

**AGENDA - TOWN BOARD MEETING**  
**April 11, 2024**  
**7:30 pm**

**REVOCATION HEARING: 21 DISTILLERY ROAD SHORT TERM RENTAL**

**REGULAR MEETING:**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**ACCEPTANCE OF MINUTES**

1. Regular Meeting- March 28, 2024
2. Public Hearing – March 28, 2024: Introductory Local Law No. 3 of 2024 “Amend Local Law No. 5 of 2023 “2023 a Local Law providing for a partial tax exemption upon real property based upon the owner’s volunteer membership in fire districts and ambulance districts of the town of Warwick pursuant to section 466-a of the real property tax law to include deceased member partial exemption eligibility.
3. Public Hearing – March 28, 2024: 2025 Hud Project - Governing Body Fair Housing

**CORRESPONDENCE:** (see addendum #1)

**BOARD’S DISCUSSION ON CORRESPONDENCE**

**VISITING ELECTED OFFICIALS**

**DEPARTMENT OF PUBLIC WORKS REPORT:** (see addendum #2)

**PARKS DEPARTMENT:** (see addendum #3)

**ENVIRONMENTAL CONSULTANTS REPORT**

**COUNCILMAN DE ANGELO REPORT**

**COUNCILMAN KOWAL REPORT**

**COUNCILMAN MATTINGLY REPORT**

**COUNCILMAN SHUBACK REPORT**

**ATTORNEY REPORT**

**TOWN CLERK REPORT:** (see addendum #4)

**SUPERVISOR REPORT**

**PRIVILEGE OF THE FLOOR (AGENDA ITEMS)**

**NEW BUSINESS:**

**#R2024-155 ADOPT LOCAL LAW NO. 3 OF 2024**

Motion to adopt Local Law No. 3 of 2024 Amending Local Law No. 5 of 2023, A Local Law amending a partial tax exemption upon real property based upon the owner’s volunteer membership in fire districts and ambulance districts of the Town of Warwick pursuant to section 466-a of the real property tax law to include deceased member partial exemption eligibility, so as to entitle un-remarried spouses of deceased volunteer firefighters and ambulance corp. to continue, or reinstate, the exemption received by the deceased volunteer firefighters and ambulance corp. consistent with the applicable laws of the County of Orange and State of New York.

**#R2024-156 2025 HUD PROJECT- GOVERNING BODY AUTHORIZING RESOLUTION**

Motion to adopt a resolution that the Town of Warwick is hereby submitting its Application for consideration under the FY-2025 Orange Urban County Consortium Community Development Program and the chief elected official or executive officer is hereby authorized to submit this Application for Winslow Therapeutic Riding Unlimited for a continuation of the Therapeutic Riding Program in the amount of \$25,000.00 as described in the proposal. Input from citizens and groups has been received and considered and the application has been prepared which addresses their community concerns. They further certify that they have read and understood the Orange Urban County Consortium Community Development Guidelines for the FY-2025 program year and have met all of its applicable requirements and that the information contained the application is accurate and true to the best of their knowledge. If awarded CDBG funds, the Municipality shall implement the activities in a manner to ensure compliance with all applicable federal, state and local laws and regulations.

**#R2024-157 BUDGET TRANSFER – TOWN CLERK**

Motion to adopt a resolution to approve the following budget transfer to cover the cost of purging/shredding expired Town Records:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
Equipment A00.00.1410.200	Maintenance Contracts A00.00.1410.434	\$400.00
Other Microfilming A00.00.1410.448	Contractual A00.00.1410.412	\$4,000.00

**#R2024-158 REQUEST TO SERVE ALCOHOL – JORDAN NOVAK**

Motion to adopt a resolution granting permission to Jordan Novak to serve alcohol at the Mountain Lake Park on May 25, 2024. Certificate of Liability and Liquor Liability Insurance is on file in the Clerk's office.

**#R2024-159 SPECIAL EVENT PERMIT – WARWICK LIONS CLUB 33<sup>rd</sup> ANNUAL LABOR DAY 5K ROAD RACE**

Motion to adopt a resolution to authorize the use of the roads in the Town of Warwick by the Warwick Lions Club for the 33<sup>rd</sup> Annual Labor Day 5K Road Race to be held on Monday, September 2, 2024 from 8:00am – 10:00am, pending approval by the Chief of Police. Application and proof of insurance is on file in the Clerk's office.

**#R2024-160 AUTHORIZATION TO SIGN 2023 SERVICE AWARD PROGRAM CERTIFICATE (LOSAP) – GREENWOOD LAKE VOLUNTEER AMBULANCE CORP.**

Motion to adopt a resolution to authorize the Supervisor to sign the 2023 Service Award Program Certificate (LOSAP) for the Greenwood Lake Volunteer Ambulance Corp.

**#2024-161 REQUEST TO SERVE ALCOHOL – SAMANTHA QUATTROCK**

Motion to adopt a resolution granting permission to Samantha Quattrocco to serve alcohol at the Mountain Lake Park on April 14, 2024. Certificate of Liability and Liquor Liability Insurance is on file in the Clerk's office.

**#R2024-162 REQUEST TO SERVE ALCOHOL – MEGHAN DARCEY**

Motion to adopt a resolution granting permission to Meghan Darcey to serve alcohol at the Mountain Lake Park on April 20, 2024. Certificate of Liability and Liquor Liability Insurance is on file in the Clerk's office.

**#R2024-163 REQUEST TO SERVE ALCOHOL – LISA ANNICARO-MULLER**

Motion to adopt a resolution granting permission to Lisa Annicaro-Muller to serve alcohol at the Mountain Lake Park on April 28, 2024. Certificate of Liability and Liquor Liability Insurance is on file in the Clerk's office.

**#R2024-164 REQUEST TO SERVE ALCOHOL – MARY MCKINLEY/GREENWOOD LAKE THEATER**

Motion to adopt a resolution granting permission to Mary McKinley/Greenwood Lake Theater to serve alcohol at the Mountain Lake Park on the following dates. May 4<sup>th</sup>, 5<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> of 2024. Certificate of Liability and Liquor Liability Insurance is on file in the Clerk's office.

**#R2024-165 REFUND PERMIT APPLICATION FEE – CRYSTAL & BEAU DAVIS**

Motion to adopt a resolution to refund \$\$200.00 back to Crystal & Beau Davis for a withdrawn application of a detached garage.

**#R2024-166 AUTHORIZE SUPERVISOR TO SIGN MUNICIPAL TOURISM GRANT REQUEST**

Motion to adopt a resolution authorizing the Supervisor to sign a Municipal Tourism Grant request for the Town of Warwick through Orange County.

**#R2024-167 APPOINTMENT OF ASSESSMENT BOARD OF REVIEW MEMBER – JENNIFER LUCAS**

Motion to adopt a resolution to appoint Jennifer Lucas as a member of the Town of Warwick Assessment Board of Review to expire September 30, 2025.

**#R2024-168 APPOINT PART TIME SEASONAL GROUNDSKEEPER – THOMAS SCHWEIGERT**

Motion to adopt a resolution to appoint Thomas Schweigert as a part-time seasonal laborer at a pay rate of \$18.00 per hour effective April 13, 2024.

**#R2024-170 ACCEPT HDR ENGINEERING DESIGN FEES FOR FIVE (5) FEMA PROJECTS**

Motion to adopt a resolution to accept HDR engineering design fees for the five (5) FEMA Projects listed below at a cost to be reimbursed from FEMA not to exceed \$600,000.00.

1. Hoyt Rd. Culvert
2. Cascafe Rd. Culvert
3. Pumpkin Hill Rd. Culvert
4. Ball Rd. Culvert
5. Old Ridge Rd. Retaining Wall

**#R2024-171 ACCEPT BID PROPOSAL FOR MAINTENANCE & SNOW REMOVAL AT KINGS ESTATES PARK DISTRICT-ELEGANT LANDSCAPING**

Motion to adopt a resolution accepting bid proposal for maintenance & snow removal at Kings Estates Park District from Elegant Landscaping for 2024 at a cost not to exceed \$23,000.00 annually to be billed \$1,916.16 per month.

**#R2024-172 ACCEPT RESIGNATION DIAL-A-BUS ROBERT JACKSON**

Motion to adopt a resolution to accept the resignation of Robert Jackson as a part-time Dial –A-Bus Driver effective immediately.

**#R2024-173 STANDARD WORKDAY AND REPORTING TO NEW YORK STATE AND LOCAL EMPLOYEES' RETIREMENT SYSTEM FOR ELECTED AND APPOINTED OFFICIALS**

Motion to adopt the following resolution:

BE IT RESOLVED, that the Town Board of the Town of Warwick, New York/30311 hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the time keeping system records or the record of activities maintained and submitted by this official to the clerk of this body.

**ELECTED OFFICIALS:**

TITLE	STANDARD WORK DAY	NAME	CURRENT TERM	RECORD Of ACTIVITY
Receiver Of Taxes	6.5	Ana Kanz	01/01/24-12/31/27	11.5
Town Councilman	6.5	Russell Kowall	01/01/24-12/31/27	3.34
Town Councilman	6.5	Thomas Mattingly	01/01/24-12/31/27	3.30
Town Supervisor	6.5	Jesse Dwyer	01/01/24-12/31/27	27.86
Town Justice	6.5	Karen Amundson	01/01/24-12/31/27	5.93

**#R2024-174 SCHEDULE PUBLIC HEARING – WICKHAM WATER/SEWER DISTRICT #1**

Motion to adopt a resolution to schedule a Public Hearing to hear and consider public comments on proposed improvement of the facilities of the Wickham Sewer District #1. Said public hearing to be held on May 16, 2024 at 1:00pm or as soon thereafter as the matter may be heard at the Town Hall, 132 Kings Highway, Warwick, NY. All written comments must be received by the Board at or prior to the public hearing.

The proposed improvements include new headworks building, upgrades to the aeration and clarifier tanks, sand filters, sludge dewatering process and electrical system, new supervisory control and data acquisition system, and other building and site upgrades. The estimated maximum cost of the proposed project is \$16,000,000, which includes estimated construction costs, 25% construction contingencies, and engineering, legal and administrative expenses. The

project will be financed by a combination of grants and low-interest loans. A map, plan and report of the proposed improvements is on file in the Town Clerk's office.

**#R2024-175 APPOINT COURT ATTANDANT – STEVEN HELRICH**

Motion to adopt a resolution to appoint Steven Helmrich at a rate of pay of \$18.25 per hour effective April 12, 2024.

**#R2024-176 ACCEPT BID PROPOSAL FOR CAMERA IN THE SANITARY SEWER LINES AT MOUNTAIN LAKE PARK**

Motion to adopt a resolution to accept a bid proposal from tam Enterprises for a camera in the sanitary sewer lines at the Mountain Lake Park at a cost not to exceed \$3,200.00 per day.

**BILLS**

**PRIVILEGE OF THE FLOOR (GENERAL)**

**RECONVENE**

**ADJOURN**

## ADDENDUM #1

### CORRESPONDENCE:

**ROBIN & ELIOT MAZZOCCA** – Owner, 21 Distillery Rd. Warwick, NY. Letter to the Building Department and Town Clerk dated March 19, 2024 appealing violation #20240025 for their Short-Term Rental.

**MICHAEL VILLAROSA** – Principal Engineer, Orange County Department of Public Works. Email dated March 27, 2024 to the Town Clerk regarding the request made to lower speed limit on Oil City Road from CR 88 (Liberty Corners Rd) to the Town of Warwick/ Town of Minisink Line. The County has sent all the necessary paperwork to the State.

**JERRY DEBOLD** – Chairperson, Warwick Valley Rod & Gun Club. Letter received in the Clerk's office April 1, 2024 regarding TAKE A KID FISHING DAY. Fishing will be on May 4, 2024 from 9am-12pm at the Historic Bairds Farm on Bairds Lane in Warwick. The event is open to ALL CHILDREN between ages 5 and 14 years old. Donations can be made out to the Warwick Valley Rod & Gun Club and mailed to Post Office Box 376, Warwick, NY 10990.

**MIKE D'AZZOLLINI** – President, Every Second Counts, LLC. Email dated April 3, 2024 to the Clerk regarding Child Safety ID Kits. The company's goal is to raise awareness for Child Safety within the communities by partnering with Police, Schools, and other Organizations across the United States. We have also been working with police departments who have purchased our Child Safety ID Kits to distribute them at safety programs for their community such as National Night Out, Back to School, Trunk or Treat, Community Policing Programs, Holiday Giveaways, or distribute them to local schools, as a joint effort to continue to raise awareness for Child Safety.

**PATRICK SCOTT & SOHAM DHESI** – Residents, Town of Warwick. Letter dated April 3, 2024 to the Town Board making a formal request to have their farm be added to the (APO) Agricultural Overlay District Qualifying Map Area so they may proceed with their application to be included in the Agricultural Overlay District.

**JAMES OBROTKA** – Building Inspector, Town of Warwick. Letter dated April 3, 2024 to the Town Board recommending the Town refund an application fee for a detached garage.

**SUSAN FERRO** – Executive Director, Winslow Therapeutic Riding Center. Letter dated March 14, 2024 to the Town Board requesting the Town's support for the FY-2025 Community Development Block Grant application of \$25,000.00.

**DEBORAH A. EURICH** – Assessor, Town of Warwick. Email to Supervisor dated April 5, 2024 recommending Jennifer Lucas be appointed to the Board of Assessment Review.

**KAREN A. AMUNDSON** – Town Justice, Town of Warwick. Letter dated April 5, 2024 to the Town Board requesting to appoint a Court Attendant.

**ROBERT JACKSON** – Bus Driver, Town of Warwick Dial A Bus. Letter dated April 4, 2024 to the Supervisor of Transportation regarding his resignation.

**ADDENDUM #2**

**DEPARTMENT OF PUBLIC WORKS REPORT:**

<b>WORK BEING DONE</b>		<b>LOCATION</b>
CULVERT PIPES	179 Bellvale Lakes Rd.	Replace 12" x 40' culvert pipe
DRAINAGE	Town wide	Open drainage pipes town wide
DITCH WORK	Old Ridge Rd.	Ditch roadsides
TREE WORK	Little York Rd.	Take down tree with O & R
POT HOLES	Town wide	Fill with cold patch
VEHICLE MAINT.	As needed	
EMERG. REPAIRS	As needed	
ROAD SIGNS	Town wide	Replace as needed
HAUL MATERIAL	Stockpile	Haul 1 1/2" stone and item # 4 to stockpile
TOWN PARK	Mountain Lake Park	Construct new parking lots



**ADDENDUM #3****PARKS DEPARTMENT:**

<b>Union Corners Park</b>	<b>Open</b>	<b>Town</b>
<b>Mountain Lake Park</b>	<b>Pool opening Memorial Day Weekend ( passes purchased @ Town Clerk's office)</b>	<b>Town</b>
<b>Town of Warwick Dog Park</b>	<b>Open</b>	<b>Town</b>
<b>Airport Road Park</b>	<b>Open</b>	<b>Town</b>
<b>Cascade Park</b>	<b>Open</b>	<b>Town</b>
<b>Wickham Woodland Park</b>	<b>Open</b>	<b>Town</b>
<b>Wickham Passive Boat Launch</b>	<b>Open April 1<sup>st</sup></b>	<b>Town</b>
<b>Gamache Passive Boat Launch</b>	<b>Open April 1<sup>st</sup></b>	<b>Town</b>
<b>Mountain Lake Park Fishing Pass</b>	<b>Open April 1st</b>	<b>Town</b>
<b>Pine Island Park</b>	<b>Open</b>	<b>Town</b>
<b>Thomas P. Morahan Waterfront Park</b>	<b>Beach opening Memorial Day (passes purchased @ Village of Greenwood Lake Clerk)</b>	<b>Village of GWL</b>
<b>Ben Winstanley Park</b>	<b>Open</b>	<b>Village of GWL</b>
<b>Village of GWL Dog Park</b>	<b>Open</b>	<b>Village of GWL</b>

**ADDENDUM #4**

(pg. 1 of 4)

**TOWN CLERK REPORT:****1. FEES COLLECTED – MARCH 2024**

Interest in Town Clerk's Checking Account	\$3.59
MLP Deferred Revenue Next Year	\$1,340.00
MLP Art Studio	\$2,800.00
MLP Dance Studio	\$250.00
MLP Front Building	\$1,500.00
MLP Kitchen	\$1,7500.00
MLP Kitchen Per Hour	\$350.00
MLP Kitchen Storage	\$20.00
MLP – Lakeside Pavilion	\$580.00
MLP Lodge Dining Hall	\$1,230.00
MLP Lounge	\$250.00
MLP Lodge Lower Level	\$230.00
MLP- Office Large Room	\$400.00
MLP – Serving Station	\$15.00
MLP – Storage	\$50.00
MLP- Tablecloth	\$50.00
MLP Pool – Adult	\$75.00
MLP Pool – Child	\$30.00
MLP Pool – Senior	\$50.00
Wickham Woodland Manor Fee	\$500.00
Wickham Lake Permit – Additional Sticker	\$2.00
Wickham Lake Permit Renewal – Resident	\$10.00
Copy of Map	\$55.00
Marriage Certified	\$150.00
Peddler Permit	\$200.00
Photocopies	\$11.50
Photographs	\$20.00
Use of Kitchen Fee – Senior Center	\$50.00
Dog Impoundments	\$530.00
Athletic Field Fee	\$50.00
Marriage License Fee	\$140.00
Dog Licensing	\$1,353.00
Conservation	\$12.15
Registrar Town of Warwick	\$320.00

Wickham Woodland Manor Deposit	\$600.00
MLP- Deposit Lakeside Pavilion	\$1,000.00
MLP Deposit Lodge Dining Hall	\$800.00
MLP Deposit Lodge Lounge	\$100.00
Little League Field Deposits	\$200.00
Total Local Shares Remitted	\$17,077.24

**ADDENDUM #4**

(pg. 2 of 4)

**2. FEES PAID – MARCH 2024**

NYS Dept. of Health	\$180.00
NYS Ag & Markets for Spay/neuter program	\$166.00
NYS Environmental Conservation	\$207.85
Village of Florida Registrar	\$200.00
Village of GWL Registrar	\$100.00
Village of Warwick for Registrar	\$1,340.00
Total Non-Local Revenues	\$2,193.85

**3. \* Bid Proposal to prep and install vinyl flooring in the Receiver of taxes office at the Town Hall.**

A. Floor Coverings International  
 254 Wisner Ave.  
 Middletown, NY 10940  
Bid Proposal: \$2,950.00

B. Superior Floors  
 133 North Main Street  
 Florida, NY 10921  
Bid Proposal: \$3,000.00

C. Powell Flooring  
 1181 Union Valley Rd.  
 West Milford, NJ 07480  
Bid Proposal: No Submittal

D. McGuire’s Hardwood Flooring Inc.  
 9 Cathy Rd. #4005  
 Poughkeepsie, NY 12603  
Bid Proposal: No Submittal

**4. BOARD OF ELECTION RESULTS: 2024 PRESIDENTIAL PRIMARY**

## President of the United States (REP)

Vote Method  Follow

Candidate	Percentage	Votes
<b>Vivek Ramaswamy</b> Republican	0.74%	25
<b>Chris Christie</b> Republican	2.98%	101
<b>Nikki R. Haley</b> Republican	9.55%	324
<b>Donald J. Trump</b> Republican	86.73%	2,941

## ADDENDUM #4 (pg. 3 of 4)

## President of the United States (DEM)

Vote Method  Follow

Candidate	Percentage	Votes
<b>Joseph R. Biden Jr.</b> Democratic	91.30%	2,707
<b>Marianne Williamson</b> Democratic	5.50%	163
<b>Dean Phillips</b> Democratic	3.20%	95

## Delegates to the Democratic National Convention, 18th Congressional District (DEM)

Vote Method  Follow

Candidate	Percentage	Votes
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Zachary Constantine Democratic		14.39%	2,191
Julie Shiroishi Democratic		15.15%	2,306
Christopher Drago Democratic		13.82%	2,104
Christine Stage Democratic		15.14%	2,305
Barbara Graves-Poller Democratic		14.64%	2,228
Brandon Holdridge Democratic		13.81%	2,102
Frank L. Cardinale Democratic		13.05%	1,986

**5. Request for Proposal for Maintenance & Snow Removal for Kings Estate Park District:**

- |   |   |
|---|---|
| <p>1. Elegant Landscaping<br/>105 Glenmere Ave.<br/>Florida, NY 10921<br/><u>Bid Proposal: \$23,000.00 Annually</u></p> | <p>2. Landscape Impressions Associates, Inc.<br/>PO Box 803<br/>Tuxedo, NY 10987-0803<br/><u>Bid Proposal: \$89,230.00 Annually</u></p> |
|---|---|

**ADDENDUM #4**  
(pg. 4 of 4)

**6. Requests for camera in the sanitary sewer lines at Mountain Lake Park:**

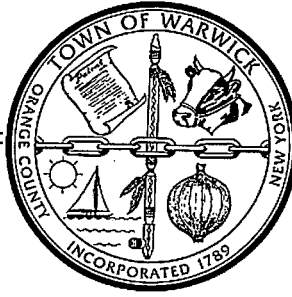
- |   |   |
|---|---|
| <p>1. Tam Enterprises<br/>114 Hartley Road<br/>Goshen, NY 10924<br/><u>Bid Proposal: \$3,200.00 p/d</u></p>                                       | <p>2. Coppola<br/>28 Executive Parkway<br/>Ringwood, NJ 07456<br/><u>Bid Proposal: \$3,995.00 p/d</u></p> |
| <p>3. GPRS<br/>Albany (518)-390-3725<br/>newyorkinfo@gprsinc.com<br/><u>Bid Proposal: \$2,900.00* p/d (does not include jetting the line)</u></p> |   |

**7. ORANGE COUNTY MOBILE DMV UNIT**

Village of Florida Library will host the Orange County Clerk Mobile on Tuesday, April 16th DMV Unit located at 4 Cohen Circle in the Village of Florida from 10-12 (Closed 12-1) then re-open from 1-1:30pm.

DRAFT

# TOWN OF WARWICK



132 KINGS HIGHWAY  
WARWICK, NEW YORK 10990

TOWN HALL TELEPHONE (845) 986-1124  
POLICE DEPT. TELEPHONE (845) 986-5000  
RECEIVER OF TAXES (845) 986-1125  
PUBLIC WORKS TELEPHONE (845) 986-3358  
TOWN HALL FAX (845) 986-9908  
SUPERVISOR [supervisor@townofwarwick.org](mailto:supervisor@townofwarwick.org)  
TOWN CLERK [clerk@townofwarwick.org](mailto:clerk@townofwarwick.org)

March 14, 2024

## REQUEST FOR PROPOSAL MAINTENANCE & SNOW REMOVAL FOR KINGS ESTATE PARK DISTRICTS

The Town of Warwick is seeking proposals for maintenance and snow removal for Kings Estate Park District with the following specifications:

1. Maintenance of all grass at recreation sites. Open common space will also be maintained during the growing season, from the first day of May through the final day of October on a weekly basis.
2. Bush hogging of grass and high weeds three times a year, occurring at the beginning, middle and end of the growing season on all areas not able to be mowed around the detention pond.
3. Maintenance of all mulched beds.
4. Snow will be removed from behind and in front of all mailbox clusters. The parking lot on Darin Road will be maintained after the DPW has plowed the approaching roadway.
5. The pick-up and removal of garbage from cans and streets on a monthly basis.

Proposals are due on April 9, 2024 by 10:00 a.m. to the Town of Warwick,  
Attention: Town Clerk's Office, 132 Kings Highway, Warwick, New York 10990.

Sincerely,

Jesse Dwyer  
Town Supervisor

JD/rb

## **NOTICE TO BID**

**PLEASE TAKE NOTICE** that the Town Board of the Town of Warwick, will receive sealed bids at the Town Hall, 132 Kings Highway, Warwick, NY for the following: **Proposals Maintenance & Snow Removal for Kings Estate Park Districts**

Specifications for the bids may be emailed to you upon request or printed at [townofwarwick.org](http://townofwarwick.org). All sealed bids must be received by Tuesday, April 9, 2024 by 10:00am at which time these proposals will be opened and read.

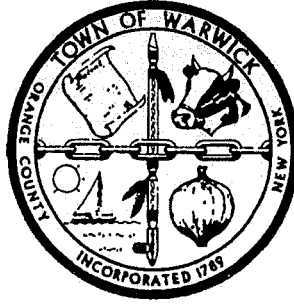
All bidding shall be subject to the provisions of the General Municipal Law of the State of New York, as amended, and the Town Board reserves the right to accept a proposal that it considers to be in the best interest of the Town of Warwick.

**BY ORDER OF THE TOWN BOARD  
OF THE TOWN OF WARWICK, NEW YORK  
EILEEN ASTORINO, TOWN CLERK**

**March 20, 2024**



# TOWN OF WARWICK



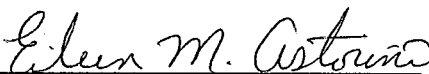
Eileen M. Astorino  
Town Clerk/Registrar  
132 Kings Highway  
Warwick, New York 10990-3152  
Tel: (845) 986-1124, ext. 246  
Fax: (845) 987-1499  
clerk@townofwarwick.org

Carolyn Purta, Deputy Town Clerk/Deputy Registrar  
Melissa Stevens, Deputy Town Clerk  
Tel: (845) 986-1124, ext. 244 or 245  
Fax: (845) 987-1499

I, EILEEN ASTORINO, Town Clerk of the Town of Warwick, in the County of Orange, State of New York HERE BY CERTIFY that the following resolution #R2024-147 AUTHORISE TOWN TO SEEK RFP FOR PROPERTY MAINTENANCE & SNOW REMOVAL FOR KINGS ESTATE PARK SIDTRICT was adopted at the regular meeting of the Town Board of the Town of Warwick duly called and held on Thursday, March 14, 2024 have been compared by me with the original minutes as officially recorded in the Town Clerk's Office in the Minute Book of the Town Board and is a true, complete and correct copy thereof and of the whole of said original minutes so far as the same relate to the subject matter.

IN WITNESS, WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Town of Warwick this 15<sup>th</sup> day of March, 2024.

SEAL

  
Eileen M. Astorino, Town Clerk

#R2024-147 AUTHORISE TOWN TO SEEK RFP FOR PROPERTY MAINTENANCE & SNOW REMOVAL FOR KINGS ESTATE PARK SIDTRICT

Motion Supervisor Dwyer, seconded Councilman DeAngelo to adopt a resolution authorizing the Town Board to seek request for proposals for maintenance and snow removal for Kings Estate Park Districts. Bid specifications can be obtained at the Town Clerk's office or on the Town's website, townofwarwick.org. All sealed bids must be received by the Town Clerk no later than April 9, 2024 by 10:00am at which time these proposals will be opened and read.

Motion Carried (5 Ayes, 0 Nays) Supervisor Dwyer declared this resolution duly adopted.

# Landscape Impressions Associates, Inc.

Friday, April 5, 2024

Town of Warwick  
132 Kings Highway  
Warwick, NY. 10990

Re: Kings Estate Park Districts RFP

**RECEIVED**

**APR 09 2024**

**TOWN OF WARWICK  
TOWN CLERK**

1. Mow weekly May 1<sup>st</sup> – October 31<sup>st</sup> (27 visits)...\$58,000
2. Brush hogging existing maintained areas 3x/year...\$2,050
3. Maintain all recently mulched beds (including mulching with client provided material)...\$6,500
4. Snow removal of 3 mailboxes and 4 parking lot area...\$21,000
5. Garbage removal from streets and 3 cans 1x per month (12 months)...\$1,680

All notations were made as per walk-through and Town of Warwick letter dated March 14, 2024.

**TOTAL...\$89,230.00**



**LANDSCAPING**  
THE PROFESSIONAL LANDSCAPING

**RECEIVED**

APR 09 2024

TOWN OF WARWICK  
TOWN CLERK

**KINGS ESTATES LAWN MAINTENANCE PROPOSAL**

**Scope of Work**

Landscaping Company will herein be referred to as "Contractor". Contractor will furnish all necessary materials, equipment and labor to perform the following scope of work:

**Contract Period**

The contract period will be from April 1<sup>st</sup> 2024 – March 31<sup>st</sup> 2025 (a period of twelve months).

The Contractor shall provide the services listed below.

**Mowing** Contractor shall mow the grass and recreational areas ONCE WEEKLY or as weather permits during the months of May through October. Open common space will also be maintained during growing season.

Brush hogging of grass and high weeds THREE times annually, at the beginning, middle and at the conclusion of the growing season on all areas not able to be mowed around the retention pond.

**Bed Maintenance** Contractor shall provide maintenance of mulched beds to prevent obstruction and maintain manicured appearance.

**Clean-Up and Trash Removal Snow Maintenance**

1. The Contractor shall pick-up debris and remove garbage cans and streets on a monthly basis.
2. The Contractor shall remove all debris associated with the lawn maintenance during each visit.


**Snow Maintenance** Contractor shall remove snow behind, and in front of all mailbox clusters. Parking lot on Darwin Road will be maintained after the DPW has curbed roadways.

**Contractor agrees to perform the above-mentioned services at a rate of**

**\$ 23,000 annually**

**to be billed at a rate of**

**\$ 1916.16 monthly**

  
Elegant Landscaping Owner

3-21-24  
Date

**Warwick Town Clerk**

---

**From:** Chris <chris@landscapeimpressions.us>  
**Sent:** Friday, March 22, 2024 9:54 AM  
**To:** Warwick Town Clerk  
**Subject:** Kings Estate Mowing and Snow removal

**RECEIVED**  
MAR 21 2024  
TOWN OF WARWICK  
TOWN CLERK

Hello,

I would like additional and current bidding information for the Kings Estate property.

Thank you very much,

--

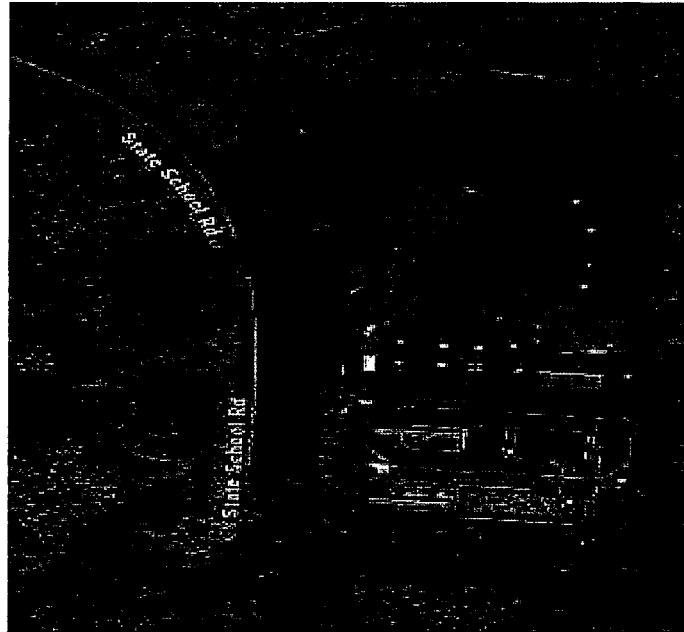
**Chris Taylor**  
**Landscape Impressions Associates, Inc.**  
<https://www.landscapeimpressions.us/>

845-222-9956 Cell Phone  
845-351-5566 Main Business Phone  
845-374-2469 Fax



\* emailed bid specs on 3-22-24 @ 9:59 am

**Map, Plan and Report**  
**Wickham Sewer District #1**  
**Wastewater Treatment Plant Upgrades**  
ORANGE COUNTY, NEW YORK



PREPARED FOR:

TOWN OF WARWICK  
132 KINGS HIGHWAY  
WARWICK, NEW YORK 10990

PREPARED BY:

 **Delaware Engineering, D.P.C.**

28 MADISON AVENUE EXTENSION  
ALBANY, NEW YORK 12203  
(PHONE) 518-452-1290

**March 8, 2024**

**TABLE OF CONTENTS**

**1.0 EXECUTIVE SUMMARY ..... 1**

**2.0 PROJECT BACKGROUND AND HISTORY..... 2**

    2.1 Existing Facilities and Present Condition ..... 2

    2.2 Project Need ..... 2

    2.3 Financial Status ..... 3

**3.0 PROPOSED PROJECT ..... 4**

    3.1 Description ..... 4

    3.2 Cost Estimate ..... 4

**4.0 PROJECT SCHEDULE..... 5**

**FIGURES**

Figure 1 WWTP Process Schematic

**APPENDICES**

Appendix A Town of Warwick Wastewater Treatment Plant Comprehensive Performance Evaluation dated May 2023

## 1.0 EXECUTIVE SUMMARY

The Wickham Sewer District No. 1 serves 678 properties in the Town of Warwick. The Wastewater treatment plant located on 50 State School Road was built in the 1980's and needs various upgrades to return it to full capacity and to reliably meet the requirements of the discharge permit.

The existing WWTP is currently operating with half of its biological treatment units out of service because the traveling bridge clarifier has failed and is beyond mechanical repair. A Comprehensive Performance Evaluation was completed in 2023 by Cedarwood Engineering and determined that major upgrades are needed to correct the issues at the plant.

The total estimated cost of the upgrades was identified as \$16,000,000.

The Town will need to secure a combination of grants and low interest loans to pay for the needed upgrades.

## **2.0 PROJECT BACKGROUND AND HISTORY**

### **2.1 Existing Facilities and Present Condition**

The existing wastewater treatment plant (WWTP) was built in the mid 1980's and is located at 50 State School Road Warwick New York. The WWTP is owned by the Town of Warwick.

The WWTP operates under SPDES permit NY-004890 and is allowed to discharge 430,000 GPD. The treatment plant consists of the following major treatment process:

- Coarse screening
- Grit collection and removal
- Comminutor
- Influent Flow Metering
- Oxidation Ditches
- Secondary Clarifiers
- Sand Filtration
- Disinfection
- Post Aeration
- Sludge Holding
- Sludge Dewatering

### **2.2 Project Need**

The WWTP was built in the mid 1980's and has exceed its design life of 30 years. Thus, many of the original components need to be replaced or rehabilitated.

In 2023 Cedarwood Engineering prepare a Comprehensive Performance Evaluation of the WWTP and identified the following needs:

- Influent Channel has spalling concrete, grit removal system is defunct. The operators manually pump the grit chamber as the conveyor and grit screening building are not functioning.
- Spalling concrete present in grit chamber. Doesn't appear to be structurally deficient at this time, but will need attention in the short-term.
- Existing comminutor is aged and not effective at removing debris from process. Newer systems remove the debris where comminutors and grinders 'mince' the material. This material typically rejoins in the aeration basins and causes pumping and conveyance issues.
- Building for grit separating equipment needs improvements, the door is severely corroded.



- South side treatment train is non-operational. The plant operates solely on the north side treatment train and uses parts to maintain. The oxidation ditch and travelling bridge clarifier have been off-line for years. There is no unit process redundancy for the oxidation ditch, clarifier, or clarifier
- South Side sludge holding tank is off-line, mixer likely needs refurbishment to operate properly.
- Dissolved Air Flotation (DAF) unit in a non-functioning state, has been off-line for years.
- Belt Filter Press is operational; however, it is aging and no longer supported by the manufacturer.
- Post Aeration mixers are aging.
- Existing plant SCADA/alarm system is antiquated and many features no longer function properly. The telemetry from the pump stations to the wastewater treatment plant is no longer functioning properly.
- Multiple control panels are aging (i.e. belt filter press panel) and are at or beyond their service life. Replacement parts are becoming more difficult to source.
- Various other age-related issues affecting plant water (NPW system), including some non-functioning yard hydrants, aging NPW skid equipment, etc.
- Existing standby generator functions, but concern regarding the age of the unit as it is 30+ years old.
- Existing administration and lab rooms need remodeling.

The concrete channels, tanks, building floors, and buildings themselves are in suitable condition to continue to be used for another 30+ years. Overall, the concrete tanks appear to be in good condition with no differential settlement or other structural concerns. The buildings appear to be in good reusable condition. This existing infrastructure will be used to reduce the capital costs of the proposed alternatives.

### **2.3 Financial Status**

The Wickham Sewer District has an annual operating budget of \$472,867.

The district has no existing dept.

The number of existing users/accounts is 678.

### **3.0 PROPOSED PROJECT**

#### **3.1 Description**

The proposed upgrades to the WWTP will include:

- New Headworks Building
- Upgrades to the Aeration and Clarifier Tanks
- Upgrades to the Sand Filters
- Upgrades to the Sludge Dewatering
- New SCADA system
- Electrical Upgrades
- Misc Building Upgrades
- Misc Site Upgrades

#### **3.2 Cost Estimate**

The estimated project cost is summarized as follows:

- Construction Cost at \$11,000,000
- Engineering, Legal, Admin at \$2,200,000
- Contingency at \$2,800,000
- Total \$16,000,000

The project cost will be finance with a combination of grants and low interest loans.

#### 4.0 PROJECT SCHEDULE

The timeline below summarizes the anticipated project schedule.

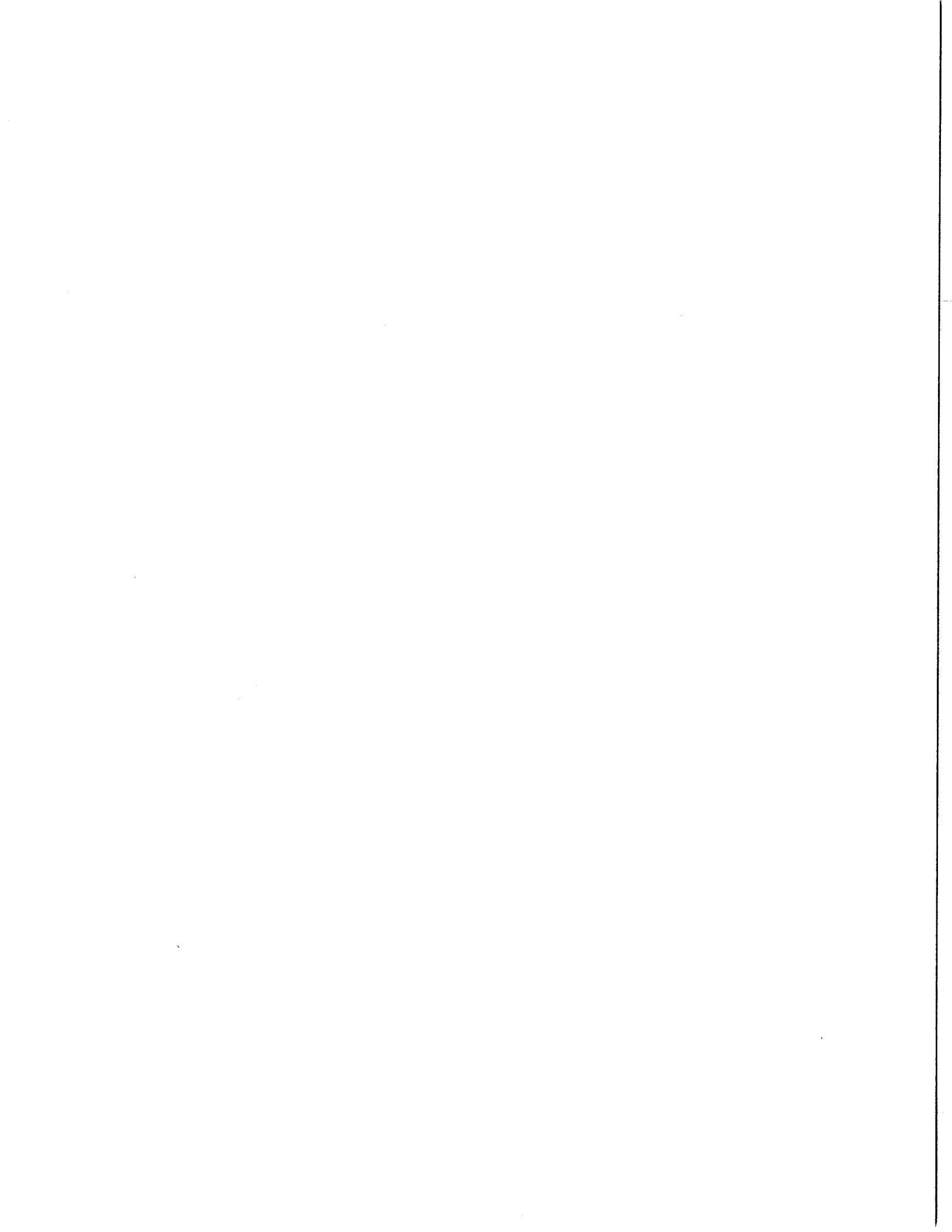
Accept MPR	On March 14, 2024
SEQRA Type II	On March 14, 2024
Issue Bond Resolution	On March 14, 2024
Close Permissive Referendum	By April 25, 2024
Authorize Design Agreement	By April 25, 2024
PLUS Update	By May 31, 2024
Submit WIIA Application	By May 31, 2024
Submit CWSRF Application	By May 31, 2024
Upgrade Design, Regulatory Approvals	By December 2025
Bidding	December 2025– January 2026
Upgrade Construction	April 2026 -Dec 2027
Initiation of Long-Term Financing	June 2028

## **FIGURES**

### **WWTP Process Schematic**

**APPENDIX A**

**Town of Warwick Wastewater Treatment Plant Comprehensive Performance Evaluation  
dated May 2023**



X

RECEIVED

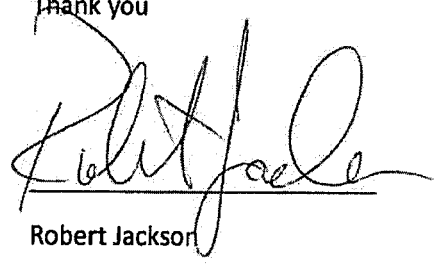
APR 09 2024

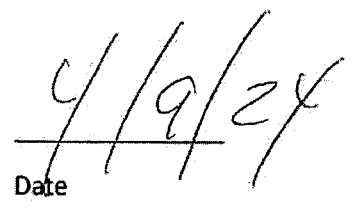
TOWN OF WARWICK  
TOWN CLERK

Ms. Jennifer Crover  
Town of Warwick Dial A Ride

At this time, I am resigning from my position as a part time bus driver for Dial A Bus. This is effective immediately.

Thank you

  
Robert Jackson

  
Date

Received by:

 4/9/2024

Jennifer Crover- Supervisor of Transportation

CONGRESSMAN

# PAT RYAN

REPRESENTATIVE OF THE HUDSON VALLEY



Assistance from my office is coming here to your neighborhood with the

## C.A.R.E.S. VAN

*Constituent* *Advocacy* *Resources* *Empowerment* *Services*

Bringing assistance with federal agencies and benefits like Social Security, VA benefits, federal grant funding, passports, immigration services, the IRS & more - directly to you!

**TUESDAY, APRIL 23**

**10:00AM - 12:00PM**

**Warwick Town Hall  
132 Kings Highway  
Warwick, NY 10990**



For more information or if you need assistance, but can't make the event, contact my office. Stay up to date by signing up for my weekly newsletter by scanning the QR code! (845) 443-2930 PatRyan.house.gov



CC: TBD ✓  
Clerk ✓



**THERAPEUTIC CENTER**  
*Healing with Horses*  
Since 1974  
CLC FOUNDATION AGENCY

**RECEIVED**

**APR 05 2024**

**TOWN OF WARWICK  
TOWN CLERK**

March 14, 2024

Warwick Town Board  
132 Kings Highway  
Warwick, NY 10990

Dear Members of the Warwick Town Board,

CLC Foundation Inc., d/b/a Winslow Therapeutic Riding Center, is requesting your support for the FY-2025 CDBG application of \$25,000.

The grant would allow for the continuation of the Therapeutic Riding Program for adults with severe disabilities. This program promotes the development of life skills through training and support that they require to succeed in their daily lives.

This program has provided a much needed benefit to the community.

Thank you very much for your consideration.

Sincerely,

Susan Ferro  
Executive Director  
Winslow Therapeutic Riding Center

**RECEIVED**  
MAR 14 2024  
TOWN OF WARWICK  
SUPERVISOR'S OFFICE



Donations to Winslow Therapeutic Riding Center are tax-deductible to the fullest extent of the law.  
CLC Foundation, Inc. d/b/a/ Winslow Therapeutic Riding Center:  
1433 State Route 17A, Warwick, NY 10990 • 845-986-6686 • fax 845-988-5980  
Federal ID 13-3676239; NYS Sales Tax Exempt EX-236763  
• [www.winslow.org](http://www.winslow.org)



X

**Warwick Town Clerk**

---

**From:** Warwick Town Tax Collector  
**Sent:** Wednesday, April 3, 2024 3:50 PM  
**To:** Warwick Town Clerk; Town of Warwick Supervisor  
**Cc:** Warwick Town Comptroller  
**Subject:** Tax Department Vinyl Floors-proposal  
**Attachments:** vinyl floors tax dept estimates.pdf

**RECEIVED**  
**APR 04 2024**  
 TOWN OF WARWICK  
 TOWN CLERK

Eileen,

I contacted 4 different companies to submit estimates for vinyl flooring installation. These are the results:

- 1) Floor Coverings International located at 254 Wisner Ave. Suite J Middletown, NY 10940; Bid Proposal: \$2,950.00
- 2) Superior Floors located at 133 North Main Street Florid, NY; Bid Proposal: \$3,000.00
- 3) Powell Flooring located at 1181 Union Valley Rd West Milford, NJ 07480; Bid Proposal: No Submittal
- 4) Mc Guire's Hardwood Flooring Inc. located at 9 Cathy Rd #4005 Poughkeepsie, NY 12603; Bid Proposal: No Submittal

Please include these bids on the next board meeting for approval. Note that these bids included vinyl flooring and install. I have spoken to Ben Astorino to have DPW remove existing carpet and remove furniture.

Attached are the two bids received.

Please let me know if anything else is needed.

Thanks,  
Ana Kanz

# SUPERIOR FLOORS

133 N. Main Street, Suite 5, Florida, NY 10921

Phone: 845-343-9202 Fax: 845-343-9203

[www.superiorfloorsdesign.com](http://www.superiorfloorsdesign.com)

[superiorfloorsdesign@gmail.com](mailto:superiorfloorsdesign@gmail.com)

## ESTIMATE

<p>PREPARED FOR:</p> <p><b>Town Of Warwick (Ana Kanz)</b>          132 Kings Highway, Warwick NY 10990          (845)986-1120 ext. 2          Collector@townofwarwick.org</p>	<p>PREPARED DATE          March 22nd, 2024</p>
---	--

OPTION #1	PRICE
<p><b><u>Tax Collectors office area</u></b></p> <ul style="list-style-type: none"> <li>Furnish and install new vinyl plank flooring in the office area and closet by direct glue down (7"x48" planks)            Product: Congoleum Armorcore - Style: Rustic - Color: Brown Mix</li> <li>Furnish and install new 4" vinyl covebase</li> <li>Minor floor prep is included</li> </ul> <p><i>Notes: Customer to move all furniture prior to installation of new floor - Customer to rip up and remove all old carpet and 4" vinyl covebase - Estimate includes all material and labor at prevailing wage - We'll need a copy of the town's sales tax exemption form upon approval (in the case you decide to move forward with us)</i></p> <p><i>Please note that this specific vinyl flooring is a dropped item with limited availability - The availability of this product is time sensitive and we cannot guarantee that it will be in stock at the time of your decision</i></p>	
<p>SUBTOTAL</p> <p>TAX</p> <p>TOTAL</p>	<p>\$3,000</p> <p>Exempt</p> <p>\$3,000</p>

**\*Estimate expires 30 days from prepared date**

**QUOTE**

Floor Coverings International  
 254 Wisner Ave. Suite J  
 Middletown, N.Y. 10940  
 (845) 342- 1646

**Sales Representative**  
 Ron Alindogan  
 ron@fcioc.com



**Warwick Town Hall - Reciever of Taxes & Assessments c/o Ana Kanz**  
 132 Kings Highway  
 WarwickNY  
 10990  
 (845) 986-1120 x2  
 collector@townofwarwick.org

<b>Estimate #</b>	5970
<b>Date</b>	1/20/2023

Item	Description	Qty	Price	Amount
Vinyl Plank	<ul style="list-style-type: none"> <li>* Supply &amp; Install Mohawk Aladdin Luxury Vinyl Plank                      Style: Familiar Frontier                      Color: 2 Saddle Brown</li> <li>* Areas discussed: Receiver of Taxes &amp; Assessments</li> <li>* Cost to include: Installation &amp; Labor, All materials to include Adhesives, Vinyl Cove Base &amp; Transitions</li> <li>* Cost provided is at prevailing wage as requested.</li> </ul>	1.00	\$2,950.00	\$2,950.00

<b>Sub Total</b>	\$2,950.00
<b>Total</b>	\$2,950.00

**SPECIAL INSTRUCTIONS**

# Municipal Tourism Grant



Municipality Applying:

Town of Warwick

Date of application:

4/1/24

Date you need the funds by:

6/1/24

In effort to provide resources to municipalities as they plan and execute tourism events in Orange County, the County Executive launched a grant program. The program was approved by the Orange County Legislators and funding has been added to the 2024 Tourism Budget.

### PLEASE MAIL OR E-MAIL COMPLETED APPLICATION

- E-mail - LSantiago@orangecountygov.com
- Mail - Orange County Tourism, ATTN: Lisa Santiago, 99 Mail Street, Goshen, NY 10924

### PROGRAM DETAILS AND PROCESS

- Requests for grants will be awarded to municipalities **only**.
- Applications will be sent out to each municipal leader.
- Applications will be accepted from January 1, 2024, until October 1, 2024
- Completed applications should be sent to the Tourism & Film office and will be reviewed and awarded by the Municipal Tourism Grant Committee (MTGC)
- MTGC will meet on a monthly basis or on an *as needed* basis. Committee will not exceed five members.
- MTGC will recommend grant recipients to the County Executive within four weeks of receiving the application.
- Once Approved, municipality will be required to enter into an agreement with the County of Orange (see Sample)
- Within 30 days of event or initiative completion, municipality will be required to submit final report (see sample agreement attached)

### PROGRAM GUIDELINES

- Grants will be awarded to municipalities who will be using the resources towards a tourism event and/or activity that will result in the attraction of visitors to Orange County.
  - Examples of awards: (just examples and not limited to)
    - Resources awarded to a municipality for advertising and promotion expenses associated with XYZ event.
    - Resources awarded to a municipality towards the enhancement of signage for the event/activity.
    - Resources awarded to a municipality for enhancements to their website so that they are more user-friendly to visitors.

### AMOUNT OF GRANT

- Grant range is \$2,500 - \$4,999 (based on an "as-needed" basis and not to exceed \$4,999)
- Deadline for applications is October 1, 2024
- Grant must be used towards a tourism related event or marketing related initiatives that will ultimately lead to the increased awareness and visitation in the **current calendar year**.

### Contact Information :

First Name : Samantha

Last Name : Walter

Title/Role at Municipality :

Recreation Director

Address : 132 Kings Highway

City :

Warwick

State :

NY

Zip Code :

10990

Phone Number :

(845) 258-0670

E-Mail :

recreationdirector@townofwarwick.org

Orange County & Municipalities Working Together

# Municipal Tourism Grant



## Request information

Amount of funds you are requesting :

4,999

Date of Event (If Applicable) or date of completion of marketing related initiatives :

8/23/24, 8/24/24

Will you be using a portion of these funds to promote your event or Municipality?



YES



NO

Description of event/promotional material and reason for the request of funds:

The Fuller Moon Arts Festival celebrates the convergence of performance, art and nature with a two-day festival at the magical lakefront setting of Mountain Lake Park, Warwick, NY. Suitable for all ages, it takes place on Friday, August 23, 5 - 9pm and Saturday, August 24, 11:00am - 9:00pm. The festival invites guests to explore interactive art displays, listen to live music, watch

Purpose of event and Key Outcomes:

The Fuller Moon Arts Festival is designed to put a spotlight on Orange County as a destination for the arts and entertainment, while presenting a memorable outing for all ages. Key outcomes include drawing a crowd of over a thousand new visitors to the town of Warwick. Encouraging overnight stays with a two-day event, and supporting local businesses that serve visitors.

Overview of how funds will be spent: Reminder that a portion of the funds must be used to promote the event or municipality.

Publicity and Promotional materials including print ads, social media boosts, posters, press packets, banners, yard signs, festival signage, etc: \$2,500

Performance Artist Fees: musical headliner: \$1,500, dance group headliner \$1,000.

Total funds request \$4,999

A portion of grant funds must be used towards **promoting a tourism-related** event or **marketing-related** initiatives that will ultimately lead to **increased awareness** of the event and visitation to the county in the current calendar year. Please provide an explanation of how receiving these funds will lead to **increased awareness of your event and visitation to Orange County and how you will use a portion of these funds to promote your event:**

Funds received will help us design and promote a festival program that appeals to a wide audience with diverse, family-friendly entertainment and interactive experiences for all ages that includes food, drink and shopping options. The 3-month promotional campaign lets visitors know what to expect and uses engaging posts, videos, and images, and social media boosts on Facebook and Instagram to reach targeted audiences in the Tri-State area.

Samantha Walter

Name Of Applicant: Please Print

Signature Of Applicant

Recreation Director

Title of Applicant at Municipality

4/1/24

Date

OFFICE RESPONSE:

[Empty box]

Date Application was Received

[Empty box]

Date of Committee Meeting

Approved for Funds:

YES

NO

Total of funds approved:

[Empty box]

X

**Warwick Town Clerk**

---

**From:** Mike D'Ozzollinni <mikedozollinni@everysecondcountschildsafety.com>  
**Sent:** Wednesday, April 3, 2024 11:48 AM  
**Subject:** Child Safety ID Kits – Partner with your Community

My name is Mike D'Ozzollinni, President of Every Second Counts, LLC. My company's goal is to raise awareness for Child Safety within the communities by partnering with Police, Schools, and other Organizations across the United States.

We currently offer the Child Safety ID Kit which captures the following items for a child:

- Contact Information
- Physical Attributes
- Medical Information
- Dental Charts
- Location for Photo
- Non-Toxic Ink Strip for Finger Prints
- DNA Zip Lock Bag for Hair Sample
- Child Safety Tips

**RECEIVED**

**APR 03 2024**

**TOWN OF WARWICK  
TOWN CLERK**

For orders from 100-500 kits, the price is \$2.50 per kit, for orders 500+, it is reduced to \$2.00 per kit, which makes it very affordable for most budgets. Our kits are twice the size of most standard kits which makes it much easier for child fingerprinting. We offer an option to include your department or company logo on the cover of the kit at no extra cost. I can send you a digital sample with your logo/crest if you request prior to purchasing or simply just to review.

We have also been working with police departments who have purchased our Child Safety ID Kits to distribute them at safety programs for their community such as **National Night Out, Back to School, Trunk or Treat, Community Policing Programs, Holiday Giveaways**, or distribute them to local schools, as a joint effort to continue to raise awareness for Child Safety.

If you are interested, please visit our website below. You can also contact me directly at 201-952-3447 or send me an email (hit reply) at [mikedozollinni@everysecondcountschildsafety.com](mailto:mikedozollinni@everysecondcountschildsafety.com). Also check us out, and **Like and Follow us** on our Facebook page! <https://www.facebook.com/everysecondcountschildsafety/>

[www.everysecondcountschildsafety.com](http://www.everysecondcountschildsafety.com)

Look forward to hearing from you.

Thank you,

Mike D'Ozzollinni  
President  
Every Second Counts, LLC

reply OPT OUT to unsubscribe to future emails



**Warwick Town Clerk**

---

**From:** Villarosa, Michael <MVillarosa@orangecountygov.com>  
**Sent:** Wednesday, March 27, 2024 1:07 PM  
**To:** Warwick Town Clerk  
**Cc:** Denega, Erik; McGuire, Ryan  
**Subject:** Oil City Road - Speed Limit Reduction Request  
**Attachments:** 2024-03-27 (Warwick) Charleston-Speed Limit Reduction Request.pdf

Dear Eileen,

Please see the attached correspondence regarding the Speed Limit Reduction Request for Oil City Road in the Town of Warwick from CR 88 (Liberty Corners Road) to the Town of Warwick/Town of Minisink Line. This request was forwarded to the NYSDOT today, Wednesday, March 27, 2024. Thank you.

**Michael Villarosa, P.E.**

Principal Engineer

Orange County Department of Public Works  
2455-2459 Route 17M – PO Box 509 – Goshen NY 10924  
mvillarosa@orangecountygov.com | 845.291.2764

This communication may contain confidential information and is intended only for the individual or entity to whom it is addressed. Any review, dissemination, or copying of this communication by anyone other than the intended recipient is strictly prohibited. If you are not the intended recipient, please contact the sender, and destroy all copies of the original message. No responsibility is accepted by Orange County Government for any loss or damage arising in any way from receiving this communication.



ORANGE COUNTY  
DEPARTMENT OF PUBLIC WORKS

Erik Denega, P.E., PMP  
Commissioner

P.O. Box 509, 2455-2459 Route 17M  
Goshen, New York 10924-0509

[www.orangecountygov.com](http://www.orangecountygov.com)

TEL (845) 291-2750

FAX (845) 291-2778

Steven M. Neuhaus  
County Executive

March 27, 2024

VIA MAIL

Gerald Charleston, P.E.  
NYSDOT Region 8 Traffic Engineer  
Eleanor Roosevelt State Office Building  
4 Burnett Boulevard  
Poughkeepsie, New York 12603

RECEIVED

MAR 27 2024

TOWN OF WARWICK  
TOWN CLERK

Subject: Speed Limit Reduction Request  
Oil City Road  
Town of Warwick Orange County, New York

Dear Mr. Charleston:

Please see the enclosed TE-9 application and certified copy of the Town of Warwick Resolution requesting a speed limit reduction along Oil City Road from Liberty Corners Road (CR 88) to the Town of Warwick/Minisink Town Line from 40 MPH to 30 MPH. These items are being submitted on behalf of the Town of Warwick for your review and consideration.

If you have any questions or concerns regarding this request, please feel free to contact me via phone at (845) 291-2764 or via e-mail at [mvillarosa@orangecountygov.com](mailto:mvillarosa@orangecountygov.com). Thank you.

Yours truly,

Orange County Department of Public Works

  
Michael Villarsa, P.E.  
Principal Engineer

Enclosures

Copy: Erik Denega, P.E., PMP, Commissioner, Orange County Department of Public Works (via e-mail)  
Ryan McGuire, P.E., Deputy Commissioner, Orange County Department of Public Works (via e-mail)  
Eileen Astorino, Town Clerk, Town of Warwick (via e-mail)

# TOWN OF WARWICK



Eileen M. Astorino  
Town Clerk/Registrar  
132 Kings Highway  
Warwick, New York 10990-3152  
Tel: (845) 986-1124, ext. 246  
Fax: (845) 987-1499  
clerk@townofwarwick.org

Carolyn Purta, Deputy Town Clerk/Deputy Registrar  
Melissa Stevens, Deputy Town Clerk  
Tel: (845) 986-1124, ext. 244 or 245  
Fax: (845) 987-1499

March 15, 2024

Erik Denega  
Commissioner, Public Works  
P.O. Box 509, Route 17M  
Goshen, NY 10924

RE: Speed Limit Reduction Request

Dear Mr. Denega:

At the regular meeting of the Town of Warwick held on Thursday, March 14, 2024 the Town Board voted unanimously to adopt Resolution #R2024-136 requesting the NYS Department of Transportation (NYSDOT) to review our request to lower the speed limit from 40mph to 30 mph on Oil City Road (from the Town of Warwick Line to the Town of Minisink Line). In the interest of the safety of our town residents, please consider this request and take the necessary steps to reduce the speed limit.

Enclosed are completed TE- (forms along with the corresponding Tax Maps showing the location of each road and a certified copy of the resolution.

If you have any questions regarding this matter, please feel free to give our office a call at the above telephone number.

Sincerely,

Eileen M. Astorino  
Town Clerk/Registrar

CC: DPW Commissioner

ORANGE COUNTY DEPARTMENT  
OF PUBLIC WORKS  
2024 MAR 20 PM 1:39

N.Y.S. Department of Transportation  
Regional Traffic Engineer  
Region No. 8  
4 Burnett Boulevard  
Poughkeepsie, New York 12603

NYS DOT:

The Town Board of the Town of Warwick, by a resolution adopted March 14, 2024, and the County Superintendent of Highways of the County of Orange, hereby requests the Department of Transportation, pursuant to Section 1622.1 of the Vehicle and Traffic Law, to establish a lower maximum speed at which vehicles may proceed on

Oil City Road, a Town Road  
Road Name County Road  
State Highway

Between Liberty Corners Rd and Oil City Rd

Upon receipt of the notice that the regulation herein requested has been established, the Town of Warwick will provide, install and maintain signs in accordance with the Vehicle and Traffic Law and conforming to the Manual of Uniform Traffic Control Devices of the Department of Transportation.

Dated: March 15, 2024

Eileen M. Astorino  
Town Clerk

Dated: 3/22/24

[Signature]  
County DPW Commissioner

Comments by County Superintendent:

# TOWN OF WARWICK



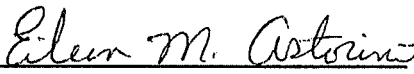
Eileen M. Astorino  
Town Clerk/Registrar  
132 Kings Highway  
Warwick, New York 10990-3152  
Tel: (845) 986-1124, ext. 246  
Fax: (845) 987-1499  
clerk@townofwarwick.org

Carolyn Purta, Deputy Town Clerk/Deputy Registrar  
Melissa Stevens, Deputy Town Clerk  
Tel: (845) 986-1124, ext. 244 or 245  
Fax: (845) 987-1499

I, EILEEN ASTORINO, Town Clerk of the Town of Warwick, in the County of Orange, State of New York HERE BY CERTIFY that the following resolution #R2024-136 REQUEST SPEED REDUCTION – OIL CITY ROAD was adopted at the regular meeting of the Town Board of the Town of Warwick duly called and held on Thursday, March 14, 2024 have been compared by me with the original minutes as officially recorded in the Town Clerk's Office in the Minute Book of the Town Board and is a true, complete and correct copy thereof and of the whole of said original minutes so far as the same relate to the subject matter.

IN WITNESS, WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Town of Warwick this 15<sup>th</sup> day of March, 2024.

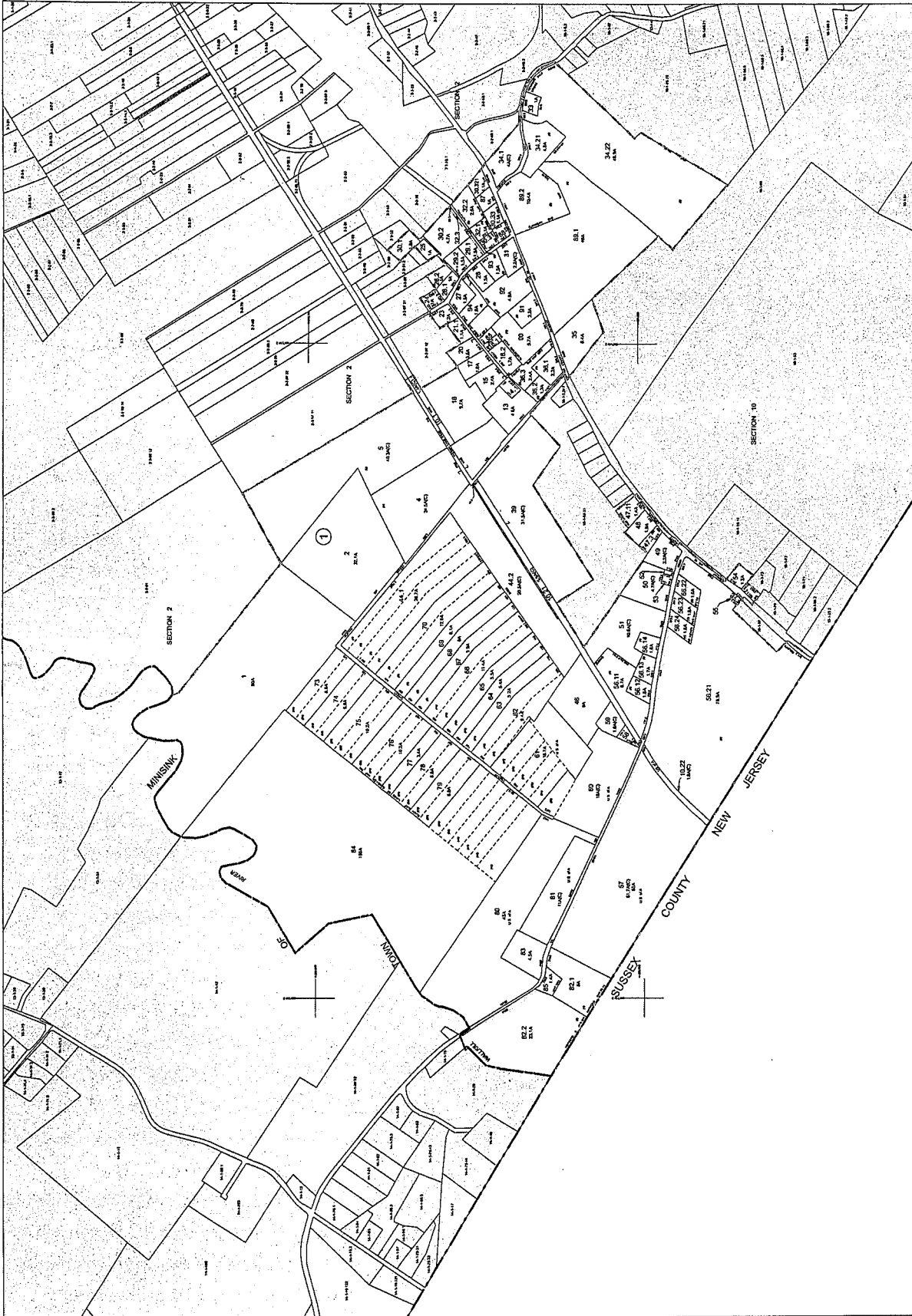
SEAL

  
Eileen M. Astorino, Town Clerk

## #R2024-136 REQUEST SPEED REDUCTION – OIL CITY ROAD

Motion Councilman Mattingly, seconded Councilman Kowal to adopt a resolution to file the necessary TE9 forms with the County of Orange to request the NYS Department of Transportation, pursuant to Section 1622.1 of the Vehicle and Traffic Law, to lower speed limit from 40mph to 30mph on Oil City Road in the Town of Warwick.

Motion Carried (5 Ayes, 0 Nays) Supervisor Dwyer declared this resolution duly adopted.



**TOWN OF WARWICK**  
SECTION NO. 1  
1847/1949/1973

**ORANGE COUNTY**  
**NEW YORK**

**SUSSEX COUNTY**  
**NEW JERSEY**

**MINERVA RIVER**

**DE WYCKE**

**100 FT**

**SECTION TABLE**

SECTION	AREA (AC)	AREA (SQ FT)
1	1.00	69,696
2	1.00	69,696
3	1.00	69,696
4	1.00	69,696
5	1.00	69,696
6	1.00	69,696
7	1.00	69,696
8	1.00	69,696
9	1.00	69,696
10	1.00	69,696
11	1.00	69,696
12	1.00	69,696
13	1.00	69,696
14	1.00	69,696
15	1.00	69,696
16	1.00	69,696
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98	1.00	69,696
99	1.00	69,696
100	1.00	69,696

**WARWICK VALLEY ROD & GUN CLUB**  
PO BOX 376, WARWICK, NY 10990

RECEIVED

APR 01 2024

TOWN OF WARWICK  
TOWN CLERK

TAKE A KID FISHING DAY

For over forty years the Warwick Valley Rod and Gun Club has hosted its annual Take a Kid Fishing Day. Open to all children between 5 and 14 years old in the Town of Warwick, the day allows youngsters to experience the fun of stream fishing and to explore a beautiful and unique local property, in a safe community environment.

This year's Take A Kid Fishing Day will take place rain or shine on Saturday, May 4<sup>th</sup>, from 9:00 am - 12:00 pm at the historic Bairds Farm on Bairds Lane in Warwick.

On the morning of the event, the Warwick Valley Rod and Gun Club will stock the stream with about 500 trout and bait will be provided to all participants. Club members will be on hand to assist young anglers and light refreshments (grilled sandwiches, hot dogs, hamburgers) will be available. This event is not a contest; it is a tradition of the club to award each participating child a prize, which in the past has included rod & reel combos, tackle boxes, lures, and other outdoor recreational items, not all related to fishing.

In recent years, Take a Kid Fishing Day has drawn over 200 youngsters. In large measure, the success of this event has been due to the continuing generosity of donors like you. We are asking for your support to help continue this great local tradition. Please consider a monetary donation or items related to fishing or other outdoor activities, that can be used as prizes. If you want your business or organization to be recognized at the event, please include a business card with your company or organization logo.

As always, all donations and contributions will be used exclusively for the Take a Kid Fishing Day event. Donations can be made out to the Warwick Valley Rod and Gun Club and mailed to Post Office Box 376, Warwick, NY, 10990. Any physical items you wish to donate can be scheduled for pick up by calling Jerry Debold at 845-986-5003. Thank you in advance for your contributions. We look forward to hosting another successful event.

Sincerely,  
Jerry Debold  
Fishing Day Chairperson

