

**BOARD OF TRUSTEES  
VILLAGE OF WARWICK  
JULY 5, 2022  
AGENDA**

**LOCATION:  
VILLAGE HALL  
77 MAIN STREET, WARWICK, NY**

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

1. Introduction by Mayor Newhard.
2. 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 Bachman \_\_\_\_  
Trustee McKnight \_\_\_\_    Mayor Newhard \_\_\_\_

**Presentation**

1. Pitingaro & Doetsch Consulting Engineers - Well #3 Water Treatment Plant Final Design.

**Correspondence**

1. Letter from Jay R. Myrow of Blustein, Shapiro, Frank & Bartone, LLP requesting a zone change for 13 Forester, LLC.

**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.

**Motions**

**Trustee Cheney's Motions**

1. **MOTION** to accept the bid from Skyward Electric, Inc. in the amount of \$69,975.00 for the Hilltop Pump Station Generator Project as per the recommendation of Village Engineer, Matthew Blake, Blake Engineering, PLLC.

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

Trustee Cheney \_\_\_\_ Trustee Foster \_\_\_\_ Trustee Bachman \_\_\_\_

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

#### **Trustee Bachman's Motions**

2. **MOTION** to grant permission to Village of Warwick Employee, Jennifer Mante, to carry over 2 vacation days.

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

Trustee Cheney \_\_\_\_ Trustee Foster \_\_\_\_ Trustee Bachman \_\_\_\_

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

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

3. **MOTION** to grant permission to *We the People Warwick* to use the Veterans Memorial Park Pavilion for an event on Sunday, July 17, 2022, from 12:00 p.m. to 6:00 p.m. Request includes use of restrooms and Village-owned tables and chairs. Completed park permit, security deposit, and proof of proper insurance have been received.

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

Trustee Cheney \_\_\_\_ Trustee Foster \_\_\_\_ Trustee Bachman \_\_\_\_

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

4. **MOTION** to grant permission to Christ Church to use the baseball field at Stanley-Deming Park for a kickball game on Tuesday, July 26, 2022, from 6:45 p.m. to 9:00 p.m. Completed park permit, proof of proper insurance, and security deposit have been received.

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

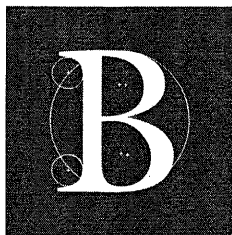
Trustee Cheney \_\_\_\_ Trustee Foster \_\_\_\_ Trustee Bachman \_\_\_\_

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

#### **Final Comments from the Board**

#### **Executive Session, if applicable**

#### **Adjournment**



## BLAKE ENGINEERING PLLC

Thursday, June 30, 2022

Village of Warwick  
77 Main Street  
Warwick, NY 10990

Attention: Mr. Michael Newhard, Village Mayor

Subject: Hilltop Pump Station Generator Project – Recommendation of Award

Pursuant to receipt of sealed bids on the afternoon of June 29, 2022, for the Hilltop Pump Station Generator Project, our office has made a review of the bid forms as submitted.

This project involves the installation of a new standby generator to support the existing water pump station at the top of Hilltop Avenue. Construction will include the construction of a new electric meter stanchion, the installation of a new automatic transfer switch, a new gas service to support the generator, a new concrete pad, the installation of a new generator, all associated wiring and conduit, and connection to the existing electric panel in the pump station.

Two (2) bids were received for the project. The following table outlines the bids received:

Bidder	Bid Amount	Bid Security	Non-Collusion
Skyward Electric, Inc.	\$69,975.00	Certified Check	Yes
TAM Enterprises, Inc.	\$131,871.00	Bid Bond	Yes

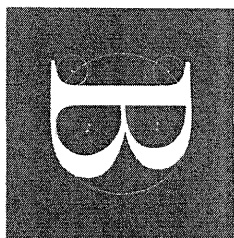
Based on a review of the scope of work and proposals submitted for the project, it is our opinion that Skyward Electric's apparent low bid of \$69,975.00 in line with current construction costs. We have spoken with Skyward Electric, Inc. and reviewed their bid and the project scope of work with them. They are comfortable with their bid and are confident that they have included everything within the project scope. We recommend that the Village of Warwick consider awarding the project to Skyward Electric, Inc. for their total bid amount of \$69,975.00.

If you have questions regarding this recommendation or if you require additional information, please contact me at your convenience.

Sincerely,  
*Blake Engineering, PLLC*

*Matthew G. Blake*

Matthew G. Blake, P.E., LEED AP  
President



## BLAKE ENGINEERING PLLC

### VILLAGE OF WARWICK

### HILTOP PUMP STATION GENERATOR – BID TABULATION

Bid Opening - June 29, 2022, 12:00 PM

BIDDER	RESOLUTION (Y/N)	BID SECURITY (Y/N)	NON COLLUSION (Y/N)	IRAN DIVESTMENT (Y/N)	BID AMOUNT	NOTES
Skylward	Y	Y	Y	Y	\$69,975.00	Complete bid
TAM	Y	Y	Y	Y	\$131,871.00	Complete bid

1898 COUNTY ROUTE 1, WESTTOWN, NEW YORK 10998

EMAIL: MBLAKE@BLAKEENGINEERINGPLLC.COM | PH: 845-467-9207 | F: 845-767-5050

# BLUSTEIN, SHAPIRO, FRANK & BARONE LLP

ATTORNEYS AT LAW

MICHAEL S. BLUSTEIN  
RICHARD J. SHAPIRO ♦  
GARDINER S. BARONE  
WILLIAM A. FRANK  
JAY R. MYROW  
DIANA PUGLISI  
MEGAN R. CONROY  
WILLIAM E. DUQUETTE, JR.\*

10 MATTHEWS STREET  
GOSHEN, NEW YORK 10924  
(845) 291-0011  
FAX (845) 291-0021  
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JEANINE GARRITANO WADESON  
BRIAN M. NEWMAN^  
STEPHANIE T. MIDLER\*  
SUSIE C. SOHN^  
BURT J. BLUSTEIN  
1940 - 2022  
ARTHUR SHAPIRO  
RETIRED  
RITA G. RICH  
RETIRED

ALSO ADMITTED IN PA\*  
ALSO ADMITTED IN NJ^  
ALSO ADMITTED IN MA\*

VIAL EMAIL [mayor@villageofwarwick.org](mailto:mayor@villageofwarwick.org) and  
REGULAR MAIL

June 24, 2022

Mayor Michael Newhard  
Village of Warwick  
77 Main Street  
P.O. Box 369  
Warwick, NY 10990

RECEIVED

JUN 27 2022

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE

Re: Proposed zone change  
LI Zoning District

Dear Mayor Newhard and Village Trustees:

I represent 13 Forester, LLC with respect to its site plan that was granted conditional site plan approval by the Planning Board for its property at 13 Forester Avenue. During the Planning Board process, it was discussed that my client would like to add second story apartments to the approved commercial building. As you are aware, apartments are not a permitted use in the Light Industrial (LI) zoning district.

In lieu of a formal petition, please consider this letter as a request to amend the LI District to allow for apartments as a specified use that at least allows them on a second floor of a first-floor commercial building. I am advised that the current draft Comprehensive Plan update discusses the benefits of such apartments as a means of providing much needed affordable housing and other benefits.

Let me know if you require any additional information from me and when this matter may

Mayor Michael Newhard

June 24, 2022

2 | Page

be placed on a Village Board meeting for consideration. Thank you for your courtesies.

Respectfully,

BLUSTEIN, SHAPIRO, FRANK & BARONE, LLP

JAY R. MYROW

cc: 13 Forester, LLC  
Kirk Rother  
Stephen Gaba, Esq.

RECEIVED  
JUN 28 2022

VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE



VILLAGE OF WARWICK  
INCORPORATED 1867

Vacation Carry Over

Jennifer Mante request to carry-over 2 vacation days.  
(Name of Employee) (Amount)

The reason time accrued or vacation was not used: Omicron Surge

under article X sec.2(B) of the Village of Warwick Department of Public Work Collective Bargaining Agreement and the Employee Handbook.

[Signature]  
(Signature of Employee)

[Signature]  
(Signature of Department Head)

6/28/2022  
(Date)

6/28/2022  
(Date)

Village Use Only

\_\_\_\_ Approved by Village Board

\_\_\_\_ Denied by Village Board

\_\_\_\_  
(Time Accrued)

\_\_\_\_  
(Time Used)

\_\_\_\_  
(Anniversary Date)

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Board Signature)

\_\_\_\_\_  
(Date)



**We the People**  
**WARWICK**

Village Board of Trustees

77 Main Street

Post Office Box 369

Warwick, NY 10990

**RECEIVED**

**JUN 22 2022**

**VILLAGE OF WARWICK  
VILLAGE CLERKS OFFICE**

Dear Village Board of Trustees

I am requesting use of the Veterans Memorial Park Pavilion on July 17<sup>th</sup> for the first in-person gathering of *We the People Warwick* members and their families. We estimate 35-50 attendees and will use space for 5 hours (12 to 5pm) which includes set up and area clean-up by members. We anticipate no other support from the Village of Warwick as members will bring and remove whatever is needed.

Please thank you for your consideration of this request.

Sincerely,

Beverly Braxton

On behalf of WTPW

*"Never doubt that a small group of thoughtful committed citizens can change the world:  
Indeed it's the only thing that ever has." – Margaret Mead*



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: 6/22/22

Title of Event: We the People Warwick Members

Purpose of Event: An first person gathering

#### 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    ☐ 1<sup>st</sup> 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: July 17, 2022      Rain Date Requested: X

Arrival Time: 12 noon      Departure Time: 6 pm

Event Start Time: 1      Event End Time: 4 pm

#### SECTION 3: APPLICANT INFORMATION

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

*\*For-profit activities are prohibited.*

Applicant's Name/Responsible Party: Beverly Braxton

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

<b>RVs, Campers, Food Trucks, etc.</b> If yes, explain: _____	Yes _____ No <input checked="" type="checkbox"/>
<b>Admission Fee to Be Charged</b> If yes, please list the admission fee: _____	Yes _____ No <input checked="" type="checkbox"/>
<b>Alcohol</b> Host Liquor Liability Insurance is required.	Yes _____ No <input checked="" type="checkbox"/>
<b>Food will be served or sold</b> If yes, explain the method of food distribution and disposal of trash: <u>Members will either bring their own</u> <u>snacks or we will have a potluck.</u> <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.</small> <small>*Applicants must provide a drawing to scale showing where the food will be served/sold and where trash will be disposed.</small>	Yes _____ No _____
<b>Rides: Mechanical Carnival Rides, Bounce House, Inflatable Slide, etc.</b> If yes, explain: _____ Additional contract(s) and/or insurance is required.	Yes _____ No <input checked="" type="checkbox"/>
<b>Portable Toilets</b> Placement of portable toilets must be detailed on the map that is required with the application.	Yes _____ No _____
<b>Other</b> Please explain: _____	Yes _____ No _____

**SPECIAL REQUESTS:**
**CHECK YES OR NO**

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

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**

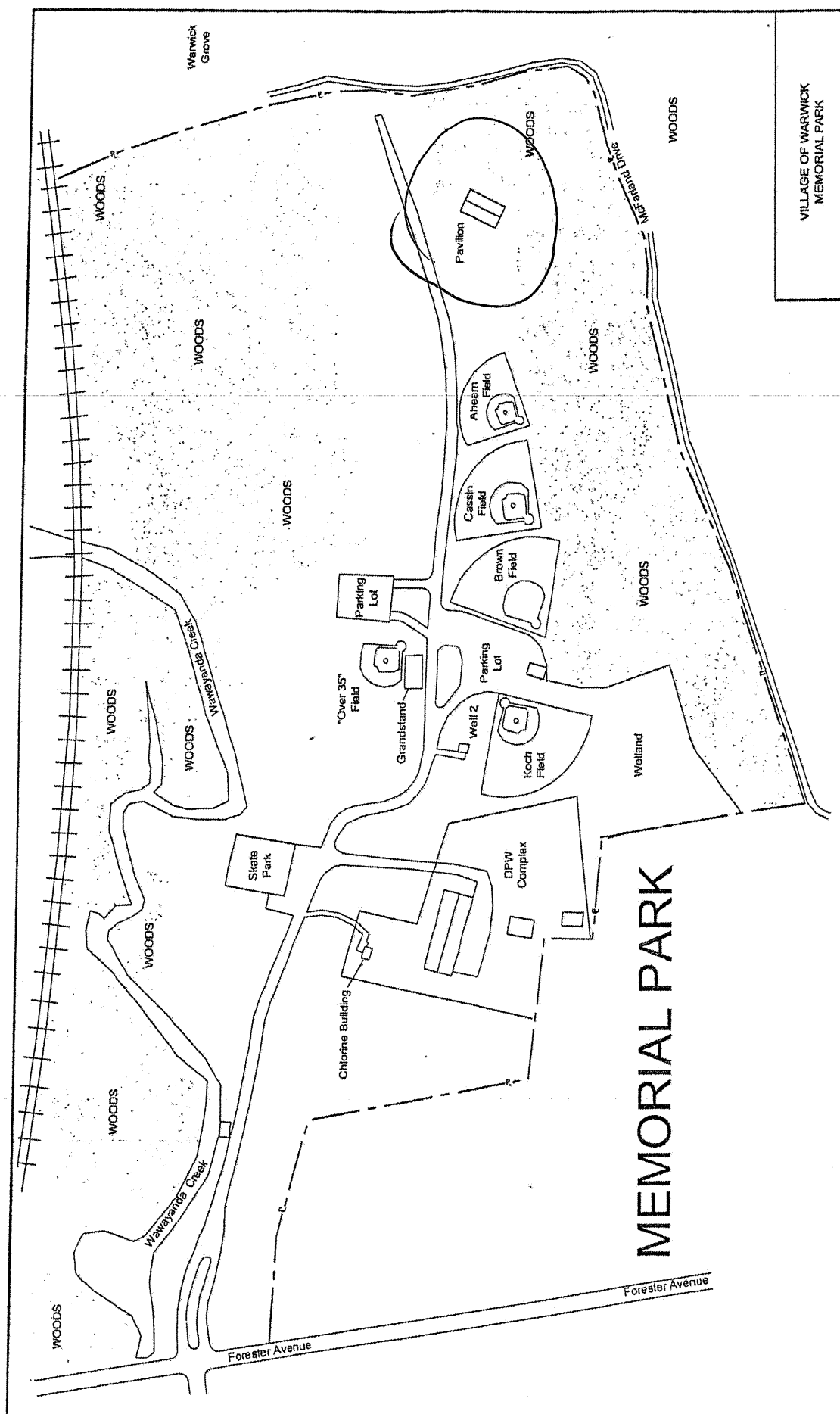
**FACILITY USER** does hereby covenant and agree to defend, indemnify, and hold harmless the Village of Warwick from and against any and all liability, loss, damages, claims, or actions (including costs and attorneys' fees) for bodily injury and/or property damage, to the extent permissible by law, arising 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:

Beverly Braxton  
Printed Name of Applicant/Responsible Party

Beverly Braxton  
Signature of Applicant/Responsible Party

Date 6/6/22





50 South Street  
Warwick NY 10990  
T 845-986-3440 · F 845-986-8158  
www.ChristChurch.org  
Member of the Episcopal Diocese of NY

June 27, 2022

RECEIVED  
JUN 28 2022  
VILLAGE OF WARWICK  
CLERK

Village of Warwick  
77 Main Street  
P. O. Box 369  
Warwick, NY 10990

Attention: Board of Trustees

I am writing to request a permit for the use of the baseball field at Stanley Deming Park on Tuesday, July 26. Christ Church families will have an opportunity to play kickball as part of a night of fun and fellowship. We are expecting a combined group of not more than 45 children and adults. Our event will run from 6:45 p.m. to 9:00 p.m.

Thank you very much for your consideration.

Sincerely,

Barbara Mann  
Parish Administrator  
845.986.3440  
office@christchurch.org

RECEIVED

JUN 28 2022

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



VILLAGE OF WARWICK  
CLERK

(845) 986-2031  
(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: 6/2/2022  
Title of Event: Christ Church Kickball  
Purpose of Event: Fellowship

#### 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 ☐ 1<sup>st</sup> 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: July 26, 2022 Rain Date Requested: X

Arrival Time: 6:45pm Departure Time: 9:00pm

Event Start Time: " Event End Time: "

#### SECTION 3: APPLICANT INFORMATION

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

*\*For-profit activities are prohibited.*

Applicant's Name/Responsible Party: Amber Carswell, Rector

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

<b>RVs, Campers, Food Trucks, etc.</b> If yes, explain: _____	Yes _____ No <input checked="" type="checkbox"/>
<b>Admission Fee to Be Charged</b> If yes, please list the admission fee: _____	Yes _____ No <input checked="" type="checkbox"/>
<b>Alcohol</b> <i>Host Liquor Liability Insurance is required.</i>	Yes _____ No <input checked="" type="checkbox"/>
<b>Food will be served or sold</b> 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.</i> <i>*Applicants must provide a drawing to scale showing where the food will be served/sold and where trash will be disposed.</i>	Yes _____ No <input checked="" type="checkbox"/>
<b>Rides: Mechanical Carnival Rides, Bounce House, Inflatable Slide, etc.</b> If yes, explain: _____ <i>Additional contract(s) and/or insurance is required.</i>	Yes _____ No <input checked="" type="checkbox"/>
<b>Portable Toilets</b> <i>Placement of portable toilets must be detailed on the map that is required with the application.</i>	Yes _____ No <input checked="" type="checkbox"/>
<b>Other</b> Please explain: _____	Yes _____ No <input checked="" type="checkbox"/>

**SPECIAL REQUESTS:**
**CHECK YES OR NO**

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

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

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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:

Amber Carswell  
Printed Name of Applicant/Responsible Party

  
Signature of Applicant/Responsible Party

Date 6-27-22





STANLEY DEMING PARK