

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
FEBRUARY 3, 2023**

9506

The Regular Meeting of the Board of Trustees of the Village of Warwick was held on Friday, February 3, 2023, at 9:30 a.m. in Village Hall, 77 Main Street, Warwick, NY. Present was: Mayor, Michael J. Newhard, Trustees: Barry Cheney, Bill Lindberg, and Carly Foster. Absent was Tom McKnight. Also, present was Village Clerk, Raina Abramson. Others present: Scot Brown and Mary Collura.

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

Authorization to Pay all Approved and Audited Claims

A **MOTION** was made by Trustee Lindberg, seconded by Trustee Foster, and carried for the Authorization to Pay all Approved and Audited Claims in the amount of \$235,606.61.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Lindberg Aye

Trustee McKnight Absent Mayor Newhard Aye

Announcement

1. Notice of Completion of Tentative Assessment Roll & Hearing of Complaints.

Village Clerk, Raina Abramson read the Notice of Completion.

**NOTICE OF COMPLETION OF
TENTATIVE ASSESSMENT ROLL
PURSUANT TO SEC. 1406 OF REAL PROPERTY TAX LAW
HEARING OF COMPLAINTS**

NOTICE IS HEREBY GIVEN that the Assessor of the Village of Warwick, County of Orange, has completed the Tentative Assessment Roll for the current year and that said Assessment Roll was timely filed as of January 27, 2023 and that a copy thereof is available on the Village of Warwick's website at www.villageofwarwick.org or in the Clerk's Office during regular business hours where it may be seen and inspected through February 21, 2023.

HEARING OF REAL PROPERTY ASSESSMENT GRIEVANCES - On Tuesday, February 21, 2023, between the hours of 4:00 p.m. and 8:00 p.m., the Board of Assessment Review for the Village of Warwick will meet at the Village Hall, 77 Main Street, to hear and examine all verified written complaints in relation to such assessments, and the application of any person believing himself aggrieved thereby.

Complaint on Real Property Assessments Forms (RP-524), with all supporting documentation must be filed with the Clerk's Office on or before 8:00 p.m. on February 21, 2023. The RP-524 complaint form may be found on the Village of Warwick's website at www.villageofwarwick.org.

ASSESSOR CONSULTATION APPOINTMENTS - The Assessor, or her designee, will be available until Tuesday, February 14, 2023, by appointment via telephone to discuss Tentative Roll assessments.

To schedule an appointment, please contact the Assessor through the Village Clerk's Office at (845) 986-2031 or by email clerk@villageofwarwick.org. Appointments must be scheduled and confirmed in advance.

Discussion

1. Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Funding opportunities.

Trustee Foster gave an update on the status of the RAISE grant, which included reaching out to an engineering firm about supporting the cost development.

Mayor Newhard said he would reach out for letters of support.

2. 'Safe Streets for All' grant opportunity.

Trustee Foster spoke about the Local Infrastructure Hub and explained that it provided free guidance for smaller communities to access funding, which increased the competitiveness for rural areas. Trustee Foster said she had participated in three of their calls and it had been an incredible resource. Trustee Foster listed some of the courses that were provided.

Trustee Foster explained the details of the 'Safe Streets for All' grant and would share the requirements with the Board, including a check list, which already had a lot of the components completed due to the work already done on the RAISE grant. Trustee Foster said something they were missing for the grant was data, which Chief Rader would assist in her gaining access to. Trustee Foster stated that rural communities tend to have higher traffic incidents per capita than major metropolitan areas and accentuated the need for safer streets in less populated areas.

Mayor Newhard asked how far back the data would be needed. Trustee Foster answered that it would be from recent years and would be looking at areas where there had been crashes.

The Board asked Trustee Foster several more questions regarding the details of the grant, a discussion ensued.

Trustee Cheney suggested having a discussion with the Commissioner of Planning and his team that works the Transportation Council.

More discussion ensued.

Mayor Newhard thanked Trustee Foster for all her work done on the grant.

Privilege of the Floor

Please limit your comments to **three (3)** minutes. If reading a document, please submit a copy to the Clerk. Please note all remarks must be addressed to the Board as a body and not to individual Board members. Please state your name clearly before speaking. These rules are taken from the Handbook for Village Officials – New York State Conference of Mayors and Municipal Officials.

No comments were made.

Motions

Vacation Carry-Over

A **MOTION** was made by Trustee Cheney, seconded by Trustee Lindberg, and carried to grant permission to Village of Warwick Employee, Boris Rudzinski, to carry over 5 vacation days.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Lindberg Aye

Trustee McKnight Absent Mayor Newhard Aye

Advertise for Bid – Water Production System Operator & Wastewater System Operator

A **MOTION** was made by Trustee Cheney, seconded by Trustee Lindberg and carried to advertise and receive proposals for Water Production System Operator and Wastewater System Operator.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Lindberg Aye

Trustee McKnight Absent Mayor Newhard Aye

Discussion

Trustee Cheney explained that the bid was for a three-year contract with two one-year options, and the increase in the contract each year was tied to the consumer price index. Trustee Cheney said it was the same as the last contract, which gives a good deal of stability as well as an out.

Advertise for Bid – Chemical Delivery

A **MOTION** was made by Trustee Cheney, seconded by Trustee Lindberg, and carried 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, 2023, through May 31, 2024.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Lindberg Aye

Trustee McKnight Absent Mayor Newhard Aye

Advertise for Bid – Refuse

A **MOTION** was made by Trustee Cheney, seconded by Trustee Lindberg, and carried 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, 2023, through May 31, 2024.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Lindberg Aye

Trustee McKnight Absent Mayor Newhard Aye

Purchase - Digital Correlator System

A **MOTION** was made by Trustee Cheney, seconded by Trustee Lindberg, and carried to approve the purchase of a Digital Correlator System from C.A. Turner Co. Inc. in the amount \$18,750 for the Village of Warwick Water Department to locate leaks with greater efficiency, per the recommendation of Water Distribution Supervisor, Christopher Bennett. Funds are

appropriated in budget code F.8340.2350.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Lindberg Aye

Trustee McKnight Absent Mayor Newhard Aye

Discussion

Trustee Cheney explained that a correlator was a piece of equipment that listens to the ground and measures noise levels, which can determine if there is water moving through the ground and not through a pipe. Trustee Cheney explained that the Village's entire thirty-five miles of watermain would be getting a leak detection survey, which would probably happen sometime in the first quarter of 2023. Trustee Cheney said the first time the survey was completed quite a few leaks were found, but it had become less and less. Trustee Cheney emphasized how important this process was in pinpointing leaks so that digging is minimized.

Trustee Lindberg asked what the cause of most of the leaks were. Trustee Cheney answered a combination of things, such as old pipes, the depth, temperature change, and road work. Trustee Cheney spoke of the leak on Elm Street, a longitudinal crack in the service line off the watermain, and listed possible reasons for the leak, such as bad compaction beneath the pipe, vibrations of the equipment while paving Elm Street, and how most of the time it is age related.

Purchase - Digital Water Leak Detector

A **MOTION** was made by Trustee Cheney, seconded by Trustee Foster, and carried to approve the purchase of a Digital Water Leak Detector from C.A. Turner Co. Inc. in the amount \$5,700 to replace an older device that is no longer functioning, per the recommendation of Water Distribution Supervisor, Christopher Bennett. Funds are appropriated in budget code F.8340.2350.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Lindberg Aye

Trustee McKnight Absent Mayor Newhard Aye

Facility Use Request – Winslow Therapeutic Riding Duck Derby

A **MOTION** was made by Trustee Foster, seconded by Trustee Cheney and carried to grant permission to Winslow Therapeutic Riding Center to hold the Duck Derby event on Sunday, May 21, 2023, from 10:00 a.m. – 2:30 p.m. in Linear Park by the Wawayanda Creek and 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: **APPROVED**

Trustee Cheney Aye Trustee Foster Aye Trustee Lindberg Aye

Trustee McKnight Absent Mayor Newhard Aye

Discussion

Mayor Newhard explained that Linear Park is the South Street parking lot along the stream. Trustee Cheney clarified some missing information from the application.

Facility Use Request – Warwick Valley Gardeners Garden Tour

A **MOTION** was made by Trustee Foster, seconded by Trustee Cheney and carried to grant permission to the Warwick Valley Gardeners to use Railroad Green on Friday, July 7, 2023, from 4:00 p.m. to 5:30 p.m. for a pre-tour ticket sales event and on Saturday, July 8, 2023, between the hours of 8:00 a.m. and 3:00 p.m., with a rain date of July 9, 2023, for the Annual Countryside Garden Tour event. The event is in coordination with the Merchants Guild in anticipation of the Annual Sidewalk Sale Event. Completed park permit, security deposit, and proof of insurance have been received.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Lindberg Aye

Trustee McKnight Absent Mayor Newhard Aye

No Parking Meter Covers – Warwick Valley Gardeners Garden Tour

A **MOTION** was made by Trustee Foster, seconded by Trustee Cheney and carried to place eight (8) ‘no parking’ meter covers on parking meter numbers 43 – 46 (northbound side of Main Street) and 108-111 (southbound side of Main Street) from 6:00 a.m. to 3:00 p.m. on Saturday, July 8, 2023, with a rain date of Sunday, July 9, 2023, for the benefit of the Warwick Valley Gardeners Garden Tour ticket sale as per their letter dated January 30, 2023.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Lindberg Aye

Trustee McKnight Absent Mayor Newhard Aye

Facility Use – Veterans Memorial Park - Warwick Fire Department 9/11 Memorial

A **MOTION** was made by Trustee Foster, seconded by Trustee Cheney and carried to grant permission to the Warwick Fire Department to use Veterans Memorial Park for a 9/11 Memorial Service on Monday, September 11, 2023, from 5:00 p.m. to 6:30 p.m. Request includes use of electricity near the entrance of the park. Completed park permit and proof of insurance have been received.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Lindberg Aye

Trustee McKnight Absent Mayor Newhard Aye

Facility Use – Veterans Memorial Park - Warwick Fire Department Picnic

A **MOTION** was made by Trustee Foster, seconded by Trustee Cheney and carried to grant permission to the Warwick Fire Department to use the Veterans Memorial Park Pavilion for a Department Picnic on Saturday, July 29, 2023, from 9:00 a.m. to 8:00 p.m. Request includes use of alcohol, inflatable rides, electricity, pavilion lights, restrooms and Village owned tables and chairs. Completed park permit and proof of insurance, including Host Liquor Liability & coverage for inflatable rides, have been received.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Lindberg Aye

Trustee McKnight Absent Mayor Newhard Aye

Refund – Local Residency Card

A **MOTION** was made by Trustee Lindberg, seconded by Trustee Cheney, and carried to refund Edin Chocoj-Coc in the amount of \$10.00 for the purchase of a local residency card due to the inability to print cards due to a technical issue.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Lindberg Aye

Trustee McKnight Absent Mayor Newhard Aye

Acceptance of Professional Services – ERS Consultants, Inc.

A **MOTION** was made by Trustee Cheney, seconded by Trustee Lindberg, and carried to accept the proposal for professional services from ERS Consultants, Inc. dated January 24, 2023, for Environmental Services for a fee of \$2,500.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Lindberg Aye

Trustee McKnight Absent Mayor Newhard Aye

Final Comments from the Board

Trustee Foster:

Trustee Foster explained a meeting that took place with the Veterans Memorial Park Stakeholder Advisory Group and how Karen Arent presented her ideas for the park. Trustee Foster said feedback was given and Ms. Arent will take that feedback and meet again with the advisory group and to also go over phasing for implementation. Trustee Foster said the next steps would be to hold a public open house to review the draft plan.

Mayor Newhard said Ms. Arent needed the survey and how he reached out to David Getz, the engineering company that did the survey, but he had not gotten back.

Trustee Cheney asked if Ms. Arent needed a survey of the entire park.

Trustee Foster answered the north side of the park was needed.

A discussion between Mayor Newhard and Trustee Cheney occurred regarding the previous survey that had been done for the park and if that information was accessible, the conclusion was that it would be looked into.

Trustee Lindberg asked if money was needed in the budget this year for the park plans.

Trustee Foster explained that through conversations with Trustee Cheney, concluded it was best to determine what parts of the plan could be/would want to be done in-house, what would be needed to be budgeted for, and what could be resourced by grants. Trustee Foster said one of the advisory group meetings would discuss the priorities in terms of sequencing. Trustee Foster explained how there was a general idea of what the elements might be, so maybe those conversations could begin.

Adjournment

A **MOTION** was made by Trustee Cheney, seconded by Trustee Foster and carried to adjourn the regular meeting at approximately 9:30 a.m.

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

Trustee Cheney Aye Trustee Foster Aye Trustee Lindberg Aye

Trustee McKnight Absent Mayor Newhard Aye