

**BOARD OF TRUSTEES  
VILLAGE OF WARWICK  
MAY 1, 2023**

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

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

1. Introduction by Mayor Newhard.
2. Acceptance of Minutes: April 3, 2023

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

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

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

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

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

**Announcement**

1. Warwick Cares Community Event - Saturday, May 6, 2023, from 12 p.m. to 4 p.m. at Railroad Green in honor of May Mental Health Awareness Month.
2. The Village of Warwick is designated as a Bronze Certified Climate Smart Community for planning and implementation of actions that reduce greenhouse gas emissions and improve community resilience to the worsening impacts of climate change.
3. Village of Warwick receives the New York Planning Federation Comprehensive Plan Award for an outstanding and/or innovative comprehensive plan update.

4. The Village of Warwick is selected as recipient of the annual Comp Alliance G. Jeffrey Haber Leadership Award in recognition of the village's dedication to creating a safe workspace for its employees.
5. The Village of Warwick is awarded \$1.6 million dollars for the Well #3 Treatment System as part of a new Community Project Funding initiative through the office of Congressman Patrick Ryan.

### **Correspondence**

1. Letter of resignation from Shade Tree Commission Member, Robert Scheuermann.

### **Discussion**

1. Safe Streets for All Grant Funding.

### **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 Foster's Motions**

1. **MOTION** to adopt the Village of Warwick Board of Trustees Rules of Meeting Procedure effective May 1, 2023.

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

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

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

2. **MOTION** to rescind the motion made on April 17, 2023 to relevy on the Village of Warwick 2023-24 tax bills unpaid water and sewer fees and alarm fines to properties listed on the attached document, including Errors and Omissions – RPTL 520 Prorated Taxes, as per the Village Assessor, with a total relevy amount of \$ 1,281.36.

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

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

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

3. **MOTION** to relevy on the Village of Warwick 2023-24 tax bills unpaid water and sewer fees and alarm fines to properties listed on the attached document, including Errors and Omissions – RPTL 520 Prorated Taxes, as per the Village Assessor, with a total relevy amount of \$ 1,271.36.

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

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

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

4. **MOTION** to approve the 2023 Summer Recreation staff and salaries as per the enclosed list, per the recommendation of Village of Warwick Recreation Director, Ron Introini.

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

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

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

5. **MOTION** to grant permission to Village Clerk, Raina Abramson, to carry over 3.79 vacation days.

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

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

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

6. **MOTION** to allow ‘No Parking’ meter bags to be placed on the meters in front of Railroad Green between the hours of 9:00 a.m. and 4:00 p.m. on Saturday, May 6, 2023, for the benefit of the Warwick Cares event.

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

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

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

7. **MOTION** to grant permission to Boy Scout Troop 38 to use Railroad Green for a fundraiser plant sale on Saturday, May 13, 2023, from 8:00 a.m. to 2:00 p.m. Completed park permit and proof of insurance 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 Community Center to use Stanley-Deming Park for a Warwick Pride Celebration event on Sunday, June 11, 2023. Event set-up to begin at 10:00 a.m., with the event taking place between 2:30 p.m. and 4:30 p.m. Clean-up to be complete by 6:30 p.m. Request includes use of the restrooms, electricity, bandshell and pavilion and lawn area in between, the set-up of tents, permission to hang a banner on the South Street side of Stanley-Deming from May 29, 2023 through June 12, 2023 and use of the lawn area to the left of the basketball courts in coordination with the Village of Warwick DPW Supervisor, Mike Moser, for overflow parking. DPW to provide 4 (four) garbage cans, 200 (two hundred) chairs, and 4 (four) large tables. Approval is contingent upon proof of permission from the Warwick Valley Central School District to use the Park Avenue School for parking. Completed park permit, security deposit, and proof of insurance have been received.

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

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

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

9. **MOTION** to grant permission to the Warwick Community Center to hold the Warwick Pride Parade on Sunday, June 11, 2023. The parade will step off at 1:30 p.m., with lineup beginning at the Community Center per the letter received on April 20, 2023. The parade route will be as follows: Hamilton Avenue, Orchard Street, left onto Oakland Avenue/Main Street, proceed up Main Street, right on South Street, left on Park Way arriving at Stanley-Deming Park at approximately 2:30 p.m. for the Warwick Pride Celebration event. Completed facility use permit, security deposit and proof of insurance have been received. The Town of Warwick Police Department will assist with vehicle and pedestrian traffic control during the event.

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

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

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

10. **MOTION** to grant permission to Park Avenue Elementary to hold a first-grade class picnic in Stanley-Deming Park on Wednesday, May 31, 2023, between 11:00 a.m. to 2:30 p.m. with a rain date of Wednesday, June 14, 2023. Request includes use of restrooms. Completed park permit and proof of insurance have been received.

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

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

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

11. **MOTION** to grant permission to Park Avenue Elementary to hold a third-grade class picnic in Stanley-Deming Park on Thursday, June 15, 2023, between 12:00 p.m. and 3:00 p.m. with a rain date of Tuesday, June 20, 2023. Completed park permit and proof of insurance have been received.

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

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

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

12. **MOTION** to grant permission to Monroe Presbyterian Preschool to hold an end of year gathering on Friday, June 2, 2023, between 9:30 a.m. and 12:00 p.m. with a rain date of Friday, June 9, 2023. Request includes use of restrooms. Event is in coordination with Sanfordville Elementary's fourth grade picnic taking place the same day from 12:45 p.m. to 1:45 p.m. Completed park permit and proof of insurance have been received.

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

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

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

13. **MOTION** to grant permission to Rebecca Bank to hold a family gathering at the Veterans Memorial Park Pavilion on Sunday, May 14, 2023, between 8:00 a.m. and 9:00 p.m., with clean-up completed by 10:00 p.m. Request includes the use of Village owned tables and chairs, use of electricity, and use of restrooms. Completed park permit has

been received. Approval is pending upon proof of insurance.

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

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

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

14. **MOTION** to close Park Avenue between Galloway and Burt Street on the following days for the benefit of Park Avenue Elementary School events: Friday, May 19, 2023, from 4:00 p.m. to 7:00 p.m. with a rain date of Tuesday, May 23, 2023; Friday, June 2, 2023, from 4:00 p.m. to 8:30 p.m. with a rain date of Friday, June 9, 2023; Monday, June 5, 2023, from 9:00 a.m. to 3:15 p.m. with a rain date of Tuesday, June 6, 2023.

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

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

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

#### **Trustee Collura's Motions**

15. **MOTION** to approve the budget modification request as per the Village Treasurer's memo dated April 26, 2023.

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

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

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

16. **MOTION** to approve the year end FY 2022-23 budget transfer request as per the Village Treasurer's memo dated April 19, 2023.

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

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

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

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

**Executive Session, if applicable**

**Adjournment**



## For Immediate Release

April 10, 2023

Warwick, NY

Contact: [WarwickCaresSigns@gmail.com](mailto:WarwickCaresSigns@gmail.com)

**Re: "Warwick Cares" Mental Health and Suicide Prevention Launch for May Mental Health Month.**

We are pleased to announce **"Warwick Cares."** A collaboration of the Village of Warwick, Florida, Greenwood-Lake and the Town of Warwick to address mental health and suicide prevention within our communities.

And we invite you to a community launch event in honor of **May Mental Health Awareness Month on Saturday, May 6, 2023 from 12:00 PM to 4:00 PM, on the Village Green, Railroad Avenue, Warwick, N.Y. 10990**

**"Warwick Cares"** has begun to place signs informing the public of the National Suicide and Crisis **988 Lifeline number**, which is a confidential service and available 24/7. The 988 Lifeline is for anyone in need of support who may be having a mental health, suicide, or a substance abuse crisis.

**"Warwick Cares"** is also a community project comprised of volunteer individuals, groups, and local organizations who want to help save lives. Many are creating messages of hope on lawn signs, banners, and posters. One of the many ways to reach people in need of support.

**"Warwick Cares"** will also offer available training in mental health and suicide prevention to the general public including Mental Health First Aid™, and Talk Saves Lives™ to learn the warning signs to prevent suicide.

Come learn about **"Warwick Cares."** Meet local organizations. Connect to resources. Meet & greet others in the community. Get involved. It will be a day filled with hope, love and support. We look forward to seeing you there.

**It takes a village "Warwick Cares."**

For More information, Email: [WarwickCaresSigns@gmail.com](mailto:WarwickCaresSigns@gmail.com)



# Mental Health Suicide Prevention

*There is hope.*



**988 Suicide & Crisis Lifeline**

Call, Text, Chat, 24/7 Confidential

*A Community Event in Honor of*  
**May Mental Health  
Awareness Month**

**Saturday, May 6, 2023**

**12:00 PM – 4:00 PM**

**Village Green, Railroad Ave**

**Warwick, NY 10990**

**Mental Health & Community  
Organizations.**

**Resources. Meet & Greet.**

**Music. Mindfulness. Zumba.**

**Poetry. Local Artists. More!**

*A Day filled with*

**Hope. Love. Support.**

## **WHAT IS WARWICK CARES?**

A collaboration of the Village of Warwick, Florida, Greenwood Lake and the Town of Warwick. An initiative created to utilize signage with messages of hope, support and resources to address mental health concerns and suicide prevention in our communities.

**WarwickCaresSigns@Gmail.com**



**Climate Smart  
Communities**  
Certified Bronze

*Taking Local Action to Combat Climate Change*

THE VILLAGE OF  
**Warwick**

IS A

**Bronze Certified**

**CLIMATE SMART COMMUNITY**

**2023**



## **Governor Hochul Recognizes Village of Warwick for Achieving**

### **Climate Smart Community Bronze Certification**

On Friday, April 21, 2023 Governor Kathy Hochul announced the latest round of communities to achieve certification as part of New York State's [Climate Smart Communities program](#), which supports local efforts to meet the economic, social, and environmental challenges posed by climate change. The announcement signifies meaningful steps being taken by 19 local governments to mitigate and adapt to climate change.

To achieve Climate Smart Community certification, local governments accumulate points for planning and implementation actions that reduce greenhouse gas emissions and improve community resilience to the worsening impacts of climate change.

Recently, the Village of Warwick and 17 other new communities successfully met the criteria to be newly recognized as leaders at the bronze level and the town of Bedford ascended from bronze to silver — the highest level of achievement available.

A full list of actions completed by the Village of Warwick to become a certified Climate Smart Communities can be found [HERE](#)


To view Governor Hochul's Announcement of 19 Newly Certified Climate Smart Communities in its entirety, please click [HERE](#)

# NYPF COMPREHENSIVE PLAN AWARD

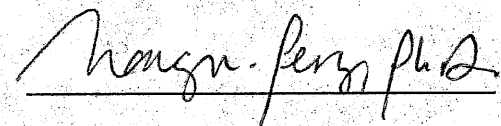
THIS AWARD IS HEREBY AWARDED TO:

*Village of Warwick*

PRESENTED TO A MUNICIPALITY OR AGENCY FOR AN OUTSTANDING AND/OR INNOVATIVE COMPREHENSIVE  
PLAN OR UPDATE ADOPTED BY THE MUNICIPALITY'S LEGISLATIVE BODY WITHIN THE PAST 3 YEARS



New York Planning  
Federation



April 17<sup>th</sup>, 2023

*certificates*



Gerald K. Geist  
Chairman

Michael E. Kenneally  
Executive Director

150 State Street, Albany, New York 12207 Phone: 518-465-0128 Fax: 518-465-0724

April 5, 2023

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

RECEIVED  
APR 18 2023  
VILLAGE OF WARWICK  
CLERK

Dear Mayor Newhard,

I am pleased to inform you that the Village of Warwick has been selected as a recipient of the annual Comp Alliance G. Jeffery Haber Leadership Award. This award is presented by the New York State Municipal Workers' Compensation Alliance (Comp Alliance) in recognition of the village's dedication to creating a safe workplace for its employees. By establishing high standards for safety practices, improving facilities to keep employees safe, and encouraging employees to maintain a culture of safety in the workplace, the leadership that your village has shown is truly an example for all our members.

The G. Jeffery Haber Leadership Award is presented in honor of G. Jeffery (Jeff) Haber, the founder and first chairman of the Comp Alliance and former Executive Director of the Association of Towns. His vision to create a workers' compensation program tailored to the unique needs of New York State's local governments became a reality through his leadership. With the added support of NYCOM beginning in 2014, the Comp Alliance is stronger than ever, as it has grown to more than 340 members, including more than 125 cities and villages.

**This award will be presented to the Village during the Annual Business Meeting at the 2023 NYCOM Annual Meeting, held on Thursday, May 18, 2023 at the Sagamore Hotel in Bolton Landing, NY.** We hope that you or a representative of the village are available to join us and your fellow city and village officials as we honor the contributions that the Village of Warwick has made to the Comp Alliance.

Sincerely,

*Michael E. Kenneally*

Michael E. Kenneally  
Executive Director  
Comp Alliance

April 18, 2023

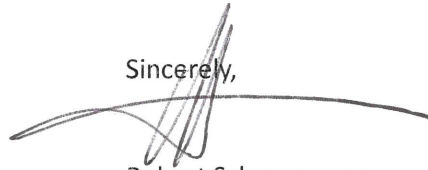
Mayor Newhard & Village Board of Trustees  
77 Main Street  
Warwick, NY 10990

Dear Mayor Newhard & Village Trustees:

It is with much regret that I resign as a Member of the Shade Tree Commission at the request of Mayor Newhard. It has been my pleasure to service the Community as a Member and the Shade Tree Commissioner for The Village of Warwick.

Thank you for your time and consideration in this matter.

Sincerely,

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke extending to the right.

Robert Scheuermann  
Shade Tree Commission Member

RECEIVED  
APR 20 2023  
VILLAGE OF WARWICK  
CLERK

# **Village of Warwick Board of Trustees**

## **Rules of Meeting Procedure**

### **GENERAL CONSIDERATIONS**

Public bodies may, by resolution, adopt rules of procedure in addition to what is required by State statute. The purpose of the written Rules of Meeting Procedure is to provide the board of trustees and the public with an outline of how the meeting will be run.

### **REGULAR MEETINGS**

The regular meeting of the Board of Trustees will be on the first and third Monday of each month. Should the first or third Monday of the month fall on a holiday, the meeting shall be held the first or third Tuesday of the month.

The regular meetings will commence at 7:30 P.M. and be held in the boardroom at village hall.

The regular meetings may be canceled by the direction of the mayor.

Upon cancellation of a regular meeting, the Clerk must post notice on the Village's website and front door to Village Hall.

### **SPECIAL MEETINGS**

Special meetings of the Board of Trustees are all those Board meetings other than regular meetings.

A special meeting may be called by the Mayor or any Trustee and upon notice to the entire Board.

Notice may be given to Board members by telephone, in person, email, or in writing at least 72 hours in advance unless an emergency exists.

### **QUORUM**

A quorum of the Board of Trustees must be present to conduct business.

A quorum of the five-member Board of Trustees is three members.

## **EXECUTIVE SESSIONS**

Executive sessions will be held in accordance with Public Officers Law § 105.

All executive sessions will be entered into from a properly noticed and convened public meeting.

## **AGENDA**

The agenda of every Board of Trustees meeting will be prepared by the Clerk at the direction of the mayor.

Items to be placed on the agenda by Village staff, Elected or Appointed Officials pertaining directly to village business, including department reports, must be provided to the Clerk no later than 10:00 a.m. the Thursday prior to the meeting.

Items to be placed on the agenda unrelated to village business, such as requests from organizations or individuals other than Village staff, Elected or Appointed Officials, must be provided to the Clerk by 4:00 p.m. the Wednesday prior to the meeting or according to facility use request applications.

Items may be placed on the agenda at any time, including during the meeting, by a majority vote of the Board.

The agenda will be prepared by the Clerk and emailed to Board members and placed on the Village website no later than 4:00 P.M. the Thursday before the meeting.

If necessary, addendums to the agenda may be distributed to the Village Board and posted on the Village website by the Clerk by 4:00 p.m., by the day of the meeting if time allows, but no later than the start of the meeting.

Distribution of the agenda, agenda items, and addendums shall be provided only in digital format unless a request is made to the Village Clerk no later than 4:00 p.m. the Wednesday before the meeting.

## **Audit and Payment of Claims**

Pursuant to Village Law § 5-524, the board of trustees must audit all claims against the village.

Claims must be audited by the village board, officer or employee charged with the auditing function and may not be paid without the approval of the auditing body (or individual).

Claims to be audited at the first and third monthly regular meeting of the Board of Trustees will be prepared by the Treasurer and available for audit by 4:00 p.m. the Thursday prior to the meeting.

Claims must be audited and signed by a minimum of three Village Board members, or they may not be paid.

If a member of the board of trustees is unable to audit the claims, they must notify the board of trustees and Treasurer's Office no later than 12 p.m. the Friday prior to the meeting.

## **VOTING**

Pursuant to Village Law, each member of the Board of Trustees has one vote. The mayor may vote on any matter but must vote in case of a tie.

A vote upon any question will be taken by "Aye" and "Nay."

When taking votes, the Clerk must record in the minutes for each Trustee whether they voted aye, voted nay, abstained from voting, or were absent. Abstentions and absences are not counted as votes. Abstentions and absences are neither positive nor negative votes; they are simply no vote at all.

For the purposes of determining whether a matter passed, the Clerk must tally the number of "aye" votes.

Unless otherwise specified by State law, a majority of the totally authorized voting power of the Board must vote "aye" for any matter to pass.

## **MINUTES**

Minutes will be taken by the Clerk.

Minutes must consist of a record of all motions, proposals, resolutions, and any other matter formally voted upon and the vote thereon.

Minutes must be taken at executive session of any vote taken and must consist of a record of the final determination of the action, and the date and vote thereon.

Minutes must include the following:

- The name of the Board;
- The date, place, and time of the meeting;
- Notation of whether a Board member is present or absent, and the

Board member's time of arrival or time of departure if different from the time the meeting was called to order and adjourned;

- The names and titles of other village officials and employees present and the approximate number of attendees;
- A record of communications presented to the Board;
- A record of reports made by the Board or other village personnel;
- The time the meeting is adjourned; and
- Signature of Clerk or person who took the minutes if not the Clerk.

## **ORDER OF BUSINESS**

- Call to order;
- Pledge of Allegiance;
- Roll call;
- Approval of previous meeting's minutes;
- Acceptance of reports;
- Authorization to Pay all Approved and Audited Claims;
- Police Report (Second meeting only);
- Public Hearing when applicable;
- Presentations;
- Announcements;
- Correspondence;
- Discussions;
- Public Participation on Agenda Items;
- Motions/Resolutions;
- Reports from the Mayor and Trustees (Second meeting only);
- Public Participation on Non-Agenda Items;
- Final Comments from the Board;
- Adjournment.

## **GENERAL RULES OF PROCEDURE**

The mayor presides at the meeting. In the Mayor's absence, the Deputy Mayor presides.

The presiding officer may debate, make motions, and take any other action that other Board members may take.

Board members are not required to rise but must be recognized by the presiding officer before making motions and speaking.

Motions require a second.

A member, once recognized, may not be interrupted when speaking unless it is to call him or her to order. If a member is called to order, they must cease speaking until the question of order is determined. If the member is in order, he or she may proceed.

A member may not be limited in the number of times he or she speaks on a question.

Motions to close or limit debate require a two-thirds vote.

## **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.

Speakers must step to the front of the room/microphone.

Speakers must 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).

Speakers 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.

Interested parties or their representatives may also address the Board by written communications.

## **GUIDELINES FOR USE OF RECORDING EQUIPMENT**

All members of the public and all public officials are allowed to tape or video record public meetings.

Recording is not allowed during executive sessions.

The recording must be done in a manner which does not interfere with the meeting.

The Mayor may make the determination that the recording is being done in an intrusive manner, taking into consideration, but not limited to brightness of lights, distance from the Board, size of the equipment, the amount of noise generated by the activity, and the ability of the public to observe the meeting.

If the Mayor determines that the recording is interfering with the meeting, the mayor may request the individual alter their behavior to eliminate the interference. If the Mayor's request is not complied with, the mayor may have the individual removed from the meeting room.

The Board has the authority to adopt reasonable rules governing the use of cameras and recording devices during open meetings and those rules must be written, conspicuously posted, and provided to those in attendance upon request.

## **ADJOURNMENT**

Meetings must be adjourned by motion.

## **AMENDMENTS TO THE RULES OF PROCEDURE**

The foregoing procedures may be amended at any time by a majority vote of the Board.

**Village of Warwick**  
**RPTL 520 Prorated Taxes for the 2023 Levy**

<u>S/B/L</u>	<u>Relevy Code</u>	<u>Amount</u>	<u>Type</u>	<u>Name</u>
201-3-29	OT001	14.15	War Vet	Shostal - 2 mos 2021 rate
201-3-29	OT001	15.63	Disab Vet	Shostal - 2 mos 2021 rate
201-3-29	OT001	82.47	War Vet	Shostal - full yr 2022 rate
201-3-29	OT001	95.99	Disab Vet	Shostal - full yr 2022 rate
203-4-17	OT001	82.47	War Vet	Duffy
210-2-38	OT001	20.62	War Vet	Benavides
213-2-1	OT001	114.55	Combat Vet	Morgan
213-2-1	OT001	42.97	Disab Vet	Morgan
215-3-59	OT001	126.00	Combat Vet	Mighty
221-1-51	OT001	114.55	Combat Vet	Ham
221-1-51	OT001	165.04	Disab Vet	Ham

**VILLAGE OF WARWICK 2023-24 TAX RELEVIES FOR UNPAID 2022 BALANCES**

<u>S/B/L</u>	<u>Relevy Code</u>	<u>Amount</u>	<u>Type</u>	<u>Name</u>
204-1-2.12	AL001	25.00	Unpaid Alarm Fine	Mt. Alverno
<del>205-1-19.1</del>	<del>AL001</del>	<del>10.00</del>	<del>Unpaid Alarm Fine</del>	<del>Mobile Mart</del>
230-1-1.11	AL001	10.00	Unpaid Alarm Fine	1 Liberty Court
217-10-3	AL001	10.00	Unpaid Alarm Fine	Murphy
211-2-11	AL001	50.00	Unpaid Alarm Fine	Rhinebeck Bank
211-2-11	AL001	100.00	Unpaid Alarm Fine	Rhinebeck Bank
210-6-10	WR001	75.48	Unpaid Water	Eight West, LLC
210-6-10	SR001	25.48	Unpaid Sewer	Eight West, LLC
210-3-4	WR001	75.48	Unpaid Water	Jackson
210-3-4	SR001	25.48	Unpaid Sewer	Jackson

\*Paid 4/17/23

**Errors/Omissions - RPTL 520**

<b>Prorated Taxes</b>	<b>874.44</b>
Building Repair Relevy	0.00
Alarm Relevy	195.00
Water Relevy	150.96
Sewer Relevy	50.96
<b>Total Relevy &amp; RPTL 520:</b>	<b>1,271.36</b>

OT001 - Errors/Omissions  
AL001 - Alarm Relevy  
WR001 - Water Relevy  
SR001 - Sewer Relevy  
BR001 - Building Repair  
PL001 - Planning and Zoning

2023 SUMMER RECREATION STAFF																			
TOTAL NO. OF STAFF	TOTAL: Under 18 = employees 18+ = employees	LAST NAME	FIRST NAME	Summer 2019 FY 19-20 HOURLY RATE OF PAY	Summer 2021 FY 21-22 HOURLY RATE OF PAY	Summer 2022 FY 22-23 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	LIST ALL POSITION TITLES THAT APPLY							
												Summer 2023 Salaries PROGRAM DIRECTOR - \$18.50 / hour ASSISTANT DIRECTOR - \$13.50 / hour HEALTH DIRECTOR - \$18.50 / hour INSTRUCTOR - \$11.50 / hour 2nd + YEAR INSTRUCTOR - 13.50 / hour							

**2023 SUMMER RECREATION STAFF**

TOTAL NO. OF STAFF	TOTAL: Under 18 = ___ employees 18+ = ___ employees			Summer 2019 FY 19-20 HOURLY RATE OF PAY	Summer 2021 FY 21-22 HOURLY RATE OF PAY	Summer 2022 FY 22-23 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	LIST ALL POSITION TITLES THAT APPLY Summer 2023 Salaries PROGRAM DIRECTOR - \$18.50 / hour ASSISTANT DIRECTOR - \$13.50 / hour HEALTH DIRECTOR - \$18.50 / hour INSTRUCTOR - \$11.50 / hour 2nd + YEAR INSTRUCTOR - 13.50 / hour								
							1st YEAR INSTRUCT OR	2nd YEAR INSTRUCT OR	ASSISTANT DIRECTOR	DIRECTO R	HEALTH DIRECTO R	PARK PROGRAM	FOOTBALL	SOCCER	CHEERLEAD ING	BASKETBA LL	TENNIS	TRACK	LACROSSE	SWIMMING
15	Daly	Matthew	\$15.00	\$18.50	\$18.50				\$18.50											Director
16	Davidov	Phillip	N/A	N/A	\$11.50		\$13.50					Instructor								
17	DeLucia	Corey	\$9.00	Instructor: \$13.50 Director: \$18.50	Instructor: \$13.50 Director: \$18.50		\$13.50		\$18.50			Instructor	Director							
18	DeLucia	Tyler	\$9.00	\$13.50	\$13.50		\$13.50					Instructor								
19	Desrats	Lauren	\$9.00	Instructor: \$13.50 Director: \$18.50	Instructor: \$13.50 Director: \$18.50		\$13.50		\$18.50					Instructor		Director	Director		Instructor	
20	Desrats	Megan	N/A	N/A	N/A	\$11.50										Instructor				
21	Finnerty	Katherine	N/A	N/A	\$11.50		\$13.50											Instructor		
22	Gassaway	William	N/A	\$11.50	\$13.50		\$13.50					Instructor								
23	Hall	Taylor	\$15.00	Instructor: \$13.50 Director: \$18.50	Instructor: \$13.50 Director: \$18.50		\$13.50		\$18.50			Instructor			Director					
24	Hertner	Sarah	N/A	N/A	\$11.50		\$13.50											Instructor		
25	Jados	Kristen	N/A	\$18.50	\$18.50			\$13.50												Assistant Director
26	Kemp	Patrick	\$15.00	Director: \$18.50 Director: \$18.50	Director: \$18.50 Health Director: \$18.50				\$18.50			Health Director								

2023 SUMMER RECREATION STAFF																		
TOTAL NO. OF STAFF	TOTAL: Under 18 = employees 18+ = employees	LAST NAME	FIRST NAME	Summer 2019 FY 19-20 HOURLY RATE OF PAY	Summer 2021 FY 21-22 HOURLY RATE OF PAY	Summer 2022 FY 22-23 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	LIST ALL POSITION TITLES THAT APPLY						
												Summer 2023 Salaries PROGRAM DIRECTOR - \$18.50 / hour ASSISTANT DIRECTOR - \$13.50 / hour HEALTH DIRECTOR - \$18.50 / hour INSTRUCTOR - \$11.50 / hour 2nd + YEAR INSTRUCTOR - \$13.50 / hour						
												PARK PROGRAM	FOOTBALL	SOCCER	CHEERLEAD ING	BASKETBA LL	TENNIS	TRACK
27		Kevins	Lisa	N/A	N/A	\$13.50		\$13.50				Instructor						
28		Lamey	Kaitlyn	N/A	N/A	N/A	\$11.50					Instructor		Instructor				
29		Lindsay	Teresa	\$15.00	\$18.50	\$18.50				\$18.50							Health Director	Health Director
30		Link	Zoe	N/A	N/A	\$11.50		\$13.50										Instructor
31		Luciano	Douglas	\$15.00	Instructor: \$13.50 Director: \$18.50	Instructor: \$13.50 Director: \$18.50		\$13.50		\$18.50		Director	Instructor					
32		Manno	Paige	N/A	N/A	N/A	\$11.50					Instructor						
33		Maysonet	Angel	N/A	\$13.50	\$13.50		\$13.50				Instructor						
34		McSweeney	Sydney	N/A	N/A	\$11.50		\$13.50										Instructor
35		Micallef	Shane	N/A	N/A	\$11.50		\$13.50				Instructor				Instructor		
36		Neil	Harrison	N/A	N/A	\$11.50		\$13.50								Instructor		
37		Oswald	Rowan	N/A	N/A	N/A	\$11.50					Instructor						
38		Perez	Brendan	N/A	N/A	\$11.50		\$13.50				Instructor						
39		Pinnavaie	Vincent	N/A	\$11.50	\$13.50		\$13.50									Instructor	
40		Rivera	Haylee	\$9.00	\$13.50	\$13.50		\$13.50				Instructor						

**2023 SUMMER RECREATION STAFF**

TOTAL NO. OF STAFF	TOTAL: Under 18 = ____ employees 18+ = ____ employees						Summer 2023 FY 23-24 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	LIST ALL POSITION TITLES THAT APPLY Summer 2023 Salaries PROGRAM DIRECTOR - \$18.50 / hour ASSISTANT DIRECTOR - \$13.50 / hour HEALTH DIRECTOR - \$18.50 / hour INSTRUCTOR - \$11.50 / hour 2nd + YEAR INSTRUCTOR - 13.50 / hour								
												Summer 2019 FY 19-20 HOURLY RATE OF PAY	Summer 2021 FY 21-22 HOURLY RATE OF PAY	Summer 2022 FY 22-23 HOURLY RATE OF PAY	1st YEAR INSTRUCT OR	2nd YEAR INSTRUCT OR	ASSISTANT DIRECTOR	DIRECTO R	HEALTH DIRECTO R	PARK PROGRAM
41	Rivera	Mia	N/A	N/A	\$11.50		\$13.50					Instructor								
42	Roberts	Sierra	N/A	N/A	N/A	\$11.50											Instructor			
43	Roberts	Soria	N/A	N/A	\$11.50		\$13.50										Instructor			
44	Silva	Olivia	N/A	N/A	N/A	\$11.50		\$13.50							Assistant Director					
45	Smith	Erin	N/A	N/A	N/A	\$11.50											Instructor			
46	Spencer	Shelby	N/A	N/A	N/A	\$11.50											Instructor			
47	Sullivan	Dylan	N/A	N/A	N/A	\$11.50								Instructor				Instructor		
48	Sullivan	Ryan	N/A	N/A	N/A	\$11.50								Instructor				Instructor		
49	Tanner	Luke	N/A	N/A	N/A	\$11.50								Instructor						
50	Tennant	Brendan	N/A	N/A	\$11.50		\$13.50					Instructor								
51	Thomas	Kirk	\$10.00	Instructor: \$13.50 Assist. Director: \$13.50	Instructor: \$13.50 Assist. Director: \$13.50		\$13.50	\$13.50				Instructor p/t					Assistant Director			
52	Unger	Emily	\$9.00	N/A	\$13.50		\$13.50					Instructor								

**2023 SUMMER RECREATION STAFF**

TOTAL NO. OF STAFF	TOTAL: Under 18 = ____ employees 18+ = ____ employees	LAST NAME	FIRST NAME	Summer 2018 FY 19-20 HOURLY RATE OF PAY	Summer 2021 FY 21-22 HOURLY RATE OF PAY	Summer 2022 FY 22-23 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	Summer 2023 FY 23-24 HOURLY RATE OF PAY	Summer 2023 Salaries PROGRAM DIRECTOR - \$18.50 / hour ASSISTANT DIRECTOR - \$13.50 / hour HEALTH DIRECTOR - \$18.50 / hour INSTRUCTOR - \$11.50 / hour 2nd + YEAR INSTRUCTOR - \$13.50 / hour									
												DIRECTO R	HEALTH DIRECTO R	PARK PROGRAM	FOOTBALL	SOCCER	CHEERLEAD ING	BASKETBA LL	TENNIS	TRACK	LACROSSE
53		Unger	James	N/A	N/A	N/A	\$11.50						Instructor								
54		Venter	Rachel	N/A	N/A	N/A	\$11.50												Instructor		
55		Wendt	Kelly	N/A	N/A	\$11.50		\$13.50							Instructor				Instructor		
56		Yioupis	Jack	N/A	\$11.50	\$13.50		\$13.50											Instructor		



*Boy Scout Troop 38*  
*Warwick, NY*

Dear Village of Warwick Trustees:

Scouts BSA Troop 38 of Warwick would like to hold their annual Mother's Day Plant Sale at Railroad Green on Saturday, May 13<sup>th</sup> from 8:00 am to 2:00 pm. Troop 38 will be setting up a table at Railroad Green to sell hanging plants. Proceeds from the sale are utilized to fund Troop activities and equipment.

We have submitted the required facility use request form including a certificate of insurance and \$200.00 security deposit.

We appreciate your consideration in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Patricia Svoboda".

Patricia Svoboda  
Troop 38 – Committee Chair



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: 4/11/23

Title of Event: Hanging Flower Basket Plant Sale

Purpose of Event: BSA Troop 38 Warwick, NY 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    ☐ 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: Saturday May 13, 2023 Rain Date Requested: none

Arrival Time: 8am      Departure Time: 2pm

Event Start Time: 8:30am Event End Time: 1:30pm

#### **SECTION 3: APPLICANT INFORMATION**

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

Applicant's Name/Responsible Party: Patricia Sroboda

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

Mailing Address of Responsible Party: 17 Pinecrest Warwick NY 10990

Email Address: patricia.svoboda@hotmail.com Cell Phone: (914) 629-6650

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

Name of Organization (if Applicable): Greater Hudson Valley Council, BSA

Name of Organization's Director(s)/Officer(s): Richard Stockton, Scout Executive

Organization's Phone: 845-566-7300 Email Address: CHV.Service@scouting.org

Mailing Address of Organization: 18 Westage Drive

Physical Address of Organization: Fishkill, NY 12524

#### **SECTION 4: EVENT INFORMATION**

Maximum Number of People Intended at the Event: 10

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

# of Adults: 4 # of People Under 18: 6

Expected Number of Vehicles Intended at the Event: 2

Please explain the parking plan for the event: drop off only for plants, tables, etc

#### **WILL YOUR EVENT INCLUDE:**

#### **CHECK YES OR NO**

<b>Greater than 200 people at any given time</b> <i>If yes, DO NOT complete this form. Please complete form: FACILITY USE PERMIT APPLICATION FOR GATHERINGS GREATER THAN 200 PEOPLE</i>	Yes _____ No <input checked="" type="checkbox"/>
<b>Music / Loudspeakers / Sound System</b> <i>If yes, explain:</i> <i>Location of Music/Loud Speakers/ Sounds System:</i>	Yes _____ No <input checked="" type="checkbox"/>
<b>Parade, walk, road race, etc.</b> <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 <input checked="" type="checkbox"/>
<b>Tent(s)</b> <i>Include a map detailing the placement of the tent(s).</i> <i>Date &amp; time tent will be set up:</i> <u>8:30 am</u> <i>Date &amp; time tent will be removed:</i> <u>2 pm</u> <u>Simple ez-up @ RR green for shade</u>	Yes <input checked="" type="checkbox"/> No _____

<b>RVs, Campers, Food Trucks, etc.</b> <i>If yes, explain:</i> _____	Yes ____ No <input checked="" type="checkbox"/>
<b>Admission Fee to Be Charged</b> <i>If yes, please list the admission fee:</i> _____	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> <i>If yes, explain the method of food distribution and disposal of trash:</i> _____ _____ <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> <i>If yes, explain:</i> _____ <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> <i>Please explain:</i> _____	Yes ____ No <input checked="" type="checkbox"/>

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

<b>Road Closure</b> <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"/>
<b>Use of Village-owned tables and chairs</b> <i>Veterans Memorial Park Pavilion Only. No. of Tables</i> _____ <i>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"/>

<b>Use of Village of Warwick Restrooms</b> <i>Memorial Park and Stanley Deming Park only.</i>	Yes _____ No <input checked="" type="checkbox"/>
<b>Other</b> Please explain: _____	Yes _____ No <input checked="" type="checkbox"/>

### 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

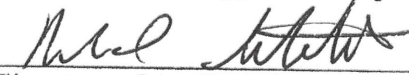
**TOTAL FEES:** \$ \_\_\_\_\_ (excluding security deposit)

### 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 Greater Hudson Valley Council (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 Greater Hudson Valley Council, BSA (Name Organization).

Responsible Party: Scout Executive, Richard Stockton  
 Greater Hudson Valley Council, BSA 845-566-7300

Printed Name of Applicant/Responsible Party \_\_\_\_\_

  
 Signature of Applicant/Responsible Party

10/13/23  
 Date

Clerk Use Only: Security Deposit Check # 1177 Certificate of Insurance ☒ Host Liquor Liability NA  
 Fees Received NA Park Map(s) ☒ Police Dept. Approval (if applicable) NA  
 Facility Use Calendar ☒ Parade Calendar (if applicable) 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.

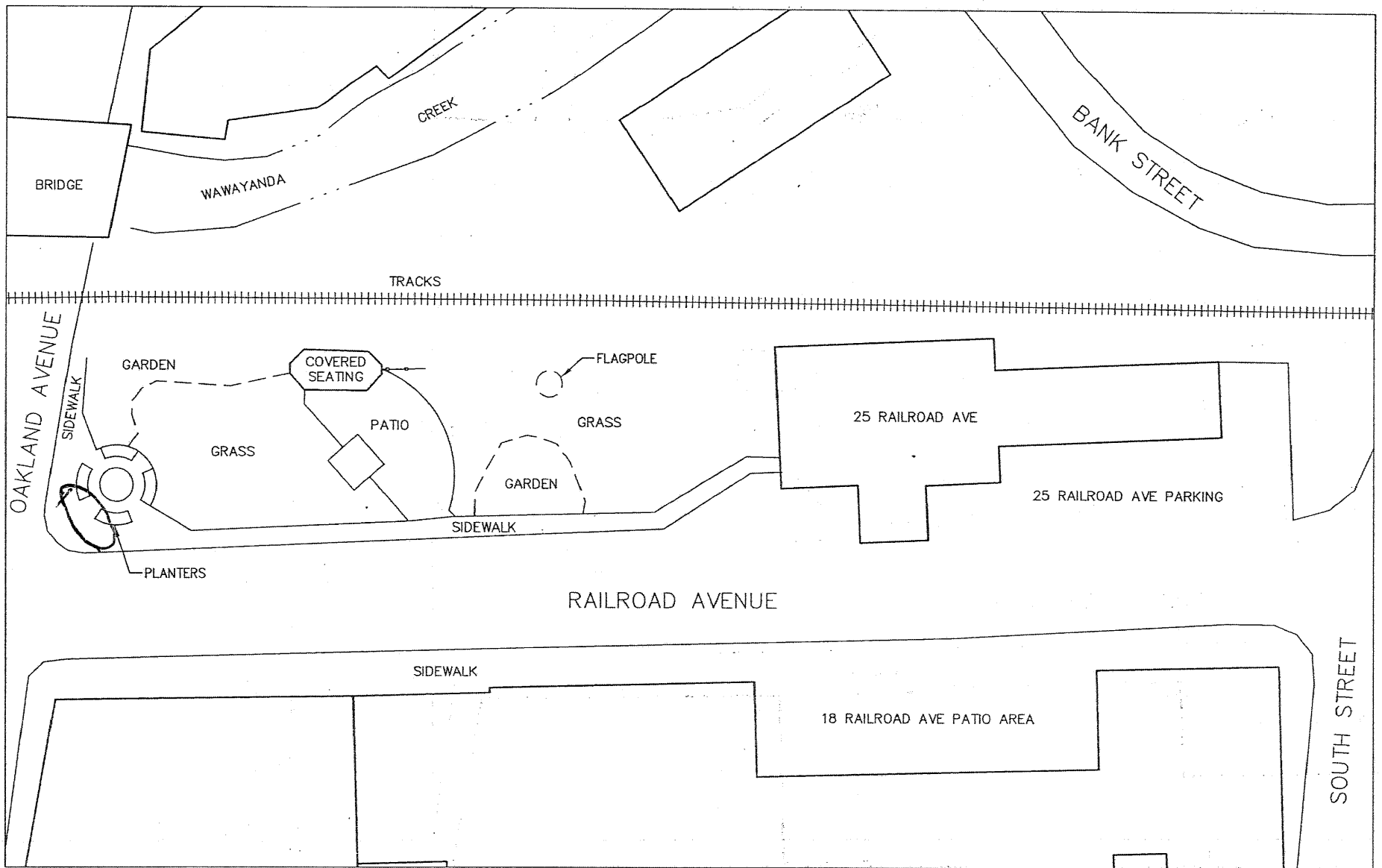
I have read and understand the Facilities Use Requirements:

Richard Stockton  
Printed Name of Applicant/Responsible Party

x   
Signature of Applicant/Responsible Party

Date

4/13/23



RECEIVED

APR 20 2023

VILLAGE OF WARWICK  
CLERK



**The Warwick Valley Community Center**

at the Doc Fry Building

**11 Hamilton Ave, Warwick, N.Y. 10990**

(845) 986-6422

Dear Village Board of Trustees,

The Warwick Valley Community Center would like to request permission for the annual Warwick Pride downtown parade and concert following the parade at Stanley Deming Park on Sunday, June 11th, 2023.

The parade route has been approved by the Warwick Police Department, and the Warwick Fire Department and EMS have also been notified. The parade would leave the Community Center at 1.30pm, travel up Orchard Street, turn left on Oakland Avenue/Main Street, proceed up Main Street, turn right on South Street and arrive at Stanley Deming Park at approximately 2.30pm.

In the event of rain, the parade will proceed but an alternate route - approved by Chief Rader - will return to the Community Center. See attached map.

The Pride show would run from 2.30 - 4.30pm and consist of musical performers suitable for all audiences. The Community Center will distribute bottled water and packaged ices to the audience. There will be no food trucks or food servers.

Setup times will be on Sunday June 11th, 10am to 1pm, and cleanup from 4.30 - 6.30pm.

We would like to request -

- The use of the bandshell and the pavilion for performances and to set up our sound engineer and equipment. We will require access to the electrical outlets in both. We will not be installing any structures but we will set up tables and chairs.
- The lawn area in between for seating and some pop-up tents for shade.
- Access to the bathrooms for the duration of the Pride Show.
- Permission to put up temporary decorations for the event on the pavilion and bandshell.
- From the DPW, 4 garbage cans, 200 chairs, and 4 large tables.
- Permission to hang a banner on the South Street side of Stanley Deming Park from May 29th through June 12th. Application permit and insurance COI is attached.

Lighting: none needed.

Parking: A significant number of people will park at the Community Center and join the parade, but we would like to request use of the lawn area to the left of the basketball courts and will follow Village requirements for use of that space. See attached map. We are also seeking a parking permit from the school district for the use of Park Avenue parking lot.

There are no plans for the use of camping or housing facilities.

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 PERMIT APPLICATION FOR GATHERINGS GREATER THAN 200 PEOPLE ON VILLAGE-OWNED PROPERTY

Date Request Submitted: 4/20/2023

Title of Event: Warwick Pride celebration

Purpose of Event: Pride downtown Parade and concert

#### 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: 6/11/2023 Rain Date(s) Requested: \_\_\_\_\_

Arrival Time: 10:00 Departure Time: 6:30

Event Start Time: 2:30 Event End Time: 4:30

#### SECTION 3: APPLICANT INFORMATION

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

*\*For-profit activities are prohibited.*

Applicant's Name/Responsible Party: Karen Thomas

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

Mailing Address of Responsible Party: 98 covered Bridge Rd Warwick NY, 10990

Residential Address of Responsible Party: 98 covered Bridge Rd Warwick NY, 10990

Email Address: KarenT.Wcc@gmail.com Cell Phone: 845-324-5743

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

Name of Organization (if Applicable): Warwick Community Bandwagon Inc.

Organization's Phone: 845-986-6422 Email Address: KarenT.Wcc@gmail.com

Name of Organization's Director(s)/Officer(s): Karen Thomas

Mailing Address of Organization: 11 Hamilton Ave Warwick NY, 10990

Physical Address of Organization: 11 Hamilton Ave Warwick NY, 10990

#### SECTION 4: EVENT INFORMATION

Maximum Number of People Intended at the Event: 500

# of Adults: 150 # of Under 18 Yrs. Old: 350

Expected Number of Vehicles Intended at the Event: 100

Please explain the parking plan for the event: MOST will park at the Community Center. We request use of the lawn area left of the basketball courts at Stanley Deming Park and seeking parking permit for use of Park Ave parking lot.

WILL YOUR EVENT INCLUDE:	CHECK YES OR NO
<b>Greater than 200 people at any given time</b> <i>If no, DO NOT complete this form. Please complete form: FACILITY USE PERMIT APPLICATION FOR GATHERINGS OF LESS THAN 200 PEOPLE.</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Music / Loudspeakers / Sound System</b> <i>If yes, explain: Sound system to be used (type TBD)</i> <i>Location of Music/Loud Speakers/ Sounds System: Bandshell and Pavilion</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Parade, walk, road race, etc.</b> <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"/>
<b>Tent(s)</b> <i>Include a map detailing the placement of the tent(s).</i> <i>Date &amp; time tent will be set up: 6/11 10:00</i> <i>Date &amp; time tent will be removed: 6/11 6:30</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<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: _____ _____ _____ <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: _____ 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 <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): <u>Orchard St., Main St/Oakland Ave, South St.</u> Closed between the hours of <u>1:00</u> and <u>2:45</u> Number of 'No Parking' meter bags requested, if applicable: <u>N/A</u>	Yes <input checked="" type="checkbox"/> No _____
<b>Use of Village owned tables and chairs</b> Veterans Memorial Park Pavilion Only. No. of Tables <u>4</u> No. of Chairs <u>200</u>	Yes <input checked="" type="checkbox"/> No _____
<b>Use of Electricity</b>	Yes <input checked="" type="checkbox"/> 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"/>

<b>Use of Village of Warwick Restrooms</b> <i>Memorial Park and Stanley Deming Park only.</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Other</b> Please explain: _____	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

### **SECTION 5: FEES/SECURITY DEPOSIT**

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

☐ Memorial Park Football/Over 35 Field Lights (circle one) -

☒ \$500 Security Deposit (*Must be a Separate Payment*)      \$10 per day or \$300 per season

**TOTAL FEE:** \$ \_\_\_\_\_ (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 Community Bandwagon (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 Community Bandwagon Inc. (Name Organization).

Additionally, I agree to accept notices or summonses issued with respect to the application or the conduct of the assembly or use in any manner involving it arising out of the application, construction or application of Chapter 39 'Assemblies, Public' of the Village Code of the Village of Warwick.

Furthermore, I authorize the Village of Warwick or its lawful agents to observe the event at any time for the purpose of inspecting the same, the facilities provided and the cleaning of the premises after the termination of the assembly.

Karen Thomas      Karen Thomas      4/20/2023  
 Printed Name of Applicant/Responsible Party      Signature of Applicant/Responsible Party      Date

**Clerk Use Only:** Security Deposit Check # 5297 Certificate of Insurance ☒ Host Liquor Liability NA  
 Fees Received NA Park Map(s) ☒ Police Dept. Approval (if applicable) ☒  
 \*Certificates of Insurance Reviewed by NYMIR/Broker ☒

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:

Karen Thomas

Printed Name of Applicant/Responsible Party

Karen Thomas

Signature of Applicant/Responsible Party

4-20-2023

Date

---

## Annual Warwick Pride Event

---

**Chief John Rader** <jrader@townofwarwickpd.org>

Wed, Feb 15, 2023 at 7:48 PM

To: Karen Thomas <karent.wcc@gmail.com>

Cc: amorely@townofwarwickpd.org, Maeve Ward <maeve.wvcc@gmail.com>, Raina Abramson <clerk@villageofwarwick.org>

Raina

Please accept this email as the police departments approval for the Pride Parade. We will provide officers for vehicle and pedestrian detours for the event.

As stated in my email yesterday in reference to the St Patrick's Day Parade, I am out of town and returning to work on 2/21.

Unless any questions are pressing I will be available Tuesday.

John

Sent from my iPhone

> On Feb 15, 2023, at 3:28 PM, Karen Thomas <karent.wcc@gmail.com> wrote:

>

>

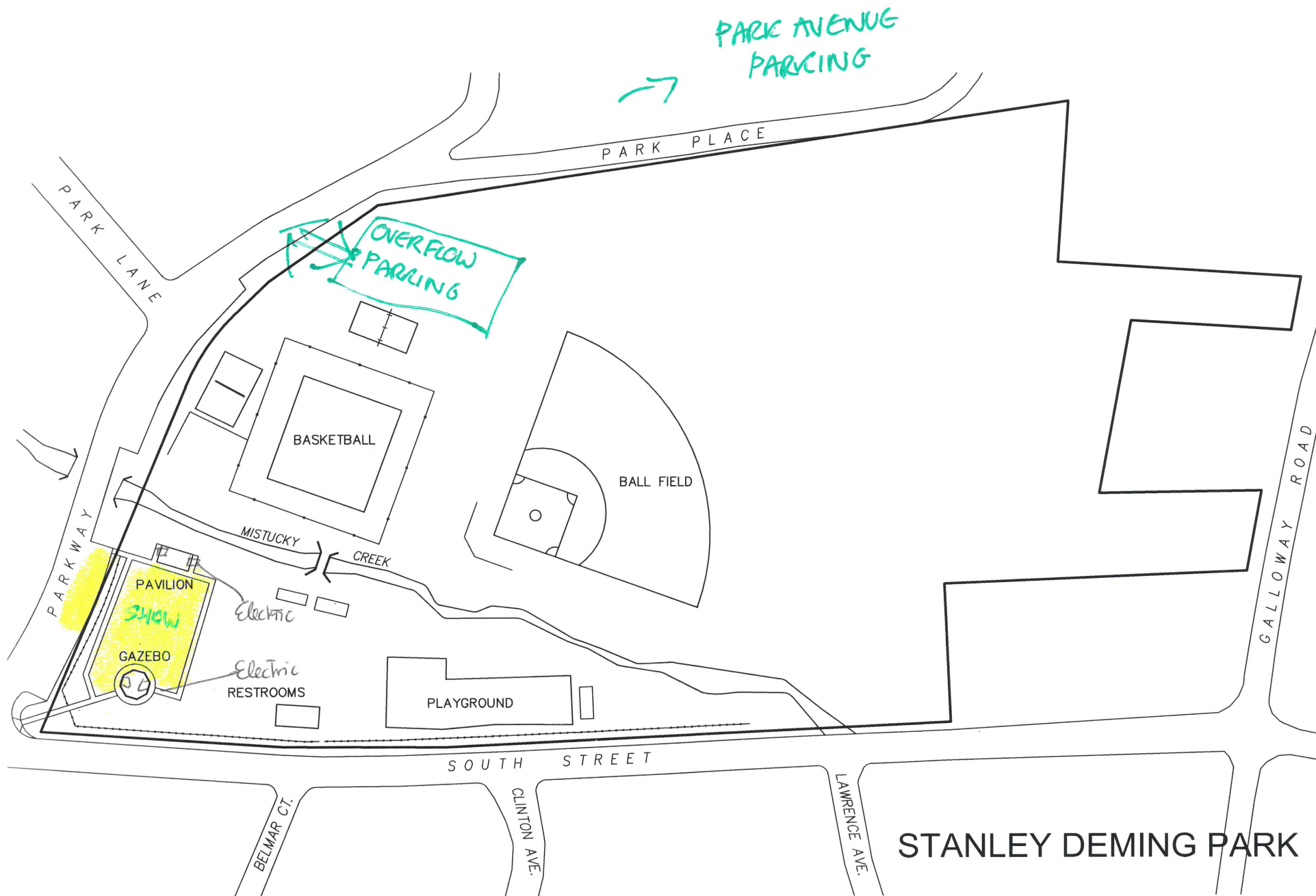
[Quoted text hidden]



**Pride Parade Route 2023.pdf**

74K





STANLEY DEMING PARK

# COMMUNITY = LOVE

SUNDAY  
JUNE 11  
2023



FREE

BRUNCH • MUSIC  
• SUPPORT TABLES •  
MAKING STATIONS

11<sup>A</sup>-1:30<sup>P</sup>  
CELEBRATION

11 HAMILTON AVE. WARWICK NY

HOSTED BY THE WARWICK VALLEY COMMUNITY CENTER  
& THE GSA/LIVING WELL YOUTH GROUP

1:30<sup>P</sup> PRIDE PARADE

LED BY THE FUNKRUST BRASS BAND  
STEP OFF FROM WVCC TO DOWNTOWN WARWICK

2:30-4:30<sup>P</sup> PRIDE SHOW

STANLEY DEMING PARK, WARWICK

HOSTED BY DRAG DARLING EVE STARR AND GUESTS

SUPPORTED BY: DRUG-FREE COMMUNITIES, OFFICE OF ADDICTION SERVICES & SUPPORT, TOWN OF WARWICK,  
VILLAGE OF WARWICK, WVCC YOUTH GROUPS, WARWICK NY PRIDE AND WICKHAM WORKS

JOIN US!  
11<sup>A</sup>-4:30<sup>P</sup>

ALL  
WELCOME

QUESTIONS? EMAIL  
KARENTWCC@GMAIL.COM

f i WARWICKNYPRIDE

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

RECEIVED

APR 18 2023

VILLAGE OF WARWICK  
CLERK'S OFFICE

## 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: 4/18/23

Title of Event: Park Avenue First Grade Picnic

Purpose of Event: end of year picnic

#### 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: May 31, 2023 Rain Date Requested: June 14, 2023

Arrival Time: 11:00 Departure Time: 2:30

Event Start Time: 11:00 Event End Time: 2:30

#### SECTION 3: APPLICANT INFORMATION

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

Applicant's Name/Responsible Party: Park Avenue Elementary  
*\*Person of responsibility representing the organization must be a Town of Warwick resident.*

Mailing Address of Responsible Party: 10 Park Ave, Warwick, NY 10990

Email Address: cdangelillo@wvcsd.org Cell Phone: (845) 234-8102

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

Name of Organization (if Applicable): Park Avenue Elementary

Name of Organization's Director(s)/Officer(s): Bill Biniaris

Organization's Phone: (845) 987-3170 Email Address: vbiniaris@wvcsd.org

Mailing Address of Organization: 10 Park Avenue, Warwick, NY

Physical Address of Organization: 11

#### **SECTION 4: EVENT INFORMATION**

Maximum Number of People Intended at the Event: 120

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

# of Adults: 18 # of People Under 18: 102

Expected Number of Vehicles Intended at the Event: 10

Please explain the parking plan for the event: Parent volunteers will park on Parkway Ave.  
Teachers + students will walk to the park.

#### **WILL YOUR EVENT INCLUDE:**

#### **CHECK YES OR NO**

<b>Greater than 200 people at any given time</b> <i>If yes, DO NOT complete this form. Please complete form: FACILITY USE PERMIT APPLICATION FOR GATHERINGS GREATER THAN 200 PEOPLE</i>	Yes _____ No <u>X</u>
<b>Music / Loudspeakers / Sound System</b> <i>If yes, explain:</i> _____ <i>Location of Music/Loud Speakers/ Sounds System:</i> _____	Yes _____ No <u>X</u>
<b>Parade, walk, road race, etc.</b> <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 <u>X</u>
<b>Tent(s)</b> <i>Include a map detailing the placement of the tent(s).</i> <i>Date &amp; time tent will be set up:</i> _____ <i>Date &amp; time tent will be removed:</i> _____	Yes _____ No <u>X</u>

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

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

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

<b>Use of Village of Warwick Restrooms</b> <i>Memorial Park and Stanley Deming Park only.</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Other</b> Please explain: _____	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

### **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 Park Ave. First Grade (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

Park Ave. Elem. First Grade (Name Organization).

Park Ave Elem.

Printed Name of Applicant/Responsible Party

Park Avenue Elem. Charles D'Angelillo, Teacher Representative

Signature of Applicant/Responsible Party

4/13/23

Date

**Clerk Use Only:** Security Deposit Check # N/A Certificate of Insurance ☒ Host Liquor Liability N/A  
 Fees Received N/A Park Map(s) ☒ Police Dept. Approval (if applicable) N/A

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:

Park Ave Elementary

Printed Name of Applicant/Responsible Party

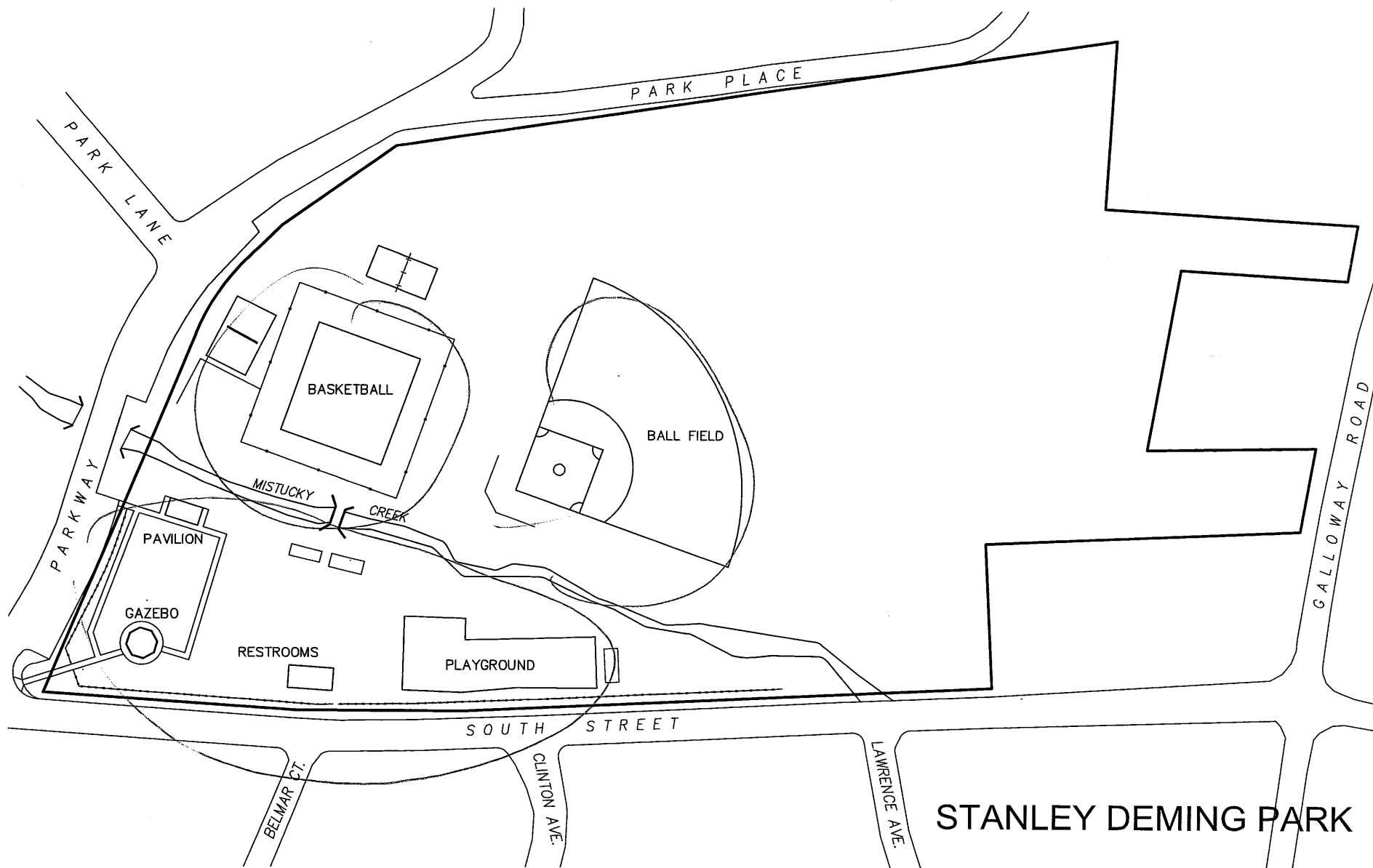
Date

4/13/23

Park Ave Elementary by

Signature of Applicant/Responsible Party

Charles D. Angelidis,  
Teacher Representative



STANLEY DEMING PARK

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: 4/26/23  
Title of Event: Third Grade Picnic (Park Ave)  
Purpose of Event: Picnic

#### **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: June 15, 2023 Rain Date Requested: June 13, 2023

Arrival Time: 12:00 Departure Time: 3:00

Event Start Time: 12:00 Event End Time: 3:00

#### **SECTION 3: APPLICANT INFORMATION**

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

Applicant's Name/Responsible Party: Denise Kipp  
*\*Person of responsibility representing the organization must be a Town of Warwick resident.*

Mailing Address of Responsible Party: 8 Black Walnut Dr. Warwick  
 Email Address: dkipp@wvcsd.org Cell Phone: 845-642-7259  
 Proof of Town of Warwick Residency of Responsible Party: ☐ Driver's License ☐ Utility Bill  
 Name of Organization (if Applicable): Park Ave School  
 Name of Organization's Director(s)/Officer(s): Bill Binerius - principal  
 Organization's Phone: 987-3000 Email Address: dkipp@wvcsd.org  
 Mailing Address of Organization: 10 Park Ave Warwick NY  
 Physical Address of Organization: 10 Park Ave Warwick, NY

#### **SECTION 4: EVENT INFORMATION**

Maximum Number of People Intended at the Event: 125  
 \* 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: 10-15

Please explain the parking plan for the event: students will walk from Park Ave. A few parents will drive and use parking lot at Stanley Demming

**WILL YOUR EVENT INCLUDE:** CHECK YES OR NO

<b>Greater than 200 people at any given time</b> <i>If yes, DO NOT complete this form. Please complete form: FACILITY USE PERMIT APPLICATION FOR GATHERINGS GREATER THAN 200 PEOPLE</i>	Yes _____ No <u>L</u>
<b>Music / Loudspeakers / Sound System</b> <i>If yes, explain:</i> _____ <i>Location of Music/Loud Speakers/ Sounds System:</i> _____	Yes _____ No <u>L</u>
<b>Parade, walk, road race, etc.</b> <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 <u>L</u>
<b>Tent(s)</b> <i>Include a map detailing the placement of the tent(s).</i> Date & time tent will be set up: _____ Date & time tent will be removed: _____	Yes _____ No <u>L</u>

<b>RVs, Campers, Food Trucks, etc.</b> <i>If yes, explain: _____</i>	Yes ____ No <u>✓</u>
<b>Admission Fee to Be Charged</b> <i>If yes, please list the admission fee: _____</i>	Yes ____ No <u>✓</u>
<b>Alcohol</b> <i>Host Liquor Liability Insurance is required.</i>	Yes ____ No <u>✓</u>
<b>Food will be served or sold</b> <i>If yes, explain the method of food distribution and disposal of trash:</i> _____ _____ <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 <u>✓</u>
<b>Rides: Mechanical Carnival Rides, Bounce House, Inflatable Slide, etc.</b> <i>If yes, explain: _____</i> <i>Additional contract(s) and/or insurance is required.</i>	Yes ____ No <u>✓</u>
<b>Portable Toilets</b> <i>Placement of portable toilets must be detailed on the map that is required with the application.</i>	Yes ____ No <u>✓</u>
<b>Other</b> <i>Please explain: _____</i>	Yes ____ No <u>✓</u>

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

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

<b>Use of Village of Warwick Restrooms</b> <i>Memorial Park and Stanley Deming Park only.</i>	Yes <u>✓</u> No <u>      </u>
<b>Other</b> Please explain: _____	Yes <u>      </u> No <u>✓</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:** \$ \_\_\_\_\_ (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 Park Ave 3rd (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 Park Ave (Name Organization).

Denise Kipp  
 Printed Name of Applicant/Responsible Party

Denise Kipp  
 Signature of Applicant/Responsible Party

4/26/23  
 Date

**Clerk Use Only:** Security Deposit Check # N/A Certificate of Insurance ✓ Host Liquor Liability N/A  
 Fees Received N/A Park Map(s) ✓ Police Dept. Approval (if applicable) N/A  
 Facility Use Calendar ✓ Parade Calendar (if applicable) N/A

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**

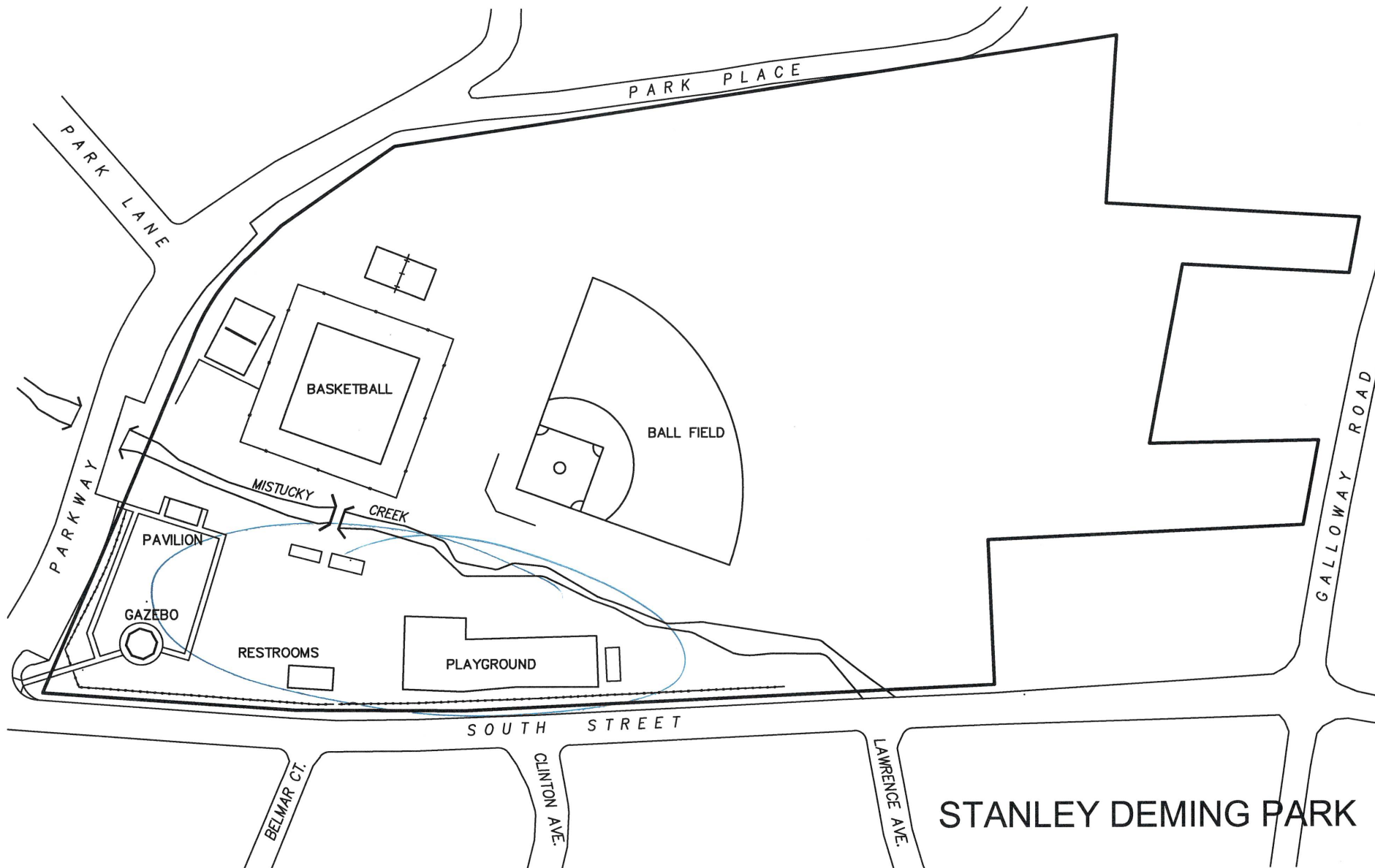
**FACILITY USER** does hereby covenant and agree to defend, indemnify, and hold harmless the Village of Warwick from and against any and all liability, loss, damages, claims, or actions (including costs and attorneys' fees) for bodily injury and/or property damage, to the extent permissible by law, arising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

Denise Kipp  
Printed Name of Applicant/Responsible Party

Denise Kipp  
Signature of Applicant/Responsible Party

Date 4/26/23



STANLEY DEMING PARK

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: 4/12/23

Title of Event: Monroe Presbyterian Preschool Gathering

Purpose of Event: End of year gathering for our Preschool families

#### 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: June 2<sup>nd</sup>, 2023 Rain Date Requested: June 9<sup>th</sup>, 2023

Arrival Time: 9:30 Departure Time: 12:00

Event Start Time: 10:00 Event End Time: 12:15

#### SECTION 3: APPLICANT INFORMATION

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

*\*For-profit activities are prohibited.*

Applicant's Name/Responsible Party: Bonnie Casse

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

Mailing Address of Responsible Party: 12 Lake Dr, Greenwood Lake, NY 10925

Email Address: Cassefamily5@yahoo Cell Phone: 845-742-0428

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

Name of Organization (if Applicable): Monroe Presbyterian Preschool

Name of Organization's Director(s)/Officer(s): Melissa Hoeldtke

Organization's Phone: 845-781-7814 Email Address: mppmonroe@gmail.com

Mailing Address of Organization: 142 Stage Rd, Monroe, NY 10950

Physical Address of Organization: " " " " "

#### **SECTION 4: EVENT INFORMATION**

Maximum Number of People Intended at the Event: 130

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

# of Adults: 80 # of People Under 18: 50

Expected Number of Vehicles Intended at the Event: 45

Please explain the parking plan for the event: Each student will be accompanied by a parent. We do not bus our students.

#### **WILL YOUR EVENT INCLUDE:**

#### **CHECK YES OR NO**

<b>Greater than 200 people at any given time</b> <i>If yes, DO NOT complete this form. Please complete form: FACILITY USE PERMIT APPLICATION FOR GATHERINGS GREATER THAN 200 PEOPLE</i>	Yes _____ No <input checked="" type="checkbox"/>
<b>Music / Loudspeakers / Sound System</b> <i>If yes, explain: _____</i> <i>Location of Music/Loud Speakers/ Sounds System: _____</i>	Yes _____ No <input checked="" type="checkbox"/>
<b>Parade, walk, road race, etc.</b> <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 <input checked="" type="checkbox"/>
<b>Tent(s)</b> <i>Include a map detailing the placement of the tent(s).</i> <i>Date &amp; time tent will be set up: _____</i> <i>Date &amp; time tent will be removed: _____</i>	Yes _____ No <input checked="" type="checkbox"/>

<b>RVs, Campers, Food Trucks, etc.</b> <i>If yes, explain:</i> _____	Yes _____ No <input checked="" type="checkbox"/>
<b>Admission Fee to Be Charged</b> <i>If yes, please list the admission fee:</i> _____	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> <i>If yes, explain the method of food distribution and disposal of trash:</i> _____ _____ _____ <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> <i>If yes, explain:</i> _____ <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> <i>Please explain:</i> _____	Yes _____ No _____

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

<b>Road Closure</b> <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"/>
<b>Use of Village-owned tables and chairs</b> <i>Veterans Memorial Park Pavilion Only. No. of Tables</i> _____ <i>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"/>

<b>Use of Village of Warwick Restrooms</b> <i>Memorial Park and Stanley Deming Park only.</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Other</b> Please explain: _____	Yes <input type="checkbox"/> No <input type="checkbox"/>

### **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 Monroe Presbyterian Preschool (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 Monroe Presbyterian Preschool (Name Organization).

Bonnie Casse  
 Printed Name of Applicant/Responsible Party

Bonnie Casse  
 Signature of Applicant/Responsible Party

4/26/23  
 Date

**Clerk Use Only:** Security Deposit Check # 3960 Certificate of Insurance ☒ Host Liquor Liability N/A  
 Fees Received ☒ Park Map(s) ☒ Police Dept. Approval (if applicable) N/A  
 Facility Use Calendar ☒ Parade Calendar (if applicable) N/A

the contents of the certificate or the absence of it shall not be deemed a waiver of any and all rights held by the Village.

- VII. The Village is a member/owner of the NY Municipal Insurance Reciprocal (NYMIR). The user further acknowledges that the procurement of such insurance as required herein is intended to benefit not only the Village but also NYMIR, as the Village's insurer.

**Individuals – Required Insurance Homeowners Insurance:**

- Section Two – Liability: \$100,000 limit of liability. Policy shall not exclude the off-premises activities of the insured.

**\*Host Liquor Liability – Required if Alcohol is to be Included at Event**

**\*Insurance Liability Coverage must include Mechanical Rides / Bounce House / Inflatable Slides etc. – If Applicable**

9. Alcohol is not permitted in any Village Park or Park Facilities, or Village owned property without a special permit issued by the Village Board of Trustees. Additional liability insurance (Host Liquor) is required if alcohol is part of your event.
10. All persons shall comply with the rules and regulations as set forth in Chapter 90 'Park Rules and Regulations' of the Code of the Village Warwick. *See Exhibit A.*
11. Illegal drugs, smoking, tobacco use, cannabis, electronic cigarettes, and vapor products are not permitted.
12. Profanity, objectionable language, disorderly acts, excessive noise or illegal activities of any kind are prohibited, and those violating this prohibition will be removed from the premises and will be subject to prosecution.
13. In the event of a scheduling conflict, the Village of Warwick will arbitrate a resolution which shall be binding for all parties.
14. In the event of inclement weather, the Village Board or their designee has the final authority on whether facilities are usable.
15. Any damage to Village facilities shall be promptly repaired at the user's expense. No exceptions. If Village personnel are not available, make sure all doors are locked and lights are turned out when leaving.
16. Organizations using the facilities must clean up from the park afterward. It is the responsibility of the permit holder to remove any garbage the event generates. The Village may assess a charge for garbage generated from events that is not removed by the

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:

Bonnie Casse

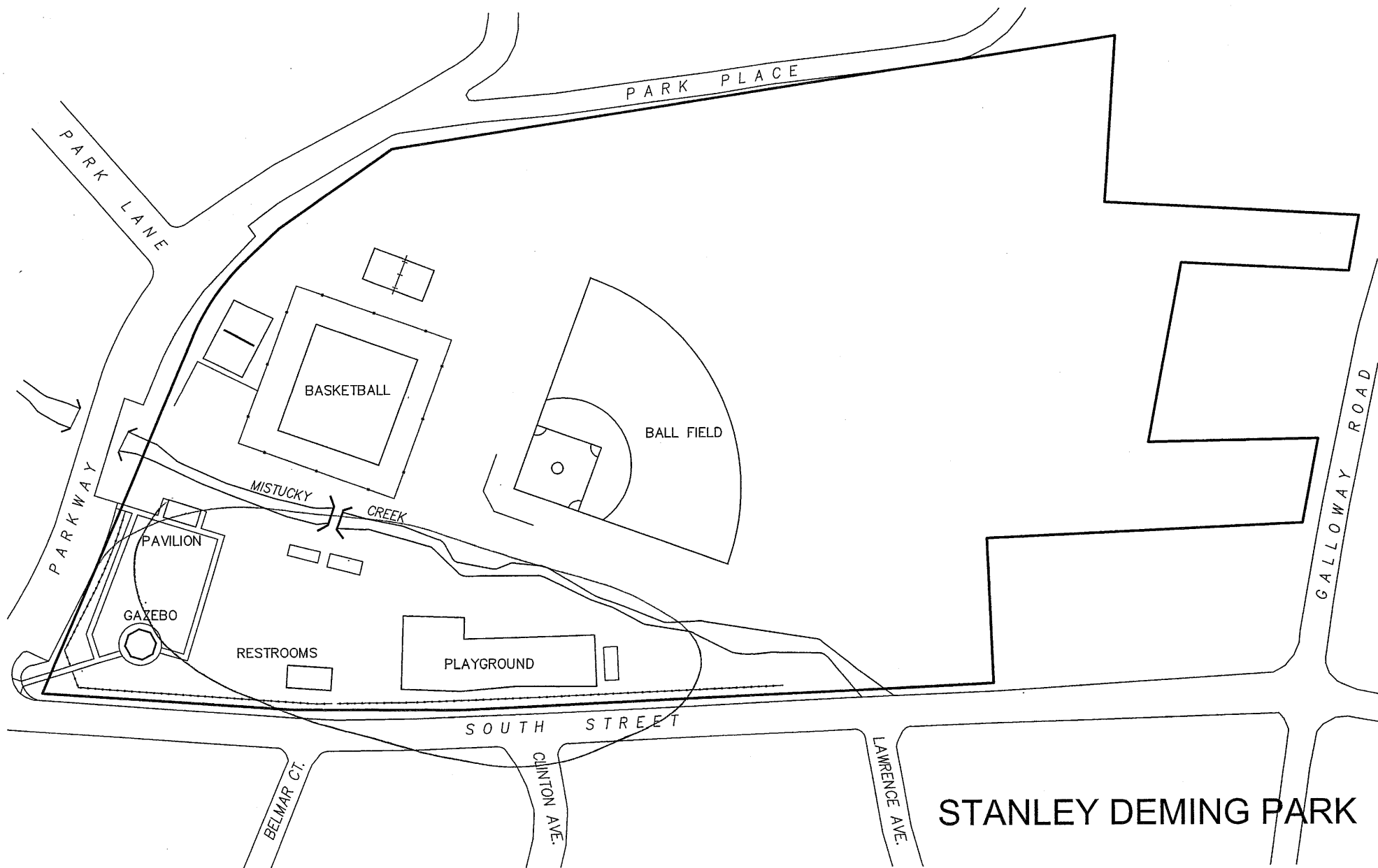
Printed Name of Applicant/Responsible Party

Bonnie Casse

Signature of Applicant/Responsible Party

Date

4/26/23



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: 4/25/23

Title of Event: Family gathering with Friends

Purpose of Event: Outside Spring 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: May 14, 2023 Rain Date Requested: \_\_\_\_\_

Arrival Time: 8am Departure Time: 10pm (Allow for clean up time)

Event Start Time: 3p Event End Time: 9pm

**SECTION 3: APPLICANT INFORMATION**

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

*\*For-profit activities are prohibited.*

Applicant's Name/Responsible Party: Rebecca Bank

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

Mailing Address of Responsible Party: 3 Elizabeth St., Warwick, NY 10990

Email Address: rebecca\_bank@hotmail.com Cell Phone: 845-545-8309

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

Name of Organization (if Applicable): N/A

Name of Organization's Director(s)/Officer(s): N/A

Organization's Phone: N/A Email Address: N/A

Mailing Address of Organization: N/A

Physical Address of Organization: N/A

#### **SECTION 4: EVENT INFORMATION**

Maximum Number of People Intended at the Event: Approx. 100 people

*\* 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: 20 approx.

Please explain the parking plan for the event: Pavilion Parking Lot

#### **WILL YOUR EVENT INCLUDE:**

#### **CHECK YES OR NO**

<b>Greater than 200 people at any given time</b> <i>If yes, DO NOT complete this form. Please complete form: FACILITY USE PERMIT APPLICATION FOR GATHERINGS GREATER THAN 200 PEOPLE</i>	Yes _____ No <u>X</u>
<b>Music / Loudspeakers / Sound System</b> <i>If yes, explain: _____</i> <i>Location of Music/Loud Speakers/ Sounds System: _____</i>	Yes <u>X</u> No _____
<b>Parade, walk, road race, etc.</b> <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 <u>X</u>
<b>Tent(s)</b> <i>Include a map detailing the placement of the tent(s).</i> <i>Date &amp; time tent will be set up: _____</i> <i>Date &amp; time tent will be removed: _____</i>	Yes _____ No <u>X</u>

<b>RVs, Campers, Food Trucks, etc.</b> <i>If yes, explain:</i> _____	Yes ____ No <input checked="" type="checkbox"/>
<b>Admission Fee to Be Charged</b> <i>If yes, please list the admission fee:</i> _____	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> <i>If yes, explain the method of food distribution and disposal of trash:</i> _____ _____ <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 <input checked="" type="checkbox"/> No ____
<b>Rides: Mechanical Carnival Rides, Bounce House, Inflatable Slide, etc.</b> <i>If yes, explain:</i> _____ <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> <i>Please explain:</i> _____	Yes ____ No <input checked="" type="checkbox"/>

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

<b>Road Closure</b> <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"/>
<b>Use of Village-owned tables and chairs</b> <i>Veterans Memorial Park Pavilion Only. No. of Tables</i> _____ <i>No. of Chairs</i> _____	Yes <input checked="" type="checkbox"/> No ____
<b>Use of Electricity</b>	Yes <input checked="" type="checkbox"/> No ____
<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 <input checked="" type="checkbox"/> No ____

<b>Use of Village of Warwick Restrooms</b> <i>Memorial Park and Stanley Deming Park only.</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Other</b> Please explain: _____	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

### **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 N/A (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 N/A (Name Organization).

Rebecca Bank  
 Printed Name of Applicant/Responsible Party

R Bank  
 Signature of Applicant/Responsible Party

4/20/2023  
 Date

**Clerk Use Only:** Security Deposit Check # 1133 Certificate of Insurance \_\_\_\_\_ Host Liquor Liability N/A  
 Fees Received ☒ Park Map(s) ☒ Police Dept. Approval (if applicable) N/A  
 Facility Use Calendar ☒ Parade Calendar (if applicable) N/A

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.
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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:

Rebecca Bank

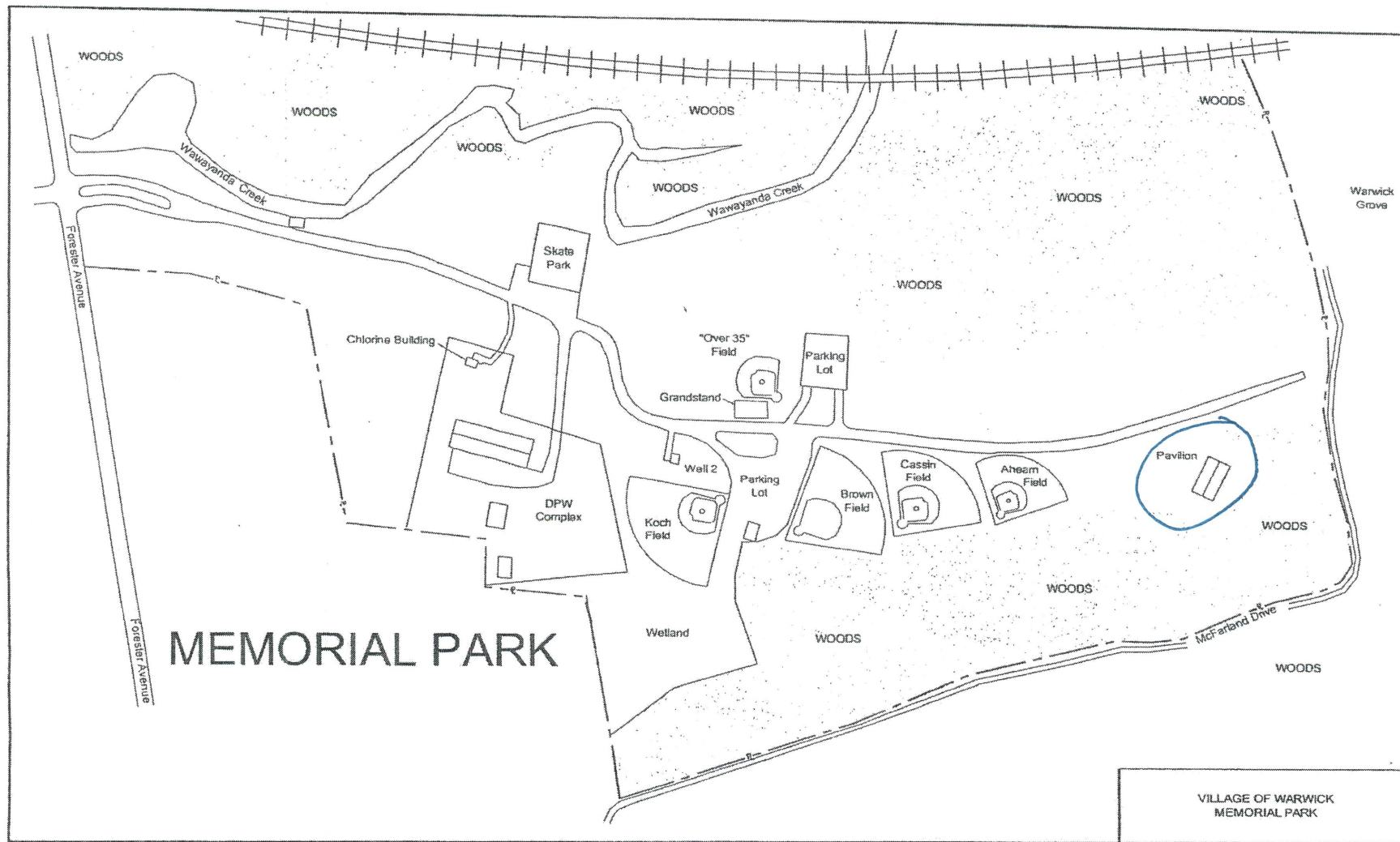
Printed Name of Applicant/Responsible Party

RB Bank

Signature of Applicant/Responsible Party

Date

4/20/2023



## Raina Abramson

---

**From:** Park Ave PTA <parkavepta@gmail.com>  
**Sent:** Wednesday, April 26, 2023 2:44 PM  
**To:** CathyS; Raina Abramson  
**Subject:** Park Ave Elementary road closure spring 2023

Dear Raina,

The Park Avenue Elementary PTA will be holding a few outdoor events this spring. They will take place on the lawn in front of and across the street from the building. For the safety of our students and families, we are writing to request that the road directly in front of the school, **Park Avenue**, be closed during these events. If you have any questions, please feel free to reach me directly at 845-893-0501. Thank you so much for your help.

### Someone Special Warrior Event

Friday 5/19; Rain Date - 5/23  
4:00 pm - 7:00 pm

### Family Picnic

Friday, 6/2; Rain Date- 6/9  
4:00 pm - 8:30 pm

### Sports Day -

Monday 6/5; Rain Date - 6/6  
9:00 am - 3:15 pm

Theresa Maybeck  
845-893-0501

--

## **Park Avenue Elementary PTA Board**

**Josephine Di Salvo, Co-President**  
**Theresa Maybeck, Co-President**  
**Christine McKnight, Vice President**  
**Joanna Tower, Corresponding Secretary**  
**Terri O'Neil, Recording Secretary**  
**Brianne Morgan, Treasurer**  
**Jennifer Pesta, Social Media Coordinator**

77 Main Street  
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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 5/1/23**

For approval to transfer available appropriations for the following Fiscal Year 2022-2023 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
A.5110.1000	Streets - Personal Service	195,654.43	3,226.08	Actual vs Budget Payroll	A.5010.1200	DPW - WORKERS COMP SALARY	(2,150.72)	3,226.08
A.1990.4950	Contingent	6,493.31	2,701.25	To cover the costs of Memorial Park Master Plan	A.1910.4950	Other	(1,148.75)	1,148.75
				Actual vs. Budget	A.1420.4900	Attorney - Other Professional Services	(1,552.50)	1,552.50
A.7140.4350	Parks - Utilities	3,162.24	1,360.42	Actual vs. Budget	A.5182.4350	Street Lighting Utilities	(1,360.42)	1,360.42
<b>TOTAL</b>			<b>7,287.75</b>		<b>TOTAL</b>			<b>7,287.75</b>

**WATER FUND**

FROM Account Code	Account Description	Budget Approp. Balance	Transfer Request	Reason	TO Account Code	Account Description	Budget Approp. Balance	Transfer Amount
F.9060.8000	Water Hospital & Medical Insurance	21,119.67	14,926.54	Actual vs Budget Payroll	F.8340.1000	Trans/Dist - Personal Services	(14,252.16)	14,252.16
				Actual vs Budget Payroll	F.9030.8000	Water Social Security	(546.88)	546.88
				Actual vs Budget Payroll	F.9035.8000	Water Medicare	(127.50)	127.50
<b>TOTAL</b>			<b>14,926.54</b>		<b>TOTAL</b>			<b>14,926.54</b>

**SEWER FUND**

FROM Account Code	Account Description	Budget Approp. Balance	Transfer Request	Reason	TO Account Code	Account Description	Budget Approp. Balance	Transfer Amount
G.8120.4970	Sewers - Chemicals	46,978.85	10,335.75	Actual vs Budget	G.8120.4350	Sewers - Utilities	(10,335.75)	10,335.75
<b>TOTAL</b>			<b>10,335.75</b>		<b>TOTAL</b>			<b>10,335.75</b>

Respectfully submitted,

*Sadie Becker*  
Sadie Becker

Village Treasurer

Backup Documentation: Negative balance listing

Report Date: 4/26/23

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-1420-4900	Attorney - Other Professional Servcies	15,500.00	0.00	35,993.80	18,941.30	0.00	0.00	1,552.50-	104.51
A-1910-4950	Other	17,650.00	0.00	30,734.75	11,936.00	0.00	0.00	1,148.75-	103.88
A-5010-1200	DPW - WORKERS COMP SALARY	0.00	0.00	13,168.22	11,017.50	0.00	0.00	2,150.72-	119.52
A-5182-4350	Street Lighting Utilities	95,000.00	0.00	96,360.83	0.00	0.41	0.00	1,360.42-	101.43
Fund Total									
		128,150.00	0.00	176,257.60	41,894.80	0.41	0.00	6,212.39-	103.65
F-8340-1000	Trans/Dist - Personal Services	215,587.00	0.00	229,839.16	0.00	0.00	0.00	14,252.16-	106.61
F-9030-8000	Water Social Security	16,212.00	0.00	16,758.88	0.00	0.00	0.00	546.88-	103.37
F-9035-8000	Water Medicare	3,792.00	0.00	3,919.50	0.00	0.00	0.00	127.50-	103.36
Fund Total									
		235,591.00	0.00	250,517.54	0.00	0.00	0.00	14,926.54-	106.34
G-8120-4350	Sewers - Utilities	90,000.00	0.00	103,974.56	3,635.57	3.24	0.00	10,335.75-	111.04
Fund Total									
		90,000.00	0.00	103,974.56	3,635.57	3.24	0.00	10,335.75-	111.04
Year Total									
		453,741.00	0.00	530,749.70	45,530.37	3.65	0.00	31,474.68-	106.30

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**VILLAGE OF WARWICK**  
INCORPORATED 1867

**Budget Transfer Request**  
**For Board of Trustee Approval – Meeting May 1, 2023**

FY 2022-2023 Transfer per Budget – Voucher attached for approval signatures.

Transfer \$250,000 from the General Fund (A9901.9000) to the Infrastructure Reserve Account as per the 2022-2023 Adopted Budget.

Transfer \$200,000 from the General Fund (A9901.9000) to the Equipment Reserve as per the 2022-2023 Adopted Budget.

Respectfully submitted,

Sadie Becker  
Village Treasurer

Report Date: April 19, 2023

## VILLAGE OF WARWICK

Fiscal Year June 1, 2022 - May 31, 2023

Account Code	Account Description	2023 Appropriation	2022 Modified Appropriation	2022 Actual as of 3/31/2022	2021 Actual	2020 Actual	2019 Actual
<b>SANITATION</b>							
A-8140-1	Storm Sewer/Drainage - Personal Service	6,865	6,604	4,444	1,764	6,056	6,506
A-8140-4	Storm Sewer/Drainage - Contractual Expenditures	57,000	19,000	7,659	4,874	6,054	1,980
A-8160-2	Refuse - Equipment	15,000	15,000	5,500	9,650	9,000	4,500
A-8160-4	Refuse - Contractual Expenditures	50,000	50,000	30,480	42,449	40,233	39,129
	<i>Totals</i>	<b>128,865</b>	<b>90,604</b>	<b>48,084</b>	<b>58,737</b>	<b>61,343</b>	<b>52,116</b>
<b>COMMUNITY ENVIRONMENT</b>							
A-8560-4	Shade Trees - Contractual Expenditures	38,750	43,250	9,811	25,078	36,746	22,314
	<i>Totals</i>	<b>38,750</b>	<b>43,250</b>	<b>9,811</b>	<b>25,078</b>	<b>36,746</b>	<b>22,314</b>
<b>EMPLOYEE BENEFITS</b>							
A-9010-8	State Retirement - Employee Benefits	165,961	217,624	212,696	181,327	173,804	172,075
A-9030-8	Social Security - Employee Benefits	103,000	98,579	74,619	87,569	85,253	84,006
A-9035-8	Medicare - Employee Benefits	24,089	23,055	17,451	20,480	19,938	19,646
A-9040-8	Workers Compensation - Employee Benefits	100,223	103,441	94,953	103,269	107,624	111,763
A-9045-8	Disability Insurance - Employee Benefits	1,000	1,000	58	70	88	266
A-9050-8	Unemployment Insurance - Employee Benefits	1,000	1,000	-	1,127	2,000	-
A-9060-8	Hospital & Medical Insurance - Employee Benefits	890,628	816,783	624,089	740,856	685,774	708,605
	<i>Totals</i>	<b>1,285,901</b>	<b>1,261,482</b>	<b>1,023,866</b>	<b>1,134,698</b>	<b>1,074,481</b>	<b>1,096,361</b>
<b>DEBT SERVICE</b>							
A-9730-6	BAN - Principal	-	-	-	-	-	-
A-9730-7	BAN - Interest	-	-	-	-	-	-
	<i>Totals</i>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>INTERFUND TRANSFERS</b>							
A-9901-9	Interfund Transfer - Interfund Transfers	850,000	250,000	250,000	250,000	250,000	-
<b>GENERAL FUND TOTAL EXPENDITURES</b>		<b>6,845,783</b>	<b>5,835,325</b>	<b>4,327,197</b>	<b>4,905,519</b>	<b>5,045,876</b>	<b>4,969,145</b>