION** to approve and authorize the Mayor to sign the Streetlight Maintenance and Repair Services Open-Book Agreement with RTE Energy Services, L.P.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____
Trustee McKnight ____ Mayor Newhard ____

3. **MOTION** to grant permission to Planning Board Secretary, Kristin Bialosky, to enroll in the virtual Municipality Admin User Training and Certification course at a cost of \$300. Funds are appropriated in budget code A8020-4750.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____
Trustee McKnight ____ Mayor Newhard ____

4. **MOTION** to advertise and receive bids for the removal and disposal of residuals (sludge, grit, screening, and small quantities of trash) from the Village of Warwick Wastewater Treatment Plant. Bids will be for FY June 1, 2025, through May 31, 2029.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____
Trustee McKnight ____ Mayor Newhard ____

5. **MOTION** to advertise and receive bids for chemical delivery for the Village of Warwick Water and Sewer Plant, to include delivery to the Water Plant, Well #2, Well #3, and the Micro Filtration Plant. Bids will be for FY June 1, 2025, through May 31, 2026.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____
Trustee McKnight ____ Mayor Newhard ____

6. **MOTION** to advertise and receive bids for refuse pickup and delivery of a 30-yard refuse container on an as per needed basis. Bids will be for FY June 1, 2025, through May 31, 2026.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____

Trustee McKnight ____ Mayor Newhard ____

Trustee Foster's Motions

7. **MOTION** to grant permission to Winslow Therapeutic Riding Center to hold the Duck Derby event on Sunday, May 18, 2025, from 10:00 a.m. to 2:30 p.m. in Linear Park by the Wawayanda Creek and the South Street parking lot, with set up to begin at 8:00 a.m. and breakdown to be completed by 3:00 p.m. Completed park permit, proof of insurance and security deposit have been received.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____

Trustee McKnight ____ Mayor Newhard ____

8. **MOTION** to grant permission to the Warwick St. Patrick's Parade Committee to hold a St. Patrick's Day Parade on Sunday, March 9, 2025, with lineup at 10:30 a.m. and step off at 11:00 a.m. The parade will lineup in the St. Anthony Community Hospital parking lot, proceed east bound on Grand Street, south down Main Street/Oakland Avenue, right on Orchard Street, right on Elm Street, with the parade ending at 16 Elm Street. Completed facility use permit, security deposit, and proof of insurance have been received. Permission from the property owner of 16 Elm Street to end the parade at their location has been received. The parade route has been approved by the Town of Warwick Police Department. Approval is pending permission from St. Anthony Community Hospital to accommodate parade line-up.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____

Trustee McKnight ____ Mayor Newhard ____

Trustee Collura's Motions

9. **MOTION** to approve the budget modification request as per the Village Treasurer's memo dated February 12, 2025.

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

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____
Trustee McKnight ____ Mayor Newhard ____

Reports

Trustee Cheney's Report: Liaison to Public Works Operations, Engineering and Infrastructure Projects, Veterans, Code Enforcement / Building Department, Emergency Services, Citizens Awareness Panel/Jones Chemical. Alternate liaison to Economic Development, Planning & Zoning / AHDRB / OC Planning, Transportation & Mobility.

Trustee Foster's Report: Liaison to Office of the Clerk, Parks & Recreation, Economic Development & Tourism, Warwick Valley Schools, Government Efficiency / Policy Development, Transportation & Mobility. Alternate liaison to Youth / WYDO / Warwick Valley Community Center / Warwick Valley Prevention Coalition, Engineering and Infrastructure Projects.

Trustee Collura's Report: Liaison to Office of the Treasurer, Youth / WYDO / Warwick Valley Community Center / Warwick Valley Prevention Coalition, Public Health, Historical Society, Public Interface and Outreach, Senior Citizens, Ethics. Alternate liaison to Parks & Recreation, Environmental, Veterans.

Trustee McKnight's Report: Liaison to Planning & Zoning / AHDRB / OC Planning, Environmental, Albert Wisner Library, Town of Warwick Police Department, Technology Oversight / Cybersecurity, Shade Tree Commission, Safety Committee. Alternate liaison to Public Works Operations, Code Enforcement / Building Department, Emergency Services, Government Efficiency / Policy Development.

Mayor Newhard's Report

Public Comment – Non-Agenda Items

Final Comments from the Board

Executive Session, if applicable

Adjournment

Warwick Artist In Residence Dossier for Treecycle 2025

The Divine Feminine: Feeding Nature

Nicole Hixon

WWW.NICOLEHIXONART.COM



Collaboration for Treecycle 2025: The Divine Feminine: Feeding Nature

Dossier for Meeting attendees:

Mayor Michael Newhard

Mike Moser DPW Supervisor

Melissa Shaw-Smith & Aliza Schiff from Wickham Works

Table of Contents

1. Project Overview
2. Project Needs
3. Community Engagement Plan
6. Supporting Documents

Project Overview

Objective

The Divine Feminine: Feeding Nature is a 7-foot-tall living sculpture that celebrates sustainability, community engagement, and the connection between humanity and nature. Located near the creek at Stanley Deming Park, the sculpture will be an evolving, organic form made of moss and strawberry plants, symbolizing growth, care, and renewal.

This project is a true collaboration with the Warwick community:

- **Framework and Irrigation:** Designed and built with the support of the Department of Public Works (DPW).
- **Plant Cultivation:** Strawberry plants and moss grown at Warwick High School's greenhouse, supported by the Future Farmers of America (FFA), with backup plants from J & A Farm.
- **Community Participation:**
 - Park Avenue Elementary students assisting in applying moss to the sculpture.
 - Special needs children and families contributing to the planting.
 - Local residents and park visitors caring for the sculpture by watering and harvesting strawberries.

The work is designed to:

- **Inspire Environmental Stewardship:** By incorporating living plants and sustainable practices, the sculpture highlights innovative ways to harmonize art and ecology. The drip irrigation system sustains its organic elements while educating the public about water conservation and environmental care.
- **Foster Inclusivity:** Engaging participants of all ages and abilities ensures the project is accessible and strengthens communal bonds.
- **Celebrate Art and Nature:** The sculpture will serve as a monumental expression of Warwick's creativity and commitment to sustainability, inviting reflection on humanity's relationship with the natural world.

Through these efforts, *The Divine Feminine: Feeding Nature* will stand as a living testament to Warwick's dedication to collaboration, creativity, and environmental care, fostering a deeper connection between the community and the natural environment.

Timeline

- **January & February 2025:** Project planning and material sourcing
- **February – April 2025:** Fabrication and community involvement
- **April 2025:** Installation and Treecycle 2025 Event
- **May 2025:** Deinstall
- **August 2025:** Reinstall at Mountain Lake Park for Fuller Moon Arts Festival

Key Benefits

- Promotes community collaboration and engagement
- Highlights environmental sustainability through the use of repurposed materials
- Fosters inclusivity by involving diverse community groups

Project Needs

1. Materials & Equipment

To bring *The Divine Feminine: Feeding Nature* to life, the following materials and equipment are required:

Materials:

- Steel tubing (for the frame)
- Irrigation system components (hoses, drip emitters, valves, etc.)
- Compost (for planting moss and strawberries)
- Burlap
- Moss and strawberry plants

Equipment:

- Pipe bender (for shaping the steel frame)
- MIG welder (for assembly)
- Scissor lift or skid steer (for installation and maintenance)
- Access to water (for irrigation and on-site work)

Support Needed:

- Assistance in sourcing steel, irrigation components, and compost—can these be accessed through DPW accounts or village procurement processes?
- Confirmation of available tools or equipment through the DPW

2. Labor & Space

The creation and installation of the sculpture will require both skilled labor and access to workspaces:

Labor Needs:

- **Fabrication Assistance:**
 - How much help is available from DPW staff?
 - Alternatively, can I receive a refresher course on using the equipment (e.g., welding) to work independently?
- **Installation Support:**
 - Will a DPW team member be assigned as a liaison to assist with logistics and coordination?

Workspace Needs:

- Can I work at the DPW yard to fabricate and assemble the sculpture?
- Is there space available at the DPW yard for storing materials and equipment during the project?
- If the DPW yard is not an option, can the village provide access to an alternate studio or workspace?
- Is there a list of tools, materials, and equipment available through the DPW or the village?

3. Budget & Funding

Understanding the financial framework for this project is essential:

Funding Needs:

- How will materials and supplies be ordered?
 - Should I handle procurement, or can I access village or DPW accounts for purchasing?
- Will there be a stipend for this residency?
 - If so, how will it be disbursed—lump sum or in phases?

Invoicing:

- How should invoices for materials or services be processed?
 - Will they be paid directly through the village, or will I be reimbursed for purchases?

Community Engagement Plan

- **Schools:** Partner with the Future Farmers of America (FFA) at Warwick High School to grow and care for strawberries. Involve Park Avenue Elementary students to help pin moss on the sculpture.
- **Special Needs and Seniors:** Invite special needs groups and senior citizens to participate in planting activities.
- **Community Volunteers:** Leverage Wickham Works and village communication channels to recruit volunteers for all phases of the project.



VILLAGE OF WARWICK
INCORPORATED 1867

Short-Term Rentals

How to Apply for a STR Permit

WHAT IS A SHORT-TERM RENTAL (STR) PROPERTY?

A short-term rental (STR) is any residence in which overnight accommodations are offered in exchange for a fee or compensation, whether monetary or otherwise, for a period of less than thirty (30) days, including, but not limited to, rentals provided by such companies as Air B&B and VRBO. According to the Village of Warwick's Short-Term Rental (STR) Code, specifically § 115-2, a "Short-Term Rental Property" is defined as any residence in which overnight accommodations are offered in exchange for a fee or compensation, whether monetary or otherwise, for a period of less than thirty (30) days. The code explicitly states that month-to-month tenancies are not considered short-term rental properties.

For more information, visit our website for The Village Code Chapter 115 entitled "Short-Term Rental Property." If you have any questions, please contact the Building/Planning Department.

-
1. Obtain a STR Permit Application
 2. Complete the Application packet

_____ Short-Term Rental Permit Application

_____ Permit Application fee \$500.00. Payable by cash or check. Remit checks to Village of Warwick.

_____ Annual STR fee \$500.00. Payable by cash or check. Remit checks to Village of Warwick.

3. Make Copies of all Forms for your Records.

4. Submit All Forms Together as a Complete Packet

Incomplete applications will not be processed until all required information and fees have been submitted. Mail or deliver your completed application and fee to:

Village of Warwick
Building Department
77 Main Street
Warwick, NY 10990

5. A Short-Term Rental (STR) Permit will be issued upon submission of a completed application, payment of the applicable fee, and successful final inspection by the Building Inspector. In accordance

with § 115-6 (Duration and Terms of Short-Term Rental Permits), all STR permits are valid for one year from the date of issuance, unless revoked prior to expiration."

6. Updates to Existing STR Permit

Any changes to an existing STR property's number of bedrooms, maximum occupancy or discontinued use etc. Please contact the Building/Planning Department at 845-986-2031 ext. 106, 107 or 108.

VILLAGE OF WARWICK
SHORT TERM RENTAL REGISTRATION APPLICATION
\$500 Application fee (Owner Occupied/Register Agent dwelling)
Cash or Check (payable to Village of Warwick)

**If property has been purchased within the last 6 months, provide a copy of the bargain & sale deed.

Date: _____

SITE DATA:

Sec-Blk-Lot: _____ - _____ - _____

Rental Property Address: _____

City: _____ State: _____ Zip: _____

Property Owner Name: _____

Property Owner Mailing Address: _____

City: _____ State: _____ Zip: _____

Telephone Number: (_____) _____ - _____ (A Phone Number That We Can Reach 24 Hours A Day).

Email Address: _____

Checklist of requirements (all must be submitted with application):

___ Number of bedrooms in rental unit: _____

___ Number of occupants in rental unit: _____ (maximum of 2 per legal bedroom)

___ Number of bathrooms in rental unit: Full ____ Half ____

___ Copy of Certificate of Occupancy for original dwelling **OR** letter stating dwelling was built prior to 1973.

___ Copy of homeowner's liability insurance no less than \$1,000,000.00 with rental endorsement on policy.
(umbrella policy & Airbnb policy are not acceptable proof)

___ List of all means of advertising which the rental property will be listed for rent.

___ Indicate where owner resides while rental is occupied.

___ Sample rental contract (see Chapter 129-3 (C) 17 for requirements). Must include property information.

Not in Village Code VB may want to add?

___ Village Code 115-6 Must be displayed at the short-term rental property for STR renters to adhere to (I added this)

___ Survey showing property lines, location of buildings & all parking location(s) for occupants.

___ CAD floor plans drawn to scale showing detail description/measurements of all rooms accessible to renters, emergency exit locations, heating/cooling systems & fire prevention systems (fire extinguishers, smoke & carbon monoxide detector) locations.

If the owner is an association, partnership, limited liability partnership, corporation, joint tenancy, tenancy in common, tenancy by the entirety, or other entity, the name of each and every owner, officer, partner or general interest partner, and the name of their interest shall also be disclosed;

If the owner is a business entity, the tax identification number, and the name, telephone number, e-mail address, mailing address and physical address of the owner's agent

Please fill out the following if the property owner does not reside within half-hour of property. (Registered Agent must be within a half-hour from rental property.) (I added this)

Rental Agents Name: _____

Agents address: _____

City: _____ State: _____ Zip: _____

Phone: (_____) _____ - _____ Email: _____

Rental Agents Signature: _____

AUTHORIZATION (NOTARY):

State of New York, County of _____, _____, being duly sworn deposes and says he/she is the owner and is duly authorized to perform or have performed said work and to make and file this application; that all statements are true and to the best of his/her knowledge and belief, and that the work will be performed in the manner set forth in the application and in the plans and specifications filed therewith.

Sworn to before me

This ____ day of _____, 20____

Owner Signature: _____

NOTARY PUBLIC: _____

Print Name: _____

Stamp:



FOR VILLAGE USE ONLY

FEE PAID: _____ CHECK #: _____ CASH AMOUNT OF CHECK: _____

Comments: _____ Application #: _____

VILLAGE OF WARWICK
SHORT TERM RENTAL RENEWAL APPLICATION
Application for renewal of the short-term rental permit is due 30 days prior to its expiration
\$500 Application fee (Owner Occupied/Register Agent dwelling)

Cash or Check (payable to Village of Warwick)

***PLEASE NOTE:**
Short term rental applications will be reviewed first, followed by a short-term rental inspection. Handing in a completed application, under no means, deems your property approved for short term rental purposes.

Date: _____

SITE DATA:

SEC-BLK-LOT: _____ - _____ - _____

RENTAL PROPERTY ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PROPERTY OWNER NAME: _____

PROPERTY OWNER MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

TELEPHONE NUMBER: (_____) _____ - _____ (A PHONE NUMBER THAT WE CAN REACH 24 HOURS A DAY).

EMAIL ADDRESS: _____

Checklist of requirements (all must be submitted with application):

- ____ Number of bedrooms in rental unit: _____
- ____ Number of bathrooms in rental unit: Full _____ Half _____
- ____ Number of occupants in rental unit: _____ (maximum of 2 per legal bedroom)
- ____ Copy of homeowner's liability insurance no less than \$1,000,000.00 with rental endorsement on policy (umbrella policy & Airbnb policy are not acceptable proof)
- ____ Provide list of all means of advertising which the rental property is/will be listed for rent
- ____ Indicate where owner resides while rental is occupied
- ____ Village Code 115-6 Must be displayed at the short-term rental property for STR renters to adhere to
- ____ Copy of Certificate of Occupancy for each building proposed to be used for STR or a letter stating dwelling was built prior to 1973
- ____ Permit number displayed in all advertisements (provide screen shot)
- ____ Current expiration date of issued STR permit _____

Please fill out the following if the property owner does not reside within half-hour of property. (Registered Agent must be within a half-hour from rental property.)

Rental Agents Name: _____

Agent's address: _____

CITY: _____ STATE: _____ ZIP: _____

Phone: (_____) _____ - _____ Email: _____

Rental Agents Signature: _____

AUTHORIZATION (NOTARY):

State of New York, County of _____, _____, being duly sworn deposes and says he/she is the owner and is duly authorized to perform or have performed said work and to make and file this application; that all statements are true and to the best of his/her knowledge and belief, and that the work will be performed in the manner set forth in the application and in the plans and specifications filed therewith.

Sworn to before me

This _____ day of _____, 20_____

Owner Signature: _____

NOTARY PUBLIC: _____

Print Name: _____

Stamp:

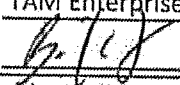
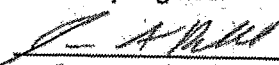
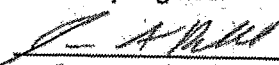
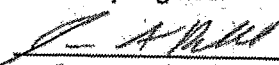


FOR VILLAGE USE ONLY

FEE PAID: _____ CHECK #: _____ CASH _____ AMOUNT OF CHECK: _____

Comments: _____ Application #: _____

Contractor's Application for Payment

Owner: Village of Warwick Engineer: Barton & Loguidice Contractor: TAM Enterprises Inc Project: The Relocation of Maple Ave Booster Pump Station Contract: _____	Owner's Project No.: 1334.019.001 Engineer's Project No.: 1334.019.001 Contractor's Project No.: 2448																								
Application No.: 1 Application Date: 1/31/2025																									
Application Period: From 1/1/2025 to 1/31/2025																									
<table style="width: 100%; border-collapse: collapse;"><tr><td style="width: 70%;">1. Original Contract Price</td><td style="width: 30%; text-align: right;">\$ 1,060,000.00</td></tr><tr><td>2. Net change by Change Orders</td><td style="text-align: right;">\$</td></tr><tr><td>3. Current Contract Price (Line 1 + Line 2)</td><td style="text-align: right;">\$ 1,060,000.00</td></tr><tr><td>4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)</td><td style="text-align: right;">\$ 27,000.00</td></tr><tr><td>5. Retainage</td><td></td></tr><tr><td> a. 5% X \$ 27,000.00 Work Completed =</td><td style="text-align: right;">\$ 1,350.00</td></tr><tr><td> b. 5% X \$ - Stored Materials =</td><td style="text-align: right;">\$</td></tr><tr><td> c. Total Retainage (Line 5.a + Line 5.b)</td><td style="text-align: right;">\$ 1,350.00</td></tr><tr><td>6. Amount eligible to date (Line 4 - Line 5.c)</td><td style="text-align: right;">\$ 25,650.00</td></tr><tr><td>7. Less previous payments (Line 6 from prior application)</td><td></td></tr><tr><td>8. Amount due this application</td><td style="text-align: right;">\$ 25,650.00</td></tr><tr><td>9. Balance to finish, including retainage (Line 3 - Line 4 + Line 5.c)</td><td style="text-align: right;">\$ 1,034,350.00</td></tr></table>		1. Original Contract Price	\$ 1,060,000.00	2. Net change by Change Orders	\$	3. Current Contract Price (Line 1 + Line 2)	\$ 1,060,000.00	4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 27,000.00	5. Retainage		a. 5% X \$ 27,000.00 Work Completed =	\$ 1,350.00	b. 5% X \$ - Stored Materials =	\$	c. Total Retainage (Line 5.a + Line 5.b)	\$ 1,350.00	6. Amount eligible to date (Line 4 - Line 5.c)	\$ 25,650.00	7. Less previous payments (Line 6 from prior application)		8. Amount due this application	\$ 25,650.00	9. Balance to finish, including retainage (Line 3 - Line 4 + Line 5.c)	\$ 1,034,350.00
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Contractor's Certification The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.																									
Contractor: TAM Enterprises Inc - Brian Cutler, VP																									
Signature: 	Date: 2/6/25																								
<table style="width: 100%; border-collapse: collapse;"><tr><td style="width: 50%; vertical-align: top;">Recommended by Engineer By:  Title: Sr. Associate Date: 2/11/2025</td><td style="width: 50%; vertical-align: top;">Approved by Owner By: _____ Title: _____ Date: _____</td></tr><tr><td style="vertical-align: top;">Approved by Funding Agency By: _____ Title: _____ Date: _____</td><td style="vertical-align: top;">By: _____ Title: _____ Date: _____</td></tr></table>		Recommended by Engineer By:  Title: Sr. Associate Date: 2/11/2025	Approved by Owner By: _____ Title: _____ Date: _____	Approved by Funding Agency By: _____ Title: _____ Date: _____	By: _____ Title: _____ Date: _____																				
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Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner: Village of Warwick
 Engineer: Barton & Loguidice
 Contractor: TAM Enterprises Inc
 Project: The Relocation of Maple Ave Booster Pump Station
 Contract:

Owner's Project No.: 1334.019.001
 Engineer's Project No.: 1334.019.001
 Contractor's Project No.: 2448

Application No.: 1 Application Period: From 01/01/25 to 01/31/25 Application Date: 01/31/25

A	B	C	D	E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed (D + E) From Previous Application (\$)	This Period (\$)	Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
Original Contract								
1	Bonds and Insurance	\$27,000.00		27,000.00		27,000.00	100%	\$0.00
2	Submittals	\$50,000.00					0%	\$50,000.00
3	Mobilization / Demobilization	\$28,425.55					0%	\$28,425.55
4	Grand St. Site Preparation	\$17,643.61					0%	\$17,643.61
5	Maple Ave. Booster Station Site preparation.	\$14,184.60					0%	\$14,184.60
6	Gas excavation from main to meter	\$12,067.16					0%	\$12,067.16
7	Sidewalk Prep and Installation	\$15,000.00					0%	\$15,000.00
8	C103 Assemble New Header on site, Cut in New Header, New water service across the road	\$17,431.45					0%	\$17,431.45
9	C103 Water install Dual 6" Dip to USEMCO	\$37,437.16					0%	\$37,437.16
10	C103 Proposed Drywell + 55" SDR35, Drainage Installation	\$8,346.54					0%	\$8,346.54
11	Excavate, Prep, Backfill for Foundation for USEMCO Building	\$14,523.08					0%	\$14,523.08
12	Foundation and Pour Stair pads SUB	\$35,000.00					0%	\$35,000.00
13	Set and complete USEMCO Building (Payment Schedule to be 50 % to be paid after approval of Submittal, 45% to be paid after successful start up with 5% retainage.)	\$490,731.70					0%	\$490,731.70
14	Strip Top Soil, Prep for Paving	\$11,999.62					0%	\$11,999.62
15	C103 Pave New Driveway	\$35,843.50					0%	\$35,843.50
16	Excavation and Backfill of PRV Valve Vault	\$16,038.00					0%	\$16,038.00
17	Installation of PRV Valve Vault, Pipe Fittings, Restoration	\$103,328.03					0%	\$103,328.03
18	Start up and testing	\$20,000.00					0%	\$20,000.00
19	Punch List items	\$15,000.00					0%	\$15,000.00
20	Traffic and Safety	\$15,000.00					0%	\$15,000.00
21	General Field order Allowance	\$75,000.00					0%	\$75,000.00
Original Contract Totals		\$ 1,060,000.00		\$ 27,000.00		\$ 27,000.00	3%	\$1,033,000.00
Change Orders								

Lump Sum

Contractor's Application for Payment

Lump Sum

SECTION 01 29 00.10

LIEN WAIVER AND RELEASE

WHEREAS, TAM Enterprises Inc hereafter called the "Undersigned," having entered into a written contract or purchase order with the Village of Warwick, hereafter call the "Owner", for the supplying of materials and/or the furnishing of labor and materials, or the furnishing of labor only for the project known as the Relocation of Maple Avenue Water Booster Station.

WHEREAS, Undersigned has requisitioned a PARTIAL/FINAL payment from the Owner pursuant to such contract or purchase order.

NOW, THEREFORE, for good and valuable consideration including the PARTIAL/FINAL payment of \$25,650.00 provided for herein, Undersigned agrees as follows:

- 1) Upon receiving payment from the Owner, the payment to which this instrument refers, Undersigned agrees not in any way to claim or file a mechanic's lien or other lien against said project, premises or any part thereof, or on the monies or other consideration due to become due for the Owner for any of the materials heretofore furnished or work or labor performed or furnished by the Undersigned. Further, the Undersigned hereby formally and irrevocably releases and waives in writing every and any lien, charges or claim of any nature whatsoever that it has, or as to which it may at any time have been entitled, up to and including the date hereof in connection with the said project, except for any unpaid retained monies unless the payment herein is payment of retainage, which lien waiver shall be for the benefit of the Owner of the Project.
- 2) The Undersigned further says that all monies due for this work which includes all labor, material, fuel, transportation and equipment, fringe benefits, pension funds, apprentice training programs, employee vacations, welfare funds, and similar funds and payments as well as all applicable sales and used taxes, royalties, commissions, permits, bonds, guarantees, insurances, licenses, or patent fees have been paid in full except as noted below. (If none write "NONE").

None

And that there are no persons in a position to have or file a lien against the above mentioned work and/or the premises on which the same is located on account of any labor or materials furnished to Undersigned or any of the Undersigned's subcontractors or suppliers.

- 3) Undersigned agrees that the lien waiver appearing in Paragraph "I" hereof shall be deemed to be in compliance with the Lien Law of the State of New York.
- 4) Undersigned agrees that any of its subcontractors or suppliers being entitled to any of the proceeds of the within payments have been paid except as noted below. (If none write "NONE").

None

- 5) Furthermore, Undersigned hereby formally and irrevocably releases and waives any rights to make a claim upon any labor and material payment bond issued to the Owner, for this project on account of the labor, services, materials, fixtures or supplies heretofore furnished to this date by the Undersigned for the said project.
- 6) Furthermore, Undersigned hereby formally and irrevocably releases the Owner from all claims of liability, loss or damage to the Undersigned except as noted otherwise herein for anything furnished or performed in connection with, relating to or arising out of the contract or out of the work covered by said contract, including, but not limited to, all claims for extra work, labor or materials, delays or increased costs due to changed conditions, loss of efficiency or productivity, non-sequential work operations, delays, acceleration, suspension of work, and for any prior act, neglect or default on the part of the Owner, or any of its officers, agents or employees in connection therewith, up to and including the date of this waiver, except for any unpaid retained monies.
- 7) The Undersigned further acknowledges that neither the aforesaid payment nor acceptances by the Owner, of the work covered by the aforementioned contract and/or purchase order shall in any way or manner operate as, or constitute a release or waiver of the Undersigned's obligations, undertaking or liabilities under said contract or purchase order or in any way affect or limit the same.

This Agreement shall run to the benefit of the Owner, its successors and assigns; signed and dated this 7th day of February, 2025.

AMOUNT OF THIS

PARTIAL/FINAL PAYMENT:

\$ 25,650.00

B. Cutler

Office/Authorized Signature

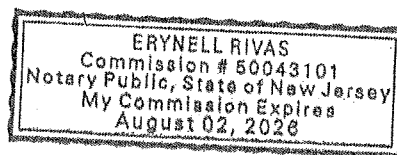
Brian Cutler / V.P.

Printed Name and Title

Sworn to before me this 7th day of Feb, 2025.

[Signature]

Notary Public



END OF SECTION



STREET LIGHT MAINTENANCE AND REPAIR SERVICES

OPEN-BOOK AGREEMENT

This AGREEMENT is made this _____ day of _____, 2025 (hereinafter referred to as the Effective Date), between RTE Energy Services, L.P., a Delaware limited partnership, with a mailing address of 201 West Street, Suite 200, Annapolis, MD 21401 (hereinafter referred to as SERVICE PROVIDER), and the Village of Warwick, New York, a New York municipal corporation, with a mailing address of PO Box 369, 77 Main St., Warwick, New York, 10990 (hereinafter referred to as CLIENT).

RECITALS

WHEREAS, the CLIENT has, or will take, ownership of streetlight assets through a Customer Owned Streetlighting Agreement with Orange and Rockland Utilities, Inc. (hereafter referred to as Orange and Rockland).

WHEREAS subsequent to the acquisition of the streetlight assets from Orange and Rockland the CLIENT will own an inventory of approximately **452** streetlights.

WHEREAS the Client executed an agreement with RTE Energy Solutions, L.P. on **January 13, 2022**, for the conversion of its entire streetlight network to LED (the "Conversion Agreement").

WHEREAS the CLIENT wishes to engage the SERVICE PROVIDER to provide maintenance and repair services to its streetlight network from the date of acquisition from Orange and Rockland.

WHEREAS, the SERVICE PROVIDER will be engaging a third-party electrical subcontractor to perform a portion of the services defined herein.

Now, therefore the parties agree as follows:

TERMS

The SERVICE PROVIDER shall have the following task obligations:

1. Qualified Personnel & Subcontractor

The SERVICE PROVIDER shall engage a qualified and experienced electrical contractor with sufficient resources and equipment available to respond to reports of streetlight outages and diagnose and repair the malfunction within the time requirements outlined in this AGREEMENT and throughout its term.

2. License Classification

The SERVICE PROVIDER shall ensure that all personnel and subcontractor(s) engaged in performing services under this agreement possess all required State and local permits, certificates and/or licences throughout the term of this AGREEMENT.

3. Insurance Requirements

The SERVICE PROVIDER and any subcontractor engaged by it will be required to maintain commercial general liability with a limit of not less than \$5,000,000.00 per occurrence and aggregate, for bodily injury and property damage. The policy shall include contractual liability and insure the indemnification obligations of SERVICE PROVIDER under this Agreement but only to the extent of the coverage afforded by such policy. The policy shall be endorsed to name the CLIENT and Orange and Rockland as an additional insured, on a primary and non-contributory basis, insofar as this AGREEMENT is concerned, contain a cross-liability clause, and provide that written notice shall be given to CLIENT and Orange and Rockland at least 30 days prior to cancellation or material change in the form of such policies or endorsements. The SERVICE PROVIDER and any subcontractor engaged by it will also be required to maintain auto liability, in an amount not less than \$1,000,000, if automobiles are used in connection



with its business. Upon request, the SERVICE PROVIDER will provide the CLIENT and Orange and Rockland certificates of insurance. The SERVICE PROVIDER and any subcontractor engaged by it shall be responsible for its personal property, including its equipment.

4. Indemnity Requirements

The SERVICE PROVIDER shall defend, hold harmless, and indemnify the CLIENT, its representatives, agents, elected officials, officers, directors, and employees in any actions and from all damages arising out of the acts or failure to act of SERVICE PROVIDER, or its authorized representatives, in the performance of any act or its obligations under the terms of this AGREEMENT. The SERVICE PROVIDER shall not be liable for damages caused by the sole negligence, or willful misconduct of the CLIENT.

5. General

In general, the work to be done consists of providing street and pathway light maintenance and emergency services for the street and pathway lights located within the CLIENT's geographical boundaries. The SERVICE PROVIDER shall have available and readily accessible all required tools, equipment, apparatus, facilities, and material to perform all work necessary to maintain the lighting systems. The SERVICE PROVIDER shall ensure that both its qualified workforce and that of any subcontractor engaged by it shall be sufficient to respond to emergency calls that may be received from time to time and to promptly make temporary and permanent repairs. The work force shall be qualified to perform such work as required by any Municipal, State or Federal regulations.

6. Required Maintenance

The SERVICE PROVIDER will only respond to requests generated and approved by the CLIENT during the term of this AGREEMENT. The SERVICE PROVIDER shall repair, replace or otherwise render in good working order all defective parts of the street, park and pathway lights as instructed and authorized by the CLIENT. The SERVICE PROVIDER shall furnish all tools, equipment, apparatus, facilities, labor, services and materials, and perform all work necessary to maintain the equipment in good workmanlike manner. Service requests shall be classified into two (2) levels of priority:

- i. **Level 1 Maintenance Request (Low Priority)** applies to lights deemed to be non-critical by the CLIENT, includes repair of the **LED** street, parking lot or pathway lights consisting of furnishing a qualified lighting maintenance technician (or technicians) and a service vehicle, removing and replacing any combination of lamp, lens, photocell, ballast, or igniter, etc. Service Provider will dispatch a qualified lighting maintenance technician (or technicians) and a service vehicle to repair the light **within 10 working days** of receiving authorization to proceed. Also included is removing and replacing damaged or missing streetlights during the interim period between the time when the CLIENT purchases their HID streetlights from Orange and Rockland (if applicable) and the time the new LED light is installed.
- ii. **Level 2 Maintenance Request (High Priority)** applies to **LED** lights deemed by the CLIENT to be of significant safety consideration. Service Provider will dispatch a qualified lighting maintenance technician (or technicians) and a service vehicle to repair the light **within 3 working days** of receiving authorization to proceed. Also included is removing and replacing damaged or missing streetlights during the interim period between the time when the CLIENT purchases their HID streetlights from Orange and Rockland (if applicable) and the time the new LED light is installed.

It is understood that Orange and Rockland-owned equipment, privately-owned lights and traffic signal poles are excluded from this AGREEMENT.

7. Making a service request

The CLIENT will have access to the SERVICE PROVIDER's web-based maintenance map to report and track all streetlight outages in one platform. This service is available at all times and the CLIENT may report a problem through this portal by completing a simple on-line form. This is the recommended option.

As an alternative option, the CLIENT may wish to send an email at service@rte-es.com which must include the following information:

1. Service Level Request: 1 or 2.
2. Municipal street address nearest to light.
3. RTE ID number that identifies the fixture (this information can be obtained from the map provided to the Village).
4. Description of the issue. (i.e. failed light, flickering, day burner etc.)

The SERVICE PROVIDER shall acknowledge receipt of the email request within one business day.

The SERVICE PROVIDER will dispatch an electrical contractor to repair the Luminaire within the time frame chosen in accordance with the corresponding service level. Upon completion of the repairs the CLIENT will be notified via e-mail as to the status of the repairs, and a description of the work completed.

8. Warranty

The SERVICE PROVIDER warrants that, unless otherwise specified, all materials and equipment incorporated in any services provided under this Agreement shall be new and in good working condition.

The SERVICE PROVIDER further warrants that all workmanship shall be of the highest quality and shall be performed by persons qualified at their respective trades. Work not conforming to these warranties shall be considered defective and shall be remediated by SERVICE PROVIDER. The Workmanship Warranty period for maintenance services shall be thirty days (30) days from the date of completion of the service. This Workmanship Warranty does not cover any cost related to fixture, photocell and related products and parts failure. Such costs are covered by their individual manufacturers' warranty as applicable. The SERVICE PROVIDER shall ensure that the CLIENT is provided with all manufacturers' warranties for equipment and materials installed. Notwithstanding the above, the Workmanship Warranty shall cover any cost related to fixture, photocell and related products and parts failure that is not covered by the manufacturer's warranty due to the SERVICE PROVIDER'S installation or repair service.

The CLIENT shall promptly give the SERVICE PROVIDER notice in writing of observed defects and deficiencies in the work that appear during the warranty period.

All warranty claims shall be sent via e-mail to service@rte-es.com. The SERVICE PROVIDER shall acknowledge receipt of the e-mail request within five (5) business days.

The SERVICE PROVIDER shall promptly correct, at the SERVICE PROVIDER's expense, any work that is not in accordance with the Contract Documents or defects or deficiencies in the work, which are reported during the warranty period.

9. Compensation and Payment Terms

- a) The Service Provider shall maintain an "open book, cost plus approach" in relation to this AGREEMENT to enable the CLIENT to monitor, scrutinize and verify the accuracy of all material and subcontracted labor charges. On request by the CLIENT, the SERVICE PROVIDER shall provide the CLIENT an open book account of these charges, setting out full and transparent details of each charge to the CLIENT.

- b) The CLIENT understands that the charge for completion of the services shall be based upon a cost-plus basis whereby the SERVICE PROVIDER agrees to charge the actual amount invoiced to it by the subcontractor plus a mark-up of 20%. In the first year of this AGREEMENT, invoicing to the CLIENT will be charged according to the Pricing Schedule detailed in Exhibit "A". In addition, the SERVICE PROVIDER shall charge a fixed monthly fee of **\$250.00** to maintain and administer this service offering. Rates may be reviewed annually by the SERVICE PROVIDER and the CLIENT and rate increases may be requested in writing with detailed justification from the Service Provider and may only be implemented upon the mutual agreement of the Parties.
- c) Invoices from the SERVICE PROVIDER to the Client shall be submitted no more frequently than once per month. Invoices for all maintenance services performed in the month shall be submitted by the tenth (10th) day of the following month. Invoices for additional work shall be submitted upon completion and acceptance of the additional work. All invoices are due and payable within thirty (30) days of receipt.

10. Subcontractors

The SERVICE PROVIDER shall be fully responsible for the acts and omissions of any subcontractors and of persons both directly or indirectly employed by it, and shall hold subcontractors to the same terms and conditions as the SERVICE PROVIDER is held under this Agreement. The SERVICE PROVIDER shall ensure that all subcontractors engaged to provide services under this AGREEMENT shall possess all necessary permits, licenses, and certifications as required under any Municipal, State or Federal regulations. Subcontractors shall not be deemed employees of the CLIENT under any circumstances and the SERVICE PROVIDER assumes full responsibility for payment of compensation, taxes and all other benefits due and payable to all such personnel involved in performing services under this Agreement. This Agreement is not intended to create a joint venture, employment relationship or partnership and the relationship between the parties is that of independent contractors. SERVICE PROVIDER has a substantive investment in its facilities, tools, instruments, materials and knowledge used by its employees to complete the services referenced herein. The services performed by SERVICE PROVIDER fall outside the usual course of business of the CLIENT, and SERVICE PROVIDER is not required to work exclusively for the CLIENT. SERVICE PROVIDER is contractually responsible for satisfactory completion of the services, and payment to SERVICE PROVIDER is based on factors directly related to the services performed. SERVICE PROVIDER agrees that the persons retained by it to provide services hereunder are SERVICE PROVIDER's employees or subcontractors working directly for SERVICE PROVIDER and are not employees of the CLIENT for any purpose and therefore such persons are not entitled to any rights or benefits, whether present or future, under any collective bargaining agreement, retirement, or other benefit plan of the CLIENT; or the payment by the CLIENT of social security taxes, workers compensation premiums, unemployment insurance premiums, overtime or other compensation, and any other SERVICE PROVIDER benefits, including withholding of federal or state income taxes, and that SERVICE PROVIDER shall be solely responsible for these obligations. SERVICE PROVIDER agrees to indemnify, save harmless and defend the CLIENT and its affiliates from, and accepts full responsibility for any and all claims related to SERVICE PROVIDER's obligations to its own employees or independent contractors engaged in the Services, relating to any governmental action or claim arising out of SERVICE PROVIDER's obligations to its own employees or independent contractors.

11. Contract Term

The term of this AGREEMENT shall be for a term of twelve (12) months beginning upon the delivery of the FIR (Final Installation Report) once installation has been completed, with an option to extend the Agreement by an additional twelve (12) month term. The Client shall notify the Service Provider in writing at least thirty (30) days prior to the anniversary of the Agreement if it does not intend to extend the Agreement. If said notice is not timely provided, this Agreement shall automatically renew for an additional twelve (12) month term.

12. Termination

- a) Termination for Convenience: Either party may terminate this AGREEMENT for convenience upon thirty (30) day written notice to the other party. Unless otherwise directed by the Client, the Service Provider shall cease its performance of Services as quickly and effectively as possible following receipt of Client's convenience termination notice and terminate all commitments to third parties in connection with the Services. In the event of a termination for convenience, the Service Provider shall be compensated for Services performed through the date of termination and expiration of the thirty (30) day notice period, plus its reasonable overhead and profit. Service Provider shall submit and Client shall process Service Provider's convenience termination payment invoice within thirty (30) days of receipt of said invoice.
- b) Termination by Client for Non-Performance: The Client may terminate this Agreement at any time for non-performance of its obligations ("Default") under this agreement after giving the Service Provider written notice with fifteen (15) business days to cure the same, provided, however that if the Default in question cannot reasonably be cured within such fifteen (15) business days, then so long as the Service Provider commences cure within fifteen (15) business days and continues to use commercially reasonable efforts to pursue such cure, then such Default shall not be deemed a Default hereunder.
- c) Termination by Service Provider for Non-Payment: If the Client fails to pay the Service Provider within thirty (30) days of the payment due date as set forth in Article 11, the Service Provider will promptly provide notice to the Client of the non-payment and provide the Client an opportunity to cure. If, after the expiration of fifteen (15) days, the Client still has not made payment to the Service Provider, the Service Provider may, in its sole discretion, cease all operations and/or terminate the Agreement.

13. Dispute Resolution

This Agreement shall be governed by and construed in accordance with the laws of the State of New York, notwithstanding its conflict of law principles.

14. Assignment or Delegation

The Consultant may assign its rights, duties, and obligations pursuant to this Agreement to any entity (i) with which the Consultant is Affiliated, (ii) into which the Consultant may be merged or reorganized, or (iii) to which a substantial portion of the Consultant's assets may be sold or assigned.

15. Legal Notice

All notices, requests, demands or other communications to or from the parties hereto, unrelated to outages and service call requests, shall be in writing and shall be given by overnight delivery service, by hand delivery, telecopy or e-mail to the addressee as follows:

(i) If to the Service Provider:

RTE Energy Services, L.P.
201 West Street
Annapolis, Maryland 21401
Attention: Paul Vesel
Phone: T. (413) 695-0045
E-mail: pvesel@rte-es.com

(ii) If to the Client:

The Village of Warwick, New York
PO Box 369, 77 Main St.
Warwick, New York 10990
Attention:
E-mail: _____



16. Entire Agreement

This Agreement and its attachments represent and contain the entire agreement between the parties. Prior discussions or verbal representations by the parties that are not contained in this Agreement and its attachments are not a part of this Agreement. Where there is any conflict between the provisions of this Agreement and the provisions of any attachment, the provisions of this Agreement shall control. The provisions of this Agreement, including the scope of the Services stated in Section 6, may not be modified unless the modification is (i) in writing; (ii) specifically references this Agreement; and (iii) is signed by authorized representatives of both parties.

17. Counterparts

This agreement may be signed in any number of counterparts, each of which is an original, and all of which taken together constitute one single document.

EXECUTED the day and year set forth above.

By: RTE Energy Services, L.P., a Delaware limited partnership

By: _____

Name: Angelos Vlasopoulos

Title: CEO

Date:

By: The Village of Warwick, New York

By: _____

Name:

Title:

Date:

EXHIBIT "A"
Pricing Schedule

Table 1 – Basic Service		
Item	Description	Hourly Rate (Normal Working Hours)
1	Level 1 Maintenance Request (Low Priority): Electrician and bucket truck	\$215.00 + RTE Mark up
2	Level 2 Maintenance Request (High Priority): Electrician and bucket truck	\$270.00 + RTE Mark up

Table 2 - Additional Services (only if required)		
Item	Description	Hourly Rate (Normal Working Hours)
1	Bucket Truck Ground Worker	\$50.00 + RTE Mark up
2	Flaggers (two)	\$60.00 + RTE Mark up

Note – RTE Mark-up and fees will remain as per the structure of this agreement. Subcontractor rates in the tables above are valid until 12-31-2025 and subject to yearly revisions after this date.

Minimum Callout is 4 hours (Portal to Portal).

Table 1 Hourly Rates exclude the following items:

- Materials (i.e. Lamps, Ballasts, Wiring, Fusing, etc.)
- Disposal
- Police Detail
- Any State and/or Municipality Permits
- Any other required Services

All exclusions shall be invoiced in addition to the rates outlined in Table 1.

Normal Working Hours are as follows:

- Monday to Friday from 7:00 AM to 3:30 PM up to a maximum of 8 Hours per day and/or 40 hours per week

Services provided outside of Normal Working Hours will be invoiced as follows:

- Overtime: 1.5 times the Hourly Rate for Normal Working Hours.
- Saturday, Sundays and Holidays: 1.75 times the Hourly Rate for Normal Working Hours.

Subcontractor mark-up of 15.00% applies for any material supplied by Subcontractor.

Subcontractor rates include prevailing wages.



VILLAGE OF WARWICK
INCORPORATED 1867

February 12, 2025

Subject: Request for Enrollment in Muncicity Admin User Training and Certification

Dear Village Board Members,

I am writing to formally request approval to enroll in the Muncicity Admin User Training and Certification course. As someone who already has extensive experience using Muncicity in my role, I believe this training will further sharpen my skills, enhance my efficiency, and allow me to better support the Village's operations.

Gaining a deeper understanding of Muncicity's administrative functions will not only improve my ability to manage the system effectively but will also ensure that I can provide more advanced support, troubleshooting, and system optimization as needed. This certification will be a valuable asset in maintaining and improving the functionality of Muncicity for the Village.

The cost of this training is only \$300.00, which, when amortized over the next few years, represents a minimal investment in exchange for long-term benefits to the Village. The enhanced expertise I will gain will allow for better system utilization, reducing potential inefficiencies and the need for external support.

I appreciate your consideration of this request and welcome any questions you may have. Thank you for your time and support.

Best regards,

Kristin Bialosky
Building, Planning, Zoning & AHDRB Clerk



781 Elmgrove Road, Rochester, New York 14624
(800) 836-8834 • (585) 328-1810
FAX (585) 328-8189

MUNICITY™ CHANGE ORDER #WA0539_21225 – ADDITIONAL SERVICES

This Change Order is subject to ICC Community Development Solutions' Terms and Conditions, which are available at <http://cms.generalcode.com/terms-conditions> and are incorporated herein by reference, and the client authorizes ICC Community Development Solutions to proceed with the project.

Client Name: Village of Warwick
Address: 77 Main Street, P.O. Box 369
Warwick, NY 10990

Contact Person: Kristin Bialosky
Account Executive: Dave Aiello
Date: 2.12.25

ADMIN USER TRAINING COURSE AND CERTIFICATION

MUNICITY ADD-ON Implementation				
Description of Work	Number of Users	Year 1	Year 2 ¹	Year 3 ¹
Municipality Admin User Training	1	\$300	-	-
Functionality Description: Municipality's Administrative User Certification is an essential component designed to ensure that users have the necessary knowledge and skills before being granted elevated administrative rights within Municipality 5. These elevated rights empower users to perform critical tasks such as adding or modifying user accounts, editing configurations, and creating new types of items like permits and inspections.				
Total Cost		\$300	n/a	n/a
Note – does not include additional integrations with 3 rd party applications or additional Data Migrations				

☒ OPTION FOR LOCAL MUNICIPAL IMPORT TO MUNICITY 5 – eCode360®

MUNICITY ADD-ON				
Description of Work	POW	Year 1	Year 2	Year 3
Local Municipal Code Data Import – eCode360®	n/a	\$1,500	-	-
Functionality Description: The local municipal code import provides the Village with their eCode360® code content directly inside of Municipality 5 for citation purposes within complaints, inspections, violations, printouts, and more.				
Total Cost		\$1,500	n/a	n/a
Note – does not include additional integrations with 3 rd party applications or additional Data Migrations				

Scope: This Change Order provides for Municipality Administrative User Certification courses to be assigned to a designated user. This course will provide training and certification for elevated Municipality user permissions, (please see appendix for details). This course is \$300 per designated user, (1 users quoted for this course in this Change Order). This Change Order also provides an option for a Local Code Data Import, where the Municipality 5 implementation team will perform an import of the Village eCode360® content into Municipality 5 and Municipality Mobile for citation/reference on complaints, inspections, violations, printouts, and more.

CHANGE ORDER FORM

Exceptions: This Change Order does not include any additional system configuration or data conversion services. Additionally, the eCode360® Local Municipal Code Import is a one-time data upload of the entire code into the Municipality 5 system for reference/citation/etc. Any future code updates beyond the initial import, (due to supplementation changes or other), will require additional export services and will be subject to a Change Order.

Timeline: This service will begin within 90 days of reception of the signed Change Order.

Payment Terms: Services will be invoiced upon reception of signed Change Order. Selected annuities will be added to the Village MSAP.

Price Validity: Price is valid for 60 days from 2.12.25.

(Client please fill out) Invoice for this Change Order to be sent to:

Department: Building, Planning, Zoning Contact Name: Kristin Bialoske

The prices and specifications in this Change Order are satisfactory and are hereby accepted. All work is to be performed under the same terms and conditions as specified in the original contract unless otherwise specified.

VILLAGE OF WARWICK, ORANGE COUNTY, NEW YORK

Signature _____ Date _____

Name _____ Title _____

APPENDIX A – MUNICIPALITY ADMIN USER TRAINING

Municipity's Administrative User Certification is an essential component designed to ensure that users have the necessary knowledge and skills before being granted elevated administrative rights within Municipity 5. These elevated rights empower users to perform critical tasks such as adding or modifying user accounts, editing configurations, and creating new types of items like permits and inspections.

Key features of this add-on include:

- **Comprehensive Training:** Users will undergo comprehensive training sessions focused on administrative functions within Municipity 5. These sessions are designed to familiarize users with the tools, processes, and best practices required to effectively manage administrative functions. Training includes on-demand course as well as up to 1.5 hours of live review with a dedicated Municipity trainer.
- **Certification:** Upon completion of the training program, users will undergo a certification process to validate their understanding and proficiency in performing administrative functions. This certification serves as proof of competency and readiness to handle elevated administrative rights.
- **Access to Elevated Administrative Rights:** Upon successful completion of training and certification, users will be granted elevated administrative rights within the software. These rights enable users to manage user accounts, configure settings, and create new types of items, enhancing their capabilities and productivity within the system.
- **Ongoing Support:** Our support team will provide ongoing assistance and guidance to certified administrators, ensuring they have the resources and support they need to effectively utilize their administrative privileges and maximize the software's potential.

By purchasing the Training and Certification for Administrative Functions Add-On, organizations can ensure that their administrators are well-trained, certified, and equipped to efficiently manage crucial aspects of the software, contributing to improved workflow efficiency and user experience.



January 27, 2025

Mayor Michael Newhard
Village of Warwick
77 Main Street
Warwick, NY 10990

Dear Mayor Newhard,

On Behalf of Winslow Therapeutic Riding Center, we are requesting permission to hold the 34th Annual Duck Derby on Sunday May 18, 2025 from 10:00 a.m. – 2:30 p.m. in Linear Park by Wawayanda Creek and South Street parking lot. The Duck Derby Race will take place at 1:30. Clean up and breakdown will be completed by 3:00.

Attached is a Certificate of Liability Insurance, along with a completed Village of Warwick Facility Use Request. Enclosed please find the \$200 security deposit as required per the facility use document.

Sincerely,

A handwritten signature in blue ink, appearing to read "Susan Ferro", is written over a horizontal line.

Susan Ferro
Executive Director

77 Main Street
Post Office Box 369
Warwick, NY 10990
www.villageofwarwick.org



(845) 986-2031
FAX (845) 986-6884
mayor@villageofwarwick.org
clerk@villageofwarwick.org

VILLAGE OF WARWICK

INCORPORATED 1867

Facility Use Request Form For Gatherings of Less Than 200 People

ONLY USE THIS FORM IF YOUR EVENT WILL HAVE 200 PEOPLE OR LESS

Date Request Submitted: 1-27-25

Title of Event: Winslow Duck Derby

Purpose of Event: Community Outreach / Fundraiser

SECTION 1: REQUESTED VILLAGE-OWNED PROPERTY

☐ Railroad Green ☐ Stanley-Deming Park ☐ Lewis Woodlands

☐ Veterans Memorial Park ☐ Veterans Memorial Park Pavilion

**Please use the attached map to indicate the specific area(s) to be used within each park.*

Village of Warwick Parking Lots - check all that apply:

☐ South Street Lot ☐ 1st Street Lot ☐ Chase Lot (non-permit only)
☐ Spring Street Lot ☐ Wheeler & Spring St. Lot ☐ Upper CVS Lot ☐ Lower CVS Lot

Village of Warwick Streets: _____

SECTION 2: DATE AND TIME REQUESTED

Date(s) Requested: 5-18-2025 Rain Date Requested: N/A

Arrival Time: 8AM Departure Time: 3pm

Event Start Time: 10AM Event End Time: 2pm

SECTION 3: APPLICANT INFORMATION

Check one: ☒ Non-Profit Organization ☐ Commercial/Business Organization ☐ Family
**For-profit activities are prohibited.*

Applicant's Name/Responsible Party: Susan Ferro

**Person of responsibility representing the organization must be a Town of Warwick resident.*

Mailing Address of Responsible Party: 260 State Route 94 South, Warwick NY 10990

Email Address: Sue@winslow.org Cell Phone: (845) 988-7242

Proof of Town of Warwick Residency of Responsible Party: ☒ Driver's License ☐ Utility Bill

Name of Organization (if Applicable): Winslow Therapeutic Center

Name of Organization's Director(s)/Officer(s): Susan FERRO

Organization's Phone: (845) 986-4684 Email Address: Sue@winslow.org

Mailing Address of Organization: 1433 State Route 17A, Warwick NY 10990

Physical Address of Organization: same as above

SECTION 4: EVENT INFORMATION

Maximum Number of People Intended at the Event: _____

** If greater than 200 people, at any given time DO NOT complete this form. See instructions.*

of Adults: _____ # of People Under 18: _____

Expected Number of Vehicles Intended at the Event: _____

Please explain the parking plan for the event: _____

Event is during
the Farmer's
Market. Winslow
has a booth

WILL YOUR EVENT INCLUDE:

CHECK YES OR NO

Greater than 200 people at any given time <i>If yes, DO NOT complete this form. Please complete form: FACILITY USE PERMIT APPLICATION FOR GATHERINGS GREATER THAN 200 PEOPLE</i>	Yes _____ No _____
Music / Loudspeakers / Sound System <i>If yes, explain:</i> _____ <i>Location of Music/Loud Speakers/ Sounds System:</i> _____	Yes _____ No <input checked="" type="checkbox"/>
Parade, walk, road race, etc. <i>Request must include in writing a clear layout of the intended route AND a letter from the Warwick Police Department approving the route and police resources.</i>	Yes _____ No _____
Tent(s) <i>Include a map detailing the placement of the tent(s).</i> <i>Date & time tent will be set up:</i> _____ <i>Date & time tent will be removed:</i> _____	Yes _____ No _____

Farmer's Market

RVs, Campers, Food Trucks, etc. <i>If yes, explain:</i> _____	Yes _____ No <input checked="" type="checkbox"/>
Admission Fee to Be Charged <i>If yes, please list the admission fee:</i> _____	Yes _____ No <input checked="" type="checkbox"/>
Alcohol <i>Host Liquor Liability Insurance is required.</i>	Yes _____ No <input checked="" type="checkbox"/>
Food will be served or sold <i>If yes, explain the method of food distribution and disposal of trash:</i> _____ <small>*A permit is required from the Orange County Department of Health when offering or selling any food to the public. It is the applicant's responsibility to contact the Orange County Department of Health to obtain necessary permits. Contact the Orange County Department of Health for further information. *Applicants must provide a drawing to scale showing where the food will be served/sold and where trash will be disposed.</small>	Yes _____ No <input checked="" type="checkbox"/>
Rides: Mechanical Carnival Rides, Bounce House, Inflatable Slide, etc. <i>If yes, explain:</i> _____ <i>Additional contract(s) and/or insurance is required.</i>	Yes _____ No <input checked="" type="checkbox"/>
Animals: (Example, horses, pony rides, petting zoo, etc.) <i>If yes, explain:</i> _____	Yes _____ No <input checked="" type="checkbox"/>
Portable Toilets <i>Placement of portable toilets must be detailed on the map that is required with the application.</i>	Yes _____ No <input checked="" type="checkbox"/>
Other <i>Please explain:</i> _____	Yes _____ No _____

SPECIAL REQUESTS:
CHECK YES OR NO

Road Closure <i>List road(s):</i> _____ <i>Closed between the hours of</i> _____ <i>and</i> _____ <i>Number of 'No Parking' meter bags requested, if applicable:</i> _____	Yes _____ No <input checked="" type="checkbox"/>
Use of Village-owned tables and chairs <i>Veterans Memorial Park Pavilion Only. No. of Tables</i> _____ <i>No. of Chairs</i> _____	Yes _____ No <input checked="" type="checkbox"/>
Use of Electricity	Yes _____ No <input checked="" type="checkbox"/>
Use of Memorial Park Football/Over 35 Field Lights <i>Additional fee required for use of field lights.</i>	Yes _____ No <input checked="" type="checkbox"/>

Use of Memorial Park Pavilion Lights	Yes _____ No <u>✓</u>
Use of Village of Warwick Restrooms <i>Memorial Park and Stanley Deming Park only.</i>	Yes _____ No <u>✓</u>
Other <i>Please explain: _____</i>	Yes _____ No _____

SECTION 5: FEES/SECURITY DEPOSIT

Fees and Security Deposit are Due Upon Application / Checks payable to: The Village of Warwick

☒ \$200 Security Deposit - (Must be a Separate Payment)

☐ Memorial Park Football/Over 35 Field Lights (circle one) - \$10 per day or \$300 per season

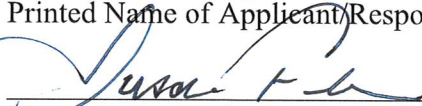
TOTAL FEES: \$ (excluding security deposit)

SECTION 6: INDEMNITY & HOLD HARMLESS

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she agrees to be responsible to the Village of Warwick for the use and care of the facilities. He/she, on behalf of Winslow Therapeutic Center (Name of Organization) does hereby covenant and agree to defend, indemnify and hold harmless the Village of Warwick from and against any and all liability, loss, damages, claims, or actions (including costs and attorneys' fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of Village's property, facilities and/or services by Winslow Therapeutic Center (Name Organization).

Susan FERRO

Printed Name of Applicant/Responsible Party


Signature of Applicant/Responsible Party

1-27-25

Date

Office Use Only:

Security Deposit Check # 2471

Fees Received na

DPW Pre-Approval na

Certificate of Insurance ✓

Park Map(s) na

Facility Use Calendar ✓

Host Liquor Liability na

Police Dept. Approval na

Parade Calendar na

Permit Holder. Applicants are urged to bring extra plastic garbage bags to facilitate cleanup.

17. Any organization with youths under 18 years old requires the presence of adequate adult supervision at all times.
18. Supervision and parking are the responsibility of the applicant organization/individual.
19. Permits may be revoked at any time.
20. All posted rules must be adhered to.
21. No field or building alterations (lining of fields, erecting goal posts or structures, etc.) are allowed without prior approval.
22. The emergency telephone number for police is 911 or 986-5000; fire and ambulance 911.
23. Prior to the start of the event, an announcement should be made to your group regarding emergency evacuation procedures, for example pointing out posted procedures, direction for exiting, procedures for emergency helicopter landing, etc. Need pamphlet to hand out to applicants.
24. In the event of an accident, please notify the Village Clerk at (845) 986-2031 before the end of the next business day.
25. The Village of Warwick does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations.

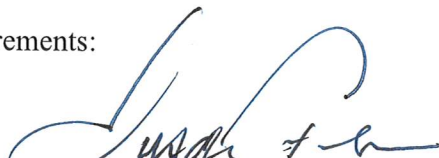
INDEMNITY & HOLD HARMLESS

FACILITY USER does hereby covenant and agree to defend, indemnify, and hold harmless the Village of Warwick from and against any and all liability, loss, damages, claims, or actions (including costs and attorneys' fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of the Village of Warwick property, facilities and/or services.

I have read and understand the Facilities Use Requirements:

Susan Ferro

Printed Name of Applicant/Responsible Party



Signature of Applicant/Responsible Party

Date 1-27-25



Warwick St. Patrick's Day Parade Committee

January 14, 2025

Worthy Members of the Warwick Village Board of Trustees,

I am writing this letter, as required, on behalf of the Warwick St. Patrick's Parade Committee to respectfully request your consideration and deliberative permission to grant a permit for a St. Patrick's Parade in the Village of Warwick on March 9, 2025 between the hours of 11:00 am and 1:00 pm.

I am the Chair of the Warwick St. Patrick's Day Parade Committee, as well as the President of Warwick Division 3 of the Ancient Order of Hibernians.

It is our earnest desire to sponsor an orderly, well-managed, and dignified celebration of our shared heritage that is inclusive of and respectful to all.

If granted a permit, the parade would commence from the parking lot of SACH/Mount Alverno Center, proceed south down Main Street/Oakland Avenue to Orchard Street, turn west to Elm Street then north with the parade ending at 16 Elm Street.

I have discussed the potential for such an event with Chief John Rader of the Warwick Police Department. I am confident that this event, with the permission of the Village Board and the professional oversight of the WPD would result in an parade that would be beneficial to the Village and our businesses and celebrate pride and civic-mindedness.

The Parade Committee would ensure that the march would be well ordered and marshalled, that there would be no stoppages along the line of march for anything other than facilitation of pedestrian or vehicular traffic at the direction of the WPD.

I thank you all for your consideration of this request, and look forward to your response.

Thank you,
Respectfully submitted,

Brian E. McCabe
Chair
Warwick St. Patrick's Parade Committee

77 Main Street
Post Office Box 369
Warwick, NY 10990
www.villageofwarwick.org



(845) 986-2031
FAX (845) 986-6884
mayor@villageofwarwick.org
clerk@villageofwarwick.org

VILLAGE OF WARWICK

INCORPORATED 1867

Facility Use Request Form **For Gatherings of Less Than 200 People**

ONLY USE THIS FORM IF YOUR EVENT WILL HAVE 200 PEOPLE OR LESS

Date Request Submitted: 2/3/25

Title of Event: WARWICK ST PATRICK'S PARADE

Purpose of Event: COMMUNITY CELEBRATION OF HERITAGE + CULTURE

SECTION 1: REQUESTED VILLAGE-OWNED PROPERTY

☐ Railroad Green ☐ Stanley-Deming Park ☐ Lewis Woodlands

☐ Veterans Memorial Park ☐ Veterans Memorial Park Pavilion

**Please use the attached map to indicate the specific area(s) to be used within each park.*

Village of Warwick Parking Lots - check all that apply:

☐ South Street Lot ☐ 1st Street Lot ☐ Chase Lot (non-permit only)
☐ Spring Street Lot ☐ Wheeler & Spring St. Lot ☐ Upper CVS Lot ☐ Lower CVS Lot

Village of Warwick Streets: GRAND ST, MAIN ST, ORCHARD ST, ELM ST

SECTION 2: DATE AND TIME REQUESTED

Date(s) Requested: 3/9/25 Rain Date Requested: NONE

Arrival Time: 10:30 AM Departure Time: 1:30 PM

Event Start Time: 11:00 AM Event End Time: 1:00 PM

SECTION 3: APPLICANT INFORMATION

Check one: ☒ Non-Profit Organization ☐ Commercial/Business Organization ☐ Family

**For-profit activities are prohibited.*

Applicant's Name/Responsible Party: BRIAN E. MCCABE

**Person of responsibility representing the organization must be a Town of Warwick resident.*

Mailing Address of Responsible Party: 55 MAPLE AVE, WARWICK, NY 10990

Email Address: BRIAN MCCABE@GMAIL.COM Cell Phone: (845) 590-3844

Proof of Town of Warwick Residency of Responsible Party: ☐ Driver's License ☐ Utility Bill

Name of Organization (if Applicable): WARWICK ST PATRICKS PARADE COMMITTEE

Name of Organization's Director(s)/Officer(s): CHAIR - BRIAN G. MCCABE

Organization's Phone: (845) 590-3844 Email Address: WARWICKSPARADE@GMAIL.COM

Mailing Address of Organization: 55 MAPLE AVE, WARWICK, NY 10990

Physical Address of Organization: 11

SECTION 4: EVENT INFORMATION

Maximum Number of People Intended at the Event: 150

** If greater than 200 people, at any given time DO NOT complete this form. See instructions.*

of Adults: 130 # of People Under 18: 20

Expected Number of Vehicles Intended at the Event: 4-6

Please explain the parking plan for the event: PARADE PARTICIPANTS WILL PARK AT MOUNT ALVORNO CONTOR ON GRAND ST.

WILL YOUR EVENT INCLUDE:

CHECK YES OR NO

Greater than 200 people at any given time <i>If yes, DO NOT complete this form. Please complete form: FACILITY USE PERMIT APPLICATION FOR GATHERINGS GREATER THAN 200 PEOPLE</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Music / Loudspeakers / Sound System <i>If yes, explain: ONLY MARCHING BANDS IN PARADE</i> <i>Location of Music/Loud Speakers/ Sounds System: NO SOUND SYSTEM</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Parade, walk, road race, etc. <i>Request must include in writing a clear layout of the intended route AND a letter from the Warwick Police Department approving the route and police resources.</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Tent(s) <i>Include a map detailing the placement of the tent(s).</i> <i>Date & time tent will be set up: _____</i> <i>Date & time tent will be removed: _____</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

RVs, Campers, Food Trucks, etc. If yes, explain: _____	Yes _____ No <u>X</u>
Admission Fee to Be Charged If yes, please list the admission fee: _____	Yes _____ No <u>X</u>
Alcohol Host Liquor Liability Insurance is required.	Yes _____ No <u>X</u>
Food will be served or sold If yes, explain the method of food distribution and disposal of trash: _____ _____ _____ <i>*A permit is required from the Orange County Department of Health when offering or selling any food to the public. It is the applicant's responsibility to contact the Orange County Department of Health to obtain necessary permits. Contact the Orange County Department of Health for further information. *Applicants must provide a drawing to scale showing where the food will be served/sold and where trash will be disposed.</i>	Yes _____ No <u>X</u>
Rides: Mechanical Carnival Rides, Bounce House, Inflatable Slide, etc. If yes, explain: _____ Additional contract(s) and/or insurance is required.	Yes _____ No <u>X</u>
Animals: (Example, horses, pony rides, petting zoo, etc.) If yes, explain: _____	Yes _____ No <u>X</u>
Portable Toilets Placement of portable toilets must be detailed on the map that is required with the application.	Yes _____ No <u>X</u>
Other Please explain: _____	Yes _____ No <u>X</u>

SPECIAL REQUESTS:
CHECK YES OR NO

Road Closure List road(s): <u>GRAND, MAIN, ORCHARD, BLM STS.</u> Closed between the hours of <u>10:30</u> and <u>1:00</u> Number of 'No Parking' meter bags requested, if applicable: <u>N/A</u>	Yes <u>✓</u> No _____
Use of Village-owned tables and chairs Veterans Memorial Park Pavilion Only. No. of Tables _____ No. of Chairs _____	Yes _____ No <u>X</u>
Use of Electricity	Yes _____ No <u>X</u>
Use of Memorial Park Football/Over 35 Field Lights Additional fee required for use of field lights.	Yes _____ No <u>X</u>

Use of Memorial Park Pavilion Lights	Yes _____ No <u>X</u>
Use of Village of Warwick Restrooms <i>Memorial Park and Stanley Deming Park only.</i>	Yes _____ No <u>X</u>
Other <i>Please explain: _____</i>	Yes _____ No <u>X</u>

SECTION 5: FEES/SECURITY DEPOSIT

Fees and Security Deposit are Due Upon Application / Checks payable to: The Village of Warwick

☒ \$200 Security Deposit - (Must be a Separate Payment)

☐ Memorial Park Football/Over 35 Field Lights (circle one) - \$10 per day or \$300 per season

TOTAL FEES: \$ 40.00 ~~200.00~~ (excluding security deposit)

SECTION 6: INDEMNITY & HOLD HARMLESS

The undersigned is over 21 years of age and has read this form and attached regulations and agrees to comply with them. He/she agrees to be responsible to the Village of Warwick for the use and care of the facilities. He/she, on behalf of WARWICK ST PATRICK PARADE (Name of Organization) does hereby covenant and agree to defend, indemnify and hold harmless the Village of Warwick from and against any and all liability, loss, damages, claims, or actions (including costs and attorneys' fees) for bodily injury and/or property damage, to the extent permissible by law, arising out of or in connection with the actual or proposed use of Village's property, facilities and/or services by WARWICK ST PATRICKS PARADE CMTTEE (Name Organization).

BRIAN E MCCABO
Printed Name of Applicant/Responsible Party

Brian E McCabo
Signature of Applicant/Responsible Party

2/3/25
Date

Office Use Only:

Security Deposit Check # 115

Fees Received NA

DPW Pre-Approval NA

Certificate of Insurance ✓

Park Map(s) NA

Facility Use Calendar ✓

Host Liquor Liability NA

Police Dept. Approval ✓

Parade Calendar ✓



WARWICK ST PATRICK'S PARADE ROUTE

① MARCH FROM MT AWOONO CENTER EAST TO MAIN ST

② SOUTH ON MAIN ST TO ORCHARD ST ④ NORTH ON ELM ST TO 16 ELM ST.

③ WEST ON ORCHARD ST TO ELM ST

PARADE DISPERSOS IN YESTERDAY'S LOT.

FW: 2025 St. Patrick's Day Parade

From Raina Abramson <clerk@villageofwarwick.org>
Date Fri 01/17/2025 2:44 PM
To Deputy Clerk <deputyclerk@villageofwarwick.org>

Please add this to the St. Patty's request.

From: John Rader <jrader@townofwarwickpd.org>
Sent: Friday, January 17, 2025 2:26 PM
To: Raina Abramson <clerk@villageofwarwick.org>; McCabe, Brian <Brian.McCabe@wmchealth.org>
Subject: 2025 St. Patrick's Day Parade

Good afternoon Raina

I have been in contact with Brian McCabe in regard to this year's St. Patrick's Day parade. We discussed the route, date and time in advance of their application paperwork being turned in to Village Hall. The police department approves the route and will provide the necessary personnel to handle traffic control and the any detours.

If you need anything else, please let me know.

John

Chief John Rader

Town of Warwick Police Department

132 Kings Highway

Warwick, New York 10990

(845) 986-5000- office

(845) 986-5985- fax

(No subject)

From John Christison <yesterdays16elm@gmail.com>

Date Wed 02/12/2025 2:22 PM

To Deputy Clerk <deputyclerk@villageofwarwick.org>

good afternoon Jenn Mante John Christison, Yesterdays approves ending the parade in our parking lot on 3/9/25 thank you john Christison

77 Main Street
Post Office Box 369
Warwick, NY 10990
www.villageofwarwick.org



(845) 986-2031
FAX (845) 986-6884
mayor@villageofwarwick.org
clerk@villageofwarwick.org

VILLAGE OF WARWICK
INCORPORATED 1867

Budget Modification Request

For Board of Trustees Approval - Meeting on 2/18/25

For approval to transfer available appropriations for the following Fiscal Year 2024-2025 budget account lines:

GENERAL FUND

FROM Account Code	Account Description	Budget Approp. Balance	Transfer Request	Reason	TO Account Code	Account Description	Budget Approp. Balance	Transfer Amount
A5110.4930	Streets - Road Paving	100,000.00	60,000.00	Finish Pole Barn	A1640.4950	Central Garage - Other	(29,655.48)	60,000.00
A1320.4005	Auditor - Special Audits	10,000.00	5,000.00	To cover attorney fees	A1420.4000	Attorney - Contracted Services	(1,422.45)	5,000.00
A5110.1000	Streets - Personal Service	216,974.51	8,586.92	Actual vs Budget Payroll	A1620.1000	Village Hall - Personal Service	(4,499.08)	4,499.08
				Actual vs Budget Payroll	A5010.1200	DPW - WORKERS COMP SALARY	(4,087.84)	4,087.84
A5110.4930	Streets - Road Paving	40,000.00	30,000.00	To cover auto maintenance	A5110.4050	Streets - Auto Maintenance	(7,675.06)	10,000.00
				To cover salt purchase	A5142.4650	Snow Removal - Salt/Supplies	(18,568.66)	20,000.00
A5010.2000	Street Admin - Equipment	3,812.42	2,401.30	To cover the increase in NYCOM radio contract	A5010.4570	Street Admin - Maintenance Contracts	(2,401.30)	2,401.30
A1620.4400	Village Hall - Repairs/Building	10,047.69	3,903.56	T2 system	A3320.4650	Parking Division - Spec Dept Supplies	(2,898.74)	2,898.74
				To cover It services outside of monthly managed services	A1680.4900	Network/IT - Professional Services	(1,004.82)	1,004.82
A3620.4650	Code Enf/Bldg Insp - Spec Dept Supp	157.89	94.98	Tablet	A3620.2000	Code Enf/Bldg Insp - Equipment	(94.98)	94.98
TOTAL			109,986.76		TOTAL			109,986.76

WATER FUND

FROM Account Code	Account Description	Budget Approp. Balance	Transfer Request	Reason	TO Account Code	Account Description	Budget Approp. Balance	Transfer Amount
F9060.8000	Water Hospital & Medical Insurance	4,772.78	0.20	Actual vs Budget	F9040.8000	Water Workers Compensation	(0.20)	0.20
TOTAL			0.20		TOTAL			0.20

Respectfully submitted,

Sadie Andryshak
Sadie Andryshak
Village Treasurer

Backup Documentation: Negative balance listing report

Report Date: 2/12/25

Range of Accounts: First to Last
Report Type: Sub Account Include Non-Budget Accounts: N

Account No	Description	Budgeted	Encumbered	Expended	Transfers	Reimbursed	Canceled	Balance	%Used
A-1420-4000	Attorney - Contracted Services	35,000.00	0.00	36,422.45	0.00	0.00	0.00	1,422.45-	104.06
A-1620-1000	Village Hall - Personal Service	1,739.00	0.00	15,415.12	9,177.04	0.00	0.00	4,499.08-	141.22
A-1640-4950	Central Garage - Other	15,000.00	0.00	44,655.48	0.00	0.00	0.00	29,655.48-	297.70
A-1680-4900	Network/IT - Professional Services	26,370.00	5,866.24	21,508.58	0.00	0.00	0.00	1,004.82-	103.81
A-3320-4650	Parking Division - Spec Dept Supplies	1,500.00	0.00	4,398.74	0.00	0.00	0.00	2,898.74-	293.25
A-3620-2000	Code Enf/Bldg Insp - Equipment	1,000.00	0.00	1,094.98	0.00	0.00	0.00	94.98-	109.50
A-5010-1200	DPW - WORKERS COMP SALARY	0.00	0.00	27,974.21	23,886.37	0.00	0.00	4,087.84-	117.11
A-5010-4570	Street Admin - Maintenance Contracts	12,200.00	2,571.00	12,030.30	0.00	0.00	0.00	2,401.30-	119.68
A-5110-4050	Streets - Auto Maintenance	60,000.00	0.00	67,675.06	0.00	0.00	0.00	7,675.06-	112.79
A-5142-4650	Snow Removal - Salt/Supplies	40,000.00	0.00	58,568.66	0.00	0.00	0.00	18,568.66-	146.42
A-5182-2000	Street Lighting-Equipment/Capital	60,000.00	0.00	200,457.00	0.00	0.00	0.00	140,457.00-	334.10
Fund Total									
		252,809.00	8,437.24	490,200.58	33,063.41	0.00	0.00	212,765.41-	174.43
F-9040-8000	Water Workers Compensation	16,251.00	0.00	16,251.20	0.00	0.00	0.00	0.20-	100.00
Fund Total									
		16,251.00	0.00	16,251.20	0.00	0.00	0.00	0.20-	100.00
Year Total									
		269,060.00	8,437.24	506,451.78	33,063.41	0.00	0.00	212,765.61-	170.42