

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
DECEMBER 4, 2017
AGENDA**

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

1. Introduction by Mayor Newhard.
2. Approval of minutes.
3. Authorization to pay all approved and audited bills in the amount of \$ _____.

Discussion

1. Water System – 2017 Accomplishments and 2018 Plan.

Correspondence

1. Letter from the Historical Society of the Town of Warwick requesting the Village take over mowing the lawns in Lewis Park and the Old School Baptist Meeting House.
2. Letter from County Executive, Steven Neuhaus, regarding a grant for the Warwick Community Center Improvements.
3. Email from Patrick Gallagher regarding Village Code Questions about 16 Elm Street.

Privilege of the Floor

(Please limit your comments to **five (5)** minutes. Please note all remarks must be addressed to the Board as a body and not to individual Board members. Please state your name clearly before Speaking). These rules are taken from the Handbook for Village Officials – New York State Conference of Mayors and Municipal Officials.

Motions:

Trustee Cheney's Motions:

1. Possible motion regarding Mattingly easement, waiting for wording from the Village Attorney.

Trustee Lindberg's Motions:

2. **MOTION** to grant permission to the Sesquicentennial Committee to use Railroad Green on Sunday, December 31, 2017 for an Apple Eve Event. Completed park permit has been received. Proof of proper insurance is on file.
3. **MOTION** to close Railroad Avenue for the benefit of the Apple Eve Event on Sunday, December 31, 2017 from 7 p.m. to 12:30 p.m.

Trustee McManus' Motions:

4. **MOTION** to grant permission to the Albert Wisner Public Library to hold their Children's Book Festival on Railroad Green on Saturday, October 6, 2018 from 11 a.m. to 4 p.m. Completed park permit, security deposit and proof of proper insurance have been received.
5. **MOTION** to close Railroad Avenue for the benefit of the Children's Book Festival on Saturday, October 6, 2018 from 6 a.m. to 6 p.m. to allow for tent set up and removal.

Trustee Patterson's Motions:

6. **MOTION** to grant permission to St. Stephen's School to provide hot chocolate and treats in Railroad Green on Sunday, December 17, 2017 during the horse and buggy rides, pending receipt of proof of proper insurance.

DPW Supervisor's Report:

Final Comments from the Board

Executive Session, if applicable

Adjournment

**VILLAGE OF WARWICK
2018 LIST OF HOLIDAYS**

Village Hall will be closed on the following days:

January 1	New Year's Day
January 15	Martin Luther King, Jr.
February 19	President's Day
March 30	Good Friday
May 28	Memorial Day
July 4	Independence Day
September 3	Labor Day
October 8	Columbus Day
November 12	Veteran's Day
November 22 November 23	Thanksgiving Day
December 25	Christmas

2018 Village of Warwick Board Meetings
7:30 p.m. – Village Hall – 77 Main Street, Warwick, NY

January 2nd (Tuesday)
January 16th (Tuesday)

February 5th
February 20th (Tuesday)

March 5th
March 19th

April 2nd
April 16th

May 7th
May 21st

June 4th
June 18th

July 2nd
July 16th

August 6th
August 20th

September 4th (Tuesday)
September 17th

October 1st
October 15th

November 5th
November 19th

December 3rd
December 17th

**VILLAGE OF WARWICK
WATER SYSTEM
2017 ACCOMPLISHMENTS AND 2018 PLAN**

2017 Major Events

The Village due to a minor deficit in precipitation is experiencing lowering water levels in the reservoirs. The groundwater aquifer at Well #2 has not experienced meaningful depletion. The Village reduced its use of reservoir water in order to conserve that resource and has supplemented it by increasing the use of well water from the Microfiltration Plant.

2017 Accomplishments

1. Distributed Annual Water Quality Report by posting on the Village website and including notice to customers on quarterly bills.
2. Submitted updated Emergency Response Plan and Vulnerability Assessment to OC Health Department. Awaiting response. NYSDOH contacted and advised that the plans should have a section dealing with cyber security.
3. Commenced Safe Yield Analysis of system. Barton & Loguidice contracted to perform. Awaiting installation of measuring equipment by Village DPW.
4. The engineering evaluation of the distribution system to determine changes that would optimize the long-term operation of the pump stations and water storage tanks. The first phase of the study was completed and presented to the Village Board.
5. An engineering evaluation of treatment options for Well #3 was performed and presented to the Village Board.
6. Updated the GIS-based system for inventory, management and maintenance of water infrastructure.
7. Reservoirs
 - a. Middle Reservoir concrete spillway where cracking was observed was reinspected and it was found to be structurally sound and no remediation is required at this time. The spillway will be inspected every 6 months and after a major storm.
8. Pump Stations

Maintenance only. No major activity.
9. Distribution System
 - a. Performed system-wide flushing in April and August.
 - b. Installed 2 new hydrants to replace existing.
 - c. Repaired 18 hydrants that had failed.
 - d. Repaired 4 water main breaks.
 - e. Installed 8 new services.

- f. Repaired 7 service lines.
- g. Replaced 130 meters and 179 MXU's.
- h. Valves- Checked 200; opened approx. 5; located and raised approx. 55
- i. Rebuilt 6" PRV and 2" Pilot valve at Woodside vault.
- j. Pond Hill PRV was inspected by Ross Valve to evaluate whether an altitude valve would provide function at that location.
- k. Altitude valves and PRV's were inspected for proper operation and adjusted as required.
- l. New RPZ valve installed at Orchard Street Sewerage Pump Station.

10. Microfiltration Plant

- a. Purchased and installed (end of CY) new computers to provide communication between the RWTP and MWTP.
- b. Removed neutralization tank and constructed office, lab and rest room. (90% complete)
- c. Butterfly valves on treatment skids were replaced.
- d. Upgraded lab bench chlorine equipment.

11. Reservoir Filtration Plant

- a. Construction of the pump station to pump from the lagoon to sewer is complete pending installation of the flow meter and connection to SCADA.
- b. Two new actuated valves were installed on the lagoon waste lines.
- c. Replaced failing air release valves.
- d. Upgraded orthophosphate feed pump.
- e. Upgraded several pieces of lab bench equipment.
- f. Commenced Stage 2 of LT2.

2018 Plan (All proposed projects pending availability of funding)

- 1. Install a valve on the 18" Reservoir Line north of Grove Street line connection.*
- 2. Assess the function of the existing valve at the north end of the water line from the reservoir where it meets the distribution system near Oakland and Galloway
- 3. Replace Ridgfield Pump Station emergency generator, which is currently out of service.
- 4. Meter Upgrade- install new meters, year 1 of 5.
- 5. Replace valve on Barbara Drive*
- 6. Prepare engineering design for River St water main extension*
- 7. Design treatment system for Well #3.*
- 8. Reservoir Filtration Plant- replace air release valves on backwash lines.*
- 9. Lower Reservoir tower and dock anchorage damaged. Repair in Spring.*
- 10. Upper Reservoir- Remediate animal burrows and wall damage along upstream embankment. Install riprap protection at area of failed concrete wall along upstream slope. Remove brush and large diameter tree on upstream slope.*
- 11. Upper Reservoir- inspect low level outlet structure*

- 12. Prepare survey, engineering design and permitting for multi-year improvement projects to increase spillway capacity**
- 13. Upper Reservoir- Evaluate options to expand spillway capacity**
- 14. Lower Reservoir Dam Breach Analysis and Updated Inundation Map***
- 15. Backflow Prevention- continuing notification of commercial customers**
- 16. Continue development and begin implementation of Forest Management Plan for Watershed**
- 17. Continue populating the GIS-based system for inventory, management and maintenance of water infrastructure by locating additional features and entering attributes.**

***- Project included in 2017-18 Budget**



The Historical Society of the Town of Warwick

2 Colonial Ave., PO Box 353, Warwick, NY 10990
845-986-3236~whs@warwick.net~www.warwickhistoricalsociety.org

20 November 2017

Mayor Michael Newhard
Village Hall
Main Street
Warwick, NY, 10990

Mr. Mayor:

Since 1970, when it was donated to the Warwick Historical Society, Lewis Park has been open to the people of the community who use it regularly to rest in a quiet, green area, let their children play, read and enjoy. Besides using the park for our own events, open to the public, the Historical Society also hosted Sesquicentennial activities and allows other non-profit groups to use the park for a nominal fee .

Lewis Park and the grounds of the Old School Baptist Meeting House flow into one another naturally, providing a peaceful green center for the Village. The large evergreen by the Church is used by the fire department for the annual Christmas tree lighting and the village hosts the annual Christmas Eve sing in the Meeting House. The Historical Society also provides space in Lewis Park for the Village's crèche, the Mennorah and the annual lighting ceremony. For all intents and purposes both the Park and Meeting House grounds are utilized as a public park.

In consideration of these regular special uses and the continual access that the community has to the park, we ask that the village consider taking over the mowing of these contiguous green spaces. Care of the trees and bushes and other landscape features would remain with the society, as would the fenced area around the 1810 House.

The Historical Society appreciates your Board's contemplation of this matter.

Sincerely,

A handwritten signature in cursive script that reads "Cathryn Anders".

Cathryn Anders
President

RECEIVED

NOV 20 2017

**VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE**



STEVEN M. NEUHAUS

COUNTY EXECUTIVE

November 15, 2017

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

Dear Mayor Newhard:

I am pleased to inform you that the project listed below has been included in our 2018 application to the U.S. Department of Housing and Urban Development (HUD) for Community Development Block Grant funds. Please be advised that this is a funding reservation, subject to receipt of anticipated CDBG appropriation from HUD.

For your information, this year the Office of Community Development received Community Development Block Grant (CDBG) applications requesting over \$2.3 million in funding, but only had \$900,000 to allocate for the 2018 Program Year. All proposed activities were the subject of a public hearing conducted at the E-911 Center on October 25, 2017. Our formal application containing all municipal projects selected for funding will be submitted to HUD in accordance with recently issued CDBG guidance.

Project:

1. Warwick Community Center Improvements	<u>\$50,000.00</u>
Total 2018 Amount	<u>\$50,000.00</u>

In an effort to make these limited dollars go further, the use of Community Development funds for engineering and administrative costs for construction projects will continue to be prohibited. In addition, if you included funding from "other sources" in the Project Budget Summary of your application, this amount will be included in your municipal grant agreement. Evidence of expenditure of these funds will be required prior to final payment on the Community Development Grant.

The Office of Community Development will contact you in January with further information and instructions on project implementation. We anticipate CDBG funds will be available by June, 2018.

RECEIVED

NOV 20 17

**VILLAGE OF WARWICK
VILLAGE CLERK'S OFFICE**

Please do not commence the activities specified above until you receive a fully executed written municipal grant agreement with the County. Any funds spent on the program activities listed above prior to execution of a written FY-2018 municipal grant agreement is not reimbursable. If you applied for funding on behalf of a Subrecipient, please inform them of the grant conditions.

Please be advised that income eligible homeowners in your municipality will continue to be able to receive low interest loans in 2018 under the Community Development Housing Rehabilitation Program.

According to our records, homeowners within your municipality have not accessed loan funds during the 2017 calendar year thus far. Please contact the Community Development Office at 845-615-3820 for information on promoting this important program in your community.

I wish you success with your 2018 Community Development project.

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Neuhaus', with a long horizontal flourish extending to the right.

Steven M. Neuhaus
County Executive

NOV 17 2017

Raina Abramson

From: Patrick Gallagher <gallagrr@warwick.net>
Sent: Friday, November 17, 2017 10:34 AM
To: Michael Newhard; 'Edward Sattler'; 'Steve Gross'; gedge@drisc@yaho.com, magmcneely@gmail.com; 'Caroline Martin'; 'David Gordon'; john.maxcy760@gmail.com
Cc: Raina Abramson
Subject: Village Code Questions re 16 Elm for the Village Board meeting on the 20th

VILLAGE OF WARWICK
 VILLAGE CLERKS OFFICE

Hi Michael,

I'd like to place the following questions on the agenda for the upcoming village board meeting.

These are all questions that would apply to any application and are code related rather than specific to the open application for 16 Elm.

These questions express our desire to engage as citizens in a local code and local government learning process.

Can we have answers from the board and or the boards legal counsel regarding the change to a 200 foot requirement that was defined in the old code.

1) *Why and how did this language disappear from the code?*

Specifically we are petitioning the village board for an actual answer from the qualified professional or legal authority or village representative as to what happened to that 200 feet?

Where did it go, are there pertinent notes, on whose authority or review was it eliminated or overlooked, was it simply missed and belongs in the current code in the same way that the signage for the LI zone was missed?

Very specifically,

Please take it upon yourselves as a board to expand on and anticipate the concerns you would have about these matters if this were any neighborhood as well as your constituency.

Please review the italicized section above and as our representative provide us with a comprehensive response that covers the fine points with deliberate attention to the specific details.

We deserve a clear simple explanation and the opportunity to question the village position until satisfied (at the very least) that we are getting an unbiased answer to the question that is free of any desire on the part of the trustees to avoid controversy.

2) Regarding the village sound code.

In the same vein as above and with the same attention to detail please tell us how a project that would clearly violate the sound code (documented so far by 2 experts in the field) can even be considered.

Will the Village of Warwick take the steps necessary to determine in advance if the proposed development is going to violate our existing sound code?

What equipment, experts and methodology will be employed to make this determination?

The remaining questions for the Village Board are

3) how will the Village Board address the portion of the code that identifies as a

"prohibited use" any use "that is of such a nature as to be detrimental to neighboring properties by reason of emission of odor..., noise or any other factor that is dangerous to the comfort, peace, enjoyment, health or safety of the area or community." TRAFFIC?

4) *When will the Village Board address the publically stated contention and professional opinion of Steve Gross of HHE that there are multiple ways in which the Village Board could legally address these concerns raised by hundreds of citizens during the last 11 month?*

We want to understand clearly the thoughts of the individual board members and the Village Board as a whole regarding their legal authority and legal stance on these matters.

The ongoing contention on the part of the Village Board that they are unable to act in the presence of an application before another board (the Planning Board) has been expertly questioned.
We are well within our rights to openly and publically have answers to these questions.
Privilege of the floor has been a consistently unrewarding forum.
It is simply an impromptu opportunity rather than a productive way to communicate equally with the village board.
It in no way provides the forum necessary to get to the heart of these matters and imposes no mandate on the Village Board members to respond at all.
This is a formal request and demand for answers to these questions and for a mutually communicative forum where we can review our concerns with the Office of the Mayor and The Village Board as a whole.
Please acknowledge your receipt of this correspondence and let us know where on the calendar or at which public meeting we can plan for an open public discussion of these specific matters.

Thank you,
Patrick Gallagher

THE AHEARNE LAW FIRM, PLLC

24 Main Street, Warwick, New York 10990
(845) 986-2777 / NYC Tel and Fax: (212) 813-3153
allan@ahearnelaw.com / ahearnelaw.com

ALLAN J. AHEARNE, JR.

Of Counsel:
Barton L. Slavin

Manhattan Office:
450 Seventh Avenue, 33rd floor
New York, NY 10123-3300
Address all mail to Warwick
unless otherwise noted.

November 7, 2017

Village of Warwick Planning Board
77 Main Street
Warwick, NY 10990

Re: Offer of Dedication / Easement Agreement / 146 West Street, Warwick, New York 10990 / 209/1/4

Dear Village of Warwick Planning Board:

Enclosed please find the original fully executed Easement Agreement regarding the previously submitted Offer of Dedication and Drainage Easement in favor of the Village of Warwick pursuant to the related Resolution of Approval. We ask the Planning Board to accept the Easement at its next Board meeting on November 20, 2017. We understand Attorney Stephen Gaba has reviewed same and will provide approval under separate cover.

Please contact this office as needed at (845) 986-2777.

Very truly yours,



Allan J. Ahearne, Jr.

AJAJ/jjp
CC: Stephen J. Gaba, Esq.
Enclosure as stated

DRAINAGE EASEMENT

This Drainage Easement is given this 6th day of November, 2017 by
THOMAS A. MATTINGLY II residing at 21 Grand Street, Warwick, New York 10990
("Grantor") to

THE VILLAGE OF WARWICK, , a municipal corporation organized and existing under the laws of the State of New York, having its principal offices located at 77 Main Street, Warwick, New York 10990 ("Grantee"),

WITNESSETH:

WHEREAS, Grantor is the fee owner of record of certain real property located at 146 West Street, Warwick, New York 10990, identified on the Tax Map as Section 209, Block 1, Lot 4 with the Village of Warwick, County of Orange, State of New York (the "Grantor's Premises"); and

WHEREAS, Grantee is a municipal corporation of the State of New York authorized to maintain West Street as a public roadway; and

WHEREAS, Grantor wishes to convey to Grantee an easement to enter upon the Grantor's Premises as more fully described on Schedule "A" attached hereto and incorporated herein by reference for the purpose of allowing inspection, repair, maintenance, improvement, and replacement of drainage facilities thereon and therein, and the right of ingress and egress in, from and to said easement.

NOW, THEREFORE, FOR GOOD AND VALUABLE CONSIDERATION, the receipt and sufficiency of which is hereby conclusively acknowledged,

GRANTOR HEREBY GRANTS unto Grantee its successors and assigns, a permanent easement and right-of-way through and within Grantor's Premises, and substantially conforming to a 10-foot wide open drainage easement with culvert described on Schedule A, for the purpose of inspecting, maintaining, repairing, replacing and operating the said drainage facilities in such manner and on such occasions as may be necessary or convenient for the Grantee in regard to operation of the public drainage facilities of the Village of Warwick; And

FURTHER, it is expressly understood and agreed that although this easement conveys unto Grantee the right to enter the Grantor's Premises for the aforesaid purposes, the Grantee is under no legal obligation whatsoever to inspect, maintain, repair, replace and/or operate the drainage facilities on the Grantor's Premises and that any work or activity of any kind whatsoever performed on the said drainage facilities by Grantee shall be at the sole discretion of the Grantee; And

Grantor hereby expressly reserves and shall have the right to use and enjoy the Grantor's Premises for himself, his successors, assigns, and permittees the right at all times and for any purpose to go upon, across and re-cross and to use the said easement premises in a manner consistent with the existing nature of the property but in no event an a manner inconsistent with the purposes of the drainage easement herein given.

TO HAVE AND TO HOLD the premises herein granted unto the Grantee, the successors and assigns of the Grantee forever.

IN WITNESS WHEREOF, the Grantor has entered into this Drainage Easement this 6th day of November, 2017.

GRANTOR:


THOMAS A. MATTINGLY II

STATE OF NEW YORK)
) S.S.:
COUNTY OF ORANGE)

On the 6th day of November, in the year ²⁰¹⁷~~2016~~ before me, the undersigned, a Notary Public in and for said State, personally appeared THOMAS A. MATTINGLY II, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in her capacity, and that by his signature on the instrument the individual, or the person upon behalf of which the individual acted, executed the instrument.


Notary Public

JESSICA PAULEY
NOTARY PUBLIC-STATE OF NEW YORK
No. 01PA6319748
Qualified in Orange County
My Commission Expires February 23, 2019

Record and Return to:

**Stephen J. Gaba, Esq.
Drake Loeb PLLC
555 Hudson Valley Ave., Ste 100
New Windsor, NY 12553**

SCHEDULE A

Sparaco & Youngblood, PLLC Legal Description



SPARACO & YOUNGBLOOD, PLLC
CIVIL ENGINEERING * LAND SURVEYING * SITE PLANNING
P.O. Box #818; 18 N. Main Street Harriman, N.Y. 10926
(845) 782-8543 Fax (845) 782-5901
sparaco.steve@selsny.com
wdyls1@gmail.com



Date: June 26, 2017
Project: Mattingly Subdivision
Job Number: SY-1254

**LEGAL DESCRIPTION FOR LOT #1
"SUBDIVISION FOR MATTINGLY"
(TAX LOTS #43-1-45 & 209-1-4.1)
VILLAGE OF WARWICK & TOWN OF WARWICK
ORANGE COUNTY, NEW YORK**

All that said piece or parcel of land situate, lying and being in the Village of Warwick, Town of Warwick, County of Orange, and State of New York, being shown and designated as Lot #1 on a map entitled "Subdivision for Mattingly" filed with the Orange County Clerks Office on 6-20-17 as Map # 159-17 and being more particularly bounded and described as follows:

BEGINNING at an Iron Pin located on the North side of West Street, said point being the Southwest corner of the lot herein to be described, thence the following two (2) courses and distances along the East side of Lands now or formerly (N/F) Aulen/Piasecki (Tax Lots #209-1-2 & 43-1-22):

- 1.) N 17d-10m-52s E for a distance of 105.95 feet to an Iron Pin; thence,
- 2.) N 25d-40m-00s E for a distance of 180.81 feet through a Boundary line in common with the Village and Town of Warwick to an Iron Pin; thence,

S 69d-39m-56s E for a distance of 88.69 feet along the South side of Lands N/F Leinweber (Tax Lot #43-1-21) to a point; thence the following three (3) courses and distances along a line in common with Lots #1 & #2 on Said Map:

- 1.) S 30d-37m-52s W for a distance of 66.06 feet to a point; thence,
- 2.) S 41d-49m-23s W for a distance of 98.66 feet to a point; thence,
- 3.) S 07d-08m-12s W for a distance of 108.21 feet to a point; thence,

N 86d-52m-00s W for a distance of 80.00 feet along the North side West street to a point, said point being The Point or PLACE OF BEGINNING.

Said Parcel containing 20,000 square feet of land more or less (0.4591 acres of land)



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P.O. Box #818; 18 N. Main Street Harriman, N.Y. 10926
(845) 782-8543 Fax (845) 782-5901
sparaco.steve@selsny.com
wdyls1@gmail.com



Date: June 26, 2017
Project: Mattingly Subdivision
Job Number: SY-1254

**LEGAL DESCRIPTION FOR LOT #2
"SUBDIVISION FOR MATTINGLY"
(TAX LOT #209-1-4.2)
VILLAGE OF WARWICK & TOWN OF WARWICK
ORANGE COUNTY, NEW YORK**

All that said piece or parcel of land situate, lying and being in the Village of Warwick, Town of Warwick, County of Orange, and State of New York, being shown and designated as Lot #2 on a map entitled "Subdivision for Mattingly" filed with the Orange County Clerks Office on 6-20-17 as Map # 159-17 and being more particularly bounded and described as follows:

BEGINNING at an Iron Pipe located on the North side of West Street, said point being the Southeast corner of the lot herein to be described; thence,

N 86d-52m-00s W for a distance of 70.00 feet along the North side of West Street to a point; thence the following three (3) courses and distances along a line in common with Lots #1 & #2 on Said Map:

- 1.) N 07d-08m-12s E for a distance of 108.21 feet to a point; thence,
- 2.) N 41d-49m-23s E for a distance of 98.66 feet to a point; thence,
- 3.) N 30d-37m-52s E for a distance of 66.06 feet to a point; thence,

S 69d-39m-56s E for a distance of 59.80 feet along the South side of lands now or formerly (N/F) Leinweber (Tax Lot #209-1-3) to an Iron Pin; thence,

S 24d-10m-00s W for a distance of 242.00 feet along the West side of lands N/F Urbin (Tax Lot #209-1-5) to a point, said point being The Point or PLACE OF BEGINNING.

Said Parcel containing 19,574 square feet of land more or less (0.4494 acres of land)

* Subject to a 10-foot wide Drainage and Maintenance Easement to the Village of Warwick.

VILLAGE OF WARWICK
FACILITY USE REQUEST

Today's Date 10-28-17

Date(s) Requested: Dec 31, 2017

Time of Event: 8:30 - midnight

Village Park/Facility Requested: Rail Road Green

****Please use attached map to indicated areas to be used****

Information about Group/Organization:

Name of Organization or individual: Sesquicentennial Committee

Check One: Non-Profit 501(c)3 For Profit Private Event

Proof of Residency: _____ Designated Contact: Bill Lindberg

Mailing Address: 4 Linden Place Warwick NY 10990

Telephone: (Day) 986-1340 (Evening) _____ (Cell) _____

Information about intended use of Village Facilities:

Purpose of Use: Apple Eve Event

Total Participants Expected: 500 Adults 300 Children

How will the event be advertised? radio, newspapers, Facebook

Is Village equipment required? Yes No

If needed, state type and for what purpose: DPW workers, DPW trucks

Village of Warwick Participants: _____ Non-Resident Participants: _____

Is an admission fee charged? Yes No

If so, what will proceeds be used for: _____

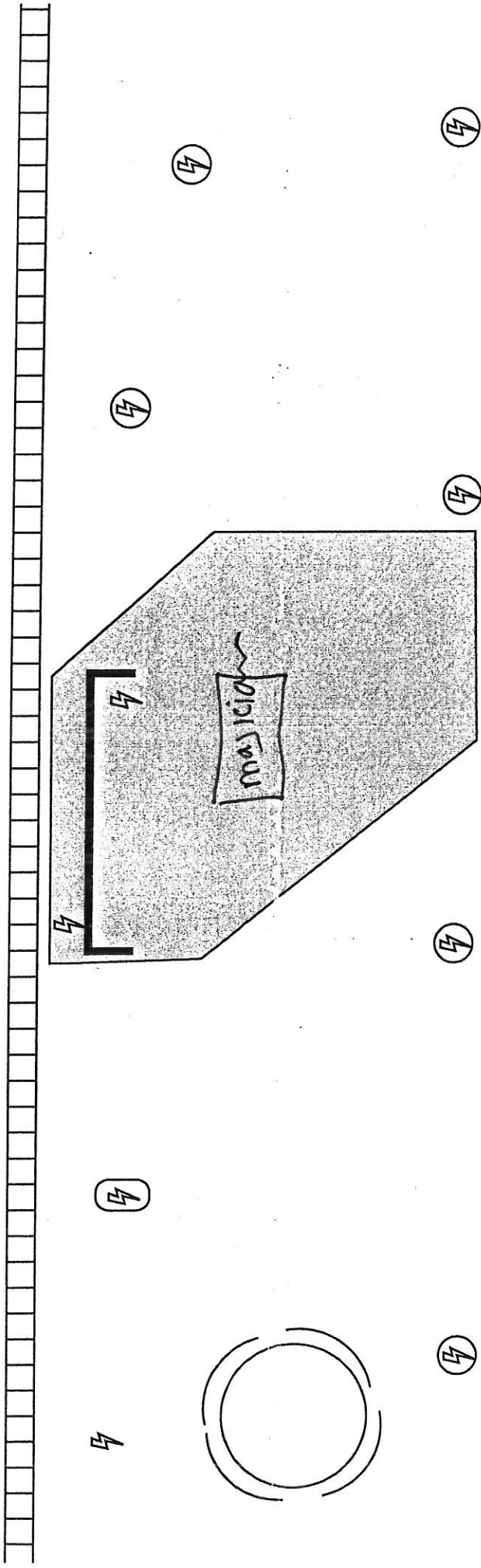
Will food be served? yes Will food be sold? _____

Please give details: cake & hot chocolate

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 for the use and care of the facilities. He/she, on behalf of Sesquicentennial (name organization) does hereby covenant and agree to defend, indemnify and hold harmless the Village 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 Sesquicentennial (name organization).

Signature of Organization's Representative (must be a Village of Warwick Resident)

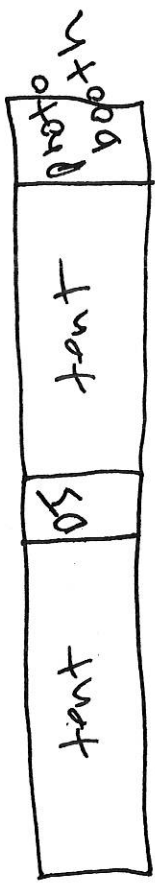
Address: _____ Telephone: _____



lift
apple drop

open truck

worried
ambulance



open truck

9:30 - midnight

APPLE EVE 2018



ALBERT WISNER
PUBLIC LIBRARY

RECEIVED

NOV 14 2017

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

November 9, 2017

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

To the Hon. Mayor Michael Newhard and the Village Board of Trustees,

I am writing to request permission to hold the Warwick Children's Book Festival on Railroad Avenue and Railroad Green on Saturday, October 6, 2018 from 11:00am to 4:00pm. Railroad Avenue itself would need to be closed from 6:00am to 6:00pm to allow for tent set-up and removal.

We would also like to request permission to hang two (2) Warwick Children's Book Festival banners from Monday, September 24, 2018 through Saturday, October 6, 2018 as follow:

- a) West Street (20' x 3' banner) - exactly as this year's, with date revised
- b) First Street (6' x 3' banner) - comparable to West Street banner, only smaller

Enclosed are the facility use request, banner request, an insurance certificate from Seely & Durland and a deposit check.

If you require additional information or have any questions before making a decision on this, please do not hesitate to call me at the Library (986-1047). My colleagues and I appreciate your continued support, and thank you very much for your consideration.

Sincerely,

Lisa Laico

Lisa Laico
Co-Coordinator
Warwick Children's Book Festival

VILLAGE OF WARWICK
FACILITY USE REQUEST

Today's Date 11/9/17

Date(s) Requested: 10/6/18

Time of Event: 11AM - 4PM

Village Park/Facility Requested: Railroad Ave / Railroad Green
****Please use attached map to indicated areas to be used****

Information about Group/Organization: Albert Wisner Public Library /
Name of Organization or individual: Warwick Children's Book Festival

Check One: Non-Profit 501(c)3 For Profit Private Event

Proof of Residency: _____ Designated Contact: Lisa Laico

Mailing Address: 1 McFarland Drive, Warwick, NY 10990

Telephone: (Day) 845 986 1047 (Evening) 845 986 5723 (Cell) 845 987 2881

Information about intended use of Village Facilities:

Purpose of Use: Warwick Children's Book Festival (Sale of books; free outdoor children's concert on Green; free crafts for children on Green)

Total Participants Expected: 1200 Adults 200 Children

How will the event be advertised? banners, press releases, digital/social media, print ads

Is Village equipment required? Yes No

If needed, state type and for what purpose: Road Closed signs; sawhorses; garbage barrels, stanchions, electricity on RR Green.

Village of Warwick Participants: Non-Resident Participants:

Is an admission fee charged? Yes No

If so, what will proceeds be used for: _____

Will food be served? no Will food be sold? no

Please give details: _____

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 for the use and care of the facilities. He/she, on behalf of Albert Wisner Library (name organization) does hereby covenant and agree to defend, indemnify and hold harmless the Village 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 Albert Wisner Library (name organization).

Signature of Organization's Representative (must be a Village of Warwick Resident)

Address: 28 Welling Ave

Telephone: 845-986-0961

RECEIVED

NOV 14 2017

VILLAGE OF WARWICK
VILLAGE CLERKS OFFICE

#100. security deposit received

Raina Abramson

From: Ellen Currid <ellen.currid@yahoo.com>
Sent: Wednesday, November 29, 2017 7:32 PM
To: Raina Abramson; corrineiurato@gmail.com
Cc: Amanda Lopez; kristindonnelly0@gmail.com
Subject: Horse & Buggy - St. Stephens Participation

Hi Raina and Corrine,

This email serves as a request for permission from the Village Board for the Kindergarten and 2nd Grade classes at St. Stephens School to provide hot chocolate and treats to the community during the Horse and Buggy Home for the Holidays event on Sunday, December 17. We will not be charging for the items, but rather have a basket out for donations. The kids will be using the money raised to for their class activities and also to donate to Mary's Meals which is a charity the school supports.

Our principal is working on providing me with proof of insurance. As soon as I have that, I will forward it on.

Also, I will be on vacation next week. Please email Amanda Lopez or Kristin Donnelly both cc:d) if you have any questions after the Board Meeting on the 29th.

We really appreciate the continued support that the Village Board and the Chamber of Commerce gives to our St. Stephens Community.

Please let me know if you need any more information.

Best Regards,

Ellen Currid
cell: 201-694-6654

Sent from Yahoo Mail. [Get the app](#)